City of Seguin

210 E. Gonzales Street
Seguin TX, 78155

Public & Virtual Meeting Agenda

City Council

Tuesday, March 17, 2026 | **5:30 PM** | **Council Chambers**

This meeting can be viewed live at:

https://cityofseguintx.granicus.com/MediaPlayer.php?publish_id=21de87bf-231d-4c3d-928a-85cf04e90e7e

1. Call to Order

2. Invocation - Chaplain Emanuel Carpenter, GRMC

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. 26-091 Presentation of Fiscal Year 2025 Audit. - Deborah Fraser, Armstrong, Vaughan & Associates, PC

Attachments: City Council presentation FY25

b. 26-089 Presentation of the City of Seguin Financial Reports for the Three Months Ending December 31, 2025. - Susan Caddell, Director of Finance

Attachments: December 31, 2025

c. 26-080 Presentation of Seguin GIS Department's new Historical Seguin interactive App. - Travis Acklin, GIS Manager

Attachments: Council_Historical _Seguin_App

7. Consent Agenda

a. 26-107 Minutes of the March 3, 2026 City Council Meeting.

Attachments: CC.MINUTES.03032026

b. 26-106 Check Report February 25, 2026 to March 11, 2026.

Attachments: Check Report 02252026 - 03112026

c. 26-110 Authorize the City Manager to execute a Mutual Termination Agreement between the City of Seguin and Navarro Oaks 123M, LLC, related to a Chapter 380 Agreement for the improvement of East Martindale Road. - Mark Kennedy, City Attorney

Attachments: MEMO RE Termination (Navarro Oaks 380)

Mutual Termination Agreement (Navarro Oaks)

d. 26-090 Approval of Quarterly Investment Report for Quarter Ended December 31, 2025 - Susan Caddell, Director of Finance

Attachments: December 31, 2025 City

e. 26-066 Resolution authorizing the City Manager to execute Change Order No. 3 with Texas Sterling Construction for the Rudeloff Road Roadway Phase I Improvement Project CSJ 0915-46-045; and declaring an effective date. - Melissa Reynolds, PE, MPA, CFM - Director of Engineering & Capital Projects

Attachments: 2026-03-17 Memo Rudeloff I CO 3

2026-03-17 Resolution Rudeloff I CO #3

Texas Sterling_CO #2_Rudeloff RD CSJ 0915-46-045_PO#24714-signed

Rudeloff Rd - Change Order #3

f. 26-095 Resolution of the City Council for the City of Seguin, Texas awarding the proposal for depository and banking services to First United Bank; authorizing the City Manager to execute contracts necessary for the depository and banking services; and declaring an effective date. - Susan Caddell, Director of Finance

Attachments: City Council recommendation

Resolution approving banking services with First United Bank

g. 26-099 Resolution authorizing the purchase of eight 2026 Ford F-150 Responder trucks. - Jason Brady, Police Chief

Attachments: 2026 Justification F150
Resolution(8 Responder Trucks)(TIPS)
Attachment 3
SAG-3683_City_of_Seguin
SAG-3684_City_of_Seguin
44534 Seguin PD F150 Upfit x6
44536 Seguin PD F150 Sgt UC Upfit x1
44540 Seguin PD F150 with Pit Bumper Upfit x1

h. 26-101 Resolution authorizing the City Manager to execute a Memorandum of Understanding with the Seguin Economic Development Corporation regarding a Crossroads Boulevard rehabilitation project. - Alora Wachholz, Director of Economic Development

Attachments: 01 03.17.26 Crossroads Boulevard MOU (CC Memo)
02 CC Resolution - Crossroads Boulevard Improvements
03 SEDC Resolution 2026-05 Crossroads Boulevard Improvements
04 SEDC-COS MOU_Crossroads
05 Crossroads Boulevard Rehabilitation Project Map

i. 26-111 Resolution authorizing the City Manager to execute a Memorandum of Understanding between the City of Seguin and Texas Lutheran University, related to the payment of water utility impact fees for the Verne Lundquist Student Athletic Center. - Mr. Mark Driscol Kennedy, City Attorney

Attachments: MEMO RE TLU Impact Fees
MEMORANDUM OF UNDERSTANDING (TLU Impact Fees)

j. 26-077 Ordinance on second reading amending the Seguin Code of Ordinances, Appendix C, Fee Schedule, Chapter 42, Emergency Services; 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. - Garrick Herbert, Assistant Fire Chief

Attachments: Council Memo EMS Transport Fees 2026

k. ZC 03-26_CC Ordinance on second reading to consider a zoning change from Single-Family Residential (R-2) and Commercial (C) to Multifamily High Density (MF-3) for the property located near the southeast corner of SH 46 and Jefferson Ave., Property ID: 52779, (ZC 03-26). - Pamela Centeno, Director of Planning & Codes

Attachments: Staff Memo ZC 03_26
ZC 03-26 Ordinance
Planning Commission Report and agenda packet for ZC 03_26
ZC0326_ExhibitA_CC

8. Action Items - Discussion and Possible Motion to Approve

a. 26-096 Discussion and possible direction to staff on Parking Restrictions on one or both sides of Jay Road and/or Larkin Drive. - Melissa Reynolds, PE, MPA, CFM - Director of Engineering & Capital Projects

Attachments: 2026-03-17 Memo Jay Rd Discussion

Jay Road and Larkin Road No Parking Discussion Exhibit

b. 25-646 Resolution authorizing the City Manager to enter into an agreement with SOAP Engineering, LLC for the Fiber Optic Communication Infrastructure & SCADA Integration - 8th St Corridor Project; and declaring an effective date - Terri Lynn Ruckstuhl, Senior Utilities Engineer.

Attachments: Council Memo 3-17-2026

Resolution 3-17-2026

Bid Tab AF-2026-25

SE1337 - SOAP SCADA Final Proposal

c. 26-081 Resolution of the City Council of the City of Seguin, Texas to authorize a reimbursement agreement with Guadalupe Valley Electric COOP (GVEC) for overhead electrical infrastructure in the Cordova Road Project; authorizing the City Manager to enter into a reimbursement agreement. - Melissa Reynolds, PE, MPA, CFM - Director of Engineering & Capital Projects

Attachments: 2026-03-17 Memo GVEC OH Reimbursement Agreement

2026-03-17 Resolution GVEC OH Reimbursement Agreement

OH Utility Relocation Agreement Package (Huber to Hwy 46)

OH Utility Relocation Agreement Package (Huber to Hwy 123)

d. 26-082 Resolution authorizing the City Manager to execute the advance funding agreement with the Texas Department of Transportation for the Cordova Road Widening Project funded through the Alamo Area Metropolitan Planning Organization Surface Transportation Block Grant Program. - Melissa Reynolds, PE, MPA, CFM - Director of Engineering & Capital Projects

Attachments: 2026-03-17 Memo Cordova AFA Amendment

2026-03-17 Resolution Cordova AFA Amendment

Advance Funding Agreement_Z00003665_City of Seguin_SAT_Amendment 1 (

091546052 AFA Amendment2 _PartialApproval-CityofSeguin

e. 26-098 Resolution of the City Council of the City of Seguin, Texas awarding a bid in the amount of $353,390.73 to Rucoba & Maya Construction, LLC for the South Camp Street Drainage Project; authorizing the City Manager to enter into a construction contract with Rucoba & Maya Construction, LLC; and declaring an effective date. - Melissa Reynolds,

PE, MPA, CFM - Director of Engineering & Capital Projects

Attachments: 2026-03-17 Memo Camp Street Construction Contract
2026-03-17_Resolution Camp Street Construction Contract
Bid Recommendation_AF-2026-31_South Camp Drainage Project

f. 26-112 Resolution authorizing the City Manager to enter into a Design-Build Agreement with Koehler Construction for the design and construction of a five bay apparatus enclosure at Fire Station No. 2; authorizing expenditures in an amount not to exceed $1,777,500; and declaring an effective date. - Randy Kell, Facilities Director

Attachments: Memo 5 Bay Apparatus Enclosure at Fire Station 2
Resolution - Koehler Construction - 5 Bay Apparatus
AF-2026-01 RFQ
RFQ Evaluation Matrix

g. 26-116 Resolution authorizing a partial waiver of City development and permitting fees associated with the construction of the Guadalupe County Emergency Operations Center. - Steve Parker, City Manager

Attachments: Memo - County Fee Waiver
Resolution (Partial.Waiver.County.Fees)
INVOICE_GuadCountyEOC_3040 Guadalupe
SSRS INVOICE SPR0625-0088
SSRS INVOICE_PI2025-0093
SSRS INVOICE_PR2025-0102

h. 26-092 Ordinance on first reading amending the Fiscal Year 2026 General Fund Budget of the City of Seguin and declaring an effective date. - Susan Caddell, Director of Finance

Attachments: Mid Year memo 2026
Mid Year General FY26

i. 26-093 Ordinance on first reading amending the Fiscal Year 2026 Utility Fund Budget of the City of Seguin and declaring an effective date. - Susan Caddell, Director of Finance

Attachments: Mid year Utility FY26

j. 26-094 Ordinance on first reading amending the Fiscal Year 2026 Special Revenue Fund Budget of the City of Seguin and declaring an effective date. - Susan Caddell, Director of Finance

Attachments: Mid Year Special Revenue FY26

k. 26-100 Public Hearing and Ordinance on first reading amending the Seguin Code of Ordinances Chapter 74, Parks, amending Article IV, Standards of Care for Youth Recreation Programs; 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. - Jack Jones, Director of Parks and Recreation.

Attachments: Memo for Standards of Care for 2026-2027
2026-2027 Ordinance for Standards of Care
2026-2027 JAAM PARENT HANDBOOK

I. 26-097 Public Hearing and First Reading of an Ordinance of the City Council of Seguin, Texas amending the Seguin Code of Ordinances Chapter 98, Section 98-107, No Parking Zones, to restrict parking on portions of College Street; authorizing City Staff to prepare this Ordinance as a supplement to the City Code of Ordinances; and declaring an effective date. - Melissa Reynolds, PE, MPA, CFM - Director of Engineering & Capital Projects

Attachments: 2026-03-17 No Parking Zones Memo
2026-03-17 No Parking Ordinance

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. 26-083 Section 551.071(2) (Consultation with Legal Counsel) and 551.072 (Deliberation regarding the Purchase and/or Value of Real Property) of the Texas Local Government Code regarding the possible donation of property for public park purposes located on or near Kingsbury Street east of the Highway 123 Bypass in Guadalupe County, Texas. Possible action may follow in Open Session. - Jack Jones, Director of Parks and Recreation.

b. 26-108 Section 551.071(2) (Consultation with Legal Counsel) regarding contemplated and/or pending litigation involving the City of Seguin. Possible action may follow in Open Session.

10. Reconvene into Open Session and Take Action on Closed Session Items if necessary

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 of the City of Seguin, Texas on the 11th day of March 2026 at 3:30 p.m.

Kristin Mueller
City Secretary

All items on the agenda are eligible for possible discussion and action. The City Council reserves the right to adjourn into Closed Session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices,) and 551.086 (Economic Development).

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.

It's real.

MEMORANDUM

To: Mayor and City Councilmembers
Steve Parker, City Manager

From: Susan Caddell
Director of Finance

Subject: Audit Presentation

Date: March 10, 2026

During the March 17, 2026 City Council meeting, Debbie Fraser from Armstrong, Vaughan and Associates, PC will be at the City Council meeting for the presentation of the FY25 audit.

If you would like a hard copy of the audit, please contact me prior to the meeting and I will have one available for you.

Please let me know if you have any questions.

SEGUIN
TEXAS

It's real.

Date: March 12, 2026

To: Mayor and City Councilmembers
Steve Parker, City Manager

From: Susan Caddell
Director of Finance

Subject: Financial Reports for Three Months Ended December 31, 2025

Attached you will find financial reports for the General, Utility, Coliseum, and Seguin Events Complex for the three months ended December 31, 2025.

The first report is the Income Statement for the General Fund on a budgetary comparison. We have collected 35.7% of our budgeted revenues.

- Property Tax is 45.4% of budget. We do collect the largest of this budget during the first four months of fiscal year.
- Other Licenses and Permits is 216% of budget.
- State/Federal Government Grants are 1,236.6% of budget. We have received grants we were not expecting.
- Sales Tax is 35.5% of budget. We received a very large sales tax payment in December. This will be addressed later in the memo.
- Municipal Court is 36.7% of budget. This consists of our miscellaneous violations.
- Interest Revenue is 50.1% of budget. Interest rates are higher than anticipated.
- Miscellaneous Revenue is 46.2% of budget. We bill annually for alarm permits at the beginning of the fiscal year, which takes up a large portion of this revenue.
- Lease Revenue is 100% of budget. This is the lease revenue for the Sprint Tower that we receive annually.
- Intragovernmental Transfers is 39.6% of budget. These are transfers we received from the Local Youth Diversion Fund. These are fees related to fines. Since our Municipal Court fines are up, this will also be up. These fines help pay for a position in Municipal Court.

Expenditures are 30.3% of budget. Non-Departmental is 57.4% of budget. This is due to paying half of the indigent care amount in October in the amount of $1,434,726.56. In addition, the entire amount of budgeted transfers of $2,103,546 to General Fund Capital

Projects has been transferred. Finally, as we collect our property tax revenue, the debt service portion of the property tax is transferred to the General I&S Fund.

The next report is the Income Statement for the General Fund as compared to FY25. Our revenue increased by $1,458,127 or 7.7% from this time last year.

- Property Taxes is down slightly by $34,230 or .3%. The tax statements were late going out this year.
- Sales Tax is up by $1,399,239 or 36.5%. This will be addressed later in the memo

Our expenditures have decreased by $223,892 or 1.2% from this time last year.

- Police Department increased by $309,144 largely due to the increase in salaries and benefits.
- Fire is up by $351,179 also largely due to an increase in salaries and benefits.
- Non-Departmental decreased by $1,354,563. Transfers to General Fund Capital Projects decreased by $1,344,217.

The next report is the Income Statement for the Utility Fund on a budgetary comparison. We have collected 24.6% of our budgeted revenues.

Expenditures for the Utility Fund are 25.8% of budget.

- Non-Departmental is 43% of the budget. This is due to the fact the entire amount of budgeted transfer of $3,933,980 to Utility Fund Capital Projects was transferred at the beginning of the year.

The next report is the Income Statement for the Utility Fund as compared to FY25. Our revenue has increased by $429,916 or 2.4%.

- Electric Revenue is up by $766,576 or 9%. Consumption has increased by 6.67%
- Water Revenue is down by $485,458 or 9.3%. The number of customers is up by 3.55% but consumption is down by 22.5%. The Rio Nogales Plant's consumption was a large factor in this reduction.
- Sewer Revenue is up by $229,721 or 6.2%. The number of customers has increased by 8.85%.

Expenditures have decreased by $818,869 or 4%.

- Electric Distribution has increased by $356,855 largely due to an increase in the wholesale power costs. This coincides with an increase in electric revenue.
- Utility Engineering is a new department. These employees and expenditures were originally funded in other departments,
- Non-Departmental has decreased by $1,118,874. This is largely due to the decrease in Transfers to Utility Capital Projects by $1,149,403.

The next reports are income statements compared to budget and prior year for the Coliseum Fund and Seguin Events Complex. In the past, I have included the statements for the Golf Fund, but due to the fact the course is shut down for the season, I will not be presenting reports for the Golf Course this year. Net revenues have decreased in the Coliseum Fund by $20,066 from FY25. We have been finishing up some capital projects that were budgeted in FY25 but not completed until this fiscal year. Net revenues are pretty flat in the Seguin Events Complex only decreasing by $14 from FY25.

The next reports detail more information about the sales tax revenue. Sales tax is up for the year by 36.49%. In December, the revenue increased by 81.53%. This amount includes a large audit payment of $1,261,218.54. We also received an audit payment in December of last year. With both these audit payments taken out, we are up for the month of December by 13.75% and for the year by 8.93%.

The next several pages include our current grant portfolio and those that are pending award notification. Some grants have carried over from one year to the next.

Finally, you will find the last two pages for our Hotel Occupancy Tax Collections. We are down from this time last year by $49,709.62, or 10%.

Please let me know if you have any questions or would like additional information provided.

FY2025 INCOME STATEMENT-GENERAL FUND

For the Three Months Ended December 31, 2025

	FY 2025-26 Actual 12/31/25	FY 2024-25 Budget	Variance Pos. (Neg)	% of Budget
001 - GENERAL FUND REVENUE				
3110 - Property Tax	10,508,481	23,140,000	(12,631,519)	45.4%
3180 - Franchise Taxes	35,468	1,515,617	(1,480,149)	2.3%
3210 - Building Permits	561,230	3,260,000	(2,698,770)	17.2%
3220 - Other Licenses & Permits	21,600	10,000	11,600	216.0%
3310 - Interlocal Agreement	386,875	1,313,897	(927,022)	29.4%
3340 - State/Federal Gov. Grants	58,738	4,750	53,988	1236.6%
3350 - Sales Tax	5,234,110	14,739,430	(9,505,320)	35.5%
3350 - Other State Gov. Shared Revenue	27,012	177,000	(149,988)	15.3%
3410 - Charges for Services	18,000	72,000	(54,000)	25.0%
3420 - Public Safety	377,145	1,600,000	(1,222,855)	23.6%
3440 - Sanitation Revenues	754,302	2,995,800	(2,241,498)	25.2%
3450 - Health	30,072	111,000	(80,928)	27.1%
3470 - Culture and Recreation	62,716	438,500	(375,784)	14.3%
3510 - Municipal Court	215,105	586,000	(370,895)	36.7%
3520 - Library	5,808	22,500	(16,692)	25.8%
3610 - Interest Revenues	250,925	500,586	(249,661)	50.1%
3620 - Miscellaneous Revenues	395,101	854,528	(459,427)	46.2%
3630 - Lease Revenues	15,741	15,741	0	100.0%
3650 - Private Source Donations	29,195	105,000	(75,805)	27.8%
3700 - User Fees	1,433,933	5,735,733	(4,301,800)	25.0%
3910 - Intragovernmental Trnsfrs	6,343	16,000	(9,657)	39.6%
Revenue Totals	**20,427,900**	**57,214,082**	**(36,786,182)**	**35.7%**
001 - GENERAL FUND EXPENDITURES				
10 - General Government	34,443	141,905	107,462	24.3%
11 - City Manager	80,343	411,713	331,370	19.5%
12 - Finance	240,267	1,157,382	917,115	20.8%
14 - Legal and Judicial	128,262	568,425	440,162	22.6%
16 - Police	2,940,363	13,262,697	10,322,334	22.2%
17 - Fire	2,670,116	12,412,427	9,742,311	21.5%
18 - Animal Services	190,253	813,357	623,104	23.4%
21 - Planning	596,042	2,740,746	2,144,704	21.7%
22 - City Secretary	43,088	162,865	119,777	26.5%
23 - Human Resources	104,040	504,291	400,251	20.6%
24 - Public Works Department	631,786	2,887,438	2,255,652	21.9%
25 - Vehicle Maintenance	239,408	798,562	559,154	30.0%
26 - Engineering/Capital Projects	148,643	543,722	395,079	27.3%
27 - Brush Department	151,126	691,682	540,555	21.8%
28 - Downtown & Main St. Prog.	51,943	233,321	181,378	22.3%
29 - Facilities	83,844	478,598	394,753	17.5%
31 - Public Library	491,174	2,142,797	1,651,623	22.9%
34 - Parks and Recreation	674,639	3,237,360	2,562,721	20.8%
87 - Information Technologies	367,453	1,745,421	1,377,968	21.1%
89 - City Attorney	55,305	255,104	199,799	21.7%
90 - Non-Departmental	8,020,017	13,979,484	5,959,467	57.4%
Expenditure Totals	**17,942,556**	**59,169,295**	**41,226,739**	**30.3%**
Net Revenues (Expenditures)	**2,485,344**	**(1,955,213)**	**4,440,557**	

FY2025 INCOME STATEMENT

Prior vs. Actual - General Fund

For the Three Months Ended December 31, 2025 and December 31, 2024

	FY 2025-26 Actual 12/31/25	FY 2024-25 Actual 12/31/24	Variance Pos. (Neg)	% Variance Pos. (Neg.)
001 - GENERAL FUND REVENUE				
3110 - Property Tax	10,508,481	10,542,711	(34,230)	-0.3%
3180 - Franchise Taxes	35,468	50,707	(15,240)	-30.1%
3210 - Building Permits	561,230	761,546	(200,316)	-26.3%
3220 - Other Licenses & Permits	21,600	7,180	14,420	200.8%
3310 - Interlocal Agreement	386,875	300,855	86,020	28.6%
3340 - State/Federal Gov. Grants	58,738	5,266	53,472	1015.4%
3350 - Sales Tax	5,234,110	3,834,872	1,399,239	36.5%
3350 - Other State Gov. Shared Revenue	27,012	23,966	3,046	12.7%
3410 - Charges for Services	18,000	18,000	0	0.0%
3420 - Public Safety	377,145	455,942	(78,797)	-17.3%
3440 - Sanitation Revenues	754,302	686,916	67,386	9.8%
3450 - Health	30,072	32,519	(2,447)	-7.5%
3470 - Culture and Recreation	62,716	79,499	(16,783)	-21.1%
3510 - Municipal Court	215,105	125,854	89,251	70.9%
3520 - Library	5,808	6,276	(468)	-7.5%
3610 - Interest Revenues	250,925	263,675	(12,750)	-4.8%
3620 - Miscellaneous Revenues	395,101	394,810	291	0.1%
3630 - Lease Revenues	15,741	15,741	0	0.0%
3650 - Private Source Donations	29,195	52,827	(23,633)	-44.7%
3700 - User Fees	1,433,933	1,307,086	126,848	9.7%
3910 - Intragovernmental Trnsfrs	6,343	3,525	2,817	79.9%
Revenue Totals	**20,427,900**	**18,969,773**	**1,458,127**	**7.7%**
001 - GENERAL FUND EXPENDITURES				
10 - General Government	34,443	30,261	(4,182)	-13.8%
11 - City Manager	80,343	75,165	(5,178)	-6.9%
12 - Finance	240,267	202,537	(37,730)	-18.6%
14 - Legal and Judicial	128,262	116,572	(11,690)	-10.0%
16 - Police	2,940,363	2,631,219	(309,144)	-11.7%
17 - Fire	2,670,116	2,318,937	(351,179)	-15.1%
18 - Animal Services	190,253	154,311	(35,942)	-23.3%
21 - Planning	596,042	543,062	(52,980)	-9.8%
22 - City Secretary	43,088	67,179	24,091	35.9%
23 - Human Resources	104,040	93,843	(10,197)	-10.9%
24 - Public Works Department	631,786	544,324	(87,462)	-16.1%
25 - Vehicle Maintenance	239,408	158,908	(80,500)	-50.7%
26 - Engineering/Capital Projects	148,643	109,332	(39,311)	-36.0%
27 - Brush Department	151,126	155,918	4,792	3.1%
28 - Downtown & Main St. Prog.	51,943	54,710	2,767	5.1%
29 - Facilities	83,844	72,232	(11,612)	-16.1%
31 - Public Library	491,174	461,838	(29,336)	-6.4%
34 - Parks and Recreation	674,639	639,793	(34,846)	-5.4%
87 - Information Technologies	367,453	309,947	(57,506)	-18.6%
89 - City Attorney	55,305	51,780	(3,525)	-6.8%
90 - Non-Departmental	8,020,017	9,374,580	1,354,563	14.4%
Expenditure Totals	**17,942,556**	**18,166,448**	**223,892**	**1.2%**
Net Revenues (Expenditures)	**2,485,344**	**803,325**	**1,682,019**	

FY2025 INCOME STATEMENT-UTILITY FUND

For the Three Months Ended December 31, 2025

Account Number	Account Name	FY 2025-26 Actual 12/31/25	FY 2024-25 Budget	Variance Pos. (Neg)	% of Budget
002 - UTILITY FUND REVENUE					
3410 - Charges for Services		87,235	597,005	(509,770)	14.6%
3430 - Electric Revenue		9,326,519	36,538,460	(27,211,941)	25.5%
3432 - Water Revenue		4,718,419	20,767,101	(16,048,682)	22.7%
3434 - Sewer Revenue		3,944,916	15,339,150	(10,878,113)	25.7%
3480 - Other Charges		194,886	625,000	(430,114)	31.2%
3610 - Interest Revenues		76,054	500,500	(424,446)	15.2%
3620 - Miscellaneous Revenues		100,437	614,700	(514,263)	16.3%
3630 - Lease Payments		2,250	0	0	NA
3700 - User Fees		10,750	43,000	(32,250)	25.0%
4 - Revenue Totals:		**18,461,466**	**75,024,916**	**(56,049,580)**	**24.6%**
002 - UTILITY EXPENDITURES					
44 - Utility Billing		159,571	743,283	583,712	21.5%
45 - Utility Administration		116,784	732,280	615,496	15.9%
46 - Administrative Services		455,494	2,154,498	1,699,004	21.1%
47 - Electric Distribution		5,145,829	29,052,114	23,906,285	17.7%
48 - Utility Services		423,905	2,150,119	1,726,214	19.7%
49 - Engineering/Capital Projects		289,323	1,344,916	1,055,593	21.5%
56 - Water Plant		2,213,727	7,373,554	5,159,827	30.0%
57 - Water/Sewer		1,616,758	7,647,542	6,030,784	21.1%
58 - Utility Engineering		143,886	740,600	596,715	19.4%
65 - Geronimo Creek WWTP		112,195	569,650	457,455	19.7%
66 - Walnut Branch WWTP		404,889	1,730,372	1,325,483	23.4%
80 - Economic Development		188,143	710,818	522,675	26.5%
81 - Facilities		325,906	1,504,839	1,178,934	21.7%
87 - Information Technologies		447,972	2,150,255	1,702,283	20.8%
89 - City Attorney		77,250	411,759	334,510	18.8%
90 - Non-Departmental		7,726,362	17,960,461	10,234,099	43.0%
Expenditure Totals:		**19,847,993**	**76,977,061**	**57,129,068**	**25.8%**
Net Revenues (Expenditures)		**(1,386,527)**	**(1,952,145)**	**565,617**	

FY2025 Income Statement
Prior vs. Actual - Utility Fund

For the Three Months Ended December 31, 2025 and December 31, 2024

Account Number	Account Name	FY 2025-26 Actual 12/31/25	FY 2024-25 Actual 12/31/24	Variance Pos. (Neg)	% Variance Pos. (Neg.)
002 - UTILITY FUND REVENUE					
3410	**Charges for Services**	87,235	63,915	23,321	36.5%
3430	**Electric Revenue**	9,326,519	8,559,942	766,576	9.0%
3432	**Water Revenue**	4,718,419	5,203,877	(485,458)	-9.3%
3434	**Sewer Revenue**	3,944,916	3,715,195	229,721	6.2%
3480	**Other Charges**	194,886	203,791	(8,905)	-4.4%
3610	**Interest Revenues**	76,054	189,582	(113,528)	-59.9%
3620	**Miscellaneous Revenues**	100,437	82,247	18,190	22.1%
3630	**Lease Payments**	2,250	42,150	0	0.0%
3700	**User Fees**	10,750	10,750	0	0.0%
4	**Revenue Totals:**	**18,461,466**	**18,071,450**	**429,916**	**2.4%**
002 - UTILITY EXPENDITURES					
44	**Utility Billing**	159,571	161,891	2,320	1.4%
45	**Utility Administration**	116,784	101,885	(14,899)	-14.6%
46	**Administrative Services**	455,494	436,132	(19,362)	-4.4%
47	**Electric Distribution**	5,145,829	4,788,974	(356,855)	-7.5%
48	**Utility Services**	423,905	459,652	35,747	7.8%
49	**Engineering/Capital Projects**	289,323	310,992	21,669	7.0%
56	**Water Plant**	2,213,727	2,321,071	107,344	4.6%
57	**Water/Sewer**	1,616,758	1,838,349	221,591	12.1%
58	**Utility Engineering**	143,886	0	(143,886)	NA
65	**Geronimo Creek WWTP**	112,195	126,902	14,707	11.6%
66	**Walnut Branch WWTP**	404,889	394,724	(10,165)	-2.6%
80	**Economic Development**	188,143	150,183	(37,960)	-25.3%
81	**Facilities**	325,906	299,414	(26,492)	-8.8%
87	**Information Technologies**	447,972	345,023	(102,949)	-29.8%
89	**City Attorney**	77,250	86,434	9,184	10.6%
90	**Non-Departmental**	7,726,362	8,845,236	1,118,874	12.6%
	Expenditure Totals:	**19,847,993**	**20,666,862**	**818,869**	**4.0%**
	Net Revenues (Expenditures)	**(1,386,527)**	**(2,595,412)**	**1,208,885**	**-46.6%**

FY2025 -INCOME STATEMENT-COLISEUM FUND

For the Three Months Ended December 31, 2025

	FY 2025-26 Actual 12/31/25	FY 2023-24 Budget	Variance Pos. (Neg)	% of Budget
007 - COLISEUM REVENUES				
Auditorium Rental Fees	20,850	110,000	(89,150)	19.0%
Interest Earnings	5,137	12,100	(6,963)	42.5%
Miscellaneous Revenue	90	0	90	0.0%
Credit Card Service Fees	166	1,000	(834)	16.6%
Transfers from Occupancy Tax	145,000	290,000	(145,000)	50.0%
Revenue Totals	**171,243**	**413,100**	**(241,857)**	**41.5%**
007 - COLISEUM EXPENDITURES				
Salaries	13,642	61,764	48,121	22.1%
Benefits	5,462	27,471	22,009	19.9%
Utilities	14,638	73,051	58,413	20.0%
Janitorial Services	10,750	43,000	32,250	25.0%
Repairs/Maintenance	12,589	62,000	49,411	20.3%
Equipment Rental	236	1,000	764	23.6%
General Supplies	7,033	50,050	43,017	14.1%
Credit Card Service Fees	583	4,000	3,417	14.6%
Public Relations	518	2,000	1,483	25.9%
Capital Outlay	13,501	100,000	86,499	13.5%
Expenditure Totals	**78,950**	**426,135**	**347,185**	**18.5%**
Net Revenues (Expenditures)	**92,292**	**(13,035)**	**105,327**	

FY2025 INCOME STATEMENT
Prior vs. Actual - Coliseum
For the Three Months Ended December 31, 2025 and December 31, 2024

	FY 2025-26 Actual 12/31/25	FY 2024-25 Actual 12/31/24	Variance Pos. (Neg)	% of Budget
007 - COLISEUM REVENUES				
Auditorium Rental Fees	20,850	27,600	(6,750)	-24.5%
Interest Earnings	5,137	4,482	654	14.6%
Miscellaneous Revenue	90	296	(206)	
Credit Card Service Fees	166	176	(10)	-5.8%
Transfers from Occupancy Tax	145,000	137,750	7,250	5.3%
Revenue Totals	**171,243**	**170,304**	**938**	**0.6%**
007 - COLISEUM EXPENDITURES				
Salaries	13,642	13,571	(71)	-0.5%
Benefits	5,462	6,396	934	14.6%
Utilities	14,638	15,784	1,146	7.3%
Janitorial Services	10,750	10,750	0	0.0%
Repairs/Maintenance	12,589	8,651	(3,938)	-45.5%
Equipment Rental	236	157	(79)	-50.0%
General Supplies	7,033	2,156	(4,877)	-226.2%
Credit Card Service Fees	583	481	(101)	-21.0%
Public Relations	518	0	(518)	NA
Capital Outlay	13,501	0	(13,501)	NA
Expenditure Totals	**78,950**	**57,946**	**(21,004)**	**-36.2%**
Net Revenues (Expenditures)	**92,292**	**112,358**	**(20,066)**	

FY2025 INCOME STATEMENT
SEGUIN EVENTS COMPLEX
For the Three Months Ended December 31, 2025

	FY 2025-26 Actual 12/31/25	FY 2024-25 Budget	Variance Pos. (Neg)	% of Budget
020 - SEGUIN EVENTS COMPLEX REVENUES				
Rodeo Arena Rentals	7,980	25,000	(17,020)	31.9%
Fairgrounds Facilities Rentals	5,975	30,000	(24,025)	19.9%
Interest Earnings	1,024	3,050	(2,026)	33.6%
Miscellaneous Revenue	449	0	449	NA
Transfers from Occupancy Tax	50,139	100,277	(50,139)	50.0%
Revenue Totals	**65,567**	**158,327**	**(92,760)**	**41.4%**
020 - SEGUIN EVENTS COMPLEX EXPENDITURES				
Salaries	17,166	76,899	59,733	22.3%
Benefits	7,739	32,527	24,789	23.8%
Utilities	7,639	22,401	14,762	34.1%
Repairs/Maintenance	5,812	15,000	9,188	38.7%
General Supplies	3,623	11,500	7,877	31.5%
Expenditure Totals	**41,978**	**158,327**	**116,349**	**26.5%**
Net Revenues (Expenditures)	**23,589**	**0**	**23,589**	

FY2025 INCOME STATEMENT

Prior vs. Actual - Seguin Events Complex

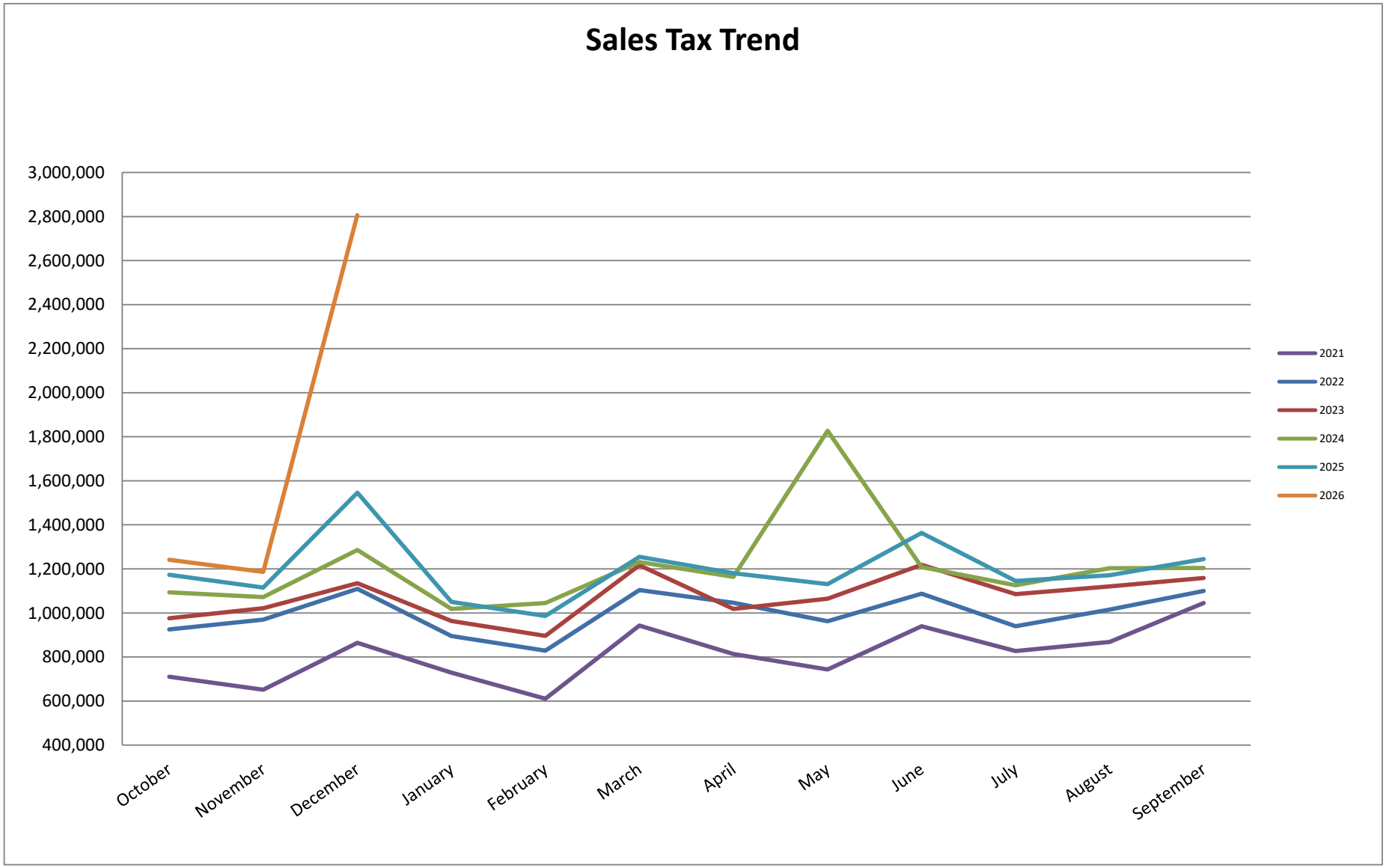
For the Three Months Ended December 31, 2025 and December 31, 2024

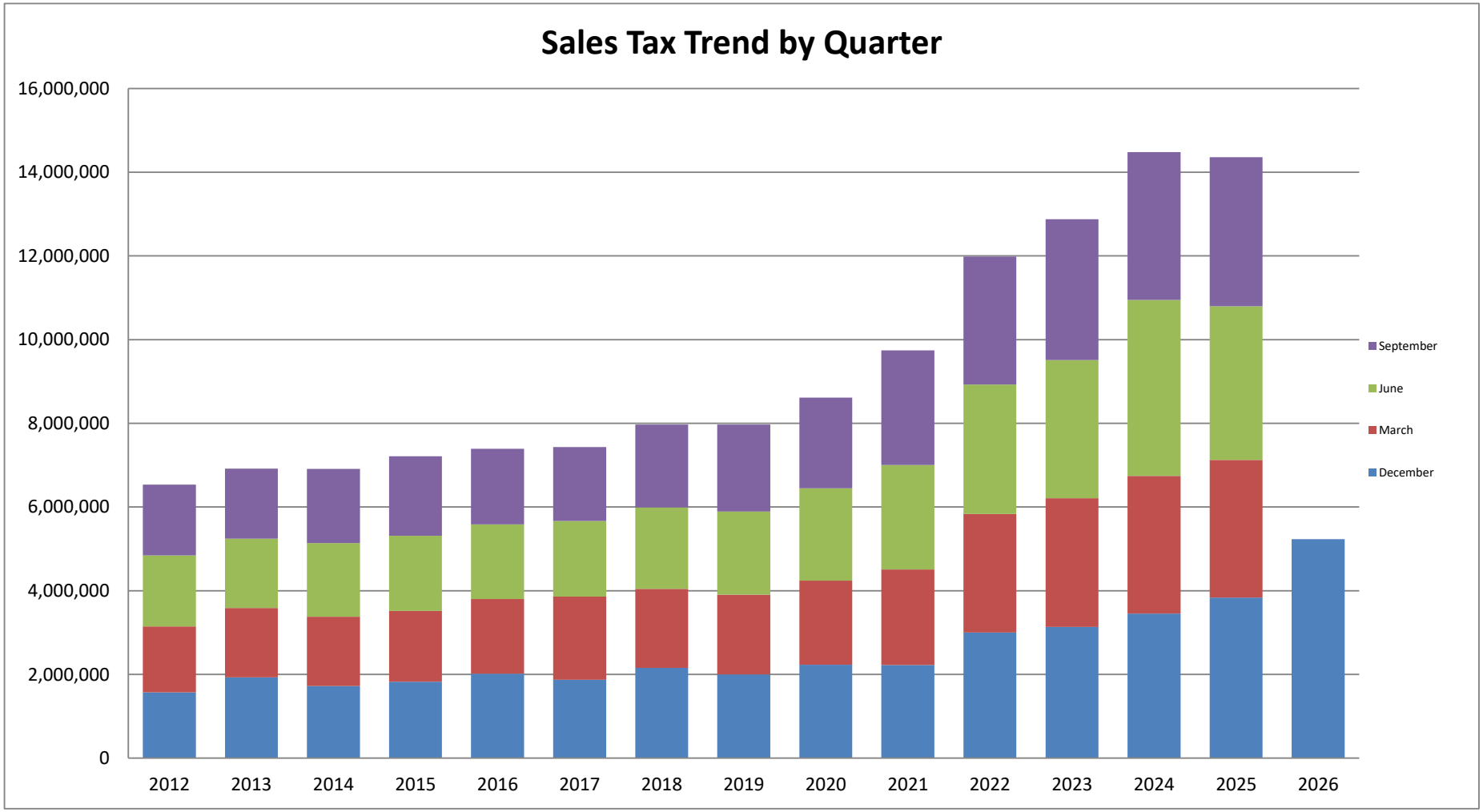
	FY 2025-26 Actual 12/31/25	FY 2024-25 Actual 12/31/24	Variance Pos. (Neg)	% of Budget
020 - SEGUIN EVENTS COMPLEX REVENUES				
Rodeo Arena Rentals	7,980	5,620	2,360	42.0%
Fairgrounds Facilities Rentals	5,975	5,675	300	5.3%
Interest Earnings	1,024	1,082	(58)	-5.4%
Miscellaneous Revenue	449	694	(244)	-35.2%
Transfers from Occupancy Tax	50,139	45,892	4,247	9.3%
Revenue Totals	**65,567**	**58,962**	**6,605**	**11.2%**
020 - SEGUIN EVENTS COMPLEX EXPENDITURES				
Salaries	17,166	16,003	(1,162)	-7.3%
Benefits	7,739	7,374	(364)	-4.9%
Utilities	7,639	6,490	(1,149)	-17.7%
Repairs/Maintenance	5,812	4,208	(1,604)	-38.1%
General Supplies	3,623	1,283	(2,339)	-182.3%
Expenditure Totals	**41,978**	**35,359**	**(6,619)**	**-18.7%**
Net Revenues (Expenditures)	**23,589**	**23,603**	**(14)**	

CITY OF SEGUIN
SALES TAX

	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2025	Fiscal Year 2026				% Change
						1% City	1/4% City *	1/4% SEDC	Total**	
October	710,128	925,367	976,111	1,093,432	1,173,362	827,690	206,923	206,923	1,241,535	5.81%
November	651,845	969,137	1,021,656	1,072,243	1,115,550	790,827	197,707	197,707	1,186,241	6.34%
December	864,526	1,109,367	1,134,680	1,285,613	1,545,960	1,870,889	467,722	467,722	2,806,334	81.53%
SUBTOTAL	**2,226,499**	**3,003,871**	**3,132,447**	**3,451,288**	**3,834,872**	**3,489,407**	**872,352**	**872,352**	**5,234,110**	**36.49%**
January	728,815	895,190	963,417	1,018,200	1,050,124					
February	610,462	828,748	895,923	1,044,838	986,328					
March	942,814	1,103,594	1,216,983	1,231,436	1,254,770					
April	813,394	1,046,438	1,017,905	1,163,814	1,180,234					
May	743,207	962,859	1,064,353	1,827,044	1,130,441					
June	939,469	1,087,789	1,218,514	1,208,811	1,363,060					
July	827,158	940,146	1,084,862	1,126,022	1,145,082					
August	868,756	1,015,511	1,120,956	1,202,771	1,171,048					
September	1,036,178	1,083,247	1,144,404	1,204,434	1,244,442					
TOTAL	**9,736,752**	**11,967,393**	**12,859,764**	**14,478,658**	**14,360,401**					

* For Property Tax Reduction
**Includes City's collection of City sales tax for each month.
December 2024 includes a large audit payment of $187,573.
December 2025 includes a large audit collection of $1,261,218.54.


Sales Tax Trend
3,000,000
2,800,000
2,600,000
2,400,000
2,200,000
2,000,000
1,800,000
1,600,000
1,400,000
1,200,000
1,000,000
800,000
600,000
400,000
October
November
December
January
February
March
April
May
June
July
August
September
2021
2022
2023
2024
2025
2026


Sales Tax Trend by Quarter
16,000,000
14,000,000
12,000,000
10,000,000
8,000,000
6,000,000
4,000,000
2,000,000
0
2012
2013
2014
2015
2016
2017
2018
2019
2020
2021
2022
2023
2024
2025
2026
September
June
March
December

DECEMBER SALES TAX REPORT
FOR SURROUNDING CITIES

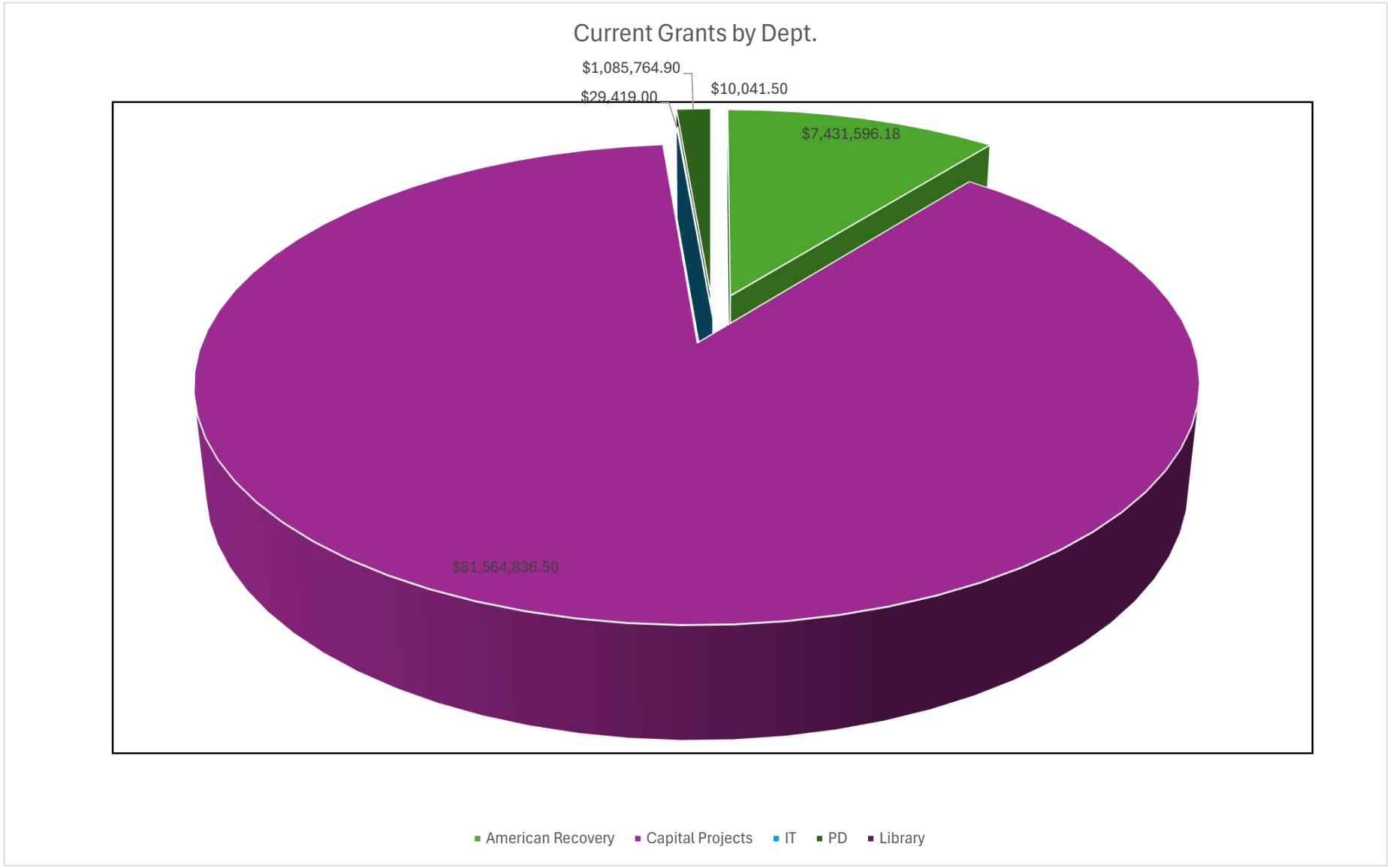
City	FY2025	FY2026	% Increase (Decrease)
Seguin	1,545,960	2,806,334	81.53%
San Marcos	4,274,282	4,231,812	-0.99%
Schertz	2,207,291	7,714,738	249.51%
San Antonio	54,450,598	52,642,368	-3.32%
New Braunfels	5,235,895	5,417,067	3.46%
Austin	35,194,496	35,782,724	1.67%
Selma	1,329,110	1,109,047	-16.56%
Universal City	778,281	825,223	6.03%
Statewide	936,179,712	963,366,265	2.90%

YEAR-TO-DATE SALES TAX REPORT
FOR SURROUNDING CITIES

City	FY2025	FY2026	% Increase (Decrease)
Seguin	3,834,872	5,234,110	36.49%
San Marcos	10,705,959	10,893,264	1.75%
Schertz	5,490,780	20,123,359	266.49%
San Antonio	133,011,570	132,706,186	-0.23%
New Braunfels	12,736,664	13,469,098	5.75%
Austin	93,255,039	97,358,776	4.40%
Selma	2,978,560	2,666,960	-10.46%
Universal City	2,020,867	2,114,794	4.65%
Statewide	2,353,668,370	2,461,468,071	4.58%

GRANTS AWARDED AND STILL IN PROGRESS - FY26									
Application	**Description**	**Funding Type**	**Amount Funded**	**City Match**	**Begin**	**Ends**	**Department**	**Status**	**Fiscal Year**
American Recovery Act (ARPA)-SLFRF	Round 1 & 2	Federal	7,431,596.18	0.00	07/01/21	12/30/24	Citywide	Ongoing	FY21
GLO-MIT Hurricane Harvey	**4 drainage projects**	**Federal**	**37,681,885.50**	**378,618.00**	**10/01/21**	**09/30/28**	**Engineering**	**Ongoing**	**FY22**
Law Enforcement Behaviorial Response	Protect & Connect	Federal	477,029.00	175,184.00	10/01/23	9/30/2026	Police	Ongoing	FY23-24
Safe Street for All (SS4A)	Safety Action Plan	Federal	265,200.00	66,300.00	2/8/2023	06/30/25	Engineering	Ongoing	FY23
TxDOT-Transportation Alternatives	JoeCarrillo Blvd	Federal	2,002,496.00	0.00	12/01/23	5/1/2025	Engineering	Ongoing	FY23-24
Bullet Proof Vests	20 Angel Armor Vests	Federal	33,821.05	16,910.54	01/01/24	8/31/2025	Police	Ongoing	FY23-24
Bullet Proof Vest Partnership	Bullet Proof Vests	Federal	13,206.29	13,371.64	04/01/24	8/31/2026	Police	Ongoing	FY23-26
Surface Transportation Block Grant (MPO)	Rudeloff Rd	Federal	14,483,985.00	4,660,739.00	07/17/24	7/31/2026	Engineering	Ongoing	FY23-26
FY25-SB224 Catalytic Converter Grant	8 license plate recognition cameras	State	28,333.00	5,667.00	09/01/24	8/31/2025	Police	Ongoing	FY23-25
FY25 OAG-VCLG	Crime Victim Liaison VCLG	State	49,500.00	0.00	09/01/24	08/31/25	Police	Ongoing	FY23-25
FY25 Local Border Security Program	Support Operation Border Star	State	20,000	0.00	9/1/2024	8/31/2025	Police	Ongoing	FY23-25
State and Local Cybersecurity	Assessment and Evaluation	Federal	29,419.00	3,862.32	11/1/2024	10/31/25	IT	Ongoing	FY24-25
Texas Book Festival - Texas Library Grant	Bilingual Read Alongs	State	2,497.50	0.00	6/20/2025	03/02/26	Library	Ongoing	FY24-26
TSLAC- Texas Reads	Seguin Ready to Read	Federal	6,044.00	0.00	9/1/2025	08/31/26	Library	Ongoing	FY24-26
FY26-SB224 Catalytic Converter Grant	LPR Cameras & Continuation service	State	133,801.00	26,761.00	9/1/2025	08/31/26	PD	Ongoing	FY25-26
FY25-27 OAG-VCLG	Crime Victim Liaison VCLG	State	49,500.00	0.00	8/31/2025	09/01/27	PD	Ongoing	FY25-7
Portal to Texas History	Photo digitization	State	0.00	0.00	10/1/2025	9/30/2026	Library	Ongoing	FY25-26
OOG Rifle Resistant Armor	Seguin PD Rifle Armor	State	17,026.56	0.00	10/1/2025	9/30/2026	PD	Ongoing	FY25-26
GLO MOD	Cost overage from GLO MIT	Federal	2,134,800.00		9/11/2025	1/31/2027	Capital Projects	Ongonging	FY25-27
Lady Bird Johnson Wildflower Center Seed Grant /UT Austin	native seed	State	0.00	0.00	9/16/2025	9/16/2026	Parks	Ongoing	FY25-26
HEB Helping Here	Adventure Course water and snacks	Foundation	150.00	0.00	11/8/2025	12/31/2025	Parks	Ongoing	FY25-26
Juvenile Justice and Truancy Prevention Grant	TRIPP (Seguin Youth Services)	State	50,000.00	0.00	10/1/2025	9/30/2026	PD	Ongoing	FY25-26
OOG JAG	Seguin Gang Database	Federal	15,600.00	0.00	10/1/2025	9/30/2026	PD	Ongoing	FY25-26
VOCA	Seguin Crime Victim Assistance	Federal	20,284.00	7,646.08	10/1/2025	09/30/26	PD	Ongoing	FY25-26
TXDOT Transportation Alternatives	sidewalks on King, Ashby & 123	Federal	4,140,000.00	1,160,600.00			Capital Projects	Pending	TBD
Walmart	Slice, Plate, Learn at SPL	Foundation	1,500.00	0.00	1/1/2026	03/01/26	Library	Ongoing	FY25-26
IDM Enforcement	STEP - Overtime	Federal	23,940.00	5,987.10	12/9/2025	11/30/2026	Police	Ongoing	FY25-26
Harbor Freight	Tools for FD	Corporate	0.00	0.00	1/1/2026	12/31/2026	FD	Pending	FY25-26
USDOT -SS4A Planning & Demo grant	Seguin SS4A Demonstration Projects	Federal	106,470.00	26,618.00	1/1/2026	08/30/27	Capital Projects	Pending	FY26-27
TxCDGB 25-26	Drainage Vaughn & SA	Federal	750,000.00	112,500.00			Capital Projects	g contract execution	FY26-27
HEB Helping Here	Reel Fun Family Fishin'	Corporate	100.00	0.00	2/6/2026	03/14/26	Parks	Ongoing	FY26-27
NRA	Training Ammo	Foundation	0.00	0.00	2/3/2026	02/02/27	PD	Ongoing	FY26-27
Bullet-Resistant Components for Law Enforcement Vehicles	Seguin Safe LE Vehicles	State	153,724.00	0.00	3/6/2026	02/28/27	PD	Pending	FY25-26

Total Current Grants 70,121,908.08
FY 25-26 = 7,596,895.56


Current Grants by Dept.
$1,085,764.90
$10,041.50
$29,419.00
$7,431,596.18
$61,564,836.50
American Recovery
Capital Projects
IT
PD
Library

FY24-GRANTS APPLIED FOR AND AWAITING NOTICE OF AWARD

						Grant Term			Application		
Application	Description	Funding Type	Ask Amount	City Match	City Match-InKind	Begin	Ends	Department	Submitted	Est Award Date	Fiscal Year
OOG - Border Crisis Response SHSP	Transit Van	State	175,100.00	0.00	0.00	01/01/26	12/31/2027	Police Department	10/9/2025	TBD	FY25-26
AACOG Region Solid Waste	HHW Event	Federal?	40,000.00	4,078.96	7,028.52	10/01/26	6/30/2027	Public Works	10/14/2025	TDB	FY26-27
Bullet Proof Vest Partnership	Bullet proof vests	Federal	6,889.70	6,889.70	0.00	09/01/26	8/31/2028	PD	10/22/2025	TBD	FY26-28
DOJ BJA BWC Grant	Body Cameras	Federal	68,528.00	68,529.00	0.00	10/01/25	10/1/2025	PD	10/26/2025	TBD	FY26-27
AACOG SHSP Regular	Physical Protective Measures	State	148,644.00	0.00	0.00	10/01/26	9/30/2027	OEM	1/22/2026	TBD	FY26-27
OOG JAG	Seguin 4x4 Patrol	Federal	81,850.00	0.00		10/1/2026	9/30/2027	PD	1/21/2026	9/30/2026	FY26-27
VOCA	Seguin Crime Victim Assistance	Federal	20,284.00	9,251.76		10/01/26	9/30/2027	PD	1/22/2026	Ongoing	FY26-27
Starcke Park Trail Extension	TPWD Recrational Trails	Federal	300,000.00	351,176.00	0.00	09/01/27	8/31/2028	Parks	1/27/2026	6/1/2026	FY27-28
Genetic Genealogical DNA Analysis	Cold Case DNA Testing	State	92,000.00	0.00	0.00	10/01/26	9/30/2027	PD	2/9/2026	9/1/2026	FY26-27
TxDOT Click It Or Ticket	Seguin	Federal	7,000.00	1,330.00	0.00	05/15/26	6/3/2026	PD	2/9/2026	3/1/2026	FY26-27
TxDOT Operation Slowdown	Seguin	Federal	7,000.00	1,330.00	0.00	07/15/26	8/5/2026	PD	2/9/2026	3/1/2026	FY26-27
PSN	CameralPole/NVGs	Federal	105,521.00	0.00	0.00	10/01/26	9/30/2027	PD	2/9/2026	TBD	FY26-27
Juvenile Justice and Youth Diversion Grant Program	TRIPP	State	50,000.00	0.00	0.00	10/01/26	9/30/2027	PD	2/11/2026	9/1/2026	FY26-27
Rifle-Resistant Body Armor Grant Program	Seguin Police Department Rifle Armor	State	30,951.00	0.00	0.00	10/01/26	9/30/2027	PD	2/12/2026	9/1/2026	FY26-27
Texas Opioid Abatement Fund Council CORE L	Community Paramedic	State	600,579.24	0.00	0.00	10/01/26	9/30/2029	FD	3/3/2026	4/30/2026	FY72-29
Community Project Funding	Nelda Drainage	Federal	3,551,074.00	TBD	0.00	10/01/26	9/30/2027	Capital Projects	3/7/2026	10/1/2026	FY26-27
Community Project Funding	Public Safety Training Center	Federal	1,910,000.00	TBD	0.00	10/01/26	9/30/2027	PD	3/7/2026	10/1/2026	FY26-27
Community Project Funding	Parks and Trail Lighting	Federal	2,335,000.00	TBD	0.00	10/01/26	9/30/2027	Parks	3/7/2026	10/1/2026	FY26-27
Total			**9,530,420.94**	**442,585.42**	**7,028.52**						

FISCAL YEAR 2026 OCCUPANCY TAX COLLECTIONS:						
Due and Collected by:	Oct 31	Jan 31	**SUBTOTAL**	Apr 30	July 31	**TOTAL**
Holiday Inn Express	53,341.06	48,106.71	**101,447.77**			**101,447.77**
La Quinta	20,056.09	18,679.59	**38,735.68**			**38,735.68**
Hampton Inn	35,253.13	41,528.53	**76,781.66**			**76,781.66**
Comfort Inn Suites	19,234.96	17,164.55	**36,399.51**			**36,399.51**
Days Inn	12,692.89	12,012.00	**24,704.89**			**24,704.89**
Townplace Suites	40,763.51	40,149.46	**80,912.97**			**80,912.97**
Super 8 Motel	10,464.45	7,826.49	**18,290.94**			**18,290.94**
Motel 6	8,400.75	7,098.00	**15,498.75**			**15,498.75**
Texas Inn	4,157.73	3,969.72	**8,127.45**			**8,127.45**
Lake Breeze Ski Lodge	3,240.65	275.45	**3,516.10**			**3,516.10**
Vanessa Vajdos (340 Meadow Lake Dr)	1,051.82		**1,051.82**			**1,051.82**
Sunrise Inn/Seguin Motel	848.54	821.59	**1,670.13**			**1,670.13**
Avalara, Inc. (460 River Drive)	4,339.37	2,794.47	**7,133.84**			**7,133.84**
River Retreat Properties (1101 Lakeview)	493.11	-	**493.11**			**493.11**
Geronimo Creek Retreat (2050 Laubach)	8,908.80	5,508.68	**14,417.48**			**14,417.48**
Laura Wooley (1005 Reiley Road)	409.37	452.98	**862.35**			**862.35**
Laura Wooley (1007 Reiley Road)	233.20	464.21	**697.41**			**697.41**
Laura Wooley (928 Buerger Lane)	1,222.76	949.23	**2,171.99**			**2,171.99**
Laura Wooley (920 Buerger Lane)	827.88	564.12	**1,392.00**			**1,392.00**
Keith Stadtmueller (106 Lenz Drive)	192.22	311.18	**503.40**			**503.40**
Magnolia Hotel (203 S. Crockett)	748.04	633.43	**1,381.47**			**1,381.47**
Avalara, Inc. (435 Lake Placid)	126.00	-	**126.00**			**126.00**
Avalara, Inc. (44 River Oak Drive)	760.38	-	**760.38**			**760.38**
Avalara, Inc. (244 Deerslayer)	476.91	266.35	**743.26**			**743.26**
Vacasa LLC (46 River Oak Drive)	393.53		**393.53**			**393.53**
Vacasa LLC (510 Cypress Ridge)	532.11		**532.11**			**532.11**
Avalara, Inc. (60 S. Hampton Dr.)	796.76	311.50	**1,108.26**			**1,108.26**
Avalara, Inc. (416 Turtle Lane)	124.45	-	**124.45**			**124.45**
Jennifer Wilson (511 Peach St)	505.45	447.93	**953.38**			**953.38**
Jennifer Wilson (404 W Walnut)	521.75	492.62	**1,014.37**			**1,014.37**
Shaunna Hanover (908 Liberty Ave)	430.78	421.75	**852.53**			**852.53**
Jesus Gallegos (1237 Bert)	506.14		**506.14**			**506.14**
Seguin House of Games (503 S. Austin)	104.96	-	**104.96**			**104.96**
Paige Moore (178 Guadalupe River Drive)	431.31	587.58	**1,018.89**			**1,018.89**
Cathy Cordes (217 W. Krezdorn)		40.74	**40.74**			**40.74**
Linda Bates (203 Romberg Street)	43.40	95.48	**138.88**			**138.88**
Swan Creek Properties (254 Guadalupe River Drive)	867.95		**867.95**			**867.95**
Richard Flatt (184 Wampum Way)	673.23	411.03	**1,084.26**			**1,084.26**
Joseph Lane BirdBoy Hold. (1121 Burges St)	1,006.97	734.81	**1,741.78**			**1,741.78**
Oaks & Echoes, LLC (120 Spanish Oaks)	289.66	278.19	**567.85**			**567.85**
Total Collected	235,472.07	213,398.37	**448,870.44**	-	-	**448,870.44**

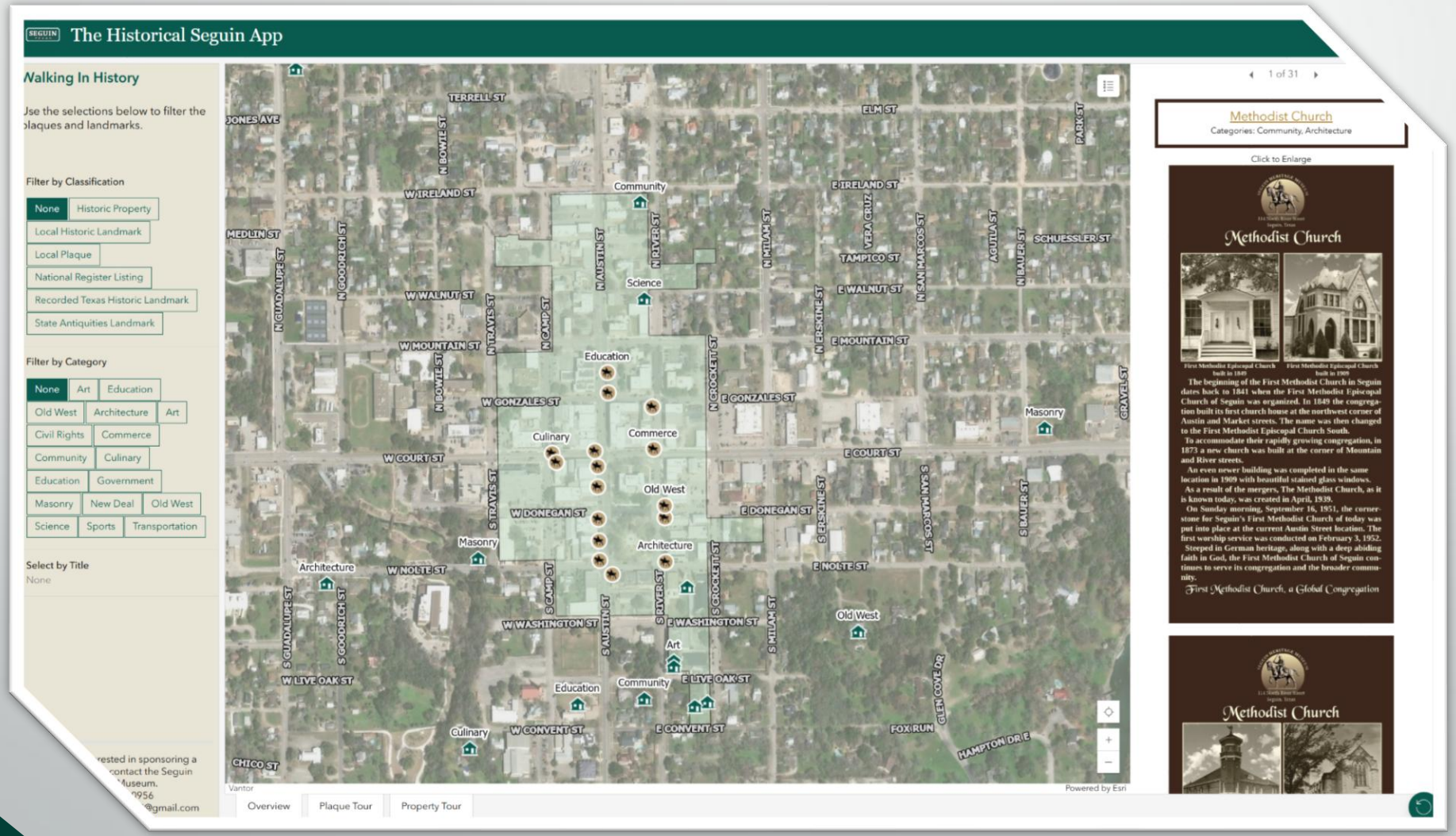
FISCAL YEAR 2025 OCCUPANCY TAX COLLECTIONS:

Due and Collected by:	Oct 31	Jan 31	**SUBTOTAL**	Apr 30	July 31	**TOTAL**
Holiday Inn Express	53,500.97	49,997.98	**103,498.95**	43,501.50	55,614.92	**202,615.37**
La Quinta	25,127.59	20,789.11	**45,916.70**	18,921.49	20,459.21	**85,297.40**
Hampton Inn	38,937.29	41,567.26	**80,504.55**	38,400.43	42,675.43	**161,580.41**
Comfort Inn Suites	24,739.38	20,487.21	**45,226.59**	19,847.24	24,142.94	**89,216.77**
Days Inn	19,683.09	10,158.00	**29,841.09**	14,601.00	18,300.73	**62,742.82**
Townplace Suites	48,493.59	43,017.27	**91,510.86**	44,918.40	48,805.50	**185,234.76**
Super 8 Motel	10,720.29	9,642.32	**20,362.61**	8,361.26	10,318.12	**39,041.99**
Motel 6	8,986.90	6,033.53	**15,020.43**	8,527.46	7,871.62	**31,419.51**
Texas Inn	3,650.13	3,954.64	**7,604.77**	3,340.03	3,385.01	**14,329.81**
Lake Breeze Ski Lodge	3,233.30	792.75	**4,026.05**	40.95	1,246.35	**5,313.35**
Vanessa Vajdos (340 Meadow Lake Dr)	1,583.00	562.00	**2,145.00**	635.00	1,402.00	**4,182.00**
Sunrise Inn/Seguin Motel	863.45	838.46	**1,701.91**	888.86	843.50	**3,434.27**
Avalara, Inc. (460 River Drive)	5,045.57	2,274.92	**7,320.49**	1,322.62	3,872.73	**12,515.84**
S. Carruthers (440 Turtle Lane)	-	137.20	**137.20**	-	0.00	**137.20**
River Retreat Properties (1101 Lakeview)			**-**	1,700.33		**1,700.33**
Geronimo Creek Retreat (2050 Laubach)	12,402.67	4,785.66	**17,188.33**	5,660.01	8,657.24	**31,505.58**
Laura Wooley (1005 Reiley Road)	658.89	594.38	**1,253.27**	557.30	678.50	**2,489.07**
Laura Wooley (1007 Reiley Road)	422.14	423.12	**845.26**	441.12	542.77	**1,829.15**
Laura Wooley (928 Buerger Lane)	1,734.92	958.48	**2,693.40**	965.42	1,536.10	**5,194.92**
Laura Wooley (920 Buerger Lane)	1,022.64	657.50	**1,680.14**	581.30	795.75	**3,057.19**
Keith Stadtmueller (106 Lenz Drive)	442.60	259.14	**701.74**	188.33	250.18	**1,140.25**
Ian Miller (1029 E. Mountain)	186.82	516.40	**703.22**	140.89	326.62	**1,170.73**
Magnolia Hotel (203 S. Crockett)	1,033.06	800.38	**1,833.44**	972.93	774.27	**3,580.64**
Avalara, Inc. (435 Lake Placid)	448.00		**448.00**	119.00	95.69	**662.69**
Avalara, Inc. (20 Cherokee Bend)	534.84		**534.84**		311.50	**846.34**
Avalara, Inc. (44 River Oak Drive)	904.45	572.18	**1,476.63**	598.20	573.88	**2,648.71**
Avalara, Inc. (244 Deerslayer)	464.31	93.10	**557.41**	150.22	445.83	**1,153.46**
Vacasa LLC (46 River Oak Drive)	569.56	76.37	**645.93**		673.12	**1,319.05**
Vacasa LLC (510 Cypress Ridge)	1,207.56	256.27	**1,463.83**	60.84	469.87	**1,994.54**
Avalara, Inc. (60 S. Hampton Dr.)	1,097.25	178.50	**1,275.75**	133.00	771.95	**2,180.70**
Jennifer Wilson (511 Peach St)	555.63	459.38	**1,015.01**	415.87	501.97	**1,932.85**
Jennifer Wilson (404 W Walnut)	646.71	489.40	**1,136.11**	332.25	443.35	**1,911.71**
Shaunna Hanover (908 Liberty Ave)	357.57	230.20	**587.77**	230.83	356.25	**1,174.85**
Jesus Gallegos (1237 Bert)	631.11	504.02	**1,135.13**	484.85	426.12	**2,046.10**
Seguin House of Games (503 S. Austin)	180.04	162.18	**342.22**	103.76	230.68	**676.66**
Paige Moore (178 Guadalupe River Drive)	1,447.73	775.21	**2,222.94**	18.21	926.05	**3,167.20**
Cathy Cordes (217 W. Krezdorn)	191.75	102.60	**294.35**	178.66	347.10	**820.11**
Lorenzo Garza (300 Guadalupe River Drive)	2,197.49	785.88	**2,983.37**			**2,983.37**
Linda Bates (203 Romberg Street)	8.33	58.31	**66.64**	103.46	121.52	**291.62**
Swan Creek Properties (254 Guadalupe River Drive)	-	256.90	**256.90**	502.11	626.61	**1,385.62**
Richard Flatt (184 Wampom Way)	-	295.23	**295.23**	246.85	1,057.42	**1,599.50**
Joseph Lane BirdBoy Hold. (1121 Burges St)	-	126.00	**126.00**	670.25	958.65	**1,754.90**
Total Collected	273,910.62	224,669.44	**498,580.06**	218,862.23	261,837.05	**979,279.34**

The Historical Seguin Application

Application showcases the community's history by displaying the locations and descriptions of historical plaques, landmarks, and properties throughout Seguin

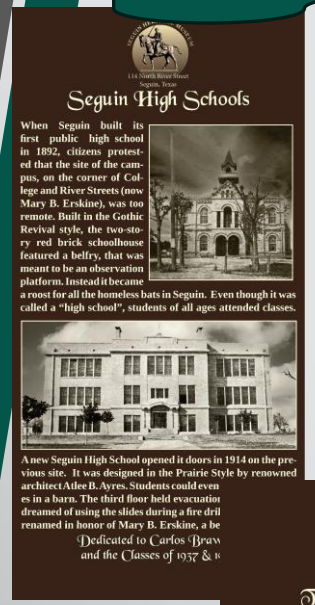
Presenting:
Travis Acklin, GIS Manager
Josi Tesauro, Senior GIS Analyst

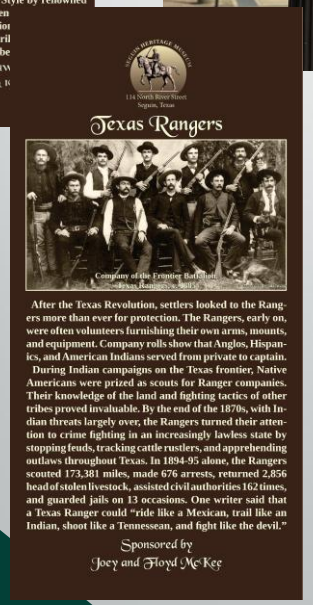


Historical Seguin – Source Data

Seguin Heritage Museum
Donna Brawner

15+ Plaques

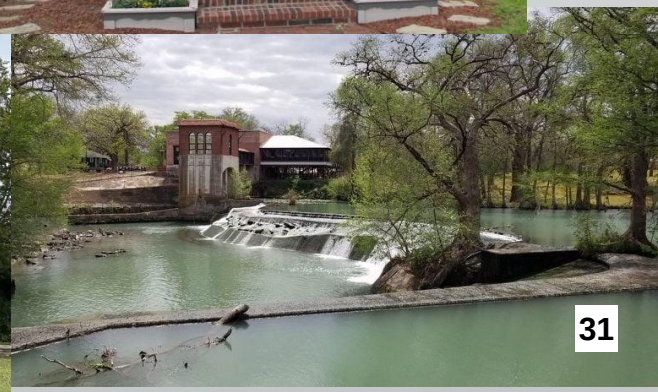




60 Potential Sites for Plaques

City of Seguin – Planning and Codes
Melissa Zwicke

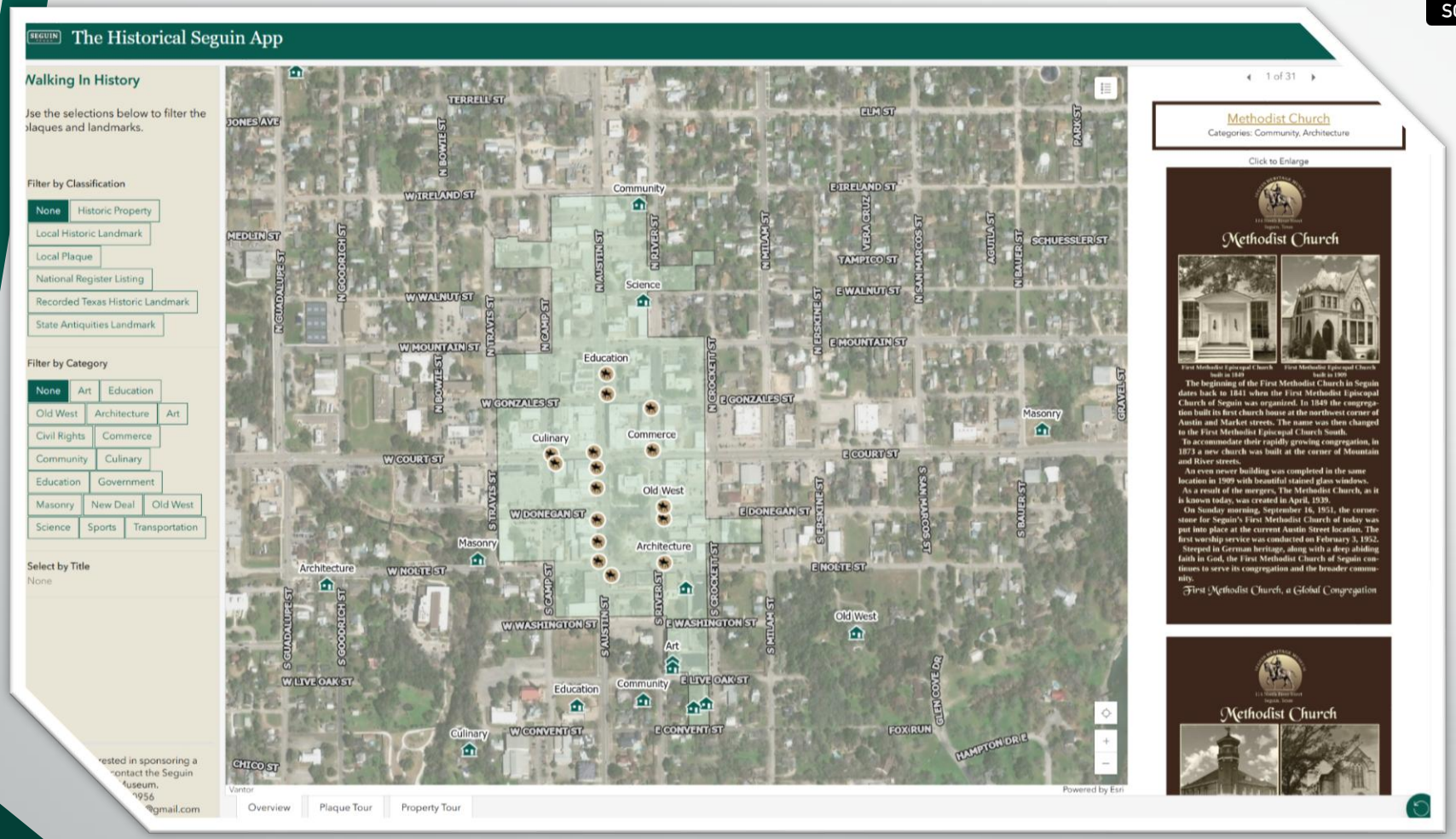
25+ Properties



Live Demo

SCAN ME

Desktop / Mobile Site



City of Seguin

210 E. Gonzales Street
Seguin TX, 78155

Meeting Minutes

City Council

Tuesday, March 3, 2026 | **5:30 PM** | **Council Chambers**

Public & Virtual

1. Call to Order

Mayor Dodgen called the meeting to order at 5:30 P.M.

2. Invocation - Pastor Joshua Jordan, Lifegate Church

3. Pledge of Allegiance/Salute to the Texas Flag

4. Roll Call

Present: 8 - Councilmember Joe Rea, Councilmember David Eveld, Councilmember Jim Lievens, Councilmember John Carlsson, Councilmember Paul Gaytan, Councilmember Monica N. Carter, Councilmember Bill Keller, and Councilmember Jason Biesenbach

Presiding: 1 - Mayor Donna Dodgen

5. Hearing of Residents:

Neil Bidding, 505 River Oak Dr, informed that he has recently moved to Seguin from Pennsylvania and that he is a former Parks and Recreation Director. He voiced his complaint about the delay of the roadwork on River Oak Drive and asked when the work will start. He suggested that speed limit signs be installed because people speed down the road and there is currently no signage. Additionally, he stated that he called City Hall three weeks ago and has yet to receive a return call. Lastly, he said that drainage should be improved on the west side of the street and that now is a great time to clean out storm drains while it is not storming.

Police Chief Jason Brady introduced Lt. Cobey Crow who then introduced members of the Alamo Area SWAT Team; Sgt. David Ludy - Selma PD - Negotiations Team Leader, Sgt. Iris Mata - Converse PD - Negotiations Asst. Team Leader, and Sgt. Jeryl Atkinson - Live Oak PD - Negotiator. Sgt. Ludy recognized Seguin Police Department's Gus Jimenez as Negotiator of the Year for 2025. Mr. Jimenez earned the award by having exemplary attendance records and leadership skills.

Elizabeth McCowan, on behalf of Habitat for Humanity, spoke in favor of the rezoning case AC03-26, informing that Habitat for Humanity owns the property being considered. She opined that additional workforce housing is desperately needed in Seguin and informed that this developer is willing to impose more strict density restrictions than what the zoning would allow.

Facilities Director Randy Kell gave an update on the facility construction projects throughout the City. The anticipated completion of the Coliseum HVAC system is the 1st or 2nd week of June.

Public Information Officer Jennifer Sourdellia acknowledged members of this year's Citizens UniverCity class that were attending this meeting. Mayor Dodgen thanked them for being involved and attending.

Councilmember Biesenbach explained that he had received complaints about traffic on E. College, by baseball fields. Parking on both sides the street makes traveling on that street a safety concern. He proposed that parking should be prohibited on the south side of College St. He said that he had reached out to Director of Engineering and Capital Projects Melissa Reynolds who provided data that supports no parking on both sides of the street, but he said he would like to see it restricted on only the south side first and asked that this be considered at a future meeting.

Mayor Dodgen informed that Alamo Regional Transit now has a chat-bot that will make it easier for passengers to schedule their trips, it is called ART IVA. She also announced that garbage and recycle service days are changing for many residents. New routes start March 16th, so she encouraged residents to look up their address on the City Services app to see if their services days are affected. Additionally, she declared that the splashpad at Park West will open this Friday -- its hours of operation are 9am-8pm. She also recognized the Seguin Economic Development Corporation for receiving the 2025 Economic Excellence Recognition from the Texas Economic Development Council, presented at the TEDC Winder Conference in El Paso. Next, Mayor Dodgen invited everyone to attend the 40th Annual Toast to Texas on March 7th at the Seguin Central P ark to celebrate 190 years of Texas independence. Activities will begin at 11am, with the toast occurring at 1:30pm. She reminded that Household Hazardous Waste Solutions is now picking up household hazardous waste from residents' homes. The service can be used as much as needed, but must be scheduled. Lastly, she reminded everyone to adjust their clocks because this weekend is the time change.

6. Presentation

a. 26-064 Recognition of Myra Salinas, Tourism Assistant, for being named a "Heritage Hero" by the Seguin Conservation Society. - Donna Dodgen, Mayor

Mayor Dodgen recognized Myra Salinas for being named a "Heritage Hero" by the Seguin Conservation Society. Mrs. Salinas does wonderful work setting up tours of Seguin and helping the Seguin Conservation Society be organized so that the heritage and history of Seguin can continue to be told.

b. 26-065 Recognition of Burnt Bean Company for being named the #1 Barbecue Restaurant in Texas by Texas Monthly in its statewide barbecue rankings. - Donna Dodgen, Mayor

Mayor Dodgen recognized Burnt Bean for being named the #1 BBQ Restaurant in Texas by Texas Monthly in its statewide BBQ rankings. She thanked them for all that they do and have brought to Seguin and presented them with a proclamation.

Councilmember Gaytan thanked Burnt Bean for always taking care of him and his family and for everything that they have brought to Seguin. He congratulated them on

having the best BBQ in the world and said that he was proud for them and presented them with an engraved food tray.

Mr. Parker thanked the Mayor and City Council for the opportunity to present Burnt Bean with a shadow box. He said when he first started as City Manager, City Council wanted an active downtown and more restaurant options. He shared the origination story of Burnt Bean and how the City incentivized them by purchasing the $40,000 BBQ pits. He commented that he has done a lot of incentives throughout his career and believes there has not been an incentive as small as this one that has meant as much as the Burnt Bean investment, activating downtown and putting Seguin on the map. He said the incentive paid off in 13 months, not five years, and that is based only on their sales tax revenue, not the revenue of the surrounding businesses that were impacted as well. He congratulated them for their accomplishment and thanked them for being in Seguin.

c. 26-063 Presentation of the 2025 Annual Report for Seguin Main Street. - Blaire Friar, Director of Main Street and Destination Seguin.

Director of Main Street and Destination Seguin Blaire Friar gave an annual report for Seguin Main Street. She declared that 2025 was a great year for downtown Seguin. The installation of the public bathrooms downtown have increased the amount of time that people are staying downtown. Additionally, the Austin St closure for events have made a big difference, especially with crowding and safety. She reported that there were over 12,000 people along the parade route for the 4th of July parade and over 10,000 people attended Sip and Stroll. Additionally, sales tax revenue has increased 19% from 2023 to 2025. Lastly, she thanked Fonda Mathis for attending the meeting and for her support of the presentation of the Annual Report

Councilmember Biesenbach agreed that closing Austin St. was a game changer for the events downtown.

d. 26-075 Discussion and possible direction to allow spectators back on the Starcke Park Golf Course to view the Annual Fireworks Fiesta that will be held on Friday, July 3, 2026 - Jack Jones, Director of Parks and Recreation.

Parks and Recreation Director Jack Jones reminded that residents were not allowed on the golf course last year during the Seguin Fireworks show because it was closed for renovation. He informed that the renovation of the golf course should be complete before the July 3rd fireworks show. This year is the 250th birthday of the country and the Seguin Fireworks show will be held on Friday, July 3rd at 9:30pm. Last year's show consisted of 1,400 shells. This year, the show will consist of 2,500 shells and will be sponsored in part by Caterpillar, Niagara Cares, HEB and KWED. He asked City Council if the golf course should be open to residents to watch the fireworks show this year.

City Manager Steve Parker said staff will make sure that the greens are protected by roping them off. He said that staff is supportive of allowing residents to sit on the golf course. Traffic flow after the event was more smooth without everyone trying to get out of Starcke Park East and West, but Public Works and the Police Department does a great job of controlling traffic. He said that he just wanted to be sure that consensus of City Council was to reopen the course for viewing.

Mr. Jones informed that there were over 15,000 people within a half mile radius of the

show last year.

Councilmember Biesenbach said that he made a Facebook post to ask residents this question and he received a gamut of responses. He opined that if residents are good stewards, it should be fine to let people watch it from the golf course. He said it is a tradition to allow people to watch from the golf course and is in favor of keeping it that way as long as the grass will be good by then. Mr. Jones stated that no damage has been done to the course in past years.

Councilmember Gaytan said if it doesn't damage the course, let people do it. Golf Course Manager Bruce Allen said they will block of about 1/3 of the course on the east side as a buffer between the launch zone and where people sit.

Councilmember Keller said this is a tradition that Seguin has had many, many years, but allowing people to view the show from the golf course will make many people happy.

7. Consent Agenda

A motion was made by Councilmember Jason Biesenbach, seconded by Councilmember Bill Keller, that the following Consent Agenda items be approved. The motion carried by the following vote:

Presiding: 1 - Mayor Dodgen

Aye: 8 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, Councilmember Keller, and Councilmember Biesenbach

a. 26-069 Minutes of the February 17, 2026 City Council Meeting.

This Action Item was approved.

b. 26-068 Check Report February 11, 2026 to February 25, 2026.

This Action Item was approved.

c. 26-061 Resolution authorizing the submission of a State Homeland Security Regular Projects grant application seeking funding for a modular vehicle barrier system. - Kate McCloud, Grants Administrator

This Resolution was approved.

Enactment No: 2026R-034

d. 26-067 Resolution authorizing the submission of a Community-Based Opioid Recovery Effort (CORE) Multi-Year Grant application seeking funding for a Community Paramedic. - Kate McCloud, Grants Administrator

This Resolution was approved.

Enactment No: 2026R-035

e. 26-078 Resolution in support of Guadalupe Regional Medical Center's request

for support in seeking a grant for construction of a stand-alone medical professional building in Wilson County that would benefit Guadalupe Regional Medical Center, in Guadalupe County.

This Resolution was approved.

Enactment No: 2026R-036

f. 26-079 Resolution in support of Guadalupe Regional Medical Center's request for support in seeking a grant for construction of a stand-alone medical professional building in Guadalupe County that would benefit Guadalupe Regional Medical Center.

This Action Item was approved.

Enactment No: 2026R-036

8. Action Items - Discussion and Possible Motion to Approve

Mayor Dodgen announced that item 8b will be pulled from the agenda and that item 8e will be moved up to be considered in its place.

a. 26-062 Resolution awarding the bid for the construction of the Guadalupe River Drive Lift Station Project to Qro Mex Construction Company, Inc. and declaring an effective date - Terri Lynn Ruckstuhl, Senior Utilities Engineer.

Utilities Director Tim Howe reminded that City Council has approved decommissioning the Guadalupe River Drive Lift Station, reducing operations and maintenance cost by replacing a lift station in poor condition with gravity interceptors.

Mr. Howe informed that three sealed bids were received for this project and it is recommended that Qro Mex Construction Company, Inc., be awarded a construction contract for $2,666,038.00, plus $233,962.00 in contingencies, for a total amount of $2,900,000.00. Trihydro conducted reference checks and found that Qro Mex Construction Company, Inc. has completed similar projects to the satisfaction of the Owners and Engineers. The construction completion period is three hundred consecutive calendar days and funding for this project has been secured through certificates of obligation.

A motion was made by Councilmember Carter, seconded by Councilmember Rea, that this Resolution be approved. The motion carried by the following vote:

Presiding: 1 - Mayor Dodgen

Aye: 8 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, Councilmember Keller, and Councilmember Biesenbach

Enactment No: 2026R-038

b. 26-066 Resolution authorizing the City Manager to execute Change Order No. 3 with Texas Sterling Construction for the Rudeloff Road Roadway Phase I Improvement Project CSJ 0915-46-045; and declaring an effective date.

- Melissa Reynolds, PE, MPA, CFM - Director of Engineering & Capital Projects

Mayor Dodgen pulled this item from the agenda. It will be considered at a future meeting.

This Resolution was withdrawn.

Enactment No: 2026R-039

e. ZC 03-26_CC Public Hearing and Ordinance on first reading to consider a zoning change from Single-Family Residential (R-2) and Commercial (C) to Multifamily High Density (MF-3) for the property located near the southeast corner of SH 46 and Jefferson Ave., Property ID: 52779, (ZC 03-26). - Pamela Centeno, Director of Planning & Codes

Director of Planning and Codes Pamela Centeno informed that this zone change request is for a 15-acre portion of a 30.597-acre vacant tract located near the southeast corner of SH 46 and Jefferson Ave. The applicant is proposing to construct an apartment complex on the 15 acres and is requesting a zone change from R-2 & C to MF-3. Mrs. Centeno stated that the Future Land Use Plan does recommend Multi Family zoning for that property, but with a density of no more than 12 units per acre when the proposed use contributes to district walkability. A density of 20 units per acre is allowed in the requested MF-3 zoning district. While this density is not recommended in the Traditional Residential district, it is supported to the north of Jefferson Avenue in the University District. The frontage along SH 46 is within the Commercial Corridor district, which supports multi-family uses if near the intersection of two arterial streets, schools, or major employers, or if focused on walkability to nearby commercial amenities. Mrs. Centeno also pointed out that the Unified Development Code recommends that no more than 25 acres of contiguous land be zoned multi-family. There are 20 acres of land zoned multi-family across Jefferson Ave. If the zoning change is approved, the combined total of multi-family zoned land will be approximately 35 acres. She clarified that the 25 acre limit is a recommendation, not a mandatory restriction.

Mrs. Centeno stated that there were five responses submitted, four in favor and one opposed to the development citing drainage and traffic concerns. She said that the Planning and Zoning Commission voted to postpone their decision in January and the developer came back in February with more information. They voted to recommend approval 6-1.

Rob Killen, Partner, Killen, Griffin & Farrimond, said that this development will provide workforce housing and thanked the Habitat for Humanity for selling a portion of the property to make this project possible. He reiterated that the development is a block south of Texas Lutheran University and that they plan to improve walkability between the proposed development and campus and clarified that the development is not intended to be student housing. While some students may live there, it is targeted for employees of the school. Lastly, he said the developer is willing to put restrictive covenants on the dead to limit the development to 17 units per acre and no more than 255 units in total.

Carly Gast, Kittle Property Group Development Director, stated that because of the growth in Seguin, there is a need for additional housing units. The current occupancy rate is 96.5%, further illustrating the need. She also mentioned that they are involved in the Cedar Bluff development, which should start pre-leasing soon.

Mayor Dodgen opened the Public Hearing at 6:42 P.M.

There being no public comments, Mayor Dodgen closed the Public Hearing at 6:42 P.M.

Councilmember Lievens asked if Mrs. Centeno had any comments or thoughts about the potential for this development to cause flooding or the accusation that the Pecan Grove development caused flooding. Mrs. Centeno answered that she could not speak to the Pecan Grove issue and that this development and the City will do the required studies and due diligence.

A motion was made by Councilmember Eveld, seconded by Councilmember Rea, that this Zoning Ordinance be approved on first reading. The motion carried by the following vote:

Presiding: 1 - Mayor Dodgen

Aye: 8 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, Councilmember Keller, and Councilmember Biesenbach

c. 26-070 Resolution confirming no objection to the proposed development of Timber Trails Apartments as Affordable Rental Housing, each located in the City of Seguin, Texas, and the submittal of applications for non-competitive 4% Housing Tax Credits for such developments. - Mark Kennedy, City Attorney

City Attorney Mark Kennedy explained that Timber Trails Apartments, LP has proposed he development of Timber Trails Apartments, a 255-unit affordable multifamily rental housing project located at Highway 46 and Jefferson Avenue in Seguin. The Applicant has submitted or intends to submit an application to the Texas Department of Housing and Community Affairs (TDHCA) for Non-Competitive 4% Housing Tax Credits.
The 4% Housing Tax Credit program is administered by TDHCA and financed through private equity and bond financing. No City funding is being committed through this action.

A motion was made by Councilmember Lievens, seconded by Councilmember Biesenbach, that this Resolution be approved. The motion carried by the following vote:

Presiding: 1 - Mayor Dodgen

Aye: 8 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, Councilmember Keller, and Councilmember Biesenbach

Enactment No: 2026R-039

d. 26-074 Resolution awarding an annual contract for the purchase of steel poles to Sanpec Inc.; and declaring an effective date. - Tim Howe, Director of Utilities

Utilities Director Tim Howe said that the unprecedented growth in Seguin has increased his department's need to purchase steel power poles. This resolution would award a contract for the purchase of steel poles from Sanpec. The quantities associated in the

contract are merely estimates and are just for bidding and include options for two annual renewals. Bid is being awarded based on lowest total cost and lead times. It is recommended to award the contract to Sanpec in the amount of $944,279.00, with a lead time of 24 weeks. Funding for this purchase will come from the Utility Fund Electric Inventory account.

A motion was made by Councilmember Carter, seconded by Councilmember Biesenbach, that this Resolution be approved. The motion carried by the following vote:

Presiding: 1 - Mayor Dodgen

Aye: 8 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, Councilmember Keller, and Councilmember Biesenbach

Enactment No: 2026R-040

f. 26-071 Ordinance authorizing the issuance of "City of Seguin, Texas Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2026"; providing for the payment of said certificates by the levy of an Ad Valorem Tax upon all taxable property within the City and further securing said certificates by a lien on and pledge of the pledged revenues of the system; delegating the authority to certain City Officials and Staff to approve and execute certain documents relating to the sale of the certificates; authorizing the execution of any necessary engagement agreement with the City's financial advisors; and providing an effective date. - Susan Caddell, Finance Director

Finance Director Susan Caddell introduced Duane Westerman, Managing Director of Public Finance at SAMCO, who reminded City Council that a few months back City Council gave notice of their intention to issue certificates of obligation. This is the next step in official action, which is authorizing the issuance. He said these funds would be spent on the projects outlined in the memo and the total issuance costs of these projects are $70,300,000.

A motion was made by Councilmember Carter, seconded by Councilmember Keller, that this Ordinance be adopted. The motion carried by the following vote:

Presiding: 1 - Mayor Dodgen

Aye: 8 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, Councilmember Keller, and Councilmember Biesenbach

Enactment No: 2026-011

g. 26-077 Ordinance on first reading amending the Seguin Code of Ordinances, Appendix C, Fee Schedule, Chapter 42, Emergency Services; 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. - Garrick Herbert, Assistant Fire Chief

City Attorney Mark Kennedy explained that this agenda item was overposted, as Chapter 42 of the Seguin Code of Ordinances does not need amended.

Assistant Fire Chief Garrick Herbert informed that due to a change in legislature, their ability to change rates for EMS services provided will be called, allowing for only a 10% increase or an the annual EMS Medicare Rate, whichever is lower. Chief Herbert explained that the EMS Medicare Rate is always lower, about 2% of an increase, which will not even cover cost increases.

A motion was made by Councilmember Biesenbach, seconded by Councilmember Carter, that this Ordinance be approved on first reading to the City Council, due back on 3/17/2026. The motion carried by the following vote:

Presiding: 1 - Mayor Dodgen

Aye: 8 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, Councilmember Keller, and Councilmember Biesenbach

9. Adjournment

Mayor Dodgen adjourned the meeting at 6:53 P.M.

_____

Donna Dodgen, Mayor

ATTEST:

_____

Kristin Mueller, City Secretary

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: 1F-COS Pooled Cash						
00-4735	4AP HOLDINGS INC.	02/25/2026	EFT	0.00	2,145.73	23712
00-5938	ACCURATE UTILITY SUPPLY LLC	02/25/2026	EFT	0.00	6,885.00	23713
00-3959	AIR RELIEF TECHNOLOGIES INC	02/25/2026	EFT	0.00	2,675.28	23714
00-2767	AMERICAN LUBE SUPPLY	02/25/2026	EFT	0.00	800.00	23715
00-3753	BEALOR JR., BRUCE	02/25/2026	EFT	0.00	5,600.36	23716
00-5412	BEST PLUMBING SPECIALTIES, INC.	02/25/2026	EFT	0.00	1,119.78	23717
00-2077	BIBLIOTHECA LLC	02/25/2026	EFT	0.00	934.70	23718
00-4068	BOOT BARN INC	02/25/2026	EFT	0.00	240.00	23719
00-892	BOUND TREE MEDICAL, LLC	02/25/2026	EFT	0.00	3,673.59	23720
00-4318	BRADY INDUSTRIES OF TEXAS, LLC A BRADYPLU	02/25/2026	EFT	0.00	37.50	23721
00-906	CARTER'S TIRE CENTER	02/25/2026	EFT	0.00	17.50	23722
00-27	CARTER'S TIRE CENTER INC	02/25/2026	EFT	0.00	743.65	23723
00-1053	CDW GOVERNMENT LLC	02/25/2026	EFT	0.00	18,668.10	23724
00-3505	CINDY'S ALTERATIONS	02/25/2026	EFT	0.00	30.00	23725
00-3660	CIVIC PLUS LLC	02/25/2026	EFT	0.00	26,371.75	23726
00-4953	CLICK PLUMBING LLC	02/25/2026	EFT	0.00	6,000.00	23727
00-6247	COLLISION COUNTRY REPAIR CENTER, LLC	02/25/2026	EFT	0.00	609.00	23728
00-4784	CONSOLIDATED PIPE & SUPPLY COMPANY, INC.	02/25/2026	EFT	0.00	1,987.95	23729
00-6261	CRENSHAW, LORELEI	02/25/2026	EFT	0.00	3,226.13	23730
00-4060	D & D CONTRACTORS INC	02/25/2026	EFT	0.00	195,497.20	23731
00-4484	DATAVOICE INTERNATIONAL, INC.	02/25/2026	EFT	0.00	34,682.35	23732
00-9462	DAVIDSON, JEREMY	02/25/2026	EFT	0.00	55.00	23733
00-9457	DOUGLAS, ZACHARY	02/25/2026	EFT	0.00	75.00	23734
00-3463	Dr. Tania Glenn & Associates PA	02/25/2026	EFT	0.00	990.00	23735
00-6255	ENVISAGE TECHNOLOGIES, LLC	02/25/2026	EFT	0.00	14,073.03	23736
00-2377	FLYING T ENTERPRISES LLC	02/25/2026	EFT	0.00	217.00	23737
00-476	G A POWERS CO LLC	02/25/2026	EFT	0.00	772.32	23738
00-3086	GATEWAY PRINTING & OFFICE SUPPLY INC	02/25/2026	EFT	0.00	290.99	23739
00-4278 Rx	GUADALUPE COUNTY HOSPITAL BOARD	02/25/2026	EFT	0.00	1,859.08	23740
00-6148	GUADALUPE REGIONAL MEDICAL GROUP	02/25/2026	EFT	0.00	2,030.00	23741
00-4409	GUERRA UNDERGROUND, LLC	02/25/2026	EFT	0.00	153,208.17	23742
00-375	HACH COMPANY	02/25/2026	EFT	0.00	1,260.49	23743
00-3636	HDR ENGINEERING INC	02/25/2026	EFT	0.00	2,501.99	23744
00-4671	HOLT TRUCK CENTERS OF TEXAS LLC	02/25/2026	EFT	0.00	68.41	23745
00-4978	I AM MOWING LLC	02/25/2026	EFT	0.00	1,781.05	23746
00-3640	IMPACT PROMOTIONAL SERVICES LLC	02/25/2026	EFT	0.00	2,151.11	23747
00-790	INDUSTRIAL DISPOSAL SUPPLY COMPANY	02/25/2026	EFT	0.00	1,366.20	23748
00-1389	INGRAM LIBRARY SERVICES, INC	02/25/2026	EFT	0.00	3,010.32	23749
00-11060	J.L. MATTHEWS COMPANY	02/25/2026	EFT	0.00	4,260.00	23750
00-535	JKT MACHINE LLC	02/25/2026	EFT	0.00	9,449.26	23751
00-4339	JOE GODDARD ENTERPRISES LLC	02/25/2026	EFT	0.00	30,400.00	23752
00-6253	JON HINOJOSA, YO CREO LLC	02/25/2026	EFT	0.00	2,875.00	23753
00-5119	JPC CONSTRUCTION INC	02/25/2026	EFT	0.00	86,672.30	23754
00-4876	KIESLER POLICE SUPPLY, INC	02/25/2026	EFT	0.00	2,283.52	23756
00-6156	KIMLEY-HORN AND ASSOCIATES INC	02/25/2026	EFT	0.00	118,039.50	23757
00-5575	LA LUZ MARKENG GROUP, INC	02/25/2026	EFT	0.00	793.48	23758
00-3927	LOWERY PROPERTY ADVISORS LLC	02/25/2026	EFT	0.00	7,000.00	23759
00-4005	NOMIC NETWORKS INC	02/25/2026	EFT	0.00	28,752.00	23760
00-3794	ODP BUSINESS SOLUTIONS, LLC	02/25/2026	EFT	0.00	929.05	23761
00-5636	ONLINE INFORMATION SERVICES INC	02/25/2026	EFT	0.00	1,687.93	23762
00-81	O'REILLY AUTO PARTS	02/25/2026	EFT	0.00	3,694.63	23763
00-6129	PIERCE, THOMAS C.	02/25/2026	EFT	0.00	425.00	23765
00-1298	PROFESSIONAL TURF PRODUCTS LP	02/25/2026	EFT	0.00	95.40	23766
00-5879	QRO MEX CONSTRUCTION CO INC	02/25/2026	EFT	0.00	457,953.75	23767

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00-4753	RODRIGUEZ TRANSPORATION GROUP, INC.	02/25/2026	EFT	0.00	10,844.48	23768
00-9306	SALAMANCA, JULIE	02/25/2026	EFT	0.00	82.00	23769
00-5929	SAN ANTONIO BELTING & PULLEY CO., INC.	02/25/2026	EFT	0.00	102.98	23770
00-539	SEGUIN RENTAL INC	02/25/2026	EFT	0.00	35.64	23771
00-2500	ServiceWear Apparel Inc	02/25/2026	EFT	0.00	483.13	23772
00-5438	SIDDONS MARTIN EMERGENCY GROUP LLC	02/25/2026	EFT	0.00	3,316.33	23773
00-3726	SOUTHERN TIRE MART LLC	02/25/2026	EFT	0.00	570.00	23774
00-5249	STRYKER MEDICAL	02/25/2026	EFT	0.00	5,240.50	23775
00-5823	SWANK MOTION PICTURES INC	02/25/2026	EFT	0.00	2,355.00	23776
00-4138	TBA SAN ANTONIO LLC	02/25/2026	EFT	0.00	14,197.31	23777
00-594	TECHLINE, INC	02/25/2026	EFT	0.00	155,342.15	23778
00-3319	TELLUS EQUIPMENT SOLUTIONS LLC	02/25/2026	EFT	0.00	1,240.29	23779
00-5121	TEXAS EXCAVATION SAFETY SYSTEM	02/25/2026	EFT	0.00	730.25	23780
00-740	TEXAS MUNICIPAL LEAGUE IRP	02/25/2026	EFT	0.00	1,211.65	23781
00-5124	THE ANCHOR GROUP, INC.	02/25/2026	EFT	0.00	5,032.00	23782
00-3761	THE POUNDS GROUP, LLC	02/25/2026	EFT	0.00	127,218.66	23783
00-4933	THOMSON REUTERS-WEST	02/25/2026	EFT	0.00	78.00	23784
00-4215	TRC ENGINEERS, INC.	02/25/2026	EFT	0.00	87,298.50	23785
00-9502	TREJO, JOSE A.	02/25/2026	EFT	0.00	55.00	23786
00-4349	WARD, GETZ AND ASSOCIATES, PLLC	02/25/2026	EFT	0.00	161,656.34	23787
00-2476	WASTE SYSTEMS EQUIPMENT INC	02/25/2026	EFT	0.00	3,459.96	23788
00-3944	WESTHILL PAVING INC	02/25/2026	EFT	0.00	16,122.00	23789
00-6250	WHOLESALE ELECTRIC SUPPLY COMPANY, INC.	02/25/2026	EFT	0.00	50.39	23790
00-3828	YAMAHA MOTOR FINANCE CORPORATION USA	02/25/2026	EFT	0.00	465.35	23791
00-11352	WELLS, KIMBERLIN	03/03/2026	EFT	0.00	117.00	23792
00-4735	4AP HOLDINGS INC.	03/09/2026	EFT	0.00	948.65	23793
00-5021	84 INDUSTRIAL SUPPLY	03/09/2026	EFT	0.00	1,350.00	23794
00-4	ALEXANDER OIL CO.	03/09/2026	EFT	0.00	2,292.67	23795
00-2767	AMERICAN LUBE SUPPLY	03/09/2026	EFT	0.00	149.99	23796
00-6	ANGEL PEST CONTROL, INC.	03/09/2026	EFT	0.00	1,509.99	23797
00-5295	ANIXTER INC	03/09/2026	EFT	0.00	7,685.81	23799
00-5413	ARBER INC.	03/09/2026	EFT	0.00	495.00	23800
00-3920	AUSTIN ARMATURE WORKS, LP	03/09/2026	EFT	0.00	3,276.50	23801
00-242	BECKER'S FEED & FERTILIZER, INC	03/09/2026	EFT	0.00	108.90	23802
00-6246	BENMARK SUPPLY COMPANY, INC.	03/09/2026	EFT	0.00	5,135.00	23803
00-6113	BGE INC	03/09/2026	EFT	0.00	40,781.40	23804
00-2077	BIBLIOTHECA LLC	03/09/2026	EFT	0.00	21,829.96	23805
00-4068	BOOT BARN INC	03/09/2026	EFT	0.00	10,150.46	23806
00-892	BOUND TREE MEDICAL, LLC	03/09/2026	EFT	0.00	4,164.00	23810
00-4318	BRADY INDUSTRIES OF TEXAS, LLC A BRADYPLU	03/09/2026	EFT	0.00	4,350.07	23811
00-5580	BRENNTAG SOUTHWEST INC	03/09/2026	EFT	0.00	10,400.00	23812
00-4516	BRINKLEY SARGENT WINGTON ARCHITECTS, INC	03/09/2026	EFT	0.00	3,750.00	23813
00-1542	BRODART CO.	03/09/2026	EFT	0.00	943.05	23814
00-1139	BSN SPORTS, LLC	03/09/2026	EFT	0.00	755.52	23815
00-906	CARTER'S TIRE CENTER	03/09/2026	EFT	0.00	1,083.95	23816
00-5070	CASH CONSTRUCTION COMPANY INC.	03/09/2026	EFT	0.00	381,837.30	23817
00-1053	CDW GOVERNMENT LLC	03/09/2026	EFT	0.00	30,029.84	23818
00-3357	CENTRAL KNOX, INC.	03/09/2026	EFT	0.00	28,323.75	23819
00-3735	CHEM NATION INC	03/09/2026	EFT	0.00	6,768.00	23820
00-3505	CINDY'S ALTERATIONS	03/09/2026	EFT	0.00	44.00	23821
00-4943	COASTAL OFFICE SOLUTIONS INC.	03/09/2026	EFT	0.00	205.13	23822
00-3719	COLLABORATIVE SUMMER LIBRARY PROGRAM	03/09/2026	EFT	0.00	502.11	23823
00-4494	CORE & MAIN	03/09/2026	EFT	0.00	16,300.00	23824
00-5629	D & S CONCRETE CONTRACTORS	03/09/2026	EFT	0.00	13,649.00	23825
00-3445	D H PACE CO INC	03/09/2026	EFT	0.00	348.95	23826
00-6267	DALMA, LLC	03/09/2026	EFT	0.00	42,181.20	23827
00-4484	DATAVOICE INTERNATIONAL, INC.	03/09/2026	EFT	0.00	5,447.25	23828
00-3027	DIETZ TRACTOR COMPANY	03/09/2026	EFT	0.00	459.06	23829
00-9083	DODGEN, DONNA	03/09/2026	EFT	0.00	93.94	23830
00-3463	Dr. Tania Glenn & Associates PA	03/09/2026	EFT	0.00	630.00	23831
00-3497	EDUCATION SERVICE CENTER, REGION 20	03/09/2026	EFT	0.00	170.00	23832

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00-3687	ELLIOTT ELECTRIC SUPPLY INC	03/09/2026	EFT	0.00	858.53	23833
00-57	EWALD KUBOTA, INC	03/09/2026	EFT	0.00	760.90	23834
00-5454	FARRWEST ENVIRONMENTAL SUPPLY INC	03/09/2026	EFT	0.00	10,076.76	23835
00-3975	FERGUSON US HOLDINGS, INC	03/09/2026	EFT	0.00	893.78	23836
00-4972	FITZPATRICK DESIGN CONSTRUCTION SERVICES	03/09/2026	EFT	0.00	15,000.00	23837
00-351	FREESE & NICHOLS, INC.	03/09/2026	EFT	0.00	111,335.50	23838
00-4420	FUTURA SYSTEMS, INC.	03/09/2026	EFT	0.00	7,200.00	23839
00-476	G A POWERS CO LLC	03/09/2026	EFT	0.00	275.40	23840
00-9402	GASKILL, ASHLEIGH	03/09/2026	EFT	0.00	82.00	23841
00-6268	GFNT, LLC	03/09/2026	EFT	0.00	10,000.00	23842
00-2979	GRANICUS LLC	03/09/2026	EFT	0.00	3,031.60	23843
00-6128	GUADALUPE PRINTING & SOLUTIONS LLC	03/09/2026	EFT	0.00	236.25	23844
00-8437	HALFF ASSOCIATES INC	03/09/2026	EFT	0.00	8,797.50	23845
00-6269	HEADWATER COMMERCIAL REALTY, LLC	03/09/2026	EFT	0.00	10,000.00	23846
00-3640	IMPACT PROMOTIONAL SERVICES LLC	03/09/2026	EFT	0.00	1,395.14	23847
00-2256	INFOSEND INC	03/09/2026	EFT	0.00	9,486.17	23848
00-1389	INGRAM LIBRARY SERVICES, INC	03/09/2026	EFT	0.00	5,463.02	23849
00-4572	JEC CONCRETE & LANDSCAPE, LLC	03/09/2026	EFT	0.00	1,522.34	23851
00-788	KBS ELECTRICAL DISTRIBUTORS, INC.	03/09/2026	EFT	0.00	5,292.00	23852
00-6156	KIMLEY-HORN AND ASSOCIATES INC	03/09/2026	EFT	0.00	3,542.50	23853
00-3194	KRIEWALDT, MICHAEL	03/09/2026	EFT	0.00	7,591.00	23854
00-2713	LENOVO INC	03/09/2026	EFT	0.00	1,918.41	23855
00-3976	LEXIPOL LLC	03/09/2026	EFT	0.00	8,603.77	23856
00-5664	LOU'S GLOVES INC.	03/09/2026	EFT	0.00	942.00	23857
00-3927	LOWERY PROPERTY ADVISORS LLC	03/09/2026	EFT	0.00	46,000.00	23858
00-5088	LUNA, JASON JOEL	03/09/2026	EFT	0.00	320.00	23859
00-3553	M M & A INC	03/09/2026	EFT	0.00	4,720.55	23860
00-5023	MIDWEST MOTOR SUPPLY CO.	03/09/2026	EFT	0.00	458.03	23861
00-4051	MILLER, BRANDY P, PHD, PC	03/09/2026	EFT	0.00	1,150.00	23862
00-4670	MORKOVSKY + ASSOCIATES, INC.	03/09/2026	EFT	0.00	3,163.00	23863
00-4158	MORSCO SUPPLY, LLC	03/09/2026	EFT	0.00	4.14	23864
00-3642	NORTH AMERICA FIRE EQUIPMENT CO INC	03/09/2026	EFT	0.00	575.00	23865
00-3794	ODP BUSINESS SOLUTIONS, LLC	03/09/2026	EFT	0.00	2,335.33	23866
00-81	O'REILLY AUTO PARTS	03/09/2026	EFT	0.00	4,626.42	23867
00-2974	PAPE-DAWSON CONSULTING ENGINEERS, LLC	03/09/2026	EFT	0.00	137,158.75	23869
00-122	PATHMARK TRAFFIC PRODUCTS OF TEXAS, INC.	03/09/2026	EFT	0.00	2,340.00	23870
00-8349	PERRY HOMES	03/09/2026	EFT	0.00	12,945.65	23871
00-5931	PUMP MECHANICAL TECHNICAL SERVICES, LLC	03/09/2026	EFT	0.00	12,000.00	23872
00-4247	PVS DX INC	03/09/2026	EFT	0.00	2,001.00	23873
00-4585	QUIDDITY ENGINEERING, LLC	03/09/2026	EFT	0.00	10,639.55	23874
00-98	R D OFFUTT CO	03/09/2026	EFT	0.00	517.25	23875
00-5929	SAN ANTONIO BELTING & PULLEY CO., INC.	03/09/2026	EFT	0.00	368.73	23876
00-2500	ServiceWear Apparel Inc	03/09/2026	EFT	0.00	224.35	23877
00-5769	SHI GOVERNMENT SOLUTIONS INC	03/09/2026	EFT	0.00	15,634.64	23878
00-3684	SIMPLOT AB RETAIL INC	03/09/2026	EFT	0.00	1,997.50	23879
00-3726	SOUTHERN TIRE MART LLC	03/09/2026	EFT	0.00	3,090.00	23880
00-4174	SUNBELT SOLOMON SERVICES, LLC	03/09/2026	EFT	0.00	4,005.72	23881
00-9348	TAFT, ERICA	03/09/2026	EFT	0.00	625.00	23882
00-594	TECHLINE, INC	03/09/2026	EFT	0.00	32,893.92	23883
00-3319	TELLUS EQUIPMENT SOLUTIONS LLC	03/09/2026	EFT	0.00	97.98	23884
00-3319	TELLUS EQUIPMENT SOLUTIONS LLC	03/09/2026	EFT	0.00	750.07	23885
00-3518	TEXAS MATERIALS GROUP INC	03/09/2026	EFT	0.00	7,950.21	23886
00-4419	TEXAS STERLING CONSTRUCTION CO.	03/09/2026	EFT	0.00	1,798,435.77	23887
00-3761	THE POUNDS GROUP, LLC	03/09/2026	EFT	0.00	17,060.79	23888
00-3601	TRIHYDRO CORPORATION	03/09/2026	EFT	0.00	61,709.29	23889
00-6228	URBAN SOIL LLC	03/09/2026	EFT	0.00	1,480.00	23890
00-4431	USALCO, LLC	03/09/2026	EFT	0.00	11,763.15	23891
00-4349	WARD, GETZ AND ASSOCIATES, PLLC	03/09/2026	EFT	0.00	8,800.75	23892
00-3944	WESTHILL PAVING INC	03/09/2026	EFT	0.00	38,624.50	23893
00-4557	WINSTEAD PC	03/09/2026	EFT	0.00	72.50	23894
00-5955	ADVANCE STORES COMPANY, INCORPORATED	02/25/2026	Regular	0.00	734.05	160194

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00-197	ADVANCED HEARING AID CENTER	02/25/2026	Regular	0.00	25.00	160195
00-3573	AMERICAN PUBLIC POWER ASSOC.	02/25/2026	Regular	0.00	16,021.71	160196
00-5	ANDERSON MACHINERY SAN ANTONIO	02/25/2026	Regular	0.00	7,500.00	160197
00-5399	BAY AREA/GENERAL CRANE SERVICE CO.	02/25/2026	Regular	0.00	617.50	160198
00-21	BRAUNTEX MATERIALS INC	02/25/2026	Regular	0.00	239.54	160199
00-5564	CANON FINANCIAL SERVICES, INC.	02/25/2026	Regular	0.00	3,045.81	160200
00-6112	CELLEBRITE INC	02/25/2026	Regular	0.00	9,240.00	160202
00-5866	CINTAS CORPORATION	02/25/2026	Regular	0.00	110.10	160203
00-2627	COMMUNITY ENHANCEMENT PLAN	02/25/2026	Regular	0.00	283.50	160204
00-3645	COODY, LESLIE S	02/25/2026	Regular	0.00	573.50	160205
00-5830	DOGGETT FREIGHTLINER OF S TEXAS LLC	02/25/2026	Regular	0.00	1,156.00	160206
00-8117	DSHS CENTRAL LAB MC2004	02/25/2026	Regular	0.00	976.00	160207
00-8722	DULLNIG, DARRELL	02/25/2026	Regular	0.00	3,000.00	160208
00-3864	FERGUSON US HOLDINGS, INC	02/25/2026	Regular	0.00	3,069.00	160209
00-11351	FLORES, ANGELICA	02/25/2026	Regular	0.00	500.00	160210
00-360	GRAINGER PARTS OPERATIONS-S.A.	02/25/2026	Regular	0.00	3,548.70	160211
00-74	GUADALUPE BLANCO RIVER AUTH.	02/25/2026	Regular	0.00	20,867.33	160212
00-5991	GUNN CHEVROLET LTD	02/25/2026	Regular	0.00	309.80	160213
00-3113	HEAT SAFETY EQUIPMENT LLC	02/25/2026	Regular	0.00	585.00	160214
00-1775	HOME DEPOT CREDIT SERVICES	02/25/2026	Regular	0.00	249.84	160215
00-11348	LOPEZ, HERLANI LEON	02/25/2026	Regular	0.00	222.00	160216
00-4663	METRO FIRE APPARATUS SPECIALISTS	02/25/2026	Regular	0.00	817.99	160217
00-4007	MONTOYA, AMANDA	02/25/2026	Regular	0.00	60.00	160218
00-6229	MORALES, EMMANUEL F.	02/25/2026	Regular	0.00	600.00	160219
00-6278	NAVARRO INDEPENDENT SCHOOL DISTRICT	02/25/2026	Regular	0.00	500,000.00	160220
00-11350	OASIS ACRES	02/25/2026	Regular	0.00	250.00	160221
00-4903	P3WORKS, LLC	02/25/2026	Regular	0.00	11,425.85	160222
00-2122	PARAMOUNT EMBROIDERY & SCREENPRINTING	02/25/2026	Regular	0.00	12.00	160223
00-718	PARKVIEW VETERINARY CLINIC INC	02/25/2026	Regular	0.00	594.61	160224
00-3130	PowerDETAILS LLC	02/25/2026	Regular	0.00	5,868.83	160225
00-3141	SAN ANTONIO BUSINESS JOURNAL	02/25/2026	Regular	0.00	250.00	160226
00-3248	SCHERTZ-SEGUIN LOCAL	02/25/2026	Regular	0.00	328,016.50	160227
00-5014	SCHNEIDER ENGINEERING, LLC	02/25/2026	Regular	0.00	16,282.63	160228
00-157	SEEHAUSEN, BRYAN	02/25/2026	Regular	0.00	3,912.76	160229
00-103	SEGUIN CHEVROLET	02/25/2026	Regular	0.00	4,349.54	160230
00-148	SEGUIN DIESEL TRUCK SERVICE, INC.	02/25/2026	Regular	0.00	72.26	160231
00-5240	SPOSARI, SHELLY R.	02/25/2026	Regular	0.00	12.00	160232
00-4622	SPRINGS HILL SPECIAL UTILITY DISTRICT	02/25/2026	Regular	0.00	3,914.68	160233
00-6180	TEXAS CHILLER SYSTEMS LLC	02/25/2026	Regular	0.00	755.00	160234
00-871	TEXAS DEPT OF INFORMATION RESOURCES	02/25/2026	Regular	0.00	2.55	160235
00-2524	TEXAS DEPT OF TRANSPORTATION	02/25/2026	Regular	0.00	984.00	160236
00-3089	TEXAS ELECTRIC COOPERATIVES, INC.	02/25/2026	Regular	0.00	114,441.43	160237
00-153	THE SEGUIN GAZETTE-ENTERPRISE	02/25/2026	Regular	0.00	2,689.69	160238
00-5506	TSUNG SHEMG YEH	02/25/2026	Regular	0.00	10,000.00	160239
00-172	UNIFIRST HOLDINGS INC	02/25/2026	Regular	0.00	114.55	160240
00-5898	VOIANCE LANGUAGE SERVICES, LLC.	02/25/2026	Regular	0.00	73.44	160241
00-5870	VORTEX	02/25/2026	Regular	0.00	2,120.00	160242
00-9494	WALKER, ANDREA L.	02/25/2026	Regular	0.00	60.00	160243
00-5408	WASHING EQUIPMENT OF TEXAS, LTD	02/25/2026	Regular	0.00	678.35	160244
00-6215	WASTE CONNECTIONS OF TEXAS	02/25/2026	Regular	0.00	233,497.24	160245
00-11349	WILLIAMS, JOSEPH	02/25/2026	Regular	0.00	250.00	160246
00-2036	XEROX BUSINESS SOLUTIONS SOUTHWEST	02/25/2026	Regular	0.00	415.55	160247
00-179	XEROX FINANCIAL SERVICES LLC	02/25/2026	Regular	0.00	131.00	160248
00-179	XEROX FINANCIAL SERVICES LLC	02/25/2026	Regular	0.00	226.00	160249
00-179	XEROX FINANCIAL SERVICES LLC	02/25/2026	Regular	0.00	419.00	160250
00-179	XEROX FINANCIAL SERVICES LLC	02/25/2026	Regular	0.00	140.57	160251
00-3942	ZUNIGA, THOMAS	02/25/2026	Regular	0.00	320.00	160252
00-100	GUADALUPE COUNTY CLERK	03/03/2026	Regular	0.00	24,400.00	160253
00-9117	CROW, COBEY	03/04/2026	Regular	0.00	5,000.00	160254
00-5955	ADVANCE STORES COMPANY, INCORPORATED	03/09/2026	Regular	0.00	132.54	160270
00-4422	AGUIRRE, PEDRO	03/09/2026	Regular	0.00	5,000.00	160271

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00-184	ALAMO AREA COUNCIL OF GOVERNMENTS	03/09/2026	Regular	0.00	2,655.59	160272
00-5	ANDERSON MACHINERY SAN ANTONIO	03/09/2026	Regular	0.00	406.35	160273
00-4496	APEX GLASS & MIRROR	03/09/2026	Regular	0.00	125.00	160274
00-7044	ARROYO, FIDELA	03/09/2026	Regular	0.00	700.00	160275
00-21	BRAUNTEX MATERIALS INC	03/09/2026	Regular	0.00	1,587.68	160276
00-3388	ZOLL, BLANCA	03/09/2026	Regular	0.00	105.00	160277
00-5564	CANON FINANCIAL SERVICES, INC.	03/09/2026	Regular	0.00	271.45	160278
00-5866	CINTAS CORPORATION	03/09/2026	Regular	0.00	177.39	160279
00-2474	COBB FENDLEY	03/09/2026	Regular	0.00	13,142.25	160280
00-2627	COMMUNITY ENHANCEMENT PLAN	03/09/2026	Regular	0.00	283.50	160281
00-39	CULLIGAN WATER CONDITIONING	03/09/2026	Regular	0.00	48.50	160282
00-11353	DEAN WORD CO.	03/09/2026	Regular	0.00	32.00	160283
00-5830	DOGGETT FREIGHTLINER OF S TEXAS LLC	03/09/2026	Regular	0.00	57.13	160284
00-344	FEDERAL EXPRESS CORPORATION	03/09/2026	Regular	0.00	131.87	160285
00-3864	FERGUSON US HOLDINGS, INC	03/09/2026	Regular	0.00	2,989.36	160286
00-6115	FRONTLINE TECHNOLOGIES GROUP LLC	03/09/2026	Regular	0.00	9,691.07	160287
00-360	GRAINGER PARTS OPERATIONS-S.A.	03/09/2026	Regular	0.00	2,564.68	160288
00-369	GUADALUPE COUNTY APPRAISAL DISTRICT	03/09/2026	Regular	0.00	88,917.01	160289
00-100	GUADALUPE COUNTY CLERK	03/09/2026	Regular	0.00	775,000.00	160290
00-4278	GUADALUPE COUNTY HOSPITAL BOARD	03/09/2026	Regular	0.00	5,857.50	160291
00-1096	GUADALUPE COUNTY TAX ASSESSOR	03/09/2026	Regular	0.00	1,000.00	160292
00-76	GUADALUPE VALLEY EL CO-OP INC.	03/09/2026	Regular	0.00	205.00	160293
00-7103	GUADALUPE VALLEY ELECTRIC COOP	03/09/2026	Regular	0.00	681,772.19	160294
00-5607	HILL COUNTRY ELECTRIC SUPPLY	03/09/2026	Regular	0.00	144.67	160295
00-5104	INDEPENDENCE TITLE	03/09/2026	Regular	0.00	200.00	160296
00-2379	KONE INC	03/09/2026	Regular	0.00	1,489.12	160297
00-102	LOWER COLORADO RIVER AUTHORITY	03/09/2026	Regular	0.00	9,566.00	160298
00-11113	M/I HOMES OF SAN ANTONIO	03/09/2026	Regular	0.00	55,240.30	160299
00-6097	MAGAZINE SUBSCRIPTIONS PTP	03/09/2026	Regular	0.00	5,468.90	160300
00-4455	MASTERS ELECTRICAL SERVICES, LTD	03/09/2026	Regular	0.00	5,100.50	160301
00-4407	MID-AMERICA GOLF AND LANDSCAPING, INC.	03/09/2026	Regular	0.00	91,603.00	160302
00-3396	MIDWEST TAPE	03/09/2026	Regular	0.00	875.79	160303
00-4007	MONTOYA, AMANDA	03/09/2026	Regular	0.00	240.00	160304
00-2464	NORTHWEST LINEMAN COLLEGE	03/09/2026	Regular	0.00	9,602.00	160305
00-103	SEGUIN CHEVROLET	03/09/2026	Regular	0.00	973.24	160306
00-148	SEGUIN DIESEL TRUCK SERVICE, INC.	03/09/2026	Regular	0.00	290.62	160307
00-3633	SELVES, MICHAEL L.	03/09/2026	Regular	0.00	4,479.25	160308
00-5000	SERNA, ROBERT B	03/09/2026	Regular	0.00	10,000.00	160309
00-11354	STEVENS, CHELA	03/09/2026	Regular	0.00	250.00	160310
00-304	TEXAS CITY MANAGEMENT ASSOC.	03/09/2026	Regular	0.00	619.00	160311
00-3215	TEXAS COMM. ON ENVIRONMENTAL QUALITY	03/09/2026	Regular	0.00	5,597.00	160312
00-605	TEXAS DEPT OF MOTOR VEHICLES	03/09/2026	Regular	0.00	7.50	160313
00-605	TEXAS DEPT OF MOTOR VEHICLES	03/09/2026	Regular	0.00	7.50	160314
00-6281	TEXAS MUNICIPAL LEAGUE REGION 7	03/09/2026	Regular	0.00	50.00	160315
00-153	THE SEGUIN GAZETTE-ENTERPRISE	03/09/2026	Regular	0.00	2,009.95	160316
00-172	UNIFIRST HOLDINGS INC	03/09/2026	Regular	0.00	114.55	160317
00-9494	WALKER, ANDREA L.	03/09/2026	Regular	0.00	60.00	160318
00-2036	XEROX BUSINESS SOLUTIONS SOUTHWEST	03/09/2026	Regular	0.00	28.60	160319
00-2036	XEROX BUSINESS SOLUTIONS SOUTHWEST	03/09/2026	Regular	0.00	15.29	160320
00-2089	ZONE INDUSTRIES	03/09/2026	Regular	0.00	14,362.07	160321
00-4678	CENTERPOINT ENERGY	03/10/2026	Regular	0.00	6,142.60	160322

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00-100	GUADALUPE COUNTY CLERK	03/10/2026	Regular	0.00	47,250.00	160323

Bank Code 1F Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	187	114	0.00	3,210,672.91
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	569	175	0.00	4,969,266.02
	756	**289**	**0.00**	**8,179,938.93**

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	187	114	0.00	3,210,672.91
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	569	175	0.00	4,969,266.02
	756	**289**	**0.00**	**8,179,938.93**

Fund Summary

Fund	Name	Period	Amount
900	COS POOLED CASH	2/2026	3,166,786.86
900	COS POOLED CASH	3/2026	5,013,152.07
			8,179,938.93

MEMORANDUM

TO: Steve Parker, City Manager
Honorable Mayor and City Council

FROM: Mark Kennedy, City Attorney

DATE: March 17, 2026

RE: Mutual Termination of Chapter 380 Economic Development Agreement with Navarro Oaks 123M, LLC

Purpose
The purpose of this memorandum is to request City Council approval for a Mutual Termination Agreement regarding the Chapter 380 Economic Development Agreement ("the Agreement") between the City of Seguin and Navarro Oaks 123M, LLC ("Navarro Oaks").

Background
On October 1, 2019, the City and Navarro Oaks entered into a Chapter 380 Agreement concerning the Navarro Oaks Subdivision, located along the proposed realignment of East Martindale Road. Under the terms of the original agreement, the Developer was obligated to construct the East Martindale Road project as a Major Collector. In exchange, the City agreed to reimburse the Developer using a combination of Ad Valorem tax revenues and Roadway Impact Fees generated by the subdivision.

Rationale for Termination
Since the execution of the Agreement in 2019, the Developer has not taken substantial steps toward the completion of the East Martindale Road project. Furthermore, as project costs and scope have evolved, it has become evident that the financial terms established in the original 2019 agreement would not have sufficiently covered the Developer’s construction costs. Concurrently, regional growth and associated traffic impacts have necessitated immediate action by the City. To address these transportation needs, the City has proactively designed the East Martindale Road project and is currently in the process of acquiring the necessary Right of Way. The City intends to move forward with the construction of this critical infrastructure independently, without assistance from the Developer.

Fiscal Impact
There is no negative fiscal impact associated with this termination. The Developer has not performed the work stipulated in the original agreement; therefore, no reimbursements have been made.

Staff Recommendation
Staff recommends approval of the Mutual Termination Agreement with Navarro Oaks 123M, LLC, as it formalizes the closure of this inactive project and provides the City with the necessary administrative clarity to proceed with the East Martindale Road project under its own direction.

Mutual Termination Agreement
City of Seguin, Texas and Navarro Oaks 123M LLC

WHEREAS, on October 1, 2019, the City of Seguin, a Texas Home Rule municipality (hereinafter "City") and Navarro Oaks 123M, LLC (hereinafter "Navarro Oaks")(collectively "the Parties") entered into a Chapter 380 Economic Development Agreement (hereinafter "the 380 Agreement") related to the Navarro Oaks Subdivision, located along the proposed realignment of East Martindale Road in Seguin, Texas; and

WHEREAS, the 380 Agreement contemplated that Developer, Navarro Oaks, would construct the East Martindale Road project as a Major Collector and that the City would reimburse Navarro Oaks utilizing a combination of *Ad Valorem* tax revenues and Roadway Impact Fees associated with the Navarro Oaks Subdivision; and

WHEREAS, Developer did not take substantial steps in furtherance of the East Martindale Road project, and the Parties agree that the original terms and conditions of the 380 Agreement would not have sufficiently covered Navarro Oaks' costs if it were to have constructed the East Martindale Road project; and

WHEREAS, because of other nearby growth-related traffic impacts, the City recently designed and began Right of Way acquisition for the East Martindale Road project; and

WHEREAS, the City now intends to construct the East Martindale Road project without assistance from Navarro Oaks.

NOW THEREFORE, THE PARTIES AGREE AS FOLLOWS:

City and Navarro Oaks hereby mutually terminate the 380 Agreement, originally executed on or about October 1, 2019. This mutual termination hereby terminates any obligation of the City and Navarro Oaks to perform under the 380 Agreement.

Executed on this _____ day of _____, 2026

City of Seguin, Texas

By_____

Name: Steve Parker

Title: City Manager

ATTEST: _____
Kristin Mueller
City Secretary

Navarro Oaks 123M, LLC

By_____

Name: Jay Atchely

Title: Managing Member

CITY OF SEGUIN

To: City Council
From: Susan Caddell, Director of Finance
Date: March 10, 2026
Subject: Investment Report for Quarter Ended December 31, 2025

Historical Background

According to the Public Funds Investment Act, Tex. Gov't Code Ann., Chapter 2256 and the City of Seguin's Investment Policy, quarterly investment reports are required to be provided to the City Council.

Attached you will find the investment report for the quarter ended December 31, 2025. The investments range from the City pool accounts to bank accounts and escrow funds. All investments are allowed within the City of Seguin's Investment Policy. Average interest rates have decreased since last quarter by .2593%.

The total of all investments decreased from September 30 to December 31 by $34,582,877. We continue to spend the bond funds we received in February of 2025. The columns labeled TWDB are either the escrow or investments for the funds received from the Texas Water Development Board Bonds for the Geronimo Creek Wastewater Treatment Plant expansion. The escrow funds will be released to the City periodically, but we are still required to report them on our investment reports. Interest earnings decreased from the quarter ended September 30, 2025 by $837,855. Interest rates have decreased by .6464% from December 31, 2024 along with interest earnings by $588,421. The total of all investments increased by $44,151,843 from December 31, 2024.

Action Requested

City Council must approve the quarterly investment report.

Staff Recommendation

Staff recommends approval of the investment report.

ATTACHMENTS

Investment report for quarter ended December 31, 2025.

Investment Report - City of Seguin
October 1, 2025 - December 31, 2025

Description*	TEXPOOL	LOGIC	TX Class	TX Class-TWDB	TWDB21-Escrow	TWDB23-Escrow	BANK-CK	TOTAL
Par $ Amount	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Beginning Book Value 09-01-25	4,670,344	136,781,019	295,663,625	121,004,315	661,006	23,217,633	3,566,969	585,564,911
Ending Book Value 12-31-25	7,780,571	124,566,755	286,452,170	101,604,346	667,700	23,429,486	6,481,006	550,982,034
Beginning Market Value 09-01-25	4,671,185	136,817,130	295,720,937	121,027,770	661,006	23,217,633	3,566,969	585,682,630
Ending Market Value 12-31-25	7,782,283	124,589,925	286,505,527	101,623,272	667,700	23,429,486	6,481,006	551,079,199
Purchase Date	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Call Date	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Maturity Date	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Call Yield	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Maturity Yield	3.9858%	4.0947%	4.1177%	4.1177%	3.4999%	3.4999%	0.4000%	3.3880%
Estimated Interest Accrued/(Bank Fees) this Period	64,423	1,335,736	3,038,544	1,140,032	6,694	211,853	4,363	5,801,645
% of Portfolio as of 12-31-25	1.41%	22.61%	51.99%	18.44%	0.12%	4.25%	1.18%	100%

CERTIFICATION

We certify the investment activity and strategies described in this report are in compliance with the City's Investment Policy and State law.

Steve Parker, City Manager

Susan Caddell

Susan Caddell, Director of Finance

SEGUIN TEXAS

It's real.

Memorandum

To: Mayor and City Council Members
Steve Parker, City Manager

From: Melissa Reynolds, P.E., MPA, CFM, City Engineer

Subject: Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to execute Change Order No. 3 with Texas Sterling Construction for the Rudeloff Road Roadway Phase I Improvement Project CSJ 0915-46-045; and declaring an effective date.

Date: March 17, 2026

Historical Background

On December 1, 2015, City Council authorized staff to submit for potential state and federal funding for this project. Following the submittal application of proposed improvements on Rudeloff Road, the City was notified in January 2017, by the Alamo Area Metropolitan Planning Organization (AAMPO), of funding awarded through the Texas Department of Transportation (TxDOT). An original Advanced Funding Agreement was approved by City Council September 26, 2017. This agreement has been revised to reflect changes in funding due to project cost escalation that was approved by the AAMPO Policy Board.

In December of 2017, City Council awarded Brown & Gay Engineering (BGE) the design project for the Rudeloff Phase I project. The project consists of the following in the design and bid: widening the roadway section from State Highway 46 to just east of the Fields of Huber Ranch, roadway expansion from 2 to 4 lanes with center turn lane, bicycle and pedestrian facilities for a distance of just over one mile and a half (8,131 feet), and additive alternate design of upgraded water mains within the Rudeloff Road Phase I from SH 46 to Huber Road South. The City has been and will be responsible for all engineering, right-of-way/easement acquisition, environmental and any construction costs above the Federal participation amount stated in the Local Project Advanced Funding Agreement. When the project is complete, the City will accept it for maintenance.

On March 13, 2024 City Council awarded Texas Sterling Construction the construction contract for the Rudeloff Phase I project for an amount of $15,394,288.26 including the bid alternate. All DBE, Federal, and State Requirements were met during the procurement process.

Change Order No. 1 was executed by City Council on August 5, 2025. Changes included waterline adjustments to avoid potential Springs Hill Water Supply conflicts, demolition of a portion of the Berridge Manufacturing property within City right-of-way, the addition of center medians, correction of lime slurry quantity, improved asphalt structure, and adjustments to the storm drain system to accommodate for future construction.

Action Requested

A change order has been coordinated with the design team (BGE, Inc.), the construction engineering and inspection team (Freese and Nichols), the construction contractor (Texas Sterling Contractors), City, and TxDOT officials. Changes include constructing the full T-intersection at Rudeloff Road and Huber Road which will allow the City to construct Rudeloff Road Phase II without impeding on the traffic in the future.

SEGUIN TEXAS

It's real.

Procurement Methodology & Funding Source

This project originally went through the formal bidding process under bid number AF-2024-07. Funding for the change order is secured through bonds with prior year budget approval, Federal Project Authorization and Agreements (FPAA) with the TxDOT and the Alamo Area Metropolitan Planning Organization (AAMPO) funding.

	Total Cost Increase	TxDOT Participation	City Participation
Change Order No. 1	$2,379,015.16	$1,115,709.09	$1,199,453.17
Change Order No. 2	$29,510.92	$23,608.74	$5,902.18
Change Order No. 3	$140,062.07		$140,062.07

Staff Recommendation

Staff recommends the approval of this change order in the amount of $140,062.07.

ATTACHMENTS

1. 2026.03.17 Rudeloff Road CO Resolution
2. Change Order No. 2
3. Change Order No. 3

CITY OF SEGUIN **RESOLUTION NO.**

STATE OF TEXAS

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEGUIN, TEXAS AUTHORIZING THE CITY MANAGER TO EXECUTE CHANGE ORDER NUMBER 3 WITH STERLING DELAWARE HOLDING FOR THE RUDELOFF ROAD PHASE I ROADWAY IMPROVEMENT PROJECT CSJ 0915-46-045; AND DECLARING AN EFFECTIVE DATE

WHEREAS, the City of Seguin is a member of the Alamo Area Metropolitan Planning Organization (the "AAMPO"); and

WHEREAS, in January 2017 the City was notified by the AAMPO that the Rudeloff Road Phase I Improvement Project (the "Project") was selected for funding; and

WHEREAS, on October 16, 2023, the City was awarded additional funding on its 2015 grant application to the Alamo Area Council of Government for TxDOT funding of the Rudeloff Road Improvement Project ("Rudeloff Road Project");

WHEREAS, the City contracted with BGE, Inc. to design the Rudeloff Road Project and assist in bidding of the project; and

WHEREAS, Texas Delaware Holding Company was awarded the construction contract; and

WHEREAS, Change Order #1 was executed for additional work associated with water conveyance, demolition within the right-of-way, addition of center medians, correction of lime slurry quantity, improved asphalt structure, and adjustments to the storm drain system for $2,379,015.06; and

WHEREAS, Change Order #2 was approved for traffic signal box conflicts in an amount of $29,510; and

WHEREAS, Change Order #3 is requested to address the effort associated with constructing the full T-intersection at Rudeloff Road and Huber Road which will allow the City to construct Rudeloff Road Phase II without impeding on the traffic in the future; and

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Seguin, Texas:

SECTION 1. Change Order No. 3 in the amount of $144,742.79 is hereby approved.

SECTION 2. The City Manager, Steve Parker, is authorized to execute Change Order No. 3 with Sterling Delaware Holding Company.

SECTION 3. This resolution is effective on the date of its passing

PASSED AND APPROVED THIS 17th DAY OF MARCH 2026.

Donna Dodgen
Mayor

ATTEST:

Kristin Mueller
City Secretary

Docusign Envelope ID: 831E9560-782B-423B-A597-479052A608AD

FREESE AND NICHOLS

9601 McAllister Fwy
Suite 1008
San Antonio, Texas 78023

T (210) 298-3800
Freese.com

October 20, 2025

Billy Hornung, P.E. Project Manager
City of Seguin
P.O. Box 591
Seguin, Texas 78156-0591

RE: City of Seguin
Rudeloff Rd Project
Change Order #2

Dear Mr. Hornung,

Attached for execution by the City is one (1) original Change Order No. 2 for the above-referenced project. Change Order No. 2 pertains to a traffic signal device change to the project. The change includes additional material and effort required to relocate a traffic signal box that conflicts with the proposed travel lane.

Upon execution, please provide a copy to this office and one (1) copy to Texas Sterling Construction Company. If you have any questions regarding this information, please feel free to contact this office.

Sincerely,

Signed by:
Bregger Garrison
9DCBB1D901E4EAE...

Bregger Garrison, PE
Project Manager
Freese and Nichols, Inc.

Signed by:
Jorge Hernandez
FD797C14E21C4D3...

Jorge Hernandez
Construction Manager

Cc: Ms. Melissa Reynolds, P.E., MPA, CFM, City of Seguin
Mr. Kate McCloud, City of Seguin
Ms. Pamela Herrera, City of Seguin

Docusign Envelope ID: 831E9560-782B-423B-A597-479052A608AD

Contract Change Order No.2

Rudeloff Road PH I

OWNER: City of Seguin
CONTRACTOR: Texas Sterling Construction
CONTRACT AMT: $17,773,303.10
Project : Rudeloff Road PH I

PARTICIPATING COST CHANGES

EXISTING ITEMS

Item No.	Item Description	Contract Quantity	Units	Original Unit Price	Original Proposal Amount	Contract Quantity (+) Increse (-) Decrease	Updated Unit Price (+) Increse (-) Decrease	Additional Amount (+) Increse (-) Decrease
684-6009	TRF SIG CBL (TY A) (12 AWG) (4 CONDR)	126	LF	$ 3.59	$ 452	200		$ 718.00
684-6012	TRF SIG CBL (TY A) (12 AWG) (7 CONDR)	91	LF	$ 3.20	$ 291	314		$ 1,004.80
6292-6001	RVDS (PRESENCE DETECTION ONLY)	2	EA	$ 11,425.00	$ 22,850	1		$ 11,425.00
							TOTAL AMOUNT FOR EXISITING ITEM OVER-RUN	**$ 13,147.80**

NEW ITEMS

Item No.	Item Description	Contract Quantity	Units	Original Unit Price	Original Proposal Amount	Contract Quantity (+) Increse (-) Decrease	Updated Unit Price (+) Increse (-) Decrease	Additional Amount (+) Increse (-) Decrease
618-6047	CONDT (PVC)(SCH 80)(2")(BORE)		LF			62	$ 49.16	$ 3,047.92
618-6054	CONDT (PVC)(SCH 80)(3")(BORE)		LF			214	$ 54.99	$ 11,767.86
**	VIVDS CABLE		LF			222	$ 6.97	$ 1,547.34
							TOTAL AMOUNT FOR NEW ITEMS	**$ 16,363.12**

NET CONTRACT INCREASE **$ 29,510.92**

1. This addition to the contract is to address a Traffic Signal Box conflict. The plans propose to move the existing concrete island at SH-46/Rudeloff to the south to accommodate for the additional proposed lane. The contractor submitted RFI-015 requesting additional information and explaining that the original proposed location of the traffic signal box conflicts with the proposed travel lane as the concrete island was proposed to be relocated but not the traffic signal box. The contractor also indicated that the plan quantities were insufficient for the signal pole relocation. The engineer of record supplied a revised signal design to account for the new Traffic Signal Box location and associated quantities in accordance with current TxDOT standards and practices for traffic signals.

THE NET INCREASE IN THE CONTRACT IS $29,510.92, WHICH MAKES THE NEW ADJUSTED CONTRACT TOTAL $17,802,814.02
DUE TO DELAYS AND THE ADDITIONAL WORK, 3 PARTICIPATING AND 0 NON-PARTICIPATING DAYS ARE ADDED TO THE CONTRACT TIME.
FEDERAL PARTICIPATION ON THIS CHANGE ORDER REFERS TO ITEMS THAT QUALIFY FOR FEDERAL REIMBURSEMENT. REIMBURSEMENT OF THESE ITEMS ARE DEPENDENT ON AVAILABILITY OF FUNDS.
THIS WILL BECOME A SUPPLEMENT TO THE CONTRACT AND ALL PROVISIONS WILL APPLY HERETO.

DocuSigned by:
Amelia De La Garza — 10/22/2025
DA0B3A4AC0844EB...
Amelia De La Garza, PE Project Manager — Date
Texas Department of Transportation

Signed by:
Steve Parker — 10/22/2025
508C55C03B384AB...
Steve Parker, City Manager — Date
City of Seguin

DocuSigned by:
Melissa Reynolds — 10/21/2025
6997607E52E2408...
Melissa Reynolds, PE, Director of Engineering and Capital Projects — Date
City of Seguin

Signed by:
Billy Horning — 10/20/2025
5F1E6F285A7E4A7...
Billy Horning, PE Project Manager — Date
City of Seguin

DocuSigned by:
Chris Compton — 10/20/2025
D442945B767E4A6...
Chris Compton, STX Area Manager — Date
Texas Sterling Construction Company

DocuSigned by:
DEREK REAL — 10/20/2025
0BCEA83A8039463...
Derek Real, Project Manager — Date
Texas Sterling Construction Company

Docusign Envelope ID: 831E9560-782B-423B-A597-479052A608AD

SAECO ELECTRIC & UTILITY, LTD.

P.O. Box 841
Helotes, Texas 78023

Phone: 210-695-4526
Fax: 210-695-2516

REQUEST FOR INFORMATION

RFI No: 1

PROJECT RUDELOFF RD

TO:

DESCRIPTION: GROUND BOX RELOCATE

PLAN SHEET 281 AND 284 OF THE TRAFFIC SIGNAL PLANS TELLS US TO RELOCATE THE GROUND BOX TO THE ISLAND. IF WE RELOCATE THE BOX TO THE ISLAND, WE WILL NOT HAVE ENOUGH WIRE PER THE QTY'S TO FEED THE SIGNAL POLE BEING RELOCATED DUE TO NO SPLICING NOR DOES IT ACCOUNT FOR THE WIRE FEEDING THE SIGNAL ON THE SOUTHSIDE OF THE PROJECT.

SIGNATURE: Mike Spencer 7/9/25

RESPONSE:

SIGNATURE: _____ DATE: _____

cc:

Docusign Envelope ID: 831E9560-782B-423B-A597-479052A608AD

SEQ NO.	ITEM NO.	DESC CODE	DESCRIPTION	UNIT	EST. QUANTITY
1	100	6002	PREPARING ROW	STA	80.58
2	110	6001	EXCAVATION (ROADWAY)	CY	34728
3	132	6004	EMBANKMENT (FINAL)(DENS CONT)(TY B)	CY	10243
4	160	6003	FURNISHING AND PLACING TOPSOIL (4")	SY	39501
5	164	6009	BROADCAST SEED (TEMP) (WARM)	SY	19753
6	164	6011	BROADCAST SEED (TEMP) (COOL)	SY	19753
7	164	6021	CELL FBR MLCH SEED(PERM)(RURAL)(SANDY)	SY	39501
8	168	6001	VEGETATIVE WATERING	MG	637
9	169	6001	SOIL RETENTION BLANKETS (CL 1) (TY A)	SY	35805
10	247	6041	FL BS (CMP IN PLC)(TYA GR1-2)(FNAL POS)	CY	13421
11	260	6002	LIME (HYDRATED LIME (SLURRY))	TON	1592
12	260	6011	LIME TRT (EXST MATL) (12")	SY	60373
13	310	6009	PRIME COAT (MC-30)	GAL	12083
14	316	6001	ASPH (MULTI OPTION)	GAL	8379
15	316	6193	AGGR(TY-D GR-5 SAC-B)	CY	3141
16	400	6005	CEM STABIL BKFL	CY	2442
17	402	6001	TRENCH EXCAVATION PROTECTION	LF	2808
18	403	6001	TEMPORARY SPL SHORING	SF	6
19	416	6030	DRILL SHAFT (TRF SIG POLE) (24 IN)	LF	4
20	416	6032	DRILL SHAFT (TRF SIG POLE) (36 IN)	LF	470
21	432	6001	RIPRAP (CONC)(4 IN)	CY	51
22	432	6002	RIPRAP (CONC)(5 IN)	CY	773
23	450	6032	RAIL (TY C223)	LF	591
24	462	6001	CONC BOX CULV (3 FT X 2 FT)	LF	254
25	462	6002	CONC BOX CULV (3 FT X 3 FT)	LF	543
26	462	6004	CONC BOX CULV (4 FT X 3 FT)	LF	1289
27	462	6010	CONC BOX CULV (6 FT X 3 FT)	LF	328
28	462	6014	CONC BOX CULV (7 FT X 3 FT)	LF	378
29	462	6040	CONC BOX CULV (12 FT X 4 FT)	LF	356
30	462	6099	CONC BOX CULV (6 FT X 2 FT)	LF	1289
31	462	6101	CONC BOX CULV (10 FT X 4 FT)	LF	6
32	464	6003	RC PIPE (CL III)(18 IN)	LF	3229
33	464	6005	RC PIPE (CL III)(24 IN)	LF	21
34	464	6007	RC PIPE (CL III)(30 IN)	LF	5
35	465	6006	JCTBOX(COMPL)(PJB)(4FTX4FT)	EA	1
36	465	6009	JCTBOX(COMPL)(PJB)(5FTX5FT)	EA	2
37	465	6012	JCTBOX(COMPL)(PJB)(8FTX8FT)	EA	1
38	465	6013	INLET (COMPL)(PCO)(3FT)(NONE)	EA	3
39	465	6024	INLET (COMPL)(PCO)(5FT)(BOTH)	EA	2
40	465	6132	INLET (COMPL)(PSL)(FG)(4FTX5FT-4FTX4FT)	EA	1
41	465	6135	INLET (COMPL)(PSL)(FG)(5FTX5FT-4FTX4FT)	EA	2
42	465	6144	INLET (COMPL)(PSL)(FG)(8FTX8FT-4FTX4FT)	EA	1
43	465	6164	INLET (COMPL)(TY H)(3FTX3FT)	EA	2
44	465	6164	INLET (COMPL)(TY H)(4FTX4FT)	EA	16
45	465	6274	INLET (COMPL)(RISER ONLY)	EA	4
46	465	6486	INLET (COMPL)(AD-C)(3FTx3FT)(FTW)	EA	3
47	466	6181	WINGWALL (PW - 1) (HW=6 FT)	EA	2
48	466	6182	WINGWALL (PW - 1) (HW=7 FT)	EA	3
49	466	6183	WINGWALL (PW - 1) (HW=8 FT)	EA	1
50	467	6395	SET (TY II) (24 IN) (RCP) (6: 1) (P)	EA	4
51	479	6001	ADJUSTING MANHOLES	EA	10
52	500	6001	MOBILIZATION	LS	1
53	502	6001	BARRICADES, SIGNS AND TRAFFIC HANDLING	MO	22
54	506	6002	ROCK FILTER DAMS (INSTALL) (TY 2)	LF	735
55	506	6011	ROCK FILTER DAMS (REMOVE)	LF	735
56	506	6038	TEMP SEDMT CONT FENCE (INSTALL)	LF	7419
57	506	6039	TEMP SEDMT CONT FENCE (REMOVE)	LF	7419
58	506	6042	BIODEG EROSN CONT LOGS (INSTL) (18")	LF	578
59	506	6043	BIODEG EROSN CONT LOGS (REMOVE)	LF	578
60	508	6001	CONSTRUCTING DETOURS	SY	2782
61	512	6009	PORT CTB (FUR & INST)(LOW PROF)(TY 1)	LF	3870
62	512	6010	PORT CTB (FUR & INST)(LOW PROF)(TY 2)	LF	200
63	512	6033	PORT CTB (MOVE)(LOW PROF)(TY 1)	LF	1020
64	512	6034	PORT CTB (MOVE)(LOW PROF)(TY 2)	LF	120
65	512	6057	PORT CTB (REMOVE)(LOW PROF)(TY 1)	LF	3870
66	512	6058	PORT CTB (REMOVE)(LOW PROF)(TY 2)	LF	200
67	529	6036	CONCRETE CURB (SPECIAL)	LF	12685
68	529	6038	CONC CURB (RIBBON)	LF	13768
69	530	6004	DRIVEWAYS (CONC)	SY	2329

SEQ NO.	ITEM NO.	DESC CODE	DESCRIPTION	UNIT	EST. QUANTITY
70	531	6002	CONC SIDEWALKS (5")	SY	17303
71	531	6004	CURB RAMPS (TY 1)	EA	6
72	531	6010	CURB RAMPS (TY 7)	EA	11
73	536	6002	CONC MEDIAN	SY	370
74	560	6007	MAILBOX INSTALL-S (WC-POST) TY 3	EA	6
75	560	6008	MAILBOX INSTALL-D (WC-POST) TY 3	EA	1
76	618	6046	CONDT (PVC) (SCH 80) (2")	LF	22
77	618	6053	CONDT (PVC) (SCH 80) (3")	LF	48
78	620	6009	ELEC CONDR (NO.6) BARE	LF	346
79	624	6010	GROUND BOX TY D (162922)W/APRON	EA	2
80	636	6002	ALUMINUM SIGNS (TY G)	SF	10
81	636	6003	ALUMINUM SIGNS (TY O)	SF	22
82	644	6001	IN SM RD SN SUP&AM TY10BWG(1)SA(P)	EA	11
83	644	6004	IN SM RD SN SUP&AM TY10BWG(1)SA(T)	EA	1
84	644	6007	IN SM RD SN SUP&AM TY10BWG(1)SA(U)	EA	1
85	644	6060	IN SM RD SN SUP&AM TYTWT(1)WS(P)	EA	53
86	662	6004	WK ZN PAV MRK NON-REMOV (W)4"(SLD)	LF	33692
87	662	6034	WK ZN PAV MRK NON-REMOV (Y)4"(SLD)	LF	33692
88	662	6109	WK ZN PAV MRK SHT TERM (TAB)TY W	EA	2052
89	662	6111	WK ZN PAV MRK SHT TERM (TAB)TY Y-2	EA	2978
90	666	6035	REFL PAV MRK TY I (W)8"(SLD)(090MIL)	LF	2345
91	666	6167	REFL PAV MRK TY II (W) 4" (BRK)	LF	3130
92	666	6170	REFL PAV MRK TY II (W) 4" (SLD)	LF	15234
93	666	6178	REFL PAV MRK TY II (W) 8" (SLD)	LF	2345
94	666	6205	REFL PAV MRK TY II (Y) 4" (BRK)	LF	3092
95	666	6207	REFL PAV MRK TY II (Y) 4" (SLD)	LF	18972
96	666	6299	RE PM W/RET REQ TY I (W)4"(BRK)(090MIL)	LF	3130
97	666	6302	RE PM W/RET REQ TY I (W)4"(SLD)(090MIL)	LF	15234
98	666	6311	RE PM W/RET REQ TY I (Y)4"(BRK)(090MIL)	LF	3092
99	666	6314	RE PM W/RET REQ TY I (Y)4"(SLD)(090MIL)	LF	18972
100	668	6076	PREFAB PAV MRK TY C (W) (24") (SLD)	LF	538
101	668	6077	PREFAB PAV MRK TY C (W) (ARROW)	EA	14
102	668	6085	PREFAB PAV MRK TY C (W) (WORD)	EA	14
103	668	6092	PREFAB PAV MRK TY C (W) (36")(YLD TRI)	EA	6
104	672	6007	REFL PAV MRKR TY I-C	EA	279
105	672	6009	REFL PAV MRKR TY II-A-A	EA	331
106	680	6011	INSTALL HWY TRF SIG (UPGRADE)	EA	1
107	681	6001	TEMP TRAF SIGNAL	EA	1
108	682	6001	VEH SIG SEC (12")LED(GRN)	EA	2
109	682	6003	VEH SIG SEC (12")LED(YEL)	EA	2
110	682	6005	VEH SIG SEC (12")LED(RED)	EA	2
111	682	6018	PED SIG SEC (LED)(COUNTDOWN)	EA	2
112	682	6023	BACK PLATE (12")(3 SEC)	EA	2
113	684	6009	TRF SIG CBL (TY A)(12 AWG)(4 CONDR)	LF	0
114	684	6012	TRF SIG CBL (TY A)(12 AWG)(7 CONDR)	LF	0
115	684	6080	TRF SIG CBL (TY C)(14 AWG)(2 CONDR)	LF	124
116	686	6051	INS TRF SIG PL AM(S)1 ARM(48')LUM	EA	1
117	687	6001	PED POLE ASSEMBLY	EA	1
118	688	6001	PED DETECT PUSH BUTTON (APS)	EA	2
119	752	6005	TREE REMOVAL (4" - 12" DIA)	EA	2
120	752	6006	TREE REMOVAL (12" - 18" DIA)	EA	4
121	752	6008	TREE REMOVAL (24" - 30" DIA)	EA	1
122	3076	6001	D-GR HMA TY-B PG64-22	TON	8310
123	3076	6025	D-GR HMA TY-C SAC-B PG70-22	TON	6146
124	5084	6001	FIXED BOLLARD	EA	12
125	6001	6002	PORTABLE CHANGEABLE MESSAGE SIGN	EA	3
126	6185	6001	TMA (STATIONARY)	EA	2
127	6292	6001	RVDS(PRESENCE DETECTION ONLY)	EA	2
128	6292	6002	RVDS(ADVANCE DETECTION ONLY)	EA	1
129	464	6030	RC PIPE (CL III)(18 IN)	LF	88
130	467	6519	SET (TY II) (DE S1) (RCP) (6: 1) (P)	EA	4
131	464	6030	RC PIPE (CL III)(DES 1)	LF	88
132	462	6006	CONC BOX CULV (5 FT X 2 FT)	LF	687
133	247	6041	FL BS (CMP IN PLC)(TYA GR1-2)(FNAL POS)	CY	41
134	618	6047	CONDT (PVC) (SCH 80) (2") (BORE)	LF	62
135	618	6053	CONDT (PVC) (SCH 80) (3") (BORE)	LF	214
136	621	6002	TRAY CABLE (3 CONDR) (12 AWG)	LF	124
137	684	6025	TRF SIG CBL (TY A)(12 AWG)(5 CONDR)	LF	249
138	684	6080	TRF SIG CBL (TY B)(12 AWG)(20 CONDR)	LF	156

NO.	DATE	REVISION	APPROVED
1	1/17	ADDENDUM 1	JCC
2	1/23	ADDENDUM 2	JCC
3	10/29/2024	SUP/CURB & MEDIAN	JCC
4	2/26/25	CO1 REVISIONS	HTK
5	5/01/25	EW UPDATES	HTK
6	5/19/25	CO1 REVISIONS	HTK
7	07/21/25	CO2 REVISIONS	HTK

SEGUIN TEXAS
It's real.

BGE, Inc.
7330 San Pedro, STE 202, San Antonio, TX 78216
Tel: 210-581-3600 • www.bgeinc.com
TBPE Registration No. F-1046

RUDELOFF RD

ESTIMATE AND QUANTITIES

SHEET 1 OF 1

FED.RD. DIV.NO.	PROJECT NO.		SHEET NO.
6			7
STATE	DIST.	COUNTY	
TEXAS	SAT	GUADALUPE	
CONT.	SECT.	JOB	HIGHWAY NO.
0915	46	045	RUDELOFF

FILE:G:\TXC\Projects\City_Seguin\5383-00 Rudeloff\03_CADD\01_Shts\00-GEN\Rudeloff_EST and QTY.dgn
DATE:9/8/2025 8:06:06 AM USER:Rudeloff Road - Austin PENTABLE:PEN_TXDOT.TBL PLOTDRIVER:pdf.pltcfg REVISION

Docusign Envelope ID: 831E9560-782B-423B-A597-479052A608AD

SUMMARY OF TRAFFIC SIGNAL ITEMS

	416 6030	416 6032	618 6046	618 6047	618 6053	618 6054	620 6009	624 6010	636 6002	636 6003	680 6011	682 6001	682 6003	682 6005	682 6018
SHEET	DRILL SHAFT (TRF SIG POLE) (24 IN)	DRILL SHAFT (TRF SIG POLE) (36 IN)	CONDT (PVC) (SCH 80) (2")	CONDT (PVC) (SCH 80) (2") (BORE)	CONDT (PVC) (SCH 80) (3")	CONDT (PVC) (SCH 80) (3") (BORE)	ELEC CONDR (NO. 6) BARE	GROUND BOX TY D (162922) W/APRON	ALUMINUM SIGNS (TY G)	ALUMINUM SIGNS (TY O)	INSTALL HWY TRF SIG (UPGRADE)	VEH SIG SEC (12") LED (GRN)	VEH SIG SEC (12") LED (YEL)	VEH SIG SEC (12") LED (RED)	PED SIG SEC (LED) (COUNTDOWN)
	LF	LF	LF	LF	LF	LF	LF	EA	SF	SF	EA	EA	EA	EA	EA
SHEET 1 OF 1	6	14	22	62	48	214	346	2	10	22	1	2	2	2	2
TOTALS	6	14	22	62	48	214	346	2	10	22	1	2	2	2	2

1

SUMMARY OF TRAFFIC SIGNAL ITEMS (CONT.)

	682 6023	0621 6002	0684 6025	684 6080	0684 6062	686 6051	687 6001	688 6001	6292 6001	6292 6002	**	**
SHEET	BACK PLATE (12") (3 SEC)	TRAY CABLE (3 CONDR) (12 AWG)	TRF SIG CBL (TY A) (12 AWG) (20 CONDR)	TRF SIG CBL (TY C) (14 AWG) (2 CONDR)	TRF SIG CBL (TY B) (12 AWG) (5 CONDR)	INS TRF SIG PL AM(S)1 ARM(48')LUM	PED POLE ASSEMBLY	PED DETECT PUSH BUTTON (APS)	RVDS (PRESENCE DETECTION ONLY)	RVDS (ADVANCE DETECTION ONLY)	OPTICOM PREEMPTION DETECTOR (IR)	OPTICOM PREEMPTION DETECTOR (IR) CABLE
	EA	LF	LF	LF	LF	EA	EA	EA	EA	EA	EA	LF
SHEET 1 OF 1	2	124	249	124	156	1	1	2	2	1	1	152
TOTALS	2	124	249	124	156	1	1	2	2	1	1	152

1

** - SUBSIDIARY TO ITEM 680

1

NO.	DATE	REVISION	APPROVED
1	07/21/25	SIGNAL REVISION	HTK

SEGUIN TEXAS

It's real.

BGE, Inc.
7330 San Pedro, STE 202, San Antonio, TX 78216
Tel: 210-581-3600 • www.bgeinc.com
TBPE Registration No. F-1046

RUDELOFF RD

SIGNAL SUMMARY

SHEET 1 OF 1

FED. RD. DIV. NO.	PROJECT NO.		SHEET NO.
6			11
STATE	DIST.	COUNTY	
TEXAS	SAT	GUADALUPE	
CONT.	SECT.	JOB	HIGHWAY NO.
0915	46	045	RUDELOFF RD

REVISION

PLOTDRIVER: pdf.pltcfg

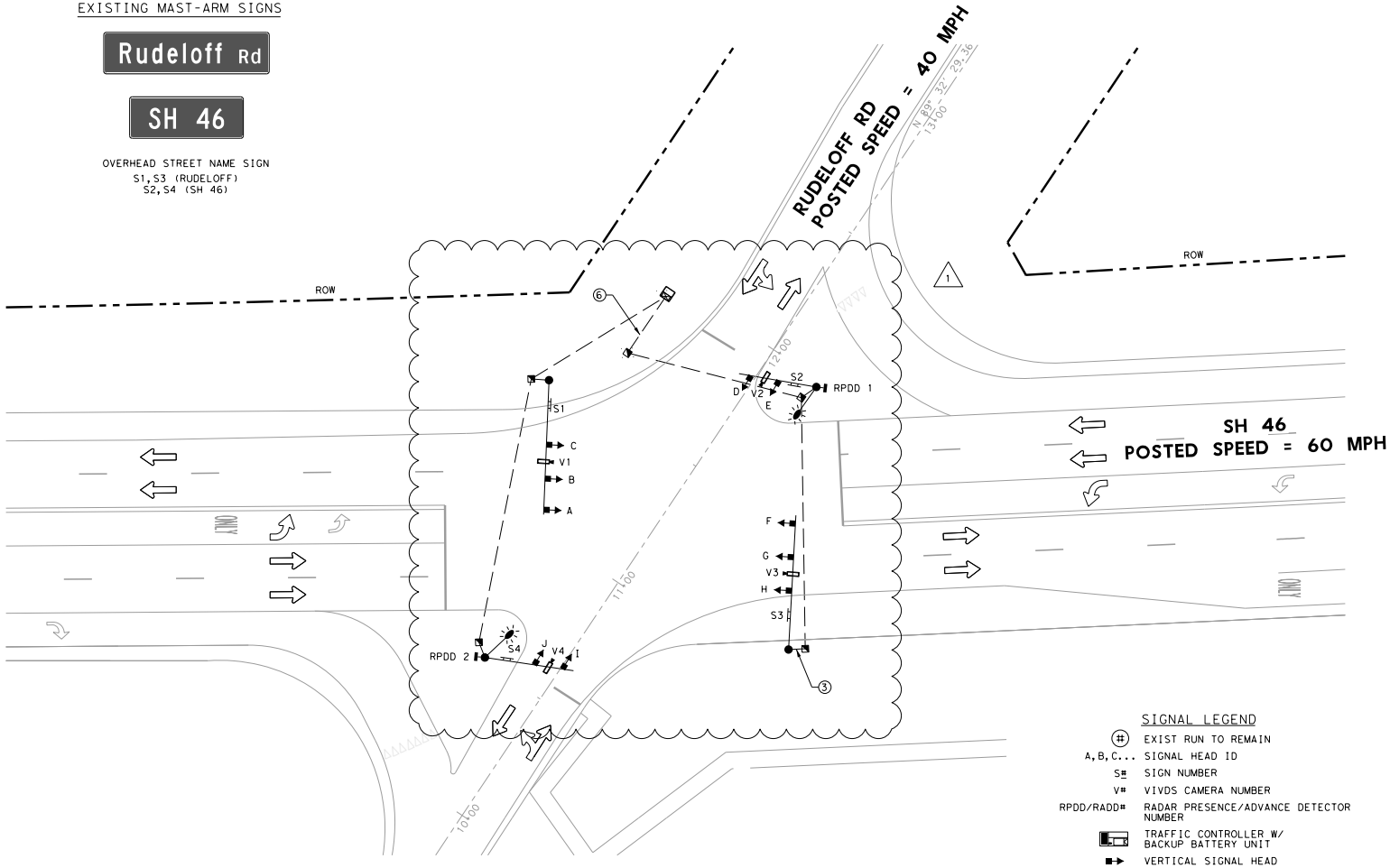
FILE: G:\TXC\Projects\City_Seguin\5383-00 Rudeloff\03_CADD\01_Shts\00-GEN\Rudeloff_SIGNAL_SUMM_01.dgn
USER: Rudeloff Road - Austin PENTABLE: PEN_TXDOT.TBL
DATE: 7/23/2025 3:18:03 PM

Docusign Envelope ID: 831E9560-782B-423B-A597-479052A608AD

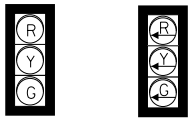
REVISION
FILE:G:\TXC\Projects\City_Seguin\5383-00 Rudeloff\03_CADD\01_Shts\13-SGNLS\Rudeloff_SIGNAL_EXIST_LAYOUT.dgn PLOTDRIVER: pdf.pltcfg
USER:Rudeloff Road - Austin PENTABLE: PEN_TXDOT.TBL
DATE:7/23/2025 3:18:05 PM

EXISTING MAST-ARM SIGNS

OVERHEAD STREET NAME SIGN
S1, S3 (RUDELOFF)
S2, S4 (SH 46)



EXISTING SIGNALS
(12" L.E.D. SIGNALS w/ BACKPLATES)



SIGNALS
B, C, D, E, G, H, I, J

SIGNALS
A, F

EXISTING PEDESTRIAN SIGNALS & DETECTORS

RADAR PRESENCE DETECTOR
RPDD 1, RPDD 2

NOTES:

1. DETERMINATION OF SALVAGE MATERIAL SHALL BE FINALIZED BY CITY ENGINEER AND DELIVERED TO CITY OF SEGUIN TRAFFIC OPERATIONS FACILITY. THE CONTRACTOR SHALL CONTACT THE CITY ENGINEER SEVEN (7) DAYS PRIOR TO DELIVERY OF SALVAGED MATERIAL. THE CONTRACTOR SHALL BECOME THE OWNER AND DISPOSE OF UNSALVAGED MATERIAL IN ACCORDANCE WITH FEDERAL, STATE AND LOCAL REGULATIONS.

SIGNAL LEGEND

(#)	EXIST RUN TO REMAIN
A, B, C...	SIGNAL HEAD ID
S#	SIGN NUMBER
V#	VIVDS CAMERA NUMBER
RPDD/RADD#	RADAR PRESENCE/ADVANCE DETECTOR NUMBER
	TRAFFIC CONTROLLER W/ BACKUP BATTERY UNIT
	VERTICAL SIGNAL HEAD
	SIGNAL POLE AND MAST ARM
	PEDESTRIAN SIGNAL HEAD W/ PUSH BUTTON
	LUMINAIRE
	GROUND BOX W/ CONCRETE APRON
	ELECRICAL SERVICE METER
	SIGN
	RADAR ADVANCE DETECTOR
	RADAR PRESENCE DETECTOR
	SINGLE PREEMPTION
	PTZ CAMERA
	NETWORK ANTENNA
	PTZ CAMERA
	VIVDS
	CONDUIT

STATE OF TEXAS
HUNTER T. KUTACH
151241
LICENSED
PROFESSIONAL ENGINEER
7/23/2025

NO.	DATE	REVISION	APPROVED
1	07/21/25	SIGNAL REVISIONS	HTK

SEGUIN TEXAS
It's real.

BGE, Inc.
7330 San Pedro, STE 202, San Antonio, TX 78216
Tel: 210-581-3600 • www.bgeinc.com
TBPE Registration No. F-1046

RUDELOFF RD
EXISTING TRAFFIC SIGNAL LAYOUT

RUDELOFF RD AT SH 46

SHEET 1 OF 1

FED. RD. DIV. NO.	PROJECT NO.		SHEET NO.
6			280
STATE	DIST.	COUNTY	
TEXAS	SAT	GUADALUPE	
CONT.	SECT.	JOB	HIGHWAY NO.
0915	46	045	RUDELOFF RD

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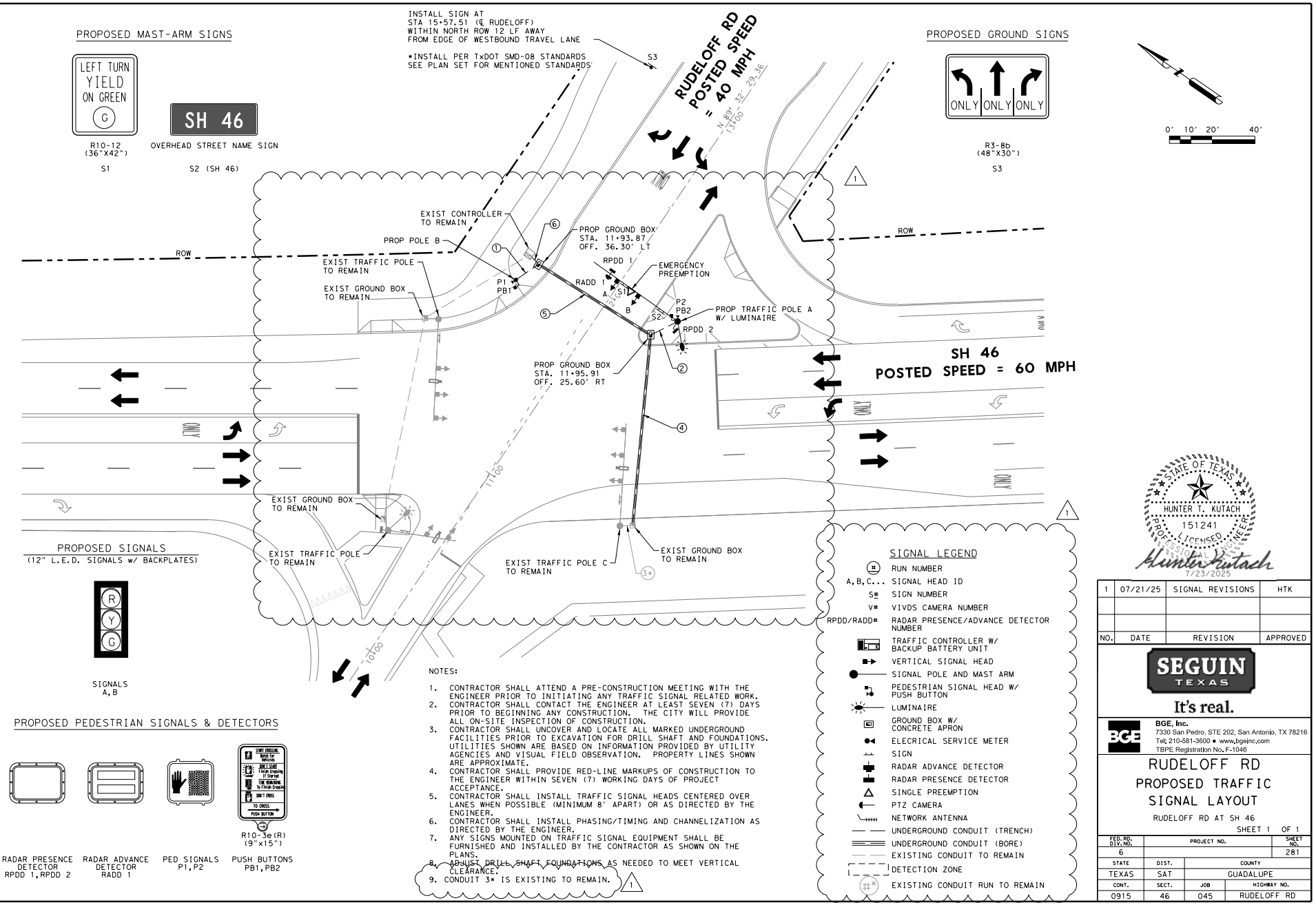

STATE OF TEXAS
HUNTER T. KUTACH
151241
LICENSED
PROFESSIONAL ENGINEER
7/23/2025

NO.	DATE	REVISION	APPROVED
1	07/21/25	SIGNAL REVISIONS	HTK

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TBPE Registration No. F-1046

RUDELOFF RD
PROPOSED TRAFFIC SIGNAL LAYOUT

RUDELOFF RD AT SH 46

SHEET 1 OF 1

FED. RD. DIV. NO.	PROJECT NO.	SHEET NO.
6		281

STATE	DIST.	COUNTY
TEXAS	SAT	GUADALUPE

CONT.	SECT.	JOB	HIGHWAY NO.
0915	46	045	RUDELOFF RD

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REVISION

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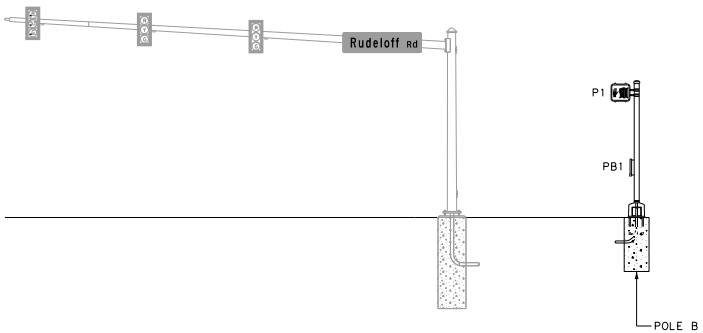
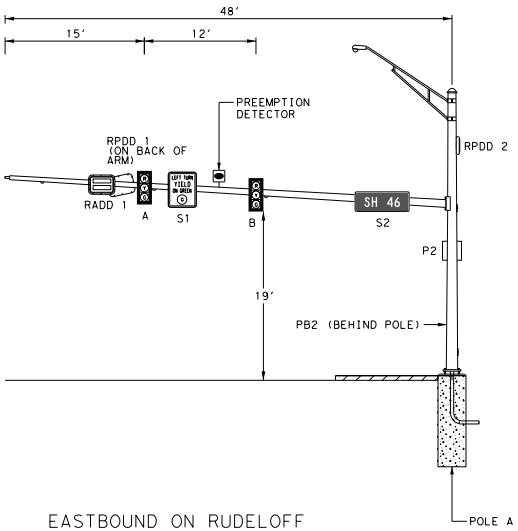


NORTHBOUND ON SH 46
NOT TO SCALE



EASTBOUND ON RUDELOFF
NOT TO SCALE

STATE OF TEXAS
MATTHEW E. BAKER
140924
LICENSED
PROFESSIONAL ENGINEER
12/4/2023

NO.	DATE	REVISION	APPROVED

SEGUIN TEXAS
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RUDELOFF RD
PROPOSED TRAFFIC SIGNAL ELEVATIONS

RUDELOFF RD AT SH 46

SHEET 1 OF 1

FED. RD. DIV. NO.	PROJECT NO.		SHEET NO.
6			282
STATE	DIST.	COUNTY	
TEXAS	SAT	GUADALUPE	
CONT.	SECT.	JOB	HIGHWAY NO.
0915	46	045	RUDELOFF RD

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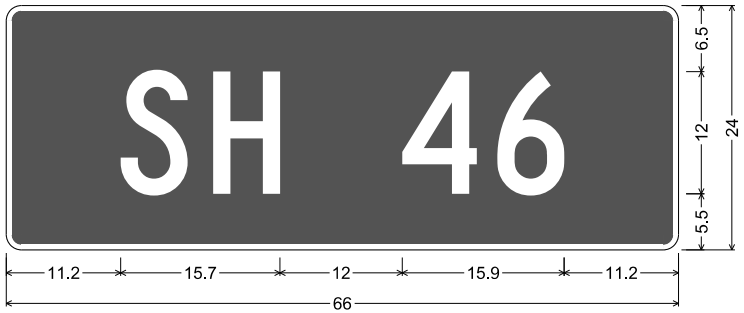

D3-1G(7) 12in;
1.5" Radius, 0.5" Border, White on, Green;
"SH 46", C;

SH 46
FOR SIGN S2

STATE OF TEXAS
MATTHEW E. BAKER
140924
LICENSED
PROFESSIONAL ENGINEER

12/4/2023

NO.	DATE	REVISION	APPROVED

SEGUIN TEXAS
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TBPE Registration No. F-1046

RUDELOFF RD PROPOSED SIGN DETAILS

RUDELOFF RD AT SH 46

SHEET 1 OF 1

FED. RD. DIV. NO.	PROJECT NO.		SHEET NO.
6			283
STATE	DIST.	COUNTY	
TEXAS	SAT	GUADALUPE	
CONT.	SECT.	JOB	HIGHWAY NO.
0915	46	045	RUDELOFF RD

Docusign Envelope ID: 831E9560-782B-423B-A597-479052A608AD

REVISION

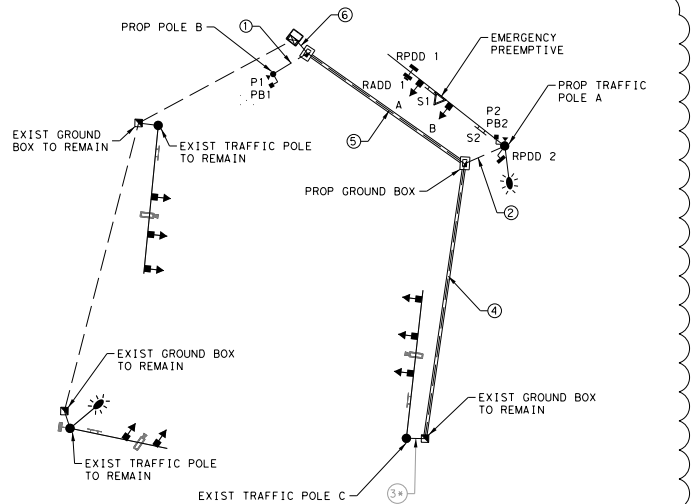
PROPOSED MAST ARM AND POLE SUMMARY - SH 46 AT RUDELOFF RD						
POLES AND ARMS	12 AWG 5/C	14 AWG 2/C	EMERGENCY PREEMPTION	RADAR (RPDD) **	RADAR (RADD) **	TRAY CABLE 3 CNDR NO. 12
TRAFFIC POLE A (w/ 48' ARM)			68'	98'	68'	40'
HEAD A	64'	-	-	-	-	-
HEAD B	52'	-	-	-	-	-
TRAFFIC POLE A (PED BUTTON)						
P2	10'	-	-	-	-	-
PB2	-	10'	-	-	-	-
PEDESTRIAN POLE B						
P1	10'	-	-	-	-	-
PB1	-	10'	-	-	-	-
TOTAL (LF)	136'	20'	68'	98'	68'	40'

** = CABLE IS SUBSIDIARY TO TxDOT BID ITEM 6292

SUMMARY OF CONDUITS AND CABLES - SH 46 AT RUDELOFF RD																
	RUN	TRENCH		BORE		LENGTH (LF)	NUMBER OF CABLES									
	NO.	2"	3"	2"	3"		#6 AWG (INS)	#6 AWG (BARE)	TRAY CABLE 3 CNDR NO. 12	5/C #12 AWG (PED)	2/C #12 AWG (PED)	20/C #12 AWG	RADAR (RPDD)	RADAR (RADD)	VIVDS ***	EMERGENCY PREEMPTION
PROP	1		1			13'	-	1		1	1					
PROP	2	1	1			15'	-	2	1		1	1	2	1		1
EXIST	3*		1			6'	-	1				1			1	
PROP	4				1	90'	-	1				1			1	
PROP	5			1	2	62'	-	3	1		1	2	2	1	1	1
PROP	6	1	2			7'	-	3	1	1	2	2	2	1	1	1
	TOTAL (LF)	22'	48'	62'	214'	193'	0'	346'	84'	20'	104'	249'	168'	84'	165'	84'

* = EXISTING CONDUIT TO REMAIN
*** = VIVDS CABLE TO BE RE-RUN TO CONTROLLER THROUGH PROPOSED CONDUIT

PHASING ORIENTATION DIAGRAM
CONTRACTOR TO MATCH CURRENT PHASING CONFIGURATION



ACCESSIBLE PEDESTRIAN SIGNAL (APS) UNIT MESSAGE INFORMATION - SH 46 AT RUDELOFF RD			
APS UNIT NO.	ACKNOWLEDGE DEFAULT "WAIT"	EXTENDED PRESS MESSAGE	WALK PHASE MESSAGE
		"WAIT TO CROSS (STREET NAME) AT (STREET NAME)"	"(STREET NAME) WALK SIGN IS ON TO CROSS, (STREET NAME)" OR TONE
P1	YES	RUDELOFF RD AT SH 46	RUDELOFF RD
P2	YES	RUDELOFF RD AT SH 46	RUDELOFF RD

POLE AND EQUIPMENT INFORMATION				
ID	DESCRIPTION/ATTACHMENTS	STATION	OFFSET	FOUNDATION ELEV
A	INSTALL 30-FT SMA-80 ON 14-FT DRILLED SHAFT FOUNDATION (36-A) WITH 48-FT MAST ARM, ONE LUMINAIRE, TWO RPDD, ONE RADD, ONE R10-12 SIGN, ONE D3-1G SIGN, TWO VEHICLE SIGNAL HEADS, ONE LED COUNTDOWN PEDESTRIAN SIGNAL HEAD, ONE PEDESTRIAN PUSH BUTTON WITH AUDIBLE PEDESTRIAN SIGNAL UNIT AND ONE R10-3e(R) SIGN AS INDICATED ON LAYOUT.	12+08.20	32.5' RT	LEVEL WITH ROADWAY CROWN
B	INSTALL 10-FT STEEL PEDESTAL POLE ON 6-FT DRILLED SHAFT FOUNDATION (24-A), ONE LED COUNTDOWN PEDESTRIAN SIGNAL HEAD, ONE PEDESTRIAN PUSH BUTTON WITH AUDIBLE PEDESTRIAN SIGNAL UNIT AND ONE R10-3e(R) SIGN AS INDICATED ON LAYOUT.	11+81.89	41.03' LT	LEVEL WITH SIDEWALK

STATE OF TEXAS
HUNTER T. KUTACH
151241
LICENSED
PROFESSIONAL ENGINEER
7/23/2025

NO.	DATE	REVISION	APPROVED
1	07/21/25	SIGNAL REVISIONS	HTK

SEGUIN TEXAS
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Tel: 210-581-3600 • www.bgeinc.com
TBPE Registration No. F-1046

RUDELOFF RD
PROPOSED TRAFFIC SIGNAL ELEC SCHEDULE & PHASING

RUDELOFF RD AT SH 46

SHEET 1 OF 1

FED. RD. DIV. NO.	PROJECT NO.	SHEET NO.
6		284

STATE	DIST.	COUNTY	
TEXAS	SAT	GUADALUPE	
CONT.	SECT.	JOB	HIGHWAY NO.
0915	46	045	RUDELOFF RD

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Contract Change Order No.3
Rudeloff Road PH I

OWNER: City of Seguin
CONTRACTOR: Texas Sterling Construction
CONTRACT AMT: $17,773,303.10
Project : Rudeloff Road PH I

PARTICIPATING COST CHANGES

EXISTING ITEMS

Item No.	Item Description	Contract Quantity	Units	Original Unit Price	Original Proposal Amount	Contract Quantity (+) Increse (-) Decrease	Updated Unit Price (+) Increse (-) Decrease	Additional Amount (+) Increse (-) Decrease
100-6002	PREPARING ROW	80.58	STA	$ 7,631.00	$ 614,906	1.00		$ 7,631.00
110-6001	EXCAVATION (ROADWAY)	34,728.00	CY	$ 35.00	$ 1,215,480	67.00		$ 2,345.00
160-6003	FURNISHING AND PLACING TOPSOIL (4")	39,501.00	SY	$ 1.60	$ 63,202	82.00		$ 131.20
164-6009	BROADCAST SEED (TEMP) (WARM)	19,753.00	SY	$ 0.19	$ 3,753	41.00		$ 7.79
164-6011	BROADCAST SEED (TEMP) (COOL)	19,753.00	SY	$ 0.19	$ 3,753	41.00		$ 7.79
164-6021	CELL FBR MLCH SEED (PERM) (RURAL) (SANDY)	39,501.00	SY	$ 0.49	$ 19,355	82.00		$ 40.18
168-6001	VEGITATIVE WATERING	637.00	MG	$ 34.25	$ 21,817	2.00		$ 68.50
247-6041	FL BS (CMP IN PLC) (TYA GR1-2)(FINAL POS)	13,421.00	CY	$ 78.00	$ 1,046,838	763.00		$ 59,514.00
260-6002	LIME (HYDRATED LIME(SLURRY))	1,592.00	TON	$ 475.00	$ 756,200	-107.15		$ (50,896.25)
260-6011	LIME TRT (EXST MATL)(12")	60,373.00	SY	$ 8.00	$ 482,984	-3,139.00		$ (25,112.00)
310-6009	PRIME COAT (MC-30)	12,083.00	GAL	$ 5.00	$ 60,415	-1,037.00		$ (5,185.00)
316-6001	ASPHALT (MULTI OPTION)	8,379.00	GAL	$ 3.35	$ 28,070	-239.00		$ (800.65)
462-6006	CONC BOX CULV (5 FTx 2 FT)	687.00	LF	$ 455.00	$ 312,585	48.00		$ 21,840.00
512-6009	PORT CTB (FUR & INST) (LOW PROF) (TY 1)	3,870.00	LF	$ 25.00	$ 96,750	60.00		$ 1,500.00
512-6010	PORT CTB (FUR & INST) (LOW PROF) (TY 2)	200.00	LF	$ 25.00	$ 5,000	40.00		$ 1,000.00
512-6057	PORT CTB (REMOVE) (LOW PROF) (TY 1)	3,870.00	LF	$ 15.00	$ 58,050	60.00		$ 900.00
512-6058	PORT CTB (REMOVE) (LOW PROF) (TY 2)	200.00	LF	$ 15.00	$ 3,000	40.00		$ 600.00
529-6036	CONCRETE CURB (SPECIAL)	12,685.00	LF	$ 28.00	$ 355,180	280.00		$ 7,840.00
529-6015	CONC CURB (TY C1)	415.00	LF	$ 152.00	$ 63,080	160.00		$ 24,320.00
531-6002	CONC SIDEWALKS (5")	17,303.00	SY	$ 50.00	$ 865,150	238.00		$ 11,900.00
531-6004	CURB RAMPS (TY 1)	6.00	EA	$ 1,900.00	$ 11,400	2.00		$ 3,800.00
531-6010	CURB RAMPS (TY 7)	11.00	EA	$ 2,250.00	$ 24,750	2.00		$ 4,500.00
618-6046	CONDT (PVC) (SCH 80) (2")	22.00	LF	$ 22.00	$ 484	572.00		$ 12,584.00
618-6053	CONDT (PVC) (SCH 80) (3")	48.00	LF	$ 30.00	$ 1,440	572.00		$ 17,160.00
624-6010	GROUND BOX TY D (162922) W/APRON	2.00	EA	$ 1,294.00	$ 2,588	4.00		$ 5,176.00
644-6060	IN SM RD SN SUP & AM TYTWT (1) WS (P)	53.00	EA	$ 325.00	$ 17,225	3.00		$ 975.00
662-6004	WK ZN PAV MRK NON-RMOV (W) 4" (SLD)	33,692.00	LF	$ 0.30	$ 10,108	-481.00		$ (144.30)
662-6034	WK ZN PAV MRK NON-RMOV (Y) 4" (SLD)	33,692.00	LF	$ 0.30	$ 10,108	-470.00		$ (141.00)
666-6167	REFL PAV MRK TY II (W) 4" (BRK)	3,130.00	LF	$ 0.22	$ 689	-22.00		$ (4.84)
666-6170	REFL PAV MRK TY II (W) 4" (SLD)	15,234.00	LF	$ 0.20	$ 3,047	-176.00		$ (35.20)
666-6205	REFL PAV MRK TY II (Y) 4" (BRK)	3,092.00	LF	$ 0.22	$ 680	16.00		$ 3.52
666-6207	REFL PAV MRK TY II (Y) 4" (SLD)	18,972.00	LF	$ 0.20	$ 3,794	-558.00		$ (111.60)
666-6299	RE PM W/RET REQ TY I (W) 4" (BRK) (090MIL)	3,130.00	LF	$ 0.53	$ 1,659	75.00		$ 39.75
666-6302	RE PM W/RET REQ TY I (W) 4" (SLD) (090MIL)	15,234.00	LF	$ 0.50	$ 7,617	-176.00		$ (88.00)
666-6311	RE PM W/RET REQ TY I (Y) 4" (BRK) (090MIL)	3,092.00	LF	$ 0.53	$ 1,639	16.00		$ 8.48
666-6314	RE PM W/RET REQ TY I (Y) 4" (SLD) (090MIL)	18,972.00	LF	$ 0.50	$ 9,486	-558.00		$ (279.00)
668-6076	PREFAB PAV MRK TY C (W) (24") (SLD)	538.00	LF	$ 12.00	$ 6,456	105.00		$ 1,260.00
668-6092	PREFAB PAV MRK TY C (W) (36") (YLD TRI)	6.00	EA	$ 50.00	$ 300	24.00		$ 1,200.00
672-6007	REFL PAV MRKR TY I-C	279.00	EA	$ 4.00	$ 1,116	18.00		$ 72.00
672-6009	REFL PAV MRKR TY II-A-A	331.00	EA	$ 4.00	$ 1,324	-41.00		$ (164.00)
618-6047	CONDT (PVC)(SCH 80)(2")(BORE)	62.00	LF	$ 49.16	$ 3,048	272.00		$ 13,371.52
618-6054	CONDT (PVC)(SCH 80)(3")(BORE)	214.00	LF	$ 54.99	$ 11,768	210.00		$ 11,547.90
							TOTAL AMOUNT FOR EXISITING ITEM OVER-RUN	**$ 128,381.79**

NEW ITEMS

Item No.	Item Description	Contract Quantity	Units	Original Unit Price	Original Proposal Amount	Contract Quantity (+) Increse (-) Decrease	Updated Unit Price (+) Increse (-) Decrease	Additional Amount (+) Increse (-) Decrease
104-2015	REMOVING CONC (SIDEWALKS)		LF			97.00	$ 35.65	$ 3,458.05
104-2017	REMOVING CONC (CURB)		LF			53.00	$ 8.75	$ 463.75
6027-6008	GROUND BOX (PREPARE)		EA			1.00	$ 1,632.80	$ 1,632.80

		TOTAL AMOUNT FOR NEW ITEMS	**$ 5,554.60**

NON-PARTICIPATING COST CHANGES

NEW ITEMS

Item No.	Item Description	Contract Quantity	Units	Original Unit Price	Original Proposal Amount	Contract Quantity (+) Increse (-) Decrease	Updated Unit Price (+) Increse (-) Decrease	Additional Amount (+) Increse (-) Decrease
105-2011	REMOVING STAB BASE AND ASPH PAV (2"-6")		SY			704.00	$ 15.35	$ 10,806.40

		TOTAL AMOUNT FOR NON-PARTICIPATING NEW ITEMS	**$ 10,806.40**

NET CONTRACT INCREASE	**$ 144,742.79**

Contract Change Order No.3
Rudeloff Road PH I

OWNER: City of Seguin
CONTRACTOR: Texas Sterling Construction
CONTRACT AMT: $17,773,303.10
Project : Rudeloff Road PH I

1. This addition to the contract is to address the effort associated with constructing the full T-Interstection at Rudeloff Rd. and Huber Rd. Constucting the T-Intersection in the projects current phase will allow the City to construct Rudeloff PH II without impeding on the traffic in the future. The effort consist of extending the asphalt and associated appurtenances to the Rudeloff PH II project.
THE NET INCREASE IN THE CONTRACT IS $144,742.79, WHICH MAKES THE NEW ADJUSTED CONTRACT TOTAL $17,918,045.89. **DUE TO DELAYS AND THE ADDITIONAL WORK, 0 PARTICIPATING AND 0 NON-PARTICIPATING DAYS ARE ADDED TO THE CONTRACT TIME.** **FEDERAL PARTICIPATION ON THIS CHANGE ORDER REFERS TO ITEMS THAT QUALIFY FOR FEDERAL REIMBURSEMENT. REIMBURSEMENT OF THESE ITEMS ARE DEPENDENT ON AVAILABILITY OF FUNDS.** **THIS WILL BECOME A SUPPLEMENT TO THE CONTRACT AND ALL PROVISIONS WILL APPLY HERETO.**

Amelia De La Garza, PE Project Manager Texas Department of Transportation	Date
Steve Parker, City Manager City of Seguin	Date
Melissa Reynolds, PE, Director of Engineering and Capital Projects City of Seguin	Date
Billy Hornung, PE Project Manager City of Seguin	Date
Chris Compton, STX Area Manager Texas Sterling Construction Company	Date
Derek Real, Project Manager Texas Sterling Construction Company	Date

CITY OF SEGUIN

To: City Council
From: Susan Caddell, Director of Finance
Date: March 10, 2026
Subject: Banking Services Contract

Historical Background

According to the Texas Local Government Code, Section 105.017, a contract for depository services should not exceed five years. The current depository contract with First United Bank expires on March 31. Due to this fact, request for proposals (RFP) were posted online for banking services contract. We received one response from our current bank, First United Bank.

Staff conducted an analysis of current fees compared to fees included in the RFP response. Total fees increased minimally. Staff has been very pleased with the services provided by First United Bank. They are very attentive to our needs and are available for any questions or concerns that may arise.

Action Requested

City Council must approve the resolution recommending First United Bank as the banking services provider.

Staff Recommendation

Staff is recommending keeping our current banking services contract with First United Bank.

ATTACHMENTS

Resolution approving banking services contract with First United Bank.

STATE OF TEXAS **Resolution No.**

CITY OF SEGUIN

RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF SEGUIN, TEXAS, AWARDING THE PROPOSAL FOR DEPOSITORY AND BANKING SERVICES TO FIRST UNITED BANK; AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACTS NECESSARY FOR THE DEPOSITORY AND BANKING SERVICES; AND DECLARING AN EFFECTIVE DATE

WHEREAS, Texas Local Government Code, Section 105.017 requires that a municipal depository contract be limited to a period of five years; and

WHEREAS, the City's current depository contract with First United Bank ends on March 31, 2026; and

WHEREAS, City Staff posted a Request for Proposals ("RFP") for banking; and

WHEREAS, only one response was received from the RFP from First United Bank; and

WHEREAS, Staff is very pleased with the current services provided; and

WHEREAS, City Staff recommend keeping the City's current banking services contract with First United Bank.

NOW THEREFORE BE IT RESOLVED, by the City Council of Seguin, Texas:

SECTION 1: The City Council hereby awards the proposal for depository and banking services to First United Bank.

SECTION 2: The City Manager is hereby authorized to execute a contract and all other necessary documents needed to effectuate a transfer of banking services to First United Bank.

SECTION 3: This Resolution shall be in full force and effect immediately from and after its passage.

Approved and Adopted this 17th day of March 2026.

_____
Donna Dodgen, Mayor

ATTEST:

_____
Kristin Mueller, City Secretary

Seguin Police Department

350 N. Guadalupe Street
Seguin, Texas 78155

Phone: (830) 379-2123
Fax: (830) 401-2379

MEMORANDUM

TO: City Council
Steve Parker, City Manager
Donna Dodgen, Mayor
Susan Caddell, Finance Director
Jason Brady, Chief of Police
Jaime Suarez, Assistant Chief of Police
Mike McCann, Administrative Lieutenant

FROM: Marcos Martinez, Patrol Lieutenant

REF: Resolution Authorizing Purchase of eight 2026 Ford F-150 Responder trucks.

DATE: March 3, 2026

Historical Background:
The Seguin Police Department historically leased vehicles through American National Leasing. Although the lease process allowed the department to replace on average up to ten vehicles a year, this did not allow for the expansion of the patrol division. Over the last several years the department has purchased two or more vehicles from the lease to allow for growth in agency size. In the year 2025-2026 the department transitioned from lease to purchase which allowed the department to add six more patrol vehicles to replace aging vehicles ranging from 2013-2019. Continuing this trend will allow the department to grow the fleet, maintaining vehicles for longer than four years (typical of lease) and lessen the need to replace ten to twelve vehicles per year. Currently sergeants are assigned a patrol ready vehicle with Axon fleet 3 camera systems. By purchasing new vehicles specific to the patrol sergeant rank will allow six marked units back into the patrol fleet.

The department has historically used two-wheel drive SUVs for patrol operations; there has been a need in the past for the use of four-wheel drive. The F-150 Responder is a pursuit rated four-wheel drive truck, this addition to the patrol fleet will allow response in greater adverse conditions where a two-wheel drive patrol vehicle will be unsuccessful thus hindering response to emergencies.

Action Requested:
The Seguin Police Department is seeking approval by the City Council for the purchase of eight 2026 Ford F-150 Responder 4-wheel drive trucks in the amount of $805,627.62. The price would consist of the purchase of the vehicle through a TIPS dealer, upfit, and additional equipment unable to purchase through the upfitter.

Procurement Methodology & Finding Source:
If approved, the funding for this project will be secured in the mid-year budget from FY 2025/2026.

Staff Recommendation:
Staff have reviewed the proposal with management and find the proposal has met all the required specifications and within the estimated budget. Staff recommends the purchase approval of the eight 2026 Ford F-150 Responder trucks in the amount of $869,627.72.

Additional Information:

Items not listed in the upfit quote from Defender Supply include an LCRA XL-200M mobile radio with install kit, LCRA XL200 portable radio,Dell 5420 laptop, Havis computer dock, and Key Defender Knox box key assembly.

The estimated cost for each is listed below:
LCRA mobile radio- 10,000.00 per
Dell 5420 laptop- 3,800.00 per
Havis docking station- 900.00 per
Key Defender- 1000.00 per
LCRA handheld radio XL200 portable- 8,000.00

Attachments:
1. **Quote- Sames Government Fleet Services**
2. **Defender Supply quote for Patrol, Traffic, CASE**
3. **Key Defender quote**

CITY OF SEGUIN **RESOLUTION NO._____**

STATE OF TEXAS

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEGUIN, TEXAS, AUTHORIZING THE PURCHASE OF EIGHT (8) 2026 FORD F-150 RESPONDER TRUCKS FOR THE SEGUIN POLICE DEPARTMENT IN AN AMOUNT NOT TO EXCEED $869,627.72; AUTHORIZING THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the Seguin Police Department is transitioning its fleet procurement strategy from leasing vehicles to purchasing vehicles, allowing the department to maintain vehicles longer than four years and expand the size of the agency's patrol division; and

WHEREAS, purchasing new vehicles specifically assigned to the patrol sergeant rank will allow six existing marked units to be returned to the general patrol fleet; and

WHEREAS, the 2026 Ford F-150 Responder is a pursuit-rated, four-wheel drive truck that meets the operational needs of the Seguin Police Department; and

WHEREAS, the City intends to purchase the eight (8) vehicles, including necessary upfitting and additional equipment, through an authorized dealer utilizing The Interlocal Purchasing System (TIPS), which satisfies all state competitive bidding requirements; and

WHEREAS, City staff has reviewed the proposal, found that it meets all required specifications, and recommends approval of the purchase in an amount not to exceed $869,627.72, with funding to be secured in the mid-year budget for Fiscal Year 2025-2026.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SEGUIN, TEXAS:

Part 1. The City Council hereby approves the purchase of eight (8) 2026 Ford F-150 Responder trucks, including upfitting and additional equipment, for the Seguin Police Department for a price not to exceed $869,627.72.

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Part 2. The City Manager is hereby authorized to execute any and all documents necessary to complete this purchase on behalf of the City of Seguin.

Part 3. This Resolution shall become effective immediately upon its passage and approval.

PASSED AND APPROVED this _____ day of _____, 2026.

_____

ATTEST: **DONNA DODGEN, MAYOR**

_____

Kristin Mueller
City Secretary

Knox Company
1601 W Deer Valley Rd
Phoenix AZ 85027
United States

Quote# QT-KA-73518

QUOTED TO:
CUS101858
SEGUIN FIRE DEPT
PO BOX 591
SEGUIN TX 78156-0591
UNITED STATES
GUADALUPE

SHIP TO:
SEGUIN FIRE DEPT
PO BOX 591
SEGUIN TX 78156-0591
UNITED STATES
GUADALUPE

Valid Through	Sales Rep	Terms	PO #	Shipping Method
8/24/2026	Eric Rohleder	N30 - Net 30		Ground Shipping < 75 LBS

Item	Description	Quantity	Units	Rate	Amount
KD-1KM1	KeyDefender, Single Mkey Assy	1	EA	$919.00	$919.00
Installation Address: Primary System Code Role: PS-11-0023-04-85-BOXES					
KD-FM	KeyDefender Flat Mount Bracket	1	EA	$49.00	$49.00
Installation Address: Primary System Code Role: PS-11-0023-04-85-BOXES					

Subtotal	**$968.00**
Tax Amount	**$0.00**
Shipping and Handling	**$24.00**
Total	**$992.00**

TERMS AND CONDITIONS

All pricing is subject to change and is based on the stated quantity shipping all at one time. All shipping and handling fees, if provided, are estimates based on ground service to the “SHIP TO” address shown above. Knox will provide you a firm cost for shipping and handling fees when your order is placed. Knox provides detailed installation instructions with each Knox product. However, Knox is not responsible for actual installation.
After your order is shipped, items on the order can be returned to Knox for a refund, or credit, of the product price less a 25% restocking fee IF: 1) a request to return the product is received within 90 days of the order’s invoice date, 2) the product(s) are in new condition [have not been used, installed, or modified] and 3) the order’s invoice has been paid in full. Before shipping products or equipment for return or exchange, you must obtain a Return Authorization Number. Call 800-552-5669 for an Authorization number.

SALES TAX DISCLAIMER: Knox collects sales tax as mandated by local laws, based on an order’s delivery address, in all US and Canadian jurisdictions. If you are sales tax exempt, please provide a valid sales tax exemption certificate at the time the order is placed or quoted. Knox will charge sales tax if no sales tax exemption is received within 48 hours after the order is placed.

Sames Texas' Oldest Dealership — Government Fleet Sales

QUOTE

Quote #: SAG-3683 Date: 2/26/2026 Expires: 3/28/2026

Quote From:	Quote For:
Sames Bastrop CDJ, Inc 1586 State Hwy 71 W Cedar Creek, TX 78612 Jake Schobinger | jakes@sames.net Phone: 210.381.8674	**City of Seguin** 205 N River Street Seguin, Texas 78155

Vehicle Information

Year	Make/Model	Contract #	Color	Qty	Price	Total
2026	Ford F-150 Police Responder W1P	TIPS 240901	Agate Black	7	$53,068.95	$371,482.65

Vehicles Subtotal: $371,482.65

Est. Delivery: 2026 Ford F-150 Police Responder W1P — Factory Order (60-90 days)

Standard Options: 2026 Ford F-150 Police Responder W1P

- 3.5L V6 EcoBoost Engine
- Electronic 10-Speed Automatic Transmission
- 4-Wheel Drive (4WD)
- Black, HD Police-Grade Cloth 40/Blank/40 F...
- Agate Black Metallic Exterior Color
- Remote Keyless-Entry Key Fob (without Keypad)
- Front License Plate Bracket
- Cruise Control
- Power Windows and Door Locks
- Tilt and Telescoping Steering Wheel
- Rear View Camera
- Dual-Zone Automatic Climate Control
- LED Headlights and Taillights
- Keyless Entry and Push-Button Start
- Anti-Lock Brakes (ABS) with Brake Assist
- Stability and Traction Control
- Trailer Sway Control
- Rearview Auto-Dimming Mirror
- Pre-Collision Assist with Automatic Emerge...
- Blind Spot Monitoring with Cross-Traffic A...

Transport Route: 1586 State Hwy 71 W, Cedar Creek, TX, 78612 to 205 N River Street , Seguin, Texas, 78155
Transport: $150.00/vehicle x 60 miles = **$1,050.00**

PRICING SUMMARY

Vehicles: $371,482.65
Options: $0.00
Upfitters: $0.00
Transport: $1,050.00
Trade-In: ($0.00)

GRAND TOTAL: $372,532.65

TERMS AND CONDITIONS

Balance on the vehicle is due within thirty (30) days of delivery to the upfitter or customer. A $500 per month floor plan interest charge will be applied to any unpaid balance beyond Net 30 terms.

All prices provided in this quote are based on current market conditions and are subject to change. Pricing may be impacted by changes in OEM production availability, allocation limits, material shortages, tariffs, trade regulations, or other factors beyond the dealership's control.

Vehicle availability, production timing, and delivery schedules are subject to OEM manufacturing constraints and supply-chain conditions. The dealership shall not be held liable for delays, cancellations, or non-production resulting from OEM constraints or manufacturer decisions. In the event an OEM is unable to produce or deliver a vehicle as quoted, the dealership reserves the right to modify, delay, substitute, or cancel the order without penalty.

Any resulting price or availability changes will be communicated prior to final purchase or delivery.

Sames Texas' Oldest Dealership — Government Fleet Sales

QUOTE

Quote #: SAG-3684 Date: 2/26/2026 Expires: 3/28/2026

Quote From:

Sames Bastrop CDJ, Inc
1586 State Hwy 71 W
Cedar Creek, TX 78612
Jake Schobinger | jakes@sames.net
Phone: 210.381.8674

Quote For:

City of Seguin
205 N River Street
Seguin, Texas 78155

Vehicle Information

Year	Make/Model	Contract #	Color	Qty	Price	Total
2026	Ford F-150 Police Responder W1P	TIPS 240901	Carbonized Gray Metallic	1	$53,068.95	$53,068.95

Vehicles Subtotal: $53,068.95

Est. Delivery: 2026 Ford F-150 Police Responder W1P — Factory Order (60-90 days)

Standard Options: 2026 Ford F-150 Police Responder W1P

- 3.5L V6 EcoBoost Engine
- Electronic 10-Speed Automatic Transmission
- 4-Wheel Drive (4WD)
- Black, HD Police-Grade Cloth 40/Blank/40 F...
- Agate Black Metallic Exterior Color
- Remote Keyless-Entry Key Fob (without Keypad)
- Front License Plate Bracket
- Cruise Control
- Power Windows and Door Locks
- Tilt and Telescoping Steering Wheel
- Rear View Camera
- Dual-Zone Automatic Climate Control
- LED Headlights and Taillights
- Keyless Entry and Push-Button Start
- Anti-Lock Brakes (ABS) with Brake Assist
- Stability and Traction Control
- Trailer Sway Control
- Rearview Auto-Dimming Mirror
- Pre-Collision Assist with Automatic Emerge...
- Blind Spot Monitoring with Cross-Traffic A...

Options/Upgrades

Description	Qty	Price	Total
• 18 inch Aluminum Wheels	1	$485.00	$485.00

Options Subtotal: $485.00

Transport Route: 1586 State Hwy 71 W, Cedar Creek, TX, 78612 to 205 N River Street , Seguin, Texas, 78155
Transport: $150.00/vehicle x 60 miles = **$150.00**

PRICING SUMMARY

Vehicles: $53,068.95
Options: $485.00
Upfitters: $0.00
Transport: $150.00
Trade-In: ($0.00)

GRAND TOTAL: $53,703.95

TERMS AND CONDITIONS

Balance on the vehicle is due within thirty (30) days of delivery to the upfitter or customer. A $500 per month floor plan interest charge will be applied to any unpaid balance beyond Net 30 terms.

All prices provided in this quote are based on current market conditions and are subject to change. Pricing may be impacted by changes in OEM production availability, allocation limits, material shortages, tariffs, trade regulations, or other factors beyond the dealership's control.

Vehicle availability, production timing, and delivery schedules are subject to OEM manufacturing constraints and supply-chain conditions. The dealership shall not be held liable for delays, cancellations, or non-production resulting from OEM constraints or manufacturer decisions. In the event an OEM is unable to produce or deliver a vehicle as quoted, the dealership reserves the right to modify, delay, substitute, or cancel the order without penalty.

Any resulting price or availability changes will be communicated prior to final purchase or delivery.

DEFENDER SUPPLY

845 FM 407 W
Argyle, TX 76226

Estimate By

2/27/2026
44534
Zach Cayton
zach.cayton@defendersup...
361-813-1478

Seguin Police Department
350 North Guadalupe Street
Seguin, TX 78155
830-379-2123

830-379-2123

mmartinez@seguintexas.gov

F150

F-150 Patrol X6

DS Package- F-150 Light Bar Package for CORE Whelen 54' Legacy WeCanX DUO Lightbar with Integrated V2V Sync Module, Traffic Advisor and Full Across Take Down/Alley Lighting, Cruise, Photo Cell Low Power (R/W, B/W Font And Side, R/A, B/A Rear) with Strap Kit, 100 Watt Speaker and Bracket, Core Controller, Expansion Module, OBDII Scanport, Defender Supply Power Distribution and Main Harness. Includes Installation.	6
DS Package- F-150 Running Board Light Stick Package Includes Two Tri Color Super LED Light Sticks (R/B/W), 1 on Each Running Board. Progressing Flash Patterns with Slide Switch, Alley, Low Power and Cruise Functions Available (Core Only). Includes Installation.	6
DS Package- Push Bumper Lighting Package Includes 6, Tri Color Super LED Light Heads (R/B/W), 4 Forward Facing and 2 Side Facing Progressing Flash Patterns with Slide Switch, Take Down, Alley, Low Power and Cruise Functions Available (Core Only). Includes Installation.	6
Whelen WeCanX Tracer 5-Lamp Housing	6
Whelen Tracer 'L' Bracket Mount Kit	12
Installation	12
Installation Management & Overhead	12
Mount Between Rear Bumper and Tailgate	
Whelen 50" 10 Light Build A bar, Red/Amber DS, Blue/Amber PS	6
Whelen Dominator 4' Brackets	6
Installation	12
Installation Management & Overhead	12
Mount on top of bed to work in conjunction with lightbar	
DS Package- F-150 Steel Brush Guard Includes Shipping and Installation.	6

Final sale amount may be subject to state and local sales tax. PLEASE NOTE: Once this estimate has been approved, either by signature on this form, written approval referencing the estimate number or the issuance of purchase order, any changes or cancellations of parts made by the customer are subject to a 25% restocking fee. Any addtional customer-requested parts/services will be added to the total amount of the sale.

DEFENDER SUPPLY

845 FM 407 W
Argyle, TX 76226

Estimate By

2/27/2026
44534
Zach Cayton
zach.cayton@defendersup...
361-813-1478

Seguin Police Department
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Seguin, TX 78155
830-379-2123

830-379-2123

mmartinez@seguintexas.gov

F150

DS Package- F-150 Console Package Contoured Police Console With Dual Cup Holder, Arm Rest, 12V Power Outlets, 2 Magnetic Mic Clips, Base Plate. Includes Installation.	6
DS Package- F150 Single cell with storage seat box, cab window screen and passenger side welded bars window guard with Sliding electronics tray to mount behind plastic seat and Driver side lidded box (24"W x 11"L x 10"H) with single gas shock and T-handle lock. Includes installation	6
Stop Stick Tire Deflation Includes Installation.	6
Fire Extinguisher w/ Metal Vehicle Bracket (2.5 lb ABC ProLine MP)	6
Installation	3
Installation Management & Overhead	3
30" Heavy Duty Pop Up Traffic Cones	6
Jersey Claw Breaching tool with Mount	6
Traffic Road Flares	6
IFAK Medical Kit	6
DS Package- F150 Ballistics, Glass Package. Isoclima Armored Windshield. Includes Installation, Disposal and Shipping.	6
Window Tint - For Two Front Windows and Eyebrow	6
Spray in Bedliner	6
Installation of customer supplied computer docking station and power supply ** All customer supplied equipment is assumed to be either brand new in box or bench tested and fully functional with all necessary vehicle specific cables and brackets – troubleshooting and/or repairing inoperable or incomplete customer supplied equipment will be subject to our normal labor rate of $140/hour **	6

Final sale amount may be subject to state and local sales tax. PLEASE NOTE: Once this estimate has been approved, either by signature on this form, written approval referencing the estimate number or the issuance of purchase order, any changes or cancellations of parts made by the customer are subject to a 25% restocking fee. Any addtional customer-requested parts/services will be added to the total amount of the sale.

DEFENDER SUPPLY

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Argyle, TX 76226

Estimate By

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Zach Cayton
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Seguin Police Department
350 North Guadalupe Street
Seguin, TX 78155
830-379-2123

830-379-2123

mmartinez@seguintexas.gov

F150

Installation of Customer Supplied 2 Piece Radio and 1 Antenna (Additional Antennas and/or GPS are Extra) ** All customer supplied equipment is assumed to be either brand new in box or bench tested and fully functional with all necessary vehicle specific cables and brackets – troubleshooting and/or repairing inoperable or incomplete customer supplied equipment will be subject to our normal labor rate of $140/hour **	6
Installation of Knox Box Electronic Key Storage Provided by Customer and Installed by Defender Supply	12
Installation Management & Overhead	12
Printed Reflective or Non Reflective Graphics for Customer's Department provided by Onsite decals	6
Professional cleaning, detailing, make-ready and document preparation by Defender Supply.	6
Customer Supplied Equipment	
Havis Dell Docking Station DS-DELL-436N	
Dell 5420 Laptop	
Knox Box	
Harris 2pc Radio w/ cables	
Antenna/Coax for Radio	
Axon Camera System	
Texas Government or Municipality - No Sales Tax	

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$193,900.00

DEFENDER SUPPLY

845 FM 407 W
Argyle, TX 76226

Estimate By

2/27/2026
44536
Zach Cayton
zach.cayton@defendersup...
361-813-1478

Seguin Police Department
350 North Guadalupe Street
Seguin, TX 78155
830-379-2123

830-379-2123

mmartinez@seguintexas.gov

F150

F-150 Sgt UC Truck	
All Smoked Lenses	
DS Package- F150 Visor Light Package for CORE Full Function Tri Color LED Low Profile Visor Light Bar with Full Across Take Down, Progressing Flash Patterns with Slide Switch, Cruise, Low Power (R/B/W), 100 Watt Speaker and Bracket, Core Controller, Sync Module, Daylight Photo Sensing Module, Expansion Module, OBDII Scanport, Defender Supply Power Distribution and Main Harness. Includes Installation.	
DS Package- F-150 Running Board Light Stick Package Includes Two Tri Color Super LED Light Sticks (R/B/W) Smoked lenses 1 on Each Running Board. Progressing Flash Patterns with Slide Switch, Alley, Low Power and Cruise Functions Available (Core Only). Includes Installation.	1
DS Package- Push Bumper Lighting Package Includes 6, Tri Color Super LED Light Heads (R/B/W), Mount in Grill Covert Progressing Flash Patterns with Slide Switch, Take Down, Alley, Low Power and Cruise Functions Available (Core Only). Includes Installation.	1
Whelen WeCanX Tracer 5-Lamp Housing	1
Whelen Tracer 'L' Bracket Mount Kit	4
Installation	2
Installation Management & Overhead	2
Mount Between Rear Bumper and Tailgate	
DS Package- F-150 Steel Brush Guard Includes Shipping and Installation.	1
DS Package- F-150 Console Package Contoured Police Console With Dual Cup Holder, Arm Rest, 12V Power Outlets, 2 Magnetic Mic Clips, Base Plate. Includes Installation.	1

Final sale amount may be subject to state and local sales tax. PLEASE NOTE: Once this estimate has been approved, either by signature on this form, written approval referencing the estimate number or the issuance of purchase order, any changes or cancellations of parts made by the customer are subject to a 25% restocking fee. Any addtional customer-requested parts/services will be added to the total amount of the sale.

DEFENDER SUPPLY

845 FM 407 W
Argyle, TX 76226

Estimate By

2/27/2026
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Zach Cayton
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Seguin, TX 78155
830-379-2123

830-379-2123

mmartinez@seguintexas.gov

F150

CP-21F1-36148-USBX- 2021-25 F150 under-seat box (60% length of OEM seat) - Mounts to OEM anchor points.	1
Installation	2
Installation Management & Overhead	2
Fire Extinguisher w/ Metal Vehicle Bracket (2.5 lb ABC ProLine MP)	1
Installation	0.5
Installation Management & Overhead	0.5
30" Heavy Duty Pop Up Traffic Cones	1
Jersey Claw Breaching tool with Mount	1
Traffic Road Flares	1
IFAK Medical Kit	1
DS Package- F150 Ballistics, Glass Package. Isoclima Armored Windshield. Includes Installation, Disposal and Shipping.	1
Window Tint - For Two Front Windows and Eyebrow	1
Spray in Bedliner	1
Installation of customer supplied computer docking station and power supply	1

** All customer supplied equipment is assumed to be either brand new in box or bench tested and fully functional with all necessary vehicle specific cables and brackets – troubleshooting and/or repairing inoperable or incomplete customer supplied equipment will be subject to our normal labor rate of $140/hour **

Final sale amount may be subject to state and local sales tax. PLEASE NOTE: Once this estimate has been approved, either by signature on this form, written approval referencing the estimate number or the issuance of purchase order, any changes or cancellations of parts made by the customer are subject to a 25% restocking fee. Any addtional customer-requested parts/services will be added to the total amount of the sale.

DEFENDER SUPPLY

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F150

Installation of Customer Supplied 2 Piece Radio and 1 Antenna	1
(Additional Antennas and/or GPS are Extra)	
** All customer supplied equipment is assumed to be either brand new in box or bench tested and fully functional with all necessary vehicle specific cables and brackets – troubleshooting and/or repairing inoperable or incomplete customer supplied equipment will be subject to our normal labor rate of $140/hour **	
Installation of Knox Box Electronic Key Storage Provided by Customer and Installed by Defender Supply	2
Installation Management & Overhead	2
Professional cleaning, detailing, make-ready and document preparation by Defender Supply.	1
Customer Supplied Equipment	
Havis Dell Docking Station DS-DELL-436N	
Dell 5420 Laptop	
Knox Box	
Harris 2pc Radio w/ cables	
Antenna/Coax for Radio	
Axon Camera System	
Texas Government or Municipality - No Sales Tax	

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$25,129.00

DEFENDER SUPPLY

845 FM 407 W
Argyle, TX 76226

Estimate By

2/27/2026
44540
Zach Cayton
zach.cayton@defendersup...
361-813-1478

Seguin Police Department
350 North Guadalupe Street
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830-379-2123

830-379-2123

mmartinez@seguintexas.gov

F150

F-150 Patrol 1

DS Package- F-150 Light Bar Package for CORE	1
Whelen 54' Legacy WeCanX DUO Lightbar with Integrated V2V Sync Module, Traffic Advisor and Full Across Take Down/Alley Lighting, Cruise, Photo Cell Low Power (R/W, B/W Font And Side, R/A, B/A Rear) with Strap Kit, 100 Watt Speaker and Bracket, Core Controller, Expansion Module, OBDII Scanport, Defender Supply Power Distribution and Main Harness. Includes Installation.	
DS Package- F-150 Running Board Light Stick Package	1
Includes Two Tri Color Super LED Light Sticks (R/B/W), 1 on Each Running Board. Progressing Flash Patterns with Slide Switch, Alley, Low Power and Cruise Functions Available (Core Only). Includes Installation.	
DS Package- Push Bumper Lighting Package	1
Includes 6, Tri Color Super LED Light Heads (R/B/W), 4 Forward Facing and 2 Side Facing Progressing Flash Patterns with Slide Switch, Take Down, Alley, Low Power and Cruise Functions Available (Core Only). Includes Installation.	
Whelen WeCanX Tracer 5-Lamp Housing	1
Whelen Tracer 'L' Bracket Mount Kit	2
Installation	2
Installation Management & Overhead	2
Mount Between Rear Bumper and Tailgate	
Whelen 50" 10 Light Build A bar, Red/Amber DS, Blue/Amber PS	1
Whelen Dominator 4' Brackets	1
Installation	2
Installation Management & Overhead	2
Mount on top of bed to work in conjunction with lightbar	
DS Package- F-150 Steel Brush Guard	1
Includes Shipping and Installation.	

Final sale amount may be subject to state and local sales tax. PLEASE NOTE: Once this estimate has been approved, either by signature on this form, written approval referencing the estimate number or the issuance of purchase order, any changes or cancellations of parts made by the customer are subject to a 25% restocking fee. Any addtional customer-requested parts/services will be added to the total amount of the sale.

DEFENDER SUPPLY

845 FM 407 W
Argyle, TX 76226

Estimate By

2/27/2026
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361-813-1478

Seguin Police Department
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mmartinez@seguintexas.gov

F150

DS Package- F-150 Console Package Contoured Police Console With Dual Cup Holder, Arm Rest, 12V Power Outlets, 2 Magnetic Mic Clips, Base Plate. Includes Installation.	1
DS Package- F150 Single cell with storage seat box, cab window screen and passenger side welded bars window guard with Sliding electronics tray to mount behind plastic seat and Driver side lidded box (24"W x 11"L x 10"H) with single gas shock and T-handle lock. Includes installation	1
Stop Stick Tire Deflation Includes Installation.	1
Fire Extinguisher w/ Metal Vehicle Bracket (2.5 lb ABC ProLine MP)	1
Installation	0.5
Installation Management & Overhead	0.5
30" Heavy Duty Pop Up Traffic Cones	1
Jersey Claw Breaching tool with Mount	1
Traffic Road Flares	1
IFAK Medical Kit	1
DS Package- F150 Ballistics, Glass Package. Isoclima Armored Windshield. Includes Installation, Disposal and Shipping.	1
Window Tint - For Two Front Windows and Eyebrow	1
Spray in Bedliner	1
Installation of customer supplied computer docking station and power supply ** All customer supplied equipment is assumed to be either brand new in box or bench tested and fully functional with all necessary vehicle specific cables and brackets – troubleshooting and/or repairing inoperable or incomplete customer supplied equipment will be subject to our normal labor rate of $140/hour **	1

Final sale amount may be subject to state and local sales tax. PLEASE NOTE: Once this estimate has been approved, either by signature on this form, written approval referencing the estimate number or the issuance of purchase order, any changes or cancellations of parts made by the customer are subject to a 25% restocking fee. Any addtional customer-requested parts/services will be added to the total amount of the sale.

DEFENDER SUPPLY

845 FM 407 W
Argyle, TX 76226

Estimate By

2/27/2026
44540
Zach Cayton
zach.cayton@defendersup...
361-813-1478

Seguin Police Department
350 North Guadalupe Street
Seguin, TX 78155
830-379-2123

830-379-2123

mmartinez@seguintexas.gov

F150

Installation of Customer Supplied 2 Piece Radio and 1 Antenna (Additional Antennas and/or GPS are Extra) ** All customer supplied equipment is assumed to be either brand new in box or bench tested and fully functional with all necessary vehicle specific cables and brackets – troubleshooting and/or repairing inoperable or incomplete customer supplied equipment will be subject to our normal labor rate of $140/hour **	1
Installation of Knox Box Electronic Key Storage Provided by Customer and Installed by Defender Supply	2
Installation Management & Overhead	2
Printed Reflective or Non Reflective Graphics for Customer's Department provided by Onsite decals	1
Professional cleaning, detailing, make-ready and document preparation by Defender Supply.	1
Customer Supplied Equipment	
Havis Dell Docking Station DS-DELL-436N	
Dell 5420 Laptop	
Knox Box	
Harris 2pc Radio w/ cables	
Antenna/Coax for Radio	
Axon Camera System	
Texas Government or Municipality - No Sales Tax	

Final sale amount may be subject to state and local sales tax. PLEASE NOTE: Once this estimate has been approved, either by signature on this form, written approval referencing the estimate number or the issuance of purchase order, any changes or cancellations of parts made by the customer are subject to a 25% restocking fee. Any addtional customer-requested parts/services will be added to the total amount of the sale.

$34,762.00

SEGUIN TEXAS

ECONOMIC DEVELOPMENT CORPORATION

To: Donna Dodgen, Mayor
Seguin City Council

CC: Steve Parker, City Manager
Mark Kennedy, City Attorney

From: Alora Wachholz
Director of Economic Development | SEDC Executive Director

Date: 03-17-2026

Subject: Resolution authorizing City Manager to Execute a Memorandum of Understanding with the Seguin Economic Development Corporation regarding Crossroads Boulevard Rehabilitation Project

Overview

At their March 05, 2026, Regular Meeting, the SEDC Board of Directors voted to approve Resolution 2026-05, authorizing certain expenditures to fund a "Crossroads Boulevard Improvement Project" and to approve a Memorandum of Understanding (MOU) between the SEDC and the City of Seguin on such project.

The need for this particular transportation project was identified after Staff had received multiple complaints from manufacturers located along this roadway, who stated the current quality of the roadway was full of potholes, bumps, cracks, and overall impacted their regular truck traffic. After going out to the roadway and evaluating, Staff agreed this was a project that would have beneficial outcomes for business operations throughout the entire area. The Seguin Public Works Department expressed support for this rehabilitation project, offering to undertake it in exchange for the SEDC to fund the materials and equipment rentals required. Improvement of Crossroads Boulevard is not currently listed as high as numerous other projects on the City of Seguin's infrastructure ratings schedule; therefore, it is not anticipated for any upgrade through City funding through 2030.

The project would include the portion of Crossroads Boulevard from SH 123 to Freeport Way, including a knuckle and intersection crossing at Schriewer Street. This represents approximately 0.47 miles of roadway, which will be rehabilitated with a 3" asphalt mill and overlay – an upgrade that will provide an anticipated enhanced life of approximately 30 years to this critical roadway. Construction is anticipated to take approximately 3 weeks and will be able to be done in a phased manner, allowing for continued transportation access throughout the project. Businesses located in the proximity of this project will be notified and communicated with throughout the project to ensure there is limited interruption to their operations.

By partnering with the City of Seguin Public Works Department, the costs for this enhancement will be considerably cheaper than if the SEDC were to privately bid the work, and special care and consideration can be taken to stay in contact with the existing business owners throughout the duration of the project. In addition to the Memorandum of Understanding (MOU) between the SEDC and the City of Seguin attached to this item, the approved SEDC Resolution 2026-05, authorizing funding of up to $175,000 in total is included for review. The drafted MOU is structured similarly to that which was used for the Lawson Street reconstruction project, undertaken in 2022 by the SEDC in cooperation with the City. Following action a project start date will be assigned and the area businesses will be notified.

Fiscal Impact

SEDC Resolution 2026-05 has been approved and authorizes expenditures of up to $175,000 in payment to the City of Seguin for their participation in completing this roadway rehabilitation project.

Staff Recommendation

Staff requests the Seguin City Council consider and approve a Resolution Authorizing the City Manager to Execute a Memorandum of Understanding with the Seguin Economic Development Corporation regarding the Crossroads Boulevard rehabilitation project.

Attachments

1. Resolution Authorizing City Manager to Execute a Memorandum of Understanding with the Seguin Economic Development Corporation regarding the Crossroads Rehabilitation Project
    a. SEDC Resolution 2026-05: Crossroads Boulevard Expenditures Authorization
    b. Memorandum of Understanding Between SEDC & City of Seguin: Crossroads Boulevard
    c. Crossroads Boulevard Rehabilitation Project Map

CITY OF SEGUIN **RESOLUTION NO._____**

STATE OF TEXAS

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEGUIN, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH THE SEGUIN ECONOMIC DEVELOPMENT CORPORATION REGARDING THE CROSSROADS BOULEVARD IMPROVEMENT PROJECT

WHEREAS, the City of Seguin is committed to maintaining safe, reliable, and economically supportive infrastructure, including roadways; and

WHEREAS, Crossroads Boulevard serves as a primary access corridor for more than ten local manufacturing businesses and commercial properties that are important to the local economy; and

WHEREAS, it has come to the attention of the Seguin Economic Development Corporation (SEDC) that portions of Crossroads Boulevard have deteriorated due to heavy commercial traffic, resulting in reduced accessibility, safety concerns, and potential impacts on economic activity; and

WHEREAS, rehabilitation of Crossroads Boulevard is not slated to occur through the City's current roadway improvements plan until at least after the year 2030; and

WHEREAS, the SEDC supports projects that enhance infrastructure necessary to retain and attract business investment and employment in the City of Seguin; and

WHEREAS, the City of Seguin Public Works Department has expressed a willingness to assist the SEDC with the rehabilitation of Crossroads Boulevard, resulting in a significantly reduced cost for the roadway project; and

WHEREAS, on March 05, 2026, the SEDC approved Resolution No. 2026-05, authorizing certain expenditures to fund the rehabilitation of Crossroads Boulevard from SH 123 to Freeport Way in the City of Seguin; and

WHEREAS, it is in the best interest of both the City of Seguin and the SEDC to formally engage in a Memorandum of Understanding (MOU) to further this infrastructure project accordingly.

NOW THEREFORE, BE IT RESOLVED by the City Council of Seguin, Texas:

SECTION 1. The City Council authorizes the City Manager to execute a Memorandum of Understanding (MOU) with the Seguin Economic Development Corporation (SEDC) regarding the Crossroads Boulevard improvements project on behalf of the City.

SECTION 2. This Resolution shall become effective immediately upon its passage.

PASSED AND APPROVED this 17th day of March, 2026.

_____

DONNA DODGEN
MAYOR

ATTEST:

_____

KRISTIN MUELLER
CITY SECRETARY

SEDC Resolution NO. 2026-05

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SEGUIN ECONOMIC DEVELOPMENT CORPORATION AUTHORIZING CERTAIN EXPENDITURES TO FUND THE CROSSROADS BOULEVARD IMPROVEMENTS PROJECT, WHICH IS FOUND BY THE BOARD OF DIRECTORS TO BE REQUIRED INFRASTRUCTURE NECESSARY TO PROMOTE OR DEVELOP NEW OR EXPANDED BUSINESS ENTERPRISES.

WHEREAS, the Seguin Economic Development Corporation (the "SEDC") is a public instrumentality and non-profit economic development corporation duly established and operating under Texas Local Government Code, Chapters 501 and 504, *et seq*., as amended, known as the Development Corporation Act of 1979 (the "Act"); and

WHEREAS, Section 501.103 authorizes expenditures for certain infrastructure improvement projects that are found by the Board to be required or suitable for infrastructure necessary to promote or develop new or expanded business enterprises; and

WHEREAS, the SEDC has evaluated an infrastructure improvement project within City of Seguin (sometimes the "City") for repair and improvements to Crossroads Boulevard by mill and overlay method, extending from SH 123 to Freeport Way, in the City of Seguin (the "Project"); and

WHEREAS, the SEDC wishes to provide funding to the City of Seguin for the Project in an amount not to exceed $175,000.00; and

WHEREAS, the SEDC finds that the Project will promote and enhance the commercial development of adjacent properties; and

WHEREAS, The SEDC Board of Directors finds that the Project funding will promote or develop new and expanded businesses enterprises within the City of Seguin, and per Section 501.103 of the Texas Local Government Code is a permissible project expenditure;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SEGUIN ECONOMIC DEVELOPMENT CORPORATION, THAT:

SECTION 1. Subject to the authorization of the Project funds by the City of Seguin City Council, the Board hereby authorizes the expenditure of up to ONE HUNDRED SEVENTY-FIVE THOUSAND and NO/100 DOLLARS ($175,000.00) for the Crossroads Boulevard improvements Project.

SECTION 2. The City of Seguin and the SEDC will allocate respective Project responsibilities pursuant to a memorandum of understanding approved by both entities, as provided in material form as Exhibit A to this Resolution.

SECTION 3. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Board.

SECTION 4. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall he and remain controlling as to the matters resolved herein.

PASSED AND APPROVED on the ____ day of March 2026 by the Board of Directors of the Seguin Economic Development Corporation.

_____
By Elaine Bennett, President

ATTEST:

_____
Eddie Davila Jr., Secretary

MEMORANDUM OF UNDERSTANDING BETWEEN THE SEGUIN ECONOMIC DEVELOPMENT CORPORATION AND THE CITY OF SEGUIN: CROSSROADS BOULEVARD IMPROVEMENTS PROJECT

This Memorandum of Understanding ("MOU") is to document the roles and responsibilities of the Seguin Economic Development Corporation (sometimes "SEDC") and the City of Seguin (sometimes "City") pertaining to the Crossroads Boulevard Improvements Project.

WHEREAS, the City of Seguin is a duly-incorporated and existing home rule municipality chartered under the laws of the State of Texas; and

WHEREAS, the Seguin Economic Development Corporation is a public instrumentality and non-profit economic development corporation duly-established and operating under Texas Local Government Code Chapters 501 and 504, et seq., as amended, known as the Development Corporation Act of 1979 (the "Act"); and

WHEREAS, the SEDC and the City (sometimes the "Parties") have mutual, fundamental interests in the economic vitality, growth, and development of the City of Seguin; and

WHEREAS, the City of Seguin has received complaints from area businesses regarding the deteriorated condition of Crossroads Boulevard, extending from SH 123 to Freeport Way in the City of Seguin, the portion of which serves as a primary access route for commercial traffic in the area (the "Crossroads Segment"); and

WHEREAS, the Parties find that the current condition of the Crossroads Segment has deteriorated to a point where it is detrimental to the continuing economic vitality of, as well as the promotion and expansion of new or expanded business enterprises in, the City of Seguin; and

WHEREAS, Tex. Local Gov't Code Section 501.103 authorizes expenditures for certain infrastructure improvement projects that are found by the SEDC to be required or suitable for the promotion or development of new or expanded business enterprises; and

WHEREAS, in accordance with this Section, the SEDC wishes to provide funding to the City of Seguin for the repair and improvement of the Crossroads Segment by mill and overlay method, in an amount not to exceed $175,000.00; and

WHEREAS, the SEDC and the City hereby find and determine that the provision of funding to improve the Crossroads Segment is in the best interests of the SEDC and City of Seguin, and will promote and develop new and expanded business enterprises in the City.

THEREFORE, THE SEDC AND CITY ALLOCATE RESPONSIBILITIES AS FOLLOWS:

Section 1. City Obligations.

(a) The City will use required state and local procurement requirements to engage the services of a professional contractor for design and engineering services, and will administer and oversee said services as they pertain to the Project and pursuant to the terms of all agreements with said contractor.

(b) The City will procure a contract for construction in accordance with state and local

procurement methods as required by law, and will be responsible for administration and oversight of the construction services as they pertain to the Project and pursuant to the terms of the Contract, from commencement of construction to construction completion.

(c) Construction of the Project shall be completed no later than _____.

Section 2. SEDC Obligations.

(a) The SEDC Investment in the Project will cover Project engineering, design, and construction costs realized by the City of Seguin, in an amount not to exceed $175,000.00 (the "Incentive Amount").

(b) Upon confirmation final payment to contractors selected to complete the Project. the SEDC will transfer the Incentive Amount to the City, for costs of the Project.

Section 3. Finalization of Project.

(a) In the event the Project terminates or is otherwise not realized in full or in part, each Party will be relieved of its obligations as defined herein, pursuant to any legal requirements and responsibilities as may be provided by the terms of the contracts.

Section 4. <u>Miscellaneous Provisions.</u>

(a) This MOU will commence upon the last of approvals and signatures among the City of Seguin and the SEDC, and will terminate at the completion of Project construction, or on _____—whichever occurs sooner.

(b) This Memorandum of Understanding may be amended only in writing and approved by both Parties, through their respective governing bodies or boards.

APPROVED BY THE CITY COUNCIL OF THE CITY OF SEGUIN, TEXAS, in its meeting held on the _____ day of _____, 2026, and executed by its authorized representative.

CITY OF SEGUIN, TEXAS

_____
By:
Its:

ATTEST:

_____
City Secretary

APPROVED BY THE SEGUIN ECONOMIC DEVELOPMENT CORPORATION in its meeting held on the _____ day of _____, 2026, and executed by its authorized representative.

SEGUIN ECONOMIC
DEVELOPMENT CORPORATION

_____
By Elaine Bennett, President

ATTEST:

_____
Eddie Davila Jr., Secretary

Crossroads Boulevard Rehabilitation Project – Location & Area Employers

Fujirebio Diagnostics – Medical supply
TecniQuip Industries – Hospitality industry carts
GTC Manufacturing – Valves & regulators
Star Manufacturing – Sheet metal machining
Pure & Gentle – Soap products
Jim's Formal Wear – Tuxedo rental & cleaners
Tryton Tool Services – Well tools

Baptist Heart & Vascular – Medical services
A-Roo Company of Texas – Packaging solutions
Rico Rock – Waterfall wholesaler
Seguin Fabricators – Steel machining & fabricator
Robert Madden Industries – HVAC wholesaler
Minigrip – Plastic bag manufacturer
Premium Waters – Water bottle manufacturer

MEMORANDUM

TO: Steve Parker, City Manager
Honorable Mayor and City Council

FROM: Mark D. Kennedy, City Attorney

DATE: March 17, 2026

RE: Memorandum of Understanding with Texas Lutheran University regarding Water Connection Impact Fees

Background
TLU is currently constructing the "Verne Lundquist Student Athletic Center" located at 815 Fritz Street. The development of this project required the payment of Water Connection impact fees totaling $194,858.50. At the time of building permit approval, TLU's general contractor, the Koehler Company, paid this full amount to the City on TLU's behalf. TLU was unaware of the timing of this payment and missed an opportunity to request a payment plan, which it intended to do.

Following this initial lump-sum payment, TLU leadership requested the City's consideration in transitioning these fees into a structured payment plan. In the interest of working collaboratively with one of our major institutional partners, City staff has negotiated the attached MOU to formalize a mutually agreeable reimbursement and installment schedule.

Key Terms of the Agreement
To convert the lump-sum payment into a phased plan, the MOU outlines the following financial mechanics:

- **Initial Retainage:** The City will keep one-third of the initial payment ($64,952.83), which will be applied as TLU's first installment.
- **Refund:** The City will refund the remaining balance of $129,905.67 to TLU no later than March 31, 2026.
- **Future Installments:** The City will invoice TLU to recover the remaining balance in two equal installments of $64,952.93. These invoices will be issued on June 1, 2027, and June 1, 2028.
- **City Protections:** The agreement formally obligates TLU to this repayment schedule and expressly reserves the City's right to impose reasonable late fees if payment deadlines are not met. TLU is permitted to pay the balance off early without penalty.

Recommendation
This MOU provides a reasonable financial accommodation to TLU while securing the City's receipt of the full impact fee amount over a defined three-year timeline. Staff recommends that the City Council approve the MOU and authorize the City Manager to execute the agreement on behalf of the City.

MEMORANDUM OF UNDERSTANDING
Between the City of Seguin and Texas Lutheran University

This Memorandum of Understanding (this "MOU") is entered into by and between the **City of Seguin**, a Texas home-rule municipality with its principal address at 205 N. River St., Seguin, TX 78155 (the "City"), and **Texas Lutheran University**, a private university with its principal address at 1000 W. Court St., Seguin, TX 78155 ("TLU"). The City and TLU may be referred to collectively as the "Parties."

RECITALS

WHEREAS, TLU is constructing a new facility located at 815 Fritz Street in Seguin, Texas, known as the "Verne Lundquist Student Athletic Center" (the "Project"); and

WHEREAS, the Project requires the payment of Water Connection impact fees totaling $194,858.50; and

WHEREAS, the Koehler Company, acting on behalf of TLU, initially paid the full Water Connection impact fee amount of $194,858.50 to the City at the time of building permit approval; and

WHEREAS, TLU has requested a structured payment plan for these impact fees rather than a single lump-sum payment; and

WHEREAS, the City has agreed to accommodate this request by retaining one-third of the initial payment, refunding the remainder to TLU, and establishing a schedule for the remaining payments.

NOW, THEREFORE, the Parties agree to the following terms and responsibilities:

I. Purpose

The purpose of this MOU is to establish a formal payment plan, delineate the timeline for the initial refund from the City to TLU, and set the expectations for TLU's subsequent installment payments back to the City for the Water Connection impact fees associated with the Project.

II. Roles and Responsibilities

A. Obligations of the City of Seguin:

1. **Initial Retainage:** The City shall retain one-third of the initial fee amount paid by the Koehler Company, which equals **$64,952.83**. This amount is considered paid in full for the first installment, requiring no further action by TLU.
2. **Refund:** The City shall process and issue a refund for the remaining balance of **$129,905.67** to TLU no later than **March 31, 2026**. The refund check shall be made payable to: *Texas Lutheran University Attn: Bill Senter 1000 W. Court St., Seguin, TX 78155*
3. **Invoicing:** The City shall issue the following invoices to TLU:
    - An invoice for **$64,952.93** on **June 1, 2027**.
    - An invoice for **$64,952.93** on **June 1, 2028**.

B. Obligations of Texas Lutheran University:

1. **Installment Payments:** TLU shall make the required payments to the City of Seguin within thirty (30) days of the invoice dates for the 2027 and 2028 installments outlined in Section II(A)(3).

III. Miscellaneous

1. **Early Payment:** TLU reserves the right to terminate this payment schedule early by paying off the remaining balance in full at any time prior to the listed payment due dates without penalty.
2. **Late Fees:** The City of Seguin reserves the right to impose a reasonable late fee should TLU fail to meet the agreed-upon payment due dates.
3. **Contacts:** The primary contacts for the management and oversight of this MOU are as follows:
    - **For TLU:** William (Bill) Senter, Vice President for Administration & CTO (wsenter@tlu.edu)
    - **For the City:** Steve Parker, City Manager (sparker@seguintexas.gov)
4. **Term and Termination:** This MOU shall become effective upon signature by both Parties and shall automatically terminate upon the City's receipt and clearance of TLU's final payment.

AGREED AND ACCEPTED:

FOR TEXAS LUTHERAN UNIVERSITY:

_____

William R. Senter, Vice President for Administration & CTO

Date: _____

FOR THE CITY OF SEGUIN:

_____

Steve Parker, City Manager

Date: _____

ATTEST:

_____

Kristin Mueller
City Secretary

To: Mayor Dodgen and Council Members
Steve Parker, City Manager

From: Dale Skinner, Fire Chief

Date: February 24, 2026

Re: Increase in EMS Transport Fees

Historical Background

Emergency Medical Services (EMS) are an essential public safety function, providing rapid prehospital emergency medical care and transport to residents and visitors. Since the establishment of modern EMS systems in the 1970s, ambulance transport fees have served as a supplemental funding mechanism to offset operational costs not covered by tax revenue or governmental reimbursement programs. Periodic adjustments to transport fees are consistent with historical practice and are necessary to maintain financial sustainability and service quality.

Historically, EMS transport fees have been adjusted periodically to account for inflation, operational costs, and regulatory changes. Current pressures supporting fee increases include:

- Inflationary increases in fuel, medical supplies, and fleet maintenance
- Competitive labor markets requiring higher wages to retain paramedics
- Investment in advanced medical equipment and digital reporting systems
- Persistent under-reimbursement from government payers
- Increased readiness and disaster preparedness requirements

As a result, many municipalities and private EMS providers periodically reassess transport fees to maintain financial sustainability, ensure service continuity, and preserve response times.

The last increase in transport fees by the City of Seguin was in 2018.

Action Requested

Authorization to increase transport fees as described below:

Service Provided	Current Rate	Proposed Rate
Milage	$15 per mile	$15.30 per mile
Oxygen	---	$150
ALS Disposable Supplies	---	$450
BLS Disposable Supplies	---	$350
Treatment no transport	---	$250
ALS Non-Emergent Non-Resident	$1200	$1224
ALS Non- Emergent Resident	$1050	$1071
ALS Emergent Non-Resident	1200	$1224
ALS Emergent Resident	$1050	$1071
ALS 2 Non-Resident	1500	$1530
ALS 2 Resident	$1300	$1326
BLS Non-Emergent Non-Resident	$1000	$1020
BLS Emergent Non-Resident	$1000	$1020
BLS Non-Emergent Resident	$850	$867
BLS Emergent Resident	$850	$867
Specialty Care Transport	---	$2800

Procurement Methodology & Funding Source

The requested increase is the maximum allowed by the Texas Department of Insurance.

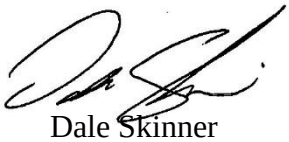
Staff Recommendation

Staff recommends increasing transport rates as described above with an effective date of April 1, 2026.

Attachments

None.

Respectfully,



Dale Skinner
Fire Chief

MEMORANDUM

To: City of Seguin Mayor, Council Members, and City Manager
From: Pamela Centeno, Director of Planning & Codes
Through: Rick Cortes, Deputy City Manager
Subject: **ZC 03-26 (Near SE Corner of SH 46 and Jefferson Ave)**
Zoning Change from R-2 & C to MF-3
Date: February 23, 2026

Background

The City of Seguin received a zoning change request for a 15-acre portion of a 30.597-acre vacant tract located near the southeast corner of SH 46 and Jefferson Ave. The applicant is proposing to construct an apartment complex on the 15 acres. Staff evaluated the zoning change request based on the criteria adopted in the Unified Development Code (UDC) as follows:

- The majority of the property is located at the edge of the Traditional Residential district on the Future Land Use Plan, which recommends multi-family with a density of no more than 12 units per acre when the proposed use contributes to district walkability. A density of 20 units per acre is allowed in the requested MF-3 zoning district. While this density is not recommended in the Traditional Residential district, it is supported to the north of Jefferson Avenue in the University District. The frontage along SH 46 is within the Commercial Corridor district, which supports multi-family uses if near the intersection of two arterial (or higher classification) streets, schools, or major employers, or if focused on walkability to nearby commercial amenities.
- The UDC recommends that no more than 25 acres of contiguous land be zoned multi-family. There are 20 acres of land zoned multi-family across Jefferson Ave. If the zoning change is approved, the combined total of multi-family zoned land will be approximately 35 acres. This is a goal, not a mandatory restriction.
- The site has road frontage along SH 46 and Jefferson Ave.
- Multiple comment forms were returned to the City. Copies are attached.

Action Requested

Staff is requesting action on the applicant's request to rezone the 15-acre portion of land to MF-3.

Recommendation

Staff presented the zoning change request to the Planning and Zoning Commission on January 13, 2026. Following a public hearing the Commission voted to postpone the item to the February P&Z meeting. A second public hearing was held at the meeting on February 10, 2026. After the public hearing and additional discussion, the Commission voted 6-1-0 to recommend approval of the zoning change request to MF-3.

Attachments

- Final Report of the Planning & Zoning Commission
- ZC 03-26 Staff Report
- Map Exhibits of the Subject Property
- Public Comment Forms from property owner within the 200' notification area
- Draft Ordinance

CITY OF SEGUIN

ORDINANCE NO. _____

COUNTY OF GUADALUPE

AN ORDINANCE AMENDING THE ZONING ORDINANCE NUMBER 884 OF THE CITY OF SEGUIN, TEXAS, TO REASSIGN ZONING FOR PROPERTY CURRENTLY ZONED COMMERCIAL (C) AND SINGLE FAMILY RESIDENTIAL 2 (R-2) FOR PROPERTY LOCATED NEAR THE SE CORNER OF STATE HIGHWAY 46 AND JEFFERSON AVENUE, PROPERTY ID 52779 MORE FULLY DESCRIBED IN EXHIBIT A ATTACHED,

(ZC 03-26)

WHEREAS, the property located near the SE Corner of SH 46 and Jefferson Avenue, more fully described in Exhibit A attached hereto and incorporated herein for all purposes (hereinafter "Property") is currently zoned Commercial (C) and Single Family Residential 2 (R-2) and

WHEREAS, the City of Seguin has determined that the designation of said property from Commercial (C) and Single Family Residential 2 (R-2) to Multi Family High Density 3 (MF-3) meets the criteria for zoning map amendments in 2.4.4 of the City's Unified Development Code; and

WHEREAS, the Planning and Zoning Commission of the City of Seguin has previously considered the request following notification to surrounding property owners and a public hearing as required by law; and

WHEREAS, the Planning and Zoning Commission has recommended that the application for change of designation to Multi Family High Density 3 (MF-3) be approved; and

WHEREAS, the City Council has received the report of the Planning and Zoning Commission and conducted a public hearing thereon as required by law; and

WHEREAS, the City Council has considered the report of the Planning and Zoning Commission and the evidence and testimony of the property owners and surrounding property owners.

THEREFORE, BE IT ORDAINED by the City Council of the City of Seguin, Texas, as follows:

1. Ordinance Number 884 is hereby amended by changing the zoning designation for said property from Commercial (C) and Single Family Residential 2 (R-2) to Multi Family High Density 3 (MF-3) and
2. The Planning and Zoning Director of the City of Seguin are hereby directed to reflect the herein described changes on the zoning map of the City.

PASSED AND APPROVED on the first reading this 3rd day of March 2026.

PASSED AND APPROVED on the second reading this 17th day of March 2026.

_____
Donna Dodgen, Mayor

ATTEST:

_____
Kristin Mueller, City Secretary

SEGUIN
TEXAS

PLANNING & CODES

Planning and Zoning Commission Report

ZC 03-26

A request for Zoning Change 03-26 from Single-Family Residential (R-2) and Commercial (C) for a property of 15.005 acres out of an existing 30.597-acre tract of land. The 15.005-acres are along the frontage of State Hwy 46 and Jefferson Avenue is currently undeveloped and still in abstract.

Kyle Warren, Planner, presented the staff report. He stated that the case was postponed from January's Planning and Zoning Commission meeting and advised that he would be brief with the presentation.

Mr. Warren stated the 15.005-acre tract of land is located near the intersection Of Jefferson Ave and SH 46 zoned both Commercial and Single-Family Residential. The request was for Multifamily-3, High Density Multifamily for the entire 15 acres. He reminded the Commission that the maximum allowable number of units in the zoning district was 20, and that the applicant said they were only going to have 17 units per acre.

Mr. Warren reminded the Commission that the proposed use was inconsistent with both the FLUPs. Traditional Residential by maximum units allowed (20) and Commercial Corridor because Multifamily needs to be by two arterial street. He noted that the University Center FLUP was adjacent to the property, across Jefferson Avenue which is supportive of Multifamily High-Density zoning.

Mr. Warren stated that if the apartments were developed, the property would have a double-sided planting buffer of 30 feet for a three-story complex, against the single-family zoned properties to the east and south.

Mr. Warren advised the Commission that two additional letters regarding the case were received since the last meeting, one in favor with nothing noted and one in oppositions with a note of concern for an increase in crime and congestion. The previous two letters of opposition touched on potential drainage issues a new development could bring to the area.

The regular meeting recessed, and a public hearing was held. A representative of the applicant and attorney Rob Killen of Killen, Griffin & Farrimond, LLC gave a presentation on behalf of the zone change request. Mr. Killen presented his power point which touched on Traffic impact, site analysis, walkability, potential community and economic benefits, a City Grant for sidewalk infrastructure, and renderings of the project. Mr. Killen also proposed that a deed restriction would be created to put a density cap of 17 units per acre and would be recorded prior to the first city council meeting of March if the zoning change were approved.

The applicant, Karly Gast then approached the podium to answer questions from the Commission on market studies for the project concerning demand, growth patterns, and income levels. She said 255 units were being proposed for working/middle class income levels.

No more questions for the applicant were had.

Carlos Moreno from Habitat for Humanity spoke on the case, asking for support of the project as it was Habitat's land that was in question for the zone change. He said Kittle aligned with their outlook of trying to provide affordable housing for Seguin.

Elizabeth McCowan from Habitat for Humanity also came forward in support of the zoning change as would allow Habitat to fulfill their mission and vision.

Maddeline Zwicke, with Habitat for Humanity approached the Commission. Chair Patrick Felty asked her how this large multifamily development would affect the ability to build single family homes on the remaining 15 acres to the south?

Michael Taylor, also from Habitat, came to the podium to address the question. He said the mix of affordable single-family homes as well as fork force apartment housing would certainly benefit Habitats goals for Seguin. He also stated that Habitat's ability to develop the site without the sale of the 15 acres in question would be very limited. He said the remaining 15 acres would be reserved for 4 acres of retail commercial and 11 acres of single-family zoning.

There being no additional responses from the public the regular meeting reconvened for action.

Chair Felty asked staff if the grant for sidewalks was on Ermel Street or SH 46. Jennifer Shortess, Assistant City Engineer, stated the grant is a safe route to school grant through TxDOT and the Alamo area MPO and is a concrete trail from B&B road to Kingsbury Street along SH 46. She then stated it would be in construction from 2029-2031.

After consideration of the staff report and all information given regarding Zoning Change (ZC 03-26), Vice-Chair Davala moved that the Planning and Zoning Commission recommended approval of the zoning change from Single-Family Residential (R-1) and Commercial (C) to Multifamily High-Density (MF-3) for property located near State Hwy 46 and Jefferson Ave. Commissioner Windle seconded the motion. The following vote was recorded:

RECOMMENDATION TO APPROVE THE ZONING CHANGE TO MULTIFAMILY HIGH DENSITY (MF-3)

MOTION PASSED
6-1-0

Francis Serna, Planning Assistant

ATTEST: Kyle Warren, Planner

SEGUIN TEXAS

PLANNING & CODES

ZC 03-26 Staff Report
Near SE Corner of SH 46 & Jefferson Ave.
Zoning Change from R-2 & C to MF-3

Applicant:
Kelly & Griffin & Farrimond, PLLC for-
Kittle Property Group Inc.
10101 Reunion Place, Suite 250
San Antonio, TX 78204

Property Owner:
Hand-Up Homes LLC
311 Probandt
San Antonio, TX 78204

Property Address/Location:
SE Corner of SH 46 & Jefferson Ave.

Legal Description:
ABS: 11 SUR: J D CLEMENTS 30.597 ACS
Property IDs: 52779

Lot Size/Project Area:
15.005 acres out of 30.597 acres

Future Land Use Plan:
Traditional Residential/Commercial Corridor

Notifications:
Mailed: January 28, 2026
Newspaper: January 25, 2026

Comments Received:
3 letters in opposition

Staff Review:
Kyle Warren
Planner

Attachments:
- Location Map
- Existing Zoning Map
- Future Land Use Plan Map

REQUEST:
The applicant is requesting a zoning change from Single-Family Residential (R-2) and Commercial (C) to Multi-Family High Density (MF-3)

ZONING AND LAND USE:

	Zoning	Land Use
Subject Property	R-2/C	Undeveloped
N of Property	C/MF-1	Retail uses/apartments
S of Property	R-2	Undeveloped
E of Property	R-2	Single-family homes
W of Property	C	Retail uses

SUMMARY OF STAFF ANALYSIS:
The applicant is requesting a zoning change from Single-Family Residential (R-2) and Commercial (C) to Multi-Family High Density (MF-3) on 15.005 acres out of an existing 30.597-acre tract of land. The 15.005-acres being requested along the frontage of State Hwy 46 and Jefferson Ave. is currently undeveloped and still in abstract.

A zoning change to Multi-Family High Density (MF-3) on the 15.003-acre portion shown is not recommended in either of the Future Land Use Plans (Traditional Residential & Commercial Corridor) the property is in due to the density. To the north and northeast of the property, across Jefferson Avenue there are four multifamily properties in use around 20 acres. For all multifamily zoning, the code states "It is best to avoid more than 25 acres of contiguous land having a multifamily component." That said, the property is within walking distance of TLU and has a bus stop nearby on Jefferson Ave. to support the argument for walkability for the added density. Lastly, the adjacent multifamily zoned areas are within the University Center FLUP which is supportive of high density multifamily developments.

CRITERIA FOR ZONING CHANGE:

Consistency with the future land use plan – Inconsistent. The majority of the property is within the Traditional Residential district which states: "Multifamily homes are appropriate if contributing to district walkability and less than 12 units per acre". In this case walkability could be met with sidewalks on Jefferson Ave. and a bus stop a few blocks east. Density would not be met, however, with a maximum of 20 units an acre allowed in MF-3 zoning. The remaining area of the zone change request falls in the Commercial Corridor district, which states: "Appropriate if near intersections of two arterial (or higher classification) streets, schools, or major employers, or if focused on walkability to nearby commercial amenities." In this case the property is not fronted by two arterials, as Jefferson Ave. is only a collector.

Compatible with existing and permitted uses of surrounding property – Existing and surrounding use is Single-family zoning and use on the entire east and south sides. Multifamily zoning in the form of MF-1 is across Jefferson Ave at West Wind apartments, and MF-3 is nearby with Pecan Grove apartments, to the northeast. Commercial zoning is across SH 46 and northwest across Jefferson Ave. with uses including a tire repair shop, self-storage, and an insurance company. If approved this area can be seen as one of transition from the commercial corridor of SH 46 to the single-family residences east of the property.

Adverse impact on surrounding properties or natural environment – An increase in traffic in the area, as this is the highest density residential zoning type in Seguin.

Proposed zoning follows a logical and orderly pattern – Existing development in the area supports zoning and use. Multifamily zoning tends to fit best with other Multifamily zoning as well as commercial zoning, to allow for more area density and walkability. However, as mentioned earlier, the code does state that having more than 25 acres of contiguous multifamily use should be avoided (in this case the total would be 35 acres).

Other factors that impact public health, safety or welfare – Traffic increase due to the increase in density.

PLANNING DEPARTMENT ANALYSIS

SITE DESCRIPTION

The requested 15.005 acres is out of an existing 30.597-acre tract of land. The 30.597 acres is along the frontage of State Hwy 46 and Jefferson Ave. and is currently undeveloped and still in abstract.

CODE REQUIREMENTS:

A zoning change to MF-3 would be required in order to construct multi-family dwelling units within this 15.003-acre portion of property. MF-3 zoning allows for a maximum of 20 dwelling units per acre, and would be required to go through the development process seen in the Unified Development Code (UDC) regarding landscaping, parking, setbacks, screening/buffering, drainage, Traffic Impact Analysis (TIA), etc.

Additional buffering distance would be required between any new multi-family development and adjacent properties that are zoned for single-family residential dwellings. Setback distance and location of tree buffer will be determined by the height of the proposed multi-family structure. Requirements, details, and illustrations can be found in the "Multi-Family Buffering" document in Chapter 5 – Site Development Process of the City's Technical Manual.

COMPATIBILITY WITH SURROUNDING LAND USE & ZONING:

Existing and surrounding use is Single-family zoning and use on the entire east and south sides. Multifamily zoning in the form of MF-1 is across Jefferson Ave at West Wind apartments, and MF-3 is nearby with Pecan Grove apartments, to the northeast. Commercial zoning is across SH 46 and northwest across Jefferson Ave. with uses including a tire repair shop, self-storage, and an insurance company.

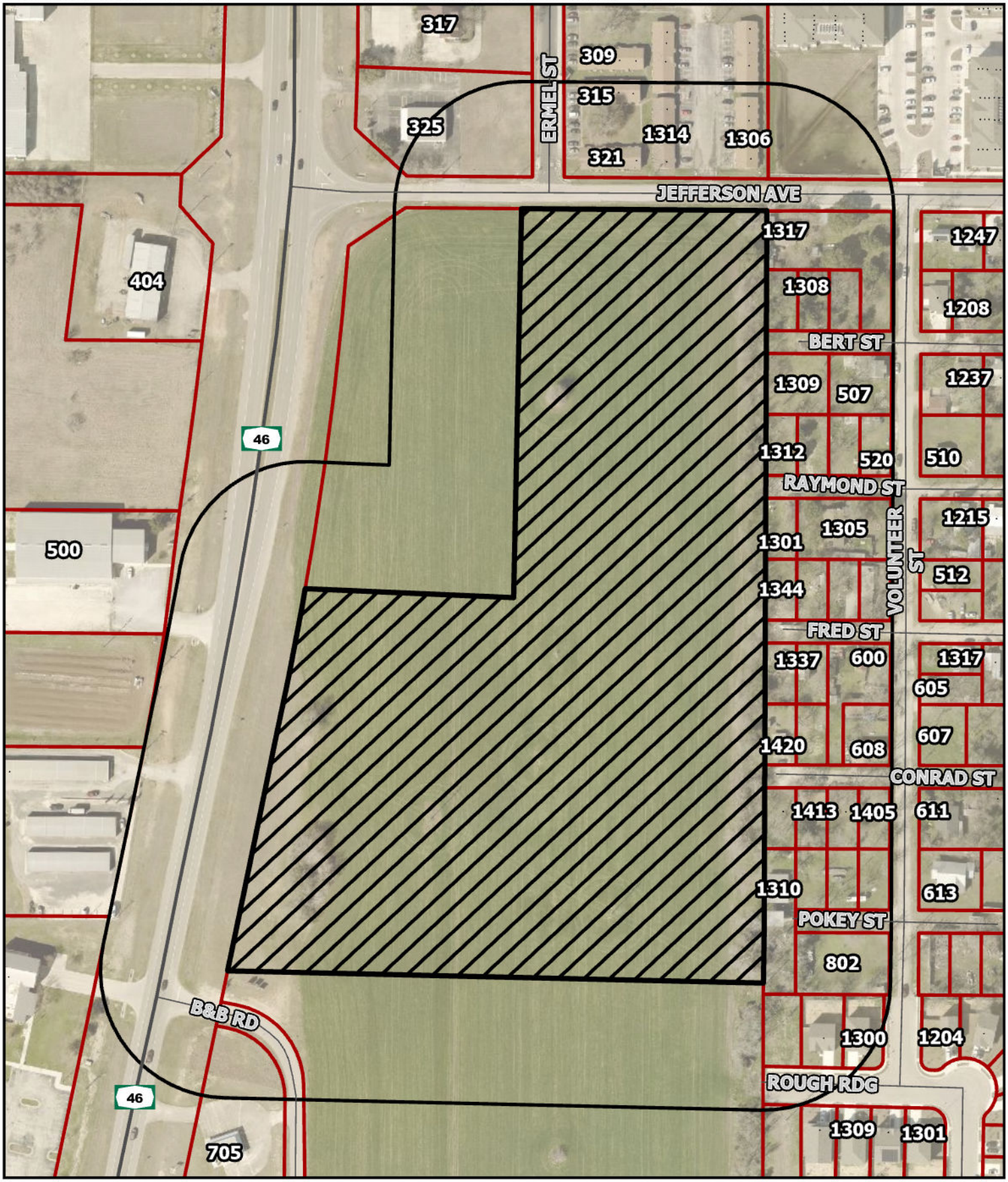
COMPREHENSIVE PLAN:

This property is located within both the Traditional Residential and Commercial Corridor FLUPs. Traditional Residential speaks to residential density stating: "Development within Suburban Residential areas should consist of low- to medium density residential homes facing local streets. Medium-density residential forms might exceed individual lot coverage, provided the overall development is consistent with the maximum allowable intensity." Commercial Corridor FLUP states: Commercial Corridors should focus on attracting vehicular-based traffic and providing a buffer between larger thoroughfares and residential development. Limited residential development may be suitable in this classification when secondary to commercial development.

HEALTH, SAFETY, AND GENERAL WELFARE: (Protection & preservation of historical, cultural, and environmental areas.)
Traffic due to the increase in density. Traffic requirements will be determined during the TIA review of the development process.

TRAFFIC (STREET FRONTAGE & ACCESS):
This site contains street frontage off both SH 46 and Jefferson Ave.

LOCATION MAP ZC 03-26 near SE corner of Jefferson Ave. and SH 46



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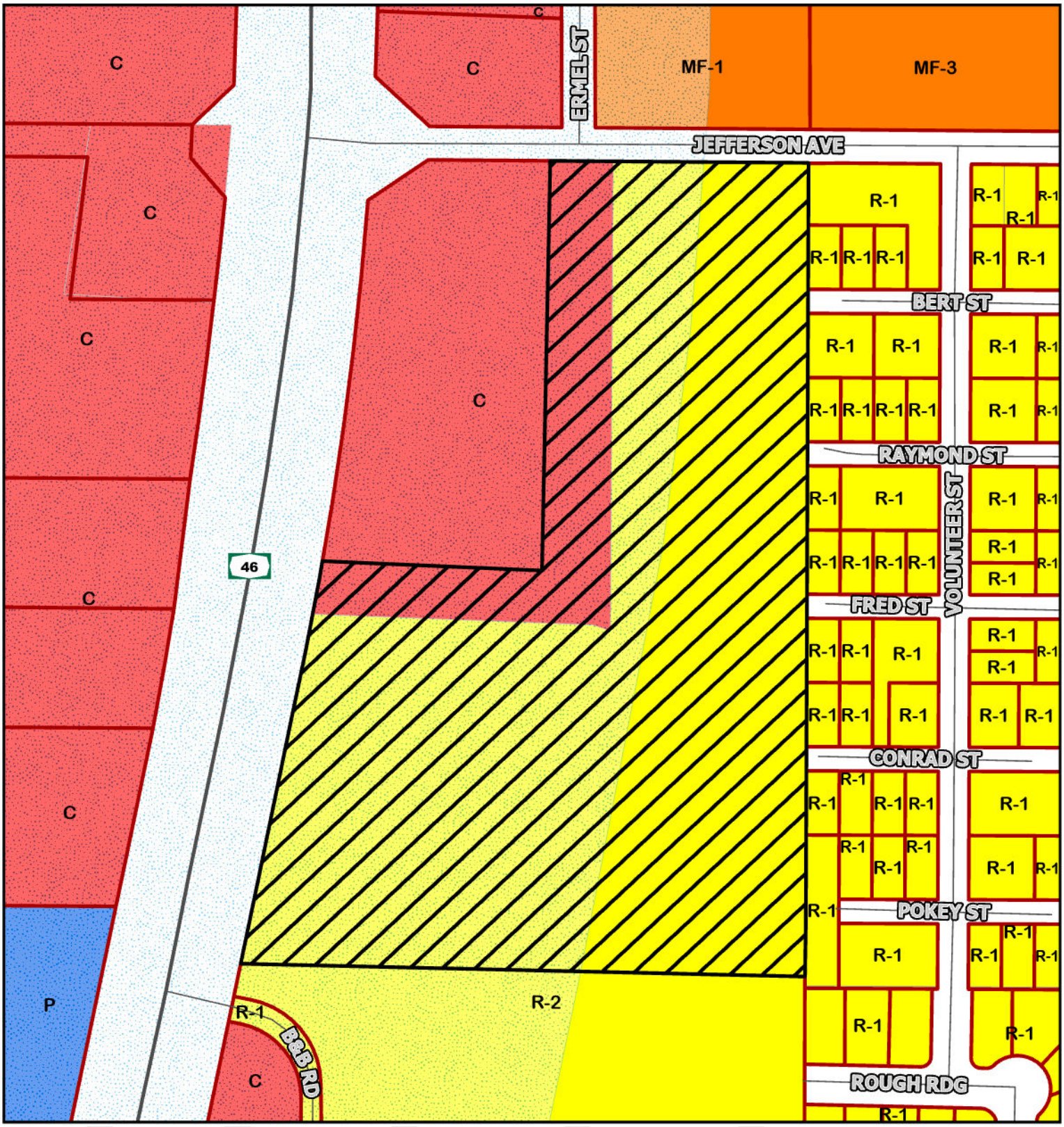
200' Buffer
Parcel
Site Location

1 inch = 200 feet

Printed: 12/11/2025

ZONING MAP

ZC 03-26 near SE corner of Jefferson Ave. and SH 46



Agricultural - Ranch
Commercial
Duplex 1
Duplex 2
Industrial
Light Industrial
Manufactured-Residential
MultiFamily 1
MultiFamily 2
MultiFamily 3
Manufactured Home Park
Neighborhood Commercial
None
Public
Planned Unit Development
Single Family Residential 1
Single Family Residential 2
Rural Residential
ROW
Suburban Residential
Zero Lot Lines
Corridor Overlay Districts

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N

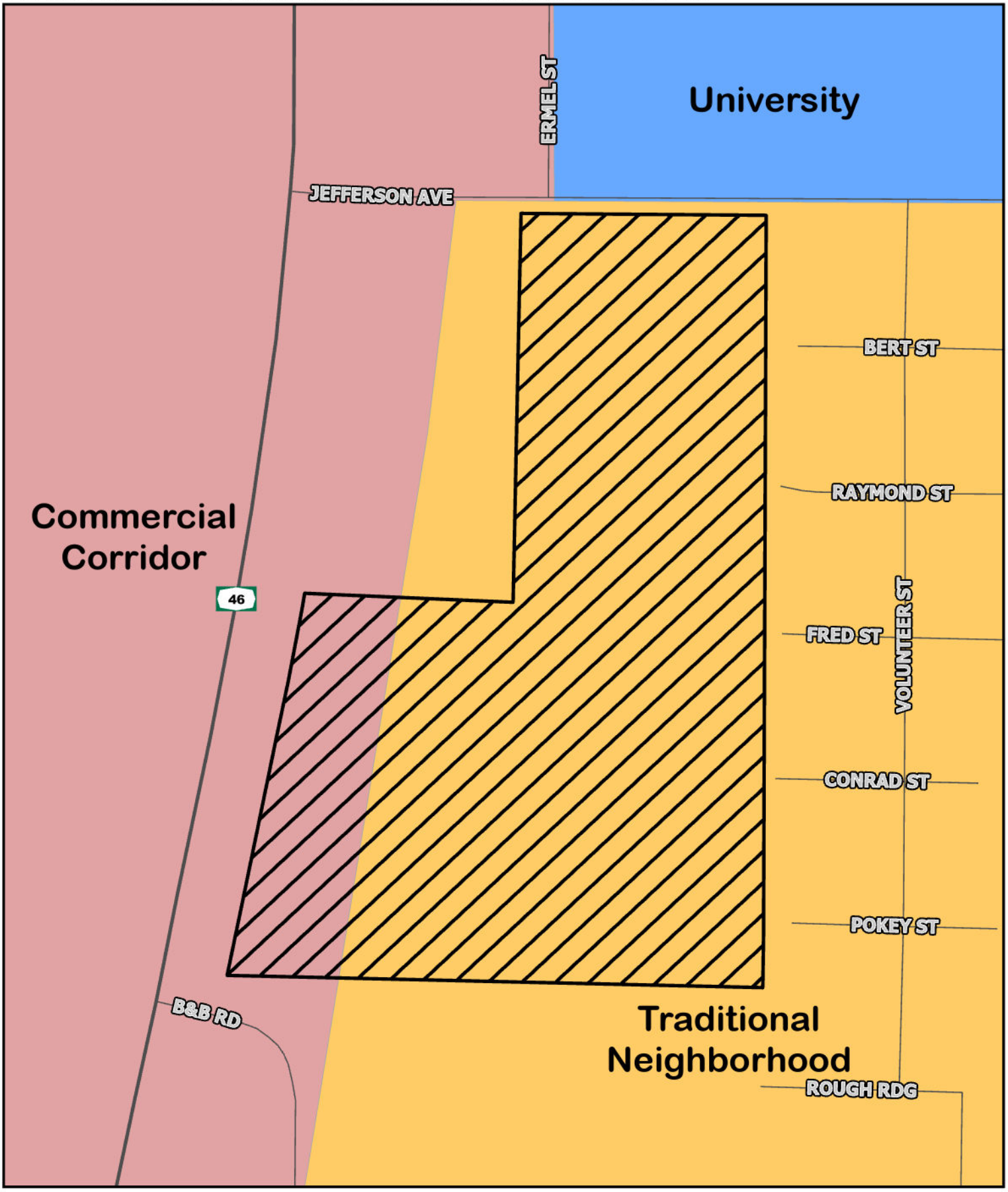
Site Location

Parcel

1 inch = 200 feet

Printed: 1/2/2026

FUTURE LAND USE MAP
ZC 03-26 near SE corner of Jefferson Ave. and SH 46



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Site Location

Parcel

1 inch = 200 feet

Printed: 1/2/2026

To be on record, this form may be filled out and mailed to the Planning and Zoning Department, City of Seguin, P. O. Box 591, Seguin, Texas 78156.

Please be advised that under the Open Records Act, Public Information is Available to All Members of the Public. Section 552.023 of the Government Code provides that a governmental body may not deny access to information to the person, or the person's representative, to whom the information relates. Public information includes correspondence, comments relevant to public issues and other information received from the public regardless of the medium in which it is received, collected or retained.

REPLY
Near the SE Corner of Hwy. 46 and Jefferson Ave.
Property ID 52779
(ZC 03-26)

Name: Ray Joy Pfannstiel (President Guadalupe Farm Bureau)

Mailing Address: _____

Phone No.: _____

Physical Address of property (if different from the mailing): _____

RECEIVED 2-9-26

If "In Favor" or "Opposed" please explain why in space allotted below:

In Favor ✓

Opposed ___

Reasons and/or comments _____

PW

To be on record, this form may be filled out and mailed to the Planning and Zoning Department, City of Seguin, P. O. Box 591, Seguin, Texas 78156.

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REPLY
Near the SE Corner of Hwy. 46 and Jefferson Ave.
Property ID 52779
(ZC 03-26)

Name: Arlene V. Harris

Mailing Address: _____

Phone No.: _____

Physical Address of property (if different from the mailing):
520 Volunteer St

If "In Favor" or "Opposed" please explain why in space allotted below:

RECEIVED 1-9-26

In Favor ____

Opposed ✓

Reasons and/or comments_____

RW

To be on record, this form may be filled out and mailed to the Planning and Zoning Department, City of Seguin, P. O. Box 591, Seguin, Texas 78156.

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REPLY
Near the SE Corner of Hwy. 46 and Jefferson Ave.
Property ID 52779
(ZC 03-26)

Name: Frutoso & Susan Baldevas

Mailing Address: _____

Phone No.: _____

Physical Address of property (if different from the mailing):

Same

If "In Favor" or "Opposed" please explain why in space allotted below:

In Favor ____

Opposed ✓

RECEIVED 1.12.26

Reasons and/or comments We are opposed because ever since the Pecan Grove Apts. were built, our house and yard floods every time it rains. The retention pond ~~is~~ and drainage are inadequate.

To be on record, this form may be filled out and mailed to the Planning and Zoning Department, City of Seguin, P. O. Box 591, Seguin, Texas 78156.

Please be advised that under the Open Records Act, Public Information is Available to All Members of the Public. Section 552.023 of the Government Code provides that a governmental body may not deny access to information to the person, or the person's representative, to whom the information relates. Public information includes correspondence, comments relevant to public issues and other information received from the public regardless of the medium in which it is received, collected or retained.

REPLY
Near the SE Corner of Hwy. 46 and Jefferson Ave.
Property ID 52779
(ZC 03-26)

RECEIVED 2.4.26

Name: Chris Hampe

Mailing Address: ____

Phone No.: ____

Physical Address of property (if different from the mailing):
507 Volunteer

If "In Favor" or "Opposed" please explain why in space allotted below:

In Favor ____

Opposed X

Reasons and/or comments_____

To be on record, this form may be filled out and mailed to the Planning and Zoning Department, City of Seguin, P. O. Box 591, Seguin, Texas 78156.

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REPLY
Near the SE Corner of Hwy. 46 and Jefferson Ave.
Property ID 52779
(ZC 03-26)

RECEIVED 1-20-26

Name: Cone BioProducts of Seguin, LLC

Mailing Address: _____

Phone No.: _____

Physical Address of property (if different from the mailing):

_____

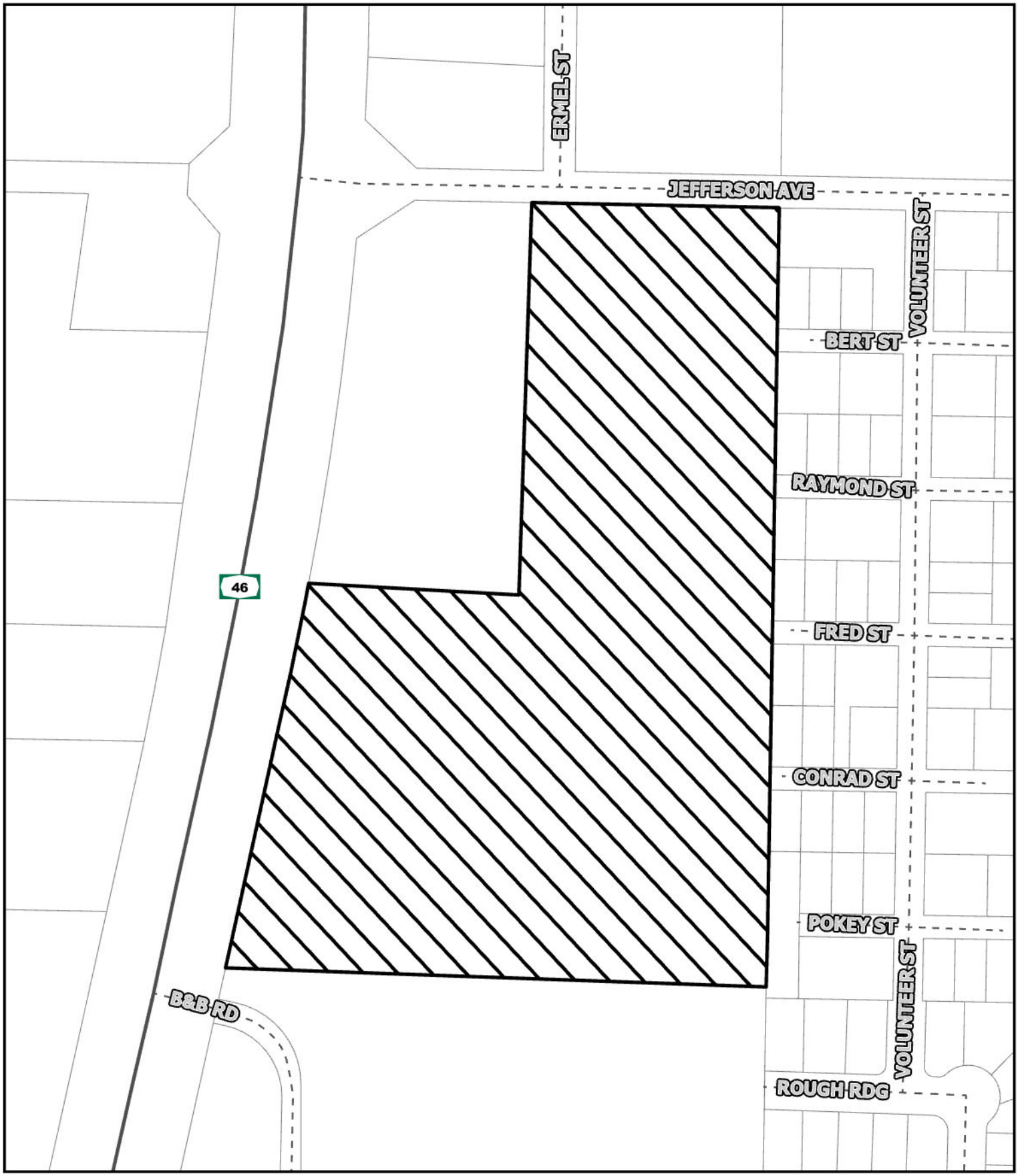
If "In Favor" or "Opposed" please explain why in space allotted below:

In Favor ____

Opposed ✓

Reasons and/or comments We are opposed to Multi-Family High Density zoning for Property ID 52779. We believe that this should be zoned Commercial for security and safety reasons.

EXHIBIT A



ZC 03-26 near SE corner of Jefferson Ave. and SH 46

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N

Site

0 105 210 420 Feet

Printed : 2/19/2(

SEGUIN TEXAS

It's real.

Memorandum

To: Mayor and City Council Members

From: Melissa Reynolds, P.E., MPA, CFM, City Engineer

Through: Steve Parker, City Manager

Subject: Discussion on Parking Restrictions on one or both sides of Jay Road and/or Larkin Drive

Date: March 17, 2026

Historical Background

At the November 7, 2023, Council meeting staff presented an ordinance amendment creating a new no-parking zone on both sides of Jay Road. The proposal was based on a raised concern for safety and due to complaints of debris accumulation related to vehicles parked along the roadway. The nature of the debris poses a concern to the health and safety of the property owners of the area.

Based on discussion at the meeting and potential impacts to businesses, City Council requested that staff alternatively create a new parking by permit area along Jay Road between the westbound IH-10 Frontage Road and the end of Jay Road to allow for permitted parking while prohibiting parking for those vehicles without a permit for the specified parking by permit area. The three hotels along Jay Road would have the ability to supply dated permits for guests of their properties. In January 2024, staff presented the requested amendments to Section 98-109(d)(3), for parking by permit along Jay Road and the action failed.

On February 6, 2024, staff provided three options for discussion.

1. No Parking along Jay Road
    a. No parking on both sides of Jay Road
    b. No parking along the east side of Jay Road
    c. No parking along the west side of Jay Road
2. Parking By Permit along Jay Road
    a. Parking by permit on both sides of Jay Road
    b. Parking by permit could be considered only on the west side of Jay Road
    c. Parking by permit could be considered only on the east side of Jay Road
3. A mix of no-parking and parking by permit.
    a. With consideration of the concerns, no parking along the east side of Jay Road and parking by permit along the west side.
    b. Consideration could be given at terminating zones at the Larkin Drive Intersection

During this meeting, Council discussed multiple options including partial no parking, time restricted, concerns with enforcement of parking by permit were had as well as request for more data. At this meeting, Phillip Sloop, Director of Sales for the TownePlace Suites, suggested that City Council consider implementing a "No Parking Zone" during certain hours to allow overnight parking. Mr. Parker recommended that City Staff continue to monitor the situation.

Consensus from City Council was to have City Staff add "No Littering" signs along Jay Road and continue to monitor the situation. Signs were placed the week of February 6th, 2024.

Discussion

As development continues to occur on the east side of Jay Road, available space within the right-of-way continues to restrict the number of vehicles that are able to park. Additionally, the grades for driveways connecting to Larkin Drive create visual impairment for turning maneuvers.

Additionally, per Texas Transportation Code Section 545.302, no vehicles may park an occupied or unoccupied vehicle:

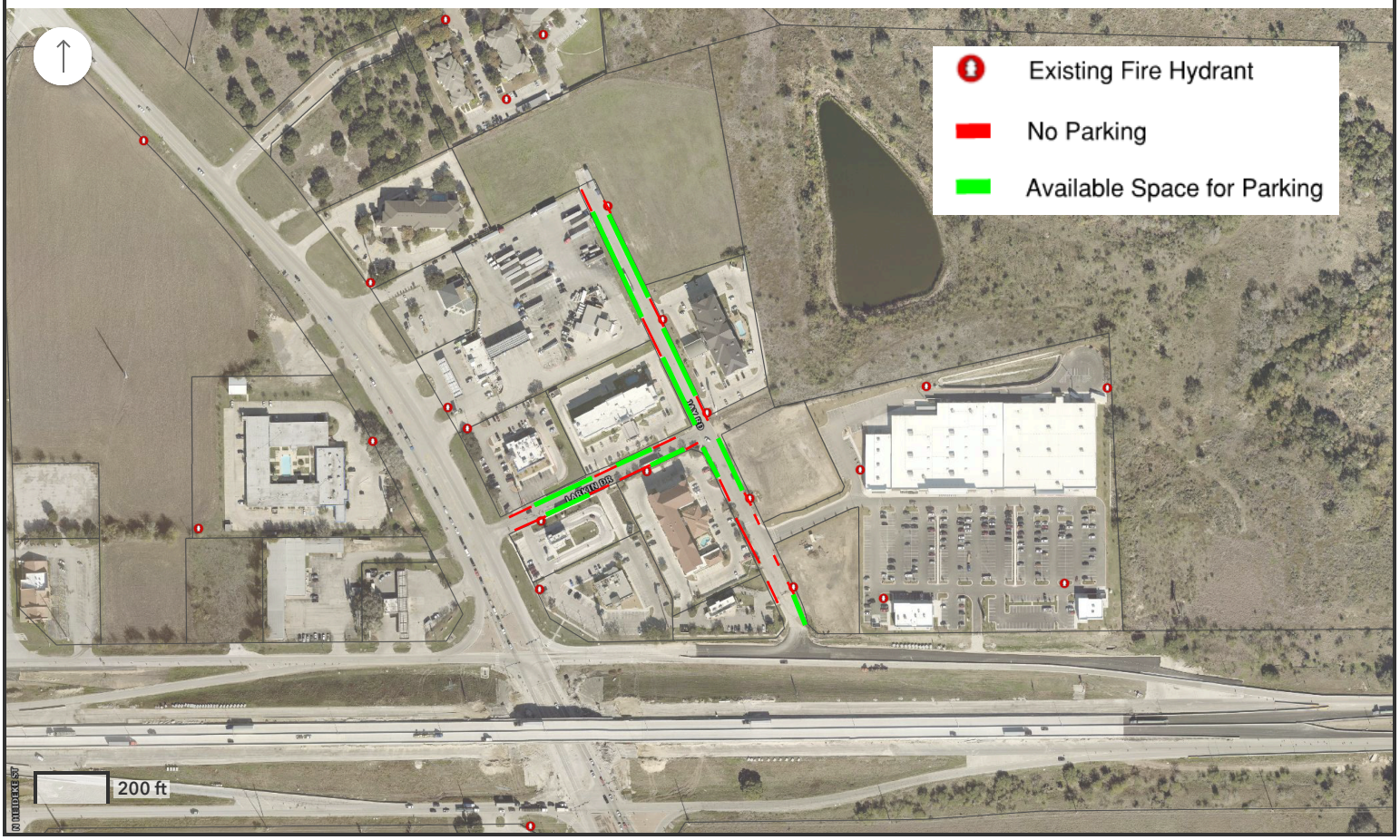
(1) In front of a public or private driveway
(2) Within 15 feet of a fire hydrant
(3) Within 20 feet of a crosswalk at an intersection
(4) Within 30 feet on the approach to a stop sign

The three options presented to Council previously remain to be the options for discussion.

ATTACHMENTS

1. Jay Road and Larkin Drive No Parking Discussion Exhibit

General Reference App (Internal)



1"=500'

It's real.

Memorandum

To: Mayor and City Council Members
Steve Parker, City Manager

From: Terri Lynn Ruckstuhl, Senior Utilities Engineer

Through: Timothy J. Howe, Director of Utilities

Subject: Resolution authorizing the City Manager to enter into an agreement with SOAP Engineering, LLC in the amount of $150,000.00 for the Fiber Optic Communication Infrastructure & SCADA Integration – 8th St Corridor Project; and declaring an effective date.

Date: March 17, 2026

Historical Background

The Utilities department works collectively with the IT Department to ensure fiber optic communication infrastructure and SCADA integration is provided to serve our water / wastewater utility facilities. There are some areas along the 8th Street corridor that require installing network SCADA enclosures, communication hardware, fiber optic terminations, conduit connections, integrations with existing meter-site fiber, and modifications to the City's existing water utilities SCADA production environment.

Action Requested

Consider a resolution authorizing the award of a contract to install communications and SCADA improvements at the following locations: 8th Street Pressure Reducing Valve (PRV) Site, 8th Street Rio Nogales Power Plant (RNPP) Vault Metering Site, and Two (2) Niagara Meter Sites and other necessary appurtenances.

Procurement Methodology & Funding Source

Three (3) sealed bids were received at Seguin City Hall on February 3, 2026, at 3:00 P.M. The total bid amounts for the three bidders ranged from $132,296.00 from SOAP Engineering, LLC of Houston to $247,000.00 from CueBid Technologies Inc of Palmview.

Funding for this project has been secured through certificates of obligation.

Staff Recommendation

It is recommended that SOAP Engineering, LLC, be awarded a contract for $132,296.00, plus $17,704.00 in contingencies, for a total amount of $150,000.00. The City of Seguin reserves the right to award this contract to the lowest responsible bidder or to the bidder who provides the "best value" for the City. Reference checks were conducted and factors considered in the evaluation of the bids were price, reputation and experience of bidder, and other factors as deemed appropriate.

The Contractor has a bid bond and will be required to furnish a Standard Form of Agreement, Performance Bond, and Payment Bond to the City.

It's real.

ATTACHMENTS

1. Resolution - Fiber Optic Communication Infrastructure & SCADA Integration – 8th St Corridor Project
2. Bid No. AF-2026-25 – Bid Tab
3. Bid No. AF-2026-25 – SOAP Engineering, LLC Bid Packet

CITY OF SEGUIN **RESOLUTION NO._____**

STATE OF TEXAS

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEGUIN, TEXAS AWARDING A BID TO SOAP ENGINEERING, LLC FOR THE FIBER OPTIC COMMUNICATION INFRASTRUCTURE & SCADA INTEGRATION – 8TH ST CORRIDOR PROJECT; AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH SOAP ENGINEERING, LLC; AND DECLARING AN EFFECTIVE DATE

WHEREAS, Utilities Department has been working with the IT Department to ensure fiber optic communication infrastructure and SCADA integration is provided to serve our water / wastewater utility facilities; and

WHEREAS, there are some areas along the 8th Street corridor that require installing network/SCADA enclosures, communication hardware, fiber optic terminations, conduit connections, integrations with existing meter-site fiber, and modifications to the City's existing water utilities SCADA production environment; and

WHEREAS, the above referenced project is to install communications and SCADA improvements at the following locations: 8th Street Pressure Reducing Valve (PRV) Site, 8th Street Rio Nogales Power Plant (RNPP) Vault Metering Site, and Two (2) Niagara Meter Sites and other necessary appurtenances; and

WHEREAS, the City solicited bids for the Fiber Optic Communication Infrastructure & SCADA Integration – 8th St Corridor Project; and

WHEREAS, three bids were received ranging from a low bid of $132,296.00 to a high bid of $247,000.00; and

WHEREAS, the City of Seguin reserves the right to award this contract to the lowest responsible bidder or to the bidder who provides the "best value" for the City; and

WHEREAS, based on the reference checks, City staff recommends accepting the low bid of $132,296.00 submitted by SOAP Engineering, LLC plus $17,704.00 in contingency for a total amount of $150,000.00; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Seguin, Texas:

Part 1. The City Council of Seguin, Texas, hereby approves the bid submitted by SOAP Engineering, LLC in the amount of $132,296.00 for the Fiber Optic Communication Infrastructure & SCADA Integration – 8th St Corridor Project, plus $17,704.00 in contingency for a total amount of $150,000.00.

Part 2. The City Manager is authorized to enter into an agreement with SOAP Engineering, LLC for the Fiber Optic Communication Infrastructure & SCADA Integration – 8th St Corridor Project.

Part 3. This Resolution is effective from and after the date of its passing.

PASSED AND APPROVED this 17th day of March 2026.

_____
DONNA DODGEN, MAYOR

ATTEST:

_____
Kristin Mueller
City Secretary

BID TABULATION: Fiber Optic Communication Infrastructure & SCADA Integration
BID OPENING DATE: February 3, 2026
BID NUMBER: AF-2026-25

	Chain Electric Company	CueBid Technologies Inc	SOAP Engineering, LLC	System Controls & Instrumentation
Lump Sum	No Bid	$247,000.00	$132,296.00	$168,820.75

PROPOSAL NUMBER	SE1337
CLIENT	CITY OF SEGUIN
PROJECT	Fiber Optic Communication Infrastructure & SCADA Integration
DATE	2/3/2026
REVISION	1.0

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Proposal Number	DATE	REVISION
SE1337	2/3/2026	1.0

CITY OF SEGUIN205 N. RIVERSEGUIN. TEXAS 78155

Attn: STEVE PARKER

SUBJECT: Fiber Optic Communication Infrastructure & SCADA Integration

PROPOSAL: SE1337

Dear STEVE PARKER,

Thank you for allowing SOAP Engineering to submit a proposal for Fiber Optic Communication Infrastructure & SCADA Integration. We are pleased to provide the enclosed proposal based on the requirements.

SOAP Engineering has earned a reputation as a global leader in the design/build and systems integration of SCADA and control systems over the past 30 years. Our depth of experience and rigorous implementation strategies allow us to provide our clients with innovative solutions to complex industry challenges.

We welcome the chance to further explain our approach whenever you are ready to move forward. It would be our pleasure to work with you, and we look forward to your positive response.

Please don't hesitate to contact me if you require any clarifications or have any questions about the proposal. Thank you for the opportunity to be of service.

Sincerely,

Viqar Anwar
President
viq.anwar@soapeng.com
+1(281)635 2387
SOAP Engineering, LLC

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1 Company Overview & Relevant Experience

1.1 company's background

SOAP has completed over 350 projects supplying our clients with SCADA software, hardware and integration spanning a multitude of applications ranging from SCADA modernization to installing complex industrial plants and building management and control systems. We consider this track record places SOAP in the forefront of supply of control and automation solution experience.

- Over 30 years of experience in various industries including a strong focus in water & wastewater.
- Over 90 Engineers, Programmers and Field Technicians with extensive experience
- Rigorous Project Management standards and Project Execution methodologies followed including a dedicated, independent team for Testing, QA/QC
- Committed to strict standards in QHSE, Cybersecurity, Industry Compliance and Government Regulations
- Expertise and certifications on many platforms including
    - GE Proficy Ifix, VT SCADA, Ignition and ICONICS
    - Rockwell (Control/Compact/MicroLogix, FactoryTalk, SLC-500
    - Fiber Optic

In-house personnel to deliver full turn-key services including

Control Systems Engineering & Automation Project Management, Engineering Design, Measurement, PLC/RTU/MTU/HMI programming, Network/Radio/Coms Implementation, Panel Fabrication (UL-508a Certified), Drafting & Drawing Packages, Field I&E Installation, Calibration & Commissioning, SOP and System Standardization & Documentation, Training, Service and Support

Enterprise SCADA - Turnkey Solutions, Upgrades, Enhancements & Support, SCADA-as-a-Service Solutions, Infrastructure Design, Full Cloud Architecture Build and Hosting, Integration with Downstream Systems and Business Applications, High Performance HMI Standardization, Business Intelligence – KPIs, Smart Dashboards, Reporting, Historian and Database Configuration & Management, Polling Optimization & Alarm Rationalization, 24/7 Control Room Monitoring and Support

Expert Certificate Progress SOAP Engineering, LLC is currently in the final stages of obtaining ISA/IEC 62443 Certified System Integrator status through the ISA Global Cybersecurity Alliance (ISAGCA). This certification underscores our long-term commitment to implementing and maintaining secure-by-design industrial control systems, ensuring that clients like City of Seguin receive solutions that meet the highest standards of reliability, safety, and cybersecurity.

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1.2 Relevant Experience

1.2.1 Entiat SCADA NFH (National Fish Hatchery) Wastewater Treatment Plant

Beginning Date of Contract	Completion Date of Contract
September 2020	**January 2021**
Contract Value	$239,921.00
Type of Contract	Fixed Price

Scope of work

Designed and established Entiat National Fish Hatchery's first SCADA System at their Entiat, Washington location. The system is responsible for monitoring the 6 water wells, flow meters and pump systems at the hatchery. The scope involved complete design, procurement, configuration, installation and testing of a new SCADA System at the facility along with the respective PLCs, instrumentation, radio communication and camera system. The system is comprised of: A SCADA Workstation using Ignition Automation Software and a radio access point to communicate with multiple subscriber radios across 17 remote sites. An Allen Bradley 850 PLC Micro Controller was the PLC chosen to be installed on site. Multiple flow meters, level meters and temperature/pressure sensing devices were also installed to monitor and control the functionalities of the hatchery.

Activities	Platforms
• Project Management • PLC/DCS/HMI Programming • Design Engineering & Planning • Panel Fabrication • SOP and System Documentation • Drafting • Field Services – Installation, Calibration, and Commissioning • Training Construction	• **PLC** ✓ A-B MicroLogix • **HMI/SCADA** ✓ Ignition

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1.2.2 Project: City of Pecos, TX

Beginning Date of Contract	Completion Date of Contract
January 2021	September 2023
Contract Value	$1,314,159.00
Type of Contract	Fixed Price

Scope of work

This project involved the design, build, and construction activities covering the upgrade of the City's Water Supply SCADA System. The upgrade included demolition of existing equipment and installation of new control panels at 41 sites, including water wells, elevated storage tanks, booster pump stations, and the main city high service pump station. A new radio communication network was supplied and installed based on 5Ghz and 2Ghz radios including 26 Radio towers ranging from 40 ft to 100 ft in height Instrumentation upgrades were also performed to integrate into the new control system. New PLC program logic was developed for each location. The SCADA system provided was based on VTSCADA providing status and remote control for each site.

Activities	Platforms
• Project Management • PLC/DCS/HMI Programming • Design Engineering & Planning • Panel Fabrication • SOP and System Documentation Drafting • Field Services – Installation, Calibration, and Commissioning • Training • Demolition • Construction	• PLC ✓ Siemens, S7 1200 ✓ SCADAPack • HMI/SCADA ✓ VTSCADA ✓ Local Panel PC

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1.2.3 Project: MARATHON OIL

Beginning Date of Contract	Completion Date of Contract
01/20/2023	08/29/2026
Contract Value	$ 401,407
Type of Contract	T&M - MSA

Scope of work

This project involves field support services, providing qualified personnel, equipment, and materials as required to perform SCADA, instrumentation, and communications engineering support services, in support of the City's operations. All work is carried out on an as-requested basis, as and when directed by the City or designated project representative.

For this project included the design, assembly, programming, testing, and installation of SCADA and communications control panels, including support for PLC-based systems and network integration. It also involved the development of Issued for Construction (IFC) and As-Built drawings for multiple utility facilities, including field inspections, coordination of fiber optic communication interfaces, P&ID reviews, and development of electrical and control schematics.

Activities	Platforms
• PLC Programming • Onsite Troubleshooting • Project Management • Redundant Control Panel Design and Assembly • Fiber optic support for SCADA communications • Commissioning	• **PLC** ✓ A/B Control Logix • **HMI/SCADA** ✓ Aveva- Wonderware

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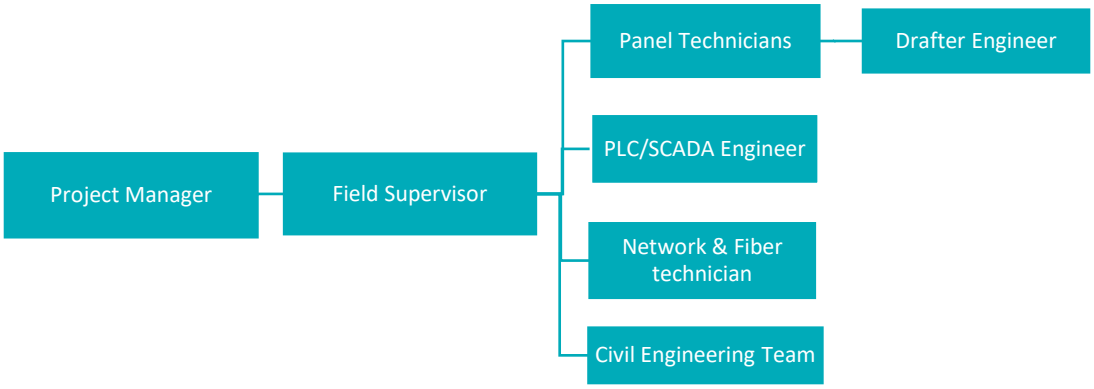
2 Proposed Project Team

SOAP Engineering LLC presents a highly experienced and skilled team to lead and execute this project. The organization chart below outlines the hierarchy and roles of the project team.



2.1 Roles and Responsibilities

2.1.1 Project Manager

- Serves as the primary point of contact with the City of Seguin and is responsible for the overall success of the project.
- Provides project planning, coordination, and management across the full project lifecycle.
- Tracks project progress and reports status, milestones, and any changes to the City to ensure alignment with project objectives.
- Manages the project schedule, budget, procurement, and cost control to ensure effective use of resources.
- Oversees scope management and ensures all contractual requirements and deliverables are met.
- Coordinates SCADA work windows, outages, and activities performed under City oversight.
- Ensures compliance with contract documents, technical specifications, quality standards, and City policies.
- Oversees project documentation, submittals, and final acceptance.

2.1.2 Field Supervisor

- Supports the execution of field activities and assists in maintaining installation quality in accordance with project requirements.
- Oversees day-to-day field activities at the PRV site, RNPP vault, and Niagara Meter sites.
- Participates in planning and coordination of field activities and helps define on-site technical tasks and work sequencing.
- Coordinates daily field work, site access, and installation activities for fiber, conduit, panels, and communication equipment.
- Verifies that field work generally follows approved drawings and specifications
- Performs field checks and supports Site Acceptance Testing (SAT) activities to confirm installation quality and system performance.
- Reviews installation and labeling prior to commissioning activities.
- Reports field progress, observations, and issues to the Project Manager.
- Serves as a point of coordination between field crews, the Project Manager, and City representatives during field activities.

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2.1.3 Panel Technicians

- Responsible for supporting the technical quality and integrity of control panel fabrication and installation activities.
- Performs panel assembly, internal wiring, labeling, and termination for PLCs, switches, power supplies, UPS, and communication devices.
- Works from approved drawings and specifications and coordinates with engineers as needed to support proper implementation.
- Assists in identifying and addressing discrepancies in panel construction to maintain acceptable technical quality.
- Supports panel testing, checkout, and documentation activities, including wiring diagrams and panel records.

2.1.4 PLC/SCADA Engineer

- Performs SCADA configuration and integration under City oversight.
- Develop and updates SCADA graphics, points, alarms, trends, and communication paths.
- Integrates PRV site controls and updates Niagara Meter communications via fiber network.
- Conducts SCADA testing and validation with City staff in the production environment.
- Provides SCADA backups and updated system documentation.
- Perform PLC Backup files.

2.1.5 Network & Fiber technician

- Supports installation, termination, and testing of single mode fiber optic infrastructure, both aerial and underground.
- Assists with fiber splicing activities, patch panel installation, and labeling in accordance with project requirements.
- Performs fiber testing activities
- Installs and supports network communication equipment such as media converters, SFP modules, and managed Ethernet switches.
- Verifies connectivity and communication paths to support SCADA system integration.
- Coordinates field activities with the Field Supervisor and reports progress or issues as required.

2.1.6 Drafter

- Develops and maintains project drawings, including panel layouts, wiring diagrams, and fiber diagrams.
- Produces as-built drawings reflecting final installed conditions.
- Prepare documentation packages including CAD and PDF deliverables.
- Supports compilation of O&M manuals, test reports, and final project records.

2.1.7 Civil Engineering Team

- Supports civil-related activities associated with the installation of fiber optic and SCADA infrastructure.
- Assists with coordination of conduit transitions, penetrations, and interface points between underground and above-ground installations.
- Supports installation of equipment mounting bases and minor structural supports as required.

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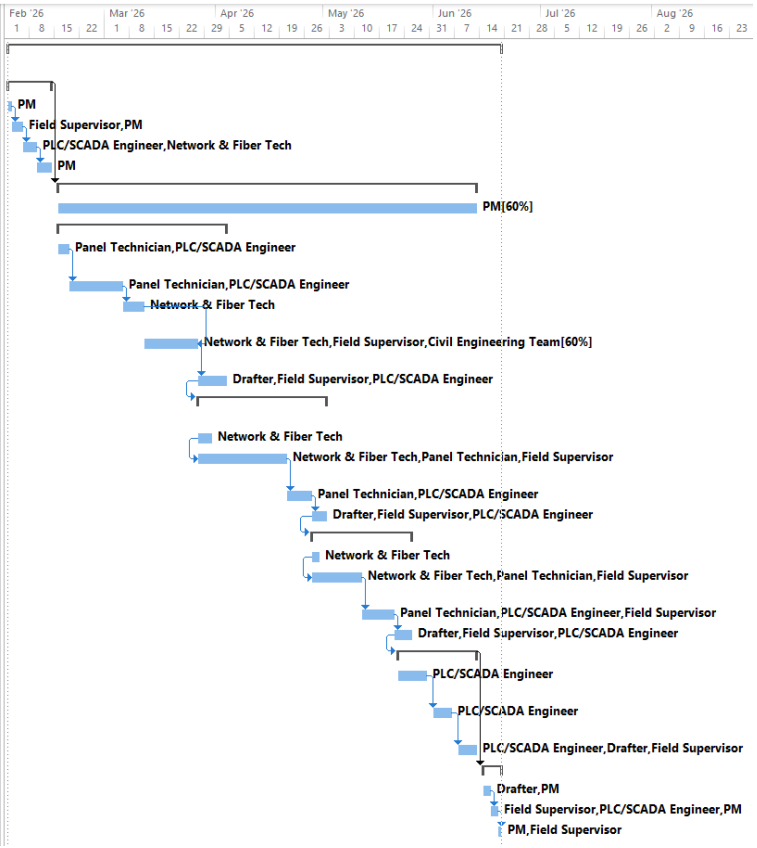
- Works in coordination with the Project Manager and Field Supervisor to align civil activities with site conditions and approved drawings.
- Verifies civil-related work generally comply with City requirements and project specifications.
- Coordinates civil scope activities to support fiber optic routing and equipment installation.

3 Project Timeline & Resource Allocation

3.1 Project Timeline

Task Mode	Task Name	Duration	Start	Finish
	Fiber Optic Communication Infrastructure & SCADA Integration	**100 days**	**Mon 2/2/26**	**Fri 6/19/26**
	Project Start & Site Survey	**10 days**	**Mon 2/2/26**	**Fri 2/13/26**
	Project Kickoff	1 day	Mon 2/2/26	Mon 2/2/26
	Site Surveys & Access Coordination	3 days	Tue 2/3/26	Thu 2/5/26
	Final Design & Hardware Review	2 days	Fri 2/6/26	Mon 2/9/26
	Material Procurement & Delivery Plan	4 days	Tue 2/10/26	Fri 2/13/26
	Execution	**85 days**	**Mon 2/16/26**	**Fri 6/12/26**
	Reporting and Update	85 days	Mon 2/16/26	Fri 6/12/26
	A. 8th Street PRV Site	**35 days**	**Mon 2/16/26**	**Fri 4/3/26**
	PRV-SCADA/Control Enclosure & Components	3 days	Mon 2/16/26	Wed 2/18/26
	PRV-Panel Wiring & Programming	11 days	Thu 2/19/26	Thu 3/5/26
	PRV-Communications Equipment (antenna, coax, radio)	4 days	Fri 3/6/26	Wed 3/11/26
	PRV-Conduit & Fiber Install, Termination, Testing	11 days	Thu 3/12/26	Thu 3/26/26
	PRV-Documentation	6 days	Fri 3/27/26	Fri 4/3/26
	B. 8th Street Vault Metering Site RNPP Vault	**26 days**	**Fri 3/27/26**	**Fri 5/1/26**
	RNPP-Communication Equipment	2 days	Fri 3/27/26	Mon 3/30/26
	RNPP-Conduit Adaption, Patch Panel Install, Splicing, Testing	17 days	Fri 3/27/26	Mon 4/20/26
	RNPP-Wiring & Commissioning	5 days	Tue 4/21/26	Mon 4/27/26
	RNPP-Documentation	4 days	Tue 4/28/26	Fri 5/1/26
	C. Niagara Meter Sites (Two Sites)	**20 days**	**Tue 4/28/26**	**Mon 5/25/26**
	NM-Communication Equipment	2 days	Tue 4/28/26	Wed 4/29/26
	NM-Fiber Termination, Conduit Adaption, Consumables	10 days	Tue 4/28/26	Mon 5/11/26
	NM-Wiring & Commissioning	7 days	Tue 5/12/26	Wed 5/20/26
	NM-Documentation	3 days	Thu 5/21/26	Mon 5/25/26
	D. SCADA Server Modification	**16 days**	**Fri 5/22/26**	**Fri 6/12/26**
	SCS-Screen Development, Point Additions	6 days	Fri 5/22/26	Fri 5/29/26
	SCS-Communication Updates, Alarms, Trends	5 days	Mon 6/1/26	Fri 6/5/26
	SCS-Testing & Documentation	5 days	Mon 6/8/26	Fri 6/12/26
	Project Closeout	**5 days**	**Mon 6/15/26**	**Fri 6/19/26**
	As-Built Drawing Finalization	2 days	Mon 6/15/26	Tue 6/16/26
	O&M Manuals & Final Documentation	2 days	Wed 6/17/26	Thu 6/18/26
	Final Walkthrough & Acceptance	1 day	Fri 6/19/26	Fri 6/19/26



3.2 Resource Allocation

Resource	Allocation
Project Manager	100%
Field Supervisor	90%
Panel Technicians	65%
PLC/SCADA Engineer	75%
Network & Fiber technician	60%
Drafter	25%
Civil Engineering Team	10%

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4 References for Similar SCADA Projects

4.1 Project: Town of Wenham, MA - Water Department SCADA System upgrade

Beginning Date of Contract	Completion Date of Contract
May 2021	July 2021
Contract Value	$125,000.00
Type of Contract	Fixed Price
Contact	**Name:** Victoria Masone **Role:** Professional Engineer **Telephone:** (978) 853-5112 **Email:** victoria@vmconsultingllc.com

Scope of work

The purpose of this project was to upgrade the SCADA communications infrastructure to FM radio and refresh several areas of the SCADA system that are beyond their expected service life. The refresh involved replacing SLC 5/04 and associated I/O Modules with Compact Logix L33 systems and upgrading PanelView touchscreens. An additional Remote Panel was upgraded. All panels were outfitted with new FM transceivers and antennas. The system was installed on site and configured to communicate with a new SCADA server with a new SCADA Application developed on the GE iFix platform.

Activities	Platforms
• Project Management • PLC/DCS/HMI Programming • Design Engineering & Planning • Panel Fabrication • SOP and System Documentation • Drafting • Field Services Installation, Calibration, and Commissioning • Training	• **PLC** ✓ A-B CompactLogix ✓ A-B MicroLogix 1400 • **HMI/SCADA** ✓ GE iFix ✓ PanelView Plus 1000

4.2 SE1054 - Project: ATF Fire Research Lab- PLC Upgrade and Replacement

Beginning Date of Contract	Completion Date of Contract
August 2024	April 2025
Contract Value	$ 133,529.00
Type of Contract	Fixed Price
Contact	**Name:** Jason P. Ouellette **Role:** FRL Laboratory Section Chief **Telephone:** 240-753-2509 **Email:** Jason.Ouellette@atf.gov

Scope of work

The scope of this project involved the complete replacement and upgrade of legacy PLC systems, including the discontinued SLC 5/05, and CompactLogix 1500 controllers, with new CompactLogix 5380 and CompactLogix 5370-L30ER controllers, respectively. Program logic was migrated from the existing to the new Compact Logix Controllers. Device Net cabling was upgraded to Ethernet IP. Comprehensive logic of program testing was performed to verify functionality. Support was provided to integrate the new programs with the existing GE iFIX SCADA platform.

Activities	Platforms

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• Project Management • Design Engineering & Planning • PLC/DCS/HMI Programming • SOP and System Documentation Drafting • Field Services – Installation, Calibration, and Commissioning	• **PLC** ✓ CompactLogix 5380 ✓ CompactLogix 5370-L30ER

4.3 Project: City of Abilene, TX

Beginning Date of Contract	Completion Date of Contract
March 2022	October 2023
Contract Value	$784,000.00
Type of Contract	Fixed Price
Contact	Name: Donald Mattern Role: Professional Engineer Telephone: (325) 864-7090 Email: donald.mattern@e-ht.com

Scope of work

This project involved the upgrade and improvement of the existing SCADA system at the Abilene Northeast Water Treatment Plant which included replacement of 6 PLCS covering, all clarifiers, filter trains, caustic, and polymer systems as supply of new Plant Master and Air Scour Valve Control Panels. The original systems were obsolete based on Bristol Babcock, SCADAPack, Allen-Bradley and MicroLogix 1400. The old systems were demolished and replaced with new PLCs and Control Panels. Various Instruments were supplied and installed including Chlorine analyzers, Turbidity meters, Flow meters, Scales, Level Indicating Transmitters. New programs were developed for all the replaced PLCs and integration with the new Aveva
System Platform SCADA application. A major component for the project was an extensive network of conduit and wiring from the main control panel to all filters and sensors in the filtration gallery

Activities	Platforms
• Project Management • PLC/DCS/HMI Programming • Panel Fabrication • SOP and System Documentation • Drafting • Field Services – Installation, Calibration, and Commissioning • Training	• PLC ✓ A-B CompactLogix ✓ A-B MicroLogix • HMI/SCADA ✓ PanelView ✓ Wonderware AVEVA

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ADDENDUM FORM
Bid # AF-2026-25

Receipt is hereby acknowledged of the following Addenda to the Specifications:

ADDENDUM NO. 1 DATED 01/07/2026
ADDENDUM NO. 2 DATED 01/13/2026
ADDENDUM NO. 3 DATED 01/20/2026
ADDENDUM NO. 4 DATED _____
ADDENDUM NO. 5 DATED _____
ADDENDUM NO. 6 DATED _____

- **The Undersigned affirms that it is duly authorized to submit this bid, that this bid has not been prepared in collusion with any other bidder, and that the content of this bid as to prices, terms, or conditions of said bid has not been communicated to any other bidder prior to the official opening of this bid.**
- **The Undersigned certifies that pursuant to Section 2270.002 of the Texas Government Code, Bidder does not boycott Israel and will not boycott Israel during the term of the contract resulting from this solicitation.**
- **The Undersigned certifies that pursuant to S.B 19, Bidder does not boycott energy companies and will not boycott energy companies during the term of the contract.**
- **The Undersigned certifies that pursuant to S.B. 13, Bidder does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and will not discriminate during the term of the contract against a firearm entity or firearm trade association.**

SOAP SCADA, LLC
Company Name

Vigar Anwar
Authorized Signature

1334 Brittmoore RD, Suite 1001
Address

Vigar Anwar
Printed Name

Houston, TX 77043
City, State, Zip Code

President
Title

(281) 635 - 2387
Phone No.

1/28/2026
Date

Email Address: viq.anwar@soapeng.com

Bid # AF-2026-25
DUE DATE: January 13, 2026

BASE BID					
Item No.	**Description**	**Unit**	**Estimated Quantity**	**Bid Unit Price**	**Bid Price**
1	Fiber Optic Communications Infrastructure & SCADA Integration – 8th Street Corridor	LS	1	$132,296	$132,296
Base Bid Items Total					$132,296

PRICE BREAKDOWN (NON-BINDING – FOR CITY EVALUATION)
(This section is informational only. The Base Bid governs.)

A. 8th Street PRV Site

Description	Price
SCADA/Control Enclosure & Components	$ 25,256.70
Panel Wiring & Programming	$ 11,318.10
Communications Equipment (antenna, coax, radio)	$13,679.34
Conduit & Fiber Install, Termination, Testing	$14,476.48
Documentation	$ 4,813.18
PRV Site Subtotal	**$** 69,543.81

B. 8th Street Vault Metering Site (RNPP Vault)

Description	Price
Communications Equipment	$ 7,795.00
Conduit, Patch Panel Install, Splicing, Testing	$ 7,189.00
Wiring & Commissioning	$ 6,216.52
Documentation	$ 1,255.61
Vault Site Subtotal	**$**22,456.14

C. Niagara Meter Sites (Two Sites)

Description	Price
Communications Equipment	$ 7,749.34
Fiber Termination, Conduit Adaption, Consumables	$ 7,730.64
Wiring & Programming	$ 7,989.15
Documentation	$ 2,092.69
Niagara Sites Subtotal	**$**25,561.82

D. SCADA Server Modifications

Description	Price
Screen Development, Point Additions	$ 7,102.83
Communications Updates, Alarms, Trends	$ 2,917.45
Testing & Documentation	$ 4,714.70
SCADA Server Subtotal	**$**14,734.99

Total (For Reference Only)

$ 132,296.76

BIDDER'S EXCEPTION FORM
Bid # AF-2026-25

This form must be completed and signed by an authorized representative of the company. Failure to do so may cause total bid to be rejected. If no exceptions are to proposed, indicate by stating "No Exceptions to Specifications" and sign in the appropriate space.

STATEMENT OF BIDDER:

WE PROPOSE THE FOLLOWING EXCEPTIONS TO THE SPECIFICATIONS:

SECTION	PAGE/ PARAGRAPH #	EXCEPTION
N/A	N/A	N/A

NOTE: If additional pages are needed, attach to the back of this page and note "See Page 2-Deviations" on this page.

SOAP SCADA, LLC
Company Name

Authorized Signature

CERTIFICATE OF CORPORATE BIDDER
AF-2026-25

CERTIFICATE OF CORPORATE BIDDER

I, Vigar Anwar, certify that I am President (title)

Of the corporation named as Bidder herein; that Vigar Anwar who signed this bid on behalf of the Bidder, was then President (title) of said corporation; that said bid was duly signed for and on behalf of said corporation by authority of its governing body and is within the scope of its corporate powers.

Signature of Officer: Vigar

Type or Print Name: Vigar Anwar

Title of Officer: President

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. *See* Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 **Name of vendor who has a business relationship with local governmental entity.**

SOAP SCADA, LLC

2 ☐ **Check this box if you are filing an update to a previously filed questionnaire.** (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 **Name of local government officer about whom the information is being disclosed.**

_____

Name of Officer

4 **Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.**

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

☐ Yes ☒ No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

☐ Yes ☒ No

5 **Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.**

6 ☐ Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7 _____ 1/15/2026

Signature of vendor doing business with the governmental entity — Date

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY
CERTIFICATION OF FILING

Certificate Number:
2026-1408197

Date Filed:
01/14/2026

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

SOAP SCADA, LLC
Houston, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of Seguin

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

AF-2026-25
Fiber Optic Communication Infrastructure & SCADA Integration

4 Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
		Controlling	Intermediary

5 Check only if there is NO Interested Party. [X]

6 UNSWORN DECLARATION

My name is _____, and my date of birth is _____.

My address is _____, _____, _____, _____, _____.
(city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in _____ County, State of _____, on the _____ day of _____, 20_____.
(month) (year)

Viga Anwar, President
Signature of authorized agent of contracting business entity
(Declarant)

CITY OF SEGUIN
INSURANCE REQUIREMENT AFFIDAVIT

To be Completed By Appropriate Insurance Agent

and submitted with bid proposal.

I, the undersigned Agent/Broker, certify that the insurance requirements contained in this bid document have been reviewed by me with the below identified Contractor. If the below identified Contractor is awarded this contract by the City of Seguin, I will be able to, within ten (10) days after being notified of such award, furnish a valid insurance certificate to the City meeting all of the requirements defined in this bid.

Agent (Signature)

Tracy DeBoer
Agent (Print)

Name of Agency/Broker: HILL GROUP CENTRAL dba AL THURMOND AGENCY

Address of Agent/Broker: 14800 ST MARY'S LANE, STE. 235

City/State/Zip: HOUSTON, TEXAS 77079

Agent/Broker Telephone #: (281) 201-0252

CONTRACTOR'S NAME: SOAP SCADA, LLC
(Print or Type)

NOTE TO AGENT/BROKER

If this time requirement is not met, the City has the right to invalidate the bid award and award the contract to the next lowest bidder meeting specifications. Should an awarded bid be invalidated the Contractor may be liable for breach of contract. If you have any questions concerning these requirements, please contact the Purchasing Manager for the City of Seguin at (830) 401-2451

CHAIMAA DRIOUECH

Project Manager

PROFESSIONAL PROFILE

- Software Engineer with 10+ years of Project and SCADA Management experience in engineering, information systems, and technology projects for Water and Waste Water, Manufacturing, and supporting industries.
- Proven track record in managing full life-cycle software project integration:
  - Requirements gathering and identification of deliverables
  - Project scheduling and planning
  - Leadership of full life-cycle SCADA and software integration projects including SCADA Master plans
  - Project implementation and final commissioning
- Extensive knowledge of SCADA systems:
  - Supervisory Control and Data Acquisition (SCADA) systems
  - Programmable Logic Controllers (PLCs)
  - Human-Machine Interfaces (HMIs)
  - Data warehousing and conversion
  - Programming languages relevant to SCADA and automation

HIGHLIGHTS

- SCADA/HMI Experience
  - Ignition 8.1 (Vision and Perspective)
  - ICONICS Genesis 32/64
- Programming Languages and Tools
  - JavaScript
  - Python
  - NodeJS
  - SQL
  - MySQL
  - SAP
  - MongoDB
  - Power BI
  - Microsoft SQL Server
  - Microsoft Azure

PROFESSIONAL EXPERIENCE

SOAP ENGINEERING

Senior Project Engineer

Achievements and Duties

Project: OXY OMAN | ICONICS

SCADA System Migration

- Assessed the existing Genesis32 setup, including all configurations, integrations, and customizations
- Established clear goals for the migration, such as improved performance, enhanced security, and new feature utilization
- Led and Overseed the design and development of screens/symbol library for the visualization and control of information according to the client's requirements
- Conducted extensive testing in a testing environment before full deployment to identify and resolve any issues
- Implemented database modifications and upgrades to enhance SCADA system functionality
- Ran the old and new systems in parallel for a period to ensure the new system performs as expected

without disrupting operations
- Provided regular updates on the migration progress and addressed any issues promptly
- Documented all project phases, contributing to clear and comprehensive project records

Project: Willard, Oregon | ICONICS
SCADA ALARM UPGRADE

- Defined Scope and Objectives by clearly outlining the project scope, objectives, and deliverables. Ensure all stakeholders are aligned
- Developed a Project Plan by creating a detailed project plan that includes timelines, milestones, resource allocation, and risk management strategies
- Prepared and managed the project budget, ensuring all expenses are tracked and within the allocated funds
- Led a team of developers and technicians to develop a detailed design for the SCADA system, including the layout of new panels, placement of radio antennas, and network architecture
- Overseed the design of the SCADA system, ensuring it meets all technical requirements and standards
- Ensured the new panels and radio antennas are properly integrated with the ICONICS SCADA system
- Supervised the configuration of ICONICS software, including AlarmWorX64, and conducted thorough testing to ensure system reliability
- Conducted regular team meetings to monitor progress, address issues, and ensure effective communication
- Provided regular updates to stakeholders on project progress, challenges, and any changes to the plan
- Organized training sessions for operators and maintenance staff on the new SCADA system and its features
- Created comprehensive documentation covering the system design, configuration settings, and operational procedures

Project: Pilot Water, South Texas | ICONICS/Web Application
Saltwater Disposal Facilities

- Developed a Python/Flask web app to streamline truck ticketing and automate data collection
- Built a performant front-end with vanilla JavaScript for efficient tracking of truck movements
- Created a web app for SCADA system performance reports, using Flask for backend processing and JavaScript for dynamic charts
- Integrated web apps with SCADA systems, ensuring real-time data flow using Python and communication protocols
- Developed RESTful APIs with Flask to facilitate data exchange between web apps and backend systems

Odfjell Terminal Automation System | Ignition
PLC/SCADA Support and Upgrade

- Developed and implemented upgrades for HMIs, and SCADA Ignition systems, ensuring seamless integration with terminal operations and terminal business management system (TMS)
- Ensured the automation system was robust, reliable, and user-friendly, meeting the needs of operators in the central control room
- Designed the system for future scalability, incorporating 15% spare capacity for expansion and trending of future data
- Implemented seamless interfaces with various terminal systems, including PLCs, VFDs, truck scales, radar gauges, Coriolis Mass Flow meters, rail scales, and SAP-based TMS
- Enabled remote accessibility for troubleshooting and system modifications, improving operational flexibility and efficiency
- Monitored and controlled terminal operations such as product storage, alarm conditions, pneumatic valves, pumps, tank levels, and temperature
- Created systems to trend and log data (e.g., tank levels, temperature, pressure, utility usage) for compliance and

operational insights, with reporting capabilities for daily and monthly usage

- Managed truck, rail, and marine loading/unloading operations, including the control of multiple simultaneous transfers to and from storage units
- Implemented PID control and Stop Gauge calculations for truck and rail transfers, working in conjunction with TMS for marine calculations
- Developed pre-transfer screens, forms for Marine Vapor Control System compliance, and transfer-related reports for operator interface and graphical display

Machine Saver Inc.

IIoT Coding Partner

Achievements and Duties:

- Responsible for the design and development of vibration monitoring systems connected to triaxial vibration sensors and Proximity Probes utilizing Python, JavaScript, NodeJS
- Creating Dashboards and implementing UI techniques to store and visualize vibration data (Frequency Domain (Spectrum) and Time Domain) utilizing JavaScript, HTML, CSS and AWS services
- Providing guidance and assistance to customers to integrate quality work products by using our sensors and collecting/processing vibration data analysis

Still Associates

Organizational Development Manager

Achievements and Duties:

- Responsible for hiring, on-boarding, mentoring and retaining talent in a diverse team of architects, technicians and engineers
- Broke down a full projects plan into incremental deliveries and track the team's work against those steps
- Worked closely with managing leaders to continuously improve the overall development processes
- Contributed to tripling human capital and doubling profit from 5.6 million (MAD) in 2016 to 12 million (MAD) in 2017

Uniforce Group (IBM Partner)

Programmer & IBM Certified Consultant

Achievements and Duties:

- Designed and Developed IBM web-based applications (front-end and back-end) with focus on usability and scalability based on business requirements
- Production support and troubleshooting for existing applications
- Worked with senior developers in solving new and existing technical issues
- Worked with business analysts, functional users and interacted with other developers to translate business requirements into technical ideas and ensure that code functionality meets requirements

EDUCATION

MS of Science in Management for Scientists
BS of Engineering in Computer Science Applied to Business Management
Data Analytics Certificate program

COLE SHARRAH, MECHANICAL ENGINEER
Panel Technicians

Professional Profile

- Detail-oriented mechanical engineer with 9 years of experience in commissioning, design, implementation, and maintenance of SCADA automation systems in oil and gas, wastewater, flood water and fish and wildlife industries.
- Experience and knowledge overseeing installation, testing, commissioning and maintenance activities for plant equipment.
- Expertise with industrial control systems design, automation, PLC programming, and SCADA configuration.
- Proven ability to provide technical support to operations teams during pre-commissioning, commissioning start-up C shut down.
- Thrives in high-pressure and challenging work environments.

Highlights s Certifications

- Extensive Development C Support experience.
- Led commissioning efforts, ensuring on-time and within-budget completion.
- Successfully resolved complex mechanical issues during commissioning, minimizing downtime and resulting in optimized resource allocation.
- Experience supporting fiber optic scope activities related to control panels, including installation of fiber patch panels, coordination of terminations, and verification of fiber connectivity for SCADA communications.
- Ignition Core Certification – System Integrator (Inductive Automation)
- Samsara Implementation – Cloud Monitoring
- Experience with Kepware OPC connections
- Experience with GE iFIX SCADA software

Professional Experience

SOAP ENGINEERING 2018 to Present

Commissioning Engineer | Automation & Equipment Technician | Field Superintendent | Support & Monitoring Engineer

Highly skilled engineer who can train personnel, manage projects, and collaborate with external contractors. Played a vital role in ensuring successful project execution participating in the development of
Achievements and Duties:

Project: ConocoPhillips, Kermit, TX IsE

Maintenance and Modification

- Conducted pre-commissioning inspections of mechanical systems and equipment.
- Analyzed complex engineering drawings and technical specifications to accurately commission electrical, mechanical, pneumatic, hydraulic systems in manufacturing plants.
- Oversaw the installation and assembly of mechanical systems, ensuring adherence to design and safety standards.
- Directed maintenance for onsite equipment for oil wells, tank batteries and facilities.
- Proactively identify opportunities for process improvement and optimization.
- Designed and developed screens for the visualization and control of information to meet requirements.
- Documented and reported on all commissioning activities, ensuring that mechanical systems were

properly calibrated and operational in accordance with safety protocols.

Project: City of Abilene, Abilene, TX Water Treatment Plant SCADA Upgrade

- Collaborate closely with clients, project managers, and other team members to gather requirements, define project scope, and develop technical specifications.
- Communicate findings and recommendations to senior management and stakeholders through clear and concise reports and presentations.
- Contribute to strategic planning initiatives by providing insights and recommendations based on data analysis.
- Panel Building and procurement of materials.
- Directed onsite installation.
- Assist in troubleshooting and resolving technical issues and challenges encountered during the development and deployment phases.

Project: Town of Pecos City, Reeves County, TX Water System SCADA Improvements

- Presented detailed technical reports to senior management regarding maintenance requirements for the new equipment.
- Optimized production processes through regular maintenance checks that ensured optimal performance of equipment.
- Panel Building and procurement of materials.
- Directed onsite installation.

Project: Town of Wenham Water Department, Wenham MA, TX SCADA System and Communication Upgrade

- Managed the migration of old GE iFIX software to newest stable version.
- Enhanced radio communication and testing for reliable communication.
- Conducted manlift operation for antenna installations
- Presented detailed technical reports to senior management regarding maintenance requirements for the new equipment.

Project: Perdure Petroleum LLC, Wellman TX Gas Compressor Relocation

- Inspected machines daily during commissioning process, identifying potential hazardous situations or outdated components before they became critical problems.
- Oversaw the installation and assembly of mechanical systems, ensuring adherence to design and safety standards.

Project: Flowserve Corporation, Houston TX Panel Building

- Thoroughly tested each installed system and its associated control panels until it met customer specifications.
- SCADA system installation and communication.
- Oversaw the installation and assembly of mechanical systems, ensuring adherence to design and safety standards.

Project: **Entiat National Fish Hatchery, Entiat WA Fish Hatchery System Health Monitoring**

- Developed commissioning reports documenting equipment performance and operational parameters.
- Designed and implemented the Ignition SCADA system.
- Conducted the installation of field equipment.

Project: **Perdure Petroleum LLC, Wellman TX, Denver City TX Radio System Installation**

- Troubleshot problems quickly and effectively by utilizing expertise in instrument calibration C testing techniques to identify potential issues before they occurred minimizing downtime
- Conducted the installation of field equipment.
- Created datapoints in Samsara's website to pull values from the IOT devices on site.

Project: **Southwest Water Company, Houston TX, Dallas TX Wastewater Management**

- Meticulously tested safety protocols for equipment installation according to established guidelines while ensuring compliance with industry standards at all times.

Project: **Army Corp of Engineers, Vicksburg MS Floodwater Monitoring and Control**

- SCADA server built with Ignition software.
- Oversaw the installation and assembly of mechanical systems, ensuring adherence to design and safety standards.

Project: **Olympus Energy, Canonsburg PA, remote work from Houston TX Upstream Gas Well Monitoring**

- Interpret and analyze complex data sets to derive meaningful insights and support decision-making processes.
- Developed detailed scopes-of-work for each project including timeframes, staff requirements and budget allocations which enabled successful completion within allocated timelines and budgets without any overruns or delays incurred during execution phase.
- Directed maintenance, monitoring and expansion of the existing SCADA system and SQL database for new well sites added to the system.
- Lead system migration from Azure cloud to new cloud environment.
- Trained junior engineers and technicians in commissioning procedures and best practices.
- Advised clients on proper operation procedures while providing training sessions for operators and technicians across various departments increasing operator efficiency.
- Developed commissioning reports documenting equipment performance and operational parameters.

CRISTIAN GOMEZ
Drafter Engineer

PROFESSIONAL PROFILE

- Petroleum Engineer with 4+ year of experience
- Specific skills in Oil and Gas Upstream and Midstream
- Experience and knowledge in industrial control systems design, PLC programming, and SCADA configuration
- Development experience in Engineering documentation including I/O lists, Cause and Effects, Control Narratives, FDS
- Experience developing fiber optic–related engineering documentation, including fiber diagrams, panel layouts, labeling details, and as-built drawings supporting SCADA and communication networks.
- Experience in control panel wiring, field installation and startup/commissioning

HIGHLIGHTS

- PLC Platform Experience
  - SCADAPack 350, 470, 470i
  - Allen-Bradley CompactLogix, ControlLogix (Studio 5000)
- SCADA/HMI Experience
  - Ignition 8.1 (Vision and Perspective) - Gold Certified
  - ICONICS Genesis 32/64
  - VTScada
- Programming Languages
  - JavaScript
  - Python
  - SQL
  - Power BI

PROFESSIONAL EXPERIENCE

SOAP ENGINEERING

Project Engineer
Achievements and Duties

SOAP's Universal SCADA Migration Automated Resource Translator (USMART) Tool Development

- Ensured data integrity throughout the migration process, safeguarding critical information and minimizing disruption
- Implemented customizable export options to meet diverse user requirements and enhance flexibility
- Designed a user-friendly interface to facilitate ease of use and improve user experience during the migration
- Simplified the organization and structuring of data to support a successful transition and improve overall workflow
- Developed export functionalities from Clear SCADA to streamline data transfer processes
- Created input mechanisms into Ignition to ensure seamless integration and operational continuity

Olympus Energy, Canonsburg PA, Houston TX | Ignition
Upstream Gas Well Monitoring

- Contribute to creating project scopes, including timelines, staffing needs, and budget estimates, to support successful project completion

- Support the maintenance and monitoring of the existing SCADA system and SQL database as new well sites are added
- Contributed to the migration of the system from Ignition version 7.9 to version 8.1
- Trained junior engineers and technicians in commissioning procedures and best practices
- Developed commissioning reports documenting equipment performance and operational parameters

Pilot Water, South Texas | ICONICS
Saltwater Disposal Facilities

- Developed a Python/Flask web app to streamline truck ticketing and automate data collection
- Built a performant front-end with vanilla JavaScript for efficient tracking of truck movements
- Created a web app for SCADA system performance reports, using Flask for backend processing and JavaScript for dynamic charts
- Integrated web apps with SCADA systems, ensuring real-time data flow using Python and communication protocols
- Developed RESTful APIs with Flask to facilitate data exchange between web apps and backend systems

OXY OMAN | ICONICS
SCADA System Migration

- Analysis and acquisition of information from the SCADA system, through ICONICS 9, PLC and HMI
- Building of base information and configuration in ICONICS 10
- Developed and maintained historical databases, enhancing data retrieval and analysis capabilities while overseeing screen design, symbols, QA testing, documentation
- Design and development of screens for the visualization and control of information according to the client's requirements
- Alarm testing
- Conducted thorough testing and validation of database systems on laboratory servers, ensuring reliability and accuracy
- Documented all project phases, contributing to clear and comprehensive project records
- Implemented database modifications and upgrades to enhance SCADA system functionality

Rockcliff Energy | SCADA System Integration with ProdView

- Developed a scheduled script using Ignition Gateway Event Script to automate the export of real-time data every 4 hours, ensuring continuous data flow to ProdView.

- Configured user-defined variables for the execution timeframe and export frequency, allowing easy modifications by the Rockcliff SCADA Admin team.
- Utilized the svc_ignition account to implement secure and efficient execution of the scheduled export script.

- Created new Tag Variables for daily Pressure and Temperature averages, enabling precise data extraction for export.
- Designed and implemented a .csv export format compatible with ProdView, ensuring smooth data integration for further analysis.
- Automated the generation and loading of .csv files to a defined network folder, preparing them for transfer to a secure FTP site (FTP process excluded from scope).
- Set up user-defined network folder variables for flexible configuration and ease of adjustment by the Rockcliff SCADA Admin team.
- Ensured remote development and testing from SOAP office, maintaining project timelines and quality standards.

HALLIBURTON

Petroleum Engineer

- Led the planning, coordination, and execution of works and projects, ensuring efficient and timely completion according to client specifications
- Provided expert advisory services to clients in the areas of hydraulic oil, pneumatics, and machinery maintenance, ensuring optimal system performance and troubleshooting
- Utilized CAD software for design, projection, and the manufacturing of prototypes and projects tailored to customer requirements, ensuring precision and functionality
- Managed system operations for organizing orders and jobs, eliminating delivery errors, and reducing warranty claims, resulting in enhanced operational reliability
- Supervised personnel, optimizing team performance to meet deadlines and improve efficiency in the workplace
- Improved operational efficiency through effective tool and inventory management, minimizing downtime and ensuring smoother workflows

ECOPETROL

Petroleum Engineer

Achievements and Duties:

- Designed and Developed IBM web-based applications (front-end and back-end) with focus on usability and scalability based on business requirements.
- Production support and troubleshooting for existing applications.
- Worked with senior developers in solving new and existing technical issues.
- Worked with business analysts, functional users and interacted with other developers to translate business requirements into technical ideas and ensure that code functionality meets requirements.

EDUCATION

B.S. Petroleum Engineer
Occupational Health and Safety Management Systems Certificate Program

Sohaib Ayub, Field Supervisor

Highlights & Certification

11+ years of experience as a Technical Control Engineer Expert in SCADA System improvements specializes in system design, high performance HMI & SCADA system improvements including extensive experience in large scale automation projects, PLC programing, and development experience – including Ladder Logic Programming, Function Block Diagram (FBD), Sequential Flow Chart (SFC), and Structured Control Language (STL)

Summary of Qualifications

SCADA Platforms	PLC/RTU/EFM	Other
ClearSCADA	Allen Bradley	Factory Acceptance Testing (FAT)
Factory Talk	Rockwell Automation	HMI Development
VTScada	SCADA Pack	Modbus TCP/IP
Ignition	Modicon	DCOM
Panel View	Omron	
Panel Builder	Triconex	

Professional Experience

SOAP Engineering
Sr. Engineering/Programmer

Worsley Alumnia Remote Monitoring

- Designed Remote monitoring for an Australian plant to monitor the status of their pumps using VTScada
- Created templated dashboards to visual the entire plant as well as certain areas
- Created data templates within VTScada in order to easily add and maintain pumps

US Fish and Wildlife Services Entiat Fish Hatchery (2020-Present)

- Designing the panel and the arrangements of components in the panel.
- Engineering the installation of sensors
- Engineering Documents, CAD Drawings & Functional Design Specification
- Programing the MOXA IO module.
- Programing and Ubiquity Radios and Access point, creating a network setup for the site.
- Bringing the existing flow meters and PLC to SCADA (Ignition)
- Conduit laying, wire pulling, sensor installation and wire termination.
- Logistics, for the Project.
- Commissioning and SAT

Jackrabbit Road Public Utilities SCADA Upgrade (2020 – Present)

- Served as site supervisor for construction of concrete pavement and duct banks
- Managed SOAP team to build and deliver 17 PLC panels

- Designed and configured plant wide SCADA system for the city Wastewater Treatment Plant utilizing VTScada.

CIRCON (Intergulf) (2019)

- Retrieving the SCADA (FactoryTalk) system from a crashed server and reviving the plant by installing a new server
- Programing and communicating the Flow meters with CompactLogix PLC via Modbus TCP/IP.
- Creating Tags in the PLC and bringing the values in the SCADA (FactoryTalk) and historian
- Clearing the Historian 5 years data and archiving it. To increase the responsive interaction with current and relevant data.

Targa (2019)

- Programing and commissioning support for CompactLogix and MicroLogix PLCs, Install, wire and troubleshoot Input and Output Modules.
- Modbus TCP/IP communication with HESS system, sending Flow totalizer values.
- By passing and forcing values on live running plant, to maintain the operation, while running on the secondary safety systems.

Grand Canyon National Park (2018)

- VFD (Eton, Phoenix Contact, Hitachi, Durapulse, Yaskawa and ABB) programing for water and wastewater plant, including troubleshooting sensors and motors problems

Army Corps of Engineers- Vicksburg MS (2018)

- Programing of Allen Bradley MicroLogix 1400 to get the levels of land and river side, and control the gates and pumps, through Ignition SCADA Software
- Add wireless transmitter to get the land side level. Bring it in to the PLC and then to SCADA

City of Pearland, TX (2017)

- Retrofitting of MicroLogix (SLC-5) to CompactLogix
- Programing of PID loop to control a pump to keep the pressure in the line constant
- PanelView HMI installation and troubleshooting

Badger Midstream Gas Plant SCADA upgrade (2016-2017)

- Automating, Upgrading, Programming, and Commissioning of FactoryTalk SCADA Upgrade
- Designed IO list, cause and effect, and control wiring diagrams of the client
- Programming FactoryTalk View Historian Reports
- Designing the Tags and Panel

NOV (National Oilwell Varco) (2012-2015)

- Designing and commissioning control cabinets for mud pumps
- Siemens ranging from S5 series to S7 series, depending on clients' needs
- HMI from Omron, red-lion or Siemens
- Designing P&ID on AutoCAD, Panel drawings and cause and effect of the design
- Commissioning for FAT testing

- Ordering compatible PLC modules and extinction cards according to the specification of the field equipment

Shell – Artic Challenger (2012)

- Implementation of designed and developed PLC control system for a barge Arctic Challenger, A Shell Oil Spill Cleaning project, Allen Bradley SLC500 PLC for control and HIMA for fire and safety
- Loop testing & troubleshooting the I/O Points
- Analyzed and reviewed customer P&ID's and list generated of I/O and cause and effect diagrams for booster stations
- Used RS-Logix 5000 Rockwell software, PLC-5, HIMA and Silworx

SEGUIN TEXAS

It's real.

Memorandum

To: Mayor and City Council Members

From: Melissa Reynolds, P.E., MPA, CFM, City Engineer

Through: Steve Parker, City Manager

Subject: Resolution of the City Council of the City of Seguin, Texas to authorize a reimbursement agreement with Guadalupe Valley Electric COOP (GVEC) for overhead electrical infrastructure in the Cordova Road Project; authorizing the City Manager to enter into a reimbursement agreement.

Date: March 17, 2026

Historical Background

In August 2021, the City of Seguin was awarded funding through the Alamo Area Metropolitan Planning Organization (AAMPO) for the STBG-Road Widening Off System, Cordova Road Project. The project will widen Cordova Road from State Highway 46 to State Highway 123 to four (4) lanes and include a median and shared use paths on both sides. Guadalupe County is a partner in this project and will contribute to the local match required for this funding source.

In August 2022, City Council awarded a professional services contract for engineering with Pape-Dawson Engineers, Inc. for engineering and design services of the Cordova Road Project CSJ #0915-46-052. The project is currently at 90% design and waiting to complete the ROW acquisition. Utility relocation is the next task to be completed before project is let for construction. GVEC is one Utility company that requires their infrastructure to be relocated.

In December 19, 2025, the City received notice from the Guadalupe Valley Electric COOP (GVEC) requesting reimbursement for costs associated with the relocation of their infrastructure along Cordova Road Project location, from Hwy 46 to SH 123. GVEC has already executed design work to begin the relocation of their underground infrastructure to facilitate the construction on the Cordova Road Project. There are two reimbursement agreements with a total cost estimated in the amount of $928,243.98. The utility relocation effort has been split into two sections due to the available ROW acquisition and the notice to proceed will be issued with two different dates. This expense is for relocation of their overhead electrical infrastructure located outside the City's existing right-of-way and inside a GVEC easement.

In February 3, 2026, the City Council approved the reimbursement amount of $1,363,689.38 for the underground utilities located between Huber Road and SH 123 inside GVEC easements.

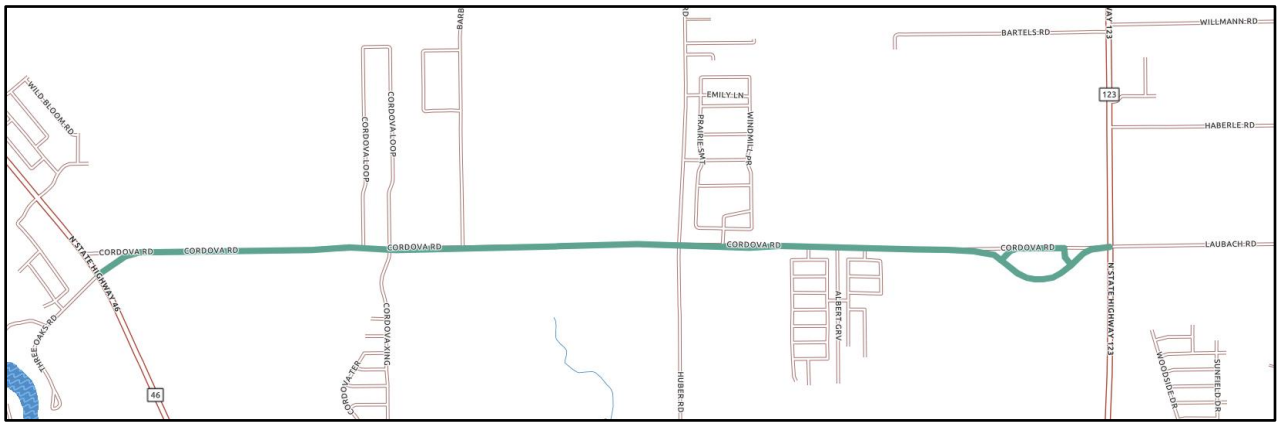

Figure 1: Cordova Road Project Limits

Action Requested

It is recommended that the reimbursement agreement be authorized for the amount of $928,243.98; provided all proper documentation is received from GVEC.

GVEC Utility Relocation (overhead) from SH 46 to Huber Road	$446,161.16
GVEC Utility Relocation (overhead) from Huber Road to SH 123	$482,082.82
Total GVEC Utility Relocation (overhead) cost	$928,243.98

Procurement Methodology & Funding Source

Funding for this project has been secured through bonds. This project was budgeted for in this fiscal year's CIP budget.

Staff Recommendation

Staff recommends the authorization for the Reimbursement Agreement with GVEC in the amount of $928,243.98.

ATTACHMENTS

1. 2026.03.17 Resolution GVEC OH Reimbursement Agreement
2. GVEC OH Reimbursement Agreement (Huber to SH 123)
3. GVEC OH Reimbursement Agreement (Huber to SH 46)

CITY OF SEGUIN **RESOLUTION NO. 2026R-XX**

STATE OF TEXAS

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEGUIN, TEXAS TO AUTHORIZE A REIMBURSEMENT AGREEMENT WITH GUADALUPE VALLEY ELECTRIC COOP (GVEC) FOR OVERHEAD ELECTRICAL INFRASTRUCTURE IN THE CORDOVA ROAD PROJECT; AUTHORIZING THE CITY MANAGER TO ENTER INTO A REIMBURSEMENT AGREEMENT WITH GVEC.

WHEREAS, the City of Seguin was awarded funding through the Alamo Area Metropolitan Planning Organization (AAMPO) for the STBG-Road Widening Off System, Cordova Road Project. The project will widen Cordova Road from State Highway 46 to State Highway 123 to four (4) lanes and include a median and shared use paths on both sides; and

WHEREAS, the Guadalupe County is a partner in this project and will contribute to the local match required for this funding source; and

WHEREAS, the Reimbursement agreement is for the overhead electrical infrastructure located in the Cordova Road Project; and

WHEREAS, the City requires GVEC to design and relocate the overhead infrastructure currently located in a GVEC easement; and

WHEREAS, GVEC is requesting 32% reimbursement for the costs to relocate the overhead electrical infrastructure in the estimated amount of $928,243.98, which includes $446,161.16 for utility relocation from SH 46 to Huber Road and $482,082.82 for utility relocation from Huber Road to SH 123.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Seguin, Texas:

SECTION 1. The City Council hereby authorizes the reimbursement agreement in the amount of $928,243.98 with GVEC for the relocation of overhead electrical infrastructure in the Cordova Road Project.

SECTION 2. The City Manager, Steve Parker, is authorized to execute a reimbursement agreement with GVEC for the Cordova Road Project.

SECTION 3. This resolution is effective on the date of its passing.

PASSED AND APPROVED THIS 17th DAY OF MARCH 2026.

Donna Dodgen
Mayor

ATTEST:

Kristin Mueller
City Secretary

Project Name: Cordova Road Improvements

Contract/PO No:_____

Vendor No: _____

UTILITY COOPERATIVE AGREEMENT

This Agreement is made and entered into this_____ day of_____, 2025 by and between the City of Seguin, herein referred to as ("**CITY**"), and Guadalupe Valley Electric Cooperative Inc., herein referred to as ("**UTILITY**").

RECITALS

WHEREAS, the **CITY** has deemed it necessary to make road and facility improvements along Cordova Road between Huber Rd and Hwy 46, herein referred to as the "**PROJECT**", located within the limits of the Guadalupe County, Texas; and

WHEREAS, the proposed roadway improvements will necessitate the installation, adjustment, removal, and/or relocation of certain GVEC owned facilities of the **UTILITY** as indicated in the following statement of work: The **UTILITY** is agreeable to design, construct, and relocate as necessary all electric poles, electric lines, fiber lines, electric meters, electric transformers, appurtenances and per the existing Franchise Agreement along the **PROJECT** so as not to be in conflict with any of the proposed improvements such as but not limited to roadway pavement structure, curb & gutters, sidewalks, multiuse paths, drainage structures, traffic conduits & pull boxes, concrete driveways, medians, landscaping; and

WHEREAS, the **UTILITY** has submitted and the **CITY** has approved the **PROJECT** estimate and payment plan for such electrical installations, adjustments, removals, and/or relocations as shown in the attached Exhibit A; and

WHEREAS, the **UTILITY** has requested that the **CITY** obtain any additional utility easements necessary for the **PROJECT** as shown in the attached Exhibit B.

NOW, **THERFORE**, in consideration of the covenants and agreements herein contained, the parties mutually agree as follows:

Upon execution of this agreement by the parties hereto the **CITY** will, by written notice, authorize the **UTILITY** to proceed with the necessary electric utility design, material procurement, installations, adjustments, removals, and/or relocations. The **UTILITY** agrees to proceed in such a manner that will not result in avoidable delay or interference with the **PROJECT**. Should the **UTILITY** by its actions cause interference or delay resulting in the imposition of damages upon the **CITY** by a third party, **UTILITY** agrees to be responsible for said damages.

Upon approval of design, the **UTILITY** will carry out said electric utility installations, adjustments, removals, and/or relocations in accordance with the **PROJECT** after the **CITY** acquires all necessary utility easements and issues a Notice-to-Proceed to the **UTILITY**. **PROJECT** timeline will be adjusted accordingly due to delays beyond the control of the **UTILITY**, which shall include but not be limited to delays caused by the relocation of other utilities (Telecommunications providers), unforeseen material/industry delays, floods, epidemics, adverse weather, or acts of God.

The **CITY** shall pay the **UTILITY** in accordance with the payment timeline supported by the attached Exhibit A.

Both parties shall comply with all federal, state, and local laws and ordinances applicable to the work called for herein. Buy America and Build America, Buy America (BABA) provisions are not applicable to this project.

The **UTILITY** and **CITY** agree that both Parties, each through their public officials, employers, and agents, shall each be responsible for their own negligent acts or omissions or other tortuous conduct in the course of performance of this Agreement, without waiving any sovereign or governmental immunity available to **CITY**. By entering into this Agreement, the Parties do not create any obligations, express or implied, other than those set forth herein, and this Agreement will not create any rights in third Parties not signatories hereto. In the event that any portion of this agreement is determined to be void, unconstitutional or otherwise unenforceable, the remainder of this agreement shall remain in full force and effect.

This agreement incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, agreements, and understandings have been merged in this written agreement. No prior agreement or understandings,

verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this agreement. The terms of this agreement are lawful; performances of all duties and obligations herein shall conform with and do not contravene any applicable state, local, or federal statues, regulations, rules, or ordinances.

This agreement shall not be altered, modified or amended except by an instrument in writing and executed by the parties hereto.

The signatories to this agreement warrant that each has the authority to enter into this agreement on behalf of the part represented.

IN WITNESS WHEREOF, the parties have set their hands and seals this day and year set forth below.

CITY OF SEGUIN, TEXAS

BY:_____ DATE: _____
STEVE PARKER, CITY MANAGER

ATTEST:

BY: _____ DATE:_____
CITY SECRETARY

APPROVED AS TO FORM:

BY: _____ DATE:_____
CITY ATTORNEY

GUADALUPE VALLEY ELECTRIC COOPERATIVE, INC.

BY:_____ DATE: _____
DISTRIBUTION DESIGN
& PLANNING MANAGER

ATTEST:

BY: _____ DATE:_____
EXECUTIVE ASSISTANT

THE STATE OF TEXAS)(
COUNTY OF_____)(

Before me, the undersigned authority, on this day personally appeared_____, known to me to be the person and officer whose name is subscribed to the foregoing instrument, and acknowledged to me to be the person who executed the same as the act and deed of Guadalupe Valley Electric Cooperative, Inc., for the purposes and consideration therein expressed. Given under my hand and seal of office, this the_____day of _____, 2025

_____
Notary Public, State of Texas

Exhibit A

12/4/2025

City of Seguin
205 N. River Street
Seguin, TX 78155
Attn: Steve Parker

RE: Cost Estimate for Cordova Road Overhead Utility Relocations

Project Description:

Overhead relocation Construction/Equipment	
Engineering, Design, Staking,	$100,000.00
Construction Labor	$808,469.35
Material	$424,184.26
Fiber Relocation Material/Labor	$61,600.00
Estimated Total:	**$1,394,253.61**
Eligibility Ratio:	**32%**
GVEC Responsibility:	**$948,092.45**
City of Seguin Responsibility:	**$446,161.16**

Summary of Payments and Estimation of timeline for Distribution Line and Service Deployment:

Down Payment for Project (50% of Cities cost)……$223,080.58 - Jan 2026
Mobilization……1/1/2026 – 2/2/2026
Electric Construction……2/1/2026- 1/1/2027
Fiber Construction……6/1/2026-3/1/2027
Final Payment (Remaining 50% of Cities estimated cost)……$223,080.58- 4/1/2027
Pole Retirement(Timeline dependent on attacher schedule)……TBD

IMPORTANT NOTE: Costs subject to changes due to final design, construction conditions, supply chain and volatile pricing on materials. Project True Up will be for actual costs incurred for engineering, surveying, labor, material and equipment used.

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Work Order Number: 2003910
Serv Location: 158599
SML: 64559074
EML: T64559073002
Trans Pole#: P64559073004
Meter Pole#: P64559074001
Customer Name: QUOTE-CORDOVA RD SIP - DBL TO BARBAROSSA
Serv Addr: CORDOVA RD at HUBER RD
Serv City: 78155 - Seguin
Taxing City: No City
State: TX, **Zip:** 78155

County: 6 - GUADALUPE
Franchise: 0 - No Franchise
Board District: 4 - SHAWN MARTINEZ
School District: 31 - Navarro ISD
Service Lineman: 05 - Seguin Area 1
District Office: 20 - Seguin District Office
Work Plan: 140 ALL OTHER
Easement: U.E.

Gate Combo: N/A

Staked By: M & S 3
Staked Date: 2024-06-10
Drawn By: M & S 1
Drawn Date: 2024-07-16
Checked By:
Checked Date:

DT#: N/A
DT Date: N/A
ROW: N/A
HWY Permit: N/A

Feeder: R301
Substation: GERONIMO
Phase: BCA
Primary Voltage: 14.4
Secondary Voltage: 120/240

Comments: PRELIMINARY DESIGN. OH FACILITIES RELOCATION FOR CORDOVA ROAD WIDENING.
Overhead: +3664' -3482'= +182'
Underground: -0-
Secondary: -192'
Service: -0-

SHEET 1 OF 2

PRELIMINARY DESIGN.
FOR REVIEW ONLY.

ASSOCIATED OH WO's:
1980423
2003914

NEW POLES TO BE LOCATED 2' INTO DEDICATED UTILITY EASEMENTS.

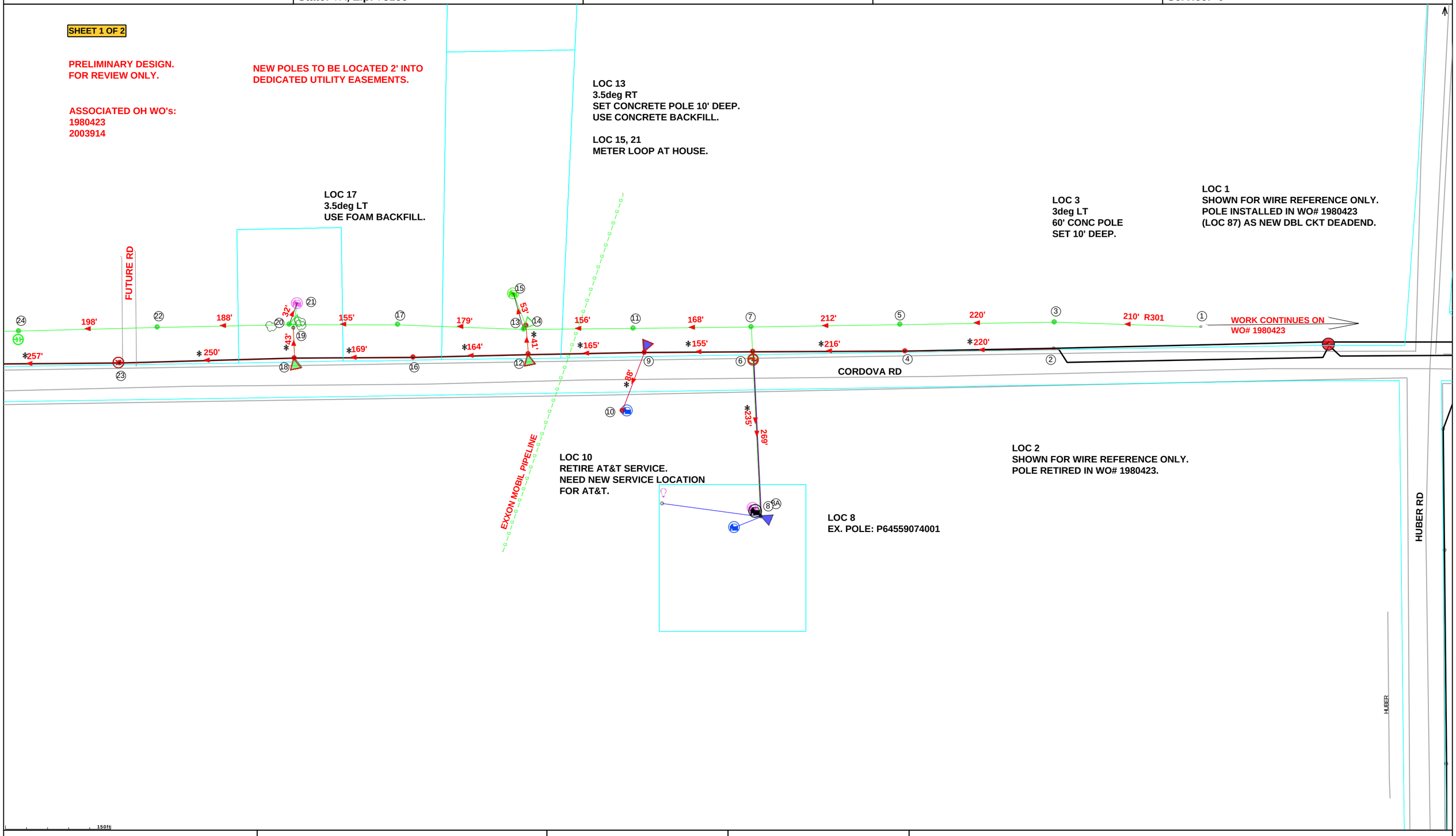
LOC 13
3.5deg RT
SET CONCRETE POLE 10' DEEP.
USE CONCRETE BACKFILL.

LOC 15, 21
METER LOOP AT HOUSE.

LOC 17
3.5deg LT
USE FOAM BACKFILL.

LOC 3
3deg LT
60' CONC POLE
SET 10' DEEP.

LOC 1
SHOWN FOR WIRE REFERENCE ONLY.
POLE INSTALLED IN WO# 1980423
(LOC 87) AS NEW DBL CKT DEADEND.



LOC 10
RETIRE AT&T SERVICE.
NEED NEW SERVICE LOCATION
FOR AT&T.

LOC 8
EX. POLE: P64559074001

LOC 2
SHOWN FOR WIRE REFERENCE ONLY.
POLE RETIRED IN WO# 1980423.

XFMR #	Transformers and Service	GVEC Meter	Completion	Job Briefing	
Install _____ Serial # _____ KVA _____ Removed _____ Serial # _____ KVA _____	Date: _____ Time: _____AM PM Voltage: LG-1_____ LG-2_____ L-L_____	Added _____ Reuse _____ Removed _____	Completed By: Date: Meter Set: ☐ Yes ☐ No Voltage:_____	____ Hazards ____ Work Procedures ____ Special Precautions ____ Energy Source Controls ____ (lockout/tagout) ____ PPE	Employee-in-Charge Signature _____ Date: _____ Time:_____ Employee Signatures: _____ _____

EXHIBIT B: PAGE 2 OF 7

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Work Order Number: 2003910
Serv Location: 158599
SML: 64559074
EML: T64559073002
Trans Pole#: P64559073004
Meter Pole#: P64559074001
Customer Name: QUOTE-CORDOVA RD SIP - DBL TO BARBAROSSA
Serv Addr: CORDOVA RD at HUBER RD
Serv City: 78155 **-** Seguin
Taxing City: No City
State: TX**, Zip:** 78155

County: 6 - GUADALUPE
Franchise: 0 - No Franchise
Board District: 4 - SHAWN MARTINEZ
School District: 31 - Navarro ISD
Service Lineman: 05 - Seguin Area 1
District Office: 20 - Seguin District Office
Work Plan: 140 ALL OTHER
Easement: U.E.

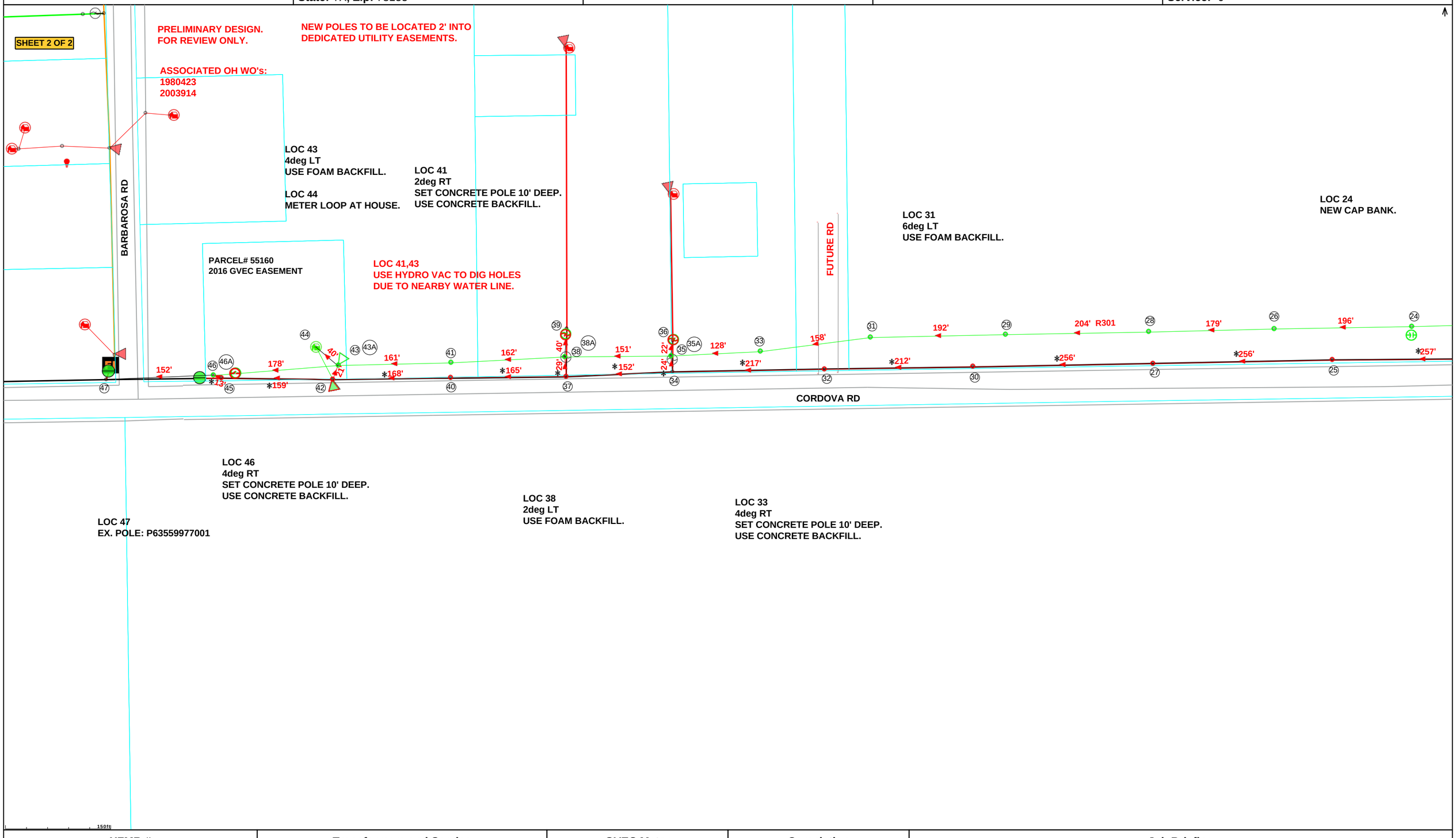
Gate Combo: N/A

Staked By: M & S 3
Staked Date: 2024-06-10
Drawn By: M & S 1
Drawn Date: 2024-07-16
Checked By:
Checked Date:

DT#: N/A
DT Date: N/A
ROW: N/A
HWY Permit: N/A

Feeder: R301
Substation: GERONIMO
Phase: BCA
Primary Voltage: 14.4
Secondary Voltage: 120/240

Comments: PRELIMINARY DESIGN. OH FACILITIES RELOCATION FOR CORDOVA ROAD WIDENING.
Overhead: +3664' -3482'= +182'
Underground: -0-
Secondary: -192'
Service: -0-



XFMR #	Transformers and Service	GVEC Meter	Completion	Job Briefing	
Install _____	Date: _____ Time: _____AM PM	Added _____	Completed By:	____ Hazards	Employee-in-Charge Signature
Serial # _____			Date:	____ Work Procedures	_____
KVA _____	Voltage: LG-1_____	Reuse _____	Meter Set:	____ Special Precautions	Date: _____ Time:_____
Removed _____			☐ Yes ☐ No	____ Energy Source Controls	Employee Signatures:
Serial # _____	LG-2_____	Removed _____		____ (lockout/tagout)	_____
KVA _____			Voltage:_____	____ PPE	_____
	L-L_____				

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Work Order Number: 2003914
Serv Location: 155195
SML: 63559973
EML: T63559973002
Trans Pole#: P63559973008
Meter Pole#: P63559973008
Customer Name: QUOTE-CORDOVA RD SIP-BARBAROSSA TO SH 46
Serv Addr: CORDOVA RD at SH-46
Serv City: 78155 **-** Seguin
Taxing City: No City
State: TX**, Zip:** 78155

County: 6 - GUADALUPE
Franchise: 0 - No Franchise
Board District: 4 - SHAWN MARTINEZ
School District: 31 - Navarro ISD
Service Lineman: 05 - Seguin Area 1
District Office: 20 - Seguin District Office
Work Plan: 140 ALL OTHER
Easement: P.U.E.

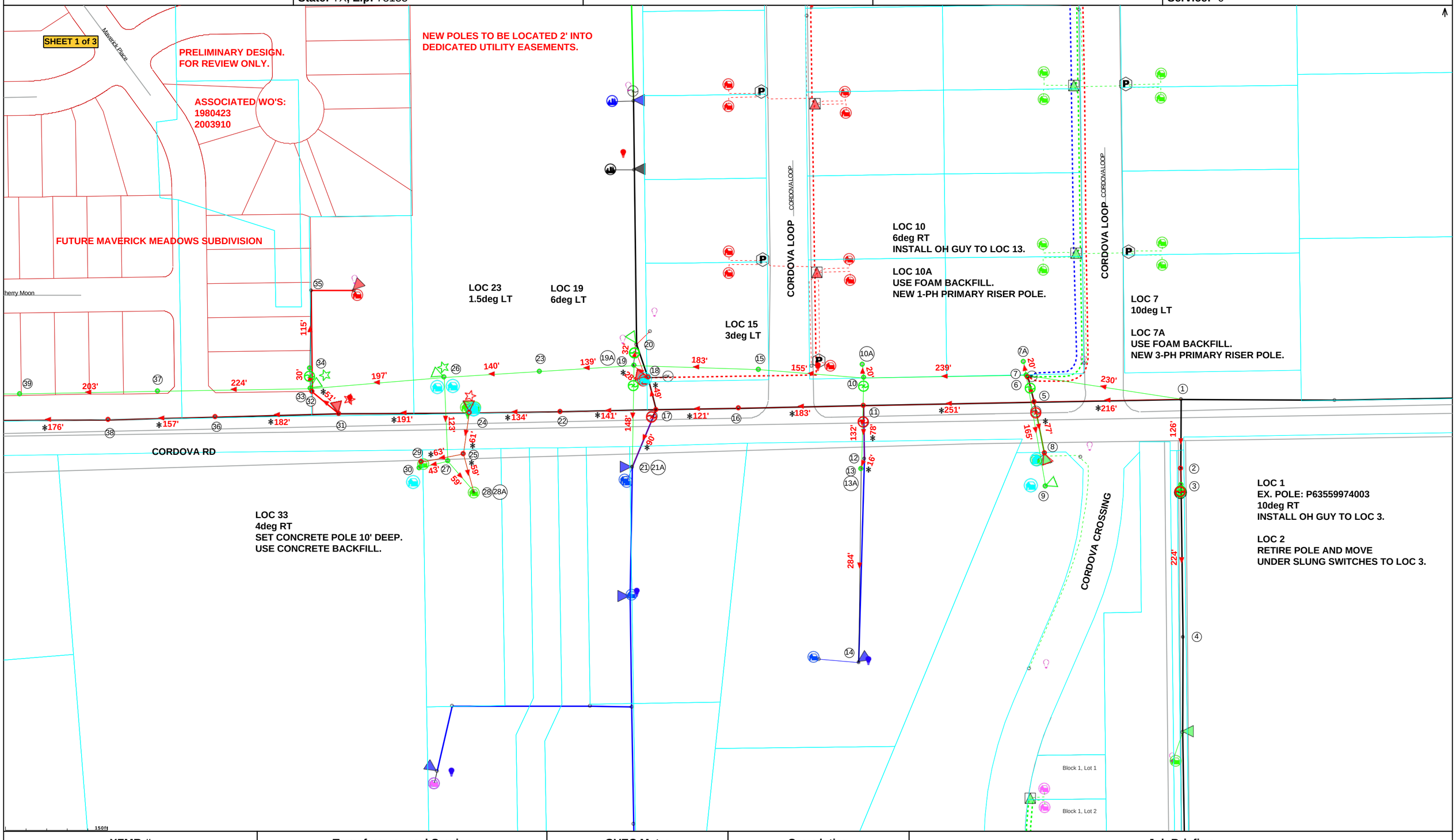
Gate Combo: N/A

Staked By: M & S 3
Staked Date: 2024-06-12
Drawn By: M & S 1
Drawn Date: 2024-07-22
Checked By:
Checked Date:

DT#: PENDING
DT Date:
ROW: N/A
HWY Permit: 1

Feeder: R301
Substation: GERONIMO
Phase: A
Primary Voltage: 14.4
Secondary Voltage: 120/240

Comments: PRELIMINARY DESIGN. FOR REVIEW ONLY.
Overhead: +6084' -6082'= +2'
Underground: -0-
Secondary: +225' -243'= -18'
Service: -0-



XFMR #	Transformers and Service	GVEC Meter	Completion	Job Briefing	
Install _____	Date: _____ Time: _____AM PM	Added _____	Completed By:	____ Hazards	Employee-in-Charge Signature
Serial # _____			Date:	____ Work Procedures	_____
KVA _____	Voltage: LG-1_____	Reuse _____	Meter Set:	____ Special Precautions	Date: _____ Time:_____
Removed _____			☐ Yes ☐ No	____ Energy Source Controls	Employee Signatures:
Serial # _____	LG-2_____	Removed _____		____ (lockout/tagout)	_____
KVA _____			Voltage:_____	____ PPE	_____
	L-L_____				

gvec Delivering more.™

Work Order Number: 2003914
Serv Location: 155195
SML: 63559973
EML: T63559973002
Trans Pole#: P63559973008
Meter Pole#: P63559973008
Customer Name: QUOTE-CORDOVA RD SIP-BARBAROSSA TO SH 46
Serv Addr: CORDOVA RD at SH-46
Serv City: 78155 **-** Seguin
Taxing City: No City
State: TX**, Zip:** 78155

County: 6 - GUADALUPE
Franchise: 0 - No Franchise
Board District: 4 - SHAWN MARTINEZ
School District: 31 - Navarro ISD
Service Lineman: 05 - Seguin Area 1
District Office: 20 - Seguin District Office
Work Plan: 140 ALL OTHER
Easement: P.U.E.

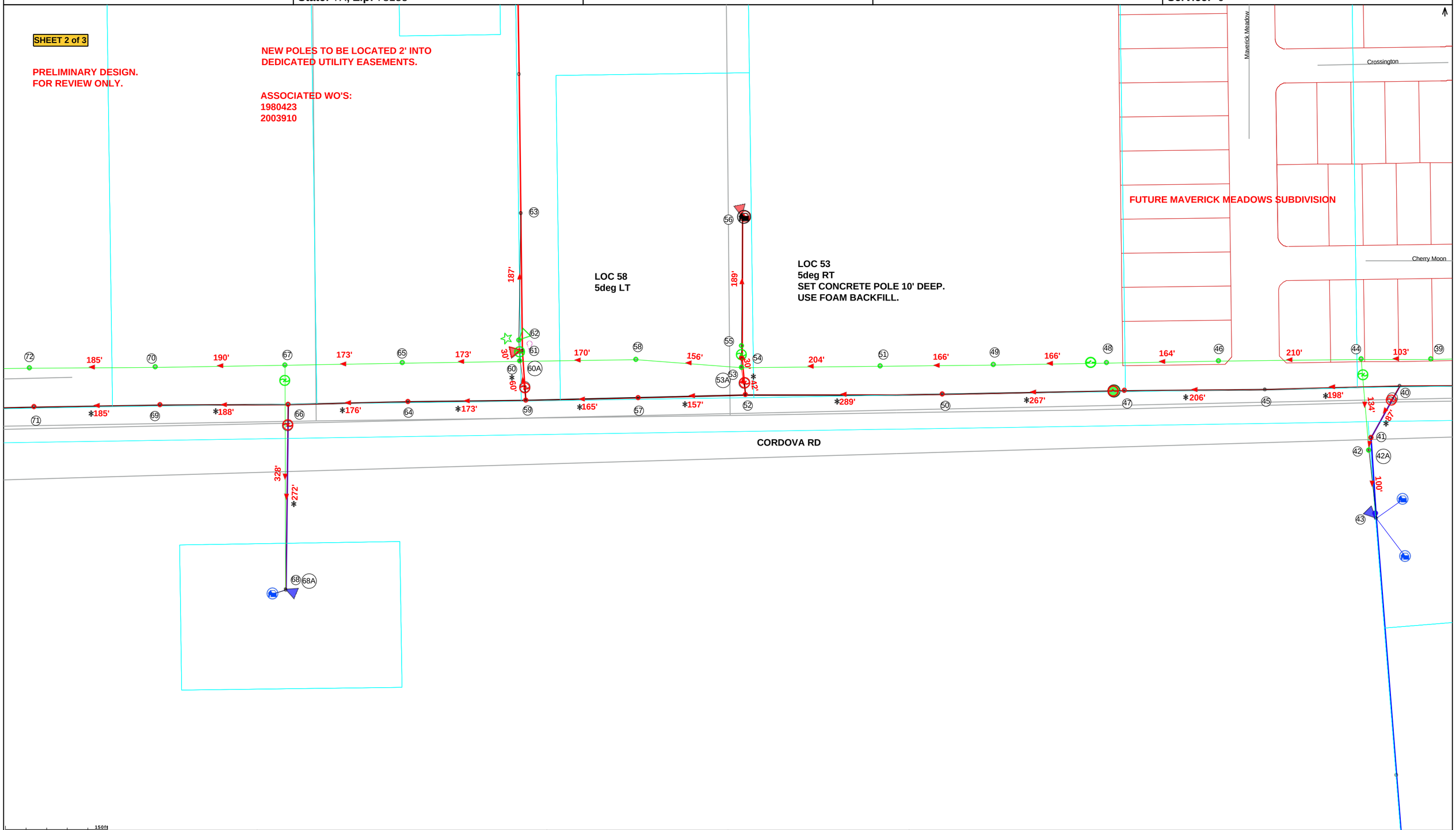
Gate Combo: N/A

Staked By: M & S 3
Staked Date: 2024-06-12
Drawn By: M & S 1
Drawn Date: 2024-07-22
Checked By:
Checked Date:

DT#: PENDING
DT Date:
ROW: N/A
HWY Permit: 1

Feeder: R301
Substation: GERONIMO
Phase: A
Primary Voltage: 14.4
Secondary Voltage: 120/240

Comments: PRELIMINARY DESIGN. FOR REVIEW ONLY.
Overhead: +6084' -6082'= +2'
Underground: -0-
Secondary: +225' -243'= -18'
Service: -0-



XFMR #	Transformers and Service	GVEC Meter	Completion	Job Briefing	
Install _____	Date: _____ Time: _____AM PM	Added _____	Completed By:	____ Hazards	Employee-in-Charge Signature
Serial # _____			Date:	____ Work Procedures	_____
KVA _____	Voltage: LG-1_____	Reuse _____	Meter Set:	____ Special Precautions	Date: _____ Time:_____
Removed _____			☐ Yes ☐ No	____ Energy Source Controls	Employee Signatures:
Serial # _____	LG-2_____	Removed _____		____ (lockout/tagout)	_____
KVA _____			Voltage:_____	____ PPE	_____
	L-L_____				

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Work Order Number: 2003914
Serv Location: 155195
SML: 63559973
EML: T63559973002
Trans Pole#: P63559973008
Meter Pole#: P63559973008
Customer Name: QUOTE-CORDOVA RD SIP-BARBAROSSA TO SH 46
Serv Addr: CORDOVA RD at SH-46
Serv City: 78155 **-** Seguin
Taxing City: No City
State: TX**, Zip:** 78155

County: 6 - GUADALUPE
Franchise: 0 - No Franchise
Board District: 4 - SHAWN MARTINEZ
School District: 31 - Navarro ISD
Service Lineman: 05 - Seguin Area 1
District Office: 20 - Seguin District Office
Work Plan: 140 ALL OTHER
Easement: P.U.E.

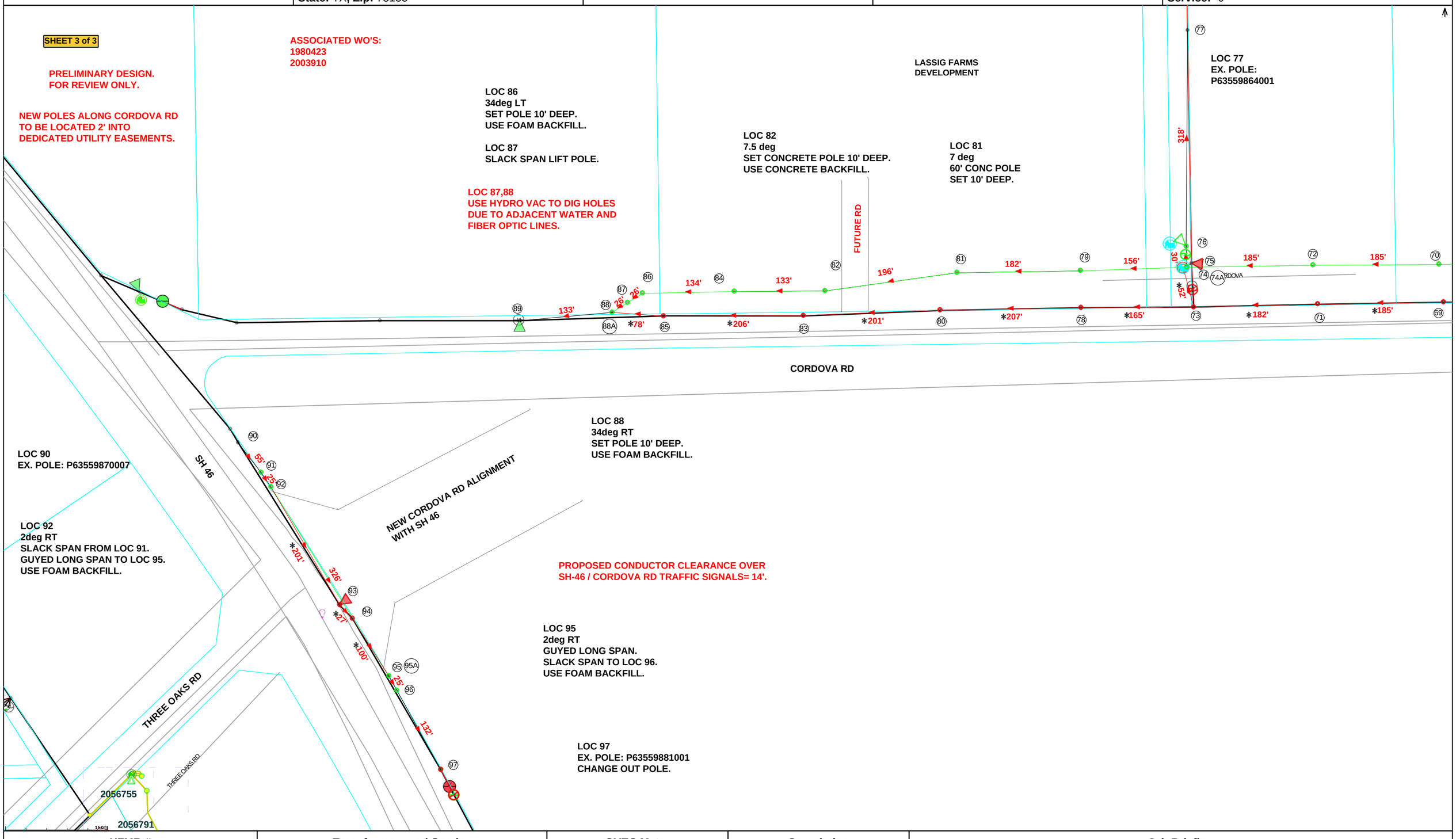
Gate Combo: N/A

Staked By: M & S 3
Staked Date: 2024-06-12
Drawn By: M & S 1
Drawn Date: 2024-07-22
Checked By:
Checked Date:

DT#: PENDING
DT Date:
ROW: N/A
HWY Permit: 1

Feeder: R301
Substation: GERONIMO
Phase: A
Primary Voltage: 14.4
Secondary Voltage: 120/240

Comments: PRELIMINARY DESIGN. FOR REVIEW ONLY.
Overhead: +6084' -6082'= +2'
Underground: -0-
Secondary: +225' -243'= -18'
Service: -0-



XFMR #	Transformers and Service	GVEC Meter	Completion	Job Briefing	
Install _____	Date: _____ Time: _____AM PM	Added _____	Completed By:	____ Hazards	Employee-in-Charge Signature
Serial # _____			Date:	____ Work Procedures	_____
KVA _____	Voltage: LG-1_____	Reuse _____	Meter Set:	____ Special Precautions	Date: _____ Time:_____
Removed _____			☐ Yes ☐ No	____ Energy Source Controls	Employee Signatures:
Serial # _____	LG-2_____	Removed _____		____ (lockout/tagout)	_____
KVA _____			Voltage:_____	____ PPE	_____
	L-L_____				

EXHIBIT B: PAGE 6 OF 7

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Work Order Number: 2011116
Serv Location: 120142
SML: 63559972
EML: T63559972001
Trans Pole#: P63559972005
Meter Pole#: P63559972005
Customer Name: CORDOVA RD SIP UG - CORDOVA LP
Serv Addr: CORDOVA RD at CORDOVA LOOP
Serv City: 78155 - Seguin
Taxing City: No City
State: TX, **Zip:** 78155

County: 6 - GUADALUPE
Franchise: 0 - No Franchise
Board District: 4 - SHAWN MARTINEZ
School District: 31 - Navarro ISD
Service Lineman: 05 - Seguin Area 1
District Office: 20 - Seguin District Office
Work Plan: 140 ALL OTHER
Easement: U.E.

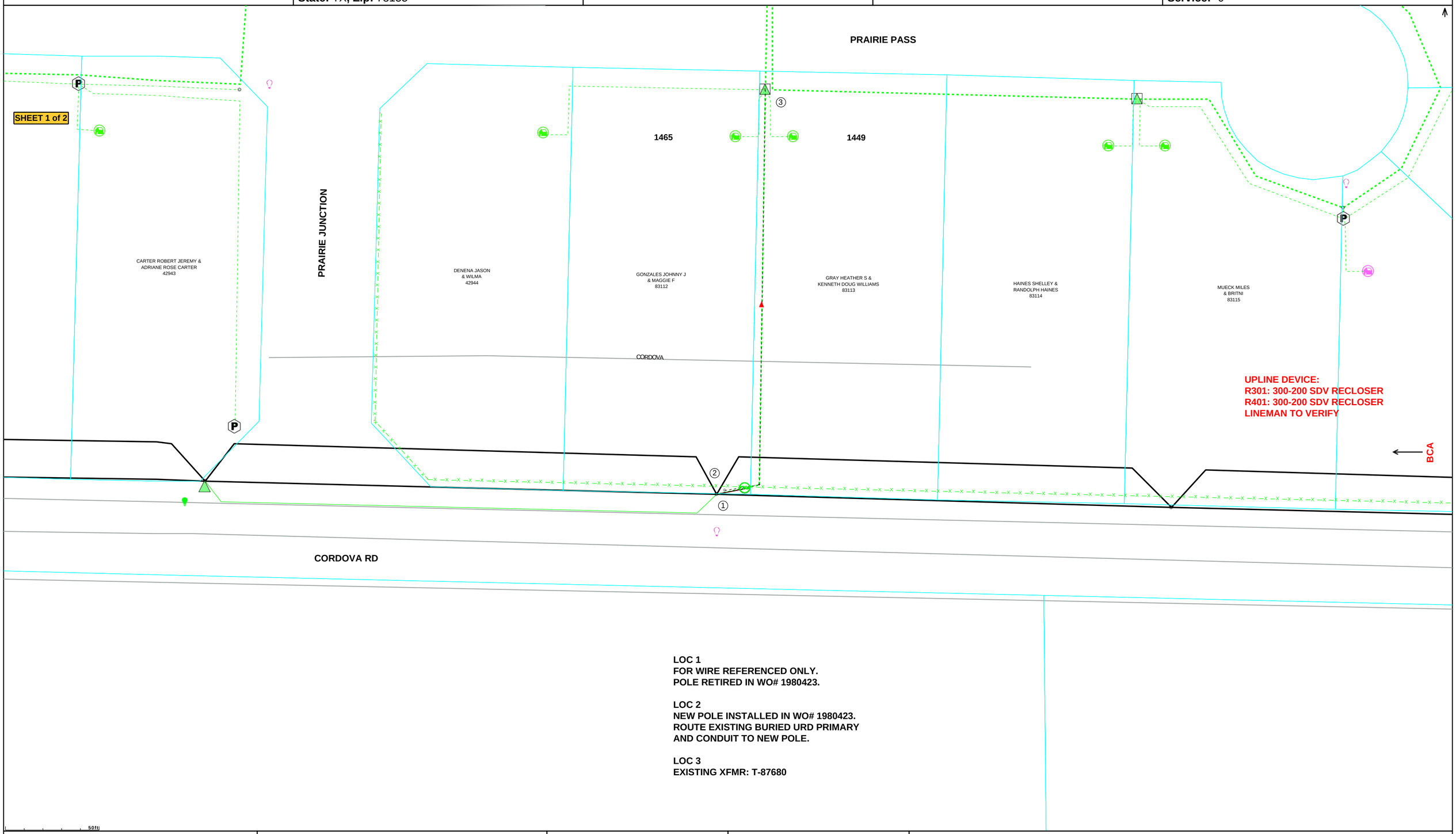
Gate Combo: N/A

Staked By: M & S 1
Staked Date: 2024-07-30
Drawn By: M & S 1
Drawn Date: 2024-07-30
Checked By:
Checked Date:

DT#: N/A
DT Date: N/A
ROW: N/A
HWY Permit: N/A

Feeder: R301
Substation: GERONIMO
Phase: BCA
Primary Voltage: 14.4
Secondary Voltage:

Comments: PRELIMINARY DESIGN FOR REVIEW ONLY.
Overhead: -0-
Underground: +91' -259'= -168'
Secondary: +64' -126'= -62'
Service: -0-



LOC 1
FOR WIRE REFERENCED ONLY.
POLE RETIRED IN WO# 1980423.

LOC 2
NEW POLE INSTALLED IN WO# 1980423.
ROUTE EXISTING BURIED URD PRIMARY AND CONDUIT TO NEW POLE.

LOC 3
EXISTING XFMR: T-87680

XFMR #	Transformers and Service	GVEC Meter	Completion	Job Briefing	
Install _____ Serial # _____ KVA _____ Removed _____ Serial # _____ KVA _____	Date: _____ Time: _____AM PM Voltage: LG-1_____ LG-2_____ L-L_____	Added _____ Reuse _____ Removed _____	Completed By: Date: Meter Set: ☐ Yes ☐ No Voltage:_____	____ Hazards ____ Work Procedures ____ Special Precautions ____ Energy Source Controls (lockout/tagout) ____ PPE	Employee-in-Charge Signature _____ Date: _____ Time:_____ Employee Signatures: _____ _____

EXHIBIT B: PAGE 7 OF 7

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Work Order Number: 2011116
Serv Location: 120142
SML: 63559972
EML: T63559972001
Trans Pole#: P63559972005
Meter Pole#: P63559972005
Customer Name: CORDOVA RD SIP UG - CORDOVA LP
Serv Addr: CORDOVA RD at CORDOVA LOOP
Serv City: 78155 - Seguin
Taxing City: No City
State: TX, **Zip:** 78155

County: 6 - GUADALUPE
Franchise: 0 - No Franchise
Board District: 4 - SHAWN MARTINEZ
School District: 31 - Navarro ISD
Service Lineman: 05 - Seguin Area 1
District Office: 20 - Seguin District Office
Work Plan: 140 ALL OTHER
Easement: U.E.

Gate Combo: N/A

Staked By: M & S 1
Staked Date: 2024-07-30
Drawn By: M & S 1
Drawn Date: 2024-07-30
Checked By:
Checked Date:

DT#: N/A
DT Date: N/A
ROW: N/A
HWY Permit: N/A

Feeder: R301
Substation: GERONIMO
Phase: BCA
Primary Voltage: 14.4
Secondary Voltage:

Comments: PRELIMINARY DESIGN FOR REVIEW ONLY.
Overhead: -0-
Underground: +91' -259'= -168'
Secondary: +64' -126'= -62'
Service: -0-

SHEET 2 of 2

TX811 LOCATES TO BE SUBMITTED BY UG CONTRACTOR.

ASSOCIATED OH WO's:
1980423
2003910
2003914

BOOKER DUSTIN & LACY 18964

CORDOVA LOOP WEST

LOC 11
EX. PRIMARY RISER POLE: P63559972005
TO BE RETIRED IN WO# 2003914

NEW ROUTE FOR OH CKT SHOWN IN WO# 2003914

259'

LOC 12
EX. XFMR: T-56862

ODONELL PATRICK S & MARY L 18993

138'

LOC 9
NEW PRIMARY RISER POLE INSTALLED IN WO# 2003914. RUN UG PRIMARY AND CONDUIT TO LOC 10.

LOC 10
NEW A-PH SWITCH CABINET EAST OF EXISTING STREETLIGHT.
INTERCEPT AND ROUTE EXISTING CONDUIT AND UG PRIMARY INTO NEW SW CAB.

69'

LOC 8
EX. 3-PH SW CAB: 63559934001
NOT SHOWN.

LOC 7
EX. XFMR: T-58820

LOC 4
EX. PRIMARY RISER POLE: P63559973004
TO BE RETIRED IN WO# 2003914

LOC 5
NEW PRIMARY RISER POLE INSTALLED IN WO# 2003914. RUN UG PRIMARY AND CONDUIT TO LOC 6.

HOLCOMBE VIANEY L 19009

LOC 6
NEW 3-PH SWITCH CABINET.
INTERCEPT AND ROUTE EXISTING CONDUIT AND UG PRIMARY INTO NEW SW CAB.

246'

22'

CORDOVA LOOP EAST

BCA

CORDOVA RD

UPLINE DEVICE: R301
300-200 SDV RECLOSER
LINEMAN TO VERIFY

LOC 13
WIRE REFERENCE ONLY
POLE RETIRE IN WO# 2003914.

LOC 14
NEW POLE AND XFMR INSTALLED IN WO# 2003914.
SL# 155195

LOC 15
RETIRE STREETLIGHT.

LOC 16
NEW STREETLIGHT.
INTERCEPT EXISTING CONDUIT AND WIRE.
SL# 154924

LOC 17
NOT SHOWN.
WIRE REFERENCE ONLY.

55'

71'

64'

CORDOVA CROSSING

50ft

XFMR #	Transformers and Service	GVEC Meter	Completion	Job Briefing	
Install _____	Date: _____ Time: _____AM PM	Added _____	Completed By:	____ Hazards	Employee-in-Charge Signature
Serial # _____			Date:	____ Work Procedures	_____
KVA _____	Voltage: LG-1_____	Reuse _____	Meter Set:	____ Special Precautions	Date: _____ Time:_____
Removed _____			☐ Yes ☐ No	____ Energy Source Controls	Employee Signatures:
Serial # _____	LG-2_____	Removed _____		____ (lockout/tagout)	_____
KVA _____			Voltage:_____	____ PPE	_____
	L-L_____				

Project Name: Cordova Road Improvements

Contract/PO No:_____

Vendor No: _____

UTILITY COOPERATIVE AGREEMENT

This Agreement is made and entered into this_____ day of_____, 2025 by and between the City of Seguin, herein referred to as ("**CITY**"), and Guadalupe Valley Electric Cooperative Inc., herein referred to as ("**UTILITY**").

RECITALS

WHEREAS, the **CITY** has deemed it necessary to make road and facility improvements along Cordova Road between Huber Road and GVEC Substation, herein referred to as the "**PROJECT**", located within the limits of the Guadalupe County, Texas; and

WHEREAS, the proposed roadway improvements will necessitate the installation, adjustment, removal, and/or relocation of certain GVEC owned facilities of the **UTILITY** as indicated in the following statement of work: The **UTILITY** is agreeable to design, construct, and relocate as necessary all electric poles, electric lines, fiber lines, electric meters, electric transformers, appurtenances and per the existing Franchise Agreement along the **PROJECT** so as not to be in conflict with any of the proposed improvements such as but not limited to roadway pavement structure, curb & gutters, sidewalks, multiuse paths, drainage structures, traffic conduits & pull boxes, concrete driveways, medians, landscaping; and

WHEREAS, the **UTILITY** has submitted and the **CITY** has approved the **PROJECT** estimate and payment plan for such electrical installations, adjustments, removals, and/or relocations as shown in the attached Exhibit A; and

WHEREAS, the **UTILITY** has requested that the **CITY** obtain any additional utility easements necessary for the **PROJECT** as shown in the attached Exhibit B.

NOW, **THERFORE**, in consideration of the covenants and agreements herein contained, the parties mutually agree as follows:

Upon execution of this agreement by the parties hereto the **CITY** will, by written notice, authorize the **UTILITY** to proceed with the necessary electric utility design, material procurement, installations, adjustments, removals, and/or relocations. The **UTILITY** agrees to proceed in such a manner that will not result in avoidable delay or interference with the **PROJECT**. Should the **UTILITY** by its actions cause interference or delay resulting in the imposition of damages upon the **CITY** by a third party, **UTILITY** agrees to be responsible for said damages.

Upon approval of design, the **UTILITY** will carry out said electric utility installations, adjustments, removals, and/or relocations in accordance with the **PROJECT** after the **CITY** acquires all necessary utility easements and issues a Notice-to-Proceed to the **UTILITY**. **PROJECT** timeline will be adjusted accordingly due to delays beyond the control of the **UTILITY**, which shall include but not be limited to delays caused by the relocation of other utilities (Telecommunications providers), unforeseen material/industry delays, floods, epidemics, adverse weather, or acts of God.

The **CITY** shall pay the **UTILITY** in accordance with the payment timeline supported by the attached Exhibit A.

Both parties shall comply with all federal, state, and local laws and ordinances applicable to the work called for herein. Buy America and Build America, Buy America (BABA) provisions are not applicable to this project.

The **UTILITY** and **CITY** agree that both Parties, each through their public officials, employers, and agents, shall each be responsible for their own negligent acts or omissions or other tortuous conduct in the course of performance of this Agreement, without waiving any sovereign or governmental immunity available to **CITY**. By entering into this Agreement, the Parties do not create any obligations, express or implied, other than those set forth herein, and this Agreement will not create any rights in third Parties not signatories hereto. In the event that any portion of this agreement is determined to be void, unconstitutional or otherwise unenforceable, the remainder of this agreement shall remain in full force and effect.

This agreement incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, agreements, and understandings have been merged in this written agreement. No prior agreement or understandings,

verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this agreement. The terms of this agreement are lawful; performances of all duties and obligations herein shall conform with and do not contravene any applicable state, local, or federal statues, regulations, rules, or ordinances.

This agreement shall not be altered, modified or amended except by an instrument in writing and executed by the parties hereto.

The signatories to this agreement warrant that each has the authority to enter into this agreement on behalf of the part represented.

IN WITNESS WHEREOF, the parties have set their hands and seals this day and year set forth below.

CITY OF SEGUIN, TEXAS

BY:_____ DATE: _____
STEVE PARKER, CITY MANAGER

ATTEST:

BY: _____ DATE:_____
CITY SECRETARY

APPROVED AS TO FORM:

BY: _____ DATE:_____
CITY ATTORNEY

GUADALUPE VALLEY ELECTRIC COOPERATIVE, INC.

BY:_____ DATE: _____
DISTRIBUTION DESIGN
& PLANNING MANAGER

ATTEST:

BY: _____ DATE:_____
EXECUTIVE ASSISTANT

THE STATE OF TEXAS)(
COUNTY OF_____)(

Before me, the undersigned authority, on this day personally appeared_____, known to me to be the person and officer whose name is subscribed to the foregoing instrument, and acknowledged to me to be the person who executed the same as the act and deed of Guadalupe Valley Electric Cooperative, Inc., for the purposes and consideration therein expressed. Given under my hand and seal of office, this the_____day of _____, 2025

_____
Notary Public, State of Texas

Exhibit A

12/4/2025

City of Seguin
205 N. River Street
Seguin, TX 78155
Attn: Steve Parker

RE: Cost Estimate for Cordova Road Overhead Utility Relocations

Project Description:

Overhead relocation Construction/Equipment	
Engineering, Design, Staking,	$100,000.00
Construction Labor	$1,022,008.80
Material	$325,000.00
Fiber Relocation Material/Labor	$59,500.00
Estimated Total:	**$1,506,508.80**
Eligibility Ratio:	**32%**
GVEC Responsibility:	**$1,024,425.98**
City of Seguin Responsibility:	**$482,082.82**

Summary of Payments and Estimation of timeline for Distribution Line and Service Deployment:

Down Payment for Project (50% of Cities cost)……$241,041.41 - Jan 2026
Mobilization……1/1/2026 – 2/2/2026
Electric Construction……2/1/2026- 1/1/2027
Fiber Construction……6/1/2026-3/1/2027
Final Payment (Remaining 50% of Cities estimated cost)……$241,041.41- 4/1/2027
Pole Retirement(Timeline dependent on attacher schedule)……TBD

IMPORTANT NOTE: Costs subject to changes due to final design, construction conditions, supply chain and volatile pricing on materials. Project True Up will be for actual costs incurred for engineering, surveying, labor, material and equipment used.

EXHIBIT B: PAGE 1 OF 6

gvec Delivering more.™

Work Order Number: 1980423
Serv Location: 188822
SML: 64559272
EML: T64559272003
Trans Pole#: P64559272002
Meter Pole#: P64559272002
Customer Name: QUOTE-CORDOVA RD SIP - DBL CIR RELOCATE
Serv Addr: CORDOVA RD at HUBER RD
Serv City: 78155 **-** Seguin
Taxing City: No City
State: TX**, Zip:** 78155

County: 6 - GUADALUPE
Franchise: 0 - No Franchise
Board District: 4 - SHAWN MARTINEZ
School District: 31 - Navarro ISD
Service Lineman: 05 - Seguin Area 1
District Office: 20 - Seguin District Office
Work Plan: 140 ALL OTHER
Easement: U.E.

Gate Combo: N/A

Staked By: M & S 3
Staked Date: 2024-02-29
Drawn By: M & S 1
Drawn Date: 2024-07-10
Checked By: CLH
Checked Date: 2024-09-20

DT#: N/A
DT Date: N/A
ROW: N/A
HWY Permit: N/A

Feeder: R301
Substation: GERONIMO
Phase: BCA
Primary Voltage: 14.4
Secondary Voltage: 120/240

Comments: PRELIMINARY DESIGN. OH FACILITIES RELOCATION FOR CORDOVA ROAD WIDENING.
Overhead: +11,406' -14,376'= -2,970'
Underground: -0-
Secondary: -0-
Service: -0-

SHEET 1 of 6

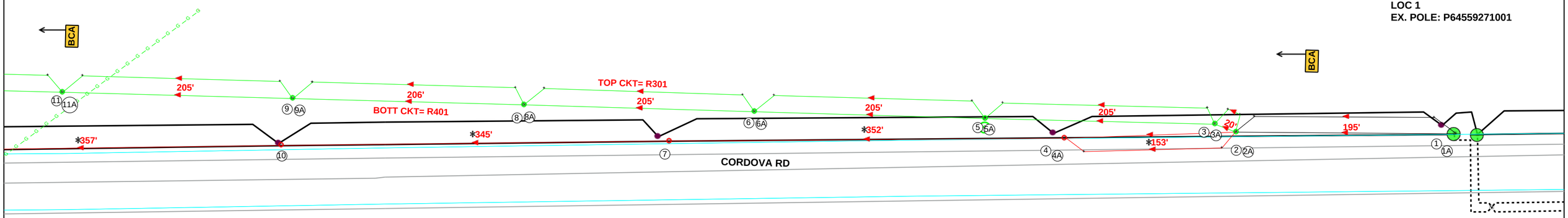
PRELIMINARY DESIGN.
FOR REVIEW ONLY.

ASSOCIATED OH WO's:
2003910
2003914

Loc. 5
Install 600A switches vertically between circuits, new N.O. R30-R40

SET DOUBLE-CIRCUIT POLES
10' DEEP AND USE FOAM BACKFILL.

LOC 1
EX. POLE: P64559271001



XFMR #	Transformers and Service	GVEC Meter	Completion	Job Briefing	
Install _____ **Serial #** _____ **KVA** _____ **Removed** _____ **Serial #** _____ **KVA** _____	**Date:** _____ **Time:** _____AM PM **Voltage: LG-1**_____ **LG-2**_____ **L-L**_____	**Added** _____ **Reuse** _____ **Removed** _____	**Completed By:** **Date:** **Meter Set:** ☐ **Yes** ☐ **No** **Voltage:**_____	____ **Hazards** ____ **Work Procedures** ____ **Special Precautions** ____ **Energy Source Controls** ____ **(lockout/tagout)** ____ **PPE**	**Employee-in-Charge Signature** _____ **Date:** _____ **Time:**_____ **Employee Signatures:** _____ _____

EXHIBIT B: PAGE 2 OF 6

gvec Delivering more.™

Work Order Number: 1980423
Serv Location: 188822
SML: 64559272
EML: T64559272003
Trans Pole#: P64559272002
Meter Pole#: P64559272002
Customer Name: QUOTE-CORDOVA RD SIP - DBL CIR RELOCATE
Serv Addr: CORDOVA RD at HUBER RD
Serv City: 78155 - Seguin
Taxing City: No City
State: TX, **Zip:** 78155

County: 6 - GUADALUPE
Franchise: 0 - No Franchise
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Service Lineman: 05 - Seguin Area 1
District Office: 20 - Seguin District Office
Work Plan: 140 ALL OTHER
Easement: U.E.

Gate Combo: N/A

Staked By: M & S 3
Staked Date: 2024-02-29
Drawn By: M & S 1
Drawn Date: 2024-07-10
Checked By: CLH
Checked Date: 2024-09-20

DT#: N/A
DT Date: N/A
ROW: N/A
HWY Permit: N/A

Feeder: R301
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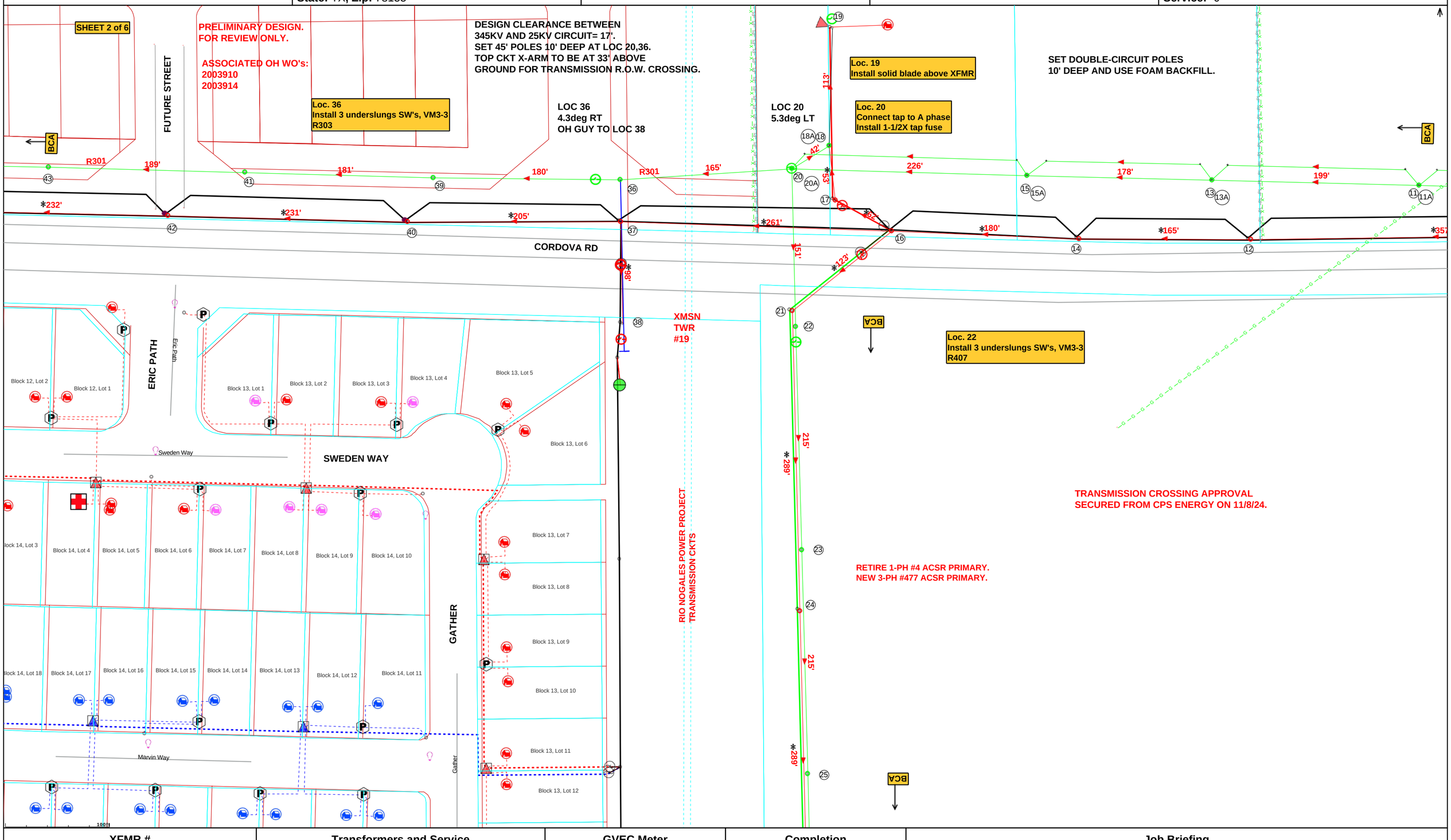

XFMR #	Transformers and Service	GVEC Meter	Completion	Job Briefing	
Install _____	Date: _____ Time: _____AM PM	Added _____	Completed By:	____ Hazards	Employee-in-Charge Signature
Serial # _____			Date:	____ Work Procedures	_____
KVA _____	Voltage: LG-1_____	Reuse _____	Meter Set:	____ Special Precautions	Date: _____ Time:_____
Removed _____			☐ Yes ☐ No	____ Energy Source Controls	Employee Signatures:
Serial # _____	LG-2_____	Removed _____		____ (lockout/tagout)	_____
KVA _____			Voltage:_____	____ PPE	_____
	L-L_____				

EXHIBIT B: PAGE 3 OF 6

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Work Order Number: 1980423
Serv Location: 188822
SML: 64559272
EML: T64559272003
Trans Pole#: P64559272002
Meter Pole#: P64559272002
Customer Name: QUOTE-CORDOVA RD SIP - DBL CIR RELOCATE
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Taxing City: No City
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Work Plan: 140 ALL OTHER
Easement: U.E.

Gate Combo: N/A

Staked By: M & S 3
Staked Date: 2024-02-29
Drawn By: M & S 1
Drawn Date: 2024-07-10
Checked By: CLH
Checked Date: 2024-09-20

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DT Date: N/A
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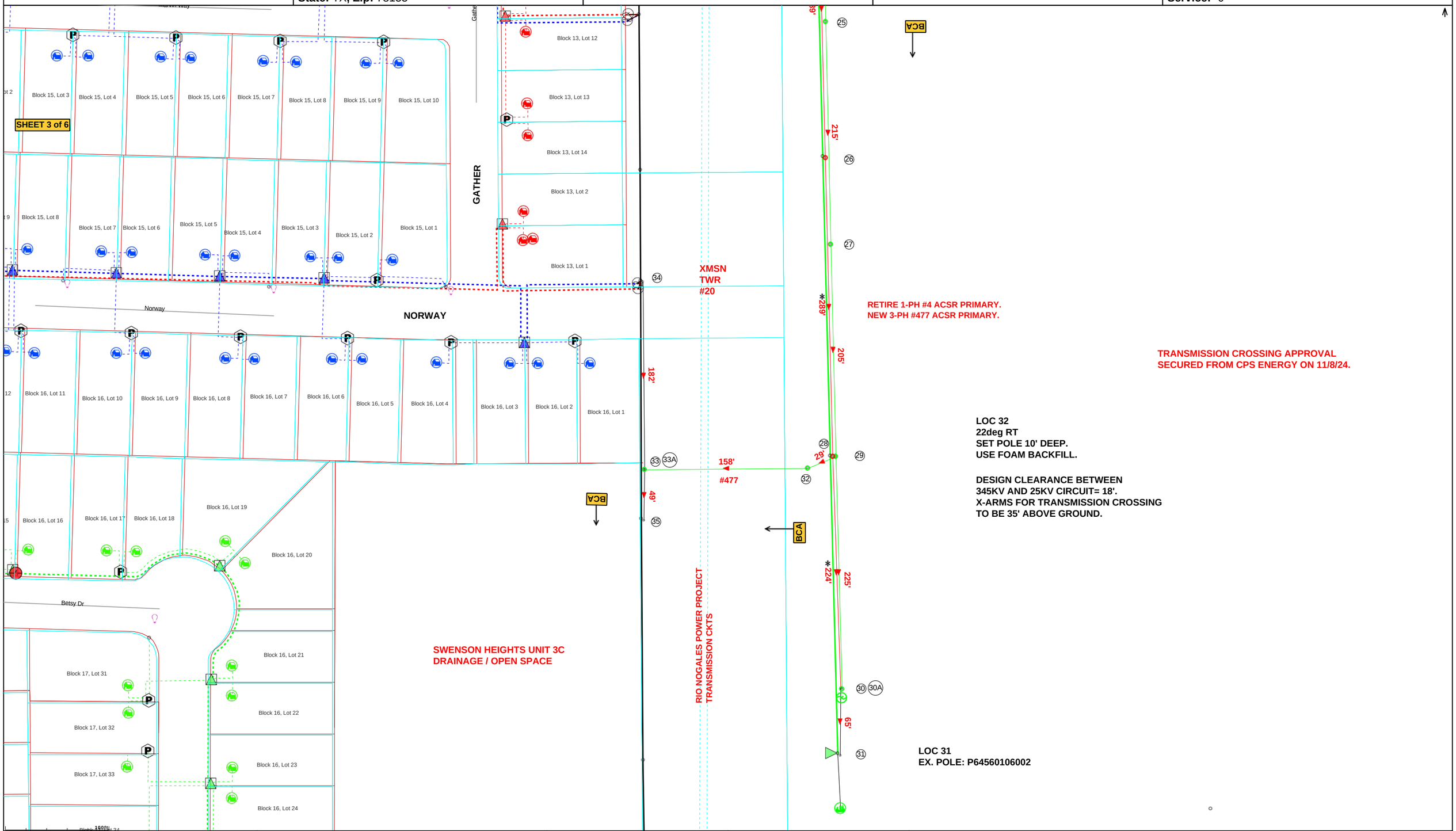

XFMR #	Transformers and Service	GVEC Meter	Completion	Job Briefing	
Install _____	**Date:** _____ **Time:** _____AM PM	**Added** _____	**Completed By:**	____ **Hazards**	**Employee-in-Charge Signature**
Serial # _____			**Date:**	____ **Work Procedures**	_____
KVA _____	**Voltage: LG-1**_____	**Reuse** _____	**Meter Set:**	____ **Special Precautions**	**Date:** _____ **Time:**_____
Removed _____			☐ **Yes** ☐ **No**	____ **Energy Source Controls**	**Employee Signatures:**
Serial # _____	**LG-2**_____	**Removed** _____		____ **(lockout/tagout)**	_____
KVA _____			**Voltage:**_____	____ **PPE**	_____
	L-L_____				

EXHIBIT B: PAGE 4 OF 6

gvec Delivering more.™

Work Order Number: 1980423
Serv Location: 188822
SML: 64559272
EML: T64559272003
Trans Pole#: P64559272002
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Serv City: 78155 **-** Seguin
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District Office: 20 - Seguin District Office
Work Plan: 140 ALL OTHER
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Gate Combo: N/A

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Staked Date: 2024-02-29
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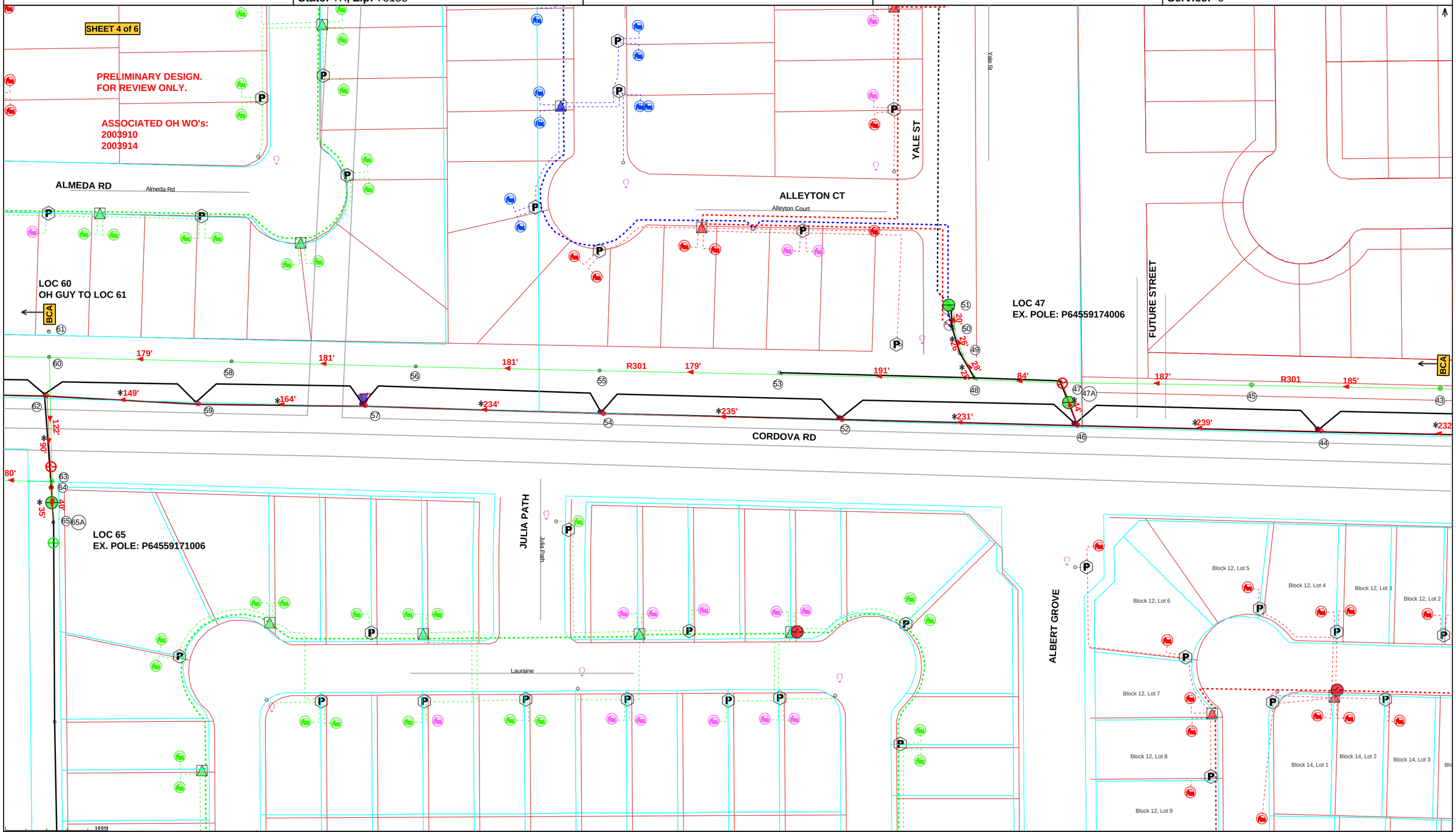

XFMR #	Transformers and Service	GVEC Meter	Completion	Job Briefing	
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KVA _____	Voltage: LG-1_____	Reuse _____	Meter Set:	____ Special Precautions	Date: _____ Time:_____
Removed _____			☐ Yes ☐ No	____ Energy Source Controls	Employee Signatures:
Serial # _____	LG-2_____	Removed _____		____ (lockout/tagout)	_____
KVA _____			Voltage:_____	____ PPE	_____
	L-L_____				

gvec Delivering more.™

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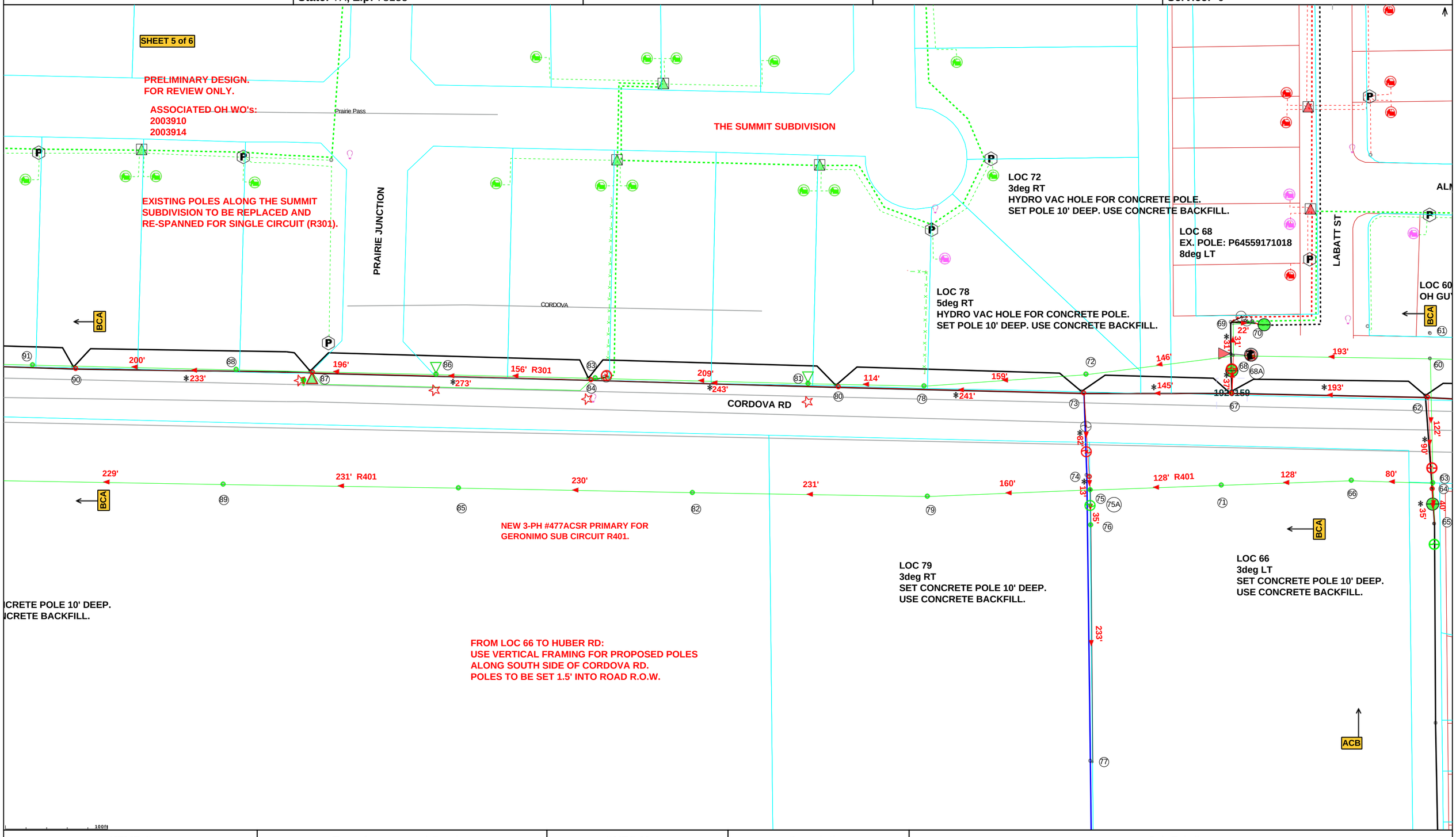

XFMR #	Transformers and Service	GVEC Meter	Completion	Job Briefing	
Install _____	Date: _____ Time: _____AM PM	Added _____	Completed By:	____ Hazards	Employee-in-Charge Signature
Serial # _____			Date:	____ Work Procedures	_____
KVA _____	Voltage: LG-1_____	Reuse _____	Meter Set:	____ Special Precautions	Date: _____ Time:_____
Removed _____			☐ Yes ☐ No	____ Energy Source Controls	Employee Signatures:
Serial # _____	LG-2_____	Removed _____		____ (lockout/tagout)	_____
KVA _____			Voltage:_____	____ PPE	_____
	L-L_____				

EXHIBIT B: PAGE 6 OF 6

gvec Delivering more.™

Work Order Number: 1980423
Serv Location: 188822
SML: 64559272
EML: T64559272003
Trans Pole#: P64559272002
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Customer Name: QUOTE-CORDOVA RD SIP - DBL CIR RELOCATE
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Service Lineman: 05 - Seguin Area 1
District Office: 20 - Seguin District Office
Work Plan: 140 ALL OTHER
Easement: U.E.

Gate Combo: N/A

Staked By: M & S 3
Staked Date: 2024-02-29
Drawn By: M & S 1
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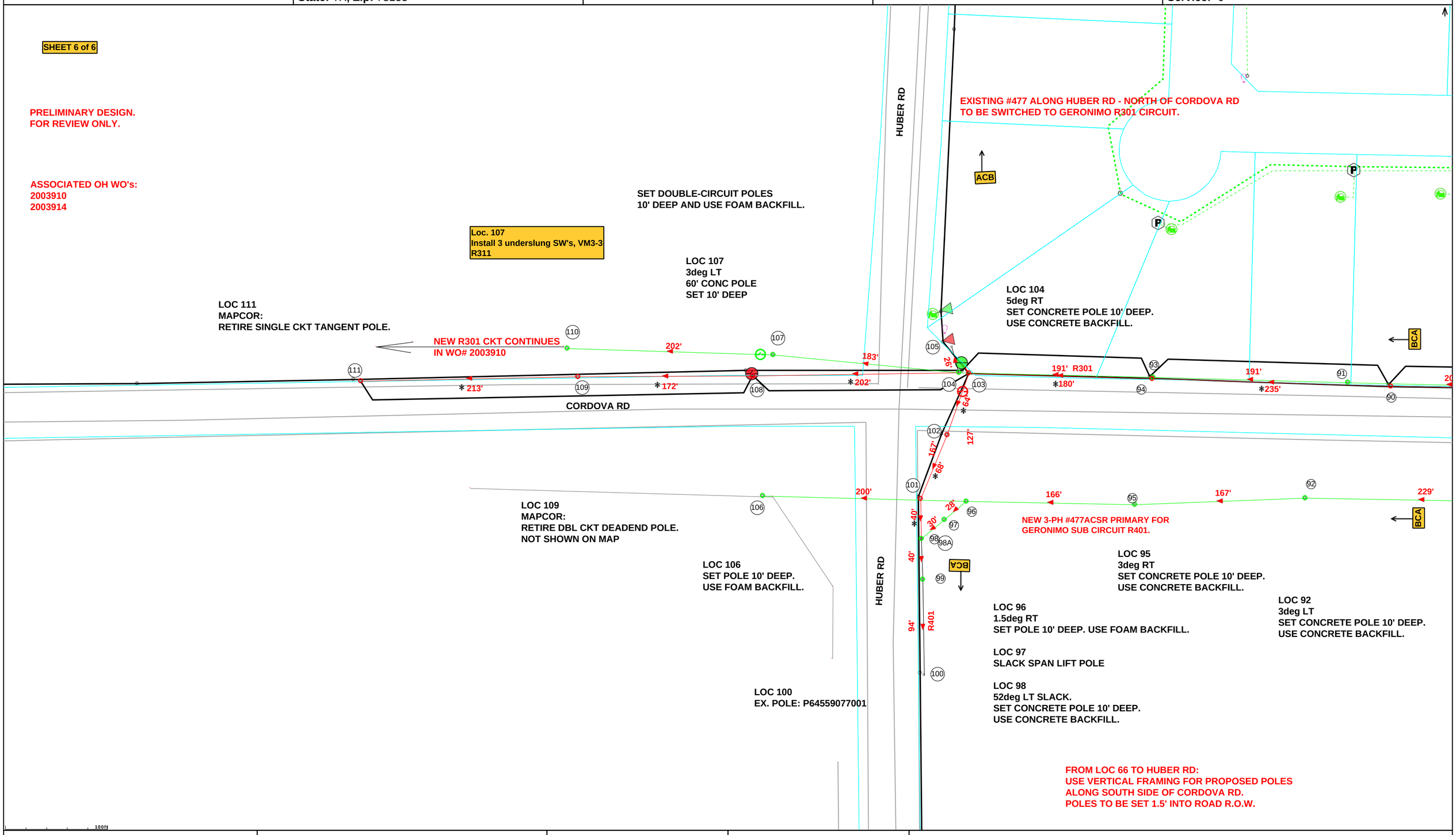


XFMR #	Transformers and Service	GVEC Meter	Completion	Job Briefing	
Install _____	Date: _____ Time: _____AM PM	Added _____	Completed By:	____ Hazards	Employee-in-Charge Signature
Serial # _____			Date:	____ Work Procedures	_____
KVA _____	Voltage: LG-1_____	Reuse _____	Meter Set:	____ Special Precautions	Date: _____ Time:_____
Removed _____			☐ Yes ☐ No	____ Energy Source Controls	Employee Signatures:
Serial # _____	LG-2_____	Removed _____		____ (lockout/tagout)	_____
KVA _____			Voltage:_____	____ PPE	_____
	L-L_____				

SEGUIN TEXAS

It's real.

Memorandum

To: Mayor and City Council Members

From: Melissa Reynolds, P.E., MPA, CFM, City Engineer

Through: Steve Parker, City Manager

Subject: Resolution authorizing the City Manager to execute the advance funding agreement with the Texas Department of Transportation for the Cordova Road Widening Project funded through the Alamo Area Metropolitan Planning Organization Surface Transportation Block Grant Program

Date: March 17, 2026

Historical Background

In August 2021, the City of Seguin was awarded funding through the Alamo Area Metropolitan Planning Organization (AAMPO) for the STBG-Road Widening Off System, Cordova Road Project. The project will widen Cordova Road from State Highway 46 to State Highway 123 to four (4) lanes and include a median and shared use paths on both sides. Guadalupe County is a partner in this project and will contribute to the local match required for this funding source.

In February 2021, Council approved a Resolution authorizing the City local match for construction and 50% of development costs, with the County equally sharing the local costs for engineering, right-of-way/easement acquisition, environmental, and construction costs above the Federal participation amount.

Based on the estimated construction costs at the time of the grant application, the cost-sharing between the parties is currently as follows:

Federal Participation (through TxDOT)	80%	$19,763,442.00
Local Participation (City and Guadalupe County)	20%	$5,245,191.00
State Participation		$1,239,888.00
Total		$26,248,520.00

In June 2024, the AFA was amended. The total estimated cost of the Project increased by $7,641,628 to $33,891,148 due to MPO granting additional funds to expand the existing two lane roadway to a four lane roadway with a raised median or center turn lane, realign Cordova at SH 46 and adding a shared use path to cover inflated costs, labor and material shortages, etc.

Federal Participation (through TxDOT)	80%	$26,857,455.00
Local Participation (City and Guadalupe County)	20%	$7,018,694.00
State Participation		$13,999.00
Total		$33,890,148.00

While the Resolution notes local participation to be fully City of Seguin, the City previously entered into an Interlocal Agreement with Guadalupe County to share all local participation costs for this project.

SEGUIN TEXAS

It's real.

Action Requested

Based on increased construction costs, an amendment to the AFA is being requested. The total estimated cost of the Project increased by $14,067,896 to $47,958,044 due to additional funding granted by the MPO to address cost escalation impacts, including increased labor and materials.

Federal Participation (through TxDOT)	80%	$38,109,556.00
Local Participation (City and Guadalupe County)	20%	$9,831,719.00
State Participation		$16,769.00
Total		$47,958,044.00

Procurement Methodology & Funding Source

Procurements will be made according to the City of Seguin Purchasing Policy and the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, which is codified in Part 200 of Title 2 of the Code of Federal Regulations. Funding for the increase in the City's responsibility for local match is provided by bonds. The advanced funding to Texas Department of Transportation has not been adjusted from the original Advanced Funding Agreement, regardless of project allocation increases.

Staff Recommendation

Staff recommends authorization for the City Manager to execute the Advanced Funding Agreement amendment.

ATTACHMENTS

1. 2026.03.17 Resolution Cordova AFA Amendment
2. AFA Amendment 1 (previously executed)
3. AFA Amendment 2

CITY OF SEGUIN **RESOLUTION NO:**

STATE OF TEXAS

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEGUIN, TEXAS AUTHORIZING THE CITY MANAGER TO EXECUTE THE ADVANCE FUNDING AGREEMENT WITH THE TEXAS DEPARTMENT OF TRANSPORTATION FOR THE CORDOVA ROAD WIDENING PROJECT FUNDED THROUGH THE ALAMO AREA METROPOLITAN PLANNING ORGANIZATION SURFACE TRANSPORTATION BLOCK GRANT PROGRAM

WHEREAS, the Texas Transportation Commission authorized the Cordova Road Widening Project (the "Project") to receive Surface Transportation Block Grant (STBG) funds for the project and Texas Department of Transportation (TxDOT) oversight; and

WHEREAS, the City of Seguin commits to provide the match. The local match is comprised of cash or bond funds; and

WHEREAS, the Local Government is responsible for all nonreimbursable costs and 100% overruns, if any; and

WHEREAS, the governing body of the City of Seguin desires to reaffirm its support of the project, approve and authorize the execution of an Advance Funding Agreement (AFA) with TxDOT for the Project.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF SEGUIN THAT the City Manager is authorized to enter into an AFA with TxDOT for this Project.

PASSED AND APPROVED on the 17th day of March, 2026.

_____
Donna Dodgen, Mayor

ATTEST:

_____
Kristin Mueller, City Secretary

DocuSign Envelope ID: 4FD077E4-B5C1-4421-82DE-33B00FE1E33A

TxDOT:					Federal Highway Administration:	
CCSJ #	0915-46-052	AFA ID	Z00003665		CFDA No.	20.205
AFA CSJs	0915-46-052				CFDA Title	Highway Planning and Construction
District #	15	Code Chart 64#	38800			
Project Name	Cordova Road Widening Project				*AFA Not Used For Research & Development*	

THE STATE OF TEXAS §

THE COUNTY OF TRAVIS §

ADVANCE FUNDING AGREEMENT
For
Surface Transportation Blocked Grant (STBG)
Off-System

AMENDMENT #1

THIS AMENDMENT is made by and between the State of Texas, acting through the **Texas Department of Transportation**, called the "State", and the **City of Seguin**, acting by and through its duly authorized officials, called the "Local Government". The State and Local Government shall be collectively referred to as "the parties" hereinafter.

WITNESSETH

WHEREAS, the parties executed a contract on **April 27, 2023** to effectuate their agreement to **constructing new roadway lanes**; and,

WHEREAS, it has become necessary to amend that contract in order to **increase funding granted by the MPO** ;

NOW THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties, the parties do agree as follows:

AGREEMENT

1. Attachment B, **Project Budget**, is deleted in its entirety and replaced with Attachment B-**1**, **Project Budget**, which is attached to and made a part of this Amendment. The total estimated cost of the Project **increased** by $ **7,641,628**, from $ **26,248,520** to $ **33,890,148**, due to **MPO granting additional funds to expand the existing two lane roadway to a four lane roadway with a raised median or center turn lane, realign Cordova at SH 46 and adding a shared use path to cover inflated costs, labor and material shortages, etc**.

2. Attachment C, Resolution, Ordinance, or Commissioners Court Order is supplemented by adding Attachment C-**1**, Resolution advising MPO granted additional funding.

All other provisions of the original contract are unchanged and remain in full force and effect.

TxDOT:					Federal Highway Administration:	
CCSJ #	0915-46-052	AFA ID	Z00003665		CFDA No.	20.205
AFA CSJs	0915-46-052				CFDA Title	Highway Planning and Construction
District #	15	Code Chart 64#	38800			
Project Name		Cordova Road Widening Project			*AFA Not Used For Research & Development*	

Signatory Warranty
Each signatory warrants that the signatory has necessary authority to execute this agreement on behalf of the entity represented.

Each party is signing this Agreement on the date stated under that party's signature.

THE STATE OF TEXAS

DocuSigned by:
Kenneth Stewart
F1CDA80FDB8C4B6...
Signature

Kenneth Stewart
Typed or Printed Name

Director, Contract Services
Typed or Printed Title

6/7/2024
Date

THE LOCAL GOVERNMENT

DocuSigned by:
Steve Parker
95B32FD70448433...
Signature

Steve Parker
Typed or Printed Name

City Manager
Typed or Printed Title

6/7/2024
Date

TxDOT:					Federal Highway Administration:	
CCSJ #	0915-46-052	AFA ID	Z00003665		CFDA No.	20.205
AFA CSJs	0915-46-052				CFDA Title	Highway Planning and Construction
District #	15	Code Chart 64#	38800			
Project Name	Cordova Road Widening Project				*AFA Not Used For Research & Development*	

ATTACHMENT B-1
PROJECT BUDGET

Costs will be allocated based on 80% Federal funding and 20% Local Government funding until the federal funding reaches the maximum obligated amount. The Local Government will then be responsible for 100% of the costs and cost overruns.

Description	Total Estimated Cost	Federal Participation		State Participation		Local Participation	
		%	Cost	%	Cost	%	Cost
Construction (by Local Government)	$31,123,645	80%	$24,898,916	0%	$0	20%	$6,224,729
Construction Engineering (by Local Government) (Federal max per MPO policy)	$2,448,174	80%	$1,958,539	0%	$0	20%	$489,635
Subtotal	**$33,571,819**	**$26,857,455**		**$0**		**$6,714,364**	
Environmental Direct State Costs	$33,197	0%	$0	0%	$0	100%	$33,197
Right of Way Direct State Costs	$33,197	0%	$0	0%	$0	100%	$33,197
Engineering Direct State Costs	$66,395	0%	$0	0%	$0	100%	$66,395
Utility Direct State Costs	$33,197	0%	$0	0%	$0	100%	$33,197
Construction Direct State Costs	$138,344	0%	$0	0%	$0	100%	$138,344
Indirect State Costs (4.60%)	$13,999	0%	$0	100%	$13,999	0%	$0
Subtotal	**$318,329**	**$0**		**$13,999**		**$304,330**	
TOTAL	**$33,890,148**	**$26,857,455**		**$13,999**		**$7,018,694**	

Initial payment by the Local Government to the State: **$304,330**

Payment by the Local Government to the State before construction: **$0**

Estimated total payment by the Local Government to the State: **$304,330**

This is an estimate. The final amount of Local Government participation will be based on actual costs.

TxDOT:					Federal Highway Administration:	
CCSJ #	0915-46-052	AFA ID	Z00003665		CFDA No.	20.205
AFA CSJs	0915-46-052				CFDA Title	Highway Planning and Construction
District #	15	Code Chart 64#	38800			
Project Name		Cordova Road Widening Project			*AFA Not Used For Research & Development*	

THE STATE OF TEXAS §

THE COUNTY OF TRAVIS §

ADVANCE FUNDING AGREEMENT
For
Surface Transportation Blocked Grant (STBG)
Off-System

AMENDMENT #2

THIS AMENDMENT is made by and between the State of Texas, acting through the **Texas Department of Transportation**, called the "State", and the **City of Seguin**, acting by and through its duly authorized officials, called the "Local Government". The State and Local Government shall be collectively referred to as "the parties" hereinafter.

WITNESSETH

WHEREAS, the parties executed a contract on **April 27th, 2023** to effectuate their agreement to **reconstructing and widening Cordova Rd from SH 46 to SH 123**; and,

WHEREAS, the parties executed Amendment **#1** to the contract on **June 7th, 2024** to **increase funding granted by the MPO**; and,

WHEREAS, it has become necessary to amend that contract in order to **reflect additional funding subsequently granted by the MPO**;

NOW THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties, the parties do agree as follows:

AGREEMENT

1. Attachment B-**1**, **Project Budget**, is deleted in its entirety and replaced with Attachment B-**2**, **Project Budget**, which is attached to and made a part of this Amendment. The total estimated cost of the Project **increased** by $ **14,067,896**, from $ **33,890,148** to $ **47,958,044**, due to **additional funding granted by the MPO to address cost escalation impacts, including increased labor and material costs.**

2. Attachment C-**1**, Resolution, Ordinance, or Commissioners Court Order, is supplemented by adding Attachment C-**2**, Resolution, Ordinance, or Commissioners Court Order. New Resolution advises the additional MPO granted funding.

All other provisions of the original contract are unchanged and remain in full force and effect.

TxDOT:					Federal Highway Administration:	
CCSJ #	0915-46-052	AFA ID	Z00003665		CFDA No.	20.205
AFA CSJs	0915-46-052				CFDA Title	Highway Planning and Construction
District #	15	Code Chart 64#	38800			
Project Name		Cordova Road Widening Project			*AFA Not Used For Research & Development*	

Signatory Warranty
Each signatory warrants that the signatory has necessary authority to execute this agreement on behalf of the entity represented.

Each party is signing this Agreement on the date stated under that party's signature.

THE STATE OF TEXAS	THE LOCAL GOVERNMENT
Signature	Signature
Typed or Printed Name	Typed or Printed Name
Typed or Printed Title	Typed or Printed Title
Date	Date

TxDOT:					Federal Highway Administration:	
CCSJ #	0915-46-052	AFA ID	Z00003665		CFDA No.	20.205
AFA CSJs	0915-46-052				CFDA Title	Highway Planning and Construction
District #	15	Code Chart 64#	38800			
Project Name	Cordova Road Widening Project				*AFA Not Used For Research & Development*	

ATTACHMENT B-2
PROJECT BUDGET

Costs will be allocated based on 80% Federal funding and 20% Local Government funding until the federal funding reaches the maximum obligated amount. The Local Government will then be responsible for 100% of the costs and cost overruns.

Description	Total Estimated Cost	Federal Participation		State Participation		Local Participation	
		%	Cost	%	Cost	%	Cost
Construction (by Local Government)	$39,369,376	80%	$31,495,501	0%	$0	20%	$7,873,875
Construction - Change Order (by Local Government) (Federal max per MPO policy)	$3,936,938	80%	$3,149,550	0%	$0	20%	$787,388
Construction Engineering (by Local Government) (Federal max per MPO policy)	$4,330,631	80%	$3,464,505	0%	$0	20%	$866,126
Subtotal	**$47,636,945**	**$38,109,556**		**$0**		**$9,527,389**	
Environmental Direct State Costs	$33,197	0%	$0	0%	$0	100%	$33,197
Right of Way Direct State Costs	$33,197	0%	$0	0%	$0	100%	$33,197
Engineering Direct State Costs	$66,395	0%	$0	0%	$0	100%	$66,395
Utility Direct State Costs	$33,197	0%	$0	0%	$0	100%	$33,197
Construction Direct State Costs	$138,344	0%	$0	0%	$0	100%	$138,344
Indirect State Costs (5.51%)	$16,769	0%	$0	100%	$16,769	0%	$0
Subtotal	**$321,099**	**$0**		**$16,769**		**$304,330**	
TOTAL	**$47,958,044**	**$38,109,556**		**$16,769**		**$9,831,719**	

Initial payment by the Local Government to the State: **$304,330**

Payment by the Local Government to the State before construction: **$0**

Estimated total payment by the Local Government to the State: **$304,330**

This is an estimate. The final amount of Local Government participation will be based on actual costs.

TxDOT:					Federal Highway Administration:	
CCSJ #	0915-46-052	AFA ID	Z00003665		CFDA No.	20.205
AFA CSJs	0915-46-052				CFDA Title	Highway Planning and Construction
District #	15	Code Chart 64#	3880			
Project Name	Cordova Road Widening Project				*AFA Not Used For Research & Development*	

ATTACHMENT C-2
RESOLUTION, ORDINANCE, OR COMMISSIONERS COURT ORDER

SEGUIN TEXAS

It's real.

Memorandum

To: Mayor and City Council Members

From: Melissa Reynolds, P.E., MPA, CFM, City Engineer

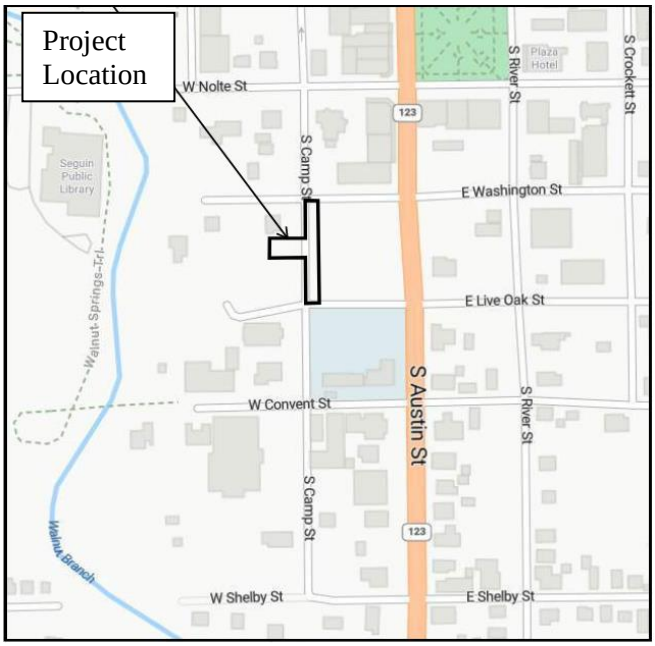
Through: Steve Parker, City Manager

Subject: Resolution of the City Council of the City of Seguin, Texas awarding a bid in the amount of $353,390.73 to Rucoba & Maya Construction, LLC for the South Camp Street Drainage Project; authorizing the City Manager to enter into a construction contract with Rucoba & Maya Construction, LLC; and declaring an effective date.

Date: March 17, 2026

Historical Background

Currently, a street inlet and outfall at South Camp Street near the West Washington Street intersection into Walnut Branch causes damage to residential lots near the area during heavy rain events due to inadequate capacity. A previous professional services contract was awarded to Halff & Associates, Inc. in September 2023 for the Washington Street Drainage Improvements preliminary engineering study and report. The preliminary engineering report and project layout provided alternative options to alleviate flooding, analyzed the effects of roadway improvements as well as erosion mitigation for Walnut Branch. The outcome of the Washington Street Drainage Improvements Preliminary Engineering Report recommended the South Camp Street Drainage Improvements Project. The South Camp Street Drainage Improvement Project construction plans include street reconstruction, storm sewer installation, sidewalk/concrete multi-use trail construction, installation of curb and gutter, roadway striping, concrete retaining wall, and restoration of grass/vegetation.



SEGUIN TEXAS

It's real.

Action Requested

Seven sealed bids were received on February 24, 2026, for the above referenced project. The lowest qualified bidder, Rucoba & Maya Construction, LLC, has successfully completed similar work in the past 5 years. Halff & Associates conducted reference checks on similar projects provided by Rucoba & Maya Construction, LLC with their bid package and found that they have completed those projects to the satisfaction of the Owner. Halff & Associates completed a bid tab analysis comparing the bid prices of Rucoba & Maya Construction, LLC versus the engineer's estimate as well as a comparison of the other bidders. See the attached Letter of Recommendation for additional information.

Procurement Methodology & Funding Source

Funding for this project has been secured through bonds, stormwater utility fees, and utility fees. This project was bid as AF-2026-031.

Staff Recommendation

Staff recommends the construction contract be awarded to Rucoba & Maya Construction, LCC for $321,264.30, plus $32,126.43 in contingency, for a total amount of $353,390.73.

ATTACHMENT

1. 2026-03-17 Resolution Camp Street Construction Contract
2. Letter of Recommendation

CITY OF SEGUIN **RESOLUTION NO. 2025R-XX**

STATE OF TEXAS

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEGUIN, TEXAS AWARDING A BID IN THE AMOUNT OF $353,390.73 TO RUCOBA & MAYA CONSTRUCTION, LLC FOR THE SOUTH CAMP STREET DRAINAGE PROJECT; AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONSTRUCTION CONTRACT WITH RUCOBA & MAYA CONSTRUCTION, LLC; AND DECLARING AN EFFECTIVE DATE

WHEREAS, a street inlet and outfall at South Camp Street near the West Washington Street intersection of Walnut Branch causes damage to residential lots near the area during heavy rain events due to inadequate capacity; and

WHEREAS, the City previously authorized a professional services agreement with Halff Associates, Inc. for professional services for the drainage improvement project; and

WHEREAS, in response to the City's request the City received seven sealed bids for the South Camp Street Drainage Improvements Project; and

WHEREAS, the qualified bids ranged from a low base bid of $321,264.30 submitted by Rucoba & Maya Construction, LLC to a high of $413,625.52 submitted by D&D Contractors; and

WHEREAS, after considering the bids, performing an extensive reference check by Halff Associates, Inc. and evaluation bid amount per unit price, the City recommends awarding the contract to the lowest bidder Rucoba & Maya Construction, LLC for the bid price of $321,264.30, plus $32,126.43 in contingency for a total amount of $353,390.73.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Seguin, Texas:

SECTION 1. The City Council hereby awards the contract in the amount of $353,390.73 to Rucoba & Maya Construction, LLC for the South Camp Street Drainage Improvements Project.

SECTION 2. The City Manager, Steve Parker, is authorized to execute a construction contract with Rucoba & Maya Construction, LLC for the South Camp Street Drainage Improvements Project.

SECTION 3. This resolution is effective on the date of its passing.

PASSED AND APPROVED THIS 17th DAY OF MARCH 2026.

Donna Dodgen
Mayor

ATTEST:

Kristin Mueller
City Secretary

March 04, 2026

Ms. Melissa Reynolds, P.E., CFM, M.P.A.
City Engineer | Director of Capital Projects & Engineering
City of Seguin
205 N River Street Seguin TX, 78155

RE: Bid Award Recommendation
South Camp Street Drainage Project
RFQ No. AF-2026-031

Dear Ms. Reynolds,

On February 24, 2026, a total of seven (7) sealed bids were received for the South Camp Street Drainage Project. All bids were opened and read aloud at that time.

Bids for the base plus additive work ranged from $321,264.30 to $413,625.52 for the above-mentioned project. The apparent low-bidder, **Rucoba & Maya Construction, LLC.**, has successfully completed all required bidding documents.

A copy of the bid tab including engineer's estimate and comparisons scenarios is attached. The City and Halff Associates has reviewed the four lowest bids and contacted references for each contractor. Each appear reasonable as presented and they do not appear to be materially or mathematically unbalanced.

Therefore, it is recommended that the project be awarded to the apparent low bidder.

Sincerely,

Sam Edwards, P.E., CFM
Team Leader, Water Recourses
Halff Associates
Texas Registered Engineering Firm F-312

Engineer's Opinion of Probably Cost
City of Seguin, TX
Camp Street Drainage Improvements - Bid Tabulation
AF-2026-31

October 2025 Base Bid

Bid Item No.	Description	Unit	Quantity	Engineer's OPCC		D&D		EZ Bel		Jerdon		Myers Concrete		Pavecon LTD		Presidio Contracting	
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
500-7001	MOBILIZATION (10%)	L.S.	1.0	$ 22,300.00	$ 22,300.00	$ 49,518.22	$ 49,518.22	$ 25,100.00	$ 25,100.00	$ 9,050.00	$ 9,050.00	$ 24,727.00	$ 24,727.00	$ 4,677.65	$ 4,677.65	$ 27,000.00	$ 27,000.00
502-7001	BARRICADES, SIGNS AND TRAFFIC HANDLING (3%)	L.S.	1.0	$ 6,700.00	$ 6,700.00	$ 3,909.33	$ 3,909.33	$ 20,000.00	$ 20,000.00	$ 3,675.00	$ 3,675.00	$ 7,330.00	$ 7,330.00	$ 4,677.62	$ 4,677.62	$ 17,130.00	$ 17,130.00
100-7004	PREP ROW (TREE REMOVE)(12" - 24" DIA)	EA	1.0	$ 1,500.00	$ 1,500.00	$ 1,237.96	$ 1,237.96	$ 12,550.00	$ 12,550.00	$ 6,380.00	$ 6,380.00	$ 1,955.00	$ 1,955.00	$ 4,000.00	$ 4,000.00	$ 5,230.00	$ 5,230.00
100-7013	TREE PROTECTION FENCE (INSTALL AND REMOVE)	EA	1.0	$ 500.00	$ 500.00	$ 2,541.07	$ 2,541.07	$ 750.00	$ 750.00	$ 503.00	$ 503.00	$ 814.00	$ 814.00	$ 1,247.33	$ 1,247.33	$ 1,686.00	$ 1,686.00
105-7003	REMOVING STAB BASE AND ASPH PAV (INCLUDES DRIVEWAY)	SY	203.0	$ 65.00	$ 13,195.00	$ 63.96	$ 12,983.88	$ 9.00	$ 1,827.00	$ 33.00	$ 6,699.00	$ 65.00	$ 13,195.00	$ 38.29	$ 7,772.87	$ 20.00	$ 4,060.00
110-7002	CHANNEL EXCAVATION	CY	4.0	$ 20.00	$ 80.00	$ 1,526.99	$ 6,107.96	$ 86.00	$ 344.00	$ 53.00	$ 212.00	$ 409.00	$ 1,636.00	$ 1,089.29	$ 4,357.16	$ 189.25	$ 757.00
132-7005	EMBANK (FNL)(OC)(TY C) - grading behind wall & compacted fill under driveway	CY	50.0	$ 50.00	$ 2,500.00	$ 166.00	$ 8,300.00	$ 60.00	$ 3,000.00	$ 20.00	$ 1,000.00	$ 147.00	$ 7,350.00	$ 197.80	$ 9,890.00	$ 121.70	$ 6,085.00
160-7002	FURNISHING AND PLACING 4" TOPSOIL	CY	22.2	$ 75.00	$ 1,665.00	$ 125.07	$ 2,776.55	$ 45.00	$ 999.00	$ 9.00	$ 199.80	$ 147.00	$ 3,263.40	$ 190.00	$ 4,218.00	$ 116.90	$ 2,595.18
162-7002	ST. AUGUSTINE SODDING	SY	200.0	$ 12.00	$ 2,400.00	$ 30.36	$ 6,072.00	$ 16.00	$ 3,200.00	$ 11.00	$ 2,200.00	$ 15.00	$ 3,000.00	$ 6.80	$ 1,360.00	$ 19.90	$ 3,980.00
168-7001	VEGETATIVE WATERING	MG	50.0	$ 50.00	$ 2,500.00	$ 8.50	$ 425.00	$ 5.00	$ 250.00	$ 95.00	$ 4,750.00	$ 172.00	$ 8,600.00	$ 8.80	$ 440.00	$ 130.35	$ 6,517.50
401-7001	FLOWABLE FILL (HIGH STRENGTH)	CY	1.5	$ 275.00	$ 412.50	$ 2,000.12	$ 3,000.18	$ 247.00	$ 370.50	$ 1,200.00	$ 1,800.00	$ 671.00	$ 1,006.50	$ 1,795.24	$ 2,692.86	$ 1,776.00	$ 2,664.00
402-7001	TRENCH EXCAVATION PROTECTION	LF	8.0	$ 25.00	$ 200.00	$ 9.12	$ 72.96	$ 0.01	$ 0.08	$ 12.00	$ 96.00	$ 113.00	$ 904.00	$ 3,300.00	$ 26,400.00	$ 505.00	$ 4,040.00
432-7002	RIPRAP (CONC)(5 IN)	SY	76.0	$ 300.00	$ 22,800.00	$ 146.77	$ 11,154.52	$ 280.00	$ 21,280.00	$ 204.00	$ 15,504.00	$ 104.00	$ 7,904.00	$ 196.72	$ 14,950.72	$ 180.95	$ 13,752.20
450-7059	RAIL (HANDRAIL)(TY B)	LF	18.0	$ 170.00	$ 3,060.00	$ 462.84	$ 8,331.12	$ 250.00	$ 4,500.00	$ 149.00	$ 2,682.00	$ 261.00	$ 4,698.00	$ 988.67	$ 17,796.06	$ 356.20	$ 6,411.60
464-7003	RC PIPE (CL III)(18 IN) - allowance for damaged pipe	LF	8.0	$ 150.00	$ 1,200.00	$ 409.78	$ 3,278.24	$ 176.00	$ 1,408.00	$ 240.00	$ 1,920.00	$ 352.00	$ 2,816.00	$ 2,500.00	$ 20,000.00	$ 290.25	$ 2,322.00
465-7040	INLET (COMPL)(PCU)(5FT)(BOTH)	EA	2.0	$ 15,000.00	$ 30,000.00	$ 15,101.58	$ 30,203.16	$ 13,250.00	$ 26,500.00	$ 13,070.00	$ 26,140.00	$ 7,471.00	$ 14,942.00	$ 23,000.00	$ 46,000.00	$ 11,680.00	$ 23,360.00
496-7002	REMOV STR (INLET)	EA	2.0	$ 1,500.00	$ 3,000.00	$ 2,021.40	$ 4,042.80	$ 400.00	$ 800.00	$ 1,800.00	$ 3,600.00	$ 2,319.00	$ 4,638.00	$ 3,500.00	$ 7,000.00	$ 1,183.00	$ 2,366.00
496-7007	REMOV STR (PIPE)	LF	17.0	$ 35.00	$ 595.00	$ 154.50	$ 2,626.50	$ 21.00	$ 357.00	$ 60.00	$ 1,020.00	$ 156.00	$ 2,652.00	$ 2,000.00	$ 34,000.00	$ 118.80	$ 2,019.60
506-7003	ROCK BERM / ROCK FILTER DAM (TY 3) (INSTALL AND REMOVE)	LF	8.0	$ 100.00	$ 800.00	$ 390.93	$ 3,127.44	$ 55.00	$ 440.00	$ 60.00	$ 480.00	$ 163.00	$ 1,304.00	$ 155.92	$ 1,247.36	$ 216.60	$ 1,732.80
506-7040	TEMP SDMT CONT FENCE (INLET PROTECTION)	LF	9.0	$ 6.00	$ 54.00	$ 5.15	$ 46.35	$ 50.00	$ 450.00	$ 4.00	$ 36.00	$ 109.00	$ 981.00	$ 138.60	$ 1,247.40	$ 43.50	$ 391.50
529-7001	CONCRETE CURB AND GUTTER (TY 1)	LF	277.0	$ 50.00	$ 13,850.00	$ 28.60	$ 7,922.20	$ 62.00	$ 17,174.00	$ 57.00	$ 15,789.00	$ 35.00	$ 9,695.00	$ 69.80	$ 19,334.60	$ 32.75	$ 9,071.75
530-7006	DRIVEWAYS (CONC)	SY	82.0	$ 300.00	$ 24,600.00	$ 157.62	$ 12,924.84	$ 135.00	$ 11,070.00	$ 201.00	$ 16,482.00	$ 149.00	$ 12,218.00	$ 154.98	$ 12,708.36	$ 99.60	$ 8,167.20
531-7001	CONCRETE SIDEWALK (4")	SY	170.0	$ 100.00	$ 17,000.00	$ 98.21	$ 16,695.70	$ 120.00	$ 20,400.00	$ 180.00	$ 30,600.00	$ 107.00	$ 18,190.00	$ 183.77	$ 31,240.90	$ 100.60	$ 17,102.00
531-7005	CURB RAMPS	EA	2.0	$ 2,000.00	$ 4,000.00	$ 1,824.36	$ 3,648.72	$ 2,500.00	$ 5,000.00	$ 2,295.00	$ 4,590.00	$ 2,507.00	$ 5,014.00	$ 500.00	$ 1,000.00	$ 1,809.00	$ 3,618.00
628-7001	RELOCATE ELECTRICAL SERVICES (AT&T UTILITY BOX ADJUSTMENT)	EA	2.0	$ 1,000.00	$ 2,000.00	$ 651.56	$ 1,303.12	$ 1,583.00	$ 3,166.00	$ 1,450.00	$ 2,900.00	$ 1,312.00	$ 2,624.00	$ 1,500.00	$ 3,000.00	$ 500.00	$ 1,000.00
644-7072	STREET SIGN RELOCATION (647-7004)	EA	1.0	$ 250.00	$ 250.00	$ 2,495.28	$ 2,495.28	$ 500.00	$ 500.00	$ 261.00	$ 261.00	$ 1,222.00	$ 1,222.00	$ 550.00	$ 550.00	$ 1,568.00	$ 1,568.00
CONTECH	CONTECH CDS UNIT AND INSTALL	EA	1.0	$ 50,000.00	$ 50,000.00	$ 65,108.04	$ 65,108.04	$ 94,500.00	$ 94,500.00	$ 70,020.00	$ 70,020.00	$ 78,754.00	$ 78,754.00	$ 5,532.75	$ 5,532.75	$ 64,300.00	$ 64,300.00
COSA-205.4	HOT MIX ASPHALTIC PAVEMENT, TYPE D (2" COMP. DEPTH)(PG 70-22)	SY	62.0	$ 20.00	$ 1,240.00	$ 234.56	$ 14,542.72	$ 180.00	$ 11,160.00	$ 81.00	$ 5,022.00	$ 293.00	$ 18,166.00	$ 58.07	$ 3,600.34	$ 60.00	$ 3,720.00
COSA-407.4	CONCRETE COLLARS	CY	3.5	$ 500.00	$ 1,750.00	$ 3,359.48	$ 11,758.18	$ 350.00	$ 1,225.00	$ 1,020.00	$ 3,570.00	$ 508.00	$ 1,778.00	$ 1,032.00	$ 3,612.00	$ 808.00	$ 2,828.00
COSA-506.1A	CONCRETE RETAINING WALLS (COMB. TYPE) (< 20 CY) - FOR SIDEWALK	CY	7.0	$ 1,600.00	$ 11,200.00	$ 5,336.24	$ 37,353.68	$ 1,200.00	$ 8,400.00	$ 5,300.00	$ 37,100.00	$ 1,703.00	$ 11,921.00	$ 4,465.45	$ 31,258.15	$ 1,998.00	$ 13,986.00
COSA-506.1B	CONCRETE RETAINING WALLS (COMB. TYPE) (< 20 CY) - FOR CHANNEL	CY	4.5	$ 1,600.00	$ 7,200.00	$ 4,691.20	$ 21,110.40	$ 1,800.00	$ 8,100.00	$ 5,786.00	$ 26,037.00	$ 2,272.00	$ 10,224.00	$ 3,808.22	$ 17,136.99	$ 1,509.00	$ 6,790.50
SPECIAL-1	TRASH RACK FOR 36" CMP CONCRETE HEADWALL	EA	1.0	$ 1,000.00	$ 1,000.00	$ 7,844.61	$ 7,844.61	$ 1,500.00	$ 1,500.00	$ 850.00	$ 850.00	$ 5,398.00	$ 5,398.00	$ 1,473.14	$ 1,473.14	$ 3,124.00	$ 3,124.00
SPECIAL-3229	MUDJACKING / RAISING AND UNDERSEALING CONCRETE SLABS	LS	1.0	$ 2,000.00	$ 2,000.00	$ 19,546.67	$ 19,546.67	$ 2,400.00	$ 2,400.00	$ 6,500.00	$ 6,500.00	$ 2,782.00	$ 2,782.00	$ 4,543.00	$ 4,543.00	$ 5,230.00	$ 5,230.00
Total				**Base Bid Total**	**$ 251,551.50**		**$ 382,009.40**		**$ 308,720.58**		**$ 307,667.80**		**$ 291,701.90**		**$ 348,965.26**		**$ 274,605.83**
						Ranking	#7		#5		#4		#3		#6		#2

Add Alternate

Bid Item No.	Description	Unit	Quantity	Engineer's OPCC		D&D		EZ Bel		Jerdon		Myers Concrete		Pavecon LTD		Presidio Contracting	
ITEMS ADDED OR INCREASED IN QUANTITY				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
160-7002	FURNISHING AND PLACING 4" TOPSOIL	CY	1.1	$ 75.00	$ 83.25	$ 795.11	$ 882.57	$ 150.00	$ 166.50	$ 9.00	$ 9.99	$ 1,129.00	$ 1,253.19	$ 190.00	$ 210.90	$ 116.90	$ 129.76
162-7002	ST. AUGUSTINE SODDING	SY	10.0	$ 12.00	$ 120.00	$ 37.01	$ 370.10	$ 25.00	$ 250.00	$ 11.00	$ 110.00	$ 77.00	$ 770.00	$ 6.80	$ 68.00	$ 19.90	$ 199.00
529-7001	CONCRETE CURB AND GUTTER (TY 1)	LF	120.0	$ 50.00	$ 6,000.00	$ 28.73	$ 3,447.60	$ 38.00	$ 4,560.00	$ 60.00	$ 7,200.00	$ 37.00	$ 4,440.00	$ 69.80	$ 8,376.00	$ 32.75	$ 3,930.00
531-7001	CONCRETE SIDEWALK (4")	SY	146.0	$ 100.00	$ 14,600.00	$ 106.15	$ 15,497.90	$ 90.00	$ 13,140.00	180	$ 26,280.00	$ 107.00	$ 15,622.00	$ 183.77	$ 26,830.42	$ 99.80	$ 14,570.80
531-7005	CURB RAMPS	EA	2.0	$ 2,000.00	$ 4,000.00	$ 1,824.36	$ 3,648.72	$ 2,300.00	$ 4,600.00	4590	$ 9,180.00	$ 2,507.00	$ 5,014.00	$ 550.00	$ 1,100.00	$ 1,809.00	$ 3,618.00
COSA-203.1	TACK COAT	GAL	68.0	$ 15.00	$ 1,020.00	$ 3.91	$ 265.88	$ 3.00	$ 204.00	5.2	$ 353.60	$ 5.00	$ 340.00	$ 5.50	$ 374.00	$ 26.15	$ 1,778.20
COSA-205.4A	HOT MIX ASPHALTIC PAVEMENT TYPE D (2" THICK) (PG 64-22)	TON	93.5	$ 200.00	$ 18,700.00	$ 286.68	$ 26,804.58	$ 93.50	$ 8,742.25	258	$ 24,123.00	$ 356.00	$ 33,286.00	$ 185.93	$ 17,384.46	$ 291.70	$ 27,273.95
COSA-208.1	SALVAGING, HAULING & STOCKPILING RECLAIMABLE ASPH. PVM'T (2")	SY	850.0	$ 15.00	$ 12,750.00	$ 11.21	$ 9,528.50	$ 8.60	$ 7,310.00	16	$ 13,600.00	$ 14.00	$ 11,900.00	$ 24.52	$ 20,842.00	$ 15.70	$ 13,345.00
ITEMS REMOVED OR DECREASED IN QUANTITY							$ -		$ -		$ -		$ -		$ -		$ -
105-7003	REMOVING STAB BASE AND ASPH PAV (INCLUDES DRIVEWAY)	SY	-203.0	$ 65.00	$ (13,195.00)	$ 63.96	$ (12,983.88)	$ 9.00	$ (1,827.00)	33	$ (6,699.00)	$ 65.00	$ (13,195.00)	$ 38.29	$ (7,772.87)	$ 20.00	$ (4,060.00)
628-7001	RELOCATE ELECTRICAL SERVICES (AT&T UTILITY BOX ADJUSTMENT)	EA	-2.0	$ 1,000.00	$ (2,000.00)	$ 651.57	$ (1,303.14)	$ 1,583.00	$ (3,166.00)	1450	$ (2,900.00)	$ 1,312.00	$ (2,624.00)	$ 1,500.00	$ (3,000.00)	$ 500.00	$ (1,000.00)
COSA-205.4	HOT MIX ASPHALTIC PAVEMENT, TYPE D (2" COMP. DEPTH)(PG 70-22)	SY	-62.0	$ 20.00	$ (1,240.00)	$ 234.56	$ (14,542.72)	$ 180.00	$ (11,160.00)	81	$ (5,022.00)	$ 293.00	$ (18,166.00)	$ 58.07	$ (3,600.34)	$ 60.00	$ (3,720.00)
				Additive Alternative Total	**$ 40,838.25**		**$ 31,616.11**		**$ 22,819.75**		**$ 66,235.59**		**$ 38,640.19**		**$ 60,812.57**		**$ 56,064.71**
				Total Bid	**$ 292,389.75**		**$ 413,625.52**		**$ 331,540.33**		**$ 373,903.39**		**$ 330,342.09**		**$ 409,777.83**		**$ 330,670.54**
						Ranking	#7		#4		#5		#2		#6		#3
				% difference from Engineer's Estimate			41.46%		13.39%		27.88%		12.98%		40.15%		13.09%

Engineer's Opinion of Probably Cost
City of Seguin, TX
Camp Street Drainage Improvements - Bid Tabulation
AF-2026-31

October 2025 **Base Bid**

LOWEST BID

Bid Item No.	Description	Unit	Quantity	Engineer's OPCC Unit Price	Engineer's OPCC Total	Rucoba & Maya Unit Price	Rucoba & Maya Total	Average Unit Price	Average Total	#1 low bid: Rucoba Cost over 5% of average	#2 low bid: Myers Cost over 5% of average	#3 low bid: Presidio Cost over 5% of average	#4 low bid: EZ Bel Cost over 5% of average
										%	%	%	%
500-7001	MOBILIZATION (10%)	L.S.	1.0	$ 22,300.00	$ 22,300.00	$ 23,000.00	$ 23,000.00	$ 23,296.12	$ 23,296.12	-1.3%	6.1%	15.9%	7.7%
502-7001	BARRICADES, SIGNS AND TRAFFIC HANDLING (3%)	L.S.	1.0	$ 6,700.00	$ 6,700.00	$ 15,000.00	$ 15,000.00	$ 10,245.99	$ 10,245.99	46.4%	-28.5%	67.2%	95.2%
100-7004	PREP ROW (TREE REMOVE)(12" - 24" DIA)	EA	1.0	$ 1,500.00	$ 1,500.00	$ 2,200.00	$ 2,200.00	$ 4,793.28	$ 4,793.28	-54.1%	-59.2%	9.1%	161.8%
100-7013	TREE PROTECTION FENCE (INSTALL AND REMOVE)	EA	1.0	$ 500.00	$ 500.00	$ 4,000.00	$ 4,000.00	$ 1,648.77	$ 1,648.77	142.6%	-50.6%	2.3%	-54.5%
105-7003	REMOVING STAB BASE AND ASPH PAV (INCLUDES DRIVEWAY)	SY	203.0	$ 65.00	$ 13,195.00	$ 30.00	$ 6,090.00	$ 37.04	$ 7,518.25	-19.0%	75.5%	-46.0%	-75.7%
110-7002	CHANNEL EXCAVATION	CY	4.0	$ 20.00	$ 80.00	$ 29.00	$ 116.00	$ 483.22	$ 1,932.87	-94.0%	-15.4%	-60.8%	-82.2%
132-7005	EMBANK (FNL)(OC)(TY C) - grading behind wall & compacted fill under driveway	CY	50.0	$ 50.00	$ 2,500.00	$ 85.00	$ 4,250.00	$ 113.93	$ 5,696.43	-25.4%	29.0%	6.8%	-47.3%
160-7002	FURNISHING AND PLACING 4" TOPSOIL	CY	22.2	$ 75.00	$ 1,665.00	$ 80.00	$ 1,776.00	$ 101.85	$ 2,261.13	-21.5%	44.3%	14.8%	-55.8%
162-7002	ST. AUGUSTINE SODDING	SY	200.0	$ 12.00	$ 2,400.00	$ 20.00	$ 4,000.00	$ 17.01	$ 3,401.71	17.6%	-11.8%	17.0%	-5.9%
168-7001	VEGETATIVE WATERING	MG	50.0	$ 50.00	$ 2,500.00	$ 25.00	$ 1,250.00	$ 63.52	$ 3,176.07	-60.6%	170.8%	105.2%	-92.1%
401-7001	FLOWABLE FILL (HIGH STRENGTH)	CY	1.5	$ 275.00	$ 412.50	$ 1,000.00	$ 1,500.00	$ 1,241.34	$ 1,862.01	-19.4%	-45.9%	43.1%	-80.1%
402-7001	TRENCH EXCAVATION PROTECTION	LF	8.0	$ 25.00	$ 200.00	$ 45.00	$ 360.00	$ 569.16	$ 4,553.29	-92.1%	-80.1%	-11.3%	-100.0%
432-7002	RIPRAP (CONC)(5 IN)	SY	76.0	$ 300.00	$ 22,800.00	$ 110.00	$ 8,360.00	$ 174.63	$ 13,272.21	-37.0%	-40.4%	3.6%	60.3%
450-7059	RAIL (HANDRAIL)(TY B)	LF	18.0	$ 170.00	$ 3,060.00	$ 211.25	$ 3,802.50	$ 382.71	$ 6,888.75	-44.8%	-31.8%	-6.9%	-34.7%
464-7003	RC PIPE (CL III)(18 IN) - allowance for damaged pipe	LF	8.0	$ 150.00	$ 1,200.00	$ 200.00	$ 1,600.00	$ 595.43	$ 4,763.46	-66.4%	-40.9%	-51.3%	-70.4%
465-7040	INLET (COMPL)(PCU)(5FT)(BOTH)	EA	2.0	$ 15,000.00	$ 30,000.00	$ 15,000.00	$ 30,000.00	$ 14,081.80	$ 28,163.59	6.5%	-46.9%	-17.1%	-5.9%
496-7002	REMOV STR (INLET)	EA	2.0	$ 1,500.00	$ 3,000.00	$ 2,000.00	$ 4,000.00	$ 1,889.06	$ 3,778.11	5.9%	22.8%	-37.4%	-78.8%
496-7007	REMOV STR (PIPE)	LF	17.0	$ 35.00	$ 595.00	$ 65.00	$ 1,105.00	$ 367.90	$ 6,254.30	-82.3%	-57.6%	-67.7%	-94.3%
506-7003	ROCK BERM / ROCK FILTER DAM (TY 3) (INSTALL AND REMOVE)	LF	8.0	$ 100.00	$ 800.00	$ 100.00	$ 800.00	$ 163.06	$ 1,304.51	-38.7%	0.0%	32.8%	-66.3%
506-7040	TEMP SDMT CONT FENCE (INLET PROTECTION)	LF	9.0	$ 6.00	$ 54.00	$ 25.00	$ 225.00	$ 53.61	$ 482.46	-53.4%	103.3%	-18.9%	-6.7%
529-7001	CONCRETE CURB AND GUTTER (TY 1)	LF	277.0	$ 50.00	$ 13,850.00	$ 35.00	$ 9,695.00	$ 45.74	$ 12,668.79	-23.5%	-23.5%	-28.4%	35.6%
530-7006	DRIVEWAYS (CONC)	SY	82.0	$ 300.00	$ 24,600.00	$ 105.00	$ 8,610.00	$ 143.17	$ 11,740.06	-26.7%	4.1%	-30.4%	-5.7%
531-7001	CONCRETE SIDEWALK (4")	SY	170.0	$ 100.00	$ 17,000.00	$ 85.00	$ 14,450.00	$ 124.94	$ 21,239.80	-32.0%	-14.4%	-19.5%	-4.0%
531-7005	CURB RAMPS	EA	2.0	$ 2,000.00	$ 4,000.00	$ 2,500.00	$ 5,000.00	$ 1,990.77	$ 3,981.53	25.6%	25.9%	-9.1%	25.6%
628-7001	RELOCATE ELECTRICAL SERVICES (AT&T UTILITY BOX ADJUSTMENT)	EA	2.0	$ 1,000.00	$ 2,000.00	$ 1,500.00	$ 3,000.00	$ 1,213.79	$ 2,427.59	23.6%	8.1%	-58.8%	30.4%
644-7072	STREET SIGN RELOCATION (647-7004)	EA	1.0	$ 250.00	$ 250.00	$ 850.00	$ 850.00	$ 1,063.75	$ 1,063.75	-20.1%	14.9%	47.4%	-53.0%
CONTECH	CONTECH CDS UNIT AND INSTALL	EA	1.0	$ 50,000.00	$ 50,000.00	$ 56,250.00	$ 56,250.00	$ 62,066.40	$ 62,066.40	-9.4%	26.9%	3.6%	52.3%
COSA-205.4	HOT MIX ASPHALTIC PAVEMENT, TYPE D (2" COMP. DEPTH)(PG 70-22)	SY	62.0	$ 20.00	$ 1,240.00	$ 125.00	$ 7,750.00	$ 147.38	$ 9,137.29	-15.2%	98.8%	-59.3%	22.1%
COSA-407.4	CONCRETE COLLARS	CY	3.5	$ 500.00	$ 1,750.00	$ 2,000.00	$ 7,000.00	$ 1,296.78	$ 4,538.74	54.2%	-60.8%	-37.7%	-73.0%
COSA-506.1A	CONCRETE RETAINING WALLS (COMB. TYPE) (< 20 CY) - FOR SIDEWALK	CY	7.0	$ 1,600.00	$ 11,200.00	$ 1,800.00	$ 12,600.00	$ 3,114.67	$ 21,802.69	-42.2%	-45.3%	-35.9%	-61.5%
COSA-506.1B	CONCRETE RETAINING WALLS (COMB. TYPE) (< 20 CY) - FOR CHANNEL	CY	4.5	$ 1,600.00	$ 7,200.00	$ 2,600.00	$ 11,700.00	$ 3,209.49	$ 14,442.70	-19.0%	-29.2%	-53.0%	-43.9%
SPECIAL-1	TRASH RACK FOR 36" CMP CONCRETE HEADWALL	EA	1.0	$ 1,000.00	$ 1,000.00	$ 11,900.00	$ 11,900.00	$ 4,584.25	$ 4,584.25	159.6%	17.8%	-31.9%	-67.3%
SPECIAL-3229	MUDJACKING / RAISING AND UNDERSEALING CONCRETE SLABS	LS	1.0	$ 2,000.00	$ 2,000.00	$ 3,000.00	$ 3,000.00	$ 6,285.95	$ 6,285.95	-52.3%	-55.7%	-16.8%	-61.8%
Total				**Base Bid Total**	**$ 251,551.50**		**$ 265,239.50**		**$ 311,272.90**				
							#1						

Add Alternate

Bid Item No.	Description	Unit	Quantity	Engineer's OPCC Unit Price	Engineer's OPCC Total	Rucoba & Maya Unit Price	Rucoba & Maya Total	Average Unit Price	Average Total	Rucoba Cost over 5% of average	Myers Cost over 5% of average	Presidio Cost over 5% of average	EZ Bel Cost over 5% of average
ITEMS ADDED OR INCREASED IN QUANTITY										%	%	%	%
160-7002	FURNISHING AND PLACING 4" TOPSOIL	CY	1.1	$ 75.00	$ 83.25	$ 80.00	$ 88.80	$ 352.86	$ 391.67	-77.3%	220.0%	-66.9%	-57.5%
162-7002	ST. AUGUSTINE SODDING	SY	10.0	$ 12.00	$ 120.00	$ 20.00	$ 200.00	$ 28.10	$ 281.01	-28.8%	174.0%	-29.2%	-11.0%
529-7001	CONCRETE CURB AND GUTTER (TY 1)	LF	120.0	$ 50.00	$ 6,000.00	$ 35.00	$ 4,200.00	$ 43.04	$ 5,164.80	-18.7%	-14.0%	-23.9%	-11.7%
531-7001	CONCRETE SIDEWALK (4")	SY	146.0	$ 100.00	$ 14,600.00	$ 85.00	$ 12,410.00	$ 121.67	$ 17,764.45	-30.1%	-12.1%	-18.0%	-26.0%
531-7005	CURB RAMPS	EA	2.0	$ 2,000.00	$ 4,000.00	$ 2,500.00	$ 5,000.00	$ 2,297.19	$ 4,594.39	8.8%	9.1%	-21.3%	0.1%
COSA-203.1	TACK COAT	GAL	68.0	$ 15.00	$ 1,020.00	$ 12.00	$ 816.00	$ 8.68	$ 590.24	38.2%	-42.4%	201.3%	-65.4%
COSA-205.4A	HOT MIX ASPHALTIC PAVEMENT TYPE D (2" THICK) (PG 64-22)	TON	93.5	$ 200.00	$ 18,700.00	$ 400.00	$ 37,400.00	$ 267.40	$ 25,002.03	49.6%	33.1%	9.1%	-65.0%
COSA-208.1	SALVAGING, HAULING & STOCKPILING RECLAIMABLE ASPH. PVM'T (2")	SY	850.0	$ 15.00	$ 12,750.00	$ 15.00	$ 12,750.00	$ 15.00	$ 12,753.64	0.0%	-6.7%	4.6%	-42.7%
ITEMS REMOVED OR DECREASED IN QUANTITY							$ -		$ -				
105-7003	REMOVING STAB BASE AND ASPH PAV (INCLUDES DRIVEWAY)	SY	-203.0	$ 65.00	$ (13,195.00)	$ 30.00	$ (6,090.00)	$ 37.04	$ (7,518.25)	-19.0%	75.5%	-46.0%	-75.7%
628-7001	RELOCATE ELECTRICAL SERVICES (AT&T UTILITY BOX ADJUSTMENT)	EA	-2.0	$ 1,000.00	$ (2,000.00)	$ 1,500.00	$ (3,000.00)	$ 1,213.80	$ (2,427.59)	23.6%	8.1%	-58.8%	30.4%
COSA-205.4	HOT MIX ASPHALTIC PAVEMENT, TYPE D (2" COMP. DEPTH)(PG 70-22)	SY	-62.0	$ 20.00	$ (1,240.00)	$ 125.00	$ (7,750.00)	$ 147.38	$ (9,137.29)	-15.2%	98.8%	-59.3%	22.1%
				Additive Alternative Total	**$ 40,838.25**		**$ 56,024.80**		**$ 47,459.10**				
				Total Bid	**$ 292,389.75**		**$ 321,264.30**		**$ 358,732.00**				
							#1						

% difference from Engineer's Estimate 9.88%

SEGUIN TEXAS

It's real.

Memorandum

To: Mayor and City Council Members
Steve Parker, City Manager

From: Randy Kell, Director of Facilities

Subject: Resolution authorizing the City Manager to enter into a Design-Build agreement with Koehler Construction for a new 5 Bay Apparatus Enclosure at Station 2; and declaring an effective date

Date: 3/9/2026

Historical Background

The City of Seguin Fire Department needs a new 100' x 60', 5 bay apparatus enclosure at Fire Station #2 located at 650 Hwy 46 S. Seguin, Texas, 78155. The city has recently purchased two additional apparatuses for the fire department. As of now, we already have several pieces of equipment left out in the elements. This new building will serve as protection for existing equipment as well as new equipment purchased. This space will also include a supply room, storage room, and gym.

Action Requested

Consider a resolution authorizing City Manager to enter into a professional service agreement with Koehler Construction for the design and buildout of a new 5 Bay Apparatus Enclosure with a not to exceed amount of $1,777,500.

Procurement Methodology & Funding Source

RFQ No. AF-2026-01 was advertised and open to the public. Seventeen companies submitted RFQ's and four were called in for second interviews including their architects. During second interviews, we discussed budgets as well. Koehler Construction is our recommendation based on qualifications and discussed budget. Until design is finished, we will not have an exact cost. It is recommended that the Facility Director be authorized to expend up to $1,777,500.

Bonds were issued in FY25 for this project, but additional funding will be needed to complete the project. The additional funding needed will come from the bonds being issued for the new fire station this fiscal year. Once construction starts for the new fire station in FY27, the bonds issued during that fiscal year will include the amount needed to replace the funding.

Staff Recommendation

It is recommended we enter into a design-build agreement with Koehler Construction, at a cost not to exceed $1,777,500 for the new apparatus enclosure.

ATTACHMENTS

1. Resolution – Authorization allowing the City Manager to enter into design build agreement with Koehler Construction for the New 5 Bay Apparatus Enclosure
2. RFQ AF-2026-01

3. RFQ Evaluation Matrix
4. #25029 Professional Services agreement for Design Build of 5 Bay Apparatus Enclosure Koehler Construction

CITY OF SEGUIN **RESOLUTION NO. 2026R-XXX**

STATE OF TEXAS

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEGUIN AUTHORIZING THE CITY MANAGER TO ENTER INTO A DESIGN-BUILD AGREEMENT WITH KOEHLER CONSTRUCTION FOR THE DESIGN AND CONSTRUCTION OF A FIVE (5) BAY APPARATUS ENCLOSURE AT FIRE STATION NO. 2; AUTHORIZING EXPENDITURES IN AN AMOUNT NOT TO EXCEED $1,777,500; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Seguin finds that the Seguin Fire Department requires additional apparatus storage capacity at Fire Station No. 2, located at 650 Highway 46 South, Seguin, Texas; and

WHEREAS, the City has recently acquired additional fire apparatus and currently has equipment exposed to the elements due to insufficient covered storage; and

WHEREAS, the proposed project includes the construction of a 100-foot by 60-foot, five (5) bay apparatus enclosure to provide protection for existing and future fire apparatus and equipment, and will include a supply room, storage room, and gym space; and

WHEREAS, Request for Qualifications (RFQ) No. AF-2026-01 was publicly advertised, and seventeen (17) firms submitted qualifications, after which four (4) firms were selected for interviews and further evaluation; and

WHEREAS, following evaluation of qualifications, interviews, and budget discussions, staff recommends Koehler Construction as the most qualified firm to provide design-build services for the project; and

WHEREAS, the project is funded through bonds issued in Fiscal Year 2025, with additional funding to be provided from bonds to be issued for the new fire station project in the current fiscal year, with reimbursement planned through bonds anticipated in Fiscal Year 2027; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF Seguin:

SECTION 1. The City Manager is hereby authorized to negotiate and execute a Design-Build Agreement with Koehler Construction for the design and construction of a five (5) bay apparatus enclosure at Fire Station No. 2, located at 650 Highway 46 South, Seguin, Texas.

SECTION 2. The City Manager, or his designee, is authorized to expend funds for the project in an amount not to exceed One Million Seven Hundred Seventy-Seven Thousand Five Hundred Dollars ($1,777,500) for the design and construction of the facility.

SECTION 3. This resolution shall take effect immediately upon its passage.

PASSED AND APPROVED this 17th day of March 2026.

_____
DONNA DODGEN
MAYOR

ATTEST:

_____
Kristin Mueller, City Secretary

It's real.

CITY OF SEGUIN

205 N. RIVER

SEGUIN, TEXAS 78155

REQUEST FOR QUALIFICATIONS (RFQ) - No. AF-2026-01

NEW FIVE BAY APPARATUS ENCLOSURE FOR FIRE DEPARTMENT #2

Responses Due:
September 30, 2025, by 3:00 PM

PUBLIC NOTICE
CITY OF SEGUIN
REQUEST FOR QUALIFICATIONS
AF-2026-01

The City of Seguin is accepting sealed Statement of Qualifications for:

New Five Bay Apparatus Enclosure

Sealed Statement of Qualification Proposals will be received by the City of Seguin, electronically through **http://www.bidnetdirect.com/texas/cityofseguin** until 3:00 P.M., Tuesday, September 30, 2025. The City will announce all proposed consulting firms publicly in the Council Chambers of City Hall at 3:00 P.M. on that date.

Proposals received after the time and date set for submission will be disqualified.

The City of Seguin reserves the right to reject or accept any and all proposals and to waive informalities. The City Council's decision will be final.

STEVE PARKER
CITY MANAGER
CITY OF SEGUIN, TEXAS

ADDENDUM FORM
RFQ: AF-2026-01

Receipt is hereby acknowledged of the following Addenda to the Specifications:

ADDENDUM NO. 1 DATED _____ ADDENDUM NO. 4 DATED _____
ADDENDUM NO. 2 DATED _____ ADDENDUM NO. 5 DATED _____
ADDENDUM NO. 3 DATED _____ ADDENDUM NO. 6 DATED _____

- **The Undersigned affirms that it is duly authorized to submit this bid, that this bid has not been prepared in collusion with any other bidder, and that the content of this bid as to prices, terms, or conditions of said bid has not been communicated to any other bidder prior to the official opening of this bid.**
- **The Undersigned certifies that pursuant to Section 2270.002 of the Texas Government Code, Bidder does not boycott Israel and will not boycott Israel during the term of the contract resulting from this solicitation.**
- **The Undersigned certifies that pursuant to S.B 19, Bidder does not boycott energy companies and will not boycott energy companies during the term of the contract.**
- **The Undersigned certifies that pursuant to S.B. 13, Bidder does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and will not discriminate during the term of the contract against a firearm entity or firearm trade association.**

_____ _____
Company Name Authorized Signature

_____ _____
Address Printed Name

_____ _____
City, State, Zip Code Title

_____ _____
Phone No. Date

Email Address: _____

Request for Qualifications

New Five Bay Apparatus Enclosure
for Fire Department #2

To Prospective Vendors,

The City of Seguin is seeking qualifications from vendors for the design and buildout of a new 100' x 60', 5 bay apparatus enclosure at Fire Station #2 located at 650 Hwy 46 S. Seguin, Texas, 78155. The city has recently purchased two additional apparatuses for the fire department. As of now, we already have several pieces of equipment left out in the elements. This new building will serve as protection for existing equipment as well as new equipment purchased. We will also like to include a supply room, storage room, and gym.

Project Overview:

Attached to this RFQ is a scaled sketch to reference. We propose this will be a 26 gauge minimum pre-engineered and insulated metal building. It shows three, 12' bays and two, 14' bays at 14' high. Within the building, we would like two insulated, air-conditioned storage rooms with decked ceilings for storage above. Also included will be a gym. Gym equipment will be provided by others. At the back of the building, we will need an 8' wide overhead door into the main area. The main area of building will not need cooling, but heat is required to keep the apparatuses above freezing temperatures during the cold season. We would like a fan in the main area to circulate air. Each apparatus will need a 30-amp plug mounted above the apparatus with a drop. Site work and flat work should be included in the proposal along with all MEP services. Please submit your qualifications and a proposed budget that includes civil, MEP, and architectural services, pre-construction and construction services, insurance, and bonds.

Submission:

The City of Seguin will accept submittals of qualifications for a Five Bay Apparatus Enclosure until 3:00 P.M., September 30, 2025, via Seguin's Bid Net portal. Any response received after closing time will not be considered.

Recommended Pre-Proposal Meetings:

Pre-proposal meeting will take place on September 9, 2025, at 10 am at Fire Station 2, located at 650 Hwy. 46 S. Seguin Texas, 78155. The purpose of the meeting is to provide an overview of the project, answer any questions, and allow bidders to familiarize themselves with the site.

RFQ Guidelines:

Vendors must include the following information in their submittal.

- **Company Background and Experience:**

Provide a clear overview of your company's history, capabilities, and relevant experience, highlighting projects that align with the specific requirements of the RFQ.

- **Project-Specific Expertise:**

Emphasize your team's expertise and skills directly relevant to the project, showcasing how your team can meet the stated needs and requirements.

- **Past Performance:**

Provide evidence of successful completion of similar projects, including client testimonials, project deliverables, and timelines.

- **Certifications and Licensing:**

Clearly outline relevant certifications, licenses, and other professional credentials that demonstrate your expertise and adherence to industry standards.

- **Resource Capacity:**

Demonstrate that you have the necessary personnel, equipment, and resources to effectively manage and complete the project within the specified timeframe and budget.

- **Financial Stability:**

Depending on the nature of the RFQ and the awarding authority, you may be required to demonstrate financial stability and the ability to handle large contracts.

- **Methodology and Approach:**

Explain your proposed approach to the project, including your methodologies, processes, and strategies to ensure successful project execution.

- **Organization Structure:**

Briefly outline how your company is structured, highlighting the project team members who will be involved in the project, their roles and responsibilities, and their experience.

- **Contact Information:**

Ensure all contact information is clear, accurate, and readily available, especially email and telephone.

Selection and Evaluation Process:

The City will select the contractor that provides the **best value** based on demonstrated **qualifications**, **experience**, and **ability to perform the required services within the specified budget**.

Proposers are expected to respond **clearly and completely** to all requirements outlined in this RFQ. **Incomplete or non-responsive submissions** may be deemed non-compliant and may be **rejected from further consideration**.

A **review panel** will evaluate all written proposals based on the evaluation criteria set forth in this RFQ. Following the initial evaluation, the City **may conduct interviews** with a shortlist of proposers. These interviews will provide proposers the opportunity to clarify or expand upon elements of their proposal.

If interviews are conducted:

- All shortlisted proposers will be asked the **same set of questions**.

- Responses will be **scored consistently** by the review panel.
- Interview performance will be considered in the final evaluation and selection.
- **Refusal to participate in an interview** will result in the **automatic rejection** of the proposer's submission, regardless of prior scoring.

Upon conclusion of the evaluation process, the City may enter into **negotiations** with the top-ranked proposer to finalize the scope of services, fees, and other contract terms. If a satisfactory agreement cannot be reached, the City reserves the right to **negotiate with the next highest-ranked proposer**, and so on, until an agreement is reached or the solicitation is terminated.

Point of Contact. Clarification of Specifications and Requirements

City of Seguin issues this Request for Qualifications (RFQ) and the Purchasing Manager is the sole point of contact during the solicitation and selection process.
Ashley Bruns, Purchasing Manager **ABruns@seguintexas.gov**

Questions must be received via BidNet by September 30, 2025, by 3:00 p.m. local time to be included in addendum.

RFQ Timetable (some dates subject to change):

Event	**Date**
– RFQ Issued	08/27/2025
– Pre-Proposal Meeting	09/09/2025
– All Proposer's Questions due by	09/10//2025
– SOQ Deadline	09/30/2025
– Consultant Contract Negotiation (estimate)	10/01/2025
– Contract Award (estimate)	Oct./Nov. 2025

Evaluation Criteria

Proposals submitted in response to this RFQ will be evaluated based on the following criteria:

Qualifications (Maximum Points: 100)

Evaluation Criteria	Included Elements	Weighting for Evaluation of SOQ
Technical Approach	Project understanding, project approach, and innovative concepts	35
Project Planning and Management	Project staffing and resource management (who, how, and why), communication plan, and quality control procedures. Includes the prime firms past experience with sub-providers to meet program goals on this contract.	20
Project Manager's Relevant Experience	Experience with similar or related projects including both technical and management experience	25
Key Staff Relevant Experience	Experience with similar projects	20
Total Maximum		100 Points

Right to Reject Proposal and Negotiate Contract Terms

The City reserves the right to reject any and all proposals. The City reserves the right to negotiate the terms of the contract, including reimbursement rates with the selected Consultant prior to entering into a contract. If contract negotiations cannot be concluded successfully with the highest scoring Proposer, the City may negotiate a contract with the next highest scoring Proposer and so on until an agreement is reached.

Contract

- Negotiations

– After selection of a Consultant based on qualifications, the City will then enter into negotiations as to the terms of the contract, all aspects of services, and the compensation to be paid to the Consultant.

- Inability to Reach Agreement

– In the event the negotiation between the most qualified Consultant(s) selected and the City cannot be completed as a result of an inability to reach agreement on the fee or services or the scope of work to be performed, then at the option of the City, the contract may be awarded to the next most qualified Consultant. Negotiations will continue in this sequence until a contract is finalized, or all responses are rejected.

- City Council Approval

– The final contract will be submitted to the City Council for approval.
  - Final Contract
– The selected Consultant will be required to assume responsibility for all services offered in its response, whether or not such services are provided by a partnership arrangement. The successful Consultant will be considered the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the contract.
– The successful Consultant will be required to enter into the contract with the City.
– This RFQ and the successful Consultant's response, or any part thereof, may be incorporated into and made a part of the final contract. The City reserves the right to negotiate the terms and conditions of the contract with the successful Consultant.
  - ***Upon the award of this contract, profit (either %/actual cost) must be identified and negotiated as a separate element of the price for any contract in excess of $50,000.***

Expenses

Covered expenses will be paid on a reimbursement basis in accordance with the RFQ.

Insurance

Prior to beginning work, the successful Consultant shall have on file with the City of Seguin a Certificate of Liability Insurance form covering worker's compensation, commercial general liability, professional liability, and business auto, listing the City as an additional insured in accordance with Exhibit A.

CITY RESPONSIBILITIES

a) Provide guidance and coordination
b) Provide utility record drawings
c) Provide available archeological archive information
d) Provide other archive information as needed and/or available
e) Provide the most recent City of Seguin Comprehensive Plan

CONSULTANT RESPONSIBILITIES

a) Federal and State unemployment insurance coverage
b) Standard worker's compensation insurance coverage
c) Compliance with all Federal and State tax laws and withholding requirements
d) Duration of contract period provide:
  – Periodic consultation with City staff
  – Periodic review of all project materials developed
  – Project plan and schedule
  – Monthly status reports
  – Schedule project meetings with City staff (to include potential public meetings outside of normal business hours)
  – Final version of Drainage Master Plan in electronic format

CONSULTANT PERSONNEL REPLACEMENT

- Replacement of selected consultant personnel shall require the approval of the City.
- Replacement personnel shall have comparable qualifications and be provided at the contracted rate.
- Any request by the consultant to replace a team member shall be done in writing to the City.

– A resume for the proposed replacement must be submitted to the City for review.
– The City may reject the proposed replacement if qualifications and/or reference(s) of past working performance are deemed questionable or unfavorable.
  - If the City determines the selected consultant is unable to perform satisfactorily or communicate effectively, the City may, at its discretion, remove consultant immediately from the contact.
  - If the consultant is removed and the City did not initiate the request, the firm has five (5) working days to provide a replacement. There shall be no charge to the City for the first five (5) working days of the replacement.

WORK HOURS and LOCATION

- Services shall be provided during normal business hours unless otherwise approved and coordinated with the City.
- Normal business hours are Monday through Friday from 8:00 am through 5:00 pm excluding holidays.
- Consultant may be required to work on weekends, evenings, and holidays. The City will not pay an overtime rate for this service. All hours shall be billed at the hourly rate quoted.

STANDARD CONTRACT, CONDITIONS and REQUIREMENTS

The successful Proposer and the City will enter into a contract for the services described in this RFQ. Failure of the successful Proposer to accept the obligations of a contractual agreement may result in a cancellation of award.

RESTRICTIONS ON LOBBYING ACTIVITY

The City is committed to maintaining fair and open competition as required by local, state, and federal laws and statutes. Every effort is made to maintain the highest level of ethical conduct in every aspect of the procurement process. Sharp business practice or high-pressure tactics will not be tolerated. Qualification and selection of vendors is based on those vendors who share the same high standards of ethical conduct.
Proponents are strictly prohibited from directly or indirectly communicating with City Council members regarding the Proponent's qualifications or any other matter related to the eventual award of a contract for the services requested under this RFQ. Proponents are prohibited from contacting City staff members or selection committee members regarding their qualifications or the award of a contract unless in response to an inquiry initiated by a staff or committee member. Any violation will result in immediate disqualification of the Proponent from the selection process.

Upon issuance of the RFQ, all proponent communications and requests for clarification or objections shall be directed in writing to Ashley Bruns, Purchasing Manager, for response, determination, and dissemination to all proponents. Any communication by proponents or their representatives toward other city officers or employees regarding this RFP or the award of a contract are prohibited and will constitute grounds for disqualification of a proponent.
A lobbyist or a proponent or any of their agents may not do any act or refrain from any act for the express purpose and intent of placing any City official under personal obligation to the lobbyist or proponent.

12
12
14
14
12
Door
3'0"
Medic
Brush
Engine
Engine
UTV
Boat
EMS Supply
5'
Gear
Uniform
Storage
5'
59 11½"
99 11½"
Medic
Hazmat
prop storage
gym
Rack Storage
8' overhead
Door
11 3"
V1

ATTACHMENT A
(Revised 5/23/23)

INSURANCE

SECTION A. Prior to the approval of this contract by the City, CONTRACTOR shall furnish a completed Insurance Certificate to the Purchasing office. The certificate shall be completed by an agent authorized to bind the named underwriter(s) to the coverages, limits, and termination provisions shown thereon, and shall furnish and contain all required information referenced or indicated thereon. CITY SHALL HAVE NO DUTY TO PAY OR PERFORM UNDER THIS CONTRACT UNTIL SUCH CERTIFICATE IS RECEIVED BY THE CITY OF SEGUIN'S PURCHASING DEPARTMENT, and no officer or employee of the City shall have authority to waive this requirement.

INSURANCE COVERAGE REQUIRED

SECTION B. CITY reserves the right to review the insurance requirements of this section during the effective period of the contract and to adjust insurance coverages and their limits when deemed necessary and prudent by CITY, based upon changes in statutory law, court decisions, or the claims history of the industry as well as the CONTRACTOR.

SECTION C. Subject to CONTRACTOR'S right to maintain reasonable deductibles in such amounts as are approved by CITY, CONTRACTOR shall obtain and maintain in full force and effect for the duration of this contract, and any extension hereof, at CONTRACTOR'S sole expense, insurance coverage written by companies approved by the State of Texas and acceptable to CITY, in the following type(s) and amount(s):

	TYPE	AMOUNT
1.	**Workers' Compensation** and **Employer's Liability**	Statutory
	NOTE: For building or construction projects, and services provided at City-owned facilities, the successful Contractor shall meet the minimum requirements defined in the Texas Workers' Compensation Commission Rule 28 TAC §110.110 which follows this insurance attachment.	
2.	**Commercial General (public) Liability** including coverage for the following:	
	a. Premises operations	$1,000,000 per occurrence
	b. Independent contractors	$2,000,000 aggregate
	c. Products/completed operations	
	d. Personal injury	
	e. Advertising injury	
	f. Contractual liability	
	g. Medical payments	
	h. Professional liability	
	i. Underground hazard*	
	j. Explosion and collapse hazard	
	k. Liquor liability	
	l. Fire legal liability	
	m. City's property in Contractor's care, custody, or control	
	n. Asbestos specific liability	
3.	**Comprehensive Automobile Liability** insurance, including coverage for loading and unloading hazards, for:	$1,000,000 per occurrence
	a. Owned/leased vehicles	

b. Non-owned vehicles
c. Hired vehicles

4.	**Errors and Omissions** insurance policy (when applicable)	$1,000,000 per occurrence or claim $2,000,000 aggregate for the willful or negligent acts or omissions of any no less than officers, employees or agents thereof
5.	**Cyber** (when applicable)	$2,000,000

ADDITIONAL POLICY ENDORSEMENTS

CITY shall be entitled, upon request, and without expense, to receive copies of the policies and all endorsements thereto and may make any reasonable request for deletion, revision, or modification of particular policy terms, conditions, limitations, or exclusions (except where policy provisions are established by law or regulation binding upon either of the parties hereto or the underwriter of any of such policies). Upon such request by CITY, CONTRACTOR shall exercise reasonable efforts to accomplish such changes in policy coverages, and shall pay the cost thereof.

REQUIRED PROVISIONS

CONTRACTOR agrees with respect to the above required insurance, all insurance contracts and certificate(s) of insurance will contain and state, in writing, on the certificate or its attachment, the following required provisions.

a. Name the City of Seguin and its officers, employees, and elected representatives as an Additional Insured(s), (as the interest of each insured may appear) to all applicable coverage.

b. Provide for 30 days notice to City for cancellation, non-renewal, or material change.

c. Provide for notice to City at the address shown below by registered mail.

d. CONTRACTOR agrees to waive subrogation against the City of Seguin, its officers, employees, and elected representatives for injuries, including death, property damage, or any other loss to the extent same may be covered by the proceeds of insurance.

e. Provide that all provisions of this agreement concerning liability, duty, and standard of care together shall be underwritten by contractual liability coverage sufficient to include such obligations within applicable policies.

f. For coverages that are **only** available with claims made policies, the required period of coverage will be determined by the following formula: Continuous coverage for the life of the contract, plus one year (to provide coverage for the warranty period) and an extended discovery period for a minimum of five years which shall begin at the end of the warranty period.

NOTICES

CONTRACTOR shall notify CITY in the event of any change in coverage and shall give such notices not less than thirty (30) days prior to the change, which notice must be accompanied by a replacement CERTIFICATE OF INSURANCE. All notices shall be given to CITY at the following address:

Purchasing Department
City of Seguin
P.O. Box 591
Seguin, Texas 78156

SECTION D. Approval, disapproval, or failure to act by CITY regarding any insurance supplied by CONTRACTOR shall not relieve CONTRACTOR of full responsibility or liability for damages and accidents as set forth in the contract documents. Neither shall the bankruptcy, insolvency, or denial of liability by the insurance company exonerate CONTRACTOR from liability.

WORKERS COMPENSATION INSURANCE
for
Building or Construction Projects and Services Provided at City-Owned Facilities

TEXAS WORKERS' COMPENSATION COMMISSION RULE 28 § 110.110

****

As required by the Texas Workers' Compensation Rule 28, §110.110, the Contractor shall accept the following definitions and comply with the following provisions:

Workers' Compensation Insurance Coverage

A. Definitions:

1. Certificate of coverage ("certificate")-A copy of a certificate of insurance, a certificate of authority to self-insure issued by the commission, or a coverage agreement (TWCC-81, TWCC-82, TWCC-83, or TWCC-84), showing statutory workers' compensation insurance coverage for the person's or entity's employees providing services on a project, for the duration of the project.

2. Duration of the project-includes the time from the beginning of the work on the project until the Contractor's/person's work on the project has been completed and accepted by the City of Seguin.

3. Persons providing services on the project ("subcontractor" in Section 406.096) - includes all persons or entities performing all or part of the services the Contractor has undertaken to perform on the project, regardless of whether that person contracted directly with the Contractor and regardless of whether that person has employees. This includes, without limitation, independent Contractors, subcontractors, leasing companies, motor carriers, owner-operators, employees of any such entity, or employees of any entity which furnishes persons to provide services on the project. "Services" include, without limitation, providing, hauling, or delivering equipment or materials, or providing labor, transportation, or other service related to a project. "Services" does not include activities unrelated to the project, such as food/beverage vendors, office supply deliveries, and delivery of portable toilets.

B. The Contractor shall provide coverage, based on proper reporting of classification codes and payroll amounts and filing of any coverage agreements, which meets the statutory requirements of Texas Labor Code, Section 401.011(44) for all employees of the Contractor providing services on the project, for the duration of the project.

C. The Contractor must provide a certificate of coverage to the City of Seguin prior to being awarded the contract.

D. If the coverage period shown on the Contractor's current certificate of coverage ends during the duration of the project, the Contractor must, prior to the end of the coverage period, file a new certificate of coverage with the City of Seguin showing that coverage has been extended.

E. The Contractor shall obtain from each person providing services on a project, and provide to the City of Seguin:

1. A certificate of coverage, prior to that person beginning work on the project, so the City of Seguin will have on file certificates of coverage showing coverage for all persons providing services on the project; and

2. No later than seven (7) days after receipt by the Contractor, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate of coverage ends during the duration of the project.

F. The Contractor shall retain all required certificates of coverage for the duration of the project and for one (1) year thereafter.

G. The Contractor shall notify the City of Seguin in writing by certified mail or personal delivery, within ten (10) days after the Contractor knew or should have known, of any change that materially affects the provision of coverage of any person providing services on the project.

H. The Contractor shall post on each project site a notice, in the text, form and manner prescribed by the Texas Workers' Compensation Commission, informing all persons providing services on the project that they are required to be covered, and stating how a person may verify coverage and report lack of coverage.

I. The Contractor shall contractually require each person with whom it contracts to provide services on a project, to:

1. Provide coverage, based on proper reporting of classification codes and payroll amounts and filing of any coverage agreements, which meets the statutory requirements of Texas Labor Code, Section 401.011(44) for all of its employees providing services on the project, for the duration of the project;

2. Provide to the Contractor, prior to that person beginning work on the project, a certificate of coverage showing that coverage is being provided for all employees of the person providing services on the project, for the duration of the project.

3. Provide the Contractor, prior to the end of the coverage period, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate of coverage ends during the duration of the project;

4. Obtain from each other person with whom it contracts, and provide to the Contractor:

   a. A certificate of coverage, prior to the other person beginning work on the project; and

   b. A new certificate of coverage showing extension of coverage, prior to the end of the coverage period, if the coverage period shown on the current certificate of coverage ends during the duration of the project.

5. Retain all required certificates of coverage on file for the duration of the project and for one (1) year thereafter;

6. Notify the City of Seguin in writing by certified mail or personal delivery, within ten (10) days after the person knew or should have known, of any change that materially affects the provision of coverage of any person providing services on the project; and

7. Contractually require each person with whom it contracts, to perform as required by paragraphs (1) - (7), with the certificates of coverage to be provided to the person for whom they are providing services.

J. By signing this contract or providing or causing to be provided a certificate of coverage, the Contractor is representing to the City of Seguin that all employees of the Contractor who will provide services on the project will be covered by workers' compensation coverage for the duration of the project, that the coverage will be based on proper reporting of classification codes and payroll amounts, and that all coverage agreements will be filed with the appropriate insurance carrier or, in the case of a self-insured, with the commission's Division of Self-Insurance Regulation. Providing false or misleading information may subject the Contractor to administrative penalties, criminal penalties, civil penalties, or other civil actions.

K. The Contractor's failure to comply with any of these provisions is a breach of contract by the Contractor which entitles the City of Seguin to declare the contract void if the Contractor does not remedy the breach within ten (10) days after receipt of notice of breach from the City of Seguin.

As defined by the Texas Labor Code, Chapter 269, Section 406.096(e), building or construction is defined as:

1. Erecting or preparing to erect a structure, including a building, bridge, roadway, public utility facility, or related appurtenance;

2. Remodeling, extending, repairing, or demolishing a structure; or

3. Otherwise improving real property or an appurtenance to real property through similar activities.

The employment of a maintenance employee who is not engaging in building or construction as the employer's primary business does not constitute engaging in building or construction.

CITY OF SEGUIN
INSURANCE REQUIREMENT AFFIDAVIT

To be Completed By Appropriate Insurance Agent

and submitted <u>with</u> bid proposal.

I, the undersigned Agent/Broker, certify that the insurance requirements contained in this bid document have been reviewed by me with the below identified Contractor. If the below identified Contractor is awarded this contract by the City of Seguin, I will be able to, within ten (10) days after being notified of such award, furnish a valid insurance certificate to the City meeting all of the requirements defined in this bid.

_____ _____

Agent (Signature) Agent (Print)

Name of Agency/Broker: _____

Address of Agent/Broker: _____

City/State/Zip: _____

Agent/Broker Telephone #: (_____)_____

CONTRACTOR'S NAME: _____
(Print or Type)

NOTE TO AGENT/BROKER

If this time requirement is not met, the City has the right to invalidate the bid award and award the contract to the next lowest bidder meeting specifications. Should an awarded bid be invalidated the Contractor may be liable for breach of contract. If you have any questions concerning these requirements, please contact the Purchasing Manager for the City of Seguin at (830) 401-2451

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

4 Name of Interested Party	City, State, Country (place of business)	Nature of Interest (check applicable)	
		Controlling	Intermediary

5 Check only if there is NO Interested Party. ☐

6 UNSWORN DECLARATION

My name is _____, and my date of birth is _____.

My address is _____, _____, _____, _____, _____.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in _____ County, State of _____ , on the _____ day of _____, 20_____.
(month) (year)

_____
Signature of authorized agent of contracting business entity
(Declarant)

ADD ADDITIONAL PAGES AS NECESSARY

Must file online at www.ethics.state.tx.us/File

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. *See* Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 **Name of vendor who has a business relationship with local governmental entity.**

2 ☐ **Check this box if you are filing an update to a previously filed questionnaire.** (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 **Name of local government officer about whom the information is being disclosed.**

_____

Name of Officer

4 **Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.**

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

☐ Yes ☐ No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

☐ Yes ☐ No

5 **Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.**

6 ☐ Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7

_____ _____

Signature of vendor doing business with the governmental entity Date

CONFLICT OF INTEREST QUESTIONNAIRE
For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

(A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;

(B) a transaction conducted at a price and subject to terms available to the public; or

(C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

***

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds $2,500 during the 12-month period preceding the date that the officer becomes aware that

(i) a contract between the local governmental entity and vendor has been executed; or

(ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than $100 in the 12-month period preceding the date the officer becomes aware that:

(i) a contract between the local governmental entity and vendor has been executed; or

(ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

(a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

(1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);

(2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or

(3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

(1) the date that the vendor:

(A) begins discussions or negotiations to enter into a contract with the local governmental entity; or

(B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

(2) the date the vendor becomes aware:

(A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);

(B) that the vendor has given one or more gifts described by Subsection (a); or

(C) of a family relationship with a local government officer.

GENERAL CONDITIONS OF AGREEMENT

1. DEFINITION OF TERMS

1.01. CONTRACT DOCUMENTS. The Contract Documents shall consist of all documents that are a part of this bid package, as well as all documents referenced by URL or website address within this bid package. Such Contract Documents may include, but are not limited to the Notice to Contractors (Advertisement), Instructions to Bidders, Proposal, signed Agreement, Performance and Payment Bonds (when required), Special Bonds (when required), General Conditions of Agreement, Minority Business Utilization Requirements (when required), Technical Specifications, Plans, and all modifications thereof incorporated in any of the documents before the execution of the agreement.

The Contract Documents are complementary, and what is called for by any one shall be as binding as if called for by all. In case of conflict between any of the Contract Documents, priority of interpretation shall be in the following order: Signed Agreement, Performance and Payment Bonds, Special Bonds (if any), Proposal, General Conditions of Agreement, General Conditions of Bidding, Notice to Contractors, Technical Specifications and Plans. All work performed by Contractor pursuant to the Contract Documents shall herein be referred to as the "WORK".

1.02. SUBCONTRACTOR. The term Subcontractor, as employed herein, includes only those having a direct contract with the CONTRACTOR and it includes one who furnishes material worked to a special design according to the plans or specifications of this work, but does not include one who merely furnishes material not so worked.

1.03. WRITTEN NOTICE. Written notice shall be deemed to have been duly served if delivered in person to the individual or to a member of the firm or to an officer of the corporation for whom it is intended, or if delivered at or sent by registered mail to the last business address known to him who gives the notice.

1.04. WORK NOTICE. The CONTRACTOR shall provide and pay for all materials, supplies, machinery, equipment, tools, superintendence, labor, services, insurance, and all water, light, power, fuel, transportation and other facilities necessary for the execution and completion of the work covered by the contract documents. Unless otherwise specified, all materials shall be of a good quality. The CONTRACTOR shall, if required, furnish satisfactory evidence as to the kinds and quality of materials. Materials or work described in words which so applied have a well known technical or trade meaning shall be held to refer to such recognized standards.

1.05. WORKING DAY. A "Working Day" is defined as any day the weather or other conditions, not under the control of the contractor, will permit construction of the principal units of the work for a period of not less than seven (7) hours between 7:00 a.m. and 6:00 p.m. Saturdays, Sundays and legal holidays may be excluded if no work is performed.

1.06. CALENDAR DAY. "Calendar Day" is any day of the week or month, no days being excepted.

1.07. SUBSTANTIALLY COMPLETED. By the term "substantially completed" is meant that the structure has been made suitable for use or occupancy or the facility is in condition to serve its

intended purpose, but still may require minor miscellaneous work and adjustment.

2. RESPONSIBILITIES OF THE CONTRACTOR

2.01. CONTRACTOR'S DUTY AND SUPERINTENDENCE. The CONTRACTOR shall give adequate attention to the faithful prosecution and completion of this contract and shall keep on the work, during its progress, a competent superintendent and any necessary assistants. The superintendent shall represent the CONTRACTOR.

The CONTRACTOR is and at all times shall remain an independent contractor, solely responsible for the manner and method of completing his work under this contract, with full power and authority to select the means, method and manner of performing such work, so long as such methods do not adversely affect the completed improvements.

The CONTRACTOR shall be solely responsible for the safety of himself, his employees and other persons, as well as for the protection of the safety of the improvements being erected and his property or any other persons as a result of his operations hereunder. Engineering construction drawings and specifications as well as any additional information concerning the work to be performed passing from or through the OWNER shall not be interpreted as requiring or allowing CONTRACTOR to deviate from the plans and specifications, the intent of such drawings, specifications and any other such instructions being to define with particularly the agreement of the parties as to the work the CONTRACTOR is to perform. CONTRACTOR shall be fully and completely liable, at his own expense, for design, construction, installation and use, or non-use, of all items and methods incident to performance of the contract, and for all loss, damage or injury incident thereto, either to person or property, including, without limitation, the adequacy of all temporary supports, shoring, bracing, scaffolding, machinery or equipment, safety precautions or devices, and similar items or devices used by him during construction.

The CONTRACTOR shall be responsible for all materials delivered to him for all parts of the work, including that which has been partially paid for, until final acceptance of the entire work, and shall be liable for all losses or damages thereto which may occur during the progress of construction and before final acceptance. The CONTRACTOR shall be required to make good at his own cost any loss, injury or damage which the said materials or work may sustain from any source or cause whatsoever before final acceptance thereof.

2.02. CONTRACTOR'S UNDERSTANDING. It is understood and agreed that the CONTRACTOR has, by careful examination, satisfied himself as to the nature and location of the work, the conformation of the ground, the character, quality of the materials to be encountered, the character of equipment and facilities needed preliminary to and during the prosecution of the work, the general and local conditions, and all other matters which can in any way affect the work under this contract. No verbal agreement or conversation with any officer, agent or employee of the OWNER, either before or after the execution of this contract, shall affect or modify any of the terms or obligations herein contained.

2.03. CHARACTER OF WORKMEN. The CONTRACTOR agrees to employ only orderly and competent agents, skillful in the performance of the type of work required under this contract, to do the work; and agrees that whenever the OWNER shall inform him in writing that agent(s) on

the work are, in CONTRACTOR'S opinion, incompetent, unfaithful or disorderly, such agent(s) shall be discharged from the work and shall not again be employed on the work without the Owner's written consent.

2.04. CHANGES AND ALTERATIONS. The CONTRACTOR further agrees that the OWNER may make such changes and alterations as the OWNER may see fit, in the line, grade, form, dimensions, plans or materials for the work herein contemplated, or any part thereof, either before or after the beginning of the construction, without affecting the validity of this contract and the accompanying Performance and Payment Bonds.

If such changes or alterations diminish the quantity of the work to be done, they shall not constitute the basis for a claim for damages, or anticipated profits on the work. If the amount of work is increased, and the work can fairly be classified under the specifications, such increase shall be paid for according to the quantity actually done and at the unit price, if any, established for such work under this contract. In case the OWNER shall make such changes or alterations as shall make useless any work already done or material already furnished or used in said work, then the OWNER shall recompense the CONTRACTOR for any material or labor so used, and for any actual loss occasioned by such change, due to actual expenses incurred in preparation for the work as originally planned.

3. GENERAL OBLIGATIONS AND RESPONSIBILITIES

3.01. RIGHT OF ENTRY. The OWNER reserves the right to enter the property or location on which the works herein contracted for are to be constructed or installed, by such agents or agents as he may elect, for the purpose of inspecting the work, or for the purpose of constructing or installing such collateral work as said OWNER may desire.

3.02. COLLATERAL CONTRACTS. The OWNER agrees to provide by separate contract or otherwise, all labor and material essential to the completion of the work specifically excluded from this contract, in such manner as not to delay the progress of the work, or damage said CONTRACTOR, except where such delays are specifically mentioned elsewhere in the Contract Documents.

3.03. DISCREPANCIES AND OMISSIONS. It is further agreed that it is the intent of this contract that all work must be done and all material must be furnished in accordance with the generally accepted practice, and in the event of any discrepancies between the separate contract documents, the priority of interpretation defined under "Contract Documents" shall govern. In the event that there is still any doubt as to the meaning and intent of any portion of the contract, specifications or drawings, the OWNER shall define which is intended to apply to the work.

3.04. EQUIPMENT, MATERIALS AND CONSTRUCTION PLANS. The CONTRACTOR shall be responsible for the care, preservation, conservation, and protection of all materials, supplies, machinery, equipment, tools, apparatus, accessories, facilities, all means of construction, and any all parts of the work, whether the CONTRACTOR has been paid, partially paid, or not paid for such work, until the entire work is completed and accepted.

3.05. PROTECTION AGAINST ACCIDENT TO EMPLOYEES AND THE PUBLIC. The CONTRACTOR shall at all times exercise reasonable precautions for the safety of employees and other on or near the work and shall comply with all applicable provisions of federal, state and municipal safety laws and building and construction codes. All machinery and equipment and other physical hazards shall be guarded in accordance with the "Manual of Accident Prevention in Construction" of the Associated General Contractors of America except where incompatible with federal, state, or municipal laws or regulations. The CONTRACTOR shall provide such machinery guards, safe walkways, ladders, bridges, gangplanks and other safety devices. The safety precautions actually taken and their adequacy shall be the sole responsibility of the CONTRACTOR, acting at his discretion as an independent contractor.

All permits for securing materials, storage space for materials, plant sites, material yards, camp sites, right to pass upon private property and all such other permits and licenses as he shall desire, or which are necessary for the proper execution of the work, must be secured by the CONTRACTOR at his expense.

3.06. PERFORMANCE AND PAYMENT BONDS. Unless otherwise specified, it is further agreed by the parties to this Contract that the CONTRACTOR will execute separate performance and payment bonds, each in the sum of one hundred (100) percent of the total contract price, in standard forms for this purpose, guaranteeing faithful performance of the work and the fulfillment of any guarantees required, and further guaranteeing payment to all persons supplying labor and materials or furnishing him any equipment in the execution of the contract, and it is agreed that this Contract

shall not be in effect until such performance and payment bonds are furnished and approved by the OWNER. Unless otherwise approved in writing by the OWNER, the surety company underwriting the bonds shall be acceptable according to the latest list of companies holding certificates of authority from the Secretary of the Treasury of the United States. Unless otherwise specified, the cost of the premium for the performance and payment bonds shall be included in the CONTRACTOR'S proposal. A Performance Bond is required for projects $100,000 or greater and Payment Bonds are required for projects $50,000 or greater.

3.07. LOSSES FROM NATURAL CAUSES. Unless otherwise specified, all loss or damage to the CONTRACTOR arising out of the nature of the work to be done, or from the action of the elements, or from any unforeseen circumstances in the prosecution of the same, or from unusual obstructions or difficulties which may be encountered in the prosecution of the work, shall be sustained and borne by the CONTRACTOR at his own cost and expense.

3.08. PROTECTION OF ADJOINING PROPERTY. The said CONTRACTOR shall take proper means to protect the adjacent or adjoining property or properties in any way encountered, which might be injured or seriously affected by any process of construction to be undertaken under this Agreement, from any damage or injury by reason of said process of construction; and he shall be liable for any and all claims for such damage on account of his failure to fully protect all adjoining property. The CONTRACTOR is required to replace or repair, if necessary, any portion of pavement or structure adjoining his work which may have suffered through his operations, and all adjacent paving or other structures shall be left in a satisfactory and workmanlike condition, at least equal to that existing before the CONTRACTOR hereunder started his work. The CONTRACTOR agrees to indemnify, save and hold harmless the OWNER against any claim or claims for damages due to any injury to any adjacent or adjoining property, arising or growing out of the performance of the contract.

3.09. PROTECTION AGAINST CLAIMS OF SUBCONTRACTORS, LABORERS, MATERIALMEN AND SUPPLIERS OF MACHINERY, EQUIPMENT AND SUPPLIES. THE CONTRACTOR AGREES THAT HE WILL INDEMNIFY AND SAVE THE OWNER HARMLESS FROM ALL CLAIMS GROWING OUT OF THE LAWFUL DEMANDS OF SUBCONTRACTORS, LABORERS, WORKMEN, MECHANICS, MATERIALMEN AND FURNISHERS OF MACHINERY AND PARTS THEREOF, EQUIPMENT, POWER TOOLS, AND ALL SUPPLIES, INCLUDING COMMISSARY, INCURRED IN THE FURTHERANCE OF THE PERFORMANCE OF THIS CONTRACT. When so desired by the OWNER, the CONTRACTOR shall furnish satisfactory evidence that all obligations of the nature hereinabove designated have been paid, discharged or waived, if the CONTRACTOR fails to do so, then the OWNER may at the option of the CONTRACTOR either pay directly any unpaid bills, of which the OWNER has written notice, or withhold from the CONTRACTOR'S unpaid compensation a sum of money deemed reasonably sufficient to liquidate any and all such lawful claims until satisfactory evidence is furnished that all liabilities have been fully discharged, whereupon payments to the CONTRACTOR shall be resumed in full, in accordance with the terms of this contract, in no event shall the provisions of this sentence be construed to impose any obligation upon the OWNER by either the CONTRACTOR or his surety.

3.10. PROTECTION AGAINST ROYALTIES OR PATENTED INVENTION. The CONTRACTOR shall pay all royalties and license fees, and shall provide for the use of any design, device, material or process covered by letters, patent or copyright by suitable legal agreement with the patent or copyright by suitable legal agreement with the patentee or owner. The CONTRACTOR shall

defend all suits or claims for infringement of any patent or copyright rights and shall indemnify and save the OWNER harmless from any loss on account thereof. If the material or process specified or required by the OWNER is an infringement, the CONTRACTOR shall be responsible for such loss unless he promptly gives such information to the OWNER.

3.11. LAWS AND ORDINANCE. The CONTRACTOR shall at all times observe and comply with all federal, state and local laws, ordinances and regulations which in any manner affect the contract or the work, and shall indemnify and save harmless the OWNER against any claim arising from the violation of any such laws, ordinances and regulations, whether by the CONTRACTOR or his employees. If the CONTRACTOR performs any work knowing it to be contrary to such laws, ordinances, rules and regulations, he shall bear all costs arising there from.

3.12. ASSIGNMENT AND SUBLETTING. The CONTRACTOR further agrees that he will retain personal control and will give his personal attention to the fulfillment of this contract and he will not assign by Power of Attorney, or otherwise, or sublet said contract, and that no part or feature of the work will be sublet to anyone objectionable to the OWNER. The CONTRACTOR further agrees that the subletting of any portion or feature of the work, or materials required in the performance of this contract, shall not relieve the CONTRACTOR from his full obligations to the OWNER, as provided by this Agreement.

3.13. INDEMNIFICATION. THE CONTRACTOR AGREES TO INDEMNIFY AND SAVE HARMLESS THE OWNER FROM ANY AND ALL CLAIMS, CAUSES OF ACTION, AND DAMAGES OF EVERY KIND, FOR INJURY TO OR DEATH OF ANY PERSON AND DAMAGES TO PROPERTY ARISING OUT OF THE CONSTRUCTION OF SAID IMPROVEMENTS OR THE OPERATIONS EMBRACED BY THIS CONTRACT AND INCLUDING ACTS OR OMISSIONS OF THE OWNER IN CONNECTION WITH SAID CONSTRUCTION.

3.14. CASUALTY INSURANCE. The CONTRACTOR shall, within one week after signing the contract and before any work shall start, furnish the owner with certificates of insurance satisfactory to the owner indicating the existence of the coverages noted in Attachment A.

4. PROSECUTION OF WORK

4.01. TIME AND ORDER OF COMPLETION. The CONTRACTOR shall commence work within ten (10) days after order to proceed and shall prosecute the work systematically and energetically so that all of his work will be completed within the contract time.

4.02. HINDRANCES AND DELAYS. For delays occasioned by any act, neglect or default of the OWNER, the OWNER shall not be held liable for damages on account thereof, but an extension of time shall be granted to the CONTRACTOR for the completion of this contract, equivalent to the delays so caused.

4.03. EXTENSION OF TIME. Additional time shall be allowed the CONTRACTOR for events of Force Majeure, as defined in this bid package. Claims for additional time shall be presented to the OWNER at the end of each month covering delays during that month. Claims not so timely presented will not be considered.

5. MEASUREMENT AND PAYMENT

5.01. QUANTITIES AND MEASUREMENTS. No extra or customary measurements of any kind will be allowed, but the actual measured and/or computed length, area, solid contents, number and weight only shall be considered, unless otherwise specifically provided.

5.02. ESTIMATED QUANTITIES. This agreement, including the specifications, plans and estimate, is intended to show clearly all work to be done and material to be furnished hereunder. Where the estimated quantities are shown for the various classes of work to be done and material to be furnished under this contract, they are approximate and are to be used only as a basis for estimating the probable cost of the work and for comparing the proposals offered for the work. It is understood and agreed that the actual amount of work to be done and material to be furnished under the contract may differ somewhat from these estimates, and that where the basis for payment under this contract is the unit price method, payment shall be for the actual amount of such work done and the material furnished.

Where payment is based on the unit price method, the CONTRACTOR agrees that he will make no claim for damages, anticipated profits or otherwise on account of any differences which may be found between the quantities of work actually done, the material actually furnished under this contract, and the estimated quantities contemplated and contained in the proposal; provided, however, that in case the actual quantity of any major item should become as much as 20% more than or 20% less than the estimated or contemplated quantity for such items, then either party to this Agreement, upon demand, shall be entitled to a revised considered upon the portion of the work above or below 20% of the estimated quantity.

A "Major Item" shall be construed to be any individual bid item incurred in the proposal that has a total cost equal to or greater than five (5) percent of the total contract cost, computed on the basis of the proposal quantities and the contract unit prices.

Any revised consideration is to be determined by agreement between the parties, otherwise by the terms of this Agreement.

5.03. PRICE OF WORK. In consideration of the furnishing of all the necessary labor, equipment and material, and the completion of all work by the CONTRACTOR, and on the completion of all work and of the delivery of all material embraced in this Contract in full conformity with the specifications and stipulations herein contained, the OWNER agrees to pay the CONTRACTOR the prices set forth in the Proposal hereto attached, which has been made a part of this contract.

Payment for all unit priced items shall be at the applicable contract unit prices shown in the Proposal and measured in accordance with the specifications for the payment item. However, payment under a lump sum contract shall be due, only upon completion of all work contemplated by this Agreement and the acceptance of same by the OWNER, and nothing herein shall be construed as entitling the CONTRACTOR to an earlier payment, either partial or total.

The CONTRACTOR hereby agrees to receive such prices in full for furnishing all labor required for the aforesaid work, also for all expenses incurred by him, and for well and truly performing the

same and the whole thereof in the manner and according to this Agreement.

5.04. PARTIAL PAYMENTS. On or before the 5th day of each month, the CONTRACTOR shall prepare and submit to the OWNER for approval or modification, a statement showing as completely as practicable the total value of the work done by the CONTRACTOR and sound materials delivered on the site of the work that are to be fabricated into the work.

The OWNER shall then pay the CONTRACTOR on or before the 15th day of the current month the total amount of the approved statement less 5 percent of the amount thereof, which 5 percent shall be retained until final payment, and further less all previous payments and all further sums that may be retained by the OWNER under the terms of this Agreement. It is understood, however, that in case the whole work be near to completion and some unexpected and unusual delay occurs due to no fault or neglect on the part of the CONTRACTOR, the OWNER may pay a reasonable and equitable portion of the retained percentage to the CONTRACTOR shall receive payment of the OWNER'S option, may be relieved of the obligation to fully complete the work and, thereupon, the CONTRACTOR shall receive payment of the balance due him under the contract subject only to the conditions stated under "Final Payment."

5.05. USE OF COMPLETED PORTIONS. The OWNER shall have the right to take possession of and use any completed or partially completed portions of the work, notwithstanding the time for completing the entire work or such portions may not have expired but such taking possession and use shall not be deemed an acceptance of any work not completed in accordance with the Contract Documents. If such prior use increases the cost of or delays the work, the CONTRACTOR shall be entitled to such extra compensation, or extension of time, or both, as the OWNER may determine.

5.06. FINAL COMPLETION AND ACCEPTANCE. Within ten (10) days after the CONTRACTOR has given the OWNER written notice that the work has been completed or substantially completed, the OWNER shall inspect the work and within said time, if the work be found to be completed or substantially completed in accordance with the Contract Documents, OWNER shall pay to the CONTRACTOR, on or after the 30th day and before the 35th day after the date of completion, the balance due the CONTRACTOR under the terms of this Agreement, provided he has fully performed his contractual obligations under the terms of this contract; and said payment shall become due in any event upon said performance by the CONTRACTOR.

5.07. PARTIAL ACCEPTANCE. The OWNER may at any time request CONTRACTOR in writing to permit OWNER to beneficially occupy such part of the WORK which OWNER believes to be ready for intended use. If CONTRACTOR agrees, CONTRACTOR will certify to OWNER and ENGINEER OF RECORD that said part of the WORK is substantially complete and request the ENGINEER OF RECORD to issue an Acceptance Letter, for only part of the WORK. Warranties as provided under Article 5.08 on that part of the WORK beneficially occupied by OWNER will commence upon issuance of the Partial Acceptance Letter.

5.08. WARRANTY. During a period of twenty-four (24) months from and after the date of the Acceptance Letter or Partial Acceptance Letter, the CONTRACTOR shall make all needed repairs arising out of defective workmanship or materials, or both, which in the judgement of the OWNER shall become necessary during such period. Warranty under this section shall include any WORK performed by CONTRACTOR for the benefit of landowners along the alignment of temporary and permanent easement.

5.09. PAYMENTS WITHHELD. The OWNER may, on account of subsequently discovered evidence, withhold payment to such extent as may be necessary to protect himself from loss on account of:

(a) Defective work not remedied.
(b) Claims filed or reasonable evidence indicating probable filing of claims.
(c) Failure of the CONTRACTOR to make payments properly to subcontractors or for material or labor.
(d) Damage to another contractor.
(e) Reasonable doubt that the work can be completed for the unpaid balance of the contract amount.
(f) Reasonable indication that the work will not be completed within the contract time.

When the above grounds are removed or the CONTRACTOR provides a Surety Bond satisfactory to the OWNER, which will protect the OWNER in the amount withheld, payment shall be made for amounts withheld because of them.

5.10. COMPLETION OF WORK ON TIME. The Contractor agrees that time is of the essence and that the definite value of damages which would result from delay would be incapable of ascertainment and uncertain, because it is difficult to estimate the loss of potential customers, the impact on the existing utility infrastructure, and the operational impacts of delays, so that for each day of delay beyond the number of days herein agreed upon for the Substantial Completion of the Work specified in this Agreement, after due allowance for any extension of time to which the parties might agree, in writing, or which may be credited under the terms of this Contract, the City may withhold permanently from the Contractor's total compensation, not as penalty but as liquidated damages, the sum of $____ per calendar day. The Parties agree that this amount is a reasonable estimate of the daily cost for the Design Engineer's project personnel, with an increase to account for the City's estimated costs rounded to the nearest hundred dollars.

Furthermore, it is agreed by the Contractor that the time period between Substantial Completion and Final Completion shall be no longer than __ calendar days. This separate time period shall be for completion of the Punch List, as set forth herein. In the event that Contractor fails to attain Final Completion on or before the expiration of the above said time period, the Contractor shall be subject to Liquidated Damages under this Section as well as any remedies set forth in the Contract Documents. More specifically, the Contractor shall be subject to the terms set forth herein regarding Default of Contract.

In addition to exercising its rights and remedies under this Agreement, the City may also exercise any remedy that may be available to it under the law or in equity.

6. ABANDONMENT OF CONTRACT

6.01. ABANDONMENT BY CONTRACTOR. In case the CONTRACTOR should abandon and fail or refuse to resume work within ten (10) days after written notification from the OWNER, or if the CONTRACTOR fails to comply with the orders of the OWNER when such orders are consistent with the contract documents, then, and in that case, where performance and payment bonds exist, the Sureties on these bonds shall be notified in writing and directed to complete the work, and a copy of said notice shall be delivered to the CONTRACTOR.

After receiving said notice of abandonment, the CONTRACTOR shall not remove from the work any machinery, equipment, tools, materials or supplies then on the job, but the same, together with any materials and equipment under contract for the work, may be held for use on the work by the OWNER or the Surety on the performance bond, or another contractor in completion of the work; and the CONTRACTOR shall not receive any rental or credit therefor.

Where there is no performance bond provided or in case the Surety should fail to commence compliance with the notice for completion hereinbefore provided for within ten (10) days after service of such notice, then the OWNER may provide for completion of the work in either of the following elective manners:

6.01.1. The OWNER may thereupon employ such force of men and use such machinery, equipment, tools, materials and supplies as said OWNER may deem necessary to complete the work and charge the expense of such labor, machinery, equipment, tools, materials and supplies to said CONTRACTOR, and expenses so charged shall be deducted and paid by the OWNER out of such moneys as may be due or that may thereafter at any time become due to the CONTRACTOR under and by virtue of this Agreement. In case such expense is greater than the sum which would have been payable under this contract, if the same had been completed by said CONTRACTOR, then the CONTRACTOR and/or his Surety shall pay the amount of such excess to the OWNER; or

6.01.2. The OWNER under sealed bids, after five (5) days notice published one or more times in a newspaper having general circulation in the county of the location of the work, may let the terms and conditions which are provided in this contract. In case any increase in cost to the OWNER under the new contract as compared to what would have been the cost under this contract, such increase shall be charged to the CONTRACTOR and the surety shall be and remain bound therefor.

When the work shall have been substantially completed, the CONTRACTOR and his Surety shall be so notified. A complete itemized statement of the contract accounts shall then be prepared and delivered to the CONTRACTOR and his Surety and the CONTRACTOR and/or his Surety shall pay the balance due as reflected by said statement within fifteen (15) days.

When the CONTRACTOR and/or his Surety shall pay the balance shown to be due by them to the OWNER, then all machinery, equipment, tools, materials or supplies left on the site of the work shall be turned over to the CONTRACTOR and/or his Surety. Should the cost to complete the work exceed the contract price, and the CONTRACTOR and/or

his Surety fail to pay the amount due the OWNER within the time designated hereinabove, and there remains any machinery, equipment, tools, materials or supplies on the site of the work, notice thereof, together with an itemized list of such equipment and materials, shall be mailed to the CONTRACTOR and his Surety at the respective addresses designated in this contract, provided, however, that actual written notice given in any manner will satisfy this condition. After mailing, or other giving of such notice, such property shall be held at the risk of the CONTRACTOR and his Surety subject only to the duty of the OWNER to exercise ordinary care to protect such property. After fifteen (15) days from the date of said notice, the OWNER may sell such machinery, equipment, tools, materials or supplies and apply the net sum derived from such sale to the credit of the CONTRACTOR and his Surety. Such sale may be made at public sale, with public notice. The OWNER shall release any machinery, equipment, tools, materials or supplies which on the work, and belong to persons other than the CONTRACTOR or his Surety, to their proper owners. The books on all operations provided herein shall be open to the CONTRACTOR and his Surety.

6.02. ABANDONMENT BY OWNER. In case the OWNER shall fail to comply with the terms of this contract and should fail or refuse to comply with said terms within ten (10) days after written notification by the CONTRACTOR, then the CONTRACTOR may suspend or wholly abandon the work and may remove therefrom all machinery, tools and equipment and all materials on the site of work that have not been included in payments to the CONTRACTOR and have not been brought into the work. And thereupon the OWNER shall make an estimate of the total amount earned by the CONTRACTOR, which estimate shall include the value of all work actually completed by said CONTRACTOR (at the prices stated in the attached proposal where unit prices are used), the value of all partially completed work at a fair, equitable price, and a reasonable sum to cover the cost of any provisions made by the CONTRACTOR to carry the whole work to completion and which cannot be utilized.

7. SUPPLEMENTARY CONDITIONS

7.01. CLEAN-UP. The Contractor shall at all times keep the premises and public streets free from an accumulation of waste material or rubbish caused by his employees or work, and at the completion of the work he shall remove all his waste and excess material, rubbish and equipment so as to leave the work and the premises neat and clean and ready for the purpose for which they were intended.

7.02. SITE CONDITION. The Contractor shall repair or replace, if necessary, to the owners satisfaction any damage to the work site, the adjacent areas, the access areas to the work site and to any elements within these areas that may have suffered damage as a result of the contractors or any of the subcontractors operations. The contractor shall leave these areas in a satisfactory and workman like condition, at least equal to that existing before the contractor hereunder started his work.

7.03. AGREEMENT (ATTACHED)

7.04 BID BOND (ATTACHED)

7.05. PERFORMANCE BOND (ATTACHED)

7.06. PAYMENT BOND (ATTACHED)

AGREEMENT

STATE OF TEXAS §

COUNTY OF §

THIS AGREEMENT, made and entered into this ____day of ___ A.D. 20____, by and between the _____ , TEXAS, a municipal corporation, of the County of _____ and State of _____ _____, acting through _____ thereunto duly authorized so to do, Party of the First Part, hereinafter termed OWNER, and _____ of the City of _____, County of _____ , and State of _____, Party of the Second Part, hereinafter termed CONTRACTOR.

WITNESSETH: That for and in consideration of the payments and agreements hereinafter mentioned, to be made and performed by the OWNER, and under the conditions expressed in the bond bearing even date herewith, the said CONTRACTOR hereby agrees with the said OWNER to commence and complete the construction of certain improvements generally described as follows:

PROJECT NAME

and all extra work in connection therewith, under the terms as stated in the General Conditions of the Agreement and at his (or their) own proper cost and expenses to furnish all the materials, supplies, machinery, equipment, tools, superintendence, labor, insurance, and other accessories and services necessary to complete the said construction, in accordance with the Advertisement for Proposals, General and Special Conditions of Agreement, Plans and other drawings and printed or written explanatory matter thereof, and the Specifications and addenda therefore, together with the CONTRACTOR'S written Proposal, and the performance and Payment Bonds, if required, hereto attached; all of which are made a part hereof and collectively evidence and constitute the entire contract (hereinafter collectively called the "Contract Documents" or the "Contract").

The CONTRACTOR hereby agrees to commence work within ten (10) days after the date written notice to do so shall have been given to him, and to substantially complete the same by _____days, subject to such extensions of time as are provided by the General and Specific Conditions.

The OWNER agrees to pay the CONTRACTOR in current funds the price or prices shown in the proposal, which forms a part of this contract, such payments to be subject to the General and Special Conditions of the contract.

IN WITNESS WHEREOF, the parties to these presents have executed this Agreement in the year and day first above written.

_____	_____
Party of the First Part (OWNER)	Party of the Second Part (CONTRACTOR)
By: _____	By: _____
ATTEST:	ATTEST:
_____	_____

Executed _____ originals.

BID BOND

KNOW ALL MEN BY THESE PRESENTS:
That _____ Contractor, as Principal,
and _____ as Surety,
are held and firmly bound unto City of Seguin, Texas, herein called Owner, in the sum of $_____ (Figure)
_____(Written Form)
(not less than 5 percent of the largest total amount of the bid)
for the payment of which sum, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.
WHEREAS, said Principal has submitted a Bid to said Owner to perform the Work required under the Bidding Schedule(s) of the Owner's Contract Documents entitled:

PROJECT NAME

NOW THEREFORE, if said Principal is awarded a contract by said Owner, and, within the time, and in the manner required in the Notice Inviting Bids and the Instructions to Bidders, enters into a written Agreement on the form of agreement bound with said Contract Documents, furnishes the required Certificates of Insurance, and furnishes the required Performance Bond and Payment Bond, then this obligation shall be null and void, otherwise it shall remain in full force and effect. In the event suit is brought upon this bond by said Owner and Owner prevails, said Surety shall pay all costs incurred by said Owner in such suit, including a reasonable attorney's fee to be fixed by the court.

SIGNED AND SEALED, this _____ day of _____, 20____.

_____*(Seal)*
(Principal)

(Witness)

(Title)

_____*(Seal)*
(Surety)

(Witness)

(Title)

Payment Bond

STATE OF _____

COUNTY OF _____

_____(Contractor name), of _____(address), as Principal, and _____ (bond company name), as Surety, are held and firmly bound unto the City of Seguin, Texas, as Owner, in the penal sum of_____ dollars ($ _____) for the payment of which the Principal and Surety bind themselves and their heirs, administrators, executors, successors and assigns, jointly and severally, by this bond.

The Principal has entered into a Contract with the Owner dated_____ for the _____ ("Project"), which is fully incorporated into this bond by reference.

The condition of this obligation is that if the Principal pays all persons who supply public work labor or material for the Project, then this obligation will be satisfied; otherwise this bond will remain in full force and effect.

This bond is provided under the provisions of Chapter 2253 of the Texas Government Code, as amended and all liabilities on this bond shall be determined in accordance with the provisions of that statute to the same extent as if it were copied at length in this document.

The Surety, for value received, stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract, or the plans, specifications, drawings or other Contract Documents, or to the work performed under the Contract Documents, shall in any way affect its obligation on this bond, and the Surety waives notice of any such change, extension of time, alteration or addition.

The Surety certifies that it is authorized and admitted to write surety bonds in Texas. If this bond exceeds $100,000.00 the surety certifies that it either 1) holds a certificate of authority from the United States Secretary of the Treasury to qualify as a surety on obligations permitted or required under federal law, or 2) has obtained qualified reinsurance for any liability in excess of $100,000.00 from a reinsurer that is authorized and admitted as a reinsurer in the State of Texas, and is the holder of a certificate of authority from the United States Secretary of the Treasury to qualify as a surety or reinsurer on obligations permitted or required under federal law. This bond is governed by Chapter 2253 of the Texas Government Code, and it is provided solely for the protection of the Owner.

Mandatory venue for any legal action filed upon this bond is in the District Courts of Guadalupe County, Texas.

Executed and sealed by the Principal and Surety on_____.

_____ _____
Principal Surety

By: _____ By:_____
Title:_____ Title:_____

Address:_____ Address:_____
_____ _____
_____ _____
Telephone Number:_____
Facsimile Number:_____

(SEAL) (SEAL)

The name and address of the Resident Agent of the Surety is:

_____

THIS BOND MUST BE ISSUED IN CONJUNCTION WITH OWNER-CONTRACTOR AGREEMENT BY BOTH PARTIES. ATTACH ORIGINAL POWER OF ATTORNEY FOR THE SURETY'S REPRESENTATIVE TO THIS BOND.

THE ADDRESS OF THE SURETY COMPANY TO WHICH ANY NOTICE OF CLAIM SHOULD BE SENT MAY BE OBTAINED FROM THE TEXAS DEPARTMENT OF INSURANCE BY CALLING 1-800-252-3439.

Performance Bond

STATE OF _____

COUNTY OF _____

We, _____(Contractor name) ,
_____(address),
as Principal, and_____
(bond company name), as Surety, are held and firmly bound unto the City of Seguin, Texas, as Owner, in the penal sum of_____
_____dollars ($_____), for the payment of which the Principal and Surety bind themselves and their heirs, administrators, executors, successors and assigns, jointly and severally, by this bond:

The Principal has entered into a written Contract with the Owner dated _____for the _____ ("Project"), which is fully incorporated into this bond by reference.

The condition of this obligation is that if the Principal faithfully and promptly performs all work for the Project in accordance with the Contract Documents, and faithfully and promptly observes and performs all of its covenants, conditions, duties and obligations under the Contract Documents according to their true intent and meaning, then this obligation will be satisfied; otherwise it will remain in full force and effect.

If the Owner declares the Principal to be in default under the Contract, the Surety agrees to either 1) promptly remedy the default, or 2) faithfully and promptly perform and complete the Project in accordance with the Contract Documents.

The Surety, for value received, agrees that no modification, change order, extension of time, amendment or addition to the Contract, or to the plans, specifications, drawings or other Contract Documents, will in any way affect the Surety's obligation on this bond, and the Surety waives notice of any such modification, change order, extension of time, amendment or addition.

The Surety certifies that it is authorized and admitted to write surety bonds in Texas. If this bond exceeds $100,000.00 the surety certifies that it either 1) holds a certificate of authority from the United States Secretary of the Treasury to qualify as a surety on obligations permitted or required under federal law, or 2) has obtained qualified reinsurance for any liability in excess of $100,000.00 from a reinsurer that is authorized and admitted as a reinsurer in the State of Texas, and is the holder of a certificate of authority from the United States Secretary of the Treasury to qualify as a surety or reinsurer on obligations permitted or required under federal law. This bond is governed by Chapter 2253 of the Texas Government Code, and it is provided solely for the protection of the Owner.

This bond is filed with the Owner in Guadalupe County, Texas, and the Principal and Surety agree that mandatory venue for any legal action filed upon this bond is in the District Courts of Guadalupe County, Texas.

Executed and sealed by the Principal and Surety
on_____.

_____ _____
Principal Surety

By: _____ By:_____

Title:_____ Title:_____

Address:_____ Address:_____
_____ _____
_____ _____
Telephone Number:_____
Facsimile Number:_____

(SEAL) (SEAL)

The name and address of the Resident Agent of Surety is:

_____

_____

THIS BOND MUST BE ISSUED IN CONJUNCTION WITH OWNER-CONTRACTOR AGREEMENT BY BOTH PARTIES. ATTACH ORIGINAL POWER OF ATTORNEY FOR THE SURETY'S REPRESENTATIVE TO THIS BOND.

THE ADDRESS OF THE SURETY COMPANY TO WHICH ANY NOTICE OF CLAIM SHOULD BE SENT MAY BE OBTAINED FROM THE TEXAS DEPARTMENT OF INSURANCE BY CALLING 1-800-252-3439.

PROFESSIONAL SERVICES AGREEMENT

This Agreement is made this the _____day of _____ 202__, between the City of Seguin, Texas ("City"), 205 North River Street, Seguin, Texas 78155 and _____ ("Consultant"), _____ [Consultant's address] for the provision of professional services in accordance with the attached Request for Qualifications – IDIQ for Professional Services and the subsequent proffered Scope of Services, attached hereto as **Exhibit "A"** (collectively the "Project").

ARTICLE 1
CONSULTANT'S SERVICES AND RESPONSIBILITIES

1.1 STANDARDS OF PERFORMANCE

1.1.1 The Consultant will be responsible for completing the work set forth in accepted Scope of Services and the deliverables all described in the Scope of Services. The Scope of Services shall serve as the primary document setting forth the expectations of the Parties. Work shall progress in accordance with the Completion Schedule attached to this Agreement as **"Exhibit C".**

1.1.2 The performance of all services by the Consultant in connection with this Agreement will be by persons appropriately licensed or registered under State, local and Federal laws governing their respective consulting disciplines. In performing all services under this Agreement, the Consultant will use that degree of care and skill ordinarily exercised for similar projects by professionals who possess special expertise in the types of services involved under this Agreement.

1.1.3 No work under this Agreement will be subcontracted by the Consultant without prior written approval from the City. Any work or services subcontracted under this Agreement will be specified by separate written Agreement and will be subject to each provision of this Agreement. Persons hired by the Consultant or its subcontractors shall not be employees of or have any contractual interest with the City.

1.1.4 Any provisions in this Agreement pertaining to the City's review, approval or acceptance of written materials prepared by the Consultant or its subconsultants, contractors, and subcontractors in connection with this Agreement will not diminish the Consultant's responsibility for the services set forth herein.

1.1.5 Consultant will perform all of its services in coordination with the City. The Consultant will advise the City of data and information the Consultant needs to perform its services and the Consultant will meet with City representatives at mutually convenient times to assemble this data and information.

ARTICLE 2
THE CITY'S RESPONSIBILITIES

The City will:

2.1 Provide full information to the Consultant regarding the City's requirements for the Consultant's services under this Agreement. The City will furnish the Consultant with access to city facilities or

private property and all other data and information in the City's possession needed by the Consultant at the Consultant's request.

2.2 The City will designate the City Engineer, Melissa Reynolds, or her designee as she deems appropriate, as the City's Project Manager and authorized representative to act on the City's behalf with respect to this Agreement. Additionally, the City may designate another director as its representative to assist with access to, and collection of data from, the relevant City systems, such as utility systems. The City will examine the documents and information submitted by the Consultant and promptly render responses to the Consultant on issues requiring a decision by the City during the Project.

2.3 Provide access to and make all necessary provisions for the Consultant to enter public and private property as required for the Consultant to perform its services under this Agreement.

2.4 Bear all costs incidental to this Article.

ARTICLE 3
PAYMENTS TO THE CONSULTANT

3.1 PAYMENTS ON ACCOUNT OF BASIC SERVICES. Payments for Basic Services will be made to Consultant monthly following receipt by City of Consultant's invoices and appropriate payment requisitions. The amounts of these invoices will be based upon the extent of work completed by the Consultant on a percentage basis within each phase of services, less any disputed amounts, pending resolution thereof. Total payment under this contract shall not exceed the amount agreed upon when Consultant accepts the Scope of Services that will be attached to this Agreement as Exhibit "A" and as set out in the Payment and Fee Schedule attached hereto as **Exhibit B.**".

3.2 ADDITIONAL SERVICES. If additional services are needed, said services must be approved by the City prior to performance. If the sum of the additional services exceeds $50,000.00 said sum must be approved by the Seguin City Council prior to undertaking the additional work.

ARTICLE 4
CONSULTANT'S RECORDS

4.1 All expense records of Consultant will be kept on a recognized accounting basis acceptable to the City and will be available to the City at mutually convenient times.

4.2 The City, its auditors, federal auditors, and state agencies that have monitoring or auditing responsibilities for this Agreement will have access to any books, documents, papers and records of the Engineer which are directly pertinent to this Agreement for the purpose of making audit, examination, excerpts, copying and transcriptions.

4.3 The Consultant will furnish to the City at such time and in such form as the City may require, financial statements including audited financial statements, records, reports, data and information, as the City may request pertaining to the matters covered by this Agreement.

ARTICLE 5
OWNERSHIP AND USE OF DOCUMENTS

5.1 All documents prepared by Consultant in connection with this Agreement will become the property of the. City agrees such documents are not intended or represented to be suitable for reuse for another project by City or others. Any such reuse by City or those who obtained said documents from City without written verification or adaptation by the Consultant will be without liability or legal exposure to the Consultant.

5.2 The Consultant will retain all of its records and supporting documentation relating to this Agreement, and not delivered to the City, for a period of three years except in the event that the Consultant goes out of business during that period, it will turn over, to the City, all of its records relating to the Project for retention by the City.

ARTICLE 6
TERM; TERMINATION OF AGREEMENT

6.1 The term of this Agreement begins on the latter of the effective date established in the first paragraph of the Agreement or on the date that the Scope of Services is accepted by the Parties; and, will end upon the Consultant's completion, and the City's acceptance of all services described in this Agreement unless this Agreement is terminated under Sections 6.2 or 6.3 below.

6.2 This Agreement may be terminated by either party upon 30 calendar days prior written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination.

6.3 This Agreement may be terminated at will by the City upon at least 30 calendar days prior written notice to the Consultant.

6.4 In the event of termination as provided in this Article, the Consultant will be compensated for all services performed to termination date which are deemed by the City to be in accordance with this Agreement. This amount will be paid by the City upon the Consultant's delivering to the City all information and materials developed or accumulated by the Consultant in performing the services described in this Agreement, whether completed or in progress. The expense of reproduction of these items will be borne by the City.

ARTICLE 7
INSURANCE AND INDEMNITY

7.1 The Consultant will indemnify, hold harmless and defend the City and its employees, agents, officers and servants from any and all lawsuits, claims, demands and causes of action of any kind arising from the negligent or intentional acts or omissions of the Consultant, its officers, employees or agents. This will include, but not be limited to, the amounts of judgments, penalties, interest, court costs, reasonable legal fees, and all other expenses incurred by the City arising in favor of any party, including the amounts of any damages or awards resulting from claims demands and causes of action for personal injuries, death or damages to property alleged or actual infringement of

patents, copyrights, and trademarks and without limitation by enumeration, all other claims, demands, or causes of action of every character occurring, resulting, or arising from any negligent or intentional wrongful act, error or omission of the Consultant and/or its agents and/or employees. This obligation by Consultant will not be limited by reason of the specification of any particular insurance coverage in this Agreement.

7.2 The Consultant will procure and maintain at Consultant's expense insurance with insurance companies authorized to do business in the State of Texas, covering all operations under this Agreement, whether performed by Consultant or Consultant's agents, subcontractors or employees. Before commencing the work the Consultant will furnish to the City a certificate or certificates in form satisfactory to the City, showing that Consultant has complied with this paragraph. All certificates will provide that the policy will not be changed or canceled until at least 30 calendar days written notice will have been given to the City. Commercial general liability insurance and motor vehicle insurance will be written with the City of Seguin, Texas as an additional insured and will be endorsed to provide a waiver of the carrier's right of subrogation against the City. The kinds and amounts of insurance required are as follows:

Workers' Compensation Insurance: In accordance with the provisions of the Workers' Compensation Act of the State of Texas.

Liability Insurance: (1) Commercial general liability insurance with a combined single limit of $1,000,000 for each occurrence and $2,000,000.00 in the aggregate, (2) Motor Vehicle liability insurance in an amount not less than $1,000,000 combined single limit per incident (3) professional liability coverage to cover lawful claims arising in connection with this Project in the combined single limit amount of at least $1,000,000.00 and $2,000,000 in the aggregate.

The stated limits of insurance required by this Paragraph are **minimum only**—they do not limit the Consultant's indemnity obligation, and it will be the Consultant's responsibility to determine what limits are adequate. These limits may be basic policy limits or any combination of basic limits and umbrella limits. The City's acceptance of Certificates of Insurance that do not comply with these requirements in any respect does not release the Consultant from compliance with these requirements.

7.3 Depending on the nature of the work involved the Scope of Services may require other insurance be purchased by the Consultant,

ARTICLE 8
CLAIMS AND DISPUTES

MEDIATION

8.1 Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation at the sole option of the City as a condition precedent to the commencement of litigation. If such matter relates to or is the subject of a lien arising out of the Consultant's services, the Consultant may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation.

8.2 If the City elects to mediate, the City and Consultant shall endeavor to resolve claims, disputes and other matters in question between them by non-binding mediation. The Parties shall mutually agree to a mediator and the mediation shall be held at a mutually agreeable time and place. A request for mediation shall be made in writing, delivered to the other party to the Agreement, and filed with the person or entity administering the mediation.

8.3 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon.

8.4 If the parties do not resolve a dispute through mediation pursuant to this Section 8.2, the dispute may be resolved through litigation in a state court of competent jurisdiction.

ARTICLE 9
FEDERAL FUNDING REQUIRED ASSURANCES UNDER TITLE II AND VI

9.1 The Consultant will comply with the Acts and the Regulations relative to Nondiscrimination in applicable Federally assisted programs of the U.S. Department of Transportation, the Federal Highway Administration, or other Federal agency, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.

9.2 The Consultant, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Consultant will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.

9.3 In all solicitations, either by competitive bidding, or negotiation made by the Consultant for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the Consultant of the Consultant's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.

9.4 The Consultant will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the Federal Highway Administration, or other Federal Agency providing funding for this Agreement, to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of the Consultant is in the exclusive possession of another who fails or refuses to furnish the information, the Consultant will so certify to the Recipient or the City, as appropriate, and will set forth what efforts it has made to obtain the information.

9.5 In the event of a Consultant's noncompliance with the Nondiscrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:

a. withholding payments to the Consultant under the Agreement until the Consultant complies; and/or
b. cancelling, terminating, or suspending an Agreement, in whole or in part.

9.6 The Consultant will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The Consultant will take action with respect to any subcontract or procurement as the Recipient or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the Consultant becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

ARTICLE 10
MISCELLANEOUS PROVISIONS

10.1 This Agreement is governed by and will be construed under the laws of the State of Texas. All obligations of both parties are performable and exclusive venue for any dispute arising under this Agreement is in Guadalupe County, Texas.

10.2 As to all acts or failures to act by either party to this Agreement, any applicable statute of limitations will commence to run and any alleged cause of action will be deemed to have accrued when the party commencing the cause of action knew or should have known of the existence of the subject act(s) or failure(s) to act.

10.3 The Consultant will not use funds received by it directly or indirectly under the terms of this Agreement for any partisan political activity or to further the election or defeat of any candidate for public office.

10.4 The Consultant hereby affirms that Consultant and Consultant's firm have not made or agreed to make any valuable gift whether in the form of service, loan, thing, or promise to any person or any of his/her immediate family, having the duty to recommend, the right to vote upon, or any other direct influence on the selection of Consultant to provide professional services to the City within the two years preceding the execution of this Agreement. A campaign contribution, as defined by the Texas Election Code or the Seguin City Code will not be considered as a valuable gift for the purposes of this Agreement.

10.5 In performing the services required under this Agreement, the Consultant will not discriminate against any person on the basis of race, color, religion, sex, national origin, age, disability or ancestry. The Consultant agrees not to engage in employment practices which have the purpose or effect of discriminating against employees or prospective employees because of race, color, sex, religion, national origin, age, disability or ancestry. A breach of this covenant may be regarded as a default by the Consultant of the Agreement.

10.6 All references in this Agreement to any particular gender are for convenience only and will be construed and interpreted to be of the appropriate gender. The term "will" is mandatory in this Agreement.

10.7 Should any provision in this Agreement be found or deemed to be invalid, this Agreement will be construed as not containing the provision, and all other provisions which are otherwise lawful will remain in full force and effect, and to this end the provisions of this Agreement are declared to be severable.

10.8 All services provided pursuant to this Agreement are for the exclusive use and benefit of the City.

10.9 In performing all services under this Agreement, the Consultant, its subcontractors, successors and assigns will comply with all local, state and federal laws.

10.10 The City's execution and performance under this Agreement will not act as a waiver by the City of any immunity from suit to which it is entitled under applicable law. The parties acknowledge that the City, in executing and performing this Agreement, is a governmental entity acting in a governmental capacity.

10.11 The City of Seguin is governed by the Texas Public Information Act (the "Act"), Chapter 552 of the Texas Government Code. This Agreement and all written information generated under this agreement may be subject to release under the Act. The Consultant will not make any reports, information, data, etc. generated under this Agreement available to any individual or organization without the written approval of the City.

10.12 The captions or headings included in this Agreement are for convenience only and in no way define, limit or describe the scope or intent of any provisions, articles, or sections of this Agreement.

10.13 In the event that the performance by either the City or the Consultant of any of its obligations under this Agreement is interrupted or delayed by events outside of their control such as acts of God, war, riot or civil commotion, then the party is excused from such performance for the period of time reasonably necessary to remedy the effects of such events.

10.14 In the event of a default or breach of this Agreement by the Consultant, the City reserves the right to choose among the remedies for the default or breach available to the City. These remedies may be used in conjunction with one another or separately, and together with any other statutory or common law remedies available to the City. Any failure by the City to enforce this Agreement with respect to one or more defaults by the Consultant will not waive the City's ability to enforce the Agreement after that time.

ARTICLE 11
SUCCESSORS AND ASSIGNS

11.1 The City and the Consultant, respectively, bind themselves, their partners, successors, assigns and legal representatives to the other party to this Agreement and to the partners, successors, assigns and legal representatives of such other party with respect to all covenants of this Agreement.

The City and the Consultant will not assign, sublet or transfer any interest in this Agreement without the prior written consent of the other.

11.2 The Consultant will notify the City, in writing, of any change in its partnership/ownership within 30 calendar days of such change.

ARTICLE 12
EXTENT OF AGREEMENT

12.1 This Agreement, including appendices and referenced attachments represents the entire and integrated Agreement between the City and the Consultant and supersedes all prior proposals, negotiations, representations or agreements either written or oral between the parties. In the event of a dispute between the City and Engineer regarding the intent of this Agreement, both parties agree that this Agreement will be construed in a manner consistent with the City's Request for Qualifications, the Consultant's response thereto, and the public record of the City Council's approval of this agreement as applicable. The Consultant's expenses for travel, office, production and other expenses associated directly or indirectly with this Agreement are included as part of the total fee. Except as to a change in the scope of services, the compensation for which does not exceed $50,000.00, this Agreement may be amended only by separate written instrument approved by the City's governing body and signed by both the City and the Consultant.

12.2 Any exhibits and/or attachments attached to this Agreement are incorporated by reference into this Agreement as though included verbatim herein.

12.3 In the event of any conflict between the Agreement and the provisions of any exhibit or attachment to this Agreement, such provision shall be construed in the following order of precedence: (1) The Request for Qualifications – IDIQ for Professional Services; (2) this Agreement; (3) Scope of Services; and (4) additional specific contractual documents. In the case of an irreconcilable conflict as to scope of services the more specific provision shall prevail over the more general provision.

ARTICLE 13
NOTICES

13.1 Notices required under this Agreement will be provided by the parties to one another by certified mail, return receipt requested, or by confirmed facsimile transmission, to the following addresses:

To the City:

Steve Parker
City Manager
205 N. River Street
Seguin, Texas 78155
sparker@seguintexas.gov

To the Consultant:

Each of the persons executing this Agreement represents that he or she has full power and authority to execute this Agreement on behalf of the party that person represents. This Agreement will be effective as of the day and year established in the first paragraph of this Agreement.

City of Seguin

_____ _____

Steve Parker, City Manager

EXHIBIT A
SCOPE OF WORK

EXHIBIT B
PAYMENT AND FEE SCHEDULE

EXHIBIT C
COMPLETION SCHEDULE

RFQ # AF-2026-01

RFQ for New Five Bay Apparatus Enclosure for Fire Department #2

INSTRUCTIONS: Enter a Score from 1 to 10 with 10 being the highest score in each Criteria category. Th weighted final score you enter into the yellow boxes.

COMBINED MATRIX		A-Lert Building Systems	
Evaluation Criteria	**Weighting**	ENTER POINTS 1 -10	WEIGHTED SCORE
Project Manager's Relevant Experience	**25%**		
Technical Experience		8	18.75
Management Experience		7	
Project Planning & Management	**20%**		
Project Staffing & resource management		7	15.00
Communication Plan		7	
Quality Control Procedures		8	
Past Experience		8	
Technical Approach	**35%**		
Project Understanding		8	23.33
Project Approach		7	
Innovative Concepts		5	
Key Staff Relevant Experience	**20%**		
Experience with similar project		8	16.00
TOTAL	**100%**		**73.08**

COMBINED MATRIX		Dawson Construction	
Evaluation Criteria	**Weighting**	ENTER POINTS 1 -10	WEIGHTED SCORE
Project Manager's Relevant Experience	**25%**		
Technical Experience		7	17.50
Management Experience		7	
Project Planning & Management	**20%**		
Project Staffing & resource management		7	14.00
Communication Plan		7	
Quality Control Procedures		6	
Past Experience		8	
Technical Approach	**35%**		
Project Understanding		8	24.50
Project Approach		7	
Innovative Concepts		6	
Key Staff Relevant Experience	**20%**		
Experience with similar project		8	16.00
TOTAL	**100%**		**72.00**

COMBINED MATRIX		Marksmen General Contractors
Evaluation Criteria	**Weighting**	

Project Manager's Relevant Experience	**25%**	ENTER POINTS 1 -10	WEIGHTED SCORE
Technical Experience		8	18.75
Management Experience		7	
Project Planning & Management	**20%**		
Project Staffing & resource management		7	14.00
Communication Plan		7	
Quality Control Procedures		7	
Past Experience		7	
Technical Approach	**35%**		
Project Understanding		7	24.50
Project Approach		7	
Innovative Concepts		7	
Key Staff Relevant Experience	**20%**		
Experience with similar project		9	18.00
TOTAL	**100%**		**75.25**

COMBINED MATRIX		**Noble General Contractors, LLC**	
Evaluation Criteria	**Weighting**		
Project Manager's Relevant Experience	**25%**	ENTER POINTS 1 -10	WEIGHTED SCORE
Technical Experience		3	8.75
Management Experience		4	
Project Planning & Management	**20%**		
Project Staffing & resource management		4	3.50
Communication Plan		0	
Quality Control Procedures		0	
Past Experience		3	
Technical Approach	**35%**		
Project Understanding		5	12.83
Project Approach		4	
Innovative Concepts		2	
Key Staff Relevant Experience	**20%**		
Experience with similar project		3	6.00
TOTAL	**100%**		**31.08**

COMBINED MATRIX		**Waterman Construction**	
Evaluation Criteria	**Weighting**		
Project Manager's Relevant Experience	**25%**	ENTER POINTS 1 -10	WEIGHTED SCORE
Technical Experience		7	17.50
Management Experience		7	
Project Planning & Management	**20%**		
Project Staffing & resource management		7	13.00
Communication Plan		6	

Quality Control Procedures		7	
Past Experience		6	
Technical Approach			
Project Understanding	**35%**	8	23.33
Project Approach		7	
Innovative Concepts		5	
Key Staff Relevant Experience	**20%**		
Experience with similar project		5	10.00
TOTAL	**100%**		**63.83**

e spreadsheet will automatically calculate the

AR6 Construction & Engineering, LLC		Brown Reynolds Watford Architects		CGC General Contractors, Inc.	
ENTER POINTS 1 -10	WEIGHTED SCORE	ENTER POINTS 1 -10	WEIGHTED SCORE	ENTER POINTS 1 -10	WEIGHTED SCORE
7	17.50	9	22.50	8	18.75
7		9		7	
6	12.50	8	15.00	6	13.00
6		8		6	
6		6		6	
7		8		8	
8	23.33	8	25.67	8	23.33
7		7		7	
5		7		5	
8	16.00	9	18.00	8	16.00
	69.33		**81.17**		**71.08**

Greystone Construction		Guido Construction Company		K-W Construction, Inc.	
ENTER POINTS 1 -10	WEIGHTED SCORE	ENTER POINTS 1 -10	WEIGHTED SCORE	ENTER POINTS 1 -10	WEIGHTED SCORE
7	17.50	7	18.75	6	15.00
7		8		6	
6	12.50	7	13.50	4	8.50
6		7		4	
6		5		4	
7		8		5	
7	23.33	7	22.17	5	10.50
7		7		2	
6		5		2	
8	16.00	8	16.00	5	10.00
	69.33		**70.42**		**44.00**

Martinez Architects		Merriman Pitt/Anderson, Inc		Mission 1 Contractors	

ENTER POINTS 1 -10	WEIGHTED SCORE
9	21.25
8	
8	16.00
7	
8	
9	
7	24.50
7	
7	
9	18.00
	79.75

ENTER POINTS 1 -10	WEIGHTED SCORE
6	16.25
7	
6	11.50
6	
5	
6	
6	18.67
5	
5	
7	14.00
	60.42

ENTER POINTS 1 -10	WEIGHTED SCORE
5	12.50
5	
4	7.00
3	
3	
4	
5	17.50
5	
5	
5	10.00
	47.00

OCB Architecture	
ENTER POINTS 1 -10	WEIGHTED SCORE
8	20.00
8	
5	8.50
4	
2	
6	
3	12.83
3	
5	
5	
8	16.00
	57.33

Prime Architects	
ENTER POINTS 1 -10	WEIGHTED SCORE
6	15.00
6	
6	10.00
7	
2	
5	
5	21.00
8	
5	
5	10.00
	56.00

Trimbuilt Construction Inc	
ENTER POINTS 1 -10	WEIGHTED SCORE
8	20.00
8	
7	14.00
7	
6	
8	
6	19.83
6	
5	
7	14.00
	67.83

SEGUIN TEXAS

It's real.

MEMORANDUM

To: **Mayor and City Council**

From: **Steve Parker**
City Manager

Subject: **County Fee Waiver**

Date: **March 11, 2026**

Guadalupe County is currently constructing a 17,115 square foot Emergency Operations Center which will house their Fire Marshal Department. Since the City will potentially use the facility during times of emergency response, County officials asked if the City would be willing to waive all or a portion of the fees related to constructing the facility. The City's Fire Marshal and/or Fire Department could also potentially use the facility to help train or hold meetings from time to time. Considering the joint uses, as well as the general benefit of a local Emergency Operations Center, City staff is recommending a 50% waiver of the fees which have been attached. The invoices associated with this facility are as follows:

Invoice 1	$234,889.75
Invoice 2	$1,884.00
Invoice 3	$602.50
Invoice 4	$1000.00
Total	$238,376.25

50% waiver $119,188.13

The floor plan and the 4 invoices are attached.

CITY OF SEGUIN **RESOLUTION NO._____**

STATE OF TEXAS

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEGUIN, TEXAS, AUTHORIZING A FIFTY PERCENT (50%) PARTIAL WAIVER OF DEVELOPMENT AND PERMITTING FEES FOR GUADALUPE COUNTY ASSOCIATED WITH THE CONSTRUCTION OF THE GUADALUPE COUNTY EMERGENCY OPERATIONS CENTER; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, Guadalupe County is currently constructing a 17,115 square foot Emergency Operations Center ("the Facility"), which will serve as the headquarters for the Guadalupe County Fire Marshal Department; and

WHEREAS, the City of Seguin and Guadalupe County frequently collaborate on emergency management, public safety, and disaster response efforts; and

WHEREAS, it is contemplated that the City of Seguin's Fire Marshal, Fire Department, and emergency personnel will utilize the Facility for emergency response coordination, professional training, and administrative meetings; and

WHEREAS, the City Council finds that the Facility provides a significant general benefit to the residents of Seguin by enhancing local emergency infrastructure and fostering inter-jurisdictional cooperation; and

WHEREAS, County officials have requested a waiver of development-related fees, and City staff, in consideration of the joint-use potential and public safety benefits, recommends a fifty percent (50%) waiver of the assessed fees, a reduction of $119,188.13.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SEGUIN, TEXAS:

PART 1. The City Council hereby finds that the construction of the Guadalupe County Emergency Operations Center serves a direct public purpose for the citizens of Seguin by providing critical infrastructure for emergency response and training.

PART 2. The City Council hereby authorizes a partial waiver of fifty percent (50%) of the City's development and permitting fees associated with the Facility, and authorizes City Staff to take all actions necessary to effectuate the partial waiver.

PART 3. This Resolution shall become effective immediately upon its passage and approval.

PASSED AND APPROVED THIS _____ DAY OF _____, 2026.

_____

ATTEST: **DONNA DODGEN, MAYOR**

_____

Kristin Mueller
City Secretary

BILLING CONTACT

Guadalupe County
Drew Engelke
101 E COURT ST
SEGUIN, TX 78155

SEGUIN TEXAS

It's real.

City of Seguin Invoice 00067087

INVOICE NUMBER	INVOICE DATE	INVOICE DUE DATE	INVOICE STATUS	INVOICE DESCRIPTION
00067087	10/15/2025	10/17/2025	Due	NONE

APPLICATION NUMBER	FEE NAME	TOTAL
BCOM1025-2048	BLD-Plan Review Commercial	$5,134.50
	PLB-Water Impact	$19,732.00
	PLB-Sewer Connection	$500.00
	PLB-Water Impact SSLGC	$3,793.58
	PLB-Water Impact	$78,196.00
	BLD-Temporary Power Agreement	$20.00
	RD-Roadway Impact Service Area A	$15,085.51
	BLD-Commercial Building Permit Fee	$11,124.75
	PLB-Sewer Impact	$98,975.00
	FD - Fire Plan Review	$371.15
	PLB-Water Impact SSLGC	$957.26
	PLB-Water Service Connection	$500.00
	PLB-Water Service Connection	$500.00
3040 N GUADALUPE ST	**SUBTOTAL**	**$234,889.75**

TOTAL **$234,889.75**

Cash, checks, money orders, or credit/debit cards (Visa, MasterCard, Discover) are accepted. Make checks/money orders payable to "City of Seguin". When paying with a credit/debit card, a 2% fee will be added.

Pay Online: eportal.seguintexas.gov
Escrow Account (For Building Permits Only): Automatically taken from escrow account after invoice is created.
Pay In-Person (M-F 8-5, excl. Holidays): Development Services Center, 108 E. Mountain Street, Seguin, TX 78155
Pay By Mail (No Cash): City of Seguin, Attn: (Department Payment is for), P.O. Box 591, Seguin, TX, 78156

BILLING CONTACT

Guadalupe County
Drew Engelke
101 E COURT ST
SEGUIN, TX 78155

INVOICE NUMBER	PAYMENT DUE DATE	AMOUNT DUE
00067087	10/17/2025	$234,889.75

To ensure proper payment posting, please provide the invoice number on all payments and send to the address directly below.

APPLICATION NUMBER	FEE NAME
BCOM1025-2048	BLD-Plan Review Commercial
	PLB-Water Impact
	PLB-Sewer Connection
	PLB-Water Impact SSLGC
	PLB-Water Impact
	BLD-Temporary Power Agreement
	RD-Roadway Impact Service Area A
	BLD-Commercial Building Permit Fee
	PLB-Sewer Impact
	FD - Fire Plan Review
	PLB-Water Impact SSLGC
	PLB-Water Service Connection
	PLB-Water Service Connection

CITY OF SEGUIN
(Department Payment is for)
108 E Mountain St
Seguin, TX 78155

BILLING CONTACT

BSW Architects
Luis Luna
825 Town & Country Ln Suite 1200 Suite 1200
Houston, TX 77024

It's real.

City of Seguin Invoice 00064502

INVOICE NUMBER	INVOICE DATE	INVOICE DUE DATE	INVOICE STATUS	INVOICE DESCRIPTION
00064502	6/30/2025	6/30/2025	Due	NONE

APPLICATION NUMBER	FEE NAME	TOTAL
SPR0625-0088	Site Plan Review	$1,000.00
3040 N GUADALUPE ST	**SUBTOTAL**	**$1,000.00**

TOTAL	**$1,000.00**

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Pay By Mail (No Cash): City of Seguin, Attn: (Department Payment is for), P.O. Box 591, Seguin, TX, 78156

BILLING CONTACT

BSW Architects
Luis Luna
825 Town & Country Ln Suite 1200 Suite 1200
Houston, TX 77024

APPLICATION NUMBER	FEE NAME
SPR0625-0088	Site Plan Review

INVOICE NUMBER	PAYMENT DUE DATE	AMOUNT DUE
00064502	**6/30/2025**	**$1,000.00**

To ensure proper payment posting, please provide the invoice number on all payments and send to the address directly below.

CITY OF SEGUIN
(Department Payment is for)
108 E Mountain St
Seguin, TX 78155

BILLING CONTACT

Pape Dawson
Claudia Medellin
800 E Sonterra
San Antonio, TX 78258

It's real.

City of Seguin Invoice 00066175

INVOICE NUMBER	INVOICE DATE	INVOICE DUE DATE	INVOICE STATUS	INVOICE DESCRIPTION
00066175	8/29/2025	8/29/2025	Due	NONE

APPLICATION NUMBER	FEE NAME	TOTAL
PI2025-0093	Subdivision Construction Plans	$1,884.00
3040 N GUADALUPE ST	**SUBTOTAL**	**$1,884.00**

TOTAL	**$1,884.00**

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Pay By Mail (No Cash): City of Seguin, Attn: (Department Payment is for), P.O. Box 591, Seguin, TX, 78156

BILLING CONTACT

Pape Dawson
Claudia Medellin
800 E Sonterra
San Antonio, TX 78258

INVOICE NUMBER	PAYMENT DUE DATE	AMOUNT DUE
00066175	**8/29/2025**	**$1,884.00**

To ensure proper payment posting, please provide the invoice number on all payments and send to the address directly below.

APPLICATION NUMBER	FEE NAME
PI2025-0093	Subdivision Construction Plans

CITY OF SEGUIN
(Department Payment is for)
108 E Mountain St
Seguin, TX 78155

BILLING CONTACT

Pape Dawson
Claudia Medellin
800 E Sonterra
San Antonio, TX 78258

It's real.

City of Seguin Invoice 00068153

INVOICE NUMBER	INVOICE DATE	INVOICE DUE DATE	INVOICE STATUS	INVOICE DESCRIPTION
00068153	12/4/2025	12/4/2025	Due	NONE

APPLICATION NUMBER	FEE NAME	TOTAL
PI2025-0102	Subdivision Construction Plans	$602.50
3040 N GUADALUPE ST	**SUBTOTAL**	**$602.50**

TOTAL	**$602.50**

Cash, checks, money orders, or credit/debit cards (Visa, MasterCard, Discover) are accepted. Make checks/money orders payable to "City of Seguin". When paying with a credit/debit card, a 2% fee will be added.

Pay Online: eportal.seguintexas.gov
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Pay By Mail (No Cash): City of Seguin, Attn: (Department Payment is for), P.O. Box 591, Seguin, TX, 78156

BILLING CONTACT

Pape Dawson
Claudia Medellin
800 E Sonterra
San Antonio, TX 78258

INVOICE NUMBER	PAYMENT DUE DATE	AMOUNT DUE
00068153	**12/4/2025**	**$602.50**

To ensure proper payment posting, please provide the invoice number on all payments and send to the address directly below.

APPLICATION NUMBER	FEE NAME
PI2025-0102	Subdivision Construction Plans

CITY OF SEGUIN
(Department Payment is for)
108 E Mountain St
Seguin, TX 78155

CITY OF SEGUIN

To: City Council
From: Susan Caddell, Director of Finance
Date: March 11, 2026
Subject: Budget Amendments

Historical Background

Every year after staff receives the final audit, mid-year budget amendments are requested. We review any unexpected expenditures that have arisen since approval of the original budget. We then review the list of capital items requested during the budget process, but we were unable to fund. After receiving the results of the audit and taking away any fund balance we are budgeting to use in FY26, we have 7 months operating expenditures in the General Fund available based upon the FY26 budget. After these budget amendments, we will have over 6.5 months of fund balance, which equates to $10.9 million available to use, if needed. In the Utility Fund after receiving the results of the audit and taking away any retained earnings we are budgeting to use in FY26, we have over 3.14 months operating expenditures in retained earnings. This only leaves us $793,830 in retained earnings available for use. Staff is recommending to use only $331,950 of this balance. The capital projects being funded in the Utility Fund are being funded from retained earnings in the Utility Fund Capital Projects which has over $5 million available for use.

Also included in the budget amendments are the appropriation of the bond funds we will be receiving in April.

I have included a summary of all the budget amendments. If you need further detail on the amendments, you can find that detail within the ordinances.

After these amendments are approved, all funds will maintain the minimum required fund balance of three months operating expenditures as required by the City's Fund Balance Policy.

I will be available for questions prior to and during the meeting. Please let me know if you have any questions.

Action Requested

City Council must approve the budget amendments attached.

Staff Recommendation

Staff recommends approval of the budget amendments.

ATTACHMENTS

1. Ordinances approving the budget amendments.

GENERAL FUND BUDGET AMENDMENTS

GRANTS

Amount	Account	Funding Source
$23,940	Overtime (PD)	Drunk Driving Grant
$20,284	Special Revenue Expenditures (PD)	Victims Coordinator Liaison Grant
$50,000	Seguin Youth Services	Truancy Grant

OTHER

Amount	Account	Reason
$60,000	Professional Services (CM)	Advocacy/Grant Consultant
$80,000	Contractor (Brush)	Grinder contractor
$18,000	Fix-It/Façade Grant (Main Street)	Increase Downtown grants

GENERAL FUND BUDGET AMENDMENTS

GRANTS

Amount	Project	Funding Source
$106,470	Safe Streets for All	State Grant
$26,618	Safe Streets for All	Matching to State Grant
$2,300,000	Seguin Activity Center	Community Project Grant
$4,140,000	King Street Sidewalks	Transportation Alternatives Grant
$125,834	King Street Sidewalks	Remainder of Matching to Grant
$750,000	San Antonio/Vaughan Street Sidewalks	CDBG Grant
$112,000	San Antonio/Vaughan Street Sidewalks	Matching to CDBG Grant
$15,600	Gang Software	JAG Grant
$17,027	Rifle Resistant Armor	State Grant
$153,724	Bullet Proof Windshield	State Grant

Capital

Amount	Project	Reason
$23,975	ROW & Utility Easements	ROW & Utility Easements TLU
$175,000	MEP-City Hall HVAC	Item requested in FY26 budget process but not funded
$28,568	AED Replacments	Fund the AED Replacment and Maintenance Program
$128,655	Streets Maintenance	Additional sales tax collected and balance of FY25
$146,000	Enterprise Leases	Fund remaining FY26 and FY27
$170,000	Goodrich Property	Item requested in FY26 budget process but not funded
$85,000	Gazebo at Coliseum	Item requested in FY26 budget process but not funded. Funds coming from Coliseum Fund
$75,000	Coliseum Acoustic Wall	Item requested in FY26 budget process but not funded
$175,000	Coliseum Main Lobby Flooring	Item requested in FY26 budget process but not funded
$12,500	Rekey City Hall	Item requested in FY26 budget process but not funded
$17,500	Replace Carpet in HR	Item requested in FY26 budget process but not funded
$30,000	Rekey PD	Item requested in FY26 budget process but not funded
$35,000	Replace Carpet in Fire Administration	Item requested in FY26 budget process but not funded
$117,825	Central Park Tree Lights	Additional funding to add to current project for $150,000 total
$50,000	West Hampton Drainage	Funded from SWUF
$275,000	Generator Upgrade-Fire/MC	Item requested in FY26 budget process but not funded
$275,000	New Generator PD	Item requested in FY26 budget process but not funded

Amount	Project	Reason
$225,000	Generator - Animal Services	Item requested in FY26 budget process but not funded
$77,000	City Hall Parking Lot	Item requested in FY26 budget process but not funded
$25,000	Police Department parking lot	Item requested in FY26 budget process but not funded
$60,000	Fire Admin/MC parking lot	Item requested in FY26 budget process but not funded
$28,000	Midway Hall Foundation Repair	Item requested in FY26 budget process but not funded. Funds coming from the Seguin Events Complex Fund.
$172,000	Parking Lot Shade Police Department	Item requested in FY26 budget process but not funded
$50,000	LED Lights at Fairgrounds	Item requested in FY26 budget process but not funded
$60,993	Vehicle Maintenance Software	Additional Funding needed for project
$20,000	Zero Turn Radius Mower	Item requested in FY26 budget process but not funded
$8,000	Water Softeners for Fire	Item requested in FY26 budget process but not funded
$170,000	Commercial appliances for Fire	Item requested in FY26 budget process but not funded
$500,000	Police Vehicles	Appropriate funds for FY27 lease payments and down payment
$16,000	Animal Services Vehicle	Additional Funding needed for project
$60,000	Parks 1/2 ton truck	Item requested in FY26 budget process but not funded
$50,000	Main Street/Destination Seguin vehicle	Item requested in FY26 budget process but not funded. Half of funding is coming from Destination Seguin Fund
$425,019	Axon Project	Appropriate funds for FY27 lease payments
$125,932	Cardiac Monitors	Appropriate funds for FY27 lease payments
$308,927	Fire Trucks (2) Payment	Appropriate funds for FY27 lease payments

CITY OF SEGUIN ORDINANCE NO._____
STATE OF TEXAS

AN ORDINANCE AMENDING THE FISCAL YEAR 2026 GENERAL FUND BUDGET OF THE CITY OF SEGUIN, TEXAS.

NOW, THEREFORE, BE IT ORDAINED THAT THE FISCAL YEAR 2026 GENERAL FUND BUDGET OF THE CITY OF SEGUIN, TEXAS, IS AMENDED AS FOLLOWS:

General Fund

Amount	**Increase:**	**Increase:**
$ 60,000	General Fund City Manager Professional Services 001-1100-320500	General Fund Non-Departmental Use of Fund Balance 001-9800-970000

Reason requested: To allocate funds to hire a legislative advocacy and grant processing consultant who specializes in assisting local government in navigating federal grants. City staff feels this advocacy would pay for itself in seeking large grants especially in the areas of drainage mitigation and public safety operations.

Amount	**Increase:**	**Increase:**
$ 23,940	General Fund Police Department Overtime 001-1600-112000	General Fund State/Federal Government Grants Miscellaneous Federal Grants 001-334999

Reason requested: To appropriate additional funds for Police Department overtime for a grant received aimed towards reducing drunk driving.

Amount	**Increase:**	**Increase:**
$ 20,284	General Fund Police Department Special Revenue Expenditures 001-1600-617100	General Fund State/Federal Government Grants Victim Coord/Liaison Grant 001-334003

Reason requested: To appropriate funds for a Victims of Crime Act Grant received from the Office of the Governor. This grant is to provide enhanced crime victim services in the state.

Amount	**Increase:**	**Increase:**
$ 80,000	General Fund Brush Department Contractor 001-2700-329700	General Fund Non-Departmental Use of Fund Balance 001-9800-970000

Reason requested: Over the past three years, the current grinder has required $50,000–$90,000 annually in maintenance, yet it continues to experience major failures and extended downtime. Most recently, a mechanical failure resulted in a three-month shutdown, during which grinding

operations ceased and significant brush backlogs accumulated. In addition, the existing grinder is undersized for the City's brush volumes, even when operational. This limits operational capacity and increases the likelihood of recurring backlogs, particularly during peak seasons. Based on recent performance, relying on this unit for another 12–18 months presents a high risk of additional prolonged outages and continued non-recoverable repair costs. Rather than replacing the grinder, staff is proposing contracting the services out.

Amount	**Increase:**	**Increase:**
$ 18,000	General Fund Main Street Fix-It/Façade Program 001-2800-675000	General Fund Non-Departmental Use of Fund Balance 001-9800-970000

Reason requested: To allocate additional funds towards seven qualifying projects. These projects represent a total private investment of $144,704.36. Some of these projects include ADA accessibility updates at The Canopy and Kicks and Giggles and structural repairs for the Seguin Conservation Society.

Amount	**Increase:**	**Increase:**
$ 50,000	General Fund Professional Services Seguin Youth Services 001-9000-322200	General Fund State/Federal Government Grants Miscellaneous State Grants 001-334998

Reason requested: To appropriate funds for a Truancy Reduction, Intervention, and Prevention Program (TRIPP) grant from the Office of the Governor. This grant is a pass-through grant for Seguin Youth Services.

Amount	**Increase:**	**Increase:**
$4,278,346	General Fund Intragovernmental Transfers Transfers to General Fund Capital Projects 001-9000-823600	General Fund Non-Departmental Use of Fund Balance 001-9800-970000

Reason requested: To transfer funds to General Fund Capital Projects to fund additional projects or additional funding towards current projects included in the individual amendment requests.

General Fund Capital Projects

Amount	**Increase:**	**Increase:**
$ 23,975	General Fund Capital Projects Professional Services ROW and Utility Easements 036-9000-320500	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To appropriate additional funds for professional services in order to survey to delineate rights-of-ways and utility easements through TLU's campus. This service is needed in order to distinguish between private and public roads, and determine City owned sanitary sewer and water locations.

Amount	Increase:	Increase:
$ 106,470	General Fund Capital Projects Professional Services Safe Streets for All Plan 036-9000-320500	General Fund Capital Projects State/Federal Gov. Grants Safe Streets For All 036-334023
$ 26,618	General Fund Capital Projects Professional Services Safe Streets for All Plan 036-9000-320500	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To appropriate funds from a grant from the US Department of Transportation to conduct demonstration activities and supplemental planning activities to test consolidation and high-visibility crosswalks, monitor crash and behavior outcomes, and update the Comprehensive Safety Action Plan. Deliverables include three temporary corridors and crosswalk demonstrations in Seguin, a Safe Routes to Schools plan, and a Bike Route Plan to inform Action Plan revisions and future implementation.

Amount	Increase:	Increase:
$ 175,000	General Fund Capital Projects Professional Services MEP-City Hall HVAC 036-9000-320500	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To appropriate funds in order to hire a mechanical engineer to design the HVAC system at City Hall in order for it to be replaced the following year. This is the General Fund's portion with the other portion being funded in the Utility Fund. This was requested during the FY26 budget process but was unable to be funded.

Amount	Increase:	Increase:
$ 28,568	General Fund Capital Projects V&E Maint.-Machine & Tool AED Replacement/Maintenance 036-9000-432200	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: We currently have 39 AEDs in service and are working toward expanding that number to 71 AEDs as part of a broader program that supports our goal of rapid response to cardiac events. The additional AEDs would be strategically placed within the Police Department, Parks, Public Works, Water/Wastewater divisions, and two units for the new SSLGC plants. The CPR+ program allows dispatch, upon receiving a call involving a suspected cardiac event, to activate the closest AED. The activated AED provides location instructions and alerts responders to retrieve and deliver the unit to the incident. This technology helps initiate lifesaving care more quickly and bridges the gap until EMS arrives and assumes patient care. This mid-year request is to lease 71 AED units, including hard cases, rescue kits, and the CPR+ program itself. This initiative represents a significant step forward in serving our community and advancing the City's rapid response goals. Having AEDs readily available in parks and within PD units gives us a critical advantage in delivering timely assistance to residents and visitors. This is the General Fund's portion.

Amount	Increase:	Increase:
$ 128,655	General Fund Capital Projects Repairs and Maintenance Streets Maintenance 036-9000-434400	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: Each year, at the end of our fiscal year, staff looks to see if there are available funds that we may have left in our budget in the Streets Maintenance line item within the Public Works Department. This amount is then transferred to our General Fund Capital Projects Fund to allow us to appropriate additional funds towards our streets maintenance program. At the end of FY 2025, $30,647 of funds remained. In addition, when City Council approved adding sales tax on residential utility services, they requested that these funds be allocated to streets maintenance. The sales tax collection on residential utilities from the City, Centerpoint and GVEC for FY25 was $298,008. There is already $200,000 budgeted as transfers to General Capital Projects Fund. With this taken into consideration, an additional $128,655 will be transferred.

Amount	Increase:	Increase:
$ 146,000	General Fund Capital Projects Equipment Lease Enterprise Leases 036-9000-444000	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To allocate funds for the Utility Fund portion of the Enterprise leases of 22 vehicles for FY27. This also includes the possibility of buying out some of the leases.

Amount	Increase:	Increase:
$ 170,000	General Fund Capital Projects Land Goodrich Property 036-9000-701000	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To appropriate funds for the purchase of the remainder of the property on Goodrich Street. The Police Department is in need of a secure and easy to access location near the main station to store and process vehicles associated with crimes. The current arrangement is challenging for tow truck drivers and does not meet the proper chain of custody requirements. Acquiring the entire property would allow for the construction of a pull-through garage and possibly additional room for a gym and mat room to free up even more space in the main building. This was requested during the FY26 budget process but was unable to be funded.

Amount	Increase:	Increase:
$2,300,000	General Fund Capital Projects Improvements to Buildings Seguin Activity Center 036-9000-702500	General Fund Capital Projects State/Federal Government Grants Community Project Funds 036-334024

Reason requested: To appropriate funds for the federal community project grant received for renovations to the Seguin Activity Center.

Amount	Increase:	Increase:
$ 85,000	General Fund Capital Projects Improvements to Buildings New Gazebo Roof at Coliseum 036-9000-702500	General Fund Capital Projects Intragovernmental Transfers Transfers from Coliseum Fund 036-391070

Reason requested: To appropriate funds from transfers from Coliseum Fund for a new roof on the gazebo at the Coliseum. The roof is failing and letting water into the covered area and causing damage to the decking. This was requested during the FY26 budget process but was unable to be funded.

Amount	Increase:	Increase:
$ 75,000	General Fund Capital Projects Improvements to Buildings Coliseum Acoustic Wall Refresh 036-9000-702500	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To appropriate funds for acoustic wall refresh at the Coliseum. The current sprayed on walls would be replaced with a new acoustic wall tile as part of the ongoing upgrades to the Coliseum. This was requested during the FY26 budget process but was unable to be funded.

Amount	Increase:	Increase:
$ 175,000	General Fund Capital Projects Improvements to Buildings Coliseum Replace Main Hall Exhibit Flooring 036-9000-702500	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To appropriate funds for replacement of the main hall exhibit flooring at the Coliseum. The current flooring is worn down and cracked. This project is also a part of the ongoing upgrades to the Coliseum. This was requested during the FY26 budget process but was unable to be funded.

Amount	Increase:	Increase:
$ 12,500	General Fund Capital Projects Improvements to Buildings City Hall Rekey 036-9000-702500	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To appropriate funds to rekey City Hall. This is part of an ongoing project to eliminate the need for so many different keys. This would put it on a master key system with a hierarchy. This was requested during the FY26 budget process but was unable to be funded.

Amount	Increase:	Increase:
$ 17,500	General Fund Capital Projects Improvements to Buildings Replace Carpet in HR Offices 036-9000-702500	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To appropriate funds to replace carpeting in the Human Resources Department. The current flooring is inconsistent, stained, and worn and in some areas a safety hazard. This was requested during the FY26 budget process but was unable to be funded.

Amount	Increase:	Increase:
$ 30,000	General Fund Capital Projects Improvements to Buildings Police Department Rekey 036-9000-702500	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To appropriate funds to rekey Police Department. This is part of an ongoing project to eliminate the need for so many different keys. This would put it on a master key system with a hierarchy. This was requested during the FY26 budget process but was unable to be funded.

Amount	Increase:	Increase:
$ 35,000	General Fund Capital Projects Improvements to Buildings Replace Carpet in Fire Administration Offices 036-9000-702500	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To appropriate funds to replace carpeting in Fire Administration. The current flooring is worn and needs to be replaced. This was requested during the FY26 budget process but was unable to be funded.

Amount	Increase:	Increase:
$ 117,825	General Fund Capital Projects Improvements other than Buildings Central Park Tree Lights 036-9000-703000	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To appropriate funds to replace the tree lights at the square in Central Park. The current lights have reached the end of life with significant damage that has created safety concerns for continued use. There is currently funding in a capital projects account to begin this replacement. With this added, all the lights in the tree canopies should be able to be replaced.

Amount	Increase:	Increase:
$ 50,000	General Fund Capital Projects Improvements other than Buildings West Hampton Drainage 036-9000-703000	General Fund Capital Projects Intragovernmental Transfers Transfers from Stormwater Drainage Fd. 036-391043

Reason requested: To appropriate additional funds from transfers from the Stormwater Drainage Fund for the West Hampton Drainage project. Based on preliminary design, alternates are proposed to remediate drainage concerns. The original budget included securing a drainage easement on adjacent parcels in order to ensure positive drainage. The revised budget includes purchase of a vacant lot to be dedicated to the Glen Cove HOA for maintenance.

Amount	Increase:	Increase:
$4,140,000	General Fund Capital Projects Improvements other than Buildings King Street Sidewalks 036-9000-703000	General Fund Capital Projects State/Federal Government Grants Transportation Alternatives 036-334022

$ 125,834	General Fund Capital Projects Improvements other than Buildings King Street Sidewalks 036-9000-703000	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To appropriate funds for the grant received for the King Street Sidewalks. The total match for this grant is $1,160,600. The majority of the match is being reappropriated from funds remaining from the North Milam Street project. The remaining funds needed for the match is included in this budget amendment.

Amount	**Increase:**	**Increase:**
$ 750,000	General Fund Capital Projects Improvements other than Buildings San Antonio/Vaughan Street Sidewalks 036-9000-703000	General Fund Capital Projects State/Federal Government Grants CDBG Grant 036-334025
$ 112,000	General Fund Capital Projects Improvements other than Buildings San Antonio/Vaughan Street Sidewalks 036-9000-703000	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To appropriate funds for the Community Development Block Grant (CDBG) received and the match for San Antonio and Vaughan Street Sidewalks.

Amount	**Increase:**	**Increase:**
$ 275,000	General Fund Capital Projects Improvements other than Buildings Generator Upgrade Fire Stn #2/Fire Admin./MC 036-9000-703000	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To appropriate funds for a generator upgrade at Fire Station #2, Fire Administration and Municipal Court. The existing generator uses a lot of diesel fuel, is currently the oldest we have in the city and does not meet the backup power needs of these buildings. This was requested during the FY26 budget process but was unable to be funded.

Amount	**Increase:**	**Increase:**
$ 275,000	General Fund Capital Projects Improvements other than Buildings New Generator – Police Department 036-9000-703000	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To appropriate funds for a new generator at the Police Department. The current generator does not power the entire facility. This will power the entire facility in case of an outage. This was requested during the FY26 budget process but was unable to be funded.

Amount	Increase:	Increase:
$ 225,000	General Fund Capital Projects Improvements other than Buildings New Generator – Animal Services 036-9000-703000	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To appropriate funds for a generator at Animal Services. Currently, Animal Services does not have a generator. This will power the entire facility in case of an outage. Power outages add for an unsafe environment for both staff and the animals they keep in the facility. This was requested during the FY26 budget process but was unable to be funded.

Amount	Increase:	Increase:
$ 77,000	General Fund Capital Projects Improvements other than Buildings City Hall Parking Lot Upgrades 036-9000-703000	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To appropriate funds for an upgrade to the City Hall parking lot. The existing parking lot is failing. It has been overlayed several times. With this funding, the current asphalt will be removed, the base would be reworked and then repaved. This was requested during the FY26 budget process but was unable to be funded.

Amount	Increase:	Increase:
$ 25,000	General Fund Capital Projects Improvements other than Buildings PD-Seal & Stripe Parking Lot 036-9000-703000	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To appropriate funds for to seal and stripe the Police Department parking lot. The existing parking lot needs to be sealed and striped to prevent further damage. This is a preventative maintenance recommendation so we can extend the life of the asphalt. This was requested during the FY26 budget process but was unable to be funded.

Amount	Increase:	Increase:
$ 60,000	General Fund Capital Projects Improvements other than Buildings Municipal Court Parking Lot Seal/Stripe 036-9000-703000	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To appropriate funds for the municipal court/fire administration parking lot repair, seal and stripe. The parking lot is in bad shape. Parking spots are extremely faded and fire lines are not visible which the fire marshal has encouraged us to repair. This was requested during the FY26 budget process but was unable to be funded.

Amount	Increase:	Increase:
$ 28,000	General Fund Capital Projects Improvements other than Buildings Midway Hall Foundation Repair 036-9000-703000	General Fund Capital Projects Intragovernmental Transfers Transfers from Seguin Events Complex 036-391200

Reason requested: To appropriate funds from transfers from Seguin Events Complex Fund for the foundation repairs at Midway Hall. It is failing around the columns. This was requested during the FY26 budget process but was unable to be funded.

Amount	Increase:	Increase:
$ 172,000	General Fund Capital Projects Improvements other than Buildings Parking Lot Shade for PD Vehicles 036-9000-703000	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To appropriate funds for parking lot shade structures for police vehicles. The eight (8) spaces next to the PD building are reserved for on-duty Patrol Officers. An additional 10 spaces are directly adjacent and across from these parking spaces for on-duty CID personnel. A cantilever shade awning will be placed over these two areas that will also cover the sidewalk leading to the back door. This awning will help protect the vehicles and electronic equipment from the summer heat and also help employees stay dry during inclement weather when coming/going from their vehicles and the building. It will also minimize hail damage which has caused damage to our vehicles. This was requested during the FY26 budget process but was unable to be funded.

Amount	Increase:	Increase:
$ 50,000	General Fund Capital Projects Improvements other than Buildings LED Lights at Fairgrounds Facilities 036-9000-703000	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To appropriate funds for the installation of LED lights at the fairground's facilities. All of the old incandescent lights at the dance pavilion, cattle barn, swine barn, and horse barn need to be replaced with LED lights.

Amount	Increase:	Increase:
$ 15,600	General Fund Capital Projects Mach. & Equip.-Office Equipment JAG Grant-Gang Software 036-9000-706100	General Fund Capital Projects State/Federal Government Grants Miscellaneous Federal Grants 036-334999

Reason requested: To appropriate funds for a JAG grant received to purchase gang software for the Police Department.

Amount	Increase:	Increase:
$ 60,993	General Fund Capital Projects Mach. & Equip.-Office Equipment New Vehicle Maintenance Software 036-9000-706100	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To increase appropriation for the purchase of a new vehicle maintenance software. The current system is not very functional and has caused large discrepancies in the vehicle maintenance inventory over the past several years. It has consistently fallen short due to its complexity, unintuitive design, difficult workflow development, awkward permissions model, costly and low-value training, known software bugs, dated architecture, and a lack of meaningful vendor partnership or proactive support. It requires significant internal effort to make functional, yet even with that effort it has not kept pace with modernization needs or delivered operational value commensurate with its lifespan. Given the ongoing modernization within Public Works, the city would benefit from transitioning to a more robust, modern fleet management platform. The new software we are considering is called Faster. The software offers improved asset lifecycle management, maintenance scheduling, consumables tracking, ticketing, and data visibility that can drive staffing efficiencies, financial insight, and operational improvements. While the upfront cost may be higher, the long-term gains in efficiency, usability, and partnership provide tangible value, and starting fresh with a more capable solution and engaged vendor better aligns with the city's goal of doing more with less. This is the General Fund portion.

Amount	**Increase:**	**Increase:**
$ 17,027	General Fund Capital Projects Mach. & Equip.-Small Equipment Rifle Resistant Armor 036-9000-706500	General Fund Capital Projects State/Federal Government Grants Miscellaneous State Grants 036-334998

Reason requested: To appropriate funds for the purchase of rifle resistant armor from a state grant received.

Amount	**Increase:**	**Increase:**
$ 20,000	General Fund Capital Projects Mach. & Equip.-Small Equipment 72" Zero Turn Radius Mower 036-9000-706500	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To appropriate funds to purchase a zero-turn mower for the Parks Department. This would replace an older 2013 model. This was requested during the FY26 budget process but was unable to be funded.

Amount	**Increase:**	**Increase:**
$ 8,000	General Fund Capital Projects Mach. & Equip.-Small Equipment Water Softeners for Stations 1, 2 & 3 036-9000-706500	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To appropriate funds to purchase water softeners for the fire stations. Currently, none of these facilities have water softeners, nor are there plans in place to install them. Over time, hard water has caused significant wear and damage to fixtures and appliances within all three stations. This has resulted in increased maintenance needs and frequent replacement of parts, placing a strain on both department resources and city maintenance staff. Facilities personnel have done an excellent job maintaining operations; however, the root cause—mineral buildup from hard water—continues to degrade system efficiency. This was requested during the FY26 budget process but was unable to be funded.

Amount	Increase:	Increase:
$ 170,000	General Fund Capital Projects Mach. & Equip.-Small Equipment Commercial Appliances Fire Stations #2 & #3 036-9000-706500	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To appropriate funds to purchase commercial appliances for fire stations #2 and #3. Commercial stoves and vent hoods need to be installed in these stations. The stoves and vent hoods currently installed are residential. Commercial stoves and vent hoods serve the need of the facility due to the number of people being served daily. This was requested during the FY26 budget process but was unable to be funded.

Amount	Increase:	Increase:
$ 500,000	General Fund Capital Projects Transportation-Vehicles Police Vehicles 036-9000-707100	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To provide funding for the lease payments and down payment for the police vehicles for FY27.

Amount	Increase:	Increase:
$ 16,000	General Fund Capital Projects Transportation-Vehicles Animal Services Vehicle 036-9000-707100	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To appropriate additional funds towards the purchase of an animal services vehicle. This vehicle was budgeted in FY25. Since the estimate was given during the FY25 budget process, the cost of these vehicles have increased.

Amount	Increase:	Increase:
$ 60,000	General Fund Capital Projects Transportation-Vehicles Parks-1/2 Ton Truck 036-9000-707100	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To appropriate funds to replace a half ton truck in the Parks Department. It is over ten years old, in poor shape and the paint is flaking off causing an unprofessional look. This was requested during the FY26 budget process but was unable to be funded.

Amount	Increase:	Increase:
$ 153,724	General Fund Capital Projects Transportation-Vehicles Bullet Proof Windshield Grant 036-9000-707100	General Fund Capital Projects State/Federal Government Grants Miscellaneous State Grants 036-334998

Reason requested: To appropriate funds for a bullet proof windshield grant awarded to the Police Department.

Amount	Increase:	Increase:
$ 25,000	General Fund Capital Projects Transportation-Vehicles Main Street/Dest. Seguin Vehicle 036-9000-707100	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010
$ 25,000	General Fund Capital Projects Transportation-Vehicles Main Street/Dest. Seguin Vehicle 036-9000-707100	General fund Capital Projects Intragovernmental Transfers Transfers from Destination Seguin Fund 036-391094

Reason requested: To appropriate funds for a vehicle for Main Street and Destination Seguin Departments. This is to be used to attend trade shows and conferences, as well as taking visitors on tour and for event preparation. This was requested during the FY26 budget process but was unable to be funded.

Amount	Increase:	Increase:
$ 242,861	General Fund Capital Projects Principal Payments Pumper Trucks Payments 036-9300-930000	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010
$ 66,066	General Fund Capital Projects Interest Payments Pumper Trucks Payments 036-9400-940000	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010
$ 425,019	General Fund Capital Projects Improvements other than Buildings Axon Project 036-9000-703000	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010
$ 21,920	General Fund Capital Projects Capital Lease Interest Cardiac Monitors 036-9000-940000	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010
$ 104,012	General Fund Capital Projects Capital Lease Principal Cardiac Monitors 036-9000-930000	General Fund Capital Projects Intragovernmental Transfers Transfers from General Fund 036-391010

Reason requested: To provide funding for the principal, interest and service payments for all leased equipment for FY27.

2026 Certificates of Obligation Bonds

Amount	Increase:	Increase:
$7,750,000	2026 Certificates of Obligation Bonds Buildings Fire Station #4 160-9000-702000	2026 Certificates of Obligation Bonds Long Term Debt Proceeds Bond Proceeds 160-393000
$1,250,000	2026 Certificates of Obligation Bonds Buildings Fire Station #2-4 Bay Structure for Apparatus 160-9000-702500	2026 Certificates of Obligation Bonds Long Term Debt Proceeds Bond Proceeds 160-393000
$1,000,000	2026 Certificates of Obligation Bonds Improvements other than Buildings New Community Park North of IH10 160-9000-703000	2026 Certificates of Obligation Bonds Long Term Debt Proceeds Bond Proceeds 160-393000
$1,200,000	2026 Certificates of Obligation Bonds Improvements other than Buildings Walnut Springs Spillway 160-9000-703000	2026 Certificates of Obligation Bonds Long Term Debt Proceeds Bond Proceeds 160-393000
$ 500,000	2026 Certificates of Obligation Bonds Improvements other than Buildings Railroad Quiet Zones 160-9000-703000	2026 Certificates of Obligation Bonds Long Term Debt Proceeds Bond Proceeds 160-393000
$ 450,000	2026 Certificates of Obligation Bonds Improvements other than Buildings Aldama-Walnut Springs Trail Crossing 160-9000-703000	2026 Certificates of Obligation Bonds Long Term Debt Proceeds Bond Proceeds 160-393000
$ 500,000	2026 Certificates of Obligation Bonds Improvements other than Buildings Joe Carillo Blvd/Countryside Blvd 160-9000-703000	2026 Certificates of Obligation Bonds Long Term Debt Proceeds Bond Proceeds 160-393000
$6,000,000	2026 Certificates of Obligation Bonds Improvements other than Buildings Martindale Road Realignment 160-9000-703000	2026 Certificates of Obligation Bonds Long Term Debt Proceeds Bond Proceeds 160-393000
$5,000,000	2026 Certificates of Obligation Bonds Improvements other than Buildings Rudeloff Road Phase II 160-9000-703000	2026 Certificates of Obligation Bonds Long Term Debt Proceeds Bond Proceeds 160-393000
$10,500,000	2026 Certificates of Obligation Bonds Improvements other than Buildings Guadalupe Street (IH10 to UPRR)	2026 Certificates of Obligation Bonds Long Term Debt Proceeds Bond Proceeds

	160-9000-703000	160-393000
$3,000,000	2026 Certificates of Obligation Bonds Improvements other than Buildings Huber Road (South)-Walnut Springs Dev. 160-9000-703000	2026 Certificates of Obligation Bonds Long Term Debt Proceeds Bond Proceeds 160-393000
$1,500,000	2026 Certificates of Obligation Bonds Improvements other than Buildings Street Rehab Projects 160-9000-703000	2026 Certificates of Obligation Bonds Long Term Debt Proceeds Bond Proceeds 160-393000
$ 350,000	2026 Certificates of Obligation Bonds Improvements other than Buildings Contingency Funds 160-9000-703000	2026 Certificates of Obligation Bonds Long Term Debt Proceeds Bond Proceeds 160-393000
Reason requested:	To appropriate funds to the various projects from the certificate of obligation proceeds from the 2026 Certificates of Obligation Bonds we will be receiving in April.	

The Council finds that these budget adjustments are required because of changes and unforeseen conditions that could not have been anticipated in the original budget.

This ordinance shall become effective and applicable on the date of its approval and passage.

PASSED ON FIRST READING BY THE CITY COUNCIL OF THE CITY OF SEGUIN, TEXAS, on this the 17th day of March, 2026.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SEGUIN, TEXAS, on this the 6th day of April, 2026.

_____
Donna Dodgen, Mayor

ATTEST:

_____
Kristin Mueller, City Secretary

UTILITY FUND BUDGET AMENDMENTS

OTHER

Amount	Account	Reason
$25,000	Professional Services (Electric)	Increase appropriation for modeling services, wholesale power contract and data center analysis
$3,000	L&I Maint.-Street Lights (Electric)	Increase appropriation due to higher demand
$3,000	L&I Maint.-Security Lights (Electric)	Increase appropriation due to higher demand
$50,000	Meters (Utility Services)	Increase appropriation for additional meters for Springs Hill replacement and new construction in Springs Hill area
$90,000	V&E Maint.-Pumps & Motors (Water Plant)	Reappropriate funds from maintenance not complete until FY26
$30,000	Overtime (Water/WW)	Increase appropriation due to numerous water and sewer projects
$500	Water (Water/WW)	Increase appropriation due to a large leak
$35,000	L&I Maint.-Water Systems	Increase appropriation due to multiple line breaks
$8,000	L&S Maint.-Sewer Sytem	Increase appropriation due to unexpected equipment failure
$20,000	L&I Maint.-Lift Station	Increase appropriation due to unexpected pump replacement at Burges LS
$4,000	Safety Supplies (Water/WW)	Increase appropriation to replace AED batteries and fire extinguishers
$8,000	Minor Tools (Water/WW)	Increase appropriation due to several critical pieces of equipment failed
$3,500	Certification Fees (Water/WW)	Increase appropriation due to higher than usual license renewals
$16,500	Fire Hydrants (Water/WW)	Increase appropriation due to higher than anticipated fire hydrant replacments
$450	Uniforms (Utility Engineering)	Increase appropriation for the need for FR uniforms
$46,789	Salaries & Benefits (Walnut Branch WWTP)	Move from Water/WW to fund Assistant Pre-Treatment Coordinator
$35,000	Chemicals (Walnut Branch WWTP)	Increase appropriation due to chemicals ordered in FY25 but not received until FY26

Capital

Amount	Project	Reason
$175,000	MEP-City Hall HVAC	Item requested in FY26 budget process but not funded
$51,360	Enterprise Leases	Fund remaining FY26 and FY27
$16,950	AED Replacments	Fund the AED Replacment and Maintenance Program
$100,993	Vehicle Maintenance Software	Additional Funding needed for project
$23,975	ROW & Utility Easements	ROW & Utility Easements TLU
$94,881	Vac Truck	Appropriate funds for FY27 lease payments
$103,995	Televising Van	Appropriate funds for FY27 lease payments
$130,200	Vac Truck-Stormwater Drainage	Appropriate funds for FY27 lease payments (SWUF)
$50,000	Washington Street Drainage	Additional Funding needed for project
$1,900,000	Transfers to Utility Reserve	Transfers from Sewer Stabilization Fund
$315,000	Recovery Expenses	To reappropriate funds from the FY25 July 4 flood and add appropriation for FY26 freeze

CITY OF SEGUIN ORDINANCE NO._____
STATE OF TEXAS

AN ORDINANCE AMENDING THE FISCAL YEAR 2026 UTILITY FUND BUDGET OF THE CITY OF SEGUIN, TEXAS.

NOW, THEREFORE, BE IT ORDAINED THAT THE FISCAL YEAR 2026 UTILITY FUND BUDGET OF THE CITY OF SEGUIN, TEXAS, IS AMENDED AS FOLLOWS:

Utility Fund

Amount	**Increase:**	**Increase:**
$ 25,000	Utility Fund Electric Distribution Professional Services 002-4700-320500	Utility Fund Non-Departmental Use of Retained Earnings 002-9800-960000
Reason requested:	To appropriate additional funds due to unexpected modeling services, the wholesale power contract and a data center analysis.	

Amount	**Increase:**	**Increase:**
$ 3,000	Utility Fund Electric Distribution L&I Maint.-Street Lights 002-4700-434900	Utility Fund Non-Departmental Use of Retained Earnings 002-9800-960000
Reason requested:	To appropriate additional funds due to higher customer demand than usual.	

Amount	**Increase:**	**Increase:**
$ 3,000	Utility Fund Electric Distribution L&I Maint.-Security Lights 002-4700-435000	Utility Fund Non-Departmental Use of Retained Earnings 002-9800-960000
Reason requested:	To appropriate additional funds due to higher customer demand than usual.	

Amount	**Increase:**	**Increase:**
$ 50,000	Utility Fund Utility Services Meters 002-4800-703400	Utility Fund Non-Departmental Use of Retained Earnings 002-9800-960000
Reason requested:	To appropriate additional funds for additional meters for Springs Hill replacement and new construction in the new Springs Hill area.	

Amount	Increase:	Increase:
$ 90,000	Utility Fund Water Plant V&E Maint.-Pumps and Motors 002-5600-432500	Utility Fund Non-Departmental Use of Retained Earnings 002-9800-960000

Reason requested: To reappropriate funds budgeted in FY25 for repairs to pumps and motors at the Water Plant that were not completed until FY26.

Amount	Increase:	Increase:
$ 30,000	Utility Fund Water/WW Maintenance Overtime/On-Call 002-5700-112000	Utility Fund Non-Departmental Use of Retained Earnings 002-9800-960000

Reason requested: To appropriate additional funding for overtime due to numerous water and sewer projects including the Springs Hill meter swap phases 2 and 3 project and projects on Erkel, Zorn, and Krezdorn Streets.

Amount	Increase:	Increase:
$ 500	Utility Fund Water/WW Maintenance Water 002-5700-412000	Utility Fund Non-Departmental Use of Retained Earnings 002-9800-960000

Reason requested: To appropriate additional funding due to a large leak on the backwater valve.

Amount	Increase:	Increase:
$ 35,000	Utility Fund Water/WW Maintenance L&I Maint.-Water System 002-5700-434601	Utility Fund Non-Departmental Use of Retained Earnings 002-9800-960000

Reason requested: To appropriate additional funding due to multiple 16" water main breaks identified on both potable and recycled systems and a leak on a 24" main.

Amount	Increase:	Increase:
$ 8,000	Utility Fund Water/WW Maintenance L&I Maint.-Sewer System 002-5700-435600	Utility Fund Non-Departmental Use of Retained Earnings 002-9800-960000

Reason requested: To appropriate additional funding due to unexpected equipment failure, particularly the jetter hoses.

Amount	Increase:	Increase:
$ 20,000	Utility Fund Water/WW Maintenance L&I Maint.-Lift Station 002-5700-435700	Utility Fund Non-Departmental Use of Retained Earnings 002-9800-960000

Reason requested: To appropriate additional funding due to unexpected pump replacement at the Burgess Lift Station.

Amount	Increase:	Increase:
$ 4,000	Utility Fund Water/WW Maintenance Safety Supplies 002-5700-614300	Utility Fund Non-Departmental Use of Retained Earnings 002-9800-960000

Reason requested: To appropriate additional funding due to the need to replace AED batteries and related components which was not anticipated at the time of budget preparation. The battery life cycle did not align with our budget planning timeline, and the replacements became necessary during this fiscal year to ensure the units remain operational and compliant. In addition, fire extinguishers will need to be replaced. A total of 33 fire extinguishers will need to be replaced in Utilities.

Amount	Increase:	Increase:
$ 8,000	Utility Fund Water/WW Maintenance Minor Tools & Equipment 002-5700-618000	Utility Fund Non-Departmental Use of Retained Earnings 002-9800-960000

Reason requested: To appropriate additional funding due to several critical pieces of equipment failed. These items, including pumps, hoses, and battery-powered tools, are essential for emergency response and daily operational readiness. Replacement was necessary to maintain our ability to respond safely and effectively. The failures were not predictable at the time the original budget was developed.

Amount	Increase:	Increase:
$ 3,500	Utility Fund Water/WW Maintenance Certification Fees 002-5700-662000	Utility Fund Non-Departmental Use of Retained Earnings 002-9800-960000

Reason requested: To appropriate additional funding due to staff experiencing a higher-than-anticipated number of employee license renewals and promotions this year, requiring training hours beyond what was originally budgeted.

Amount	Increase:	Increase:
$ 16,500	Utility Fund Water/WW Maintenance Fire Hydrants 002-5700-703700	Utility Fund Non-Departmental Use of Retained Earnings 002-9800-960000

Reason requested: To appropriate additional funding due to several hydrants that require replacement because they operate opposite of the standard opening direction used throughout the city, creating inconsistencies in operation, maintenance, and fire-fighting response.

Amount	Increase:	Increase:
$ 450	Utility Fund Utility Engineering Uniforms 002-5800-616000	Utility Fund Non-Departmental Use of Retained Earnings 002-9800-960000

Reason requested: To appropriate additional funding due to the need for FR uniforms not originally included in the budget.

Amount	Increase:	Decrease:
$ 32,053	Utility Fund Walnut Branch WWTP Regular Salaries 002-6600-110100	Utility Fund Water/WW Maintenance Regular Salaries 002-5700-110100
$ 2,473	Utility Fund Walnut Branch WWTP Payroll Taxes 002-6600-121000	Utility Fund Water/WW Maintenance Payroll Taxes 002-5700-121000
$ 7,108	Utility Fund Walnut Branch WWTP Retirement 002-6600-122000	Utility Fund Water/WW Maintenance Retirement 002-5700-122000
$ 4,502	Utility Fund Walnut Branch WWTP Health Insurance 002-6600-123000	Utility Fund Water/WW Maintenance Health Insurance 002-5700-123000
$ 31	Utility Fund Walnut Branch WWTP Life Insurance 002-6600-123100	Utility Fund Water/WW Maintenance Life Insurance 002-5700-123100
$ 349	Utility Fund Walnut Branch WWTP Workers' Compensation 002-6600-124000	Utility Fund Water/WW Maintenance Workers' Compensation 002-5700-124000

$ 273	Utility Fund Walnut Branch WWTP Uniforms 002-6600-616000	Utility Fund Water/WW Maintenance Uniforms 002-5700-616000

Reason requested: To appropriate funding for an Assistant Pretreatment Coordinator. As the City continues to experience a high and growing number of industrial users, it is becoming increasingly critical that we add an Assistant Pretreatment Coordinator position. The volume of permitting, sampling, inspections, data collection, and data entry required by the State has significantly increased. Maintaining compliance and ensuring timely and accurate reporting is essential, and the current workload warrants additional dedicated support. Adding this position will help ensure we continue to meet regulatory requirements, maintain program efficiency, and properly support our industrial users.

Amount	**Increase:**	**Increase:**
$ 35,000	Utility Fund Walnut Branch WWTP Chemicals 002-6600-613300	Utility Fund Non-Departmental Use of Retained Earnings 002-9800-960000

Reason requested: To appropriate additional funding due to expenses budgeted in FY25 but not received until FY26

Stormwater Drainage Fund

Amount	**Increase:**	**Increase:**
$ 130,200	Stormwater Drainage Fund Non-Departmental Transfers to Utility Capital Projects 043-9000-823800	Stormwater Drainage Fund Non-Departmental Use of Retained Earnings 043-9800-960000

Reason requested: To appropriate funds for principal and interest payments for the Vac Truck for FY 27.

Amount	**Increase:**	**Increase:**
$ 50,000	Stormwater Drainage Fund Non-Departmental Transfers to General Capital Projects 043-9000-823600	Stormwater Drainage Fund Non-Departmental Use of Retained Earnings 043-9800-960000

Reason requested: To appropriate additional funds to transfer to General Fund Capital Projects for the West Hampton Drainage project. Based on preliminary design, alternates are proposed to remediate drainage concerns. The original budget included securing a drainage easement on adjacent parcels in order to ensure positive drainage. The revised budget includes purchase of a vacant lot to be dedicated to the Glen Cove HOA for maintenance.

Utility Fund Capital Projects

Amount	**Increase:**	**Increase:**
$ 175,000	Utility Fund Capital Projects Professional Services MEP-City Hall HVAC 038-9000-320500	Utility Fund Capital Projects Non-Departmental Use of Retained Earnings 038-9800-960000

Reason requested:	To appropriate funds in order to hire a mechanical engineer to design the HVAC system at City Hall in order for it to be replaced the following year. This is the Utility Fund's portion with the other portion being funded in the General Fund. This was requested during the FY26 budget process but was unable to be funded.	
Amount	**Increase:**	**Increase:**
$ 23,975	Utility Fund Capital Projects Professional Services ROW and Utility Easements 038-9000-320500	Utility Fund Capital Projects Non-Departmental Use of Retained Earnings 038-9800-960000
Reason requested:	To appropriate additional funds for professional services in order to survey to delineate rights-of-ways and utility easements through TLU's campus. This service is needed in order to distinguish between private and public roads, and determine City owned sanitary sewer and water locations.	
Amount	**Increase:**	**Increase:**
$ 51,360	Utility Fund Capital Projects Equipment Lease Enterprise Leases 038-9000-444000	Utility Fund Capital Projects Non-Departmental Use of Retained Earnings 038-9800-960000
Reason requested:	To allocate funds for the Utility Fund portion of the Enterprise leases of 13 vehicles for FY27.	
Amount	**Increase:**	**Increase:**
$ 16,950	Utility Fund Capital Projects V&E Maint.-Machine & Tool AED Replacement/Maintenance 038-9000-432200	Utility Fund Capital Projects Non-Departmental Use of Retained Earnings 038-9800-960000
Reason requested:	We currently have 39 AEDs in service and are working toward expanding that number to 71 AEDs as part of a broader program that supports our goal of rapid response to cardiac events. The additional AEDs would be strategically placed within the Police Department, Parks, Public Works, Water/Wastewater divisions, and two units for the new SSLGC plants. The CPR+ program allows dispatch, upon receiving a call involving a suspected cardiac event, to activate the closest AED. The activated AED provides location instructions and alerts responders to retrieve and deliver the unit to the incident. This technology helps initiate lifesaving care more quickly and bridges the gap until EMS arrives and assumes patient care. This mid-year request is to lease 71 AED units, including hard cases, rescue kits, and the CPR+ program itself. This initiative represents a significant step forward in serving our community and advancing the City's rapid response goals. Having AEDs readily available in parks and within PD units gives us a critical advantage in delivering timely assistance to residents and visitors. This is the Utility Fund's portion.	

Amount	Increase:	Increase:
$ 100,993	Utility Fund Capital Projects Mach. & Equip.-Office Equipment New Vehicle Maintenance Software 038-9000-706100	Utility Fund Capital Projects Non-Departmental Use of Retained Earnings 038-9800-960000

Reason requested: To increase appropriation for the purchase of a new vehicle maintenance software. The current system is not very functional and has caused large discrepancies in the vehicle maintenance inventory over the past several years. To increase appropriation for the purchase of a new vehicle maintenance software. The current system is not very functional and has caused large discrepancies in the vehicle maintenance inventory over the past several years. It has consistently fallen short due to its complexity, unintuitive design, difficult workflow development, awkward permissions model, costly and low-value training, known software bugs, dated architecture, and a lack of meaningful vendor partnership or proactive support. It requires significant internal effort to make functional, yet even with that effort it has not kept pace with modernization needs or delivered operational value commensurate with its lifespan. Given the ongoing modernization within Public Works, the city would benefit from transitioning to a more robust, modern fleet management platform. The new software we are considering is called Faster. The software offers improved asset lifecycle management, maintenance scheduling, consumables tracking, ticketing, and data visibility that can drive staffing efficiencies, financial insight, and operational improvements. While the upfront cost may be higher, the long-term gains in efficiency, usability, and partnership provide tangible value, and starting fresh with a more capable solution and engaged vendor better aligns with the city's goal of doing more with less. During the budget process, there was no appropriation in the Utility Fund Capital Projects for this software. It was only budgeted in the General Fund Capital Projects.

Amount	Increase:	Increase:
$ 59,164	Utility Fund Capital Projects Principal Payments Vactor 2100i Payments 038-9300-930000	Utility Fund Capital Projects Non-Departmental Use of Retained Earnings 038-9800-960000
$ 23,717	Utility Fund Capital Projects Interest Payments Vactor 2100i Payments 038-9300-940000	Utility Fund Capital Projects Non-Departmental Use of Retained Earnings 038-9800-960000
$ 12,000	Utility Fund Capital Projects Mach. & Equip.-Heavy Equipment Vactor 2100i Payments 038-9300-706200	Utility Fund Capital Projects Non-Departmental Use of Retained Earnings 038-9800-960000
$ 22,663	General Fund Capital Projects Capital Lease Interest Vac Truck-Stormwater Drainage 038-9000-940000	General Fund Capital Projects Intragovernmental Transfers Transfers from Stormwater Dr. Fund 036-391043
$ 107,537	General Fund Capital Projects Capital Lease Principal Vac Truck-Stormwater Drainage 038-9000-930000	General Fund Capital Projects Intragovernmental Transfers Transfers from Stormwater Dr. Fund 036-391043

$ 73,697	Utility Fund Capital Projects Principal Payments TV Van/Data Asset Management Payments 038-9300-930000	Utility Fund Capital Projects Non-Departmental Use of Retained Earnings 038-9800-960000
$ 14,297	Utility Fund Capital Projects Interest Payments TV Van/Data Asset Management Payments 038-9300-940000	Utility Fund Capital Projects Non-Departmental Use of Retained Earnings 038-9800-960000
$ 16,000	Utility Fund Capital Projects Mach. & Equip.-Heavy Equipment TV Van/Data Asset Management Payments 038-9300-706200	Utility Fund Capital Projects Non-Departmental Use of Retained Earnings 038-9800-960000

Reason requested: To provide funding for the principal, interest and service payments for all leased equipment for FY27.

Sewer Rate Stabilization Fund

Amount	**Increase:**	**Increase:**
$1,900,000	Sewer Impact Fund Intragovernmental Transfers Transfers to Reserve Fund 022-9000-822600	Sewer Impact Fund Non-Departmental Use of Retained Earnings 022-9800-960000

Reason requested: With the issuance of the final bonds through the Texas Water Development Board, we are required to put $11,381,163.78 in a reserve fund. This is the average annual payments over the life of the bonds. We have sixty months to build this fund to the required level, which will end in March of 2028. This continues the process that we began in FY23 towards establishing this required amount. Currently, there is $6,294,592.20 in the Reserve Fund.

Emergency Fund

Amount	**Increase:**	**Increase:**
$ 315,000	Emergency Fund Non-Departmental Recovery Expenses 039-9000-659500	Emergency Fund Non-Departmental Use of Retained Earnings 039-9800-960000

Reason requested: To reappropriate funds from the July 4 flood on projects still ongoing and appropriate additional funds for recovery efforts from the freeze last month.

Utility Reserve Fund

Amount	Increase:	Increase:
$1,900,000	Utility Reserve Fund Intragovernmental Transfers Transfers from Sewer Rate Stabilization Fund 040-391025	Utility Reserve Fund Fund Balance 040-297020

Reason requested: With the issuance of the final bonds through the Texas Water Development Board, we are required to put $11,381,163.78 in a reserve fund. This is the average annual payments over the life of the bonds. We have sixty months to build this fund to the required level, which will end in March of 2028. This continues the process that we began in FY23 towards establishing this required amount. Currently, there is $6,294,592.20 in the Reserve Fund.

2026 Certificates of Obligation – Utility Portion

Amount	Increase:	Increase:
$ 832,489	2026 Certificates of Obligation-UF Improvements Other than Buildings Substation Jim Briley 161-9000-703000	2026 Certificates of Obligation-UF Long Term Debt Proceeds Bond Proceeds 161-393000
$ 750,000	2026 Certificates of Obligation-UF Improvements Other than Buildings Navarro Elementary Line 161-9000-703000	2026 Certificates of Obligation-UF Long Term Debt Proceeds Bond Proceeds 161-393000
$1,892,300	2026 Certificates of Obligation-UF Improvements Other than Buildings Cordova Road 161-9000-703000	2026 Certificates of Obligation-UF Long Term Debt Proceeds Bond Proceeds 161-393000
$1,915,302	2026 Certificates of Obligation-UF Improvements Other than Buildings Guadalupe Street 161-9000-703000	2026 Certificates of Obligation-UF Long Term Debt Proceeds Bond Proceeds 161-393000
$6,000,000	2026 Certificates of Obligation-UF Improvements Other than Buildings Unity Lift Station Renewal 161-9000-703000	2026 Certificates of Obligation-UF Long Term Debt Proceeds Bond Proceeds 161-393000
$2,000,000	2026 Certificates of Obligation-UF Improvements Other than Buildings 24” Geronimo Creek Interceptor (Eng) 161-9000-703000	2026 Certificates of Obligation-UF Long Term Debt Proceeds Bond Proceeds 161-393000

$3,000,000	2026 Certificates of Obligation-UF Improvements Other than Buildings Walnut Branch Sewer Phase IV 161-9000-703000	2026 Certificates of Obligation-UF Long Term Debt Proceeds Bond Proceeds 161-393000
$2,500,000	2026 Certificates of Obligation-UF Improvements Other than Buildings 1.5 MG Elevated Storage Tank (Eng) 161-9000-703000	2026 Certificates of Obligation-UF Long Term Debt Proceeds Bond Proceeds 161-393000
$4,000,000	2026 Certificates of Obligation-UF Improvements Other than Buildings Surface Water/Ground Water Interconnect (Const) 161-9000-703000	2026 Certificates of Obligation-UF Long Term Debt Proceeds Bond Proceeds 161-393000
$5,000,000	2026 Certificates of Obligation-UF Improvements Other than Buildings SH46 Upper Pressure Plane Transmission Line 161-9000-703000	2026 Certificates of Obligation-UF Long Term Debt Proceeds Bond Proceeds 161-393000
$1,500,000	2026 Certificates of Obligation-UF Improvements Other than Buildings West Booster Pump Station Pumping Expansion 161-9000-703000	2026 Certificates of Obligation-UF Long Term Debt Proceeds Bond Proceeds 161-393000
$1,000,000	2026 Certificates of Obligation-UF Professional Services Water/WW Master Plan 161-9000-320500	2026 Certificates of Obligation-UF Long Term Debt Proceeds Bond Proceeds 161-393000
$ 609,909	2026 Certificates of Obligation-UF Improvements Other than Buildings Contingency Funds 161-9000-703000	2026 Certificates of Obligation-UF Long Term Debt Proceeds Bond Proceeds 161-393000
Reason requested:	To appropriate funds to the various projects from the certificate of obligation proceeds from the 2026 Certificates of Obligation Bonds we will be receiving in April.	

The Council finds that these budget adjustments are required because of changes and unforeseen conditions that could not have been anticipated in the original budget.

This ordinance shall become effective and applicable on the date of its approval and passage.

PASSED ON FIRST READING BY THE CITY COUNCIL OF THE CITY OF SEGUIN, TEXAS, on this the 17th day of March, 2026.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SEGUIN, TEXAS, on this the 7th day of April, 2026.

_____
Donna Dodgen, Mayor

ATTEST:

_____
Kristin Mueller, City SecretaryWater

SPECIAL REVENUE FUND BUDGET AMENDMENTS

Capital

Amount	Project	Fund	Reason
$20,000	Additional Screens & Projectors	Coliseum	To reappropriate funds for project began in FY25 but not complete until FY26
$6,134	Coliseum A/V Improvements	Coliseum	To reappropriate funds for project began in FY25 but not complete until FY26
$85,000	Gazebo Roof	Coliseum	Item requested in FY26 budget process but not funded
$25,000	Main Street/Dest. Seguin Vehicle	Destinatin Seguin	Item requested in FY26 budget process but not funded

OTHER

Amount	Account		Reason
$704	AED Maintenance Project	Coliseum	Coliseum portion of AED maintenance/replacement program
$25,000	Other Historical Projects	HOT	Purchase Nutcracker inventory
$9,305	Buildings Maint.-Annual Contracts	Coliseum	Appropriate additional funds for A/V maintenance agreement
$28,000	Midway Hall Foundation	Seguin Events Complex	Item requested in FY26 budget process but not funded
$704	AED Maintenance Project	Golf Operating	Golf's portion of AED maintenance/replacement program
$754	AED Maintenance Project	Sebastopol	Sebastopol's portion of AED maintenance/replacement program
$754	AED Maintenance Project	Destination Seguin	Destination Seguin's portion of AED maintenance/replacement program

CITY OF SEGUIN
STATE OF TEXAS

ORDINANCE NO._____

AN ORDINANCE AMENDING THE FISCAL YEAR 2026 SPECIAL REVENUE FUND BUDGET OF THE CITY OF SEGUIN, TEXAS.

NOW, THEREFORE, BE IT ORDAINED THAT THE FISCAL YEAR 2026 SPECIAL REVENUE FUND BUDGET OF THE CITY OF SEGUIN, TEXAS, IS AMENDED AS FOLLOWS:

Occupancy Tax Fund

Amount	**Increase:**	**Increase:**
$ 25,000	Occupancy Tax Fund Non-Departmental Other Historical Projects 006-9000-819800	Occupancy Tax Fund Non-Departmental Use of Fund Balance 006-9800-970000

Reason requested: To appropriate funds to purchase the nutcracker inventory.

Coliseum Fund

Amount	**Increase:**	**Increase:**
$ 704	Coliseum Fund V&E Maint.-Machine & Tool AED Replacement/Maintenance 007-1500-432200	Coliseum Fund Non-Departmental Use of Fund Balance 007-9800-970000

Reason requested: We currently have 39 AEDs in service and are working toward expanding that number to 71 AEDs as part of a broader program that supports our goal of rapid response to cardiac events. The additional AEDs would be strategically placed within the Police Department, Parks, Public Works, Water/Wastewater divisions, and two units for the new SSLGC plants. The CPR+ program allows dispatch, upon receiving a call involving a suspected cardiac event, to activate the closest AED. The activated AED provides location instructions and alerts responders to retrieve and deliver the unit to the incident. This technology helps initiate lifesaving care more quickly and bridges the gap until EMS arrives and assumes patient care. This mid-year request is to lease 71 AED units, including hard cases, rescue kits, and the CPR+ program itself. This initiative represents a significant step forward in serving our community and advancing the City's rapid response goals. Having AEDs readily available in parks and within PD units gives us a critical advantage in delivering timely assistance to residents and visitors. This is the Coliseum Fund's portion.

Amount	**Increase:**	**Increase:**
$ 9,305	Coliseum Fund Repairs and Maintenance Buildings Maintenance-Annual Contracts 007-1500-433100	Coliseum Fund Non-Departmental Use of Fund Balance 007-9800-970000

Reason requested: To appropriate additional funds for the renewal of the professional services agreement with Data Projections that was paid in December of 2025. The is for annual maintenance and servicing of the new audio and video system that includes the new speakers that were installed in the summer/fall of 2025.

Amount	Increase:	Increase:
$ 20,000	Coliseum Fund Mach. & Equip.-Small Equipment Additional Screens and Projectors 007-1500-706500	Coliseum Fund Non-Departmental Use of Fund Balance 007-9800-970000

Reason requested: To reappropriate funds budgeted in FY25 for additional screens and projectors not spent until FY26.

Amount	Increase:	Increase:
$ 6,134	Coliseum Fund Mach. & Equip.-Small Equipment Coliseum Audio & Video Improvements 007-1500-706500	Coliseum Fund Non-Departmental Use of Fund Balance 007-9800-970000

Reason requested: To reappropriate funds budgeted in FY25 for coliseum audio and video improvements not spent until FY26.

Amount	Increase:	Increase:
$ 85,000	Coliseum Fund Intragovernmental Transfers Transfers to General Fund Capital Projects 007-9000-702500	Coliseum Fund Non-Departmental Use of Fund Balance 007-9800-970000

Reason requested: To appropriate funds to transfer to General Fund Capital Projects for a new roof on the gazebo at the coliseum. The roof is failing and letting water into the covered area and causing damage to the decking. This was requested during the FY26 budget process but was unable to be funded.

Seguin Events Complex Fund

Amount	Increase:	Increase:
$ 28,000	Seguin Events Complex Fund Intragovernmental Transfers Transfers to General Fund Capital Projects 020-2000-823600	Seguin Events Complex Fund Non-Departmental Use of Fund Balance 020-9800-970000

Reason requested: To appropriate funds to transfer to General Fund Capital Projects for the foundation repairs at Midway Hall. It is failing around the columns. This was requested during the FY26 budget process but was unable to be funded.

Golf Operating Fund

Amount	Increase:	Increase:
$ 704	Golf Fund V&E Maint.-Machine & Tool AED Replacement/Maintenance 023-3600-432200	Golf Fund Non-Departmental Use of Fund Balance 023-9800-970000

Reason requested: We currently have 39 AEDs in service and are working toward expanding that number to 71 AEDs as part of a broader program that supports our goal of rapid response to cardiac events. The additional AEDs would be strategically placed within the Police Department, Parks, Public Works, Water/Wastewater divisions, and two units for the new SSLGC plants. The CPR+ program allows dispatch, upon receiving a call involving a suspected cardiac event, to activate the closest AED. The activated AED provides location instructions and alerts responders to retrieve and deliver the unit to the incident. This technology helps initiate lifesaving care more quickly and bridges the gap until EMS arrives and assumes patient care. This mid-year request is to lease 71 AED units, including hard cases, rescue kits, and the CPR+ program itself. This initiative represents a significant step forward in serving our community and advancing the City's rapid response goals. Having AEDs readily available in parks and within PD units gives us a critical advantage in delivering timely assistance to residents and visitors. This is the Golf Operating Fund's portion.

Sebastopol Fund

Amount	Increase:	Increase:
$ 754	Sebastopol Fund V&E Maint.-Machine & Tool AED Replacement/Maintenance 093-9300-432200	Sebastopol Fund Non-Departmental Use of Fund Balance 093-9800-970000

Reason requested: We currently have 39 AEDs in service and are working toward expanding that number to 71 AEDs as part of a broader program that supports our goal of rapid response to cardiac events. The additional AEDs would be strategically placed within the Police Department, Parks, Public Works, Water/Wastewater divisions, and two units for the new SSLGC plants. The CPR+ program allows dispatch, upon receiving a call involving a suspected cardiac event, to activate the closest AED. The activated AED provides location instructions and alerts responders to retrieve and deliver the unit to the incident. This technology helps initiate lifesaving care more quickly and bridges the gap until EMS arrives and assumes patient care. This mid-year request is to lease 71 AED units, including hard cases, rescue kits, and the CPR+ program itself. This initiative represents a significant step forward in serving our community and advancing the City's rapid response goals. Having AEDs readily available in parks and within PD units gives us a critical advantage in delivering timely assistance to residents and visitors. This is the Sebastopol Fund's portion.

Destination Seguin Fund

Amount	**Increase:**	**Increase:**
$ 754	Destination Seguin Fund V&E Maint.-Machine & Tool AED Replacement/Maintenance 094-9400-432200	Destination Seguin Fund Non-Departmental Use of Fund Balance 094-9800-970000

Reason requested: We currently have 39 AEDs in service and are working toward expanding that number to 71 AEDs as part of a broader program that supports our goal of rapid response to cardiac events. The additional AEDs would be strategically placed within the Police Department, Parks, Public Works, Water/Wastewater divisions, and two units for the new SSLGC plants. The CPR+ program allows dispatch, upon receiving a call involving a suspected cardiac event, to activate the closest AED. The activated AED provides location instructions and alerts responders to retrieve and deliver the unit to the incident. This technology helps initiate lifesaving care more quickly and bridges the gap until EMS arrives and assumes patient care. This mid-year request is to lease 71 AED units, including hard cases, rescue kits, and the CPR+ program itself. This initiative represents a significant step forward in serving our community and advancing the City's rapid response goals. Having AEDs readily available in parks and within PD units gives us a critical advantage in delivering timely assistance to residents and visitors. This is the Destination Seguin Fund's portion.

Amount	**Increase:**	**Increase:**
$ 25,000	Destination Seguin Fund Intragovernmental Transfers Transfers to General Fund Capital Projects 094-9000-823600	Destination Seguin Fund Non-Departmental Use of Fund Balance 094-9800-970000

Reason requested: To appropriate funds to transfer to General Fund Capital Projects for a vehicle for Main Street and Destination Seguin Departments. This is to be used to attend trade shows and conferences, as well as taking visitors on tour and for event preparation. This is the Destination Seguin Fund's portion with the other portion being funded in the General Fund. This was requested during the FY26 budget process but was unable to be funded.

The Council finds that these budget adjustments are required because of changes and unforeseen conditions that could not have been anticipated in the original budget.

This ordinance shall become effective and applicable on the date of its approval and passage.

PASSED ON FIRST READING BY THE CITY COUNCIL OF THE CITY OF SEGUIN, TEXAS, on this the 17th day of March, 2026.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SEGUIN, TEXAS, on this the 7th day of April, 2026.

_____
Donna Dodgen, Mayor

ATTEST:

_____
Kristin Mueller, City Secretary

CITY OF SEGUIN

To: City of Seguin Mayor and City Council

From: Jack Jones, Director of Parks and Recreation

Through: Steve Parker, City Manager
Mark Kennedy, City Attorney

Date: March 17, 2026

Subject: Public Hearing and Ordinance on first reading amending the Seguin Code of Ordinances Chapter 74, Parks, amending Article IV, Standards of Care for Youth Recreation Programs; 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.

Historical Background

The State of Texas Department of Family and Protective Services administers State regulations and general licensing procedures for all child-care facilities. Municipalities can choose to be exempt from the licensing requirements and applicable State regulations if certain conditions are met, provided the municipality annually adopts ordinance standards of care after a public hearing. Additionally, the following criteria must be met to receive/continue the exemption:

- Standards of Care are provided to the parents of each program participant.
- At a minimum, Ordinance includes staffing ratios; staff qualifications; facility, health, and safety standards; and mechanisms for monitoring and enforcing the adopted local standards.
- Parents are informed that the program is not operated nor advertised as a licensed daycare.

Action Requested

As part of the State's requirement for exemption, the City of Seguin will hold an annual Public Hearing regarding the Standards of Care for Youth Recreation Programs, and City Council will formally adopt them as part of an Ordinance. The 2026-2027 Program Handbook JAAM After-School Program & 'Just for Kids' Summer Day Camp is considered our Standards of Care for Youth Recreation Programs and given to all parents in the programs, including being posted online.

Differences contained in the 2026-2027 Program Handbook from 2025-2026 include:

- An updated weekly fee rate for the Just for Kids Summer Day Camp program reflecting a $10 increase in accordance Seguin Code of Ordinances, Appendix C - Fee Schedule, Chapter 74-Parks and Recreation.
    - "Day camp weekly rates are $120 per child."
- An updated check-in policy requiring children to check in at the designated meeting area ensuring consistent supervision, stronger safety procedures, and accurate headcounts before traveling to any off-site locations.

- “Children must check-in at the designated meeting area (i.e. typically a Seguin ISD school campus) immediately upon arrival to the program. Children are not permitted to check-in at an off-site location (e.g. Wave Pool, etc.).”

Procurement Methodology & Funding Source

N/A

Staff Recommendation

At their meeting on March 2, 2026, the Parks and Recreation Advisory Board unanimously recommended approval for City Council consideration of the Standards of Care for Youth Recreation Programs (Exhibit “A”, 2026-2027 Program Handbook JAAM After-School Program & ‘Just for Kids’ Summer Day Camp). City staff recommends approval on first reading amending the Seguin Code of Ordinances Chapter 74, Parks, amending Article IV, Standards of Care for Youth Recreation Programs; 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

- Exhibit “A”, 2026-2027 Program Handbook JAAM After-School Program & ‘Just for Kids’ Summer Day Camp

STATE OF TEXAS **ORDINANCE NO. _____**
CITY OF SEGUIN

ORDINANCE OF THE SEGUIN CITY COUNCIL AMENDING THE SEGUIN CODE OF ORDINANCES CHAPTER 74, PARKS, TO UPDATE ARTICLE IV, STANDARDS OF CARE FOR YOUTH RECREATION PROGRAMS; PROVIDING FOR PUBLICATION OF THIS ORDINANCE; PROVIDING A SEVERABILITY CLAUSE, PROVIDING FOR THE REPEAL OF CONFLICTING PROVISIONS; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Parks and Recreation Department ("Department") operates a recreation program for elementary age children as a service to residents of the City of Seguin ("City"), and surrounding communities; and

WHEREAS, the State of Texas has adopted licensing requirements and regulations under Chapter 42 of the Texas Human Resources Code for facilities providing care to children, with which all facilities must comply, unless an exemption under Section 42.041 (b) applies; and

WHEREAS, Section 42.041(b)(14) of the Texas Human Resources Code provides an exemption from the requirements of Chapter 42 to a municipality operating a recreation program for elementary aged children (5-13 years); and

WHEREAS, on November 5, 2014, the City received an exemption from the requirements of Chapter 42 of the Texas Human Resources Code from the Texas Department of Family and Protective Services ("TDFPS") regarding the Jammin' After-School Adventure for Me, Camp Spring Break and 'Just for Kids' Summer Day Camp programs; and

WHEREAS, on April 17, 2015, the City received an exemption from the requirements of Chapter 42 of the Texas Human Resources Code from the TDFPS regarding the 'Just for Kids' Summer Day Camp program; and

WHEREAS, the TDFPS will not monitor the City's Department's youth recreation programs must be adopted annually by the City Council, after public hearing, in order to maintain the exemption under Section 42.041(b)(14) of the Texas Human Resources Code; and

WHEREAS, the City's standards of care for the City's Department's youth recreation programs must be adopted annually by the City Council, after a Public Hearing, in order to maintain the exemption under Section 42.041(b)(14) of the Texas Human Resources Code; and

WHEREAS, the City's Standard of Care, as amended, for the City's Department's youth recreation programs were unanimously approved by the Parks and Recreation Advisory Board, after a Public Hearing on March 2, 2026, with a recommendation that the City Council adopt the same which are set forth in Exhibit "A".

NOW THEREFORE BE IT ORDAINED by the City Council of Seguin, Texas:

SECTION 1. All of the above premises are found to be true and correct and are adopted into this ordinance as if fully set forth therein.

SECTION 2. The Seguin Code of Ordinances, Chapter 74, Parks and Recreation, is hereby updated with a revised Exhibit "A", which is attached to this Ordinance.

SECTION 3. If any word, phrase, clause, sentence, or paragraph of this Ordinance is held to be unconstitutional or invalid by a court of competent jurisdiction, the other provisions of this Ordinance will continue in force if they can be given effect without the invalid portion.

SECTION 4. All Ordinances and Resolutions or part of Ordinances or Resolutions in conflict with this Ordinance are repealed.

SECTION 5. This Ordinance shall be effective upon publication in accordance with the City's Charter and passage on second reading.

PASSED AND APPROVED on the 17th day of March 2026.

PASSED AND ADOPTED on the 7th day of April 2026.

_____
DONNA DODGEN
MAYOR

ATTEST:

_____
Kristin Mueller, City Secretary

Exhibit "A"

Program Handbook

JAAM After-School Program & 'Just for Kids' Summer Day Camp

2026-2027

The Jammin' After-School Adventures for Me (JAAM) program, 'Just for Kids' Summer Day Camp Program, and Camp Spring Break are sponsored by the City of Seguin Parks and Recreation Department.

This handbook will provide you with information about the program's policies and procedures. Although this handbook is comprehensive, there may be some situations that arise that are not addressed in this document and will be treated on a case-by-case basis with input from Parks and Recreation leadership. Please take time to review this information prior to the start of the program. If you have any questions or concerns at any time, please contact our program staff. The contact numbers provided below for JAAM and 'Just for Kids' function only when the program is in operation.

Parks & Recreation Department			
Office: 830.401.2480			
Program Administration: 830.401.2483			
JAAM After School Program | Elementary Sites			
Ball ECC:	830.491.1677	Vogel:	830.491.4957
Koennecke:	830.491.4303	Weinert:	830.491.9391
Patlan:	830.491.4414		
Just for Kids Summer Camp			
Summer Site: 830.491.4957			

*NOTE: The City of Seguin Parks and Recreation After-School and Day Camp Programs are exempt from childcare licensing by the Texas Department of Protective and Regulatory Services: Texas Human Resource Code §42.041 (b) (14) PRS Rules, 40 TAC §725.115 (3) and 26 TAC §745.119 (3).

Program Information

Our goal is to support our community by providing an engaging, interactive, and safe program for children after-school or when schools are on break. The activities we offer encourage children to expend positive energy by promoting self-discipline, personal growth, and healthy self-esteem. Our program strives to maintain a ratio of twelve children to one (1) staff member. All employees must successfully complete a background check, drug screen, department training, and become first aid/CPR certified.

Registration and Fees

Program Eligibility

JAAM enrollment is open to children attending targeted elementary schools. Summer Day Camp is open to all children who have completed Kindergarten through 5th grade; not to exceed 11 years in age. Spring Break Camp is open to all children of elementary age, Kindergarten through 5th grade. Day camp programs are currently unavailable for pre-kindergarten students of Ball Early Childhood Center due to age requirements.

Participants are expected to actively, and cooperatively, participate in group activities. Our target ratio is one (1) staff member to 12 children, therefore if your child requires special assistance or a smaller ratio, your child will not be eligible for this program.

Registration

Registration is completed online. As we have a limited number of openings, registration will be confirmed on a first-come, first-served basis. A registration fee of $25.00 is due at the time of registration. This fee is not refundable unless an exception is made, by the Director of Parks and Recreation or designee. It is important that registration information is accurate and current as we may need to reach out to guardians in case of an emergency. It is the responsibility of a guardian to notify the Parks and Recreation Department of any changes. Registration information includes address, phone numbers, email addresses, names of individuals authorized to pick up your child(ren), medical restrictions, etc. The Parks and Recreation Department may request verification of age and/or legal rights to a child through a birth certificate and/or custodial documents. If you wish to withdraw your student and re-enroll on a later date, you will be required to pay any registration fees despite paying the registration fee before withdrawal.

Locations and Hours of Operation

Currently, JAAM is offered at all SISD elementary campuses from school day dismissal until 6:00 p.m.[1] Generally, on early release days additional childcare hours are provided from the time of dismissal at no extra charge. The minimum enrollment per program is 10 participating children. Guardians will be notified if the minimum is not reached.

Day camp(s) are held at a predetermined location. Most often we host these camps at a SISD school campus. Day camp sessions are scheduled according to the local school district's calendars and operate Monday through Friday from 7:30am–5:30pm. Please check the website www.seguintexas.gov/parksandrecreation for updated session dates and locations.

Program Closures

Programs do not operate on the following scheduled holidays: Labor Day, Martin Luther King Jr. Day, President's Day, Good Friday, Memorial Day, Thanksgiving, Christmas/Winter, Juneteenth, Independence Day, and all other teacher in-service/staff development days. Know that programs may close, or be closed, due to unforeseen events and/or natural disasters. If a program closes, guardians will be notified.

Payments

JAAM after-school program weekly rates are $40 per week, per child. Fees are due on a weekly basis, regardless of attendance, and must be paid no later than Monday morning at 8:00 am. Enrollment in the JAAM after-school program is continuous and refunds and/or payment transfers will not be made despite absences (i.e. illness, dismissal/suspension from a program, scheduling changes, etc.). A week consists of 1-5 days that the JAAM program is in operation, Monday – Friday, following the Seguin Independent School District current school year calendar. Although most weeks in the school district calendar consist of five (5) days, there are some weeks that consist of two (2), three (3), or four (4) days. **Rates will not be prorated for weeks with less than five (5) days.**

Day camp weekly rates are $120 per child. All fees are due on a weekly basis, seven (7) days prior to each session start, by Monday morning at 8:00 am.

[1] Ball Early Childhood Center program ends at 5:15 p.m.

Payment options include:

- Autopay- recurring weekly payments using a credit/debit card stored on your account. Credit/debit card transactions are processed on payment due dates.
- In-person payments-Parks and Recreation Department (600 River Drive West). Business hours are Monday-Friday 8:00am-5:00pm. After-hour payment drop is located outside the Parks and Recreation Department, to the right of the entrance doors.

Upon registration, a preferred payment option must be selected. Updates to payment method must be made one (1) business day prior to transaction due date. **2% transaction fee is assessed for all credit/debit card payments. This fee is non-refundable.**

Program fees may be suspended due to local, state or federally declared disaster related to health and/or safety issues, such as a pandemic, unforeseen events, and/or natural disasters. The Parks and Recreation Department will work with SISD administrative staff to determine any closures or cancellations on a case-by-case basis. Refunds for program closures due to weather may be given at the discretion of the Director of Parks and Recreation or designee. During a pandemic, required quarantine periods and closures may occur at any time. Requests to suspend or cancel program fees due to pandemic-related absences will require a note from a medical provider including the names of participant(s) and dates of absences. Parks and Recreation Department leadership will review requests and make decisions based upon the request and supporting documentation. It is the responsibility of the guardian to notify the Parks and Recreation Department of these absences.

Delinquent Accounts

Participants with an outstanding account balance will not be able to attend the program until all fees have been paid in full. **A late fee of $10 per child** will be charged for any payments made after 8:00 a.m. on payment due dates. A $30.00 fee will be charged when payments are returned unpaid and result in non-sufficient funds (NSF) designation. If three (3) NSF payments are received within a 12-month period, all City-related accounts will be placed on a cash-only basis.

Withdrawal From Program(s)

Any refund requests, withdrawal from a program(s), updates to payment method, and/or any other changes regarding your account must be submitted in writing or by email to the Parks and Recreation Department at parks@seguintexas.gov. Please be aware that program site staff do not have access to payment information. **Any payment or attendance information shared by families with program site staff does not affect any changes to enrollment and/or fee-paying expectations.** Account changes and inquiries can only be made by the primary or secondary guardian on the child's account. Changes can be made through the online registration portal or at the Parks and Recreation Office. Account changes may require photo identification or identity verification over the phone using the child's code word or multi-factor authentication.

Requests to withdraw students from the after-school program must be submitted in writing by Friday at 5:00 pm, for the upcoming week of care. If you wish to re-enroll your student on a later date, you will be required to pay the registration fee of $25 despite having paid this fee for the original registration.

You can withdraw your child from weekly sessions of the Just for Kids Summer Day Camp program to accommodate your schedule. A $10 cancellation fee will be charged for each canceled session (week) of camp. Written withdrawal from day camp session(s) must be received in our office or by email by Friday at 5:00pm, at minimum 10 days prior to the start of the session week. Prorating is not available.

If withdrawal deadline is not met for any session(s) or cancellation fees are not paid, weekly rate(s) will still incur and all fees are payable in full, despite a child not attending the program (i.e. illness, dismissal/suspension from a program, scheduling changes, etc.). Any refunds requested after the withdrawal deadline are limited to exceptional circumstances and will be reviewed for approval on a case-by-case basis by the Director of Parks and Recreation or designee. All authorized refunds will be processed within 30 days of withdrawal date. A child may be withdrawn from a program at the discretion of the Parks and Recreation Department should there be reasonable suspicion that a child will not return. Reasons for implied cancellation may include extended absences, changes to school district enrollment status, inability to contact the guardians, and delinquent accounts. Any program fees, including late fees, will still be incurred until the withdrawal has been finalized. All past due balances must be paid in full before registering to participate in a Seguin Parks and Recreation program or activity.

TAXPAYER IDENTIFICATION NUMBER:74-600-2279

DAILY PROGRAM INFORMATION

Sign-In and Sign-Out Procedures

Only registered participants will be authorized to take part in program activities. No visitors (youth or adults) will be permitted to enter the facility.

Children must check-in at the designated meeting area (i.e. typically a Seguin ISD school campus) immediately upon arrival to the program. **Children are not permitted to check-in at an off-site location (e.g. Wave Pool, etc.).** It is vital that staff are informed of any upcoming absences, including absences due to on-campus extracurricular activities. If an absence is not communicated and the students don't sign into the program, a staff member will contact the school office and/or telephone a guardian to verify the child's location. Day camp absences are not verified.

To ensure the safety of the participants in the program, children will only be released to a legal guardian or those designated by the guardian at enrollment. **Photo identification will be required until individuals are recognized by sight.** The primary or secondary guardian listed on the child's account may add additional authorized individuals to the pick-up list by providing written notification to the Parks and Recreation Office.

A person with a legal right to the child may pick them up at any time. Parents/guardians will be denied access to a child only if the Parks and Recreation Department has been provided with legal documentation that prohibits non-custodial parent contact with a child. Disputes among guardians and/or responsible parties relating to who can pick up a child from the program may result in the termination of the child from the program until an agreement has been reached and documentation has been provided to the Parks and Recreation Department.

Late Pick-Up Policy

Late pick-up fees are calculated at $10.00 per every 15 minutes. If the program staff is unable to contact a guardian or emergency contact persons within one (1) hour of the program closing the child will be turned over to the custody of the local authorities. Repeated tardiness at dismissal time (more than two (2) occurrences per month) may result in termination from the program.

Prohibited Participant Items

For the safety and protection of all participants, participants cannot bring personal items. If personal items are brought, staff will take the items and leave them at the front table. Staff will not be held responsible for broken, lost, or stolen items. These items include but are not limited to money,

electronic games, phones, music devices, headphones, jewelry, shoes, clothing, sports balls, toys, or any other personal belongings.

Weather and Suggested Attire

Children should wear casual clothing and dress appropriately for the weather. Tennis shoes are highly recommended. Children will need to bring swimsuits, towels, and an extra set of clothing on water activity days. Any unclaimed lost and found items will be donated.

For hot weather (84 degrees or above) staff will implement the following: provide water to drink; cool down periods indoors or in shaded areas as frequently as possible; monitor playground equipment for excessive heat; and restrict activities to low and moderate intensity. Children should come to day camp with sunscreen already applied. Staff will assist in re-application of spray-on sunscreen according to the daily schedule and hours spent outdoors. Sunscreen is provided. In case of lightning, participants will be brought to an indoor facility immediately. Any field trips and/or scheduled activities may be cancelled due to inclement weather.

Restroom Policy

Participants of the JAAM and Day Camp programs must be fully potty trained and capable of performing bathroom functions independently including manipulating clothing without assistance. If a child has a restroom accident, the guardian will be notified immediately to bring a change of clothes and clean their child or pick their child up.

Summer Day Camp Field Trips, Guest Speakers, and Transportation

A weekly schedule of activities including guest speakers and field trips will be provided on the first day of each camp session. Campers are required to wear their camp t-shirts on field trip days to be easily identified. T-shirts will be distributed at camp. Campers will be transported by SISD school buses. Staff are not responsible for any money sent on field trips. Volunteers and visitors, including family members who would like to attend field trips with their child, are required to undergo a background check and formally consent to participate by signing a waiver. To request a volunteer application, please contact the Parks and Recreation Department. Completed forms must be received, at minimum, two (2) weeks before the scheduled visit to allow time for the screening process. Parents and family members without an approved volunteer application will not be able to participate with their child's group on field trips. All volunteers would need to provide their own transportation.

During Wave Pool visits, all campers under 48" in height MUST WEAR a life jacket at all times, regardless of swim ability. Only campers (48" or taller) with written permission from a Guardian will be permitted to swim without a lifejacket at the Wave Pool. Additionally, a Guardian must affirm in writing whether the child can swim or is at risk of injury or death when swimming. Campers without written permission from a guardian will not be permitted to participate in activities associated with the Seguin Wave Pool. Lifejackets are provided or can be sent from home.

Medication and Illness

Should a child become ill during program hours they will be separated from the rest of the group and made comfortable. Guardians will be notified and must make arrangements to have their child picked up within one (1) hour of being notified. If the guardian cannot be reached, emergency contacts will be called and asked to pick-up the child. All monies are non-refundable and non-transferable even if a child is unable to attend the program due to illness.

Children will not be permitted to come to the program if:

1. They are feeling so poorly that they cannot participate in the daily group activities.
2. They require an excessive amount of 'one-on-one' time from staff.
3. They pose a significant health risk to other children and staff.

This includes, but is not limited to, children with the following symptoms of or confirmed illness:

Fever	Sore Throat	Active Rash	Diarrhea
Discharging Eyes	Nausea	Stomach Pain	Cold
Persistent Cough	Vomiting	Chicken Pox	Lice
Conjunctivitis	Measles	Mumps	Viral Infection

We may conduct head lice checks of children if we feel it is in the best interest of their health and the other program participant's health. Infestation (eggs and live lice) can spread quickly among children and prompt action helps minimize the number of children infected.

Parks and Recreation programs generally follow the Center for Disease Control (CDC) prevention guidance to prevent the spread of illnesses. Campers and staff displaying symptoms of illness, including a fever of equal to or greater than 100.0 degrees Fahrenheit will not be allowed to attend the program. During a pandemic, required quarantine periods and closures may occur at any time.

Program personnel will not administer any medications. If necessary, for a child to administer their own medication it must be kept in the original pharmaceutical container, including the campers' name, medication name, dosage amount and times of administration. A Medical Authorization Form will need to be completed by a guardian and medication will be stored with the school nurse (JAAM) or the Program Coordinator (Camp). Access to the school nurse's office is not available during JAAM after-school hours. If your child requires a medication dosage after school hours, please contact the Parks and Recreation Administrative Office before enrollment. Picking up medication is the responsibility of the guardian. Staff are not available after-hours if medication is left after children are picked up. Emergency rescue inhalers and EPI-Pens can be kept in the child's possession per doctor and school nurse's request.

Child Injuries and Accidents

If an injury is minor and can be taken care of by staff personnel certified in first aid, appropriate treatment will be administered. The primary guardian will be notified of any injuries that occur during programming through SMS message which will include a photo image of any visible injuries such as cuts; swelling, skin discoloration; burns; sprains and strains and an injury report will be provided at the time of pickup and must be signed by a guardian or other authorized individuals. Copies of incident reports are available to guardians upon request.

If a staff member believes an injury may require medical treatment, (but is not a life-threatening emergency) the guardian will be notified immediately. In the case it is determined that an injury requires immediate (emergency) medical treatment, emergency 911 services will be called and then the guardian will be notified.

Discipline Policy

Participants are expected to follow instructions given by the program staff, treat other participants kindly and ensure activity supplies and equipment remain in original condition. Disciplinary and expectation policies are established to ensure that each child has an enjoyable time at the program. Staff use positive guidance and discipline techniques that teach the healthy development of self-discipline and self-control. Staff employ techniques that include reminding, redirecting a child's behavior, calling attention to appropriate behavior, and acting as a role model to influence and reinforcing positive behavior. Repeated and / or continuous behavior management challenges are documented and will be considered when determining progressive consequences. Consequences for continued or repeated behavior challenges may include but are not limited to: time-out; written

reprimand; guardian notification for immediate pick-up; suspension and/or dismissal from the program.

Destruction of Property

If a child destroys/breaks any City of Seguin or facility's property, the child's guardian will be financially responsible for the cost of repairs.

Program Dismissal Policy

A child may be released from the program at any time under the discretion of the Parks and Recreation Department. A child will not be considered for re-admittance to any City of Seguin Parks and Recreation programs for a minimum of **one (1) full year** from the dismissal date. Below are **examples of behaviors warranting immediate suspension or dismissal from the program:**

- Behavior that endangers the physical well-being of other participants or staff members.
- Theft or deliberately damaging or defacing property or equipment.
- Possession of a weapon or ammunition.
- Running away from the program area or program staff.
- Possession of illegal substances and/or paraphernalia.
- Gesturing or touching another participant in a sexual manner.
    - Any observation or report of sexual contact will require immediate law enforcement intervention.
- Multiple written reprimands and/or the child is unwilling to follow the program policies.
- Guardian's repeated failure to respond and assist staff with emerging disciplinary concerns.
- Inappropriate behavior by the guardian towards staff or other participants.

Snacks Provided

Afternoon snacks are provided and include a healthy snack and drink. Please send a refillable water bottle with your child each day. Notify us of any allergies or restricted foods at the time of enrollment. Children can bring additional snacks to the program in their backpacks or lunchboxes. Additional treats, snacks, and edible crafts are offered during special activities and celebrations. Sharing is not allowed.

Day camp participants must bring a lunch daily. Please remember to send all spoons, napkins, beverages, etc. needed for meals. We are unable to refrigerate or re-heat any meals.

Snacks that are provided by Seguin Independent School District (SISD) are funded through United Stated Department of Agriculture (USDA) programs. The City of Seguin Parks and Recreation Department, SISD and USDA are equal opportunity providers.

SEGUIN TEXAS

PARKS & RECREATION

JAAM After-School Program
'Just for Kids' Summer Day Camp
Permission and Waiver Form
2025-2026

I, _____ give permission
LEGAL GUARDIAN

for _____ to participate
PARTICIPANT'S NAME

in the City of Seguin, Parks and Recreation Department programs as selected at registration. **I understand and agree:**

At all times while my child is participating in or attending a City of Seguin Parks and Recreation Program ("Program"), I authorize emergency medical treatment for my child, including authorization to the City of Seguin, EMS and any other medical provider (1) to provide or arrange for emergency medical treatment to my child; and/or (2) to transport my child, via EMS vehicle or otherwise, to a hospital or other medical facility. I understand that every reasonable effort will be made to contact me or other family member of the child as soon as possible in case of an accident, injury or other medical emergency. In consideration for participation in the Program, I, on behalf of my child, myself and any other guardian of my child, assume all risks and hazards to my child incidental to participation in the Program, and waive and release all rights and claims for damages my child, I or any other guardian of my child may have against City of Seguin, the Seguin Independent School District, and their employees, officers and volunteers. I, on behalf of myself and any other guardian of my child, agree to indemnify and hold harmless the City of Seguin, the Seguin Independent School District, and their employees, officers and volunteers from any and all claims and damages, including punitive damages, related to any injury, illness or other medical condition my child may receive or incur while participating in the Program or to medical treatment of my child authorized above.

All of my child's immunizations and tuberculosis test results are current and on file at the school nurse's office.

I acknowledge that I have received a copy of the JAAM Handbook. I understand that this policy supersedes all other policies I may have received during my participation in the program, and I understand that it outlines my obligations as a guardian and my child as a participant in the program. I will familiarize myself with the information herein, which describes the policies of the program.

Coronavirus is an extremely contagious virus that spreads easily through person-to-person contact. Coronavirus can lead to severe illness, personal injury, permanent disability, and death. Participating in City of Seguin programs or accessing City of Seguin facilities could increase the risk of contracting Coronavirus. The City of Seguin in no way warrants that Coronavirus infection will not occur through participation in City of Seguin programs of accessing City of Seguin facilities.

As RELEASOR, I acknowledge this waiver and indemnification voluntarily and with full knowledge of its meaning and significance. It is a criminal offense in Texas to provide false information on a government document.

CUSTODIAL GUARDIAN

_____
PRINT

_____
SIGN

_____
DATE

Participants Name: _____

SEGUIN TEXAS
PARKS & RECREATION

Just for Kids' Summer Day Camp
Swim Ability Waiver Form

The Just for Kids Summer Day Camp will visit the Seguin Wave Pool every Wednesday and Friday. A Guardian must affirm in writing whether the child can swim or is at risk of injury or death when swimming. Campers without written permission from a guardian will not be permitted to participate in activities associated with the Seguin Wave Pool.

Only campers (48" or taller) with written permission from a Guardian will be permitted to swim without a lifejacket at the Wavepool.

Please select your child's swim ability:

_____ (Initial)

A) Weak, beginner, or non-swimmer and will need to wear a fitted and fastened Coast Guard-approved personal flotation device while at the Seguin Wave Pool. All campers under 48" in height MUST WEAR a life jacket at all times regardless of swim ability.

_____ (Initial)

B) A confident swimmer in 3–4-foot depth of water and with my permission does not need to wear a lifejacket while visiting the Seguin Wave Pool (must be at least 48" in height). Please be aware that the maximum water depth of the Seguin Wave Pool is 6-7 feet and may exceed depth markers due to the waves. Campers are instructed and monitored to not cross the 3-4 foot depth marker.

Type III United States Coast Guard-approved personal flotation devices are provided by the summer camp program. If you would like to send a lifejacket from home, it must be Type I, II, or III United States Coast Guard approved.

CUSTODIAL GUARDIAN

_____
PRINT

_____
SIGN

_____
DATE

SEGUIN TEXAS

It's real.

Memorandum

To: Mayor and City Council Members

From: Melissa Reynolds, P.E., MPA, CFM, City Engineer

Through: Steve Parker, City Manager

Subject: Public Hearing and First Reading of an Ordinance of the City Council of Seguin, Texas amending the Seguin Code of Ordinances Chapter 98, Section 98-107, No Parking Zones, to restrict parking on portions of College Street; authorizing City Staff to prepare this Ordinance as a supplement to the City Code of Ordinances; and declaring an effective date.

Date: March 17, 2026

Historical Background

As part of the Seguin ISD Bond 2023, funding was approved for a new baseball and softball complex. The new baseball and softball complex eliminates the need for players and coaches to travel across town to the City of Seguin's Smokey Joe Field. The baseball and softball fields will share facilities such as a ticket booth, restrooms, and concessions. During project planning and permitting, Seguin ISD worked with the Fire Marshal to determine space for first responders.

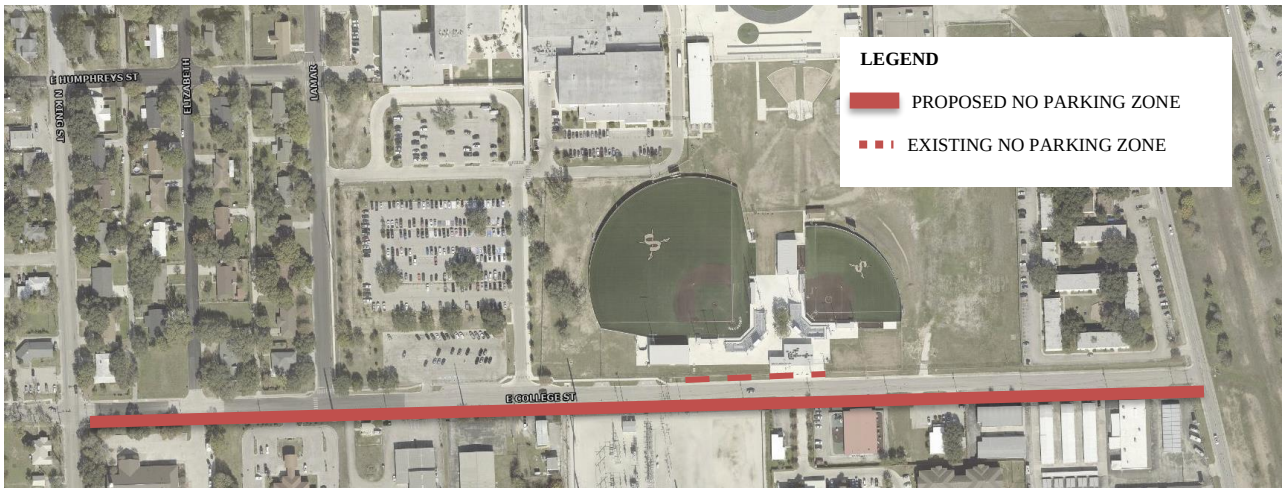
City Staff received a request from Seguin ISD consultant team for the indicated approximately 275' No Parking Zone on the north side of College Street in response to a review request from the Fire Marshal's Office. On December 3, 2024, a No Parking Zone was established on College Street.

SEGUIN TEXAS

It's real.

Action Requested

A request was provided by Councilmember Biesenbach to evaluate additional no parking zones on E College Street. Concerns have also been expressed form residents and Emergency Services personnel. The goal of this Ordinance is to designate the south side of E College Street from King Street to SH 123 Bypass as a No Parking Zone.



Procurement Methodology & Funding Source

There is no funding impact to this Ordinance.

Staff Recommendation

Staff recommend approval of restrictions to parking as proposed.

ATTACHMENTS

1. 2026-03-17 No Parking Ordinance

CITY OF SEGUIN **ORDINANCE NO:**

STATE OF TEXAS

AN ORDINANCE OF THE CITY COUNCIL OF SEGUIN, TEXAS AMENDING THE SEGUIN CODE OF ORDINANCES CHAPTER 98, SECTION 98-107, NO PARKING ZONES, TO RESTRICT PARKING ON PORTIONS OF E COLLEGE STREET; AUTHORIZING CITY STAFF TO PREPARE THIS ORDINANCE AS A SUPPLEMENT TO THE CITY CODE OF ORDINANCES; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION; AND DECLARING AN EFFECTIVE DATE

WHEREAS, the City has received a request for the creation of no parking zones within the city limits of Seguin to address safety issues related to vehicles parked along specific roadways.

BE IT ORDAINED BY THE CITY COUNCIL OF SEGUIN, TEXAS

PART ONE. The Seguin Code of Ordinances, Chapter 98, Traffic and Vehicles, Article V, Stopping, Standing and Parking, Section 98-107(a) is amended to read as follows (<u>underlining</u> indicates added text, ~~strikethrough~~ indicates deleted text):

(a) The following areas are designated no parking zones:

(9) On the north side of College Street a distance of 300 feet measured 950 feet east from the intersection of Lamar Street and 750 feet west of the intersection of SH 132 Bypass <u>and on the south side of College Street from King Street to SH 123 Bypass.</u>

PART TWO. All ordinances and resolutions or parts of ordinances or resolutions in conflict with this ordinance are repealed.

PART THREE. City staff is authorized to prepare this Ordinance for submission as a supplement to the Seguin Code of Ordinances.

PART FOUR. This ordinance shall be published in a newspaper of general circulation.

PART FIVE. This ordinance shall be effective upon ten (10) days following passage on second reading and shall be published in a newspaper of general circulation.

PASSED UPON FIRST READING on March 17, 2026.

PASSED UPON SECOND READING on April 7, 2026.

_____
Donna Dodgen, Mayor

ATTEST:

_____
Kristin Mueller, City Secretary

DocuSign Envelope ID: 4FD077E4-B5C1-4421-82DE-33B00FE1E33A

TxDOT:					Federal Highway Administration:	
CCSJ #	0915-46-052	AFA ID	Z00003665		CFDA No.	20.205
AFA CSJs	0915-46-052				CFDA Title	Highway Planning and Construction
District #	15	Code Chart 64#	38800			
Project Name	Cordova Road Widening Project				*AFA Not Used For Research & Development*	

THE STATE OF TEXAS §

THE COUNTY OF TRAVIS §

ADVANCE FUNDING AGREEMENT
For
Surface Transportation Blocked Grant (STBG)
Off-System

AMENDMENT #1

THIS AMENDMENT is made by and between the State of Texas, acting through the **Texas Department of Transportation**, called the "State", and the **City of Seguin**, acting by and through its duly authorized officials, called the "Local Government". The State and Local Government shall be collectively referred to as "the parties" hereinafter.

WITNESSETH

WHEREAS, the parties executed a contract on **April 27, 2023** to effectuate their agreement to **constructing new roadway lanes**; and,

WHEREAS, it has become necessary to amend that contract in order to **increase funding granted by the MPO** ;

NOW THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties, the parties do agree as follows:

AGREEMENT

1. Attachment B, **Project Budget**, is deleted in its entirety and replaced with Attachment B-**1**, **Project Budget**, which is attached to and made a part of this Amendment. The total estimated cost of the Project **increased** by $ **7,641,628**, from $ **26,248,520** to $ **33,890,148**, due to **MPO granting additional funds to expand the existing two lane roadway to a four lane roadway with a raised median or center turn lane, realign Cordova at SH 46 and adding a shared use path to cover inflated costs, labor and material shortages, etc**.

2. Attachment C, Resolution, Ordinance, or Commissioners Court Order is supplemented by adding Attachment C-**1**, Resolution advising MPO granted additional funding.

All other provisions of the original contract are unchanged and remain in full force and effect.

TxDOT:					Federal Highway Administration:	
CCSJ #	0915-46-052	AFA ID	Z00003665		CFDA No.	20.205
AFA CSJs	0915-46-052				CFDA Title	Highway Planning and Construction
District #	15	Code Chart 64#	38800			
Project Name		Cordova Road Widening Project			*AFA Not Used For Research & Development*	

Signatory Warranty
Each signatory warrants that the signatory has necessary authority to execute this agreement on behalf of the entity represented.

Each party is signing this Agreement on the date stated under that party's signature.

THE STATE OF TEXAS

DocuSigned by:
Kenneth Stewart
F1CDA80FDB8C4B6...
Signature

Kenneth Stewart
Typed or Printed Name

Director, Contract Services
Typed or Printed Title

6/7/2024
Date

THE LOCAL GOVERNMENT

DocuSigned by:
Steve Parker
95B32FD70448433...
Signature

Steve Parker
Typed or Printed Name

City Manager
Typed or Printed Title

6/7/2024
Date

TxDOT:					Federal Highway Administration:	
CCSJ #	0915-46-052	AFA ID	Z00003665		CFDA No.	20.205
AFA CSJs	0915-46-052				CFDA Title	Highway Planning and Construction
District #	15	Code Chart 64#	38800			
Project Name	Cordova Road Widening Project				*AFA Not Used For Research & Development*	

ATTACHMENT B-1
PROJECT BUDGET

Costs will be allocated based on 80% Federal funding and 20% Local Government funding until the federal funding reaches the maximum obligated amount. The Local Government will then be responsible for 100% of the costs and cost overruns.

Description	Total Estimated Cost	Federal Participation		State Participation		Local Participation	
		%	Cost	%	Cost	%	Cost
Construction (by Local Government)	$31,123,645	80%	$24,898,916	0%	$0	20%	$6,224,729
Construction Engineering (by Local Government) (Federal max per MPO policy)	$2,448,174	80%	$1,958,539	0%	$0	20%	$489,635
Subtotal	**$33,571,819**	**$26,857,455**		**$0**		**$6,714,364**	
Environmental Direct State Costs	$33,197	0%	$0	0%	$0	100%	$33,197
Right of Way Direct State Costs	$33,197	0%	$0	0%	$0	100%	$33,197
Engineering Direct State Costs	$66,395	0%	$0	0%	$0	100%	$66,395
Utility Direct State Costs	$33,197	0%	$0	0%	$0	100%	$33,197
Construction Direct State Costs	$138,344	0%	$0	0%	$0	100%	$138,344
Indirect State Costs (4.60%)	$13,999	0%	$0	100%	$13,999	0%	$0
Subtotal	**$318,329**	**$0**		**$13,999**		**$304,330**	
TOTAL	**$33,890,148**	**$26,857,455**		**$13,999**		**$7,018,694**	

Initial payment by the Local Government to the State: **$304,330**

Payment by the Local Government to the State before construction: **$0**

Estimated total payment by the Local Government to the State: **$304,330**

This is an estimate. The final amount of Local Government participation will be based on actual costs.

Docusign Envelope ID: 831E9560-782B-423B-A597-479052A608AD

FREESE AND NICHOLS

9601 McAllister Fwy
Suite 1008
San Antonio, Texas 78023

T (210) 298-3800
Freese.com

October 20, 2025

Billy Hornung, P.E. Project Manager
City of Seguin
P.O. Box 591
Seguin, Texas 78156-0591

RE: City of Seguin
Rudeloff Rd Project
Change Order #2

Dear Mr. Hornung,

Attached for execution by the City is one (1) original Change Order No. 2 for the above-referenced project. Change Order No. 2 pertains to a traffic signal device change to the project. The change includes additional material and effort required to relocate a traffic signal box that conflicts with the proposed travel lane.

Upon execution, please provide a copy to this office and one (1) copy to Texas Sterling Construction Company. If you have any questions regarding this information, please feel free to contact this office.

Sincerely,

Signed by:
Bregger Garrison
9DCBB1D901E4EAE...

Bregger Garrison, PE
Project Manager
Freese and Nichols, Inc.

Signed by:
Jorge Hernandez
FD797C14E21C4D3...

Jorge Hernandez
Construction Manager

Cc: Ms. Melissa Reynolds, P.E., MPA, CFM, City of Seguin
Mr. Kate McCloud, City of Seguin
Ms. Pamela Herrera, City of Seguin

Docusign Envelope ID: 831E9560-782B-423B-A597-479052A608AD

Contract Change Order No.2

Rudeloff Road PH I

OWNER: City of Seguin
CONTRACTOR: Texas Sterling Construction
CONTRACT AMT: $17,773,303.10
Project : Rudeloff Road PH I

PARTICIPATING COST CHANGES

EXISTING ITEMS

Item No.	Item Description	Contract Quantity	Units	Original Unit Price	Original Proposal Amount	Contract Quantity (+) Increse (-) Decrease	Updated Unit Price (+) Increse (-) Decrease	Additional Amount (+) Increse (-) Decrease
684-6009	TRF SIG CBL (TY A) (12 AWG) (4 CONDR)	126	LF	$ 3.59	$ 452	200		$ 718.00
684-6012	TRF SIG CBL (TY A) (12 AWG) (7 CONDR)	91	LF	$ 3.20	$ 291	314		$ 1,004.80
6292-6001	RVDS (PRESENCE DETECTION ONLY)	2	EA	$ 11,425.00	$ 22,850	1		$ 11,425.00
							TOTAL AMOUNT FOR EXISITING ITEM OVER-RUN	**$ 13,147.80**

NEW ITEMS

Item No.	Item Description	Contract Quantity	Units	Original Unit Price	Original Proposal Amount	Contract Quantity (+) Increse (-) Decrease	Updated Unit Price (+) Increse (-) Decrease	Additional Amount (+) Increse (-) Decrease
618-6047	CONDT (PVC)(SCH 80)(2")(BORE)		LF			62	$ 49.16	$ 3,047.92
618-6054	CONDT (PVC)(SCH 80)(3")(BORE)		LF			214	$ 54.99	$ 11,767.86
**	VIVDS CABLE		LF			222	$ 6.97	$ 1,547.34
							TOTAL AMOUNT FOR NEW ITEMS	**$ 16,363.12**

NET CONTRACT INCREASE **$ 29,510.92**

1. This addition to the contract is to address a Traffic Signal Box conflict. The plans propose to move the existing concrete island at SH-46/Rudeloff to the south to accommodate for the additional proposed lane. The contractor submitted RFI-015 requesting additional information and explaining that the original proposed location of the traffic signal box conflicts with the proposed travel lane as the concrete island was proposed to be relocated but not the traffic signal box. The contractor also indicated that the plan quantities were insufficient for the signal pole relocation. The engineer of record supplied a revised signal design to account for the new Traffic Signal Box location and associated quantities in accordance with current TxDOT standards and practices for traffic signals.

THE NET INCREASE IN THE CONTRACT IS $29,510.92, WHICH MAKES THE NEW ADJUSTED CONTRACT TOTAL $17,802,814.02
DUE TO DELAYS AND THE ADDITIONAL WORK, 3 PARTICIPATING AND 0 NON-PARTICIPATING DAYS ARE ADDED TO THE CONTRACT TIME.
FEDERAL PARTICIPATION ON THIS CHANGE ORDER REFERS TO ITEMS THAT QUALIFY FOR FEDERAL REIMBURSEMENT. REIMBURSEMENT OF THESE ITEMS ARE DEPENDENT ON AVAILABILITY OF FUNDS.
THIS WILL BECOME A SUPPLEMENT TO THE CONTRACT AND ALL PROVISIONS WILL APPLY HERETO.

DocuSigned by:
Amelia De La Garza — 10/22/2025
DA0B3A4AC0844EB...
Amelia De La Garza, PE Project Manager — Date
Texas Department of Transportation

Signed by:
Steve Parker — 10/22/2025
508C55C03B384AB...
Steve Parker, City Manager — Date
City of Seguin

DocuSigned by:
Melissa Reynolds — 10/21/2025
6997607E52E2408...
Melissa Reynolds, PE, Director of Engineering and Capital Projects — Date
City of Seguin

Signed by:
Billy Horning — 10/20/2025
5F1E6F285A7E4A7...
Billy Horning, PE Project Manager — Date
City of Seguin

DocuSigned by:
Chris Compton — 10/20/2025
D442945B767E4A6...
Chris Compton, STX Area Manager — Date
Texas Sterling Construction Company

DocuSigned by:
DEREK REAL — 10/20/2025
0BCEA83A8039463...
Derek Real, Project Manager — Date
Texas Sterling Construction Company

Docusign Envelope ID: 831E9560-782B-423B-A597-479052A608AD

SAECO ELECTRIC & UTILITY, LTD.

P.O. Box 841
Helotes, Texas 78023

Phone: 210-695-4526
Fax: 210-695-2516

REQUEST FOR INFORMATION

RFI No: 1

PROJECT RUDELOFF RD

TO:

DESCRIPTION: GROUND BOX RELOCATE

PLAN SHEET 281 AND 284 OF THE TRAFFIC SIGNAL PLANS TELLS US TO RELOCATE THE GROUND BOX TO THE ISLAND. IF WE RELOCATE THE BOX TO THE ISLAND, WE WILL NOT HAVE ENOUGH WIRE PER THE QTY'S TO FEED THE SIGNAL POLE BEING RELOCATED DUE TO NO SPLICING NOR DOES IT ACCOUNT FOR THE WIRE FEEDING THE SIGNAL ON THE SOUTHSIDE OF THE PROJECT.

SIGNATURE: Mike Spencer 7/9/25

RESPONSE:

SIGNATURE: _____ DATE: _____

cc:

Docusign Envelope ID: 831E9560-782B-423B-A597-479052A608AD

SEQ NO.	ITEM NO.	DESC CODE	DESCRIPTION	UNIT	EST. QUANTITY
1	100	6002	PREPARING ROW	STA	80.58
2	110	6001	EXCAVATION (ROADWAY)	CY	34728
3	132	6004	EMBANKMENT (FINAL)(DENS CONT)(TY B)	CY	10243
4	160	6003	FURNISHING AND PLACING TOPSOIL (4")	SY	39501
5	164	6009	BROADCAST SEED (TEMP) (WARM)	SY	19753
6	164	6011	BROADCAST SEED (TEMP) (COOL)	SY	19753
7	164	6021	CELL FBR MLCH SEED(PERM)(RURAL)(SANDY)	SY	39501
8	168	6001	VEGETATIVE WATERING	MG	637
9	169	6001	SOIL RETENTION BLANKETS (CL 1) (TY A)	SY	35805
10	247	6041	FL BS (CMP IN PLC)(TYA GR1-2)(FNAL POS)	CY	13421
11	260	6002	LIME (HYDRATED LIME (SLURRY))	TON	1592
12	260	6011	LIME TRT (EXST MATL) (12")	SY	60373
13	310	6009	PRIME COAT (MC-30)	GAL	12083
14	316	6001	ASPH (MULTI OPTION)	GAL	8379
15	316	6193	AGGR(TY-D GR-5 SAC-B)	CY	3141
16	400	6005	CEM STABIL BKFL	CY	2442
17	402	6001	TRENCH EXCAVATION PROTECTION	LF	2808
18	403	6001	TEMPORARY SPL SHORING	SF	6
19	416	6030	DRILL SHAFT (TRF SIG POLE) (24 IN)	LF	4
20	416	6032	DRILL SHAFT (TRF SIG POLE) (36 IN)	LF	470
21	432	6001	RIPRAP (CONC)(4 IN)	CY	51
22	432	6002	RIPRAP (CONC)(5 IN)	CY	773
23	450	6032	RAIL (TY C223)	LF	591
24	462	6001	CONC BOX CULV (3 FT X 2 FT)	LF	254
25	462	6002	CONC BOX CULV (3 FT X 3 FT)	LF	543
26	462	6004	CONC BOX CULV (4 FT X 3 FT)	LF	1289
27	462	6010	CONC BOX CULV (6 FT X 3 FT)	LF	328
28	462	6014	CONC BOX CULV (7 FT X 3 FT)	LF	378
29	462	6040	CONC BOX CULV (12 FT X 4 FT)	LF	356
30	462	6099	CONC BOX CULV (6 FT X 2 FT)	LF	1289
31	462	6101	CONC BOX CULV (10 FT X 4 FT)	LF	6
32	464	6003	RC PIPE (CL III)(18 IN)	LF	3229
33	464	6005	RC PIPE (CL III)(24 IN)	LF	21
34	464	6007	RC PIPE (CL III)(30 IN)	LF	5
35	465	6006	JCTBOX(COMPL)(PJB)(4FTX4FT)	EA	1
36	465	6009	JCTBOX(COMPL)(PJB)(5FTX5FT)	EA	2
37	465	6012	JCTBOX(COMPL)(PJB)(8FTX8FT)	EA	1
38	465	6013	INLET (COMPL)(PCO)(3FT)(NONE)	EA	3
39	465	6024	INLET (COMPL)(PCO)(5FT)(BOTH)	EA	2
40	465	6132	INLET (COMPL)(PSL)(FG)(4FTX5FT-4FTX4FT)	EA	1
41	465	6135	INLET (COMPL)(PSL)(FG)(5FTX5FT-4FTX4FT)	EA	2
42	465	6144	INLET (COMPL)(PSL)(FG)(8FTX8FT-4FTX4FT)	EA	1
43	465	6164	INLET (COMPL)(TY H)(3FTX3FT)	EA	2
44	465	6164	INLET (COMPL)(TY H)(4FTX4FT)	EA	16
45	465	6274	INLET (COMPL)(RISER ONLY)	EA	4
46	465	6486	INLET (COMPL)(AD-C)(3FTx3FT)(FTW)	EA	3
47	466	6181	WINGWALL (PW - 1) (HW=6 FT)	EA	2
48	466	6182	WINGWALL (PW - 1) (HW=7 FT)	EA	3
49	466	6183	WINGWALL (PW - 1) (HW=8 FT)	EA	1
50	467	6395	SET (TY II) (24 IN) (RCP) (6: 1) (P)	EA	4
51	479	6001	ADJUSTING MANHOLES	EA	10
52	500	6001	MOBILIZATION	LS	1
53	502	6001	BARRICADES, SIGNS AND TRAFFIC HANDLING	MO	22
54	506	6002	ROCK FILTER DAMS (INSTALL) (TY 2)	LF	735
55	506	6011	ROCK FILTER DAMS (REMOVE)	LF	735
56	506	6038	TEMP SEDMT CONT FENCE (INSTALL)	LF	7419
57	506	6039	TEMP SEDMT CONT FENCE (REMOVE)	LF	7419
58	506	6042	BIODEG EROSN CONT LOGS (INSTL) (18")	LF	578
59	506	6043	BIODEG EROSN CONT LOGS (REMOVE)	LF	578
60	508	6001	CONSTRUCTING DETOURS	SY	2782
61	512	6009	PORT CTB (FUR & INST)(LOW PROF)(TY 1)	LF	3870
62	512	6010	PORT CTB (FUR & INST)(LOW PROF)(TY 2)	LF	200
63	512	6033	PORT CTB (MOVE)(LOW PROF)(TY 1)	LF	1020
64	512	6034	PORT CTB (MOVE)(LOW PROF)(TY 2)	LF	120
65	512	6057	PORT CTB (REMOVE)(LOW PROF)(TY 1)	LF	3870
66	512	6058	PORT CTB (REMOVE)(LOW PROF)(TY 2)	LF	200
67	529	6036	CONCRETE CURB (SPECIAL)	LF	12685
68	529	6038	CONC CURB (RIBBON)	LF	13768
69	530	6004	DRIVEWAYS (CONC)	SY	2329

SEQ NO.	ITEM NO.	DESC CODE	DESCRIPTION	UNIT	EST. QUANTITY
70	531	6002	CONC SIDEWALKS (5")	SY	17303
71	531	6004	CURB RAMPS (TY 1)	EA	6
72	531	6010	CURB RAMPS (TY 7)	EA	11
73	536	6002	CONC MEDIAN	SY	370
74	560	6007	MAILBOX INSTALL-S (WC-POST) TY 3	EA	6
75	560	6008	MAILBOX INSTALL-D (WC-POST) TY 3	EA	1
76	618	6046	CONDT (PVC) (SCH 80) (2")	LF	22
77	618	6053	CONDT (PVC) (SCH 80) (3")	LF	48
78	620	6009	ELEC CONDR (NO.6) BARE	LF	346
79	624	6010	GROUND BOX TY D (162922)W/APRON	EA	2
80	636	6002	ALUMINUM SIGNS (TY G)	SF	10
81	636	6003	ALUMINUM SIGNS (TY O)	SF	22
82	644	6001	IN SM RD SN SUP&AM TY10BWG(1)SA(P)	EA	11
83	644	6004	IN SM RD SN SUP&AM TY10BWG(1)SA(T)	EA	1
84	644	6007	IN SM RD SN SUP&AM TY10BWG(1)SA(U)	EA	1
85	644	6060	IN SM RD SN SUP&AM TYTWT(1)WS(P)	EA	53
86	662	6004	WK ZN PAV MRK NON-REMOV (W)4"(SLD)	LF	33692
87	662	6034	WK ZN PAV MRK NON-REMOV (Y)4"(SLD)	LF	33692
88	662	6109	WK ZN PAV MRK SHT TERM (TAB)TY W	EA	2052
89	662	6111	WK ZN PAV MRK SHT TERM (TAB)TY Y-2	EA	2978
90	666	6035	REFL PAV MRK TY I (W)8"(SLD)(090MIL)	LF	2345
91	666	6167	REFL PAV MRK TY II (W) 4" (BRK)	LF	3130
92	666	6170	REFL PAV MRK TY II (W) 4" (SLD)	LF	15234
93	666	6178	REFL PAV MRK TY II (W) 8" (SLD)	LF	2345
94	666	6205	REFL PAV MRK TY II (Y) 4" (BRK)	LF	3092
95	666	6207	REFL PAV MRK TY II (Y) 4" (SLD)	LF	18972
96	666	6299	RE PM W/RET REQ TY I (W)4"(BRK)(090MIL)	LF	3130
97	666	6302	RE PM W/RET REQ TY I (W)4"(SLD)(090MIL)	LF	15234
98	666	6311	RE PM W/RET REQ TY I (Y)4"(BRK)(090MIL)	LF	3092
99	666	6314	RE PM W/RET REQ TY I (Y)4"(SLD)(090MIL)	LF	18972
100	668	6076	PREFAB PAV MRK TY C (W) (24") (SLD)	LF	538
101	668	6077	PREFAB PAV MRK TY C (W) (ARROW)	EA	14
102	668	6085	PREFAB PAV MRK TY C (W) (WORD)	EA	14
103	668	6092	PREFAB PAV MRK TY C (W) (36")(YLD TRI)	EA	6
104	672	6007	REFL PAV MRKR TY I-C	EA	279
105	672	6009	REFL PAV MRKR TY II-A-A	EA	331
106	680	6011	INSTALL HWY TRF SIG (UPGRADE)	EA	1
107	681	6001	TEMP TRAF SIGNAL	EA	1
108	682	6001	VEH SIG SEC (12")LED(GRN)	EA	2
109	682	6003	VEH SIG SEC (12")LED(YEL)	EA	2
110	682	6005	VEH SIG SEC (12")LED(RED)	EA	2
111	682	6018	PED SIG SEC (LED)(COUNTDOWN)	EA	2
112	682	6023	BACK PLATE (12")(3 SEC)	EA	2
113	684	6009	TRF SIG CBL (TY A)(12 AWG)(4 CONDR)	LF	0
114	684	6012	TRF SIG CBL (TY A)(12 AWG)(7 CONDR)	LF	0
115	684	6080	TRF SIG CBL (TY C)(14 AWG)(2 CONDR)	LF	124
116	686	6051	INS TRF SIG PL AM(S)1 ARM(48')LUM	EA	1
117	687	6001	PED POLE ASSEMBLY	EA	1
118	688	6001	PED DETECT PUSH BUTTON (APS)	EA	2
119	752	6005	TREE REMOVAL (4" - 12" DIA)	EA	2
120	752	6006	TREE REMOVAL (12" - 18" DIA)	EA	4
121	752	6008	TREE REMOVAL (24" - 30" DIA)	EA	1
122	3076	6001	D-GR HMA TY-B PG64-22	TON	8310
123	3076	6025	D-GR HMA TY-C SAC-B PG70-22	TON	6146
124	5084	6001	FIXED BOLLARD	EA	12
125	6001	6002	PORTABLE CHANGEABLE MESSAGE SIGN	EA	3
126	6185	6001	TMA (STATIONARY)	EA	2
127	6292	6001	RVDS(PRESENCE DETECTION ONLY)	EA	2
128	6292	6002	RVDS(ADVANCE DETECTION ONLY)	EA	1
129	464	6030	RC PIPE (CL III)(18 IN)	LF	88
130	467	6519	SET (TY II) (DE S1) (RCP) (6: 1) (P)	EA	4
131	464	6030	RC PIPE (CL III)(DES 1)	LF	88
132	462	6006	CONC BOX CULV (5 FT X 2 FT)	LF	687
133	247	6041	FL BS (CMP IN PLC)(TYA GR1-2)(FNAL POS)	CY	41
134	618	6047	CONDT (PVC) (SCH 80) (2") (BORE)	LF	62
135	618	6053	CONDT (PVC) (SCH 80) (3") (BORE)	LF	214
136	621	6002	TRAY CABLE (3 CONDR) (12 AWG)	LF	124
137	684	6025	TRF SIG CBL (TY A)(12 AWG)(5 CONDR)	LF	249
138	684	6080	TRF SIG CBL (TY B)(12 AWG)(20 CONDR)	LF	156

NO.	DATE	REVISION	APPROVED
1	1/17	ADDENDUM 1	JCC
2	1/23	ADDENDUM 2	JCC
3	10/29/2024	SUP/CURB & MEDIAN	JCC
4	2/26/25	CO1 REVISIONS	HTK
5	5/01/25	EW UPDATES	HTK
6	5/19/25	CO1 REVISIONS	HTK
7	07/21/25	CO2 REVISIONS	HTK

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7330 San Pedro, STE 202, San Antonio, TX 78216
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TBPE Registration No. F-1046

RUDELOFF RD

ESTIMATE AND QUANTITIES

SHEET 1 OF 1

FED.RD. DIV.NO.	PROJECT NO.		SHEET NO.
6			7
STATE	DIST.	COUNTY	
TEXAS	SAT	GUADALUPE	
CONT.	SECT.	JOB	HIGHWAY NO.
0915	46	045	RUDELOFF

FILE:G:\TXC\Projects\City_Seguin\5383-00 Rudeloff\03_CADD\01_Shts\00-GEN\Rudeloff_EST and QTY.dgn
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Docusign Envelope ID: 831E9560-782B-423B-A597-479052A608AD

SUMMARY OF TRAFFIC SIGNAL ITEMS

	416 6030	416 6032	618 6046	618 6047	618 6053	618 6054	620 6009	624 6010	636 6002	636 6003	680 6011	682 6001	682 6003	682 6005	682 6018
SHEET	DRILL SHAFT (TRF SIG POLE) (24 IN)	DRILL SHAFT (TRF SIG POLE) (36 IN)	CONDT (PVC) (SCH 80) (2")	CONDT (PVC) (SCH 80) (2") (BORE)	CONDT (PVC) (SCH 80) (3")	CONDT (PVC) (SCH 80) (3") (BORE)	ELEC CONDR (NO. 6) BARE	GROUND BOX TY D (162922) W/APRON	ALUMINUM SIGNS (TY G)	ALUMINUM SIGNS (TY O)	INSTALL HWY TRF SIG (UPGRADE)	VEH SIG SEC (12") LED (GRN)	VEH SIG SEC (12") LED (YEL)	VEH SIG SEC (12") LED (RED)	PED SIG SEC (LED) (COUNTDOWN)
	LF	LF	LF	LF	LF	LF	LF	EA	SF	SF	EA	EA	EA	EA	EA
SHEET 1 OF 1	6	14	22	62	48	214	346	2	10	22	1	2	2	2	2
TOTALS	6	14	22	62	48	214	346	2	10	22	1	2	2	2	2

1

SUMMARY OF TRAFFIC SIGNAL ITEMS (CONT.)

	682 6023	0621 6002	0684 6025	684 6080	0684 6062	686 6051	687 6001	688 6001	6292 6001	6292 6002	**	**
SHEET	BACK PLATE (12") (3 SEC)	TRAY CABLE (3 CONDR) (12 AWG)	TRF SIG CBL (TY A) (12 AWG) (20 CONDR)	TRF SIG CBL (TY C) (14 AWG) (2 CONDR)	TRF SIG CBL (TY B) (12 AWG) (5 CONDR)	INS TRF SIG PL AM(S)1 ARM(48')LUM	PED POLE ASSEMBLY	PED DETECT PUSH BUTTON (APS)	RVDS (PRESENCE DETECTION ONLY)	RVDS (ADVANCE DETECTION ONLY)	OPTICOM PREEMPTION DETECTOR (IR)	OPTICOM PREEMPTION DETECTOR (IR) CABLE
	EA	LF	LF	LF	LF	EA	EA	EA	EA	EA	EA	LF
SHEET 1 OF 1	2	124	249	124	156	1	1	2	2	1	1	152
TOTALS	2	124	249	124	156	1	1	2	2	1	1	152

1

** - SUBSIDIARY TO ITEM 680

1

NO.	DATE	REVISION	APPROVED
1	07/21/25	SIGNAL REVISION	HTK

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RUDELOFF RD

SIGNAL SUMMARY

SHEET 1 OF 1

FED. RD. DIV. NO.	PROJECT NO.		SHEET NO.
6			11
STATE	DIST.	COUNTY	
TEXAS	SAT	GUADALUPE	
CONT.	SECT.	JOB	HIGHWAY NO.
0915	46	045	RUDELOFF RD

REVISION

PLOTDRIVER: pdf.pltcfg

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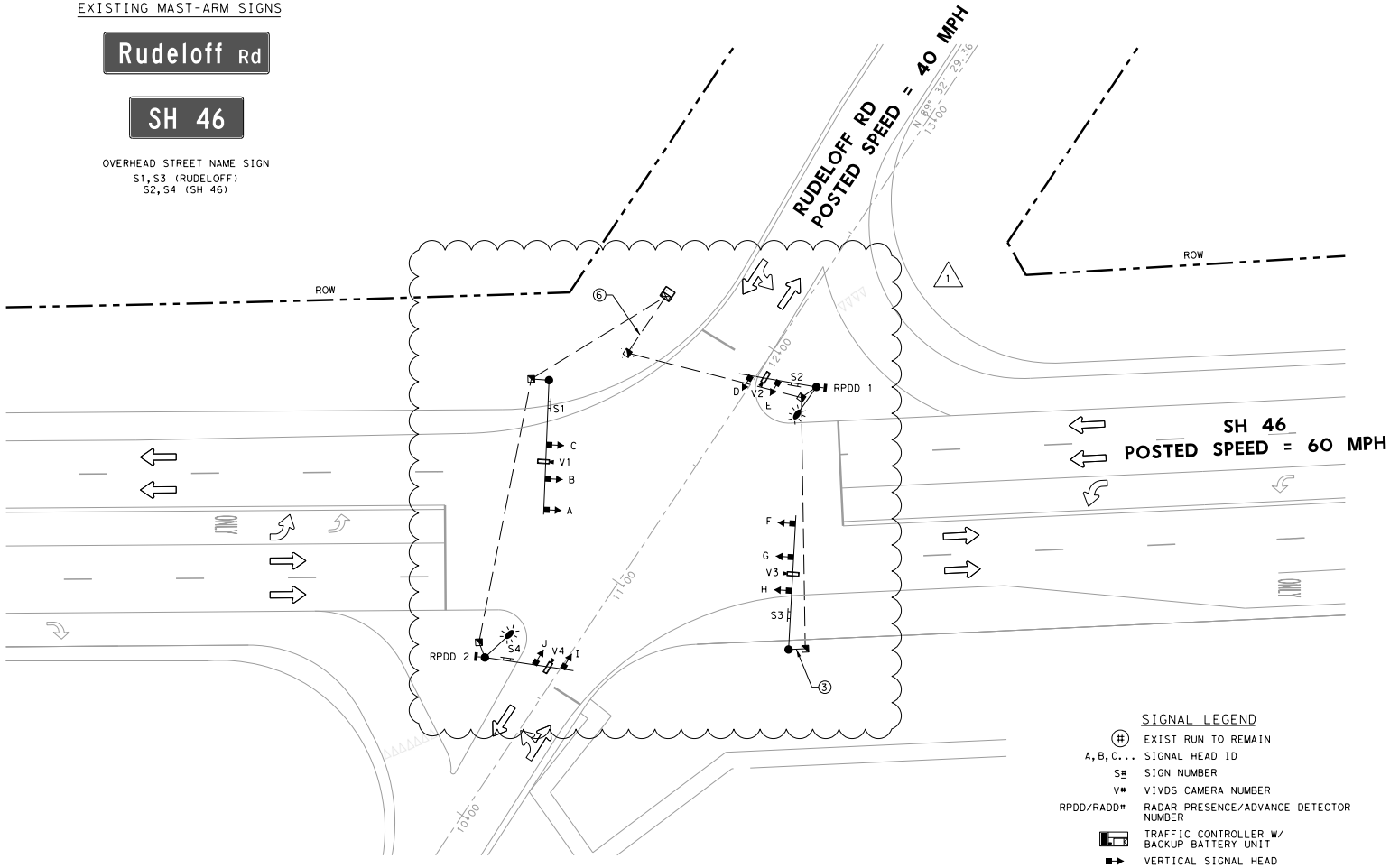
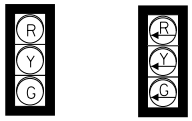
DATE:7/23/2025 3:18:05 PM

EXISTING MAST-ARM SIGNS

OVERHEAD STREET NAME SIGN
S1, S3 (RUDELOFF)
S2, S4 (SH 46)



EXISTING SIGNALS
(12" L.E.D. SIGNALS w/ BACKPLATES)



SIGNALS
B, C, D, E, G, H, I, J

SIGNALS
A, F

EXISTING PEDESTRIAN SIGNALS & DETECTORS

RADAR PRESENCE DETECTOR
RPDD 1, RPDD 2

NOTES:

1. DETERMINATION OF SALVAGE MATERIAL SHALL BE FINALIZED BY CITY ENGINEER AND DELIVERED TO CITY OF SEGUIN TRAFFIC OPERATIONS FACILITY. THE CONTRACTOR SHALL CONTACT THE CITY ENGINEER SEVEN (7) DAYS PRIOR TO DELIVERY OF SALVAGED MATERIAL. THE CONTRACTOR SHALL BECOME THE OWNER AND DISPOSE OF UNSALVAGED MATERIAL IN ACCORDANCE WITH FEDERAL, STATE AND LOCAL REGULATIONS.

SIGNAL LEGEND

(#)	EXIST RUN TO REMAIN
A, B, C...	SIGNAL HEAD ID
S#	SIGN NUMBER
V#	VIVDS CAMERA NUMBER
RPDD/RADD#	RADAR PRESENCE/ADVANCE DETECTOR NUMBER
	TRAFFIC CONTROLLER W/ BACKUP BATTERY UNIT
	VERTICAL SIGNAL HEAD
	SIGNAL POLE AND MAST ARM
	PEDESTRIAN SIGNAL HEAD W/ PUSH BUTTON
	LUMINAIRE
	GROUND BOX W/ CONCRETE APRON
	ELECRICAL SERVICE METER
	SIGN
	RADAR ADVANCE DETECTOR
	RADAR PRESENCE DETECTOR
	SINGLE PREEMPTION
	PTZ CAMERA
	NETWORK ANTENNA
	PTZ CAMERA
	VIVDS
	CONDUIT

STATE OF TEXAS
HUNTER T. KUTACH
151241
LICENSED
PROFESSIONAL ENGINEER
7/23/2025

NO.	DATE	REVISION	APPROVED
1	07/21/25	SIGNAL REVISIONS	HTK

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RUDELOFF RD
EXISTING TRAFFIC SIGNAL LAYOUT

RUDELOFF RD AT SH 46

SHEET 1 OF 1

FED. RD. DIV. NO.	PROJECT NO.		SHEET NO.
6			280
STATE	DIST.	COUNTY	
TEXAS	SAT	GUADALUPE	
CONT.	SECT.	JOB	HIGHWAY NO.
0915	46	045	RUDELOFF RD

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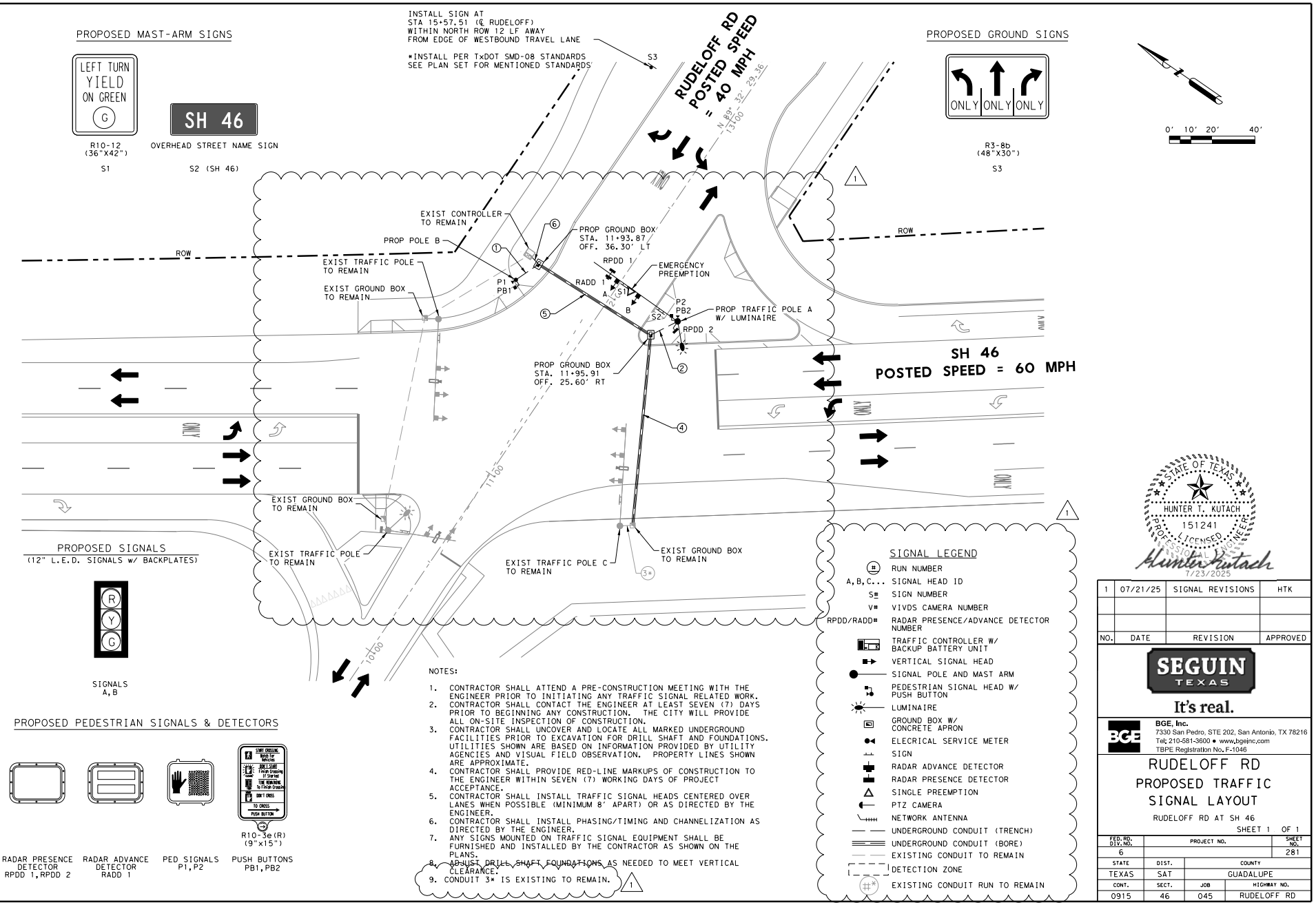

STATE OF TEXAS
HUNTER T. KUTACH
151241
LICENSED
PROFESSIONAL ENGINEER
7/23/2025

NO.	DATE	REVISION	APPROVED
1	07/21/25	SIGNAL REVISIONS	HTK

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TBPE Registration No. F-1046

RUDELOFF RD
PROPOSED TRAFFIC SIGNAL LAYOUT

RUDELOFF RD AT SH 46

SHEET 1 OF 1

FED. RD. DIV. NO.	PROJECT NO.	SHEET NO.
6		281

STATE	DIST.	COUNTY
TEXAS	SAT	GUADALUPE

CONT.	SECT.	JOB	HIGHWAY NO.
0915	46	045	RUDELOFF RD

FILE:G:\TXC\Projects\City_Seguin\5383-00 Rudeloff\03_CADD\01_Shts\13-SGNLS\Rudeloff_SIGNAL_PROP_LAYOUT.dgn
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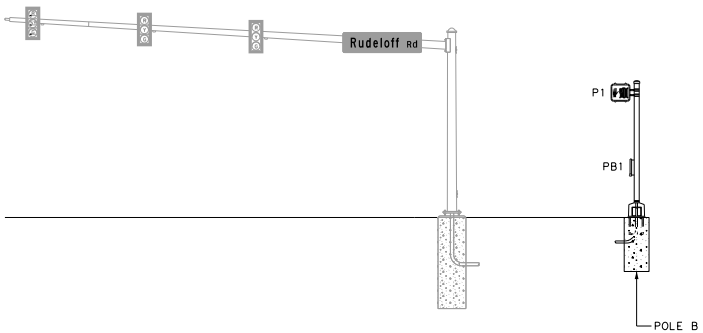
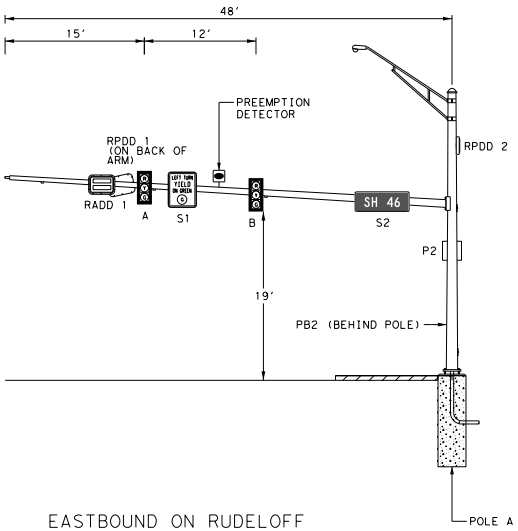
Docusign Envelope ID: 831E9560-782B-423B-A597-479052A608AD



NORTHBOUND ON SH 46
NOT TO SCALE



EASTBOUND ON RUDELOFF
NOT TO SCALE

STATE OF TEXAS
MATTHEW E. BAKER
140924
LICENSED
PROFESSIONAL ENGINEER
12/4/2023

NO.	DATE	REVISION	APPROVED

SEGUIN TEXAS
It's real.

BGE, Inc.
7330 San Pedro, STE 202, San Antonio, TX 78216
Tel: 210-581-3600 • www.bgeinc.com
TBPE Registration No. F-1046

RUDELOFF RD
PROPOSED TRAFFIC SIGNAL ELEVATIONS

RUDELOFF RD AT SH 46

SHEET 1 OF 1

FED. RD. DIV. NO.	PROJECT NO.		SHEET NO.
6			282
STATE	DIST.	COUNTY	
TEXAS	SAT	GUADALUPE	
CONT.	SECT.	JOB	HIGHWAY NO.
0915	46	045	RUDELOFF RD

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Docusign Envelope ID: 831E9560-782B-423B-A597-479052A608AD

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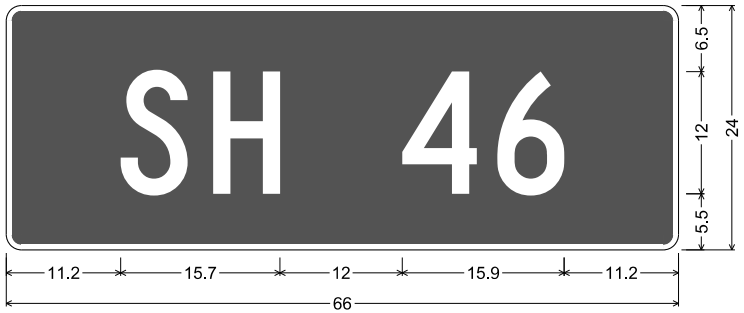

D3-1G(7) 12in;
1.5" Radius, 0.5" Border, White on, Green;
"SH 46", C;

SH 46
FOR SIGN S2

STATE OF TEXAS
MATTHEW E. BAKER
140924
LICENSED
PROFESSIONAL ENGINEER

12/4/2023

NO.	DATE	REVISION	APPROVED

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RUDELOFF RD PROPOSED SIGN DETAILS

RUDELOFF RD AT SH 46

SHEET 1 OF 1

FED. RD. DIV. NO.	PROJECT NO.		SHEET NO.
6			283
STATE	DIST.	COUNTY	
TEXAS	SAT	GUADALUPE	
CONT.	SECT.	JOB	HIGHWAY NO.
0915	46	045	RUDELOFF RD

Docusign Envelope ID: 831E9560-782B-423B-A597-479052A608AD

REVISION

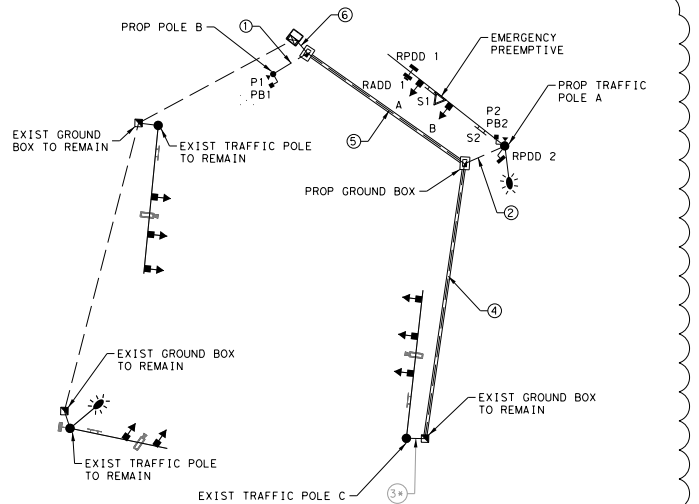
PROPOSED MAST ARM AND POLE SUMMARY - SH 46 AT RUDELOFF RD						
POLES AND ARMS	12 AWG 5/C	14 AWG 2/C	EMERGENCY PREEMPTION	RADAR (RPDD) **	RADAR (RADD) **	TRAY CABLE 3 CNDR NO. 12
TRAFFIC POLE A (w/ 48' ARM)			68'	98'	68'	40'
HEAD A	64'	-	-	-	-	-
HEAD B	52'	-	-	-	-	-
TRAFFIC POLE A (PED BUTTON)						
P2	10'	-	-	-	-	-
PB2	-	10'	-	-	-	-
PEDESTRIAN POLE B						
P1	10'	-	-	-	-	-
PB1	-	10'	-	-	-	-
TOTAL (LF)	136'	20'	68'	98'	68'	40'

** = CABLE IS SUBSIDIARY TO TxDOT BID ITEM 6292

SUMMARY OF CONDUITS AND CABLES - SH 46 AT RUDELOFF RD																
	RUN	TRENCH		BORE		LENGTH (LF)	NUMBER OF CABLES									
	NO.	2"	3"	2"	3"		#6 AWG (INS)	#6 AWG (BARE)	TRAY CABLE 3 CNDR NO. 12	5/C #12 AWG (PED)	2/C #12 AWG (PED)	20/C #12 AWG	RADAR (RPDD)	RADAR (RADD)	VIVDS ***	EMERGENCY PREEMPTION
PROP	1		1			13'	-	1		1	1					
PROP	2	1	1			15'	-	2	1		1	1	2	1		1
EXIST	3*		1			6'	-	1				1			1	
PROP	4				1	90'	-	1				1			1	
PROP	5			1	2	62'	-	3	1		1	2	2	1	1	1
PROP	6	1	2			7'	-	3	1	1	2	2	2	1	1	1
	TOTAL (LF)	22'	48'	62'	214'	193'	0'	346'	84'	20'	104'	249'	168'	84'	165'	84'

* = EXISTING CONDUIT TO REMAIN
*** = VIVDS CABLE TO BE RE-RUN TO CONTROLLER THROUGH PROPOSED CONDUIT

PHASING ORIENTATION DIAGRAM
CONTRACTOR TO MATCH CURRENT PHASING CONFIGURATION



ACCESSIBLE PEDESTRIAN SIGNAL (APS) UNIT MESSAGE INFORMATION - SH 46 AT RUDELOFF RD			
APS UNIT NO.	ACKNOWLEDGE DEFAULT "WAIT"	EXTENDED PRESS MESSAGE	WALK PHASE MESSAGE
		"WAIT TO CROSS (STREET NAME) AT (STREET NAME)"	"(STREET NAME) WALK SIGN IS ON TO CROSS, (STREET NAME)" OR TONE
P1	YES	RUDELOFF RD AT SH 46	RUDELOFF RD
P2	YES	RUDELOFF RD AT SH 46	RUDELOFF RD

POLE AND EQUIPMENT INFORMATION				
ID	DESCRIPTION/ATTACHMENTS	STATION	OFFSET	FOUNDATION ELEV
A	INSTALL 30-FT SMA-80 ON 14-FT DRILLED SHAFT FOUNDATION (36-A) WITH 48-FT MAST ARM, ONE LUMINAIRE, TWO RPDD, ONE RADD, ONE R10-12 SIGN, ONE D3-1G SIGN, TWO VEHICLE SIGNAL HEADS, ONE LED COUNTDOWN PEDESTRIAN SIGNAL HEAD, ONE PEDESTRIAN PUSH BUTTON WITH AUDIBLE PEDESTRIAN SIGNAL UNIT AND ONE R10-3e(R) SIGN AS INDICATED ON LAYOUT.	12+08.20	32.5' RT	LEVEL WITH ROADWAY CROWN
B	INSTALL 10-FT STEEL PEDESTAL POLE ON 6-FT DRILLED SHAFT FOUNDATION (24-A), ONE LED COUNTDOWN PEDESTRIAN SIGNAL HEAD, ONE PEDESTRIAN PUSH BUTTON WITH AUDIBLE PEDESTRIAN SIGNAL UNIT AND ONE R10-3e(R) SIGN AS INDICATED ON LAYOUT.	11+81.89	41.03' LT	LEVEL WITH SIDEWALK

STATE OF TEXAS
HUNTER T. KUTACH
151241
LICENSED
PROFESSIONAL ENGINEER
7/23/2025

NO.	DATE	REVISION	APPROVED
1	07/21/25	SIGNAL REVISIONS	HTK

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TBPE Registration No. F-1046

RUDELOFF RD
PROPOSED TRAFFIC SIGNAL ELEC SCHEDULE & PHASING

RUDELOFF RD AT SH 46

SHEET 1 OF 1

FED. RD. DIV. NO.	PROJECT NO.	SHEET NO.
6		284

STATE	DIST.	COUNTY	
TEXAS	SAT	GUADALUPE	
CONT.	SECT.	JOB	HIGHWAY NO.
0915	46	045	RUDELOFF RD

FILE:G:\TXC\Projects\City_Seguin\5383-00 Rudeloff\03_CADD\01_Shts\13-SGNLS\Rudeloff_SIGNAL_PROP_ELECTRIC-PHASING (SH46) 01.dgn
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