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City of Seguin

210 E. Gonzales Street
Seguin TX, 78155

Public & Virtual Meeting Agenda

City Council

Tuesday, August 6, 2024

5:30 PM

Council Chambers

This City Council meeting can be viewed live at:
https://cityofseguintx.granicus.com/MediaPlayer.php?publish_id=1757644e-10ca-4256-92f3-f5cc59555a09

1. **Call to Order**
2. **Invocation - Associate Pastor Natalie Avalos, Crossroads Church**
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. [24-371](#) Presentation on the Trap-Neuter-Return (TNR) Program - Shelley Lutz, Animal Services Manager
Attachments: [Overview of TNR Program Memo](#)
[Overview of TNR Program](#)
7. **Consent Agenda**
 - a. [24-381](#) Minutes of the July 16, 2024 City Council Regular Meeting
Attachments: [CCMeeting.Minutes July 16, 2024](#)

- b. [24-380](#) Check Report July 13, 2024 to August 2, 2024
Attachments: [Check Report 07132024 - 08022024](#)
- c. [24-346](#) Board and/or Committee Appointments - Mayor Donna Dodgen
a. Arts Commission
b. Historic Preservation & Design Commission
c. Library Foundation
Attachments: [Board Appointments Memo - Arts, Historic, Library Foundation](#)
[BoardApplication.Arts.QuincySabatini_Redacted](#)
[BoardApplication.HistoricPreservation.RafaelRodriguez_Redacted](#)
[BoardApplication.LibraryFoundation.ClaudiaGaytan_Redacted](#)
[BoardApplication.LibraryFoundation.DonKeil_Redacted](#)
- d. [24-370](#) Approval of reports for the quarter ended June 30, 2024 for the following organizations that receive Occupancy Tax funding - Susan Caddell, Director of Finance
a. Seguin Conservation Society
b. Mid-Texas Symphony
c. Teatro de Artes de Juan Seguin
d. Seguin-Guadalupe County Hispanic Chamber of Commerce
e. Seguin Heritage Museum
f. Guadalupe County Fair Association
g. Seguin LULAC Council #682
h. Seguin Art League
i. The Fields of Huber Ranch, LLC
Attachments: [Memo - Quarterly reports for quarter ended 063024](#)
[Quarterly reports for quarter ended 063024](#)
- e. [24-367](#) Downtown street closures and sale of alcohol requests for upcoming events in downtown Seguin - Kyle Kramm, Main Street & CVB Director/HPO
Attachments: [Street Closure Memo - Fall Events 2024](#)
- f. [24-355](#) Resolution accepting the Petition for Release from the City's Extraterritorial Jurisdiction filed by The Wilson Family Trust DTD July 6, 2012 for two properties in Guadalupe County (Property ID No.'s 70347 and 108516) and granting the request for Release effective the date of the passing of this Resolution
Attachments: [Staff Memo ETJ Release Request from Wilson](#)
[Petition Release_Wilson](#)
[Resolution Release_Wilson](#)
- g. [24-347](#) Resolution authorizing the purchase of 24 transformers in various sizes for use on new development projects and restocking purposes by the Electric Utilities department declaring date - Adam Ryals, Manager Utility

Warehouse and Rick Cortes Deputy City Manager

Attachments: [Agenda Item Memo 7.10.24 Transformers \(4\)](#)
[Resolution 24 Transformers 7.11.2024 \(1\)](#)
[BID TAB Electric AF-2024-36 \(1\)](#)

- h. [24-354](#) Resolution authorizing the purchase of six-hundred (600) electric meters from Techline Inc. for use by the City's Electric and Utility Services Department; and declaring an effective date - Adam Ryals, Utility Warehouse Manager and Rick Cortes, Deputy City Manager
- Attachments:** [Council Memo 8-6-2024](#)
[Resolution. 12S Meters 7.22.24](#)
[Techline Quote #1357761-00](#)
[Aclara Source Letter](#)
- i. [24-314](#) Ordinance on second reading amending the Seguin Code of Ordinances Chapter 98, Traffic and Vehicles, Article II, Traffic Control Devices, Section 98-40, Designation of No Through Truck Traffic Streets by adding Coral Sky and Saddlehorn Drive to the list; providing for publication of this Ordinance; providing a severability clause; providing for an effective date; and authorizing city staff to prepare this ordinance for submission as a supplement to the code of ordinances.
- Attachments:** [2024.07.16 Memo Mill Creek No Through Trucks](#)
[2024.07.02 Ordinance No Through Trucks Mill Creek HOA](#)
[No Through Truck Traffic Exhibit](#)
- j. [24-322](#) Ordinance on second reading amending the Seguin Code of Ordinances Chapter 98-107, No parking zones by adding no parking zones on the south side of Vitesco Technologies Drive from North Austin Street; 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:** [2024-07-16 Memo Vitesco Technologies No Parking](#)
[2024-07-16 Vitesco Technologies Drive No Parking Ordinance](#)
[No Parking Zone Exhibit](#)
- k. [24-335](#) Ordinance on second reading amending the Fiscal Year 2024 General Fund Budget of the City of Seguin, Texas.
- Attachments:** [Central Park Fountain memo](#)
[Central Park Fountain](#)

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

- a. [24-356](#) Resolution of the City of Seguin City Council approving Resolution #SSLGC R24-21 adopting the Schertz-Seguin Local Government Corporation Fiscal Year 2024-2025 Budget; and making appropriation in

accordance with said budget - Andrew McBride, General Manager
SSLGC

Attachments: [MEMO FOR BUDGET FY2024-25](#)

[City Council Resolution SSLGC Budget Approval 24-25](#)

[Resolution SSLGC R24-21 - Annual Budget](#)

[SSLGC FY24-25 Budget](#)

- b. [24-379](#) Discussion and possible direction concerning proposed Texas Pollutant Discharge Elimination System (TPDES) Permit No. WQ0016485001, filed with the Texas Commission on Environmental Quality (TCEQ) by Flying Bar D Ranch, LTD on or about May 2, 2024; and presentation of a request by landowners in the area to create a conservation easement for properties located upon and in the vicinity of the proposed Flying Bar D Ranch subdivision. A portion of this agenda item may be removed to Closed Session for consultation with Legal Counsel pursuant to 551.071 of the Texas Government Code. - Steve Parker, City Manager

Attachments: [Agenda Item Memo](#)

[GSAGuadalupeCty0424](#)

- c. [GLUP](#)
[02-24 CC](#) Public Hearing and Resolution to consider a request for a General Land Use Plan (GLUP) for a property located at the NE Corner of Rudeloff Rd and Huber Rd., Property IDs: 55715, 167657, 185744, 185747, 184749, 185751, and 185752 (GLUP 02-24)- Pamela Centeno, Director of Planning & Codes

Attachments: [Staff Memo GLUP 02_24](#)

[GLUP 02-24 Planning Commission Report and Agenda Packet](#)

[Walnut Springs General Land Use Plan Memo and Exhibit](#)

[Resolution GLUP Rudeloff and Huber](#)

[GLUP0224 ExhibitA CC](#)

- d. [24-343](#) Public Hearing and Ordinance on first reading to create Tax Increment Reinvestment Zone #1 - Kyle Kramm, Main Street & CVB Director/HPO.

Attachments: [Council Memo - TIRZ Creation](#)

[Sequin TIRZ #1 Adoption Ordinance](#)

[Exhibit A - TIRZ #1 Boundary Map](#)

[Exhibit B - Sequin Prelim TIRZ Plan](#)

- e. [24-345](#) Public Hearing and Resolution authorizing Amendments to the City of Sequin's Master Thoroughfare Plan, including removal of Old Martindale Road and increasing the classification of Stempel Road and East Martindale Road from a major collector to an arterial roadway. - Jennifer R. Shortess, P.E., CFM, Assistant Director of Engineering and Capital Projects

Attachments: [2024-08-06 CC Memo MTP Amendments](#)
[2024-07 PZ Commission Report](#)
[2008 to Current MTP](#)
[2024 Amendments](#)
[Public Comments](#)
[2024-08-06 Resolution MTP Amendments](#)

- f. [24-375](#) Resolution to authorizing the Professional Services Agreement with Surveying and Mapping, LLC for development of stormwater inventory as a professional services; authorizing the City Manager to execute contracts with providers; and declaring an effective date. - Melissa Reynolds, P.E., MPA, CFM - Director of Engineering & Capital Projects

Attachments: [2024-08-06 Memo Stormwater Inventory](#)
[2024-08-06 Resolution Stormwater Inventory](#)
PSA_Seguin Stormwater Inventory_Partially Executed

- g. [24-364](#) Resolution authorizing the City Manager to enter into a Professional Services contract with Trihydro Corporation for professional services related to the Guadalupe River Drive Lift Station Decommission Project; and declaring an effective date - Timothy J. Howe, Director - Water/Wastewater Utilities

Attachments: [Council Memo 8-6-2024](#)
[Resolution 8-6-2024](#)
[Guadalupe River Drive Lift Station Decommission Proposal - Trihydro](#)

- h. [24-363](#) Resolution authorizing the City Manager to enter into a Professional Services contract with TRC Engineers, Inc. for engineering services relocating a 12-inch water main from TxDOT right-of-way and related to the 24-inch Water Transmission Main Project currently under construction; and declaring an effective date - Timothy J. Howe, Director - Water/Wastewater Utilities

Attachments: [Council Memo 8-6-2024](#)
[Resolution 8-6-2024](#)
[12 Inch Relocated Water Line Engineering Change Order R1](#)

- i. [24-348](#) Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to enter into an Agreement for professional services regarding an Aquatic & Recreation Facility Feasibility Study with Brinkley Sargent Wiginton Architects in the amount of \$106,450; and declaring an effective date - Jack Jones, Director of Parks and Recreation

Attachments: [Memo regarding the Feasibility Study Agreement](#)
[Resolution.Brinkley Sargent Wiginton Architects](#)
[Seguin Aquatic and Recreation Facility Feasibility Study Proposal](#)

- j. [24-357](#) Ordinance on first reading adopting a 100% property tax exemption for qualifying child-care facilities as authorized under Texas Tax Code Section 11.36 and Article VIII, Section 1-R of the Texas Constitution; providing a repealing clause; providing a severability clause; and establishing and effective date - Alora Wachholz, Deputy Director of Economic Development
Attachments: [08-06-2024 Council - Qualified Child-Care Facility Tax Exemption Ordinance - F ORD 2024-XX_Child-care Facility Tax Exemption](#)
- k. [24-359](#) Resolution authorizing the City Manager to execute a Management Services Agreement with the Seguin Economic Development Corporation; and declaring and effective date - Josh Schneuker, Director of Economic Development
Attachments: [CC Memo \(FY 25 Management Services Agreement\)](#)
[CC Resolution FY 25 MGMT Services Agreement](#)
[FY 2025 Management Services Agreement FINAL](#)
[SEDC Resolution 2024-14 MSA Between SEDC and City of Seguin for FY25](#)
- l. [24-360](#) Resolution authorizing the City Manager to execute a Chapter 380 Agreement with the Seguin Economic Development Corporation for the repayment of construction costs associated with the Interstate 10 and FM 464 water line project - Josh Schneuker, Director of Economic Development
Attachments: [CC Memo \(Chapter 380 - I-10 & FM 464 Water Line Project Repayment\)](#)
[CC Resolution \(I-10 & FM 464 Water Line Project 380 Agreement\)](#)
[FINAL - Chapter 380 Agreement \(I-10 & 464 Water Line Project Repayment\)](#)
[SEDC Resolution 2024-11 Chapter 380 with City of Seguin for I10 and FM 464](#)
- m. [24-366](#) Resolution authorizing an amendment to the 2023-2024 Seguin Economic Development Corporation Budget - Josh Schneuker, Director of Economic Development
Attachments: [CC Memo \(SEDC Budget Amendment 4\)](#)
[CC Resolution FY 25 SEDC Budget](#)
[SEDC Resolution 2024-13 FY24 Budget Amendment](#)
- n. [24-365](#) Resolution adopting the Fiscal Year 2024-2025 Seguin Economic Development Corporation Budget - Josh Schneuker, Director of Economic Development
Attachments: [SEDC Budget Overview FY 2025](#)
[CC Resolution FY 25 SEDC Budget](#)
[SEDC Resolution 2024-15 Adopting FY25 Budget](#)
- o. [24-344](#) Resolution ordering a General Election to be held on November 5, 2024, for the purpose of electing a Mayor and City Council members for Districts 1, 2, 4, 6; ordering that Notice of Election be published; authorizing the City

Manager to execute a Joint Election Agreement; and declaring an effective date - Kristin Mueller, City Secretary

Attachments: [2024 Election Memo](#)
[Resolution Ordering November 5, 2024 Election](#)
[Order of Election November 2024 Exhibit 1](#)
[2024 Election Notice Final Exhibit 2](#)
[Joint Election Agreement November 5, 2024 Election Exhibit 3](#)

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. [24-090](#) Pursuant to Section 551.087 of the Texas Government Code - Deliberation Regarding Economic Development Negotiations (1) to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations. (2) to deliberate the offer of a financial or other incentive to a business prospect.
- Project Jackpot
 - Project DIY
- b. [24-340](#) Pursuant to Section 551.071 of the Texas Government Code - Consultation with Attorney for the City Council to deliberate and/or consult with and seek advice from its attorney(s) regarding contemplated and/or pending litigation involving the City of Seguin. Possible action may follow in Open Session.
- c. [24-358](#) Pursuant to Sections 551.071(2) and 551.072 of the Texas Government Code - Consultation with Attorney regarding the purchase and/or value of real property along SH46 in Guadalupe County, Texas. Possible action may follow in Open Session.

10. Reconvene into Open Session and take action on items as a result of Closed Session, 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 2nd day of August 2024 at 4:15 p.m.

Kristin Mueller
City Secretary

The City of Seguin is committed to compliance with the Americans with Disabilities Act (ADA). Reasonable accommodations and equal access to communications will be provided to those who provide notice to the City Secretary at (830) 401-2468 at least 48 hours in advance. This meeting site is accessible to disabled persons.