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## City of Seguin

210 E. Gonzales Street  
Seguin TX, 78155

### Public & Virtual Meeting Agenda

### City Council

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Tuesday, February 18, 2025

5:30 PM

Council Chambers

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This meeting can be viewed live at:

[https://cityofsequintx.granicus.com/MediaPlayer.php?publish\\_id=a9e029a1-2e07-4fd2-a5b8-a9a0c2c397ed](https://cityofsequintx.granicus.com/MediaPlayer.php?publish_id=a9e029a1-2e07-4fd2-a5b8-a9a0c2c397ed)

1. **Call to Order**
2. **Invocation - Evangelist Yvonda Quarles, Sweet Home Baptist 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. [25-105](#) Presentation of the JustServe Hero Award. - Selina Medina, JustServe
  - b. [25-106](#) Presentation and possible direction to staff regarding the space and fence requirements for maintaining livestock within the City of Seguin. - Steve Parker, City Manager  
**Attachments:** [Fence and Space Requirements for Livestock](#)  
[Section 14.164 Space and fence requirements](#)
7. **Consent Agenda**
  - a. [25-099](#) Minutes of the February 4, 2025 City Council Regular Meeting.

**Attachments:** [CC Minutes 02042025](#)

- b. [25-115](#) Check Report February 1, 2025 through February 14, 2025.

**Attachments:** [Check Report 02012025 - 02142025](#)

- c. [25-093](#) Resolution of the City Council of the City of Seguin, Texas, approving the submission of an application to the Alamo Area Metropolitan Planning Organization Surface Transportation Improvement Program FY 2027-2030 Transportation Improvement Program to fund improvements to Martindale Road; committing matching funds for the project grant; authorizing the City Manager to execute all documents associated with the submission; and declaring an effective date. - Melissa Reynolds, PE, MPA, CFM - Director of Engineering & Capital Projects

**Attachments:** [Memo Martindale Road Extension STGB Grant Application](#)

[Resolution Martindale Extension MPO TIP](#)

[E Martindale Road Exhibit](#)

- d. [25-094](#) Resolution of the City Council of the City of Seguin, Texas, approving the submission of an application to the Alamo Area Metropolitan Planning Organization Surface Transportation Improvement Program FY 2027-2030 Transportation Improvement Program to fund improvements to Stempel Street; committing matching funds for the project grant; authorizing the City Manager to execute all documents associated with the submission; and declaring an effective date. - Melissa Reynolds, PE, MPA, CFM - Director of Engineering & Capital Projects

**Attachments:** [Memo Stempel Street STGB Grant Application](#)

[Resolution Stempel Street MPO TIP](#)

[Stempel Street Exhibit](#)

- e. [25-095](#) Resolution of the City Council of the City of Seguin, Texas, approving the submission of an application to the Alamo Area Metropolitan Planning Organization Surface Transportation Improvement Program FY 2027-2030 Transportation Improvement Program to fund improvements to US 90 and SH 46; committing matching funds for the project grant; authorizing the City Manager to execute all documents associated with the submission; and declaring an effective date. - Melissa Reynolds, PE, MPA, CFM - Director of Engineering & Capital Projects

**Attachments:** [Memo US 90 and SH 46 TA Grant Application](#)

[Resolution US 90 and SH 46 Trail MPO TIP](#)

[US 90, SH 46 Exhibit](#)

- f. **25-104** Resolution authorizing the auction of excess vehicles and equipment; and providing an effective date. - John Donnelly, Public Works Director

**Attachments:** Auction Memo.02182025

Auction Resolution.02182025

- g. [25-043](#) Ordinance on second reading amending the Seguin Unified Development Code, Chapter 5, Section 5.4; providing for an effective date; providing for publication of this ordinance; and authorizing City Staff to submit this ordinance as a supplement to the Code of Ordinances. - Melissa Reynolds, PE, MPA, CFM - Director of Engineering | Capital Projects  
**Attachments:** [2025-02-04 Section 5.4 Memo](#)  
[Section 5.4 Redlines](#)  
[RAATG Table 1. Street Design Standards](#)  
[2025-01 PZ Commission Report](#)  
[2025-02-04 UDC Section 5.4 Ordinance Draft](#)
- h. [25-044](#) Ordinance on second reading amending the City of Seguin's Code of Ordinances Appendix C - Fee Schedule, Appendix A - Unified Development Code to amend the sidewalk fee-in-lieu when waiver is granted. - Melissa Reynolds, PE, MPA, CFM - Director of Engineering | Capital Projects  
**Attachments:** [2025-02-04 Sidewalk Fee Memo](#)  
[2025-02-04 Sidewalk Fee Ordinance Draft](#)
- i. [ZC 26-24 CC](#) Ordinance on second reading to consider a zoning change from Multi-family High Density (MF-3) to Commercial (C) for a property located at the 2600-2700 block of State Highway 46 North, Property ID: 172978, (ZC 26-24). - Pamela Centeno, Director of Planning & Codes  
**Attachments:** [Staff Memo ZC 26 24](#)  
[Planning Commissioner Report and packet ZC 26 24](#)  
[ZC 26-24 Ordinance](#)  
[ZC2624 ExhibitA CC](#)
- j. [ZC 27-24 CC](#) Ordinance on second reading to consider a zoning change from Single Family Residential (R-1) to Commercial (C) for property located at 208 Preston Dr., Property ID: 21433, (ZC 27-24). - Pamela Centeno, Director of Planning & Codes.  
**Attachments:** [Staff Memo ZC 27 24](#)  
[ZC 27-24 Ordinance](#)  
[Planning Commission Report and packet ExhibitA CC](#)
- k. [ZC 28-24 CC](#) Ordinance on second reading to consider a zoning change from Single Family Residential (R-1) to Commercial (C) for the property located on Preston Dr., Property ID: 59022, (ZC 28-24). - Pamela Centeno, Director of Planning & Codes

**Attachments:** [Staff Memo ZC 28 24](#)  
[ZC 28-24 Ordinance](#)  
[Planning Commission Report and Packet](#)  
[ExhibitA\\_CC](#)

- I. [ZC 29-24 CC](#) Ordinance on second reading to consider a zoning change from Commercial (C) and Agricultural-Ranch (A-R) to Public (P) for six properties located at the 2600 through 3000 block of N Guadalupe Street, Property IDs: 51463,51460, 51459, 51255, 51253, and 51251, (ZC 29-24). - Pamela Centeno, Director of Planning & Codes.

**Attachments:** [Staff Memo ZC 29 24](#)  
[Planning Commission Report and packet](#)  
[ZC 29-24 Ordinance](#)  
[ZC2924 ExhibitA\\_CC](#)

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

- a. [25-103](#) Resolution authorizing the purchase of three hundred (300) electric meters for use by the City's Electric and Utility Services Department; and declaring an effective date. - Freddy King, Manager of Electric Utilities

**Attachments:** [Council Memo 2-18-2025](#)  
[Resolution 2-18-2025](#)  
[BID TAB Electric #042](#)  
[Techline #042 Restock Quote](#)

- b. [25-102](#) Resolution approving a change order for relocating a 12-inch water main outside TxDOT right-of-way related to the 24-inch Water Transmission Main Project; and declaring an effective date. - Terri Lynn Ruckstuhl, Senior Utilities Engineer.

**Attachments:** [Council Memo 2-18-2025](#)  
[Resolution 2-18-2025](#)  
[Change Order No. 4 \(2\)](#)

- c. [25-096](#) Resolution approving a bond resolution previously adopted by the Board of Directors of the Schertz/Seguin Local Government Corporation authorizing the issuance of obligations designated as "Schertz/Seguin Local Government Corporation Contract Revenue Improvement Bonds, New Series 2025"; acknowledging that these bonds will be sold pursuant to the provisions of a purchase contract; ratifying, reconfirming, and readopting the provisions of a regional water supply contract executed between the City of Schertz, Texas, the City of Seguin, Texas, and the Schertz/Seguin Local Government Corporation; authorizing the Mayor, the City Manager, and the City Secretary of the City of Seguin, Texas to execute on behalf of the City of Seguin, Texas all documents in connection with this transaction; and other matters in connection therewith. - Andrew McBride, SSLGC

General Manager

**Attachments:** [SSLGC Bond Resolution](#)

- d. [25-101](#) 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 2025-2026](#)  
[2025-2026 JAAM PARENT HANDBOOK](#)  
[Ordinance No. 2024-089 \(1\)\(JAAM\)\(Final\)](#)
- e. [25-110](#) Resolution declaring a necessity for the acquisition of a permanent utility easement and temporary construction easement on a parcel of land in the A. Mansolo Survey, Abstract No. 29, Guadalupe County, Texas, being a portion of a called 153.55-acre tract of land described in deed to Walton Texas, LP recorded in Document No. 202199043119 of the Official Public Records of Guadalupe County, Texas for the purpose of the installation, construction, operation, maintenance, repair, upgrade and removal of multiple water, wastewater and reuse water transmission lines and related above and below group appurtenances on the River Oaks Wastewater Project and authorizing the institution of condemnation proceedings to acquire said property interest to the extent negotiations are unsuccessful. Council may opt to hold portion(s) of this item in Closed Session, pursuant to Sections 551.071 and 551.072 of the Texas Government Code. Any actions will be taken in Open Session.
- f. [25-111](#) Resolution declaring a necessity for the acquisition of a permanent utility easement and temporary construction easement on a parcel of land in the H. Branch Survey, A-6, Guadalupe County, Texas, being on a called 5.730-acre tract of land conveyed to William T. Funderburg and Patricia A. Funderburg recorded in Document No. 2015001341 of the Official Public Records of Guadalupe County, Texas for the purpose of the installation, construction, operation, maintenance, repair, upgrade and removal of multiple water, wastewater and reuse water transmission lines and related above and below group appurtenances on the SH123 12" Waterline Relocation Project and authorizing the institution of condemnation proceedings to acquire said property interest to the extent negotiations are unsuccessful. Council may opt to hold portion(s) of this item in Closed Session, pursuant to Sections 551.071 and 551.072 of the Texas Government Code. Any actions will be taken in Open Session.
- g. [25-112](#) Resolution declaring a necessity for the acquisition of a permanent utility easement and temporary construction easement on a parcel of land in the J.D. Clements Survey, Abstract No. 11, Guadalupe County, Texas, being

on a called 5.964-acre tract of land conveyed to Lauren Elizabeth Hollingsworth, Trustee of the Robert Besson Trust dated November 29, 2023 recorded in Document No. 202499001182 of the Official Public Records of Guadalupe County, Texas for the purpose of the installation, construction, operation, maintenance, repair, upgrade and removal of multiple water, wastewater and reuse water transmission lines and related above and below ground appurtenances on the SEDC 121 Project and authorizing the institution of condemnation proceedings to acquire said property interest to the extent negotiations are unsuccessful. Council may opt to hold portion(s) of this item in Closed Session, pursuant to Sections 551.071 and 551.072 of the Texas Government Code. Any actions will be taken in Open Session.

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. [25-107](#) Section 551.074 - Personnel Matter; Annual Evaluation of the City Manager and amending the Employment Agreement.
- b. [25-108](#) Section 551.071 - Consultation with Attorney; to receive attorney advice and consultation regarding the rights, duties, and obligations of the SEDC in regard to the Economic Development Performance Agreement with Yukon Venture Partners, LLC.
- c. [25-114](#) Section 551.087 - 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.  
- Downtown Projects

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

- a. [25-113](#) Resolution of the City Council the City of Seguin, Texas amending the Employment Agreement for the City Manager and authorizing the Mayor to execute such agreement. - Donna Dodgen, Mayor
- b. [25-109](#) Possible discussion and action regarding the Economic Development Performance Agreement between the SEDC and Yukon Venture Partners, LLC. - Josh Schneker, Economic Development Director

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 14th day of February before 2:00 P.M.

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**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.