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City of Seguin

210 E. Gonzales Street
Seguin TX, 78155

Meeting Minutes

City Council

Tuesday, February 18, 2025

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 - Evangelist Yvonda Quarles, Sweet Home Baptist 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:**

Chris Rangel, 606 Dolle, introduced Hailey with Texas Lutheran University and invited everyone to participate in the West End Neighborhood Project Clean-Up that will take place on Saturday, March 1st from 8-11:30 A.M. He announced that the hours of operation were firm and that they will not accept hazardous waste, tires, or brush. Also, he gave out his phone number in case anyone was willing to help or provide a trailer. Mr. Rangel thanked the City of Seguin and Waste Connections, LLC for their continued support. Also, he added that he really likes the new backstops at Pachanga Park.

Police Chief Jason Brady recognized the employees that received the Police Departments annual awards:

*Civilian of the Year, Brendon Moore, Animal Services Field Supervisor
Rookie of the Year, Blakely Harvey, Police Officer
DWI Enforcement, Michael Godinez, Police Officer
Officer of the Year, Tracy Wilson, Police Officer
Supervisor of the Year, Jesse Lopez, Police Corporal
30 Years of Service, Willie Ybarra, Police Officer*

Mayor Dodgen announced that she wanted to recognize the award winners at this meeting because the Police Department hosted the City's Christmas Party this year so they did not have their normal awards banquet.

Police Chief Jason Brady invited all to participate in the Citizens Police Academy.

Parks and Recreation Director Jack Jones gave an update on the status of the Central Park Fountain, stating that the lights work on it now, but there is a leak in the base of the fountain and it loses about a foot of water a day. There is someone scheduled to come detect the leak on Thursday.

Jackson Biesenbach, 362 E. Cedar, stated that he likes Steve Parker because he says the right things and does the right things. He said Mr. Parker deserves to still be the City Manager because he is nice and kind.

Fire Chief Dale Skinner invited all to participate in the Citizens Fire Academy Class, where attendees not only learn about the department but get to experience it by doing things like putting on bunker gear, using a fire hose and the jaws of life. Registration is open to anyone who lives or works in Seguin. Classes are held on Thursdays and start on Thursday, March 27th.

Public Works Director John Donnelly reminded that the Household Hazardous Waste collection will be held on Saturday, March 8, 2025 from 8am to noon at the Seguin Coliseum.

Mayor Dodgen thanked Mr. Donnelly for facilitating the Hazardous Waste Collection event as it is difficult to host and it takes a lot of reporting as everything that is taken in must be documented and accounted for. She informed that the event will be funded by grant money.

6. Presentation

- a. [25-105](#) Presentation of the JustServe Hero Award. - Selina Medina, JustServe

Indexes:

Mayor Dodgen and Selina Medina, with JustServe City, presented the 1st Quarter JustServe Hero Award to Donna Bohnenberger for her outstanding efforts to unite the community. Ms. Medina informed that Ms. Bohnenberger is currently volunteering at 3 projects, Christian Cupboard, Community Cycles, and Habitat for Humanity.

Ms. Medina informed that there have been over 800 new accounts added since Seguin became a JustServe City.

Ms. Bohnenberger commented that she thinks JustServe is a wonderful program and provides a variety of ways to serve.

This Presentation was presented

- 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

Indexes:

Mayor Dodgen announced that this item has been pulled from the agenda.

7. Consent Agenda

Approval of the Consent Agenda

A motion was made by Councilmember Keller, seconded by Councilmember Rea, to approve the Consent Agenda. 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. [25-099](#) Minutes of the February 4, 2025 City Council Regular Meeting.

Indexes:

These Minutes were approved.

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

Indexes:

The Check Report was acknowledged.

- 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

Indexes:

This Resolution was approved.

Enactment No: RES 2025R-014

- 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

Indexes:

This Resolution was approved.

Enactment No: RES 2025R-015

- 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

Indexes:

This Resolution was approved.

Enactment No: RES 2025R-042

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

Indexes:

This Resolution was approved.

Enactment No: RES 2025R-043

- 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

Indexes:

This Ordinance was adopted.

Enactment No: ORD 2025-007

- 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

Indexes:

This Ordinance was adopted.

Enactment No: ORD 2025-008

- 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

Indexes:

This Zoning Ordinance was adopted.

Enactment No: ORD 2025-009

- 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.

Indexes:

This Zoning Ordinance was adopted.

Enactment No: ORD 2025-010

- 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

Indexes:

This Zoning Ordinance was adopted.

Enactment No: ORD 2025-011

- l. [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.

Indexes:

This Zoning Ordinance was adopted.

Enactment No: ORD 2025-012

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

Indexes:

Utilities Director Tim Howe informed that he will present this item because Freddy King is attending his son's play-off basketball game. Mr. Howe informed that in 2008 the City implemented an automated meter reading system (AMR) for both water and electric meters that allowed the City to move away from a handheld meter reading system. Aclara Technologies is the software provider that was selected. Techline, Inc.

is the City's account holder and who the City must purchase Aclara products from. This resolution would authorize the purchase of 300 meters for a total cost of \$63,432. Funding for this purchase will come from the Utility Fund Electric Inventory account.

A motion was made by Councilmember Gaytan, seconded by Councilmember Carlsson, 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: RES 2025R-044

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.

Indexes:

Senior Utilities Engineer Terri Ruckstuhl explained that the presented change order is for required additional services to relocate the existing 12-inch water main out of TxDOT right -of-way along SH-123 Bypass to within the existing easement of the 24-inch transmission main that is currently under construction. Additionally, the existing 8" water main crossings along SH-123 Bypass will be replaced with 12-inch water main crossings. Guerra Underground, LLC provided the City with a proposal in the amount of \$1,411,588.70, and staff is requesting an additional \$138,411.30 for contingency, for a change order total not to exceed \$1,550,000. Funding for this project will be provided through certificates of obligation.

A motion was made by Councilmember Rea, seconded by Councilmember Eveld, 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: RES 2025R-045

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

Indexes:

Schertz Seguin Local Government Corporation (SSLGC) General Manager Andrew McBride stated that this resolution approves the bond resolution previously adopted by SSLGC and mentioned that the City of Schertz City Council is considering this item on their agenda tonight as well.

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: RES 2025R-046

d. [25-101](#)

Ordinance on second 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.

Indexes:

Parks and Recreation Director Jack Jones reminded that the City may be exempted from the Texas Department of Family and Protective Services licensing requirements for child-care facilities if certain criteria is met. To meet that criteria, the City must hold an annual Public Hearing regarding the Standards of Care for Youth Recreation Programs and formally adopt it by ordinance. The ordinance must include staffing ratios, staff qualifications, facility, health and safety standards and the method used to monitor and enforce those standards. Additionally, the Standards of Care must be provided to the parents of each program participant and parents must be informed that the program is not operated or advertised as a licensed daycare. Mr. Jones explained that the differences in this year's Standards of Care is that a \$10 cancellation fee has been for the Summer Day Camp Program and a Swim Ability Waiver have been added. Updates to the volunteer and visitor policy were made as well.

Mr. Jones informed that the Parks and Recreation Commission approved the proposed changes to the Standards of Care at their February 3rd meeting.

Mayor Dodgen opened the Public Hearing at 5:56 P.M.

There being no public comments, Mayor Dodgen closed the Public Hearing at 5:56 P.M.

A motion was made by Councilmember Carter, seconded by Councilmember Keller, that this 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

Enactment No: ORD 2025-013

9. Closed Session

Mayor Dodgen recessed the Open Session and convened into Closed Session at 6:01 P.M.

- a. [25-107](#) Section 551.074 - Personnel Matter; Annual Evaluation of the City Manager and amending the Employment Agreement.

Indexes:

No action was taken during Closed Session.

- 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.

Indexes:

No action was taken during Closed Session.

- 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

Indexes:

No action was taken during Closed Session.

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

Mayor Dodgen adjourned Closed Session and reconvened into Open Session at 8:47 P.M.

- 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 group 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.

Indexes:

A motion was made by Councilmember Carter, seconded by Councilmember Gaytan, 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: RES 2025R-049

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.

Indexes:

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: RES 2025R-047

- 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.

Indexes:

A motion was made by Councilmember Keller, seconded by Councilmember Rea, that this Action Item 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. [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

Indexes:

Councilmember Biesenbach said that this community and City Council supports Mr. Parker. They see the things that he does and the actions he takes. He also said that it was widely reported what happened with Wendy's squirrel and the action Mr. Parker took for that young man speaks volumes to his character. Councilmember Biesenbach said they want to continue to see him be an asset to the community and they don't want him to go anywhere.

Mayor Pro Tem Carter said Mr. Parker has the support of the community, the City Council, and all the employees of the City of Seguin. She said we are grateful and blessed and better for having him here.

Mr. Parker said that he is very proud of everything that has been accomplished this year, but it was a group effort between City Council and City staff. He is blessed to have everyone on the team rowing in the same direction. The list of accomplishments are long and it changing the trajectory of were this city is heading. He said this is one of the greatest opportunities he has ever had and he would do anything to help this City. He said he hopes that it shows because he dedicates every ounce of his efforts into making this City better and the team is doing great things. He thanked City

Council for the opportunity to serve this community.

Councilmember Keller said that Mr. Parker shows a lot of love to the community and the community gives it right back to him. Mr. Keller opined that it is the same situation with the staff. He said Mr. Parker surrounded himself with a wonderful team and does a great job of supporting them and showing them they are appreciated.

A motion was made by Councilmember Biesenbach, seconded by Councilmember Carter, 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: RES 2025R-050

- b. [25-109](#) Possible discussion and action regarding the Economic Development Performance Agreement between the SEDC and Yukon Venture Partners, LLC. - Josh Schneuker, Economic Development Director

Indexes:

This Action Item was withdrawn.

11. Adjournment

Mayor Dodgen adjourned the meeting at 8:57 P.M.

Donna Dodgen, Mayor

ATTEST:

Kristin Mueller, City Secretary