



# City of Seguin

210 E. Gonzales Street  
Seguin TX, 78155

## Meeting Minutes

### City Council

---

Tuesday, January 18, 2022

5:30 PM

Council Chambers

---

#### Public & Virtual

#### 1. Call to Order

*The City Council met in a REGULAR Called Meeting on Tuesday, January 18, 2022 at 5:30 pm in the City Hall Council Chambers, City Hall, 210 East Gonzales in City of Seguin, with Mayor Donna Dodgen presiding.*

#### 2. Invocation - Council Member Sonia Mendez

#### 3. Pledge of Allegiance/Salute to the Texas Flag

#### 4. Roll Call

**Excused:** 2 - Council Member Jeremy Roy, and Council Member Chris Aviles

**Present:** 5 - Council Member Chris Rangel, Council Member Monica N. Carter, Council Member Sonia Mendez, Council Member Mark Herbold, and Council Member Joe Rea

**Presiding:** 1 - Mayor Donna Dodgen

#### 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. Discussion of any item not on the agenda 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.**

*Julian Leal  
849 Prexy  
Seguin, Tx*

*Mr. Leal stated it is a great idea to beautify the City of Seguin. Walnut Creek expanded to the Library and now it looks like it is at a stand still. We need to get back to work on this project. Also, he said suggestions for Manuel Castillo park have been made but more improvements are needed. This park is within a neighborhood with lots of children.*

*Mayor Dodgen wanted to remind everyone about the COVID mobile testing January*

24-25 at the Coliseum.

City Manager Steve Parker provided a brief update on COVID cases at GRMC. The hospital is seeing 42% to 48% Positivity rate, so it is definitely increasing. The City of Seguin saw 31 cases two weeks ago and now we are down to 2. Encourage all to wear your mask when necessary and sanitize.

## 6. Presentation

- a. [22-052](#) Presentation concerning elections and filing a vacant council seat - Andy Quittner, City Attorney

**Indexes:**

City Attorney Andy Quittner spoke about the vacancy of Council District 7. About ten years ago the City of Seguin choose to go with the uniform election date in November. The City Charter says a vacancy is to be filled with holding a Special Election. This would require contracting with the County Election Administration and of course now they are working on the Primary Election for March, which could have run-off elections putting them into May/June. If we were to call a Special Election the individual would be filing an expiration term of about 5 months and then would need to seek election again in November 2022. If this person were to win he would not be eligible to serve two full four year terms as the City Charter reads today.

City Manager Steve Parker said one concern is the Redistricting process is about to begin, which should be completed by June 2022, and if the Special Election was held in May by the time the redistricting is completed this person may not live within that district.

We are going to need to look at making amendments to the City Charter in the November 2022 election.

## 7. Consent Agenda

**A motion was made by Council Member Herbold, seconded by Council Member Mendez, that this be approved on the Consent Agenda. The motion carried by the following vote:**

**Excused:** 2 - Council Member Roy, and Council Member Aviles

**Presiding:** 1 - Mayor Dodgen

**Aye:** 5 - Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, and Council Member Rea

- a. [22-015](#) City Council Meeting Minutes of January 4, 2022

**Indexes:**

**The minutes of January 4, 2022 were approved**

- b. [ZC 32-21 CC](#) Ordinance on second and final reading to consider a zoning change from Single-Family Residential 1 (R-1) to Commercial (C) for two properties located at 1207 N Austin St, Property Ids 23122 & 23125 (ZC 32-21)

**Indexes:****This Zoning Ordinance was adopted**

Enactment No: ORD 2022-007

- c. [ZC 34-21 CC](#) Ordinance on second and final reading to consider a zoning designation to Agricultural-Ranch (A-R) for a property located at 2161 Manor Dr, Property Id 50514 (ZC 34-21)

**Indexes:****This Zoning Ordinance was adopted**

Enactment No: ORD 2022-008

- d. [ZC 36-21 CC](#) Ordinance on second and final reading to consider a zoning change request from Agricultural Ranch (A-R) to Commercial (C) for property located at State Highway 123 Bypass between Tor Drive and Wagon Trail, Property ID 57214 (ZC 36-21)

**Indexes:****This Zoning Ordinance was adopted**

Enactment No: ORD 2022-009

- e. [ZC 35-21 CC](#) Ordinance on second and final reading to consider a Zoning Change from Commercial (C) to Multi-Family High Density (MF-3) for property located at the 3500 Blk of N. Austin St, Property ID: 56432, (ZC 35-21)

**Indexes:****This Zoning Ordinance was adopted**

Enactment No: ORD 2022-010

- f. [ZC 37-21 CC](#) Ordinance on second and final reading to consider a Zoning Change request from Agricultural Ranch (A-R) to Commercial (C) for property located at State Highway 46 and Cordova Rd, Property ID 175347 (ZC 37-21)

**Indexes:****This Zoning Ordinance was adopted**

Enactment No: ORD 2022-011

- g. [ZC 40-21 CC](#) Ordinance on second and final reading to consider a Zoning Change from Agricultural Ranch (A-R) to Single-Family Residential (R-2) for 119.085 acres and 9.950 acres to Commercial (C) for properties located at the NE Corner of SH 123 & Timmermann Rd, Property ID(s): 52517 & 52715, (ZC 40-21)

**Indexes:**

**This Zoning Ordinance was adopted**

Enactment No: ORD 2022-012

- h. [ZC 41-21 CC](#) Ordinance on second and final reading to consider a zoning change from Agricultural Ranch (A-R) to Single-Family Residential (R-2) for a property located at 660 Timmermann Rd, Property ID: 52518, (ZC 41-21)

**Indexes:****This Zoning Ordinance was adopted**

Enactment No: ORD 2022-013

- i. [22-014](#) Ordinance on second and final reading amending the Seguin Code of Ordinances, Appendix C - Fee Schedule, relevant portions of Chapter 74-Parks and Recreation

**Indexes:****This Ordinance was adopted**

Enactment No: ORD 2022-014

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

- a. [22-041](#) Resolution by the City Council of the City of Seguin, Texas authorizing and approving publication of notice of intention to issue Certificates of Obligation; complying with the requirements contained in securities and exchange commission rule 15c2-12; and providing an effective date - Duane Westerman, SAMCO Capital Markets, Inc.

**Indexes:**

**A motion was made by Council Member Rea, seconded by Council Member Rangel, that this Resolution be approved. The motion carried by the following vote:**

**Excused:** 2 - Council Member Roy, and Council Member Aviles

**Presiding:** 1 - Mayor Dodgen

**Aye:** 5 - Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, and Council Member Rea

Enactment No: RES 2022-010

- b. [22-028](#) Resolution authorizing a license agreement with Guadalupe County for use of city property within the street right-of-way in front of the proposed Veteran's Outreach Center on East Weinert Street; authorizing the City Manager to execute the license agreement; and declaring an effective date - Andy Quittner, City Attorney

**Indexes:**

**A motion was made by Council Member Rangel, seconded by Council Member Herbold, that this Resolution be approved. The motion carried by the following vote:**

**Excused:** 2 - Council Member Roy, and Council Member Aviles

**Presiding:** 1 - Mayor Dodgen

**Aye:** 5 - Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, and Council Member Rea

Enactment No: RES 2022-011

**c.**     [22-050](#)

Resolution of the City Council of Seguin, Texas approving a one-year extension of the agreements with Brauntex Materials, Green Dream International and Vulcan Construction Materials to supply road materials needed by various City departments; and declaring an effective date - Twila Wood, Purchasing Manager

**Indexes:**

**A motion was made by Council Member Carter, seconded by Council Member Mendez, that this Resolution be approved. The motion carried by the following vote:**

**Excused:** 2 - Council Member Roy, and Council Member Aviles

**Presiding:** 1 - Mayor Dodgen

**Aye:** 5 - Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, and Council Member Rea

Enactment No: RES 2022-012

**d.**     [22-055](#)

Resolution of the City Council of Seguin, Texas approving a one-year extension of the agreement with Brenntag Southwest Inc. to supply liquid chlorine; and declaring an effective date - Twila Wood, Purchasing Manager

**Indexes:**

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

**Excused:** 2 - Council Member Roy, and Council Member Aviles

**Presiding:** 1 - Mayor Dodgen

**Aye:** 5 - Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, and Council Member Rea

Enactment No: RES 2022-013

**e.**     [22-057](#)

Approving the sculpture design for the Seguin Squirrel Trail - Blaire Friar, Main Street & CVB Assistant Director

**Indexes:**

**A motion was made by Council Member Rangel, seconded by Council Member Mendez, that the sculpture design for the Seguin Squirrel Trail be approved. The squirrels will be placed at different locations throughout the city. The motion carried by the following vote:**

**Excused:** 2 - Council Member Roy, and Council Member Aviles

**Presiding:** 1 - Mayor Dodgen

**Aye:** 5 - Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, and Council Member Rea

**f. [22-019](#)**

Resolution of the City Council of the City of Seguin, Texas, authorizing the submission of an application to the U.S. Department of Commerce for funding through the Economic Development Administration's (EDA) FY2021 American Rescue Plan Act Economic Adjustment Assistance and authorizing the City Manager to act as the City's Executive Officer and Authorized Representative in all matters pertaining the City's participation in the grant program - Kathy Wood, Grant Administrator

**Indexes:**

**A motion was made by Council Member Herbold, seconded by Council Member Rea, that this Resolution be approved. The motion carried by the following vote:**

**Excused:** 2 - Council Member Roy, and Council Member Aviles

**Presiding:** 1 - Mayor Dodgen

**Aye:** 5 - Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, and Council Member Rea

Enactment No: RES 2022-014

**g. [22-040](#)**

Resolution of the City Council of the City of Seguin, Texas, authorizing the submission of an application to the Texas Department of Housing and Community Affairs (TDHCA) Community Development Block Grant Cares Act (CDBG-CV) for the Community Resiliency Program grant and authorizing the City Manager to act as the City's Authorized Representative and Authorized Signatory in all matters pertaining to the City's participation the grant program - Kathy Wood, Grant Administrator

**Indexes:**

**A motion was made by Council Member Carter, seconded by Council Member Rangel, that this Resolution be approved. The motion carried by the following vote:**

**Excused:** 2 - Council Member Roy, and Council Member Aviles

**Presiding:** 1 - Mayor Dodgen

**Aye:** 5 - Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, and Council Member Rea

Enactment No: RES 2022-015

**h.**     [22-042](#)

Resolution of the City Council for the City of Seguin, Texas, authorizing submission of a grant application in response to the Office of the Governor, Public Safety Office, Criminal Justice Division, funding announcement, General Victim Assistance Grant Program, FY2023 - Kathy Wood, Grant Administrator

**Indexes:**

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

**Excused:** 2 - Council Member Roy, and Council Member Aviles

**Presiding:** 1 - Mayor Dodgen

**Aye:** 5 - Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, and Council Member Rea

Enactment No: RES 2022-016

**i.**     [22-043](#)

Resolution of the City Council for the City of Seguin, Texas, authorizing submission of a grant application in response to the Office of the Governor, Public Safety Office, Criminal Justice Division funding announcement Criminal Justice Program FY2023 - Kathy Wood, Grant Administrator

**Indexes:**

**A motion was made by Council Member Herbold, seconded by Council Member Carter, that this Resolution be approved. The motion carried by the following vote:**

**Excused:** 2 - Council Member Roy, and Council Member Aviles

**Presiding:** 1 - Mayor Dodgen

**Aye:** 5 - Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, and Council Member Rea

Enactment No: RES 2022-017

**j.**     [22-044](#)

Resolution of the City Council for the City of Seguin, Texas, authorizing submission of a grant application in response to the Office of the Governor, Public Safety Office, Criminal Justice Division funding announcement Rifle-Resistant Body Armor grant program for FY2023 - Kathy Wood, Grant Administrator

**Indexes:**

**A motion was made by Council Member Rea, seconded by Council Member**

**Carter, that this Resolution be approved. The motion carried by the following vote:**

**Excused:** 2 - Council Member Roy, and Council Member Aviles

**Presiding:** 1 - Mayor Dodgen

**Aye:** 5 - Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, and Council Member Rea

Enactment No: RES 2022-018

**k.**     [22-036](#)

Resolution approving the Seguin Economic Development Corporation's Grant of Right of Way, Utility Easement and Temporary Construction Easement; and providing an effective date - Josh Schneuker, Director of Economic Development

**Indexes:**

**A motion was made by Council Member Herbold, seconded by Council Member Rangel, that this Resolution be approved. The motion carried by the following vote:**

**Excused:** 2 - Council Member Roy, and Council Member Aviles

**Presiding:** 1 - Mayor Dodgen

**Aye:** 5 - Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, and Council Member Rea

Enactment No: RES 2022-019

**I.**     [22-056](#)

Direction on use of American Recovery Plan Act (ARPA) funds - Steve Parker, City Manager

**Indexes:**

*City Manager Steve Parker provided a presentation on the American Rescue Plan Recovery Act (ARPA) that awarded to the City of Seguin that allowed local government funding that would help the address economic recovery and Covid relief. The City was awarded \$7,431,596.18 and has spent \$955,394 which leaves a balance of \$6,476,202.18 in funds. During FY2021-2022 budget process, city staff identified several projects in its capital outlay requests that could be funded. We also knew that this would be a great source of funds to implement some of the City's Park Master Plan, which was adopted in FY2020. The city has developed a list of projects would like the City Council to consider which amount to \$2,829,416:*

*Recommended Projects:*

*CVB/Main Street Construction of downtown public restrooms \$300,000  
Drainage Aerial Imagery, LiDAR and Impervious Area Flight \$185,000  
Drainage Inventory and Asset Management \$100,000  
Drainage Storm Water Criteria Manual \$130,000  
Facilities Coliseum plumbing upgrade \$35,000  
Facilities City Hall refresh \$150,000  
Facilities HVAC upgrades throughout the City \$350,000  
Fire Ambulance remount\* \$175,000  
Fire Ambulance remount\* \$175,000*



FireNew ambulance chassis\$240,000  
 FireTransport ventilators\$12,000  
 GolfCart Barn relocation\$416,500  
 ITTelecom infrastructure upgrade\$132,250  
 ITCity website refresh\$60,000  
 ITDocument scanning\$80,000  
 ITCitywide disaster backup\$29,166  
 ITTyler refresh\$10,000  
 IT VMS storage expansion\$17,500  
 IT Fiber ring expansion\$100,000  
 Parks Match for outdoor movie screen\$25,000  
 Police Build temporary wall in expansion space for simulator\$10,000  
 PoliceSecurity enhancements in lobby and records (armor glass doors, armor wall, remove/rebuild small wall)\$35,000  
 PoliceMonitors and mounts for dispatch (technology mandate from Bexar Metro)\$10,000 RECOMMENDED  
 PoliceMessage board with radar capability (to be used by multiple departments)\$22,000  
 PoliceElectrical engineer and architect for design expansion space\$30,000  
 Total Items Recommendations \$2,829,416

\* Possible grant opportunity

*Additional Projects:*

Golf Course Improvements\*\$1,500,000  
 Irrigation Improvements\$1,500,000  
 Golf course rehabilitation (funded through fee increases)\$2,500,000  
 ParksWave Pool repairs\*\$350,000  
 Buildings, restrooms and grounds\$220,000  
 Wave pool \$100,000 Contingency\$30,000  
 Parks Create dedicated Pickle Ball courts\*\$750,000  
 Resurfacing of courts\$200,000  
 Court lighting\$100,000  
 Restrooms and drinking fountain\$225,000  
 Removal of old buildings\$100,000  
 Picnic pavillion with BBQ pits\$125,000  
 ParksSeguin Softball 4-Plex enhancements\*\*\$1,000,000  
 ParksBauer Park improvements\$700,000  
 Shaded playscape\$500,000  
 Large picnic pavillion with BBQ pits\$100,000  
 Fitness stations\$100,000  
 ParksAdult Volleyball Complex pole replacement\$45,000  
 ParksJuan Seguin Park basketball court\$140,000

Cost of Additional Projects \$4,485,000

\*Additional future recommended projects

\*\*possible grant opportunity

There are several item that are identified as a possible grant opportunities for which the city has applied. If the grants are received this would free up additional ARPA funding.

Council Member Mark Herbold said we need to open the wave pool, kids need a pool

*for the summer, and as for raising fees at golf course, what are people willing to pay? Grass is bad shape, t-boxes are in bad shape, therefore we need to spend money at the Golf Course*

*His concern is where to relocate the cart barn. City Manager Parker said there are not many options but one idea was to locate it at the triangle as you enter. Parks & Recreation Director Jack Jones said that the triangle does not get used except for the Easter holiday, but regardless of where the cart barn is located final options should come back for City Council approval*

*Bruce Allen said that FEMA requirements are a break away net over the existing barn. The best solution is to move the barn.*

*Pickle ball courts - pull the trigger*

*Baseball fields - when it rains you have four lakes. Upgrade the fields, concessions, restrooms are required*

*Council Member Monica Carter she would like to see the city move forward on all proposed projects including as many of the additional projects. It was the decision of the City Council to move forward on funding as many projects as possible, knowing certain projects will be brought back to City Council for final decision.*

**m. [22-037](#)**

Resolution approving a Policy for the potential establishment of Public Improvement Districts as a development tool for use in the City of Seguin; setting rules and guidelines for the creation of a Public Improvement District; and declaring an effective date - Steve Parker, City Manager

**Indexes:**

*In Oct 2021 we brought a PID 101 presentation. The policy does not obligate the City but allows the Developer make an application for your consideration.*

**A motion was made by Council Member Herbold, seconded by Council Member Mendez, that this Resolution be approved. The motion carried by the following vote:**

**Excused:** 2 - Council Member Roy, and Council Member Aviles

**Presiding:** 1 - Mayor Dodgen

**Aye:** 5 - Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, and Council Member Rea

Enactment No: RES 2022-020

**n. [22-025](#)**

Resolution of the City Council of Seguin, Texas authorizing the purchase of Meter and MTU Software upgrade; and declaring an effective date - Clarence Smith, Director of Utilities and Rick Cortes, Deputy City Manager

**Indexes:**

**A motion was made by Council Member Rangel, seconded by Council Member Rea, that this Resolution be approved. The motion carried by the following vote:**

**Excused:** 2 - Council Member Roy, and Council Member Aviles

**Presiding:** 1 - Mayor Dodgen

**Aye:** 5 - Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, and Council Member Rea

Enactment No: RES 2022-021

**o.**     [22-039](#)

Resolution of the City Council of the City of Seguin, Texas approving an Enterprise Software Agreement with ESRI GIS Global Licensing and use of ESRI GIS Technology; authorizing the City Manager to execute the agreement; and declaring an effective date - Shane McDaniel, Director of IT and Travis Acklin, GIS Manager

**Indexes:**

**A motion was made by Council Member Carter, seconded by Council Member Herbold, that this Resolution be approved. The motion carried by the following vote:**

**Excused:** 2 - Council Member Roy, and Council Member Aviles

**Presiding:** 1 - Mayor Dodgen

**Aye:** 5 - Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, and Council Member Rea

Enactment No: RES 2022-022

**p.**     [22-035](#)

Resolution authorizing the purchase and installation of emergency power generators at five water distribution facilities for Water / Wastewater Utilities; and declaring an effective date - Timothy J. Howe, Director - Water / Wastewater Utilities

**Indexes:**

**A motion was made by Council Member Rea, seconded by Council Member Rangel, that this Resolution be approved. The motion carried by the following vote:**

**Excused:** 2 - Council Member Roy, and Council Member Aviles

**Presiding:** 1 - Mayor Dodgen

**Aye:** 5 - Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, and Council Member Rea

Enactment No: RES 2022-023

**q.**     [22-017](#)

Resolution approving the Bid Award - Purchase of a 2022 Pierce Ladder Truck from Pierce Manufacturing through BuyBoard Cooperative Purchasing Agreement; and declaring an effective date - Dale Skinner, Fire/EMS Chief

**Indexes:**

**A motion was made by Council Member Carter, seconded by Council Member Mendez, that this Resolution be approved. The motion carried by the following vote:**

**Excused:** 2 - Council Member Roy, and Council Member Aviles

**Presiding:** 1 - Mayor Dodgen

**Aye:** 5 - Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, and Council Member Rea

Enactment No: RES 2022-024

r. [22-027](#)

Resolution authorizing the lease/purchase of thirteen (13) Police vehicles for the Police Department - Terry Nichols, Police Chief

**Indexes:**

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

**Excused:** 2 - Council Member Roy, and Council Member Aviles

**Presiding:** 1 - Mayor Dodgen

**Aye:** 5 - Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, and Council Member Rea

Enactment No: RES 2022-025

s. [22-029](#)

Resolution approving a letter of engagement with Charles R. Kimbrough of Bickerstaff, Heath, Delgado, Acosta, LLP for assistance with redistricting; and setting an effective date - Andy Quittner, City Attorney

**Indexes:**

**A motion was made by Council Member Herbold, seconded by Council Member Mendez, that this Resolution be approved. The motion carried by the following vote:**

**Excused:** 2 - Council Member Roy, and Council Member Aviles

**Presiding:** 1 - Mayor Dodgen

**Aye:** 5 - Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, and Council Member Rea

Enactment No: RES 2022-026

t. [22-021](#)

Committee Appointment:  
a. Redistricting

**Indexes:**

**A motion was made by Council Member Mendez, seconded by Council Member Carter, that Jason Bisenbach's appointment be approved. The motion carried by the following vote:**

**Excused:** 2 - Council Member Roy, and Council Member Aviles

**Presiding:** 1 - Mayor Dodgen

**Aye:** 5 - Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, and Council Member Rea

## 9. **Acknowledgment of Bills**

- a. [22-016](#) Check Report: January 3, 2022 through January 14, 2022

**Indexes:**

*The bills were acknowledged*

## 10. **Executive Session**

*The regular meeting was recessed and the council went into Executive Session at 6:58 pm. The regular meeting reconvened at 7:32 pm.*

- a. [13-053](#) Deliberation regarding Economic Development Negotiations in accordance with Section 551.071 and 551.087 - Steve Parker, City Manager

**Indexes:**

- b. [15-322](#) In accordance with Section 551.071 to hear advice from the City Attorney on matters of litigation Kingsbury v. City of Seguin - Andrew Quittner, City Attorney

**Indexes:**

## 11. **Adjournment**

*There being no further business before the council the meeting adjourned at 7:32 pm.*

---

**Donna Dodgen, Mayor**

**Attest:**

---

**Naomi Manski, City Secretary**