



Meeting Minutes - Final  
City Council

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Tuesday, January 3, 2023

5:30 PM

Council Chambers

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1. **Call to Order**

*The City Council met in a REGULAR Called Meeting on Tuesday, January 3, 2023 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 Paul Gaytan**

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

4. **Roll Call**

**Present:** 8 - Council Member Joe Rea, Council Member Sonia Mendez, Council Member Jim Lievens, Council Member Chris Rangel, Council Member Paul Gaytan, Council Member Monica N. Carter, Council Member Jason Biesenbach, and Council Member Mark Herbold

**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.**

*Council member Mark Herbold addressed the City Council stating he just wanted to say that it has truly been a pleasure, and honor to serve on the City Council and work with everyone; he enjoyed it very much and feels that together the City Council has accomplished a lot by using open minds and kind hearts.*

*Council member Sonia Mendez wanted to recognize her Mother's Birthday, Mary Ellen Mendez; stating her Mother is 84 years young today.*

*Council member Biesenbach wanted to give a shout out to the Seguin Fire, and Police Department for coming to the aid of the homeless during a freezing weather event.*

*Mayor Donna Dodgen stated seven people partook in the homeless shelter during the freeze, which consisted of placing them in each in a hotel room during the weather event.*

City Manager Steve Parker wanted to recognize and say "Thank you" to Jennifer Sourdellia, Public Information Office, and Shane McDaniel, IT Director for all their hard work and is very proud of the City's New Website, stating that it looks phenomenal, he has received a lot of compliments on how easy it is to use. Mr. Parker stated that "we would like to bring this back at the next City Council Meeting with a formal presentation."

Mayor Donna Dodgen wanted to say "Happy New Year to everyone".

## 6. Consent Agenda

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

**Presiding:** 1 - Mayor Dodgen

**Aye:** 8 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Carter, Council Member Biesenbach, and Council Member Herbold

### a.

Ordinance on second and final reading amending the Seguin Code of Ordinances, Chapter 102, Utilities, Article IX, Capital Recovery Fees, to update and make provisions for both a maximum and effective capital recovery fee for roadway facilities; providing for publication; providing a severability clause.

**Indexes:**

**Attachments:** [Memo\\_RoadwayImpactFees\\_2022](#)

[Ordinance\\_RoadwayImpactFees\\_2022](#)

[Schedule 1 - Maximum Impact Fees 2022](#)

[Schedule 2 - Impact Fee Collection Rates 2022 FINAL](#)

**This Ordinance was adopted**

Enactment No: ORD 2023-001

### b.

Ordinance on second and final reading amending the Fiscal Year 2023 General Fund Budget of the City of Seguin, Texas.

**Indexes:**

**Attachments:** [Councilman Gaytan's salary memo](#)

[Councilman Gaytan's salary](#)

**This Ordinance was adopted**

Enactment No: ORD 2023-002

### c.

Approval of Quarterly Investment Report for the Quarter Ended September 30, 2022 - Susan Caddell, Director of Finance

**Indexes:**

**Attachments:** [InvestmentReport.September30,2022](#)

**This Action Item was approved**

- d. Resolution adopting Guidelines and Criteria for Tax Abatements; and declaring an effective date - Josh Schneuker, Director of Economic Development

**Indexes:**

**Attachments:** [CC Memo-Tax Abatement Guidelines and Criteria Resolution](#)  
[2023-2025 City of Seguin Tax Abatement Criteria and Guidelines](#)

**This Resolution was approved**

Enactment No: RES 2023-001

- e. Resolution authorizing purchase of DR18 C900 PVC pipe Bid #TF-2023-12 for use of the City's Water Utilities department - Adam Ryals, Utility Warehouse Manager and Rick Cortes, Deputy City Manager

**Indexes:**

**Attachments:** [Council Memo C900 PVC - 12-28-2022](#)  
[Resolution C900 PVC Pipe](#)  
[Bid Tab C900 PVC Pipe](#)

**This Resolution was approved**

Enactment No: RES 2023-002

- f. City Council Meeting Minutes of December 20, 2022

**Indexes:**

**Attachments:** [CCMeetingMinutes 12.20.2022](#)

**The Minutes of December 20, 2022 was approved**

- g. Check List: December 19, 2022 through December 30, 2022

**Indexes:**

**Attachments:** [Check Report \(17\)](#)

**The Check List was approved**

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

a.

Public hearing and Ordinance on first reading to consider amending the Code of Ordinances and the Unified Development Code (UDC), Chapter 2, Development Applications/ Development Review Process, and other associated sections of Chapters 1, 4, and 7 of the UDC, and Appendix C, Fee Schedule of the Code of Ordinances- Pamela Centeno, Director of Planning and Codes

**Indexes:**

**Attachments:** [CC Memo DevelopmentProcess Jan2023](#)  
[Planning Commission Report](#)  
[Ordinance UDC DevelopmentProcess Final](#)

*The regular meeting was recessed and the public hearing was called to order. There being No Citizen Comments, the public hearing was adjourned and the regular meeting was reconvened.*

**A motion was made by Council Member Rangel, seconded by Council Member Biesenbach, that this Ordinance be approved on first reading. The motion carried by the following vote:**

**Presiding:** 1 - Mayor Dodgen

**Aye:** 8 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Carter, Council Member Biesenbach, and Council Member Herbold

b.

Public hearing and ordinance on first reading on amendments to the City of Seguin's Unified Development Code Chapter 4. Subdivisions and Appendix C Fee Schedule to increase flood hazard protections for existing and future residential property owners.

**Indexes:**

**Attachments:** [2023.01 City Council Memo Subdivision Flood Hazard Prevention Ordinance](#)  
[UNIFIED DEVELOPMENT CODE - CHAPTER 4 \(2023.01 redlines\)](#)  
[2022-12-05 APPENDIX C - FEE SCHEDULE Redlines Floodplain](#)  
[PZ Memo Subdivision Flood Hazard Prevention Recommendation Dec 2022](#)  
[2023.01 UDC Chapter 4 Updates](#)

*The regular meeting was recessed and the public hearing was called to order. There being No Citizen Comments, the public hearing was adjourned and the regular meeting was reconvened.*

**A motion was made by Council Member Gaytan, seconded by Council Member Rea, that this Ordinance be approved on first reading. The motion carried by the following vote:**

**Presiding:** 1 - Mayor Dodgen

**Aye:** 8 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Carter, Council Member Biesenbach, and Council Member Herbold

**c.**

Public hearing and Ordinance on first reading to consider a zoning change request from Commercial(C) to Industrial (I) for a property located along the 1800 Blk of Friesenhahn Rd, Parcel ID: 52897, (ZC 22-22)- Pamela Centeno, Director of Planning and Codes

**Indexes:**

**Attachments:** [Staff Memo ZC 22 22](#)  
[Planning Commission Report and packet](#)  
[ZC 22-22 Ordinance](#)  
[ZC2222 ExhibitA CC](#)

**This Zoning Ordinance was withdrawn**

**d.**

Public hearing and Ordinance on first reading to consider a zoning change from Single-Family Residential (R-1) to Duplex High Density (DP-2) for a property located at 772 Johnson Ave, Property ID: 45988, (ZC 23-22)- Pamela Centeno, Director of Planning and Codes.

**Indexes:**

**Attachments:** [Staff Memo ZC 23 22](#)  
[Planning Commission Report and packet](#)  
[ZC 23-22 Ordinance](#)  
[ZC23-22 ExhibitA CC](#)

*The Zoning Ordinance was requested to be postponed until February 7, 2023 by the applicant as she is out of the country.*

**This Zoning Ordinance was postponed**

**e.**

Public hearing and Ordinance on first reading to consider a zoning change from Public (P) to Commercial (C) for a property located at 3031 N. Austin St., Property ID: 145765, (ZC 24-22)- Pamela Centeno, Director of Planning and Codes.

**Indexes:**

**Attachments:** [Staff Memo ZC 24 22](#)  
[Planning Commisison Report and agenda packet](#)  
[ZC 24-22 Ordinance](#)  
[ZC2422 ExhibitA CC](#)

*The regular meeting was recessed and the public hearing was called to order. There being No Citizen Comments, the public hearing was adjourned and the regular meeting was reconvened.*

**A motion was made by Council Member Carter, seconded by Council Member Gaytan, that this Zoning Ordinance be approved on first reading. The motion carried by the following vote:**

**Presiding:** 1 - Mayor Dodgen

**Aye:** 8 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Carter, Council Member Biesenbach, and Council Member Herbold

**8. Closed Session**

*The regular meeting was recessed and the council went into Executive Session at 5:56 pm. The regular meeting reconvened at 6:41pm.*

- a. In accordance with Section 551.072 (Real Property) - Deliberation regarding potential Office Space for Main Street and CVB Department and Visitor Center - Steve Parker, City Manager

Indexes:

**9. Adjournment**

*There being no further business before the council the meeting adjourned at 6:41 pm.*

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**Donna Dodgen, Mayor**

**Attest:**

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**Kimberly Allison, Deputy City Secretary**