



City of Seguin

210 E. Gonzales Street
Seguin TX, 78155

Public & Virtual Meeting Agenda City Council

Tuesday, September 2, 2025

5:30 PM

Council Chambers

This meeting can be viewed live at:

[https://cityofseguintx.granicus.com/MediaPlayer.php?
publish_id=324129c4-c5e4-4228-8884-8a6d8f0ba2a3](https://cityofseguintx.granicus.com/MediaPlayer.php?publish_id=324129c4-c5e4-4228-8884-8a6d8f0ba2a3)

1. **Call to Order**
2. **Invocation - Hospice Chaplain Emmanuel Carpenter**
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. [25-482](#) Introduction of Seguin ISD Superintendent Dr. Jack Lee. - Mayor Donna Dodgen
 - b. [25-511](#) Presentation by the U.S. Small Business Administration, Office of Disaster Recovery and Resilience, regarding low-interest disaster loan programs available to Texas businesses, nonprofits, homeowners affected by the July 2-18, 2025 severe storms, straight-line winds, and flooding (Texas Disaster Declaration 21174). - Anna Núñez, Public Information Officer, Office of Disaster Recovery and Resilience, U.S. SBA

- c. [25-501](#) City of Seguin Financial Reports for the Nine Months Ended June 30, 2025. - Susan Caddell, Director of Finance

Attachments: [June 30, 2025 financials](#)
[June 30, 2025 Power Point](#)

7. **Consent Agenda**

- a. [25-518](#) Minutes of the August 13, 2025 City Council Workshop and the August 19, 2025 City Council Regular Meeting.

Attachments: [CC MINUTES.08132025](#)
[CC MINUTES 08192025](#)

- b. [25-519](#) Check Report August 16, 2025 through August 26, 2025.

Attachments: [Check Report 08162025 - 08262025](#)

- c. [25-520](#) Board and/or Commission Appointments. - Donna Dodgen, Mayor
a. Guadalupe Regional Medical Center Board of Managers

Attachments: [Board Appointment - Beverly Isaiah-Bermudez - GRMC - 09022025](#)
[Resume. BeverlyIsaiah-Bermudez.GRMCBoard.JointAppointee_Redacted](#)
[GRMC Board of Managers_Redacted](#)

- d. [25-502](#) Approval of Quarterly Investment Report for Quarter Ended June 30, 2025.
- Susan Caddell, Director of Finance

Attachments: [Investment Report for 063025 memo](#)
[June 30, 2025 city](#)

- e. [25-505](#) Resolution approving an increase to Purchase Order #25672 in the amount of \$20,000 for uniform purchases; and declaring an effective date.
- Dale Skinner, Fire/EMS Chief

Attachments: [Council Memo Purchase Order Increase](#)
[Resolution Uniform Store August 2025](#)
[Uniform Purchase Order](#)

- f. [25-481](#) Resolution authorizing the city manager to execute an Interlocal Agreement between the Guadalupe Regional Medical Center, Guadalupe County and the City of Seguin for the provision of indigent health care; and providing and effective date. - Mark Kennedy, City Attorney

Attachments: [Indigent Care Resolution 25-26](#)
[GRMC City Council Indigent Agreement 25-26 Draft](#)

- g. [25-503](#) Resolution ratifying the cost of an emergency pump and motor replacement for city high service pump #5 and approving the repair of industrial high service Pump #3; and declaring an effective date. - Timothy Howe, Director of Utilities
Attachments: [Council Memo Pump and Motor and Motor Repair Resolution \(Ratify.Emergency.Purchase\)](#)
[Austin Armature Quote for Pump #5](#)
[Austin Armature Quote for Pump #3](#)
- h. [25-506](#) Resolution authorizing the purchase of a half-ton pick-up truck for the Police Department. - Kate McCloud, Grants Administrator
Attachments: [26 CC MVPCA Truck Memo](#)
[Resolution MVCPA Grant -truck purchase](#)
[Griffith Ford Quote](#)
[Red McCombs Quote](#)
[Bluebonnet Ford Quote](#)
[Award Letter](#)
- i. [25-510](#) Resolution approving the disposal of Watchguard equipment and authorizing its sale through GovDeals, and providing for use of proceeds. - Marcos Martinez, Police Lieutenant
Attachments: [Watchguard Disposal Request Memo](#)
[Watchguard Disposal Resolution](#)
[Exhibit A OVERVIEW WatchGuard Decommission Auction Inventory 07082025](#)
[Exhibit B PARTS LIST WatchGuard Decommission Auction Inventory 07082025](#)
[Disposal of Asset form - PD Watchguard Parts 07082025](#)
- j. [25-492](#) Authorize the purchase of three 2026 Toyota Camrys for Police Department - CID from Silsbee Toyota in the amount of \$98,808, effective upon approval. - Steven Purchase, Fleet Manager
Attachments: [Council Coversheet 2025 Police CID](#)
[CITY OF SEGUIN CAMRY 2559 HYBRID TIPS 080525](#)
- k. [25-509](#) Authorize the purchase of two F750 Crew Trucks for Water Utilities Department from Cavender Grande Ford/Cobalt in the amount of \$596,320 (\$298,160.00 each), effective upon approval. - Steven Purchase, Fleet Manager
Attachments: [Council Coversheet Water Crew Trucks 9-2-25](#)
[Water Utility Med-Crew Quote 9-2-25](#)

- I. [25-446](#) Ordinance on second reading amending the Seguin Code of Ordinances, Appendix C - Fee Schedule, relevant portions of Chapter 66-Library and Chapter 74-Parks and Recreation; providing for a severability clause; declaring an effective date; preparing this ordinance for publication; and authorizing City staff to submit this ordinance as a supplement to the Seguin Code of Ordinances. - Silvia Christy, Library Director; Jack Jones, Director of Parks and Recreation; and Bruce Allen, Golf Course Manager
- Attachments:** [Fees Ordinance \(CHs 66.74\)](#)
[Landa Park Golf Course Current Rates](#)
[Comparisons of the rental fees at the Coliseum with rental fees of nearby facilities](#)
[Memo Library fee schedule](#)
[Memo for proposed Parks, Golf, and Seguin Events Complex fee changes 2025](#)

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

- a. [25-499](#) Public Hearing on FY2026 Budgets. - Susan Caddell, Director of Finance
- a. General Fund
 - b. Debt Service Fund
 - c. Special Revenue Fund
 - d. Utility Fund
- b. [25-498](#) Public Hearing on a proposal to increase total tax revenues from properties on the tax roll in the preceding year. - Susan Caddell, Director of Finance
- c. [25-494](#) Ordinance on first reading adopting the 2025-26 Fiscal Year General Fund Budget and making appropriation in accordance with said budget for the period beginning the first day of October 2025 and ending the last day of September 2026; appropriating money to a sinking fund to pay interest and principal due on the City's indebtedness; providing for the effective date of this ordinance; and providing for the publication of this ordinance. - Susan Caddell, Director of Finance
- Attachments:** [General Fund 2026](#)
- d. [25-495](#) Ordinance on first reading adopting the 2025-26 Fiscal Year Utility Fund Budget and making appropriation in accordance with said budget for the period beginning the first day of October 2025 and ending the last day of September 2026; appropriating money to a sinking fund to pay interest and principal due on the City's indebtedness; providing for the effective date of this ordinance; and providing for the publication of this ordinance. - Susan Caddell, Director of Finance
- Attachments:** [Utility Fund 2026](#)

- e. [25-496](#) Ordinance on first reading adopting the 2025-26 Fiscal Year Special Revenue Fund Budget and making appropriation in accordance with said budget for the period beginning the first day of October 2025 and ending the last day of September 2026; appropriating money to a sinking fund to pay interest and principal due on the City's indebtedness; providing for the effective date of this ordinance; and providing for the publication of this ordinance. - Susan Caddell, Director of Finance
Attachments: [Special Revenue 2026](#)
- f. [25-497](#) Ordinance on first reading adopting the 2025-26 Fiscal Year Debt Service Fund Budget and making appropriation in accordance with said budget for the period beginning the first day of October 2025 and ending the last day of September 2026; appropriating money to a sinking fund to pay interest and principal due on the City's indebtedness; providing for the effective date of this ordinance; and providing for the publication of this ordinance. - Susan Caddell, Director of Finance
Attachments: [Debt Service Fund 2026](#)
- g. [25-500](#) Ordinance on first reading levying a tax rate of \$0.5135 per \$100 valuation for the City of Seguin for the tax year 2025; providing for the effective date of this ordinance; and providing for the publication of this ordinance. - Susan Caddell, Director of Finance
Attachments: [Tax Ordinance-2026](#)
- h. [25-476](#) Public Hearing and Ordinance on first reading to consider amendments to the City of Seguin's Unified Development Code Section 3.4.3 Land Use Matrix to add "short-term rental" as a new use, and Chapter 7 (Definitions) to add a definition for a short-term rental. - Pamela Centeno, Director of Planning and Codes
Attachments: [CC Memo UDC STR addition July2025](#)
[Ordinance_Short-term Rentals_2025](#)
[Planning Commission Report STR Amendments.pdf](#)
- i. [25-504](#) Public Hearing and Ordinance on first reading to consider amendments to the Seguin Code of Ordinances, Chapter 22- Businesses, to add Article XI, Short Term Rentals, and adding associated licensing and inspection fees for short-term rentals to Appendix C, Fee Schedule. - Pamela Centeno, Director of Planning and Codes.
Attachments: [CC Memo_ShortTermRentalsOrdinance](#)
[CC Ordinance_Ch22_ArtXI_Short_term_Rentals_2025](#)

- j. [ZC 18-25 CC](#) Public Hearing and Ordinance on first reading to consider a zoning change from Single-Family Residential (R-2) to Public (P) for the property located at the 15000 block of FM 725, Property ID: 58175, (ZC 18-25). - Pamela Centeno, Director of Planning and Codes.
- Attachments:** [Staff Memo ZC 18 25.docx](#)
[ZC 18-25 Ordinance](#)
[ExhibitA_CC.pdf](#)
[Planning Commission Report and agenda packet.pdf](#)
[Planning Commission Report and agenda packet.pdf](#)
[Planning Commission Report and agenda packet.pdf](#)
[Planning Commission Report and agenda packet.pdf](#)
[Planning Commission Report and agenda packet.pdf](#)
- k. [25-521](#) Ordinance on first reading amending Code of Ordinances, Appendix C - Fee Schedule, Chapter 86, Solid Waste, Article II, Garbage and Article IV, Curbside Recycling; providing a severability clause, and an effective date. - Mark Kennedy, City Attorney
- Attachments:** [Waste Connections CPI Adjustment - Effective October 1, 2025](#)
[Ordinance.WasteConnections.CPI Rate Increase.2025](#)
- l. [25-522](#) Resolution setting a Public Hearing for the creation of a Tax Increment Reinvestment Zone. - Steve Parker, City Manager
- Attachments:** [Resolution](#)
- m. [25-485](#) Resolution approving updates to the City's Purchasing Policy to incorporate threshold increases and clarification in accordance with Bill 1173. - Ashley Bruns, Purchasing Manager
- Attachments:** [Memo](#)
[Resolution](#)
[SB 01173](#)
[City of Seguin Purchasing Policy Final Draft 8.25.25 \(1\)](#)
- n. [25-493](#) Resolution awarding the bid for the construction of the Geronimo Creek Pipeline Project to Cash Construction Co. Inc.; and declaring an effective date. - Timothy Howe, Director of Utilities
- Attachments:** [Council Memo 9-02-2025](#)
[Resolution 9-02-2025](#)
[Bid Recommendation - Ger Creek Pipeline Project](#)

- o. [25-507](#) Resolution authorizing the approval of hot mix contracts to Texas Materials (primary) and Brauntex Materials (secondary) in New Braunfels as suppliers; and declaring an effective date. - Adam Rossing, Director of Public Works.

Attachments: [HMAC Award 9-2-25](#)
[Resolution \(Asphalt.Brauntex.Texas\)](#)
[HOT MIX INVITATION FOR BIDS 9-2-25](#)
[Brauntex Materials Bid 9-2-25](#)
[Unofficial Bid Tab 9-2-25 AGENDA](#)

- p. [25-508](#) Resolution approving Westhill Paving, Inc. and Guerra Underground, LLC being awarded the Indefinite Delivery Indefinite Quantity Contract in the amount of \$900,000 for 2025/26; and declaring an effective date. - Adam Rossing, Director of Public Works.

Attachments: [IDIQ memo 9-2-25](#)
[Resolution \(IDIQ.Westhill.Guerra\)](#)
[Unofficial Bid Tab IDIQ 9-2-25](#)
[Westhill Paving Bid 9-2-25](#)
[Guerra Underground 9-2-25](#)

- q. [25-489](#) Discussion and possible action to adopt revised Council Meeting Procedures, updating meeting types, agenda submission deadlines, citizen comment rules, and decorum provisions. - Mark Kennedy, City Attorney

Attachments: [Council Meeting Procedures - Working Copy \(mdk.marked\)\(2nd.Draft\)](#)

- r. [25-517](#) Discussion and possible direction regarding the State of the City Address to be held on Tuesday, September 30, 2025. - Steve Parker, City Manager

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. [25-516](#) Section 551.087 – Deliberation Regarding Economic Development Negotiations:
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.
To deliberate the offer of a financial or other incentive to a business prospect.
- Project Vast

10. **Reconvene into Open Session and Take Action on Closed Session Items 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 26th day of August 2025 at 5:00 p.m.

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.