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# City of Seguin

210 E. Gonzales Street  
Seguin TX, 78155

## Meeting Minutes

### City Council

Tuesday, December 17, 2019

5:30 PM

Council Chambers

#### 1. Call to Order

*The City Council met in a REGULAR Called Meeting on Tuesday, December 17, 2019 at 5:30 pm in the City Hall Council Chambers, City Hall, 210 East Gonzales in City of Seguin, with Mayor Don Keil presiding.*

#### 2. Invocation - Council Member Jeremy Roy

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

#### 4. Roll Call

**Present:** 7 - Council Member Mark Herbold, Council Member Fonda Mathis, Council Member Jeannette Crabb, Council Member Chris Rangel, Council Member Jeremy Roy, Council Member Penny Wallace, and Council Member Chris Aviles

**Presiding:** 1 - Mayor Don Keil

**Absent:** 1 - Council Member Ernest Leal

#### 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.**

*Name: Julian Leal  
Address: 849 Prexy  
City: Seguin, Texas*

*Spoke on the new City Manager position and the salary compensation.*

#### 6. Presentation

##### a. 19-459

Seguin Economic Development Corporation FY 2018-2019 Annual Report - Joshua Schneuker, Director of Economic Development

*Joshua Schneuker made a brief presentation on the 2019 Annual Report highlighting*

*their marketing & recruitment efforts. Very involved with Team Texas, an organization that promotes the state of Texas through out the world. SEDC has a focus on retail needs, business retention, and following up with local manufacturers on a routine basis.*

## 7. Consent Agenda

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

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Herbold, Council Member Mathis, Council Member Crabb, Council Member Rangel, Council Member Roy, Council Member Wallace, and Council Member Aviles

a. [19-461](#)

City Council Minutes of December 3, 2019

**This Minutes were approved**

b. [ZC-19-19](#)

Ordinance on second reading to consider a Zoning Designation to Single-Family Residential 2 (R-2) for 2 acres on Cordova Road, an addition to the proposed Cordova Crossing Subdivision, Property ID 129033 (ZC 19-19)

**This Zoning Ordinance was adopted**

Enactment No: ORD 2019-080

c. [ZC-20-19](#)

Ordinance on second reading to consider a Zoning Change from Multi-Family (MF-3) and Single Family Residential (R-1) to Planned Unit Development (PUD) for property located at SH 123 South and Harry Miller Pass, Property ID 116456 (ZC-20-19)

**This Zoning Ordinance was adopted**

Enactment No: ORD 2019-081

d. [19-424](#)

Ordinance on second reading amending the downtown parking regulations

**This Ordinance was adopted**

Enactment No: ORD 2019-082

e. [19-441](#)

Ordinance on second reading amending the Fiscal Year 2020 Utility Fund Budget of the City of Seguin, Texas; and declaring an effective date

**This Ordinance was adopted**

Enactment No: ORD 2019-083

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

### a. [19-439](#)

Ordinance on second reading amending the Seguin Code of Ordinances, Chapter 106, Vehicles for Hire, Article III, Wreckers; providing for a severability clause; providing for publication; providing for an effective date; and authorizing city staff to submit this ordinance as a supplement to the Seguin Code of Ordinances

**A motion was made by Council Member Mathis, seconded by Council Member Crabb, that this Ordinance be adopted. The motion carried by the following vote:**

**Presiding:** 1 - Mayor Keil

**Nay:** 1 - Council Member Roy

**Aye:** 6 - Council Member Herbold, Council Member Mathis, Council Member Crabb, Council Member Rangel, Council Member Wallace, and Council Member Aviles

Enactment No: ORD 2019-084

### b. [19-483](#)

Amended Resolution of the City Council of the City of Seguin, Texas, authorizing the City Manager to act in all matters in connection with the Office of the Governor Criminal Justice Division, Victims of Crime Act Formula Grant Program (VOCA), grant number 3245402 - Kathy Wood, Grants Administrator

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

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Herbold, Council Member Mathis, Council Member Crabb, Council Member Rangel, Council Member Roy, Council Member Wallace, and Council Member Aviles

Enactment No: RES 2019-162

### c. [19-487](#)

Amended Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to act in all matters in connection with the Office of the Governor Justice Assistance Division, Justice Assistance Grant Number 3766301 - Kathy Wood, Grants Administrator

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

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Herbold, Council Member Mathis, Council Member Crabb, Council Member Rangel, Council Member Roy, Council Member Wallace, and Council Member Aviles

Enactment No: RES 2019-163

d. [19-490](#)

Amended Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to act in all matters in connections with the Office of the Governor Victim Services Division for the 2020-2021 Victim Coordinator and Liason Grant (VCLG) grant number 2098515 - Kathy Wood, Grants Administrator

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

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Herbold, Council Member Mathis, Council Member Crabb, Council Member Rangel, Council Member Roy, Council Member Wallace, and Council Member Aviles

Enactment No: RES 2019-164

e. [19-491](#)

Amended Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to act in all matters in connection with the Office of the Governor Homeland Security Grants Division for the Local Border Security Program (LBSP) grant number 2996205 - Kathy Wood, Grants Administrator

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

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Herbold, Council Member Mathis, Council Member Crabb, Council Member Rangel, Council Member Roy, Council Member Wallace, and Council Member Aviles

Enactment No: RES 2019-165

f. [19-479](#)

Resolution of the City Council of Seguin, Texas approving a contract with McCoy Tree Surgery Company for tree trimming services needed by the Seguin Electric Utility; and declaring an effective date - Twila Wood, Purchasing Manager

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

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Herbold, Council Member Mathis, Council Member Crabb, Council Member Rangel, Council Member Roy, Council Member Wallace, and Council Member Aviles

Enactment No: RES 2019-166

- g. [19-426](#) Ordinance on first reading amending the Seguin Code of Ordinances Chapter 82, Signs, Article IV, Construction and Maintenance, Division 4, Historic District, to change guidelines regarding the size, number and materials for signs in the Downtown Historic District; providing for a severability clause; providing for publication; providing an effective date; and authorizing staff to prepare this ordinance for submission as a supplement to the Code of Ordinances - Kyle Kramm, Main Street & CVB Director/HPO

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

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Herbold, Council Member Mathis, Council Member Crabb, Council Member Rangel, Council Member Roy, Council Member Wallace, and Council Member Aviles

- h. [19-485](#) City of Seguin Financial Reports for the Year Ended September 30, 2019 - Susan Caddell, Director of Finance

*Susan Caddell gave a presentation on the Financial Reports for the Year Ended September 30, 2019. No action required.*

- i. [19-486](#) Approval of Quarterly Investment Report for Quarter Ended September 30, 2019 - Susan Caddell, Director of Finance

**A motion was made by Council Member Mathis, seconded by Council Member Wallace, that this Action Item be approved. The motion carried by the following vote:**

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Herbold, Council Member Mathis, Council Member Crabb, Council Member Rangel, Council Member Roy, Council Member Wallace, and Council Member Aviles

- j. [19-484](#) Ordinance on first reading amending the Fiscal Year 2020 Special Revenue Fund Budget of the City of Seguin, Texas and declaring an effective date - Susan Caddell, Director of Finance

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

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Herbold, Council Member Mathis, Council Member Crabb, Council Member Rangel, Council Member Roy, Council Member Wallace, and Council Member Aviles

- k. [19-467](#) Resolution supporting the traffic design plan for posted speed limits of 25 mph

for the Greenfield Subdivision; and declaring an effective date - David Rabago, P.E., CFM, City Engineer

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

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Herbold, Council Member Mathis, Council Member Crabb, Council Member Rangel, Council Member Roy, Council Member Wallace, and Council Member Aviles

Enactment No: RES 2019-167

I. [19-478](#)

Board and/or Committee Appointments

- a. Building & Standards Committee
- b. Commission on the Arts
- c. Golf Course Advisory Board
- d. Historic Preservation and Design Commission
- e. Library Board
- f. Main Street Advisory Board
- g. Parks & Recreation Board
- h. Planning & Zoning Commission
- i. Seguin Housing Authority
- j. Zoning Board of Adjustments

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

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Herbold, Council Member Mathis, Council Member Crabb, Council Member Rangel, Council Member Roy, Council Member Wallace, and Council Member Aviles

9. **Acknowledgment of Bills**

*The bills were acknowledged.*

a. [19-492](#)

Check Report: December 2, 2019 through December 12, 2019

10. **Adjournment**

*There being no further business before the council the meeting adjourned at 6:18 pm.*

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**Don Keil, Mayor**

**Attest:**

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**Naomi Manski, City Secretary**