



It's real.

Meeting Agenda  
City Council

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Tuesday, May 21, 2019

5:30 PM

Council Chambers

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1. **Call to Order**
2. **Invocation - Mayor Pro Tem Mark Herbold**
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. 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.**
6. **Presentation**
  - a. [19-150](#)  
State and Local Laws Impacting Mobile, Manufactured, and Modular Homes - Pamela Centeno, Director of Planning/Zoning and Andrew Quittner, City Attorney  
**Attachments:** [CC Memo Modular Homes.docx](#)
  - b. [19-144](#)  
City of Seguin Financial Reports for the Six Months Ended March 31, 2019 - Susan Caddell, Director of Finance  
**Attachments:** [March 31, 2019 City Council.pdf](#)
7. **Consent Agenda**

a. [19-139](#)

City Council Minutes of May 7, 2019 Regular & Special Called Meeting

**Attachments:** [CityCouncilMeetingMinutes5-7-2019.pdf](#)  
[CityCouncilMeetingMinutesSpecialCalled.5-7-2019.pdf](#)

b. [ZC 05-19](#)

Ordinance on second reading to consider a Zoning Change from Public (P) to Agricultural-Ranch (A-R) for property located at 550 Brackenridge Lane, Property ID 53414 (ZC 05-19)

**Attachments:** [Staff Memo ZC 05 19](#)  
[ZC 05-19 PZ Commission Report and Packet.pdf](#)  
[ZC 05-19 Ordinance.docx](#)  
[ZC0519 ExhibitA CC.pdf](#)

c. [ZC 06-19](#)

Ordinance on second reading to consider a Zoning Change from Commercial (C) to Public (P) for property located at 321 W. Court, Property ID 13415 (ZC 06-19)

**Attachments:** [Staff Memo ZC 06 19](#)  
[ZC 06-19 PZ Commission Report & Packet.pdf](#)  
[ZC 06-19 Ordinance](#)  
[ZC0619 ExhibitA CC.pdf](#)

d. [ZC 04-19](#)

Ordinance on second reading to consider a Zoning Change from Commercial (C) to Neighborhood Commercial (NC) for property located at 107 N. Saunders, Property ID 46176 (ZC 04-19)

**Attachments:** [Staff Memo ZC 04 19](#)  
[ZC 04-19 PZ Commission Report & Packet.pdf](#)  
[ZC 04-19 Ordinance.docx](#)  
[ZC0419 ExhibitA CC.pdf](#)

e. [19-123](#)

Ordinance on second reading amending the City of Seguin Unified Development Code, Section 3.4.3. - Land Use Matrix, adding a separate land use for Utility Facilities; providing for a severability clause, publication, and an effective date; and authorizing staff to submit the ordinance as a supplement to the Seguin Code of Ordinances

**Attachments:** [CC Memo UDC Utility Facilities](#)  
[P&Z Commission Report -Land Use Matrix.docx](#)  
[Ordinance UDC Amendment Utility Facilities](#)

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

a. [19-145](#)

Approval of Quarterly Investment Report for Quarter Ended March 31, 2019 - Susan Caddell, Director of Finance

**Attachments:** [March 31, 2019 memo.doc](#)  
[March 31, 2019.pdf](#)

b. [19-146](#)

Ordinance on first reading amending the fiscal year 2019 Utility Fund Budget of the City of Seguin, Texas; and declaring an effective date - Susan Caddell, Director of Finance

**Attachments:** [GCWWTP Sanitary Sewer Force Main memo.doc.docx](#)  
[GCWWTP Sanitary Sewer Force Main.doc](#)

c. [19-149](#)

Resolution approving a five-year contract with Springs Hill Water Supply Corporation for billing services for sewer service provided by the City of Seguin to Springs Hill customers; and declaring an effective date - Susan Caddell, Director of Finance

**Attachments:** [Memo to City Council for renewal of contrac.docx](#)  
[Resolution approving five year contract with Springs Hill WSC for billing services](#)  
[Springs Hill Billing Services Contract](#)

d. [19-143](#)

Resolution of the City Council of the City of Seguin, Texas to submit an amended resolution to the Office of the Governor in the amount of \$20,800 for FY2020 Local Border Security grant application; authorizing the City Manager to execute all documents associated with the submission; and declaring an effective date - Dana Losey, Grants Coordinator

**Attachments:** [Council Memo.doc](#)  
[Amended Resolution approving 2020 Local Border Security Grant Application](#)

e. [19-147](#)

Resolution of the City Council of the City of Seguin, Texas approving the submission of a grant application to the Texas Department of Agriculture's FAST Fund for use to purchase tools for the Fire Department; authorizing the City Manager to execute all documents associated with the grant submission; and declaring an effective date - Dana Losey, Grants Coordinator

**Attachments:** [FAST Fund Memo.docx](#)  
[Resolution approving submission of a grant to the Texas Department of Agricult](#)

f. [19-142](#)

Resolution authorizing the City Manager to execute an emergency Professional Services Agreement with TRC Engineers for engineering and construction management services for the design and replacement of the force main that failed at the City's Geronimo Creek Wastewater Treatment Plant; and declaring an effective date - Timothy J. Howe, Director Water/Wastewater Utilities

**Attachments:** [Council Memo - GCWWTP Force Main 05-09-2019.docx](#)  
[Resolution approving a professional services agreement with TRC for the Geror Engineering Proposal GC WWTP Force Main.pdf](#)

g. [19-141](#)

Resolution authorizing the City Manager to execute change order number 6 in the amount of \$179,463.00 to R.P. Constructors Water / Wastewater Improvement Projects contract; declaring an effective date - Timothy J. Howe, Director of Water / Wastewater Utilities

**Attachments:** [Water-Wastewater Treatment Plant Projects CHANGE ORDER #6 5-8-2019 .dc](#)  
[Resolution approving Change Order No. 6 to RP Constructors Water-Wastewater Change Order No. 6.pdf](#)

h. [19-140](#)

Resolution of the City Council of Seguin, Texas authorizing the City Manager to execute an Amendment to the License Agreement between the City of Seguin and the Wilson Pottery Foundation allowing the foundation to open a gift shop at the Sebastopol House; and declaring an effective date - Jack Jones, Director of Parks and Recreation

**Attachments:** [Memo for Amendment to the License Agreement with the Wilson Pottery License](#)  
[Resolution Approving Second Amendment to Wilson Pottery License Agreement](#)  
[Second Amendment to Wilson Pottery License](#)  
[Wilson Pottery Gift Shop Proposal](#)

9. **Acknowledgment of Bills**a. [19-138](#)

Check Report: May 3, 2019 through May 16, 2019

**Attachments:** [Check Report \(67\).pdf](#)

10. **Executive 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.**      [15-105](#)

Deliberate pending/contemplated litigation, settlement offer(s), public nuisance, and matters concerning privileged and unprivileged client information deemed confidential by Rule 1.05 of the Texas Disciplinary Rules of Professional Conduct in accordance with Section 551.071, of the Texas Government Code - Andy Quittner, City Attorney

**11.**      **Adjournment****CERTIFICATE**

I certify that the above notice of meeting was posted in the display case at the front of the Municipal Building, 210 E. Gonzales Street of the City of Seguin, Texas on the 17th day of May 2019 at 12:30 p.m.

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**Naomi Manski**  
**City Secretary**

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 as there are two (2) parking spaces reserved for the disabled on the east side of the Municipal Building.