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## City of Seguin

210 E. Gonzales Street  
Seguin TX, 78155

### Public & Virtual Meeting Agenda

#### City Council

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Tuesday, February 7, 2023

5:30 PM

Council Chambers

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The City Council Meeting can be viewed live at:  
[http://cityofseguintx.granicus.com/MediaPlayer.php?](http://cityofseguintx.granicus.com/MediaPlayer.php?publish_id=c1957e5e-d0ea-40e4-9cba-18dd92dc1400)  
[publish\\_id=c1957e5e-d0ea-40e4-9cba-18dd92dc1400](http://cityofseguintx.granicus.com/MediaPlayer.php?publish_id=c1957e5e-d0ea-40e4-9cba-18dd92dc1400)

1. Call to Order
2. Invocation - Mayor Donna Dodgen
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. [23-074](#)

Recognition of Dora A. Mares upon her retirement of twenty-years of service to the City of Seguin - Mayor Donna Dodgen

Attachments: [Dora Mares - Retirement Certificate.pub](#)

**b. [23-065](#)**

Oath of Office for Police Officer Tracy Wilson - Mayor Donna Dodgen & Police Chief Jason Brady

**Attachments:** [TracyWilson.Oath.Police](#)  
[TracyWilson.Statement.Police](#)

**c. [23-062](#)**

Update on projects within Guadalupe County - Representatives from SH 130 Concession Company

**7. Consent Agenda****a. [23-061](#)**

City Council Meeting Minutes - January 17, 2023

**Attachments:** [CC.MeetingMinutes.January 17, 2023](#)

**b. [23-048](#)**

Ordinance on second and final reading amending the Fiscal Year 2023 Special Revenue Fund Budget of the City of Seguin, Texas; and declaring an effective date

**Attachments:** [RTF Gear Council Memo](#)  
[RTF Gear](#)

**c. [23-058](#)**

Approval of the 2023 Downtown Street Closures and Sale of Alcohol Requests - Kyle Kramm, Main Street & CVB Director/HPO

**Attachments:** [City Council Memo Street Closures 2023.docx](#)

**d. [23-078](#)**

Approval of reports for the quarter ended December 31, 2022 for the following organizations that receive Occupancy Tax funding - Susan Caddell, Director of Finance

- a. Seguin Conservation Society
- b. Mid-Texas Symphony
- c. Teatro de Artes de Juan Seguin
- d. Seguin-Guadalupe County Hispanic Chamber of Commerce
- e. Seguin Heritage Museum
- f. Guadalupe County Fair Association
- g. Seguin LULAC Council #682
- h. Seguin Art League
- i. The Fields of Huber Ranch, LLC

**Attachments:** [Quarterly reports for quarter ended 123122](#)

e. [23-023](#)

Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to execute a two-year Facilities Use Agreement with Texas Lutheran University for use of the Starcke Park Golf Course and the Seguin-Saegert Pickleball Complex; and declaring an effective date - Jack Jones, Director of Parks and Recreation

**Attachments:** [TLU Memo for Agreement 2023-2024](#)

[Resolution approving 2023 TLU Golf Course Use Agreement](#)

[Texas Lutheran University Facility Use Agreement 2023-2024](#)

f. [23-024](#)

Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to execute a two-year Facilities Use Agreement between the Seguin Youth Soccer Club and the City of Seguin for the use of Park West for games and practices and the Seguin Softball 4-Plex for practices only; and declaring an effective date - Jack Jones, Director of Parks and Recreation

**Attachments:** [Soccer Memo for Facilities Use Agreement 2023-2024](#)

[Resolution](#)

[Soccer Facilities Use Agreement 2023-2024](#)

g. [23-025](#)

Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to execute a two-year Facilities Use Agreement between the Seguin Volleyball Association and the City of Seguin for use of the volleyball courts at the Seguin Events Complex; and declaring an effective date - Jack Jones, Director of Parks and Recreation

**Attachments:** [Resolution](#)

[Volleyball Memo for Facilities Use Agreement 2023-2024](#)

[Volleyball Facilities Use Agreement 2023-2024](#)

h. [23-026](#)

Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to execute a two-year Facilities Use Agreement between Seguin Texas Adult Softball and the City of Seguin for use of the Seguin Softball 4-Plex; and declaring an effective date - Jack Jones, Director of Parks and Recreation

**Attachments:** [Memo for an Adult Softball League for a Facilities Use Agreement 2023-2024](#)

[Resolution](#)

[Facilities Use Agreement Seguin Texas Adult Softball 2023-2024](#)

i. [23-028](#)

Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to execute a two-year Facilities Use Agreement between the Seguin Little League and the City of Seguin for use of the Little League Complex for games and practices, and “Smokey” Joe Williams Field for the Senior League Baseball Southwest Tournament; and declaring an effective date - Jack Jones, Director of Parks and Recreation

**Attachments:** [Little League Memo for Facilities Use Agreement 2023-2024](#)

[Resolution](#)

[Little League Facilities Use Agreement 2023-2024](#)

j. [23-029](#)

Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to execute a two-year Facilities Use Agreement between the All Youth Sports Organization and the City of Seguin for use of the Seguin Softball 4-Plex and Manuel C. Castilla Park; and declaring an effective date - Jack Jones, Director of Parks and Recreation

**Attachments:** [Memo for All Youth Sports Facilities Use Agreement 2023-2024](#)

[Resolution](#)

[All Youth Sports Facility Use Agreement 2023-2024](#)

k. [23-068](#)

Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to execute a three-month Rental Agreement for “Smokey” Joe Williams Field between the Seguin TCL, Seguin Independent School District, and the City of Seguin for use of “Smokey” Joe Williams Field for the Seguin River Monsters summer 2023 baseball season; and declaring an effective date - Jack Jones, Director of Parks and Recreation

**Attachments:** [Seguin River Monsters Memo for Rental Agreement 2023](#)

[Resolution](#)

[Smokey Joe Agreement for TCL 2023](#)

[Seguin River Monsters JUNE 2023 Schedule](#)

[Seguin River Monsters JULY 2023 Schedule](#)

l. [23-079](#)

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, Juvenile Justice & Truancy Prevention Grant Program, FY2024 - Kathy Wood, Grant Administrator

**Attachments:** [02-07-23 City Council MEMO to Submit FY24 TRIPP Application](#)

[RESOLUTION](#)

- m. [23-067](#) Resolution of the City of Seguin City Council Awarding the Bid of a John Deere 60G Mini Excavator from RDO Equipment Co. in the amount of \$96,476.91 through Sourcewell Contract# 032119-JDC; and declaring an effective date - Paul Wallace, Fleet Manager  
**Attachments:** [Memo to Purchase Mini Excavator](#)  
[Resolution](#)  
[Investment Proposal \(Quote\)\\_638095494711842565](#)
- n. [23-030](#) Resolution awarding Indefinite Delivery, Indefinite Quantity (IDIQ) contract in an amount not to exceed \$300,000.00, for utility trench repairs - John Donnelly, Director of Public Works  
**Attachments:** [MEMO TO COUNCIL AWARD OF BID IDIQ for utility repairs 2023 02 07](#)  
[Resolution](#)  
[STANDARD FORM OF AGREEMENT Westhill Paving](#)
- o. [23-073](#) Resolution to review the Seguin Economic Development Corporation Investment Policy in order to conform to the Public Funds Investment Act, Texas Government Code Annotated, 2256 - Josh Schneuker, Director of Economic Development  
**Attachments:** [020723 SEDC Investment Policy Memo\\_CC](#)  
[City Council Resolution](#)  
[SEDC Resolution 2023-01 Invest Policy Conforming to Public Funds Investment](#)  
[SEDC Investment Policy 2023](#)
- p. [23-070](#) Resolution of the City Council of Seguin, Texas approving a Memorandum of Understanding between the Seguin Economic Development Corporation and Workforce Solutions Alamo required for the Texas Workforce Commission's High Demand Job Training Grant Program Application - Josh Schneuker, Director of Economic Development  
**Attachments:** [020723 HDJT MOU Memo\\_CC](#)  
[City Council Resolution](#)  
[SEDC Resolution 2023-04 MOU With WSA For TWC HDJT Grant](#)  
[SEDC HDJT MOU-Final 1.20.23](#)
- q. [23-064](#) Resolution of the City Council of the City of Seguin, Texas approving an easement to GVEC for electric service to the KWED Radio Tower on the City's Police shooting range property on Stagecoach Road; and declaring an effective date- Joshua Schneuker, Director of Economic Development  
**Attachments:** [Staff Memo to Council](#)  
[GVEC Easement Resolution](#)  
[Easement](#)  
[Map of Location](#)

- r. [23-066](#) Resolution approving the payment of \$380,000 to the Guadalupe Valley Electric COOP (GVEC) for the relocation of their infrastructure along the right of way of Rudeloff Road to facilitate construction of roadway improvements associated with the Alamo Area Metropolitan Planning Organization Rudeloff Road Phase 1 Project, located from Hwy 46 to Huber Road; and declaring an effective date - Melissa Reynolds, P.E., CFM, MPA - Director of Capital Projects & Engineering

**Attachments:** [2023.02 City Council Memo GVEC Resolution Rudeloff](#)  
[Resolution GVEC Relocation Rudeloff Ph 1](#)  
[Invoice 18804 For Account 36048023-01-26-2023 09 11](#)

- s. [23-063](#) Board and/or Committee Appointment  
a. Historic Preservation Design Commission

**Attachments:** [Council.Appointments.Jan17](#)

- t. [23-060](#) Check Report: January 17, 2022 through February 3, 2023

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

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

- a. [ZC](#)  
[17-22 CC](#) Public Hearing and Ordinance on first reading to consider a zoning change from Agricultural Ranch to Commercial for a 2.10 acre portion out of a 103.152 acre tract located at the 3500 Blk of State Hwy 46 N, Property ID: 55455, (ZC 17-22)- Pamela Centeno, Director of Planning & Codes

**Attachments:** [Staff Memo ZC 17 22](#)  
[Planning Commission Report and packet](#)  
[ZC 17-22 Ordinance](#)  
[ZC1722 ExhibitA CC](#)

- b. [ZC](#)  
[18-22 CC](#) Public Hearing and Ordinance on first reading to consider a zoning change from Agricultural Ranch to Multi-Family 3 for a 25.42 acre portion of a tract totaling 103.152 acres, located at the 3500 Blk of State Hwy 46 N, Property ID: 55455, (ZC 18-22)- Pamela Centeno, Director of Planning & Codes

**Attachments:** [Staff Memo ZC 18 22](#)  
[Planning Commission Report and packet](#)  
[ZC 18-22 Ordinance](#)  
[ZC1822 ExhibitA CC](#)

- c. [ZC 19-22 CC](#) Public Hearing and Ordinance on first reading to consider a zoning change from Agricultural Ranch to Single-Family Residential (R-2) for a 75.63 acre portion of a tract totaling 103.152 acres, located at the 3500 Blk of State Hwy 46 N, Property ID: 55455, (ZC 19-22)- Pamela Centeno, Director of Planning & Codes
- Attachments:** [Staff Memo ZC 19 22](#)  
[Planning Commission Report and packet](#)  
[ZC 19-22 Ordinance](#)  
[ZC1922 ExhibitA CC](#)
- d. [ZC 23-22 CC](#) 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
- Attachments:** [Staff Memo ZC 23 22](#)  
[Planning Commission Report and packet](#)  
[ZC 23-22 Ordinance](#)  
[ZC23-22 ExhibitA CC](#)
- e. [23-052](#) Resolution authorizing the City Manager to enter into a Professional Services contract with TRC Engineering, Inc., for engineering services related to the Water Treatment Plant High Service Pump Replacement and West Booster Station / Storage Tanks project- Timothy J. Howe, Director - Water / Wastewater Utilities
- Attachments:** [Council Memo Engineering Services 2-1-23](#)  
[Resolution TRC Engineering Services 1-17-2023](#)  
[Booster Station Proposal 1-9-2023](#)
- f. [23-054](#) Resolution authorizing the City Manager to enter into a Professional Services contract with Trihydro Corporation, for engineering services related to a water line improvement project identified as part of the water service transfer area; - Timothy J. Howe, Director - Water / Wastewater Utilities
- Attachments:** [Council Memo Engineering Services 2-1-23](#)  
[Resolution Trihydro Engineering Services 2-7-2023](#)  
[Trihydro Proposal 1-20-2023](#)

**g.**      [23-055](#)

Resolution authorizing the City Manager to enter into a Professional Services contract with Kimley-Horn and Associates, Inc., for engineering services related to a water line improvement project identified as part of the water service transfer area; - Timothy J. Howe, Director - Water / Wastewater Utilities

**Attachments:**    [Council Memo Engineering Services 2-1-23](#)  
[Resolution](#)  
[Kimley-Horn Proposal with Seguin Addendum 2-2-2023](#)

**h.**      [23-056](#)

Resolution authorizing the City Manager to enter into a Professional Services contract with Freese and Nichols, Inc., for engineering services related to construction inspection and plan review for projects related to the water distribution system improvements identified as part of the water service transfer area; - Timothy J. Howe, Director - Water / Wastewater Utilities

**Attachments:**    [Council Memo Engineering Services 2-1-23](#)  
[Resolution](#)  
[FNI Quality Control and Construction Inspection PSA 1-26-2023](#)  
[FNI Engineering Agreement Addendum 2-1-23](#)

**i.**      [23-057](#)

Resolution authorizing the City Manager to enter into a Professional Services contract with HDR, Inc., for professional services related to real estate acquisition for the construction of water line improvements identified as part of the water service transfer area; - Timothy J. Howe, Director - Water / Wastewater Utilities

**Attachments:**    [Council Memo Engineering Services 2-1-23](#)  
[Resolution](#)  
[HDR Right of Way Acquisition Services AgreementCOS 2-1-23](#)

**j.**      [23-059](#)

Resolution approving the purchase of 200 South Austin Street as the future Seguin Visitor Center and Main Street Office Space - Kyle Kramm, Main Street & CVB Director/HPO

**Attachments:**    [Council Memo - Building Purchase 02072023.docx](#)  
[Resolution](#)  
[200 South Austin Revised Purchase Contract Updated Final.docx](#)

**k.**      [23-080](#)

Ordinance on first reading amending the Fiscal Year 2023 General Fund Budget of the City of Seguin, Texas; and declaring an effective date - Susan Caddell, Director of Finance

**Attachments:**    [2022A Certificates of Obligation Bonds General memo](#)  
[2022A Certificates of Obligation Bonds General](#)



I. [23-081](#)

Ordinance on first reading amending the Fiscal Year 2023 Utility Fund Budget of the City of Seguin, Texas; and declaring an effective date - Susan Caddell, Director of Finance

**Attachments:** [2022A Certificates of Obligation Bonds Utility memo](#)  
[2022A Certificates of Obligation Bonds Utility](#)

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. [23-020](#) 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

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

10. **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 3rd day of February 2023 at 3:30 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.**