



It's real.

## City of Seguin

210 E. Gonzales Street  
Seguin TX, 78155

### Public & Virtual Meeting Agenda

#### City Council

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Tuesday, December 7, 2021

5:30 PM

Council Chambers

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Opportunities for citizen comment will still take place at the beginning of the meeting. For the citizen comments section of the meeting, the public is asked to email any comments to [virtualcouncil@seguintexas.gov](mailto:virtualcouncil@seguintexas.gov) no later than 3:00 pm on Tuesday, December 7, 2021.

Normal rules for public comment apply so please include your name and address in your email. Participants wishing to comment will receive a Zoom Meeting invitation, and a meeting ID number to enter when joining the meeting, as well as participant instructions.

This City Council meeting can be viewed live at:  
[http://cityofseguintx.granicus.com/MediaPlayer.php?publish\\_id=b09350d5-e908-4787-8af7-51960c4a4479](http://cityofseguintx.granicus.com/MediaPlayer.php?publish_id=b09350d5-e908-4787-8af7-51960c4a4479)

1. Call to Order
2. Invocation - Council Member Jeremy Roy
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. Consent Agenda

**a.**     [21-419](#)

City Council Minutes of November 16, 2021

**Attachments:**   [CityCouncilMeetingMinutes.11-16-2021](#)

**b.**     [21-381](#)

Ordinance on second and final reading to consider the annexation of sections of Cordova Rd, being approximately 19.67 acres and 15,918.99 linear feet of right-of-way in Guadalupe County, Texas (VAN 09-27-2021)

**Attachments:**   [Staff Memo VAN09272021 CordovaRd](#)  
                      [Annex Ordinance van09272021 area 5](#)  
                      [Exhibit A van09272021 area 5](#)  
                      [Exhibit B van09272021 area 5](#)  
                      [VAN09272021\\_AerialLocation\\_map](#)

**c.**     [21-383](#)

Ordinance on second and final reading to consider Voluntary Annexation of approximately 23.145 acres, located north of Timmermann Rd, M Cherino Survey, Abstract 10, in Guadalupe County, Texas, Property ID 52715 (VAN 09-24-2021\_2)

**Attachments:**   [Staff Memo VAN009242021\\_02 area 3](#)  
                      [Annex Ordinance van09242021\\_02 area 3](#)  
                      [Ordinance Exhibits VAN09242021\\_02](#)  
                      [VAN09242021\\_02\\_AerialLocation\\_map](#)

**d.**     [21-385](#)

Ordinance on second and final reading to consider Voluntary Annexation of approximately 7.211 acres, located on the northwest corner of State Hwy 46 N & Three Oaks Rd, being Lots 2, 3, & 4 of the River Oaks Commercial Subdivision in Guadalupe County, Texas, Property IDs 153944, 153944, & 153946 (VAN 09-24-20201\_01)

**Attachments:**   [Staff Memo VAN09242021\\_01 Area 2](#)  
                      [Annex Ordinance van09242021\\_01 Area2](#)  
                      [Ordinance Exhibits van09242021\\_01](#)  
                      [VAN09242021\\_01\\_AerialLocation\\_map](#)

**e. [21-386](#)**

Ordinance on second and final reading to consider Voluntary Annexation of approximately 61+/- acres, located at 2161 Manor Dr, Isaac Baker Survey, Abstract 3, in Guadalupe County, Texas, Property ID 50514 (VAN 08-10-2021)

**Attachments:** [Staff Memo VAN08102021 ManorDr](#)  
[Annex Ordinance van08102021 area 4](#)  
[Exhibit A van08102021 area 4 Updated](#)  
[Exhibit B Property ID 50514 50513 W Kingsbury Manor Dr development agreem](#)  
[VAN08102021\\_AerialLocation\\_map](#)  
[Exhibit C van08102021](#)

**7. Action Items - Discussion and Possible Motion to Approve****a. [21-444](#)**

Street Closure Request and Presentation on HBO Max filming in Seguin - Kyle Kramm, Seguin Main Street & CVB Director/HPO

**Attachments:** [Council Memo - Street Closures](#)  
[Love Joy School \(Saegert Middle School - Seguin\) - Sign-Off Packet \(Round 2 F](#)  
[Lucas Movie Theater \(Palace Theatre - Seguin\) - Sign-Off Packet \(2nd Unit\)](#)  
[Lucas Movie Theater \(Palace Theatre - Seguin\) - Sign-Off Packet](#)  
[Wylie Pub & Grill \(Schultz Saloon - Seguin\) - Sign-Off Packet](#)

**b. [21-414](#)**

Resolution of the City of Seguin, Texas City Council approving the financing by the New Hope Cultural Education Facilities Finance Corporation for Jack and Nancy Dwyer Workforce Development Center, Inc. - McCall, Parkhurst & Horton

**Attachments:** [NewHopeCulturalEducationFacFinanceCorp.1210&1219Eastwood](#)  
[Resolution.NewHopeCulturalEducationFacilitiesFinanceCorp](#)

**c. [21-389](#)**

Resolution of the City Council for the City of Seguin, Texas, to discuss, consider, and take action to adopt a Resolution regarding the Civil Rights Policies for the 2020 General Land Office Community Development Block Grant-Mitigation (CDBG-MIT) Program, Contract Number 22-085-008-D236 - Kathy Wood, Grant Administrator

**Attachments:** [12-07-21 City Council MEMO to submit FY22 Citizens Participation Plan](#)  
[12-07-21 City Council RESOLUTION to submit FY22 Citizens Participation Plan](#)

**d.**      [21-393](#)

Resolution of the City Council for the City of Seguin, Texas, designating authorized signatories for contractual documents and documents requesting funds pertaining to the General Land Office Community Development Block Grant-Mitigation Program (CDBG-MIT) Contract Number 22-085-008-D236 - Kathy Wood, Grant Administrator

**Attachments:**    [12-07-21 City Council MEMO to Designate Authorized Signatories for CDBG-MI](#)  
[12-07-21 City Council RESOLUTION to Designate Authorized Signatories for C](#)  
[10-27-2021 Depository Authorized Signatories City of Seguin](#)

**e.**      [21-428](#)

Resolution of the City Council for the City of Seguin, Texas approving the execution of the General Land Office (GLO) Community Development Block Grant - Mitigation program (CDBG-MIT) contract number 22-085-008-D236 - Kathy Wood, Grant Administrator

**Attachments:**    [12-07-21 City Council MEMO to Approve and Ratify 2020 GLO CCDBG Grant](#)  
[12-07-21 City Council RESOLUTION to Approve and Ratify 2020 GLO CCDBG](#)

**f.**      [21-397](#)

Resolution of the City Council for the City of Seguin, Texas, approving Amendment #1 to the Grant Administration Services Contract pertaining to the General Land Office Community Development Block Grant-Mitigation Program (CDBG-MIT) contract number 22-085-008-D236 - Kathy Wood, Grant Administrator

**Attachments:**    [12-07-21 City Council MEMO to Approve Dollar Amount to Contract](#)  
[12-07-21 City Council RESOLUTION to Approve Amend to Grant Administration](#)

**g.**      [21-380](#)

Ordinance on second and final reading to consider the Voluntary Annexation of approximately 57.911 acres located north of the 1900 block of Cordova Rd, A M Esnaurizar Survey, Abstract 20, in Guadalupe County, Texas, Property IDs 56086 & 56087 (VAN 09-27-2021)

**Attachments:**    [Staff Memo VAN08272021 01 area 1](#)  
[Annex Ordinance van08272021 01 area 1](#)  
[OrdinanceExhibits van08272021 01](#)  
[VAN08272021 01 AerialLocation map](#)

h. [21-431](#)

Public Hearing and Ordinance on first reading to consider a request for voluntary annexation for an area of land located in the 3600 block of Cordova Rd, being approximately 28.49+/- acres of land in Guadalupe County, Texas consisting of one tract with Property ID 56467 (VAN 10292021-01)- Pamela Centeno, Director of Planning & Codes

**Attachments:** [Staff Memo VAN10292021 01 area 1](#)  
[Annex Ordinance van10292021 01 area 1](#)  
[Exhibits VAN 10292021 01](#)  
[VAN10292021 02 area1 AerialLocation map](#)

i. [21-432](#)

Public Hearing and Ordinance on first reading to consider a request for voluntary annexation for an area of land located in the 3500 block of Cordova Rd, being approximately 28.09+/- acres of land in Guadalupe County, Texas consisting of one tract with Property ID 56458 (VAN 10292021-02)- Pamela Centeno, Director of Planning & Codes

**Attachments:** [Staff Memo VAN10292021 02 area 2](#)  
[Annex Ordinance van10292021 02 area 2](#)  
[Exhibits VAN10292021 02](#)  
[VAN10292021 02 area2 AerialLocation map](#)

j. [ZC](#)  
[24-21 CC](#)

Ordinance on second and final reading to consider a zoning designation to Single Family Residential (R-2) for a property located at the 1900 Blk of Cordova Rd, Property ID(s): 56086 & 56087, (ZC 24-21)

**Attachments:** [Staff Memo ZC 24 21](#)  
[Planning Commission Report and packet](#)  
[ZC 24-21 Ordinance](#)  
[ZC2421 ExhibitA CC](#)

k. [ZC](#)  
[30-21 CC](#)

Ordinance on second and final reading to consider a zoning designation to Commercial (C) for property located at the NW corner of SH 46 N and Three Oaks Rd. PID(s) 153944, 153945, 153946 (ZC 30-21)

**Attachments:** [Staff Memo ZC 30 21](#)  
[Planning Commission Report and packet](#)  
[ZC 30-21 Ordinance](#)  
[ZC3021 ExhibitA CC](#)

- I. [ZC 25-21 CC](#) Public hearing and Ordinance on first reading to consider a zoning designation to Public (P) for a property located at 450 Seitz Rd, Property Id 59124, (ZC 25-21)- Pamela Centeno, Director of Planning & Codes  
**Attachments:** [Staff Memo ZC 25 21](#)  
[Planning Commission Report and packet](#)  
[ZC 25-21 Ordinance](#)  
[ZC2521 ExhibitA CC](#)
- m. [ZC 26-21 CC](#) Public hearing and Ordinance on first reading to consider a zoning change from Agricultural Ranch (A-R) to Commercial (C) for a property located at the 2500 Blk of Huber Rd, Property ID(s): 51187 & 51283, (ZC 26-21)-Pamela Centeno, Director of Planning & Codes  
**Attachments:** [Staff Memo ZC 26 21](#)  
[Planning Commission Report and packet](#)  
[ZC 26-21 Ordinance](#)  
[ZC2621 ExhibitA CC](#)
- n. [ZC 27-21 CC](#) Public hearing and Ordinance on first reading to consider a zoning change from Commercial (C) to Single-Family Residential (R-1) for a property located at 402 Michna St, Property ID 15805, (ZC 27-21) - Pamela Centeno, Director of Planning & Codes  
**Attachments:** [Staff Memo ZC 27 21](#)  
[Planning Commission Report and packet](#)  
[ZC 27-21 Ordinance](#)  
[ZC2721 ExhibitA CC](#)
- o. [ZC 28-21 CC](#) Public hearing and Ordinance on first reading to consider a request for a zoning change from Agricultural-Ranch (A-R) to Single-Family Residential (R-1) for a property located at 1910 E Martindale Rd, Property Id 52760, (ZC 28-21)- Pamela Centeno, Director of Planning & Codes.  
**Attachments:** [Staff Memo ZC 28 21](#)  
[Planning Commission Report and packet](#)  
[ZC 28-21 Ordinance](#)  
[ZC2821 ExhibitA CC](#)

p. [ZC  
29-21 CC](#)

Public hearing and Ordinance on first reading to consider a zoning change from Commercial (C) to Multi-Family High Density (MF-3) for a property located at the 3000 Blk of N. Austin St, Property ID: 51510, (ZC 29-21)- Pamela Centeno, Director of Planning & Codes

**Attachments:** [Staff Memo ZC 29 21](#)  
[Planning Commission Report and packet](#)  
[ZC 29-21 Ordinance](#)  
[ZC2921 ExhibitA CC](#)

q. [ZC  
31-21 CC](#)

Public Hearing and Ordinance on first reading to consider a zoning change request from Single Family Residential (R-1) to Neighborhood Commercial (NC) for property located at 515 Koepsel St, Property ID 22989 (ZC 31-21)- Pamela Centeno, Director of Planning & Codes

**Attachments:** [Staff Memo ZC 31 21](#)  
[Planning Commission Report and packet](#)  
[ZC 31-21 Ordinance](#)  
[ZC3121 ExhibitA CC](#)

r. [21-429](#)

Resolution of the City of Seguin City Council approving the budget amendment for the FY2022 Schertz-Seguin Local Government Corporation Future Development Fund Budget; and declaring an effective date - Valentin T. Ruiz Jr., SSLGC Assistant General Manager

**Attachments:** [Updated Memo - Budget Adjustment 2021](#)  
[Resolution approving amendment of FY 2022 Budget](#)  
[Resolution SSLGC R21-32](#)

s. [21-433](#)

Resolution approving an Interlocal Agreement between Guadalupe County and the City of Seguin for Library Services Jacki Gross- Director of Library Services

**Attachments:** [Interlocal Agreement Memo 12.7.2021](#)  
[Resolution Approving 2021 Interlocal Agreement with Guadalupe County for Lib](#)  
[FY 2022 Interlocal Agreement](#)

t. [21-436](#)

Ordinance amending the Fiscal Year 2022 Special Revenue Fund Budget of the City of Seguin, Texas; and declaring an effective date - Susan Caddell, Director of Finance

**Attachments:** [Council Memo - Staff Raises - Golf-KL](#)  
[Golf Salary Increases](#)

**u.**      [21-434](#)

Resolution authorizing the City Manager to enter into a Professional Services contract with TRC Engineering, Inc., in the amount of \$149,614.00 for the preliminary engineering related to the 24" Water Transmission Main Pipeline Project - Timothy J. Howe, Director - Water / Wastewater Utilities

**Attachments:**    [Council Memo - 12-7-2021.docx](#)  
[Resolution approving a professional service contract.docx](#)  
[24in Transmission Main Pipeline Project Reliminary Engineering Proposal.pdf](#)

**v.**      [21-417](#)

Resolution authorizing the purchase of a backhoe loader for Water / Wastewater Utilities; and declaring an effective date - Timothy J. Howe, Director - Water / Wastewater Utilities

**Attachments:**    [Council Memo - 11-16-2021.docx](#)  
[Resolution.docx](#)  
[QUOTE CITY OF SEGUIN 420 \(1\).docx](#)

**w.**      [21-418](#)

Resolution authorizing the purchase of a 12 yard dump truck for Water / Wastewater Utilities; and declaring an effective date - Timothy J. Howe, Director - Water / Wastewater Utilities

**Attachments:**    [Council Memo - 12-7-2021.docx](#)  
[Resolution.docx](#)  
[Seguin-Ox 14ft Docs 10-29-21.pdf](#)

**x.**      [21-438](#)

Resolution authorizing the purchase of a hydraulic telescoping boom truck for Water / Wastewater Utilities; and declaring an effective date - Timothy J. Howe, Director - Water / Wastewater Utilities

**Attachments:**    [Council Memo - 12-7-2021.docx](#)  
[Resolution.docx](#)  
[Q1052209 Sourcewell AC30-101B City of Seguin v2.pdf](#)

**y.**      [21-437](#)

Resolution authorizing the City Manager to execute an Agreement between the City of Seguin, Texas and Architexas in an amount not to exceed \$60,000 for the creation of a Sebastopol House Master Plan regarding needed improvements; and declaring an effective date - Jack Jones, Director of Parks and Recreation

**Attachments:**    [Memo regarding the Sebastopol House Master Plan Agreement](#)  
[Resolution approving a Professional Services Agreement with Architexas](#)  
[06-18-20 Sebastopol House Proposal](#)



**z.**      [21-435](#)

Resolution approving a deed without warranty releasing any interest in a right-of-way designated to be an extension of New Braunfels Street; and declaring an effective date - Andy Quittner, City Attorney

**Attachments:**    [Council Memo - Release of New Braunfels Extension](#)  
[Resolution approving a Deed without Warranty to release a 0.868 acre road res](#)  
[Map - NB](#)  
[New Braunfels Extension 2021](#)  
[New Braunfels Extension 1978](#)

**aa.**     [21-430](#)

Resolution adopting criteria for use in redistricting of council member districts - Andy Quittner, City Attorney

**Attachments:**    [Council Memo - Redistricting 2020](#)  
[Resolution Adopting Redistricting Criteria](#)  
[Comparison 2010 to 2020 Pop HUs Demo](#)  
[Citywide comparison 2010to2020\\_popHUsacre\\_Sept2021](#)  
[CC\\_dist1\\_comparison](#)  
[CC\\_dist2\\_comparison](#)  
[CC\\_dist3\\_comparison](#)  
[CC\\_dist4\\_comparison](#)  
[CC\\_dist5\\_comparison](#)  
[CC\\_dist6\\_comparison](#)  
[CC\\_dist7\\_comparison](#)  
[CC\\_dist8\\_comparison](#)

**ab.**     [21-439](#)

Resolution establishing guidelines for persons submitting specific redistricting proposals; and declaring an effective date - Andy Quittner, City Attorney

**Attachments:**    [Redistricting - Public Plan Guidelines](#)

**ac.**     [21-421](#)

Boards and/or Commission Appointments - Mayor Donna Dodgen

- a. Building & Standards Commission
- b. Central Texas Technology Center Board
- c. Commission on the Arts
- d. Convention & Visitor's Bureau (CVB)
- e. Ethics Commission
- f. Fire Department Volunteer Pension
- g. Golf Course Advisory Board
- h. Historic Preservation and Design Commission
- i. Seguin Public Library Advisory Board
- j. Seguin Public Library Foundation
- k. Main Street Advisory Board
- l. Parks & Recreation Advisory Board
- m. Planning & Zoning Commission
- n. Redistricting Committee
- o. Seguin Economic Development Corporation Board
- p. Seguin Housing Authority
- q. Zoning Board of Adjustments

**Attachments:**     [Council.Appointments.Dec7](#)

**8.     Acknowledgment of Bills****a.**     [21-420](#)

Check Report: November 15, 2021 through December 3, 2021

**Attachments:**     [Check Report \(1\)](#)

**9.     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 December 2021 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.**