



City of Sequin

210 E. Gonzales Street
Sequin TX, 78155

Meeting Minutes - Final

City Council

Tuesday, April 18, 2023

5:30 PM

Council Chambers

Public & Virtual

1. Call to Order

The City Council met in a REGULAR Called Meeting on Tuesday, April 18, 2023 at 5:30 pm in the City Hall Council Chambers, City Hall, 210 East Gonzales in City of Sequin, with Mayor Donna Dodgen presiding.

2. Invocation - Council Member Jason Biesenbach

3. Pledge of Allegiance/Salute to the Texas Flag

4. Roll Call

Present: 8 - Council Member Joe Rea, Council Member Sonia Mendez, Council Member Jim Lievens, Council Member Chris Rangel, Council Member Paul Gaytan, Council Member Monica N. Carter, Council Member Jason Biesenbach, and Council Member Bill Keller

Presiding: 1 - Mayor Donna Dodgen

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.

Shirley Fennell, 7535 Elm Creek St, Texas, spoke on a concern she has regarding the Habitat of Humanity and the sale of it to another Construction Company and changing policy's, lifting restrictions. Ms. Fennell request that this concern be placed as an item on the next agenda.

Main Street Director, Kyle Kramm, Inviting all to attend the Final Open House for the Downtown Master Plan at the Sequin Public Library from 5pm-7pm, Wednesday, April 19th. Mr. Kramm also extends an invitation for all to come out and celebrate Earth Day on Saturday, April 29th.

City Council Member Paul Gaytan gave an Honor to Vickie De La Rosa. Vickie De La Rosa was a pillar in the Sequin community and beyond. She leaves a legacy of Faith,

Hope, Love, Commitment, Service and a lifetime of memories for those on earth to cherish, follow and emulate. Vickie was instrumental in the formation of Teatro De Artes De Juan Seguin, a non-profit cultural arts organization that is a revered cultural, educational, and humanities institution in Seguin, Texas.

Dee Carter, 3032 Village Falls Ct, Kingwood, Texas spoke on working with Mrs. De La Rosa, stating it was her privilege to work with Mrs. De La Rosa for many years, she also told a story about Mrs. De La Rosa's, friendship, of beautiful humanity; that not only was she concerned with her community, but with individuals at any giving moment and that she(Mrs. Carter) was one of them. The story she told was regarding the flood that overcame the City of Seguin in 1998; her home was completely damage, and her family was forced to live in a hotel room. Mrs. Carter said that on the third day after the flood she walked into her office to find Mrs. De La Rosa there; Mrs. De La Rosa handed her a set of keys, telling Mrs. Carter that she and her husband had moved out of their home, and she wanted for Mrs. Carter and her family to live there until they could move back into their house.

Mayor Donna Dodgen spoke on Mrs. De La Rosa and how she had gone to Mrs. De La Rosa on several occasions with questions and words of advice stating that she gave her amazing words of wisdom. Mrs. De La Rosa was an incredible educator.

Shirley Fennell, 7535 Elm Creek St, Texas, wanted to give gratitude and thanks to Mayor Donna Dodgen for all that she does.

Director of Big brother Big Sisters, Rianne Sykes-Wenske, 801 West San Antonio, New Braunfels, Texas, Ms. Sykes gave a program update stating they currently have twenty-two children match in Guadalupe County, they have twelve kids on the wait list, and it continues to grow. Ms. Sykes just wanted to remind everyone they still need volunteers. Both men and women and they still need representation on their board.

Mayor Donna Dodgen acknowledges IT and GIS departments for winning two more awards.

Mayor Donna Dodgen also acknowledges the Seguin Gazette for winning awards at a Broadcast Conference.

Mayor Donna Dodgen states that Agenda item 8b. is going to be pulled from the agenda, so we will not be discussion Item 8b.

6. Presentation

- a. [23-173](#) Discussion and direction concerning permit fees for governmental entities - Steve Parker, City Manager

Indexes:

Attachments: [Permit Fee Discussion](#)
[NavarroISD.WaiverRequest](#)

City Manager, Steve Parker gave a presentation regarding Discussion and direction concerning permit fees for governmental entities.

Mr. Parker stated that the City of Seguin received a request for fee waivers related to the proposed Navarro High school. the rising cost of construction has dramatically

affected their budget. The City would like to update the council on how fee waivers have been treated in the past and how the City Council would like to proceed in the future. The City Planning Department pulled the history of building permit fees for the three largest Seguin ISD projects in the last eight years.

1. 5/06/2021 Briesemeister major remodel & additions - \$99,892.60. Full payment-no waivers. The third part conducted review and conducts the inspections, but the City fees charged to the school are based on the regular fee schedule.(plan review and permit fees, no utility connections required)

2. 10/15/2019 New Football Stadium - \$23,312.20. Full payment- no waivers (plan review, permit fee, and electric connections.)

3. 5/04/2015 High School Rebuild- \$180,719. Fees based on the amount of the contract with the third-party consultants (see below). (plan review and inspections, utility connections charged separately) Third-party fees- \$129,085

+ \$25,817 (20% for contingencies)

+ \$25,817 (20% for administration)

\$ 180,719 total

City Manager, Steve Parker states he would like to remain consistent.

Mrs. Dee Carter, Interim Superintendent of Navarro ISD states that all the Navarro ISD is asking is that the City of Seguin make the same arrangement that was made for Seguin High School; and whatever consideration or accommodation you can make we would be grateful.

Mayor Donna Dodgen states she feels we should remain consistent.

Council member Jim Lievens feels he needs to be an advocate for Navarro ISD stating they are hurting and need the help.

Council Member Jason Biesenbach states consistency.

7. Consent Agenda

A motion was made by Council Member Chris Rangel, seconded by Council Member Bill Keller, that the Consent Agenda be approved. The motion carried by the following vote:

Presiding: 1 - Mayor Dodgen

Aye: 8 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Carter, Council Member Biesenbach, and Council Member Keller

a. [23-175](#)

City Council Meeting Minutes: April 4, 2023

Indexes:

Attachments: [CC.MeetingMinutes.April 4, 2023](#)

The Minutes of April 4, 2023 was approved

b. [ZC 04-23 CC](#)

Ordinance on second and final reading to consider a zoning change from Single Family Residential (R-1) to Commercial (C) for a property located at

816 W. Court Street, Property ID: 46235, (ZC 04-23)

Indexes:

Attachments: [Staff Memo ZC 04 23](#)
 [Planning Commission Report and Agenda Packet](#)
 [ZC 04-23 Ordinance](#)
 [ZC0423 ExhibitA_CC](#)

This Zoning Ordinance was adopted

Enactment No: ORD 2023-024

c. [23-179](#)

Resolution authorizing the purchase of mobile transmitting units used in the automatic water meter reading system; and declaring an effective date - Adam Ryals, Manager Utility Warehouse and Rick Cortes, Deputy City Manager

Indexes:

Attachments: [Agenda Memo MTUs 4.4.23 \(1\)](#)
 [Resolution MTUs](#)
 [City of Seguin - 1000 MTU Quote](#)
 [Aclara Source Letter](#)

This Resolution was approved

Enactment No: RES 2023-70

d. [23-188](#)

Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to enter into an Agreement with AAA Time Saver Services regarding The Interlocal Purchasing System quote in the amount of \$89,420 for the enlargement of 12 dugouts at the ball fields used by the Seguin Little League at Max Starcke Park East; and declaring an effective date - Jack Jones, Director of Parks and Recreation

Indexes:

Attachments: [Memo regarding rennovating the Little League dugouts](#)
 [Resolution](#)
 [Little League Dugout Expansion Project](#)

This Resolution was approved

Enactment No: RES 2023-71

e. [23-195](#)

Resolution awarding a tax exemption for the Recorded Texas Historic Landmark located at 617 North Guadalupe Street; and providing for an

effective date - Kyle Kramm, Main Street & CVB Director/Historic Preservation Officer

Indexes:

Attachments: [Council Memo - 617 North Guadalupe's 2023 Tax Exemption](#)
[Warren Tax Abatement 2023 Resolution](#)
[Sonka House Supporting Documentation 2023](#)

This Resolution was approved

Enactment No: RES 2023-72

f. [23-172](#)

Resolution of the City Council of the City of Seguin, Texas approving a contract with Tech Logic Corporation for the design, construction and installation of a Tech Logic Automated Material Handling System for the Seguin Public Library in the amount of \$211,466.47; and declaring an effective date - Jacki Gross, Library Director

Indexes:

Attachments: [AMH Contract Memo](#)
[Resolution](#)
[Tech Logic AMH Contract](#)
[Tech Logic AMH Contract Exhibits](#)

This Resolution was approved

Enactment No: RES 2023-73

g. [23-176](#)

Check Report: April 3, 2023 through April 14, 2023

Indexes:

Attachments: [Check Report](#)

The bills were acknowledged

8. Action Items - Discussion and Possible Motion to Approve

a. [23-187](#)

Resolution authorizing the City Manager to execute an Advance Funding Agreement (AFA) between the City of Seguin and the Texas Department of Transportation (TxDOT) for the STBG - Road Widening Off-System for Cordova Road Project, CSJ #0915-46-052 providing funding in the amount of \$19,763,442.00 toward the project with a 20 percent local match to be split with Guadalupe County - Mary K. Hamann, P.E., Assistant City Engineer

Indexes:

Attachments: [2023-04-18 Memo Cordova AFA](#)
 [2023-04-18 Resolution Cordova AFA](#)
 [COMBINED - 0915-46-052 - City of Seguin - Cordova - Sent 4.6.23](#)

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

Presiding: 1 - Mayor Dodgen

Aye: 8 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Carter, Council Member Biesenbach, and Council Member Keller

Enactment No: RES 2023-74

b. [23-191](#)

Resolution of the City Council of Seguin, Texas authorizing a Promissory Note and Performance Agreement between the Seguin Economic Development Corporation and Aceroteca Metals, LLC; and declaring an effective date - Josh Schneuker, Director of Economic Development

Indexes:

Attachments: [041823 CC Aceroteca PA Memo](#)
 [Resolution](#)
 [SEDC Resolution 2023-08 Aceroteca Metals Performance Agreement](#)
 [Aceroteca \(Project Appliance\) PA Final](#)
 [Aceroteca PN](#)

Mayor announced that this Resolution was withdrawn

c. [23-189](#)

Resolution of the City Council of the City of Seguin, Texas authorizing a Performance Agreement between the Seguin Economic Development Corporation and Premium Waters, LLC; and declaring an effective date - Josh Schneuker, Director of Economic Development

Indexes:

Attachments: [041823 City Council PWI PA Memo](#)
 [Resolution](#)
 [SEDC Resolution 2023-07 Premium Waters Performance Agreement](#)
 [Premium Waters \(Project South\) PA FINAL](#)

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

Presiding: 1 - Mayor Dodgen

Aye: 8 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Carter, Council Member Biesenbach, and Council Member Keller

Enactment No: RES 2023-75

- d. [23-194](#) Resolution of the City Council of the City of Seguin, Texas approving and authorizing a nomination of Premium Waters, Inc. to the Office of the Governor Economic Development and Tourism through the Economic Development Bank as a Texas State Enterprise Project - Josh Schneuker, Director of Economic Development

Indexes:

Attachments: [041823 CC PWI TEZP Memo](#)

[PWI Nominating Resolution](#)

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

Presiding: 1 - Mayor Dodgen

Aye: 8 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Carter, Council Member Biesenbach, and Council Member Keller

Enactment No: RES 2023-76

9. **Closed Session**

The regular meeting was recessed and the council went into Closed Session at 6:04 pm. The regular meeting reconvened at 7:19 pm.

- a. [23-196](#) Pursuant to Section 551.072- Deliberation regarding possible acquisition of property at 200 South Austin Street for a Visitor Center and Main Street office space-Steve Parker, City Manager

Indexes:

Attachments: [Closed Session](#)

- b. [23-197](#) Pursuant to Section 551.074-Deliberation regarding Personnel Matters

Indexes:

- c. [23-199](#) Pursuant to Section 551.071 consultation with attorney: to receive legal advice regarding the Flying Bar D proposed creation of a municipal utility district in the City's extraterritorial jurisdiction - Sam Aguirre, City Attorney

Indexes:

10. **Adjournment**

There being no further business before the council the meeting adjourned at 7:19 pm.

Donna Dodgen, Mayor

Attest:

Kimberly Allison, Deputy City Secretary