



**CAPITAL  
PROJECTS/  
ENGINEERING**

## **MEMORANDUM**

**To:** Mayor Keil  
City Council Members

**Thru:** Douglas G. Faseler, City Manager

**From:** Jose (Joe) R. Ramos, Jr., P.E. City Engineer

**Subject:** Clean Up Day Tire and Shredding Limits

**Date:** August 27, 2018

Throughout the years, we have observed individuals disposing of tires and shredding documents that appear to be coming from business enterprises. There have been recent occasions when we have had to close the tire collection and/or document shredding stations early due to the vendor's trucks being filled up. This has led to having to close those stations prior to noon, causing an inconvenience to the other citizens of the City of Seguin. In an effort to afford these services to all citizens that want to take advantage of them, we would like to set a limit of ten (10) tires and two (2) boxes (or 2 (two) trash bags) of documents to be shredded. We request that the City Council concur with Staff's recommendation and that the City take appropriate action in informing the public of the new limits, prior to the actual Clean Up Day, scheduled for September 29, 2018, at the Seguin Events Complex parking lot. Additionally, we will modify our traffic routing plan, to allow citizens taking advantage of Clean Up Day, to use Nelda Street as the queueing area, prior to entering the Seguin Events Complex. This will should minimize the amount of traffic on S. Austin and S. Guadalupe streets.

**Cc:** Rick Cortes, Assistant City Manager  
John Donnelly, Public Works Manager  
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