



City of Seguin

210 E. Gonzales Street
Seguin TX, 78155

Meeting Minutes - Final

City Council

Tuesday, May 2, 2023

5:30 PM

Council Chambers

Public & Virtual

1. **Call to Order**
2. **Invocation - Mayor Pro Tem Joe Rea**
3. **Pledge of Allegiance/Salute to the Texas Flag**
4. **Roll Call**

The City Council met in a REGULAR Called Meeting on Tuesday, May 2, 2023 at 5:30 pm in the City Hall Council Chambers, City Hall, 210 East Gonzales in City of Seguin, with Mayor Donna Dodgen presiding.

Present: 7 - Council Member Joe Rea, Council Member Sonia Mendez, Council Member Jim Lievens, Council Member Chris Rangel, Council Member Paul Gaytan, Council Member Jason Biesenbach, and Council Member Bill Keller

Presiding: 1 - Mayor Donna Dodgen

Absent: 1 - Council Member Monica N. Carter

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.

Gary Vaughan, 503 S. Goodrich, Seguin, Texas, 78155. Mr. Vaughan is requesting restrooms in Central Park and in Walnut Springs Park.

Levi Robertson, 1027 Palm St. proposing and offering his services to develop a guide for new residents and for new business owners coming to Seguin. Mr. Robertson states he loves living in Seguin everyone is very friendly.

Mayor Donna Dodgen recognizes City Secretary Naomi Manski and Deputy City Secretary, Kimberly Allison on Municipal Clerks Week.

Mayor Donna Dodgen also acknowledged Kathy Wood on it being her birthday.

Mayor Donna Dodgen also wanted to remind everyone that there is a survey everyone should take, it is the Economic Development Strategy survey. Mayor also reminds citizens the community open house for the City Comprehensive Plan at the Seguin Library will be on Wednesday, May 10th from 5-7pm.

Mayor Donna Dodgen also announces that our Community Council will be having a Poverty simulation on May 18th from 9-1pm at the Coliseum, anyone is welcome.

City Manager, Steve Parker wanted to let all know the Seguin Downtown Master Plan is online and would like everyone to take a look and review the plans.

6. Presentation

a. 23-215

Certificate of Recognition awarded to the Starcke Park First Tee Program for winning "Facility of the Year for 2022" - Mayor Donna Dodgen

Indexes:

Attachments: [Starcke Park Golf Course 2022 First Tee Facility of the Year Award](#)

Mayor Donna Dodgen presented the Starcke Park Golf Course with a Certificate of Recognition for being named the 2022 Facility of the Year for its first Tee Program by the First Tee Program of Greater San Antonio.

b. 23-219

Certificate of Recognition awarded to Brad Compton and Josh Moreno for winning the 2023 State Hydrant Hysteria Competition - Mayor Donna Dodgen

Indexes:

Attachments: [National Hydrant Hysteria - Brad Compton and Josh Moreno](#)

Mayor Donna Dodgen presented Brad Compton, and Josh Moreno with a Certificate of Recognition for winning the 2023 State Hydrant Hysteria Competition with a time of one minute and twenty seconds; also wishing them good luck at the 2023 National Hydrant Hysteria Competition in Toronto, Canada.

c. 23-220

Certificate of Recognition awarded to Travis Acklin on receiving a 2023 TAGITM Award of excellence for the City's Enterprise GIS program - Mayor Donna Dodgen

Indexes:

Attachments: [Travis Acklin - TAGITM Award of Excellence](#)

Mayor Donna Dodgen presented Travis Acklin with a Certificate of Recognition on winning the TAGITM Award of Excellence for the City's Enterprise GIS Program that was developed under his leadership.

d. 23-221

Certificate of Recognition awarded to Joseph Tripoli for being named as a 2023 TAGITM Rising Star - Mayor Donna Dodgen

Indexes:Attachments: [Joseph Triplo - TAGITM Rising Star](#)

Mayor Donna Dodgen presented Joseph Tripoli with a Certificate of Recognition for being recognized as a TAGITM Rising Star.

e. [23-193](#)

Seguin Retail Market Overview and Activity Update - Lindsay Dennis, Deputy Director of Economic Development and Aaron Farmer, President of The Retail Coach

Indexes:

Attachments: [050223 Retail Coach CC Memo](#)
[Seguin5 2 23](#)

Lindsay Dennis, Economic Development Assistant Director introduces Aaron Farmer, President of The Retail Coach.

*Mr. Farmer gave a Market Analysis Update and Activity Report and states there is a lot of retail along with housing in the area of Seguin. Mr. Farmer states that in 2008 they wanted to find out where the customers were coming from, back then licenses plates were used, they would drive through the Walmart and HEB parking lots to scan the license plates, that is how they could tell what counties folks were coming from to shop in Seguin. Now cell phones are used. Seguin Cell Phone Analysis - HEB, the past 12 months, HEB has had over 3,052,165 visits. This type of information is important when we go a speak with other retailers, they want to see the numbers; in order to know how many people are shopping at the stores in Seguin already. Retail Trade Area Snapshot. Population 2020-110,744~~ 2023-115,476~~2028-121,504 Educational Attainment (%) Graduate or Professional Degree 5.52%-Bachelors Degree 13.18%-Associate Degree 7.21%-Some College 19.80%-HS Graduate (GED) 38.29% Income--Average HH \$92,662 -Median HH \$72,017- Per Capita \$34,337 Median Age-39.92~ Average Age 40.49 Race Distribution (%) White 61.80%-Black/AA 4.31% -Asian 0.64%-Native Hawaiian/Islander 0.08%-Other Race 13.13%- Two or More Races 19.13% - Hispanic 43.25% Total retail trade including food and drinking place ~ 2023 DEMAND - \$1,049,334,563 --2028 DEMAND \$1,223,796,830--GROWTH \$174,462,267 Retail Activity Report- Recently Opened *Marshalls *Boot Barn--Locating/Coming Soon- *Discount Tire * Harbor Freight Tools * HTeaO * Ross Interested Retailers--*5 Fast Casual Restaurants * 4 Casual Sit Down Restaurants * 5 Fast Food Restaurants * National Jewelry Store * Craft/Hobby Store * Family Clothing Store * 2 Ranch Supply Store * Shoe Store * Hotel Group *Wine, Beer, Liquor Store Chain*

Mr. Farmer states it is going to be a three to five process.

Mayor Donna Dodgen asked Mr. Farmer How would do you anticipate counting the curbside world in your data? Mr. Farmer stated that almost every retailer is accommodating curbside pickups

7. Consent Agenda

A motion was made by Council Member Rea, seconded by Council Member Keller, that the items be approved on the Consent Agenda. The motion carried by the following vote:

Presiding: 1 - Mayor Dodgen

Aye: 7 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Biesenbach, and Council Member Keller

a. [23-203](#)

City Council Meeting Minutes of April 18, 2023

Indexes:

Attachments: [CC.MeetingMinutes.April 18, 2023](#)

The Minutes of April 18, 2023 was approved on the Consent Agenda.

b. [23-212](#)

Approval of reports for the quarter ended March 31, 2023 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

Indexes:

Attachments: [Quarterly reports for quarter ended 033123 memo](#)

[Events held 2023](#)

[Quarterly reports for quarter ended 033123](#)

This Action Item was approved

c. [23-216](#)

Resolution of the City Council of Seguin, Texas approving the FY2023 Schertz-Seguin Local Corporation Budget Amendment; and declaring an effective date - Andrew McBride, SSLGC General Manager

Indexes:

Attachments: [Memo for Budget Amendment 4.20.2023](#)

[Resolution](#)

[SSLGC R23-04](#)

This Resolution was approved

Enactment No: RES 2023-77

d. [23-170](#)

Resolution of the City Council for the City of Seguin, Texas, authorizing submission of a grant application in response to the Office of the Attorney General, Victim Coordinator and Liaison Grant (VCLG) - Kathy Wood, Grant Administrator

Indexes:

Attachments: [04-04-23 City Council MEMO to submit FY24 VCLG application](#)
[04-04-23 City Council RESOLUTION to submit FY24 VCLG application](#)

This Resolution was approved

Enactment No: RES 2023-78

e. [23-207](#)

Resolution authorizing the purchase of twelve 167 KVA transformers for use on new development projects by the Electric Utilities department declaring date-Adam Ryals, Manager Utility Warehouse and Rick Cortes Deputy City Manager

Indexes:

Attachments: [Agenda Item Memo 4.19.23 Transformers](#)
[Resolution Transformers 167 KVA](#)
[TF-2023-26 Bid Tab](#)

This Resolution was approved

Enactment No: RES 2023-79

f. [23-202](#)

Check Report: April 17, 2023 through April 28, 2023

Indexes:

Attachments: [Check Report](#)

The bills were acknowledged

8. Action Items - Discussion and Possible Motion to Approve

Mayor Donna Dodgen announces that action item 8.A. will be removed for the Agenda and placed on May 16th Agenda.

a. [23-224](#)

Resolution of the City Council of the City of Seguin, Texas approving an agreement with Springs Hill Water Supply Corporation regarding water service within the City's corporate limits, the provision of water by the City to Springs Hill on a temporary basis, and inspection standards in connection with the pending transfer of certain territory under Springs Hill's Certificate of Convenience and Necessity for water to the City; authorizing the City Manager to execute said agreement; and declaring an effective date-Steve Parker, City Manager, Tim Howe

Water/Wastewater Director

Indexes:

Attachments: [Springs Hill Agreement](#)
[Resolution](#)
[2023.05.16 Letter Agreement with Seguin re Interim Water and
Inspection Standards \(signed by DP\)](#)

This Resolution was postponed

Enactment No: RES 2023-97

b. [23-213](#)

Resolution of the City Council of Seguin, Texas approving the Five Year Capital Improvement Plan and Financial Forecast, and declaring an effective date - Susan Caddell, Director of Finance

Indexes:

Attachments: [City Council memo 2023](#)
[Resolution approving five year CIP 2023](#)
[5-Year Plan](#)

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

Presiding: 1 - Mayor Dodgen

Aye: 7 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Biesenbach, and Council Member Keller

Enactment No: RES 2023-80

c. [23-182](#)

Resolution of the City Council of the City of Seguin, Texas approving a contract for the Pavement Maintenance Project - TF-2023-21 with Lone Star Paving, in the amount of \$334,684.00 for the implementation of the street maintenance improvements; authorizing the City Manager to execute a service contract; and providing an effective date - John Donnelly, Director of Public Works

Indexes:

Attachments: [MEMO TO COUNCIL AWARD OF BID TF-2023-21 May 2, 2023](#)
[Resolution](#)
[TF-2023-21.Bid Tab](#)
[2023 PMP Streets](#)

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

Presiding: 1 - Mayor Dodgen

Aye: 7 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Biesenbach, and Council Member Keller

Enactment No: RES 2023-81

d. [23-183](#)

Resolution approving a contract with Doggett Freightliner Bergkamp for the purchase of a 2024 Freightliner M2-105 Chassis and a Bergkamp Flameless FP5 Patcher in the amount of \$287,535.00 utilizing the Texas Interlocal Purchasing System (TIPS); authorizing the City Manager to execute a service contract; and providing an effective date - John Donnelly, Director of Public Works

Indexes:

Attachments: [2023 05 02 MEMO TO COUNCIL FREIGHTLINER & FP5 PATCHER Resolution](#)
[2023 05 02 TIPS Contract Patch Truck Sequin-Berg docs 3-29-23](#)
[2023 05 02 TIPS Contract Patch Truck tipssequin.032023](#)
[2023 05 02 TIPS Contract Patch Truck Sequin-Berg docs 3-29-23](#)
[2023 05 02 TIPS Contract Bergkamp Inc FP5 Patented Swing Auger System](#)

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

Presiding: 1 - Mayor Dodgen

Aye: 7 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Biesenbach, and Council Member Keller

Enactment No: RES 2023-82

e. [23-185](#)

Resolution approving TIPS contract with Pavement Group for the purchase of a 1000 gallon Asphalt Distributor Trailer in the amount of \$53,789.89, authorizing the City Manager to execute a service contract; and providing an effective date - John Donnelly, Director of Public Works

Indexes:

Attachments: [2023 05 02 MEMO TO COUNCIL STRATOS DMT-1000 GALLON ASPHALT DISTRIBUTOR TRAILER Resolution](#)
[2023 05 02 TIPS Contract ASPHALT TRAILER ESTIMATE 1584](#)

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

Presiding: 1 - Mayor Dodgen

Aye: 7 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Biesenbach, and Council Member Keller

Enactment No: RES 2023-83

f. [23-201](#)

Resolution authorizing the third annual payment of \$199,500 from the previously approved Service and Maintenance Agreement with Maguire Iron, Inc. for the annual inspection, ongoing maintenance, and scheduled rehabilitation of the water storage tanks / towers associated with the Seguin water distribution system; and declaring an effective date - Timothy Howe, Director of Water / Wastewater Utilities

Indexes:

Attachments: [Council Memo - Annual Tank Maintenance 4-17-2023](#)
 [Resolution](#)
 [Maguire Iron-INVSeguin TX23-5](#)

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

Presiding: 1 - Mayor Dodgen

Aye: 7 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Biesenbach, and Council Member Keller

Enactment No: RES 2023-84

g. [23-218](#)

Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to enter into an Agreement with The Fields at Huber Ranch, LLC. to be the Exclusive Tournament Provider at the Seguin Softball 4-Plex; and declaring an effective date - Jack Jones, Director of Parks and Recreation

Indexes:

Attachments: [Memo regarding Exclusive Tournament Provider](#)
 [Resolution](#)
 [Agreement with Huber Ranch](#)

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

Presiding: 1 - Mayor Dodgen

Aye: 7 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Biesenbach, and Council Member Keller

Enactment No: RES 2023-85

h. [23-222](#)

Resolution of the City Council of the City of Seguin, Texas approving a contract with Sullivan Contracting Services for the remodel of restrooms at City Hall; and declaring an effective date - Chris Riggs, Director of Facilities and Rick Cortes, Deputy City Manager

Indexes:

Attachments:

[Staff Memo](#)

[Resolution](#)

[City Hall Restrooms Remodel-Bid Evaluation & Summary 4-17-23](#)

[Final](#)

[Perspective Views](#)

City Council choose to fund the remodeling of all three floor restrooms at City Hall.

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

Presiding: 1 - Mayor Dodgen

Aye: 7 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Biesenbach, and Council Member Keller

Enactment No: RES 2023-86

i. [23-223](#)

Resolution of the City Council of the City of Seguin, Texas approving a one year special event parking lot use agreement with Alfredo Leos III for use of the auxiliary parking lot on Medlin Street across the street from the Police Department only for a limited number of ticketed live music events at the Backyard approved by the City; authorizing the city manager to execute the agreement on behalf of the City; and declaring an effective date - Rick Cortes, Deputy City Manager

Indexes:

Attachments:

[Staff Memo](#)

[Resolution](#)

[Agreement](#)

Council member Chris Rangel asked Mr. Leos how many events did he have planned? Mr. Leos responded that he is trying to have at least two event a month stating acts have to be booked over seven months in advance.

Council member Lievens asked if maybe the activity center would be an option for parking. Mr. Leos responded that he has spoken with the owners and has offered to purchase the property, but owners have ceased communication. Council member Lievens also asked if the exiting parking was adequate for just day to day business at The Back Yard, Mr. Leos stated that yes it was.

A motion was made by Council Member Mendez, seconded by Council

Member Rangel, that this Resolution be approved. The motion carried by the following vote:

Presiding: 1 - Mayor Dodgen

Aye: 7 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Biesenbach, and Council Member Keller

Enactment No: RES 2023-87

j. [23-210](#)

Ordinance of the City Council of the City of Seguin, Texas, on first reading renewing Chapter 70, Article II of the Seguin Code of Ordinances regarding the curfew for minors; providing a severability clause; declaring an effective date; and authorizing city staff to submit this ordinance as a supplement to the Seguin Code of Ordinances - Jason Brady, Police Chief

Indexes:

Attachments: [Memo to Council](#)
[Ordinance](#)

A motion was made by Council Member Biesenbach, seconded by Council Member Rangel, that this Ordinance be approved on first reading. The motion carried by the following vote:

Presiding: 1 - Mayor Dodgen

Aye: 7 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Biesenbach, and Council Member Keller

Enactment No: ORD 2023-025

k. [23-205](#)

Resolution authorizing the purchase of thirteen (13) rifle-rated ballistic shields from GT Distributors in the amount of \$54,878.25 utilizing the BuyBoard; and declaring an effective date - Jason Brady, Police Chief

Indexes:

Attachments: [23-26 Ballistic Shield Purchase](#)
[Resolution](#)

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

Presiding: 1 - Mayor Dodgen

Aye: 7 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Biesenbach, and Council Member Keller

Enactment No: RES 2023-88

I. [23-217](#)

Resolution authorizing the City Manager to enter into a Alamo Area Metro SWAT Agreement; and declaring an effective date - Jason Brady, Police Chief

Indexes:

Attachments: [ALAMO SWAT memo.docx](#)

[Resolution](#)

[Alamo Area Metro SWAT Agreement 230418](#)

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

Presiding: 1 - Mayor Dodgen

Aye: 7 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Biesenbach, and Council Member Keller

Enactment No: RES 2023-89

9. **Adjournment**

There being no further business before the council the meeting adjourned at 7:20 pm.

Donna Dodgen, Mayor

Attest:

Kimberly Allison, Deputy City Secretary