



# City of Seguin

210 E. Gonzales Street  
Seguin TX, 78155

## Meeting Minutes

### City Council

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Tuesday, October 18, 2016

5:30 PM

Council Chambers

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1. **Call to Order**

2. **Invocation - Council Member Ernesto Leal**

3. **Pledge of Allegiance/Salute to the Texas Flag**

4. **Roll Call**

**Present:** 7 - Council Member Ernest Leal, Council Member Jeannette Crabb, Council Member Tomas V. Castellon, Council Member Fonda Mathis, Council Member Phil Seidenberger, Council Member Donna Dodgen, and Council Member Mark Herbold

**Presiding:** 1 - Mayor Don Keil

**Absent:** 1 - Council Member Carlos Medrano

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.**

*Citizen Comments*

*Name: Gary Vaughn*

*Address: 503 Vaughn*

*City: Seguin, Texas*

*He asked the city council to walk the whole path at Walnut Branch near the library because the city staff had done a wonderful job. He thanked Jack Jones (Director of Parks), Sam Flores (former City Councilman), Mary Jo Filip (former Main Street Director), Don Keil, (Mayor) and Doug Faseler (City Manager).*

*Councilmember Fonda Mathis*

*She asked that the council consider reorganizing the Walnut Branch Committee to continue the work on Walnut Branch. She had a group from TLU homecoming and they were all complimentary about the new things occurring in downtown Seguin.*

*Councilmember Dodgen*

*She thanked Kyle Kramm (Director of Main Street) and city staff for all the work done*

*in the downtown area. She had a group of women who went on a tour downtown and were delighted to see all of the improvements.*

*Councilmember Crabb*

*She reminded everyone about the Seguin Fire Department Raffle. The prize is a \$2,000 travel voucher and tickets are \$20.00.*

*Councilmember Ernest Leal*

*He stated that he was grateful for the work done in the Rob Roy and Northern Trials subdivisions to enhance the area.*

*Doug Faseler*

*He reminded council that there would be a city council meeting on November 15 and a short one to canvas votes on November 22.*

*Don Keil*

*He reminded everyone about the Public Meeting regarding Traffic Patterns and the Thoroughfare Plan on October 19-21, 2016 in the McKeogh Hall, St. Andrews Episcopal Church at 201 E. Nolte.*

*Councilmember Tomas Castellon*

*He asked that the council consider some funding to improve the entrances to downtown Seguin.*

## **6. Presentation**

### **a. [16-286](#)**

Guadalupe Regional Medical Center FY2017 Budget - Robert Haynes, CEO

*Robert Haynes, CEO of GRMC presented an overview of the FY2017 Budget to the City Council. Dr. James Lee, who serves on the Board of Managers with GRMC, provided a snapshot of updates. (increase in # of beds, increase in # of staff, increase in # of doctors, special projects and lab improvements and upgrades, emergency room new elements, admitting area improvements, specific areas for EEG's, pulmonary function studies and radiology and new parking area for employees on Ashby and King St. and new medical buildings in that area and additional parking where the old bank was in front of the hospital. The 3rd floor of the hospital will be converted to patient beds.)*

## **7. Consent Agenda**

**A motion was made by Council Member Dodgen, seconded by Council Member Mathis, that this be approved on the Consent Agenda. The motion carried by the following vote:**

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Leal, Council Member Crabb, Council Member Castellon, Council Member Mathis, Council Member Seidenberger, Council Member Dodgen, and Council Member Herbold

### **a. [16-298](#)**

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**The Minutes were approved.**

**b. [ZC 25-16](#)**

Ordinance on second reading to consider a Zoning Change from Single-Family Residential to Commercial for the property located at 210 Gravel St., Lot: C2 E 130' of Blk 455, Acre Addition, Property ID 13709 (ZC 25-16)

**This Zoning Ordinance was adopted.**

Enactment No: ORD 2016-066

**c. [16-278](#)**

Ordinance on second reading amending the City of Seguin Unified Development Code Section 2.16.2 Variance for onsite consumption of alcohol- Applicability and Section 2.16.3.B(2) Procedure for Requesting Variance- Hearing; providing for a Severability Clause; providing for an effective date; and authorizing city staff to prepare this ordinance for submission as a supplement to the Code of Ordinances

**This Ordinance was adopted.**

Enactment No: ORD 2016-067

**d. [16-246](#)**

Ordinance on second reading amending the City of Seguin Unified Development Code Sections 2.7.5 Variance (Board of Adjustments) - General Process, 2.9.8.E Subdivision Variance Request - General Process and 3.6.2 Lot Dimensional and Development Standards - Non-residential Districts; providing for a Severability Clause; providing for an effective date; providing for publication of this ordinance; and authorizing city staff to prepare this ordinance for submission as a supplement to the Code of Ordinances

**This Ordinance was adopted.**

Enactment No: ORD 2016-068

**e. [16-282](#)**

Ordinance on second reading amending the Seguin Code of Ordinances, Appendix C - Fee Schedule, **Chapter 74**, Parks and Recreation, Max Starcke Park Golf Course Fees; providing for a severability clause; declaring an effective date; providing for publication; and authorizing city staff to submit this ordinance as a supplement to the Seguin Code of Ordinances

**This Ordinance was adopted.**

Enactment No: ORD 2016-069

**8. Action Items - Discussion and Possible Motion to Approve****a. [16-297](#)**

Public Hearing and Ordinance on first reading amending the City of Seguin Unified Development Code Section 2.9.E - Subdivision Platting Exceptions, Section 3.2.16.A- Light Industrial Purpose, Definitions- Light Industry, and

Section 3.4.3- Land Use Matrix; providing for a Severability Clause; providing for an effective date; providing for publication of this ordinance; and authorizing city staff to prepare this ordinance for submission as a supplement to the Code of Ordinances - Pamela Centeno, Director of Planning & Codes

*The regular meeting was recessed and the public hearing was called to order.*

*Citizen Comments*

*No public comment at this time.*

*The public hearing was adjourned and the regular meeting was reconvened.*

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

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Leal, Council Member Crabb, Council Member Castellon, Council Member Mathis, Council Member Seidenberger, Council Member Dodgen, and Council Member Herbold

**b.** [16-303](#)

Resolution calling for a Public Hearing on Land Use Assumptions and Capital Improvement Plans relating to possible Roadway Impact Fees- John Foreman, Assistant Director of Planning and Codes

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

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Leal, Council Member Crabb, Council Member Castellon, Council Member Mathis, Council Member Seidenberger, Council Member Dodgen, and Council Member Herbold

Enactment No: RES 2016-105

**c.** [16-301](#)

Resolution approving agreements between the City of Seguin and the following organizations that receive financial appropriations in the FY17 Hotel Occupancy Tax Fund - Susan Caddell, Director of Finance

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

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

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Leal, Council Member Crabb, Council Member Castellon, Council Member Mathis, Council Member Seidenberger, Council Member Dodgen, and Council Member Herbold

Enactment No: RES 2016-106

**d.** [16-300](#)

Resolution approving the official City of Seguin Tax Roll for 2016 - Susan Caddell, Director of Finance

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

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Leal, Council Member Crabb, Council Member Castellon, Council Member Mathis, Council Member Seidenberger, Council Member Dodgen, and Council Member Herbold

Enactment No: RES 2016-107

**e.** [16-296](#)

Resolution approving an Interlocal Agreement between Guadalupe County and the City of Seguin for Free Library Services to Citizens of Guadalupe County; authorizing the City Manager to execute the Agreement; and declaring an effective date - Jacki Gross, Library Services Director

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

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Leal, Council Member Crabb, Council Member Castellon, Council Member Mathis, Council Member Seidenberger, Council Member Dodgen, and Council Member Herbold

Enactment No: RES 2016-108

**f.** [16-295](#)

Proposed street closure request from the Disabled American Veterans-Chapter 61 to close the 100 and 200 Blocks of South River, 100 Block of East Nolte, South Erkel Avenue, and the 700 block of Jefferson Avenue on November 11, 2016, between the hours of 8:30 a.m. and 1:00 p.m. while hosting a Veteran's Day parade and ceremony - Jack Jones, Director of Parks and Recreation

**A motion was made by Council Member Crabb, seconded by Council Member Leal, that this Action Item be approved. The motion carried by the following vote:**

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Leal, Council Member Crabb, Council Member Castellon, Council Member Mathis, Council Member Seidenberger, Council Member Dodgen, and Council Member Herbold

**g.**     [16-293](#)

Resolution by the City Council of the City of Seguin, Texas waiving the Special Event Permit Fees for the Veteran's Day Parade and Celebration on behalf of the Disabled American Veterans - Chapter 61; and declaring an effective date - Jack Jones, Director of Parks and Recreation

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

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Leal, Council Member Crabb, Council Member Castellon, Council Member Mathis, Council Member Seidenberger, Council Member Dodgen, and Council Member Herbold

Enactment No: RES 2016-109

**h.**     [16-263](#)

Resolution of the City Council of Seguin, Texas authorizing the acceptance by the City of Seguin of real property in the Northern Trails and the Rob Roy Subdivisions; directing the city manager to execute all documents necessary to effectuate the acceptance; and declaring an effective date - Jack Jones, Director of Parks and Recreation

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

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Leal, Council Member Crabb, Council Member Castellon, Council Member Mathis, Council Member Seidenberger, Council Member Dodgen, and Council Member Herbold

Enactment No: RES 2016-110

**i.**     [16-302](#)

Direction on Downtown Parking Enforcement - Kyle Kramm, Main Street and CVB Director

*The council supported the recommendations made by Main Street Director, Kyle Kramm.*

**j.**     [16-294](#)

Resolution approving the purchase of a 0.115 acre, more or less, parcel of land located at the southeast corner of the intersection of South Camp and West Donegan Streets; authorizing the city manager to execute all documents necessary to purchase the property; and establishing an effective date - Kyle Kramm, Main Street and CVB Director.

**A motion was made by Council Member Dodgen, seconded by Council Member Crabb, that this Resolution be approved. The motion carried by the following**

**vote:**

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Leal, Council Member Crabb, Council Member Castellon, Council Member Mathis, Council Member Seidenberger, Council Member Dodgen, and Council Member Herbold

Enactment No: RES 2016-111

**k.**     [16-299](#)

Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to renew a contract with Intermedix Corporation for the purpose of EMS billing; and declaring an effective date - Dale Skinner, Fire/EMS Chief

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

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Leal, Council Member Crabb, Council Member Castellon, Council Member Mathis, Council Member Seidenberger, Council Member Dodgen, and Council Member Herbold

Enactment No: RES 2016-112

**l.**     [16-274](#)

Resolution authorizing the City Manager to execute an Interlocal Agreement between the City of Seguin and cities of Schertz and Cibolo for the provision of fire services in the unincorporated area of Guadalupe County; and assistance to Local Volunteer Fire Departments in those areas; and declaring an effective date - Dale Skinner, Fire/EMS Chief

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

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Leal, Council Member Crabb, Council Member Castellon, Council Member Mathis, Council Member Seidenberger, Council Member Dodgen, and Council Member Herbold

Enactment No: RES 2016-113

**m.**     [16-289](#)

Resolution approving the Seguin Economic Development Corporation's Funding for the Advanced Technology and Manufacturing Technology Academy and the Information and Technology Security Academy offered through the Central Texas Technology Center - Joshua Schneuker, Interim Director of Economic Development

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

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Leal, Council Member Crabb, Council Member Castellon, Council Member Mathis, Council Member Seidenberger, Council Member Dodgen, and Council Member Herbold

Enactment No: RES 2016-114

n. [16-290](#)

Resolution of the City Council of Seguin, Texas approving the Seguin Economic Development Corporation's expenditure of an amount not to exceed \$60,000.00 for the development of a Small Business Development Satellite Center by the University of Texas at San Antonio - Joshua Schneuker, Interim Director of Economic Development

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

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Leal, Council Member Crabb, Council Member Castellon, Council Member Mathis, Council Member Seidenberger, Council Member Dodgen, and Council Member Herbold

Enactment No: RES 2016-115

o. [16-308](#)

Approval of an Annual Maintenance Agreement for all City Radio Equipment - James Vassar, Manager IT

**A motion was made by Council Member Crabb, seconded by Council Member Leal, that this Action Item be approved. The motion carried by the following vote:**

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Leal, Council Member Crabb, Council Member Castellon, Council Member Mathis, Council Member Seidenberger, Council Member Dodgen, and Council Member Herbold

p. [16-291](#)

Resolution of the City Council of Seguin, Texas approving a professional service contract in the amount of \$72,101 to TRC Solutions, for the engineering of the Walnut Branch WWTP Outfall Structure Replacement and all other related engineering service, and declaring and effective date - Emery Gallagher, Director of Water and Wastewater Utilities

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

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Leal, Council Member Crabb, Council Member Castellon, Council Member Mathis, Council Member Seidenberger, Council Member Dodgen, and Council Member Herbold

Enactment No: RES 2016-116



- q. [16-292](#) Resolution of the City Council of Seguin, Texas approving the Purchase of Six Sanitary Sewer Flow Meters and services for an amount not to exceed \$ 100,000.00 from Macaulay Control Company, the Sole Source representative in the State of Texas for the Hach Company Flor-Dar meters; and declaring an effective date - Emery Gallagher, Director of Water and Wastewater Utilities

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

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Leal, Council Member Crabb, Council Member Castellon, Council Member Mathis, Council Member Seidenberger, Council Member Dodgen, and Council Member Herbold

Enactment No: RES 2016-117

## 9. Acknowledgment of Bills

- a. [16-313](#)

Check Report 10-3-2016 to 10-14-2016

**This Acknowledgement of Bills was approved.**

## 10. Executive Session

- a. [13-048](#)

Consultation with City Attorney in accordance with Section 551.071 and Deliberation regarding Real Property in accordance with Section 551.072 - Doug Faseler, City Manager

*The regular meeting was recessed and the council went into Executive Session at 6:39 pm. The regular meeting reconvened at 6:58 pm.*

## 11. Action Items

- a. [16-305](#)

Resolution of the City Council of the City of Seguin, Texas authorizing City Manager to execute an agreement with the Guadalupe-Blanco River Authority (GBRA) for the purchase of the Springs Hill Wastewater Treatment Plant; and declaring an effective date - Rick Cortes, Assistant City Manager

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

**Presiding:** 1 - Mayor Keil

**Aye:** 7 - Council Member Leal, Council Member Crabb, Council Member Castellon, Council Member Mathis, Council Member Seidenberger, Council Member Dodgen, and Council Member Herbold

Enactment No: RES 2016-118

**12. Adjournment**

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

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*Don Keil, Mayor*

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*Thalia Patlan Stautzenberger*  
*City Secretary*