



City Council Regular Meeting Agenda
Tuesday, April 15, 2025 7:00 PM
Kyle City Hall, 100 W. Center Street, Kyle, TX 78640

I. Call Meeting to Order, Roll Call, and Excuse Absences

II. Approval of Minutes

1. Consider approval of the City Council March 29, 2025 Special Meeting Minutes and April 1, 2025 Special and Regular Meeting Minutes.
(Item Presenter: Jennifer Kirkland, TRMC, City Secretary)
[Exhibit 1 - 2025 0329 Draft Special Minutes](#)
[Exhibit 2 - 2025 0401 Draft Special Minutes](#)
[Exhibit 3 - 2025 0401 Draft Regular Minutes](#)

III. Citizen Comment Period with City Council

The City Council welcomes comments from Citizens early in the agenda of City Council meetings. Those wishing to speak are encouraged to sign in before the meeting begins. Speakers may be provided with an opportunity to speak during this time period on any agenda item or any other matter concerning city business, and they must observe the three-minute time limit.

IV. Agenda Order

2. Agenda Order per Rules of Council Sec. B1.
(Item Presenter: Travis Mitchell, Mayor)

V. Appointments

3. Consider approval of a resolution to appoint six members to the Board on Aging with Esther Yvonne Cantu to Seat 1, Cynthia Bolding to Seat 3, and Lucinda Valenti to Seat 5, each with terms expiring September 30, 2025 and Betty Conley to Seat 2, Pamela Gibson to Seat 4, and Timothy Labadie to Seat 6, each with terms expiring September 30, 2026.
(Item Presenter: Leslie Scott, Director of Library Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
4. Consider approval of a resolution to appoint Spencer Copeland to Seat 1 of the Planning and Zoning Commission for an unexpired term, expiring September 2025.
(Item Presenter: Melissa McCollum, Chief Development Officer)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)

VI. Reports and Presentations

5. A proclamation recognizing National Telecommunicator Week (April 13-19).
(Item Presenter: Robert Rizo, Council Member)
6. A proclamation recognizing Animal Control Officer Appreciation Week (April 13th-19th).
(Item Presenter: Miguel A. Zuniga PhD, Council Member)
7. Special Recognition of Citizens on Patrol and Kyle Area Senior Zone for Volunteer Appreciation Week (April 20-26, 2025).
(Item Presenter: Rosie Truelove, Director of Administrative Services)
8. Receive a report, hold a discussion, and provide staff feedback regarding the 2025 Community Survey Results from ETC Institute.
(Item Presenter: Rachel Sonnier, Director of Communications)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Findings Report](#)

VII. Consent Agenda

9. Consider approval of a resolution of the City Council of the City of Kyle, Texas authorizing the City Manager, or designee, to accept and execute a water line easement and a wastewater & access easement from Toll Southwest LLC., for Project Clara Vista, containing one 0.550-acre water line easement and one 0.094-acre wastewater & access easement.
(Item Presenter: Leon Barba, P.E., City Engineer)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Waterline Easement](#)
[Exhibit 5 - Wastewater Access Easement](#)
10. Consider approval of a resolution of the City Council of the City of Kyle, Texas authorizing the City Manager, or designee, to accept and execute a wastewater line easement from Kyle 47 Investments, LP., for Gregg Gardens, containing 0.167-acre wastewater line easement.
(Item Presenter: Leon Barba, P.E., City Engineer)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Wastewater Line Easement](#)
11. Consider approval of a purchase agreement between the City of Kyle and Wild-TX Lands, LLC for mitigation bank credits relating to the Bebee Road project in the amount of \$75,000.
(Item Presenter: Mike Trimble, Director of Transportation & Public Works)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Purchase Agreement](#)

12. Consider approval of a resolution authorizing the City Manager to enter an interlocal agreement between the City of Kyle and Goforth Special Utility District for the design of a waterline to irrigate the roundabout of the Windy Hill Road project.
(Item Presenter: Mike Trimble, Director of Transportation & Public Works)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Interlocal Agreement](#)
13. Consider approval of a construction contract with Packsaddle Management, LLC for the Schlemmer & Porter Wastewater Improvements Phase Three, to include replacement of water and wastewater lines, in the amount of \$965,786 plus a 5% contingency in the amount of \$48,289.30 for a total contract amount not to exceed \$1,014,075.30.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Bid Tab](#)
[Exhibit 4 - Agreement](#)
14. Consider approval of a resolution authorizing the City Manager to execute all documents necessary to purchase 0.0277 acres of right of way from Esthela Jaimes nka Esthela Orozco for the purposes of improvements to Center Street in an amount of \$66,000, plus reasonable closing costs.
(Item Presenter: Amber Schmeits, Assistant City Manager)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Purchase Agreement](#)
15. Consider approval to award RFP 2025DD-17 and authorize the City Manager to execute a contract to hire McGriff Insurance Services, a Marsh & McLennan Agency, LLC Company to benefits consulting services for the City of Kyle for an amount of \$50,000 annually.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Agreement](#)
[Exhibit 4 - Evaluation Matrix](#)
16. Consider approval of Task Order No. 21 to LJA Engineering, Inc. for additional services related to the Kohlers to Seton (Off-System) project of the 2022 Road Bond Program in the amount of \$138,405.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Task Order](#)

17. Consider approval of a resolution to award RFQ 2025DD-07 and authorize the City Manager to negotiate a contract with American Structurepoint, Inc. for the design of roundabouts at the intersections of Kohlers Crossing and Marketplace Avenue and at Kohlers Crossing and Kyle Crossing.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Matrix](#)
18. Consider approval of a resolution adopting the 2025 City of Kyle Water Master Plan.
(Item Presenter: Mike Murphy, Director of Water Utilities)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Water Master Plan Report](#)
19. Consider approval of a construction contract with SkyBlue Utilities, Inc for the Plum Creek Golf Course Sewer Line Project in the amount of \$3,871,451.00 plus a 5% contingency for a total contract amount not to exceed \$4,065,023.55.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Bid Tabulation](#)
[Exhibit 4 - Agreement](#)

VIII. Items Pulled from Consent Agenda

IX. Public Hearing

20. Public Hearing and discussion related to the redrawing of the boundaries for the City's single-member City Council districts, including the proposed Plan B, which is based on City Council comments at the Special Meeting on March 29, 2025.
(Item Presenter: Aimee Alcorn-Reed, City Attorney)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Proposed Plan B](#)

X. Consider and Possible Action

21. Consider approval of a resolution finding public convenience and necessity and authorizing the use of eminent domain to condemn if necessary a 0.3902 acre parcel of land in fee simple and a public utility easement over a 0.0925-acre parcel of land (both as described in Exhibits “A” and “A1” to the resolution) from certain real property owned by Central Texas Sports Portfolio, LP, for the public use and purpose of construction of public roadway improvements and public drainage and utility infrastructure improvements for the Bunton Creek Road Extension Project. (ROLL CALL VOTE REQUESTED)
(Item Presenter: Amber Schmeits, Assistant City Manager)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Property Description A](#)

[Exhibit 5 - Property Description A1](#)

22. Consider approval of a resolution amending selection criteria for moderators for the Dialogue for Peace and Progress Event Series.
(Item Presenter: Rachel Sonnier, Assistant Director of Communications)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
23. Consider approval of a resolution determining that a 0.432-acre portion of Gregg-Clarke Park must be used or taken for purposes of constructing the Road Bond project for the expansion of Center Street.
 - Public Hearing(Item Presenter: Amber Schmeits, Assistant City Manager)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Notice of Public Hearing](#)
24. *(First Reading)* Consider approval of an ordinance amending Section 53-1198 regarding the appointments, terms and vacancies for the Board of Adjustment.
(Item Presenter: Melissa McCollum, Chief Development Officer)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Ordinance](#)
25. Consider approval of a resolution reaffirming the appointments of Edgar Rodriguez, Inocencio Vazquez, Matthew Lancaster, and Patricia Palacios; appointing alternate Robert Skillern as a regular member to fill a vacancy; assigning seat numbers to all members of the board of adjustment; and declaring an effective date.
(Item Presenter: Melissa McCollum, Chief Development Officer)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
26. *(First Reading)* Consider approval of an ordinance amending Chapter 2, Article IV of the City's Code of Ordinances to adopt amendments to the City's Code of Ethics that were previously adopted in Ordinance No. 1245, approved on January 3, 2023, and mistakenly removed in Ordinance No. 1279 on September 5, 2023.
(Item Presenter: Aimee Alcorn-Reed, City Attorney)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Ordinance](#)
[Exhibit 4 - Ordinance 1245](#)
[Exhibit 5 - Ordinance 1279](#)

XI. Staff Reports and Presentations

27. Receive a report, hold a discussion, and provide staff feedback regarding opportunities and strategies for the City of Kyle's public art and cultural program.
(Item Presenter: David Lopez, Director of Parks & Recreation)
[Exhibit 1 - Staff Memo](#)

[Exhibit 2 - Presentation](#)

28. Receive a report, hold a discussion, and provide staff feedback regarding an update about Dacy Lane and Downing Way.

(Item Presenter: Mike Trimble, Director of Transportation & Public Works)

[Exhibit 1 - Staff Memo](#)

[Exhibit 2 - Presentation](#)

XII. City Council Items

29. Consider and Possible Action to direct city manager and staff to prepare a brief report of key findings that contributed to delay of full capacity ARWA water on original February 28 project completion date.

(Item Presenter: Miguel A. Zuniga PhD, Council Member)

XIII. Executive Session

30. Pursuant to Chapter 551, Texas Government Code, the City Council reserves the right to convene into Executive Session(s) from time to time as deemed necessary during this meeting. The City Council may convene into Executive Session pursuant to any lawful exception contained in Chapter 551 of the Texas Government Code including any or all of the following topics.

- a. **Executive session pursuant to Texas Government Code §551.071** and Texas Disciplinary Rules 1.05 to consult with attorneys concerning legal issues related to the acquisition of property for transportation improvements and related infrastructure, including, but not limited to, property located at or near 804 W Center St; **and pursuant to Texas Government Code §551.072** to discuss the possible purchase, exchange, lease, or value of real estate related to same.
- b. **Executive session pursuant to Texas Government Code §551.071** and Texas Disciplinary Rules 1.05 to consult with attorneys concerning legal issues related to the acquisition of property for park and recreation use, and related infrastructure; **and pursuant to Texas Government Code §551.072** to discuss the possible purchase, exchange, lease, or value of real estate related to same.
- c. **Executive session pursuant to Texas Government Code §551.071** and Texas Disciplinary Rules 1.05 to consult with attorneys concerning legal issues related to the acquisition of property for water, drainage, and wastewater utility improvements and related infrastructure, including, but not limited to potential agreements with Goforth Special Utility District; **and pursuant to Texas Government Code §551.072** to discuss the possible purchase, exchange, lease, or value of real estate related to same.
- d. **Executive session pursuant to Texas Government Code §551.071** and Texas Disciplinary Rules 1.05 to consult with attorneys concerning legal issues related to the acquisition of downtown property and/or other properties for municipal purposes; **and pursuant to Texas Government Code §551.072** to discuss the possible purchase, exchange, lease, or value of real estate related to same.
- e. **Executive session pursuant to Texas Government Code §551.071** and Texas Disciplinary Rules 1.05 to consult with attorneys concerning legal issues related to Project Green Tea, including potential agreements with developers, contractors, and/or other government entities related thereto; **and pursuant to Texas Government Code §551.087** to discuss and deliberate regarding potential financial or other incentives to business prospect(s) that the City seeks to have

locate, stay, or expand in or near the City and with which the City is conducting economic development negotiations related to same.

- f. **Executive session pursuant to Texas Government Code §551.071** and Texas Disciplinary Rules 1.05 to consult with attorneys concerning legal issues related to the City's agreement with Kyle TX Retail Owner, LLC, and/or potential amendments thereto; **and pursuant to Texas Government Code §551.087** to discuss and deliberate regarding potential financial or other incentives to business prospect(s) that the City seeks to have locate, stay, or expand in or near the City and with which the City is conducting economic development negotiations related to same.
- g. **Executive session pursuant to Texas Government Code §551.071** and Texas Disciplinary Rules 1.05 to consult with attorneys concerning legal issues related to the City's agreement with Plum Creek Golf Course, Ltd. and/or potential amendments thereto.
- h. **Executive session pursuant to Texas Government Code §551.071** and Texas Disciplinary Rules 1.05 to consult with attorneys concerning legal issues related to the City's agreement with Kyle TX Retail Owner, LLC, and/or potential amendments thereto; **and pursuant to Texas Government Code §551.087** to discuss and deliberate regarding potential financial or other incentives to business prospect(s) that the City seeks to have locate, stay, or expand in or near the City and with which the City is conducting economic development negotiations related to same.
- i. **Executive session pursuant to Texas Government Code §551.071** and Texas Disciplinary Rules 1.05 to consult with attorneys concerning legal issues related to the City's agreements with Walton Texas, LP, Walton Pecan Woods, LP, Continental Homes of Texas, L.P., Dieciesteis, LLC, the Trails, LLC, and/or DR Horton, Inc., and/or potential amendments thereto; **and pursuant to Texas Government Code §551.087** to discuss and deliberate regarding potential financial or other incentives to business prospect(s) that the City seeks to have locate, stay, or expand in or near the City and with which the City is conducting economic development negotiations related to same.
- j. **Executive session pursuant to Texas Government Code §551.071** and Texas Disciplinary Rules 1.05 to consult with attorneys concerning legal issues related to Project Philo, including a proposed planned unit development; **and pursuant to Texas Government Code §551.087** to discuss and deliberate regarding potential financial or other incentives to business prospect(s) that the City seeks to have locate, stay, or expand in or near the City and with which the City is conducting economic development negotiations related to same.

31. Take action on items discussed in Executive Session.

XIV. Adjourn

One or more members of the board may participate in the meeting by videoconference pursuant to Section 551.127, Texas Government Code, provided that a quorum of the board will be present at Kyle City Hall.

Posted this 11th day of April, 2025, prior to 3:30 p.m.

At any time during the City Council meeting, the City Council may elect to go into an

Executive Session to discuss any item on the agenda for which state law authorizes an Executive Session to be held. If the City Council elects to go into an Executive Session regarding an agenda item, the presiding officer will first announce the section of the law authorizing a closed meeting. The description of an item in Executive Sessions constitutes the written interpretation by the City Attorney of Chapter 551 of the Texas Government Code and the legal opinion of the City Attorney that said item may be discussed in a closed meeting.

Under the Americans with Disabilities Act, an individual with a disability must have equal opportunity for effective communication and participation in public meetings. Kyle City Hall is wheelchair accessible. Individuals who require auxiliary aids, interpretive services, and/or other services for this meeting should submit a request at <https://www.cityofkyle.com/contact> or call (512) 262-1010, 48 hours in advance of the meeting.