



City Council Regular Meeting Agenda
Tuesday, February 18, 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 February 4, 2025 Special Meeting Minutes and February 4, 2025 Regular Meeting Minutes.
(Item Presenter: Jennifer Kirkland, TRMC, City Secretary)
[Exhibit 1 - 2025 0204 DRAFT Special](#)
[Exhibit 2 - 2025 0204 DRAFT Regular](#)

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. Reports and Presentations

3. A proclamation recognizing George Washington Day.
(Item Presenter: Miguel A. Zuniga PhD, Council Member)

VI. Consent Agenda

4. Consider approval of a contract with Newline Skateparks for professional design services for the Gregg-Clarke Skatepark for a not-to-exceed amount of \$325,500.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Agreement](#)
5. Consider approval of a contract for the construction of a skatepark at Gregg-Clarke Park to Transcend, Inc. dba SPA Skatepark in an amount of \$3,100,000 plus a 5% construction contingency for a total contract amount not to exceed \$3,255,000 through The Interlocal Purchasing System cooperative purchasing program.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)

[Exhibit 3 - Agreement](#)

6. Consider approval of Task Order No. 5 to WGI, Inc., for the development of a Facilities Fence Replacement Preliminary Engineering Report in the amount of \$121,040 for replacing chain link fences with masonry at water and wastewater facilities.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Task Order](#)
7. Consider approval of a resolution approving a Procurement Manual for the City of Kyle.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Kyle Purchasing Manual](#)
8. Consider approval of an amendment to the contract with The Segal Company (Western States), Inc., in the amount of \$75,000 to perform an analysis of the City's job descriptions and classifications.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Amendment](#)
9. Consider approval of a contract with Boss TX, Inc. for the purchase of a backhoe in the amount of \$145,822 via the BuyBoard purchasing cooperative program.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Agreement](#)
10. Consider approval of a contract with CORE Office Interiors, LLC for the purchase and installation of office furniture for 208 and 246 Republic Drive in the amount of \$143,018.16 via the BuyBoard purchasing cooperative.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Agreement](#)
11. Consider approval of a resolution repealing Resolution No. 1317 and requesting the Texas Department of Transportation initiate the process to remove a portion of RM 967 and convey to the City of Kyle for future ownership of the right of way and maintenance.
(Item Presenter: Leon Barba, P.E., City Engineer)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - ROW Swap Map](#)
[Exhibit 5 - Resolution 1317](#)

12. Consider approval of Amendment No. 1 to Task Order No. 3 to BGE, Inc., for the final design, bid, and construction phase services for the Four Seasons Wastewater Interceptor Improvements in the amount of \$522,626 for a total amount of \$581,710 for Task Order No. 3.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Amendment](#)
13. Consider approval of a resolution authorizing the acceptance of a deed from Crosswinds Municipal Utility District and CF CSLK XWIND, LLC for the transfer of approximately 1.264 acres of land in the vicinity of Crosswinds Parkway and Paddle Wheel Path, along with the public infrastructure on such land, including water facilities.
(Item Presenter: Aimee Alcorn-Reed, City Attorney)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Deed](#)
14. Consider approval of Task Order No. 12 to WGI, Inc., for the development of a Preliminary Engineering Report for the Lehman Road Pump Station Improvements Project in the amount of \$243,782.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Task Order](#)
15. Consider approval of a resolution authorizing the City Manager to execute all documents necessary to purchase 0.624 acres of right of way from Euphemio Castillo and Julia Castillo for the purposes of improvements to Old Stagecoach Road in an amount of \$385,000, 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](#)

VII. Items Pulled from Consent Agenda

VIII. Consider and Possible Action

16. Consider approval of a resolution finding public convenience and necessity and authorizing the use of eminent domain to condemn, if necessary, a 1,741 square foot parcel of land in fee simple (as described in Exhibit 4) from certain real property owned by Richard Cuellar, Sr. and Rita Cuellar for the public use and purpose of construction of public roadway improvements and shared use paths including a portion of the Vybe Trail.
(Item Presenter: Amber Schmeits, Assistant City Manager)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)

[Exhibit 4 - Property Description](#)

17. Consider approval of a resolution finding public convenience and necessity and authorizing the use of eminent domain to condemn if necessary a 0.148 acre permanent utility easement and a 0.222 acre temporary construction easement in two parts (all as described in Exhibit 4) from certain real property conveyed to Terry Lewis and Deborah Nazemi and recorded at volume 4334, page 286 of the official public records of Hays County, Texas, and now owned by Deborah Anthony, for the public use and purpose of construction of wastewater and reclaimed water lines.

(Item Presenter: Amber Schmeits, Assistant City Manager)

[Exhibit 1 - Staff Memo](#)

[Exhibit 2 - Presentation](#)

[Exhibit 3 - Resolution](#)

[Exhibit 4 - Property Description](#)

18. Consider approval of a resolution finding public convenience and necessity and authorizing the use of eminent domain to condemn if necessary a 0.261 acre permanent utility easement and a 0.260 acre temporary construction easement (both as described in Exhibit 4) from certain real property conveyed to Terrell K. Terhune and Susan E. Terhune and recorded at volume 4348, page 671 of the official public records of Hays County, Texas, for the public use and purpose of construction of wastewater and reclaimed water lines.

(Item Presenter: Amber Schmeits, Assistant City Manager)

[Exhibit 1 - Staff Memo](#)

[Exhibit 2 - Presentation](#)

[Exhibit 3 - Resolution](#)

[Exhibit 4 - Property Description](#)

19. Consider approval of a resolution authorizing the City Manager to enter into and fund Possession And Use Agreements with Center Street Village, L.P. for Parcels 1, 2, 3, and 4 of the Center Street Village Wastewater Project segment 2, not to exceed \$331,703.

(Item Presenter: Amber Schmeits, Assistant City Manager)

[Exhibit 1 - Staff Memo](#)

[Exhibit 2 - Presentation](#)

[Exhibit 4 - CSV Par 1 PUA for execution](#)

[Exhibit 5 - CSV Par 2 PUA for execution](#)

[Exhibit 6 - CSV Par 3 PUA for execution](#)

[Exhibit 7 - CSV Par 4 PUA for execution](#)

20. *(First Reading)* Consider approval of an ordinance granting Acadian Ambulance Service Inc., d/b/a Acadian Ambulance Service of Texas, LLC, a franchise to provide non-emergency and rollover emergency ambulance services within the boundaries of the City of Kyle. *(Two readings required per Charter Sec. 11.02)*

- Public Hearing

(Item Presenter: Jeff Barnett, Chief of Police)

[Exhibit 1 - Staff Memo](#)

[Exhibit 2 - Presentation](#)

[Exhibit 3 - Ordinance](#)

[Exhibit 4 - Notice of Public Hearing](#)

21. Consider approval of a resolution to approve an agreement with Mesa Design Group, Inc. for master planning design services of a nature park at Lake Kensington for an amount of \$611,621.90.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
22. Consider approval of Amendment No. 2 to the agreement with CP&Y, dba, STV Infrastructure for the final design, bid phase, and construction phase services of the WWTP Phase 2 Expansion in the amount of \$15,486,908.03 for a total contract amount of \$17,783,101.71.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Amendment](#)
[Exhibit 4 - Schedule](#)

IX. Staff Reports and Presentations

23. Receive a report, hold a discussion, and provide staff direction on the proposed High School Internship Program (HIP).
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
24. Receive a report, hold a discussion, and provide staff feedback regarding a Utility Customer Assistance Program.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Staff Presentation](#)
[Exhibit 3 - Program Guidelines](#)
25. Receive a report, hold a discussion, and provide staff feedback regarding the Parks conservation strategy.
(Item Presenter: David Lopez, Director of Parks & Recreation)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)

X. City Council Items

26. Consider alternative options to celebrate Black History Month in the City of Kyle.
(Item Presenter: Robert Rizo, Council Member)
27. Consider and Possible Action to Direct City Manager and Staff to evaluate opportunities for VFW/American Red Cross Partnership at 105 Veterans to improve capacity for community closet and preparedness outreach.
(Item Presenter: Miguel A. Zuniga PhD, Council Member)
[Exhibit 1 - VFW American Red Cross Capacity Presentation](#)
28. Consider and Possible Action to Direct City Manager and Staff to upload all city credit card expenses into new simple lean government use transparency portal pages.
(Item Presenter: Miguel A. Zuniga PhD, Council Member)

XI. Executive Session

29. 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; **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; **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 Pivot; **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 existing development agreements for various projects throughout the City as well as the City's water supply and water and wastewater commitments and the City's certificate of convenience and necessity for water and wastewater service; **and pursuant to Texas Government Code §551.087** to discuss and deliberate regarding potential financial or other incentives and/or amendments to existing development agreements related to business prospects 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 Chapter 26 of the Texas Parks and Wildlife Code, including the public hearing requirements related to the use of park property.
 - 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 Texas Gas Service Company's propose interim rate adjustment as files with the City and the Texas Railroad Commission on or about February 11, 2025.

30. Take action on items discussed in Executive Session.

XII. 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 14th day of February, 2025, prior to 8:00 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.