



City Council Regular Meeting Agenda
Tuesday, January 7, 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 December 12, 2024 Special Meeting Minutes and December 23, 2024 Special Meeting Minutes.
(Item Presenter: Jennifer Kirkland, TRMC, City Secretary)
[Exhibit 1 - 2024 1212 Draft Special](#)
[Exhibit 2 - 2024 1223 Draft Special](#)

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 appointing Victoria Vargas to the Hays Caldwell Economic Development Partnership to replace Mayor Travis Mitchell.
(Item Presenter: Travis Mitchell, Mayor)

VI. Reports and Presentations

4. Receive a report, hold a discussion, and provide staff direction regarding a Future Land Use Petition for an ~175-acre property located near the intersection of E FM 150 and State Highway 21.
(Item Presenter: Melissa McCollum, Chief Development Officer)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)

VII. Consent Agenda

5. *(First Reading)* Consider approval of an ordinance amending Chapter 17, Floods, of the City of Kyle Code of Ordinances to adopt the new Flood Insurance Study and Flood Insurance Rate Map and add wording to Chapter 17 to comply with applicable and current state statutes and federal regulations.
(Item Presenter: Leon Barba, P.E., City Engineer)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Ordinance](#)
[Exhibit 4 - Email Notice from FEMA](#)
6. Consider approval of a resolution accepting a quit claim deed for 0.763 acres of right-of-way (ROW) for Groos Street adjacent to 706 Groos Street and ratifying acceptance of easements for existing City infrastructure.
(Item Presenter: Jason Lutz, Planning Manager)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - ROW Quitclaim Deed to City](#)
[Exhibit 5 - Special Warranty Deed - Scott to Moore](#)
[Exhibit 6 - Easement Documents](#)
7. Consider approval of Task Order No. 2 with Schaumburg & Polk, Inc., for the full design services of the Waterleaf Park segment of the Vybe Trail in the amount of \$519,642.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Task Order](#)
8. Consider approval of a resolution authorizing the City Manager, or designee, to accept a Public Safety Alternate Response Team for Mental Health grant from the Office of the Texas Governor within the Ci-Byrne State Crisis Intervention Program in the amount of \$188,280; and providing for open meetings and other related matters.
(Item Presenter: Jeff Barnett, Chief of Police)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Notice of Award Letter](#)
9. Consider approval of a resolution authorizing the city manager, or designee, to accept a Texas Department of Emergency Management Hazard Mitigation Grant Program sub-grant in the amount of \$1,362,699.85 with a City fund match of \$136,269.98, for the purpose of establishing resiliency in the city's water distribution system through the acquisition and installation of permanent generators at critical system sites.
(Item Presenter: Jeff Barnett, Chief of Police)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Grant Award Letter Agreement](#)

10. Consider approval of Amendment No. 1 to Task Order No. 2 to RABA Kistner, Inc., to provide construction materials testing for Phase Two of the FM 1626 Ground Storage Tank and Pump Station Improvements in the amount of \$36,583.30 for a total not to exceed amount for Task Order No. 2 of \$63,968.14.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Task Order](#)
11. Consider approval of a contract with Holt Truck Centers of Texas, LLC for the purchase of two international tri-axle 18 cubic yard dump trucks in the amount of \$319,306 via the Houston-Galveston Area (HGAC) cooperative purchasing contract.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Agreement](#)
12. Consider approval of Task Order No. 7 with WGI, Inc. for the preparation of the final design plans and construction services of the IH 35 Northbound Frontage Road at CR 158 acceleration and deceleration lane project in the amount of \$245,080.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Task Order](#)
13. Consider approval to award an agreement for the finishing of the interior of 208 & 246 Republic Drive buildings to Vaughn Construction, LLC in an amount of \$1,189,485.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Agreement](#)
14. *(First Reading)* Consider approval of an ordinance for the replacement of yield signs with stop signs at sixteen intersections within the City of Kyle jurisdiction.
(Item Presenter: Leon Barba, P.E., City Engineer)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Ordinance](#)
15. Consider approval of a construction contract with Joe Bland Construction, LLC for the Center Street Village Wastewater Improvements, Phase Two in an amount of \$1,751,854 plus a 5% contingency in the amount of \$87592.70 for a total amount not to exceed of \$1,839,446.70.
(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. 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 1.565 acres in fee simple and a 0.794 acre temporary construction easement (both as described in Exhibit 4) from certain real property owned by James P. Jansen and Peggy L. Jansen for the public use and purpose of construction of public utility improvements and shared use paths including wastewater lines reclaimed water lines, and a portion of the Vybe Trail.
(ROLL CALL VOTE REQUESTED)
(Item Presenter: Amber Schmeits, Assistant City Manager)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Property Descriptions](#)
17. Consider approval of a resolution authorizing a purchase agreement with Bee Spring, Ltd., Rafter Holdings, LLC, and GSP Conservation Investors, L.L.C. for a tract of land of approximately 3.393 acres for a permanent utility easement and 1.48 acres for a temporary construction easement in an amount of \$726,864 for the Cypress Road Regional Utility Project and authorizing the City Manager to execute all documents necessary to acquire the property.
(Item Presenter: Amber Schmeits, Assistant City Manager)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Purchase Agreement](#)
18. Consider approval of a resolution authorizing a purchase agreement with Evelyn E. Nicholson, Trustee of the Evelyn E. Nicholson Trust under 2005 Trust Agreement for a tract of land of 0.06 acres which includes the purchase of the house in an amount of \$443,711.28 and authorizing the City Manager to execute all documents necessary to acquire the property.
(Item Presenter: Amber Schmeits, Assistant City Manager)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Purchase Agreement](#)
19. Consider approval of a resolution authorizing a possession and use agreement with East Cannon Partners, Inc. related to the fee simple acquisition of 2.51 acres and acquisition of easements of 0.48 acres in an amount not to exceed \$1,151,994 for the Kyle Parkway/Lehman Road Project right of way and ARWA water facility projects.
(Item Presenter: Amber Schmeits, Assistant City Manager)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
20. Consider approval of a resolution to appoint seven qualified voters nominated by City Council to the Charter Review Commission and establishing the charge of the Commission.
(Item Presenter: Jesse Elizondo, Assistant City Manager)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)

[Exhibit 3 - Resolution](#)
[Exhibit 4 - Current City Charter](#)

21. Consider approval of Task Order No. 6 in the amount of \$266,600 with HDR Engineering, Inc. to conduct full design services for the parking lots at Steeplechase and Waterleaf Park.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Task Order](#)
22. Consider approval of a resolution approving Task Order No. 1 with Brinkley Sargent Wiginton Architects, Inc., to provide preliminary design services for a new facility at 1500 Dacy Lane in the amount of \$69,000.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Task Order](#)
23. Consider approval of a contract with Jackson & Ryan Architects for a comprehensive feasibility study on building and operating a City of Kyle Animal Care Center in an amount of \$82,000.
(Item Presenter: Jesse Elizondo, Assistant City Manager)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Contract](#)
24. Consider an appeal of the Planning and Zoning Commissions' denial (3-2) of a Conditional Use Permit for a building façade revision to use solid garage doors located at 250 Chula Hill Drive, in accordance with the I-35 Overlay District Development Standards, Section 53-899(c)(4). (ProSource - CUP-24-0120)
(Item Presenter: Jason Lutz, Planning Manager)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Applicant's Appeal Justification](#)

X. Staff Reports and Presentations

25. Receive a report, hold a discussion, and provide staff direction regarding selecting a moderator for the 2025 Dialogue for Peace and Progress - Celebrating Black History Month.
(Item Presenter: Rachel Sonnier, Director of Communications)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)

XI. City Council Items

26. Consider approval of a resolution amending, updating and restating the City of Kyle Rules of City Council.
(Item Presenter: Travis Mitchell, Mayor)
[Exhibit 1 - Staff Memo](#)

[Exhibit 2 - Presentation](#)
[Exhibit 3 - Draft Resolution](#)

27. Consider nominations and selection of Mayor Pro Tem for 2025.
(Item Presenter: Travis Mitchell, Mayor)
28. Receive a report, hold a discussion, and provide staff direction regarding the 2025 Council Visioning Workshop.
(Item Presenter: Amber Schmeits, Assistant City Manager)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)

XII. 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, wastewater, and/or drainage utility improvements and related infrastructure, including potential agreements with FM 158 Land, LTD; **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, including, but not limited to animal care services, and including, but not limited to property located in the vicinity of Center Street and Veterans Drive; **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 Sahara; **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 Project Good Neighbor; **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 §551.074** to deliberate the appointment, employment, evaluation, reassignment, duties, or discipline of a public officer or employee (including, but not limited to, the City Manager).

30. Take action on items discussed in Executive Session.

XIII. 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 3rd day of January, 2025, prior to 5:00 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.