



City Council Regular Meeting Agenda
Tuesday, May 6, 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 April 15, 2025 Special and Regular Meeting Minutes.
(Item Presenter: Jennifer Kirkland, TRMC, City Secretary)
[Exhibit 1 - 2025 0415 DRAFT Special](#)
[Exhibit 2 - 2025 0415 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. Appointments

3. Consider appointment of a new city council representative to the CAPCOG General Assembly in place of former city councilmember Daniela Parsley.
(Item Presenter: Jesse Elizondo, Assistant City Manager)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - GA Appointment Form](#)
[Exhibit 4 - CAPCOG Bylaws](#)
[Exhibit 5 - GA Member List](#)

VI. Reports and Presentations

4. Introduction of Chief Communications Officer, Linda Klepper.
(Item Presenter: Jesse Elizondo, Assistant City Manager)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
5. A proclamation recognizing May 2025 as Mental Health Month.
(Item Presenter: Bear Heiser, Mayor Pro Tem)

6. A proclamation recognizing Police Week (May 11 - 17).
(Item Presenter: Robert Rizo, Council Member)
7. A proclamation recognizing Fire Chief Kyle Taylor for earning Chief of the Year honors.
(Item Presenter: Marc McKinney, Council Member)
8. A proclamation recognizing Air Quality Awareness Week 2025 (May 5 - May 9).
(Item Presenter: Robert Rizo, Council Member)
9. Receive a report, hold a discussion, and provide staff feedback regarding construction improvements at the intersection of Roland Lane and SB IH 35.
(Item Presenter: Leon Barba, P.E., City Engineer)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
10. Receive a report, hold a discussion, and provide staff direction regarding the aesthetic design elements for the roundabouts within City roadways.
(Item Presenter: Melissa McCollum, Chief Development Officer)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation 1](#)
[Exhibit 2 - Presentation 2](#)
[Exhibit 2 - Presentation 3](#)

VII. Consent Agenda

11. Consider approval of a resolution of the City of Kyle, Texas, approving to apply for the TXDOT STEP Commercial Motor Vehicle (CMV) Grant FY25-26; authorizing the Chief of Police to execute the agreement; and providing for open meeting and other related matters.
(Item Presenter: Jeff Barnett, Chief of Police)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Budget Summary](#)
12. Consider approval of a resolution of the City of Kyle, Texas, approving to apply for the TXDOT STEP Comprehensive Grant FY25-26; authorizing the Chief of Police to execute the agreement; and providing for open meeting and other related matters.
(Item Presenter: Jeff Barnett, Chief of Police)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Comprehensive Budget Summary](#)
13. Consider approval of a resolution of the City of Kyle, Texas, authorizing application for the TXDOT STEP Operation Slow (OPSLOW) Grant FY25-26; authorizing the Chief of Police to execute the agreement; and providing for open meeting and other related matters.
(Item Presenter: Jeff Barnett, Chief of Police)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)

[Exhibit 3 - Resolution](#)
[Exhibit 4 - Budget Summary](#)

14. Consider approval of Change Order 3 in the amount of \$114,648.22 and Change Order 4 in the amount of \$156,266.20 for the contract with Capital Excavation, Inc. for the Marketplace Avenue Extension project and authorize \$445,758.85 in construction contingency for the City Manager to execute future change orders for a total contract amount not to exceed \$8,475,091.24.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Change Order 3](#)
[Exhibit 4 - Change Order 4](#)
15. Consider approval of a resolution authorizing the City Manager to negotiate and execute an agreement with Stewart & Stevenson Power Products, LLC for the purchase of a Bobcat towable generator, for a total amount not to exceed \$264,748 through the Sourcewell cooperative purchasing program.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
16. *(Second 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.
Council voted 6-0 to approve on first reading on 4/15/2025.
(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](#)
17. Consider approval of Amendment No. 2 to Task Order No. 12 with CP&Y, Inc. dba STV Infrastructure to add bidding and construction phase services for the Dacy Lane wastewater project and in the amount of \$157,070 for a new total task order amount of \$582,347.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Amendment 2 to Task Order No. 12](#)
18. Consider approval of a resolution authorizing the City Manager to execute all documents necessary to purchase 0.040 acres of right of way from Richard Cuellar, Sr., and Rita Cuellar for the purposes of improvements to Center Street in an amount of \$34,820, plus reasonable closing cost.
(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 contract with Todd W. Bressi for consulting services for a new Public Art Master Plan for the City of Kyle in an amount not to exceed \$45,000.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Agreement](#)
20. Consider approval of a resolution authorizing a purchase agreement with James P. Jansen and Peggy L. Jansen for a tract of land of approximately 1.565 acres for a fee simple acquisition and 0.794 acres for temporary construction easement (2 years) in an amount of \$313,355 for the North Trails WW Interceptor 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 - North Trails Jansen Purchase Agreement](#)
21. Consider approval of a resolution authorizing the City Manager to execute all documents necessary to purchase 0.0592 acres of right of way from TXK Chandler Properties, LLC, a Texas limited liability company for the purposes of improvements to Jack C. Hays Trail in an amount of \$112,813, plus reasonable closing cost.
(Item Presenter: Amber Schmeits, Assistant City Manager)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Purchase Agreement](#)
22. *(Second Reading)* Consider approval of an ordinance amending Section 53-1198 regarding the appointments, terms and vacancies for the Board of Adjustment.
City Council voted 6-0 to approve on first reading on 4/15/2025.
(Item Presenter: Melissa McCollum, Chief Development Officer)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Ordinance](#)
23. 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 was postponed on 4/15/2025.
(Item Presenter: Melissa McCollum, Chief Development Officer)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)

24. Consider approval of a resolution authorizing an agreement with HDR Architecture, Inc. for the creation of Phase 1A of the Facilities Master Plan in an amount not to exceed of \$147,285.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Agreement](#)
25. Consider approval of a resolution confirming the City Manager's appointment of Heather Massey to the Civil Service Commission to fill a vacancy with a term to expire on July 31, 2025.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)

VIII. Items Pulled from Consent Agenda

IX. Consider and Possible Action

26. Consider approval to award RFP 2025DD-11 and authorize the City Manager to negotiate and execute contracts for the fabrication and installation of public art projects with Jessica Bell, LLC for the Sky Blooms concept for \$55,500, or Dana Perrotti's X <3 X <3 concept for \$108,500.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Agreement 1](#)
[Exhibit 4 - Agreement 2](#)
27. Consider approval of a resolution authorizing a three-year contract with Swinerton Builders for demolition services for a total contract amount of \$300,000 plus a 20% contingency for a total not to exceed of \$360,000, through The Interlocal Purchasing System (TIPS) cooperative purchasing program, and authorizing Task Order 1 for demolition of various city-owned properties in the amount of \$164,070.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Agreement](#)
28. Consider approval of a resolution appointing Christina Demirs to serve as the City's ethics compliance officer, and Sara Kerr to serve as the backup ethics compliance officer, based on the recommendation of the City Attorney; and contract amendment with Messer Fort, PLLC, to increase the annual maximum compensation by \$10,000, for a total annual not to exceed amount of \$60,000.
(Item Presenter: Aimee Alcorn-Reed, City Attorney)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)

X. Staff Reports and Presentations

29. Receive a report, hold a discussion, and provide staff feedback regarding opportunities and strategies for the City of Kyle's support of an event partnership with the Hays County Office of Emergency Management's 8th Annual Preparedness Fair on September 13, 2025.

(Item Presenter: Jeff Barnett, Chief of Police)

[Exhibit 1 - Staff Memo](#)

[Exhibit 2 - Presentation](#)

[Exhibit 3 - 2025 Prep Fair Cost](#)

XI. 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; **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 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.
- 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 located in the City's downtown area 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.
- 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 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.
- 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 Sunny Days, 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 Project Ember, including potential agreements or amendments thereto with M&A Kingdom Enterprises, LLC and/or other developers or contractors 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.

- 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 Project Chia Pet, including 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.
- 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 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.
- 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 agreement with Diamond Communications, LLC for the lease of wireless telecommunication facilities and/or potential changes or amendments thereto.
- 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 property within the City owned by housing finance corporations, including but not limited to Pleasanton HFC.
- k. **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 Open Meetings Act and/or the City's Code of Ethics, including but not limited to Sec. 2-174 of the City's Code of Ordinances.
- l. **Executive session pursuant to Texas Government Code §551.074** to discuss personnel issues, including deliberating the appointment, employment, evaluation, reassignment, duties, or discipline of public officers or employees (including, but not limited to, the City Manager).

31. 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 2nd day of May, 2025, prior to 4:30 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.