



City Council Regular Meeting Agenda
Tuesday, March 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 March 4, 2025 Special Meeting Minutes and March 4, 2025 Regular Meeting Minutes.
(Item Presenter: Jennifer Kirkland, TRMC, City Secretary)
[Exhibit 1 - 2025 0304 DRAFT Special](#)
[Exhibit 2 - 2025 0304 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 honoring Crime Stoppers Campus Student Ambassadors from Lehman High School.
(Item Presenter: Marc McKinney, Council Member)
4. Receive a report, hold a discussion, and provide staff feedback on programming and concepts for the new facility at 1500 Dacy Ln.
(Item Presenter: David Lopez, Director of Parks & Recreation)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
5. Provide a report, hold a discussion, and provide staff direction regarding an overview of the schedules, cost projections, and current status of the 2022 City of Kyle Road Bond Programs.
(Item Presenter: Mike Trimble, Director of Transportation & Public Works)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)

6. Receive a report, hold a discussion, and provide staff direction regarding the traffic analysis and alternatives for Old Stagecoach Road as part of the 2022 Road Bond Program.
(Item Presenter: Mike Trimble, Director of Transportation & Public Works)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)

VI. Consent Agenda

7. Consider approval of a resolution to set a public hearing date for April 1, 2025, for the annexation of approximately 35.57 acres along Bunton Lane, Dacy Lane, E RR 150, FM 2770, and S. Old Stagecoach Road, to align and fully incorporate these streets into the city limits. (ANNX-25-0024)
(Item Presenter: Melissa McCollum, Chief Development Officer)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
8. Consider approval of a resolution adopting the Kyle Public Library Policies: Library Use, Membership and Library Cards, Circulation, TexShare Card, InterLibrary Loan, Customer Confidentiality, Internet and Computer Use, Collection Development, Display and Exhibits, Gifts and Donations, Study Rooms, Meeting/Community Rooms, Makerspace, Lost and Found, and American Library Association Principals.
(Item Presenter: Leslie Scott, Director of Library Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Policy Packet](#)
9. Consider approval of Task Order No. 2 to Kimley-Horn and Associates Inc., for professional services support for transportation engineering and planning in the amount of \$250,000.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Task Order](#)
10. Consider approval of a resolution to award RFQ 2025DD-05 and authorize the City Manager to negotiate a contract with HDR Architecture, Inc. to develop a Facilities Master Plan 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 - Matrix](#)
11. Consider approval of Amendment No. 1 to Task Order No. 3 to HDR Engineering, Inc., for surveying, SUE, geotechnical investigation, final design, and bid and construction phase administration for the Cromwell Reclaimed Water Distribution System Expansion in the amount of \$274,420 for a total amount for Task Order No. 3 of \$390,834.
(Item Presenter: Rosie Truelove, Director of Administrative Services)

[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Amendment No. 1](#)
[Exhibit 4 - Subcontractor Proposal](#)

12. Consider approval of a resolution for a Parks and Recreation co-sponsorship with Kyle Radio for the Central Texas Community Radio Conference.
(Item Presenter: David Lopez, Director of Parks & Recreation)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
13. Consider approval of a resolution authorizing a purchase agreement with Terrell K. Terhune and Susan E. Terhune for a tract of land of approximately 0.261 acres for permanent utility easement and 0.260 acres for temporary construction easements in an amount of \$19,896.03 for the WWTP Interceptor Phase 1 & 2 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](#)
14. Consider approval of Third Amended and Restated Interlocal Agreement for Mutual Access to CloudLibrary Digital Resources.
(Item Presenter: Leslie Scott, Director of Library Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Third Amended CloudLink Interlocal Agreement](#)
15. Consider approval of a resolution authorizing the City Manager to negotiate and execute a contract with The Estes Group, LLC to support 2022 Road Bond Projects and project coordination support with local agencies in an amount not to exceed of \$100,000.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)

VII. Items Pulled from Consent Agenda

VIII. Consider and Possible Action

16. Consider approval of a resolution accepting the independent auditor's report for the fiscal year ended September 30, 2024.
(Item Presenter: Perwez A. Moheet, CPA, Director of Finance)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Independent Auditor's Report FY 2024](#)
[Exhibit 5 - Independent Auditor's Management Letter FY 2024](#)
[Exhibit 6 - Annual Comprehensive Financial Report FY 2024](#)

17. Consider approval to award RFP 2025DD-14 and authorize the City Manager to execute a contract to hire Kayla Meyers Consulting dba Bridgepoint Evaluation to conduct a quality of life study for the City of Kyle for a not to exceed amount of \$79,065.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Agreement](#)
[Exhibit 4 - Evaluation Matrix](#)
18. Consider approval of a resolution authorizing the City Manager to negotiate and execute a contract for the construction of a playground at Steeplechase Park to Whirlrix Design, Inc. in an amount of \$750,220 plus a 5% construction contingency for a total contract amount not to exceed \$787,731 through the BuyBoard cooperative purchasing program.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
19. Consider approval of a resolution finding Public Convenience and Necessity and authorizing the use of eminent domain to condemn if necessary a 2,388 square foot parcel of land in fee simple (as described in Exhibit "A" to the Resolution) from certain real property owned by MDC Coast 10, LLC, for the public use and purpose of construction of public roadway improvements for Jack C Hays Trail. (ROLL CALL VOTE REQUESTED)
(Item Presenter: Amber Schmeits, Assistant City Manager)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
20. Consider approval of a resolution finding Public Convenience and Necessity and authorizing the use of eminent domain to condemn if necessary a 2.51 acre parcel of land in fee simple, a public utility easement over two parcels totaling 0.480 acres, and a water pipeline easement over 0.2734 acres (all as described in Exhibits "A," "B," "C," and "D" to the Resolution) from certain real property owned by East Cannon Partners, Inc., for the public use and purpose of construction Of public roadway improvements and public water utility infrastructure improvements for the Kyle Parkway/Lehman Road Extension Project. (ROLL CALL VOTE REQUESTED)
(Item Presenter: Amber Schmeits, Assistant City Manager)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
21. Consider approval of a resolution finding Public Convenience and Necessity and authorizing the use of eminent domain to condemn if necessary a 3,472 square foot parcel of land (as described in Exhibit "A" to the Resolution) from certain real property owned by Hometown Kyle Homeowners Association, Inc., for the public use and purpose of construction of public roadway improvements for Old Stagecoach Road. (ROLL CALL VOTE REQUESTED)
(Item Presenter: Amber Schmeits, Assistant City Manager)

[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)

22. Consider approval of a resolution finding Public Convenience and Necessity and authorizing the use of eminent domain to condemn if necessary a 375 Square Foot Parcel of Land in Fee Simple (as described in Exhibit "A" to the Resolution) from certain real property owned by Hometown Kyle Homeowners Association, Inc., for the public use and purpose of construction of public roadway improvements for Old Stagecoach Road. (ROLL CALL VOTE REQUESTED)

(Item Presenter: Amber Schmeits, Assistant City Manager)

[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)

X. City Council Items

23. Consider directing the City Manager to bring back an ordinance creating a Kyle Historical Archives Commission.

(Item Presenter: Travis Mitchell, Mayor)

XI. Executive Session

24. 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 property located at or near 401 N Old Stagecoach Road; **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 drainage in and/or around the Quail Ridge subdivision; **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 the properties located at 103 N Burleson and 208 W Center; **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; **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 *Ferrara v. Swonke, et. al.*
 - 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 agreements with Alliance Regional Water Authority (ARWA) and/or other water purchase agreements with members of ARWA or the Guadalupe-Blanco River Authority, Green Valley SUD and/or Crystal Clear SUD; **and pursuant to Texas Government Code §551.072** to discuss the possible purchase, exchange, lease, or value of real estate related to such water infrastructure and/or agreements.

25. 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 March, 2024, prior to 12:00 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.