



City Council Regular Meeting Agenda
Tuesday, August 19, 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 August 5, 2025 Special, August 5, 2025 Regular, and August 13, 2025 Special Meeting Minutes.
(Item Presenter: Jennifer Kirkland, TRMC, City Secretary)
[Exhibit 1 - Draft 2025 0805 Special](#)
[Exhibit 2 - Draft 2025 0805 Regular](#)
[Exhibit 3 - Draft 2025 0813 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. Reports and Presentations

3. Receive a report, hold a discussion, and provide staff direction on Akin Gump Strauss Hauer & Feld LLP's quarterly update regarding federal advocacy efforts and related activities.
(Item Presenter: Jesse Elizondo, Assistant City Manager)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
4. Receive a report, hold a discussion, and provide staff direction regarding Project Sahara.
(Item Presenter: Melissa McCollum, Chief Development Officer)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)

VI. Consent Agenda

5. *(First Reading)* Consider approval of an ordinance of the City Council of the City of Kyle, Texas approving the 2025 Annual Update to the Service and Assessment Plan and Assessment Roll for the 6 Creeks Public Improvement District including the collection of the 2025 annual installments.
(Item Presenter: Andrea Barnes, P3works, City's PID Administrator)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Ordinance](#)
[Exhibit 4 - 6 Creeks 2025 SAP Update](#)
6. *(First Reading)* Consider approval of an ordinance of the City Council of the City of Kyle, Texas approving the 2025 Annual Update to the Service and Assessment Plan and Assessment Roll for the Southwest Kyle Public Improvement District No. 1 including the collection of the 2025 annual installments.
(Item Presenter: Andrea Barnes, P3works, City's PID Administrator)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Ordinance](#)
[Exhibit 4 - SW Kyle PID 1 2025 SAP Update](#)
7. *(First Reading)* Consider approval of an ordinance of the City Council of the City of Kyle, Texas approving the 2025 Annual Update to the Service and Assessment Plan and Assessment Roll for the Kyle 57 Public Improvement District including the collection of the 2025 annual installments.
(Item Presenter: Andrea Barnes, P3works, City's PID Administrator)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Ordinance](#)
[Exhibit 4 - Kyle 57 2025 SAP Update](#)
8. *(First Reading)* Consider approval of an ordinance of the City Council of the City of Kyle, Texas approving the 2025 Annual Update to the Service and Assessment Plan and Assessment Roll for the Limestone Creek Public Improvement District including the collection of the 2025 annual installments.

(Item Presenter: Andrea Barnes, P3works, City's PID Administrator)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Ordinance](#)
[Exhibit 4 - Limestone Creek 2025 SAP Update](#)
9. *(First Reading)* Consider approval of an ordinance of the City Council of the City of Kyle, Texas approving the 2025 Annual Update to the Service and Assessment Plan and Assessment Roll for the Porter Country Public Improvement District including the collection of the 2025 annual installments.
(Item Presenter: Andrea Barnes, P3works, City's PID Administrator)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Ordinance](#)
[Exhibit 4 - Porter Country 2025 SAP Update](#)

10. *(First Reading)* Consider approval of an ordinance of the City Council of the City of Kyle, Texas approving the 2025 Annual Update to the Service and Assessment Plan and Assessment Roll for the Plum Creek North Public Improvement District including the collection of the 2025 annual installments.
(Item Presenter: Andrea Barnes, P3works, City's PID Administrator)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Ordinance](#)
[Exhibit 4 - Plum Creek North 2025 SAP Update](#)
11. *(First Reading)* Consider approval of an ordinance amending Chapter 26, Section 26-81 of the Code of Ordinances to revise park operation hours to 5:00 AM to 11:00 PM daily with reservable facilities coinciding with reservation and programming hours.
(Item Presenter: David Lopez, Director of Parks & Recreation)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Ordinance](#)
12. Consider approval of an agreement with Alvarez & Marsal Public Sector Services, LLC for the first phase of a fleet management study in an amount not to exceed \$150,000 via the OMNIA Partners purchasing cooperative.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Agreement](#)
13. Consider approval of Amendment No. 1 with Doucet & Associates, Inc. for surveying, final design, and bid and construction phase services for the Quail Ridge Improvements project in the amount of \$249,690 for a total contract amount of \$336,310.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Amendment No. 1](#)
14. Consider approval of Task Order No. 14 with HDR Engineering, Inc. for field data collection and a preliminary engineering report for the Langely Street Reconstruction project in the amount of \$91,550.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Task Order No. 14](#)
15. Consider approval of Amendment No. 1 to Task Order No. 11 with Pape-Dawson Consulting Engineers, LLC for additional survey, design, and utility coordination for the Jack C Hays project of the 2022 Road Bond Program in the amount of \$85,601.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Amendment No. 1 to Task Order No. 11](#)

16. Consider approval of a resolution authorizing an amendment to the City's development agreement with Continental Homes of Texas, L.P., Diecieseis, LLC, and East Hays County Municipal Utility District No. 2, for the Prairie Lakes development.
(Item Presenter: Melissa McCollum, Chief Development Officer)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Amendment](#)
17. Consider approval of the appointment of Mary Vance for Seat 4 on the City of Kyle Ethics Commission.
(Item Presenter: Lauralee Harris, Council Member)
18. 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 permanent wastewater easement from VC2 Kyle Limited Partnership, for the Extended Stay America Sewer Line Project, containing 0.152-acre permanent wastewater easement.
(Item Presenter: Mike Murphy, Director of Water Utilities)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Wastewater Easement](#)
19. 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 leaseback agreement with Veronica Castillo to allow additional time to vacate the mobile home located at 103 Old Stagecoach Road.
(Item Presenter: Amber Schmeits, Assistant City Manager)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
21. Consider approval of a resolution establishing a joint task force for Kyle Vista property intergovernmental project coordination.
(Item Presenter: Jesse Elizondo, Assistant City Manager)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
22. Consider approval of a resolution approving the Amended and Restated Chapter 380 Grant Agreement with Kyle TX Retail Owner, LLC for economic development incentives related to the development of Sprouts and Retail Shops.
(Item Presenter: Victoria Vargas, Director of Economic Development)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Chapter 380 Agreement](#)
23. *(First Reading)* Consider approval of an ordinance to implement reduced speed limit zone on Grist Mill Road in front of Ramage Elementary School.
(Item Presenter: Mike Trimble, Director of Transportation & Public Works)
[Exhibit 1 - Staff Memo](#)

[Exhibit 2 - Presentation](#)
[Exhibit 3 - Ordinance](#)
[Exhibit 4 - School zone signage](#)

24. Consider approval of resolution authorizing a construction contract with Lone Star Sitework, LLC for the Amberwood Curb Improvements Project in the amount of \$283,619 plus a 5% contingency in the amount of \$14,180.95 for a total contract amount not to exceed \$297,799.95.

(Item Presenter: Rosie Truelove, Director of Administrative Services)

[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Contract](#)
[Exhibit 5 - Bid Tabulation](#)

VII. Items Pulled from Consent Agenda

VIII. Consider and Possible Action

25. *(First Reading)* Consider approval of an Ordinance adopting the land use assumptions, capital improvements plan, and establishing an updated water impact fee totaling \$10,908 per living unit equivalent (LUE) and an updated wastewater impact fee totaling \$8,762 per LUE, amending Ordinance No. 298-2, and establishing an effective date.

- Public Hearing

(Item Presenter: Melissa McCollum, Chief Development Officer)

[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Ordinance](#)
[Exhibit 4 - 2025 Impact Fee Report](#)

26. Consider approval of a resolution authorizing the City Manager to execute a contract with TMT Solutions, Inc. for the SCADA Remote Site Monitoring project in the amount of \$4,373,792.94 plus a contingency of \$874,758.59 for a total amount not to exceed \$5,248,551.53, based on RFP 2025-RFP-010.

(Item Presenter: Rosie Truelove, Director of Administrative Services)

[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Agreement](#)
[Exhibit 5 - Bid Tabulation](#)

27. Consider approval of Amendment No. 1 to Task Order No. 5 with HDR Engineering, Inc. for the SCADA (Supervisory Control and Data Acquisition) Upgrades Project in the amount of \$294,639.36 for a total task order amount of \$519,039.36.

(Item Presenter: Rosie Truelove, Director of Administrative Services)

[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Amendment No. 1 to Task Order No. 5](#)

28. Consider approval of a resolution finding public convenience and necessity and authorizing the use of eminent domain to condemn if necessary a 2,973 square foot parcel of and in fee simple and a public utility easement over a 879 square foot parcel of land (as described in Exhibits “A” and “A-1” to the Resolution) from certain real property owned by Michael A. and Mary C. Lehman for the public use and purpose of construction of public roadway improvements and public drainage and utility infrastructure improvements for the Bunton Creek Road improvement 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 A-1](#)
29. Consider approval of a resolution to record City Council's vote to place a proposal on the agenda of a future City Council meeting as an action item to adopt an ad valorem tax rate that is higher than the no-new-revenue tax rate for Tax Year 2025 (Fiscal Year 2025-26) for the City of Kyle; making findings of fact; and providing for related matters. (ROLL CALL VOTE IS REQUESTED)
(Item Presenter: Perwez A. Moheet, CPA, Director of Finance)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Certified 2025 Tax Rate Calculation Worksheet 8-8-2025](#)
[Exhibit 5 - Budget Notice #4 FY 2026 8-6-2025](#)
30. Consider approval of an agreement with Urban Alchemy Collective, LLC for design for Phase 1 of the adopted Kyle Sportsplex Master Plan (outdoor), and programming and preliminary design services for the proposed indoor recreation center in an amount not to exceed \$2,419,700.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Agreement](#)

IX. Staff Reports and Presentations

31. Receive a report, hold a discussion, and provide staff direction regarding the results of the Risk Assessment and Analysis completed by Weaver and Tidwell, LLP, for the City's critical organizational processes.
(Item Presenter: Perwez A. Moheet, CPA, Director of Finance)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Report on Results of Risk Assessment & Analysis 7-31-2025](#)
32. Receive a report, hold a discussion, and provide staff feedback on Administrative Services Policy Updates for Fiscal Year 2026.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)

33. Receive a report, hold a discussion, and provide staff feedback regarding the recommended operating and capital budget totaling \$603,537,633 proposed for all City funds for Fiscal Year 2025-26 as presented to the City Council during the special-called meeting held on July 26, 2025.

(Item Presenter: Perwez A. Moheet, CPA, Director of Finance)

[Exhibit 1 - Staff Memo](#)

[Exhibit 2 - Presentation](#)

[Exhibit 3 - City Manager's Budget Message for FY 2025-26](#)

[Exhibit 4 - City Manager's Budget Presentation for FY 2025-26](#)

[Exhibit 5 - City Manager's Recommended Operating & Capital Budget for FY 2025-26](#)

[Exhibit 6 - Budget Notice #4 For FY 2026 8-6-2025](#)

XI. Executive Session

34. 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 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.
- 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 Ember; **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.
- 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 Worth It; **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.
- 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.

- 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 Two Step, including the City's agreement with Kyle Retail/Office 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.

35. 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 15th day of August, 2025, prior to 5:20 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.