



**City Council Regular Meeting Agenda
Tuesday, January 21, 2025 7:00 PM
Kyle City Hall, Council Chambers,
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 January 7, 2025 Special Meeting Minutes and January 7, 2025 Regular Meeting Minutes.
(Item Presenter: Jennifer Kirkland, TRMC, City Secretary)
[Exhibit 1 - 2025 0107 DRAFT Special](#)
[Exhibit 2 - 2025 0107 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 the appointment of Nicole Cloutier for Seat 5 on the City of Kyle Ethics Commission.
(Item Presenter: Marc McKinney, Council Member)
4. Consider the reappointment of Nancy Fahy for Seat 6 on the City of Kyle Ethics Commission.
(Item Presenter: Michael Tobias, Council Member)

VI. Reports and Presentations

5. A proclamation recognizing Dr. Martin Luther King, Jr. Day.
(Item Presenter: Miguel A. Zuniga PhD, Council Member)
6. Introduction of New Transportation Director, Mike Trimble.
(Item Presenter: Amber Schmeits, Assistant City Manager)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)

7. 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](#)

VII. Consent Agenda

8. Consider approval of a resolution accepting the Resubdivision Lot 1 and Lot 2, Block "A", Kyle Marketplace, Section 2 improvements.
(Item Presenter: Leon Barba, P.E., City Engineer)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Attachments](#)
9. Consider approval of a resolution accepting the Casetta Ranch Section 5 Subdivision improvements.
(Item Presenter: Leon Barba, P.E., City Engineer)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Attachments](#)
10. Consider approval of a resolution accepting the Crosswinds 6B Subdivision improvements.
(Item Presenter: Leon Barba, P.E., City Engineer)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Attachments](#)
11. Consider approval of a resolution authorizing the Council Visioning Workshop scheduled for March 14 - 16, 2025.
(Item Presenter: Amber Schmeits, Assistant City Manager)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
12. Consider approval of a resolution selecting Council Member Robert Rizo and Hays County Commissioner Precinct 2 Dr. Michelle Cohen as moderators for the 2025 Dialogue for Peace and Progress - Celebrating Black History Month.
(Item Presenter: Rachel Sonnier, Assistant Director of Communications)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
13. Consider approval of an Interlocal Agreement with New Braunfels Utility for a uniform purchase program and authorize the City Manager to sign all contract documents.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)

[Exhibit 2 - Presentation](#)

[Exhibit 3 - Agreement](#)

14. Consider approval of a construction contract with Joe Bland Construction, LLC for the Center Street Village Wastewater Improvements, Phase Two in the amount of \$1,004,427 plus a 5% contingency in the amount of \$50,221.35 for a total contract amount not to exceed of \$1,054,648.35.

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

[Exhibit 1 - Staff Memo](#)

[Exhibit 2 - Presentation](#)

[Exhibit 3 - Bid Tabulation](#)

[Exhibit 4 - Agreement](#)

15. Consider approval of Task Order No. 7 to CP&Y, Inc. dba STV Infrastructure to connect the Bunton Creek Road and Goforth Road segment and install a 24" Waterline south to the Post Oak elevated storage tank in the amount of \$816,822.

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

[Exhibit 1 - Staff Memo](#)

[Exhibit 2 - Presentation](#)

[Exhibit 3 - Task Order](#)

16. Consider approval of Task Order No. 3 to HVJ South Central Texas-M&J, Inc. for construction materials testing at the CR 158 elevated, ground storage tanks and pump station in the amount of \$81,147.36.

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

[Exhibit 1 - Staff Memo](#)

[Exhibit 2 - Presentation](#)

[Exhibit 3 - Task Order](#)

17. Consider approval of Amendment No. 1 to Task Order No. 2 to Quiddity Engineering, LLC for the final design, bid, and construction phase services for the Steeplechase wastewater interceptor improvements in the amount of \$1,413,893 for a total amount of \$1,579,573 for Task Order No. 2.

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

[Exhibit 1 - Staff Memo](#)

[Exhibit 2 - Presentation](#)

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

18. *(First Reading)* Consider approval of an ordinance amending Chapter 50 of the City's Code of Ordinances to add Article XI, Fats, Oils, and Grease Regulations.

(Item Presenter: Mike Murphy, Director of Water Utilities)

[Exhibit 1 - Staff Memo](#)

[Exhibit 2 - Presentation](#)

[Exhibit 3 - Ordinance](#)

19. Consider approval of a contract extension with Akin Gump Strauss Hauer & Feld LLP for federal lobbying services through December 31, 2025 in the amount of \$172,000.

(Item Presenter: Jesse Elizondo, Assistant City Manager)

[Exhibit 1 - Staff Memo](#)

[Exhibit 2 - Presentation](#)

[Exhibit 3 - Contract Extension](#)

20. *(First Reading)* Consider approval of an ordinance authorizing the City Manager, or designee, to accept subdivision and public improvements and/or infrastructure that comply with the City Code; and authorizing the City Manager, or designee, to accept easements, rights-of-way, parkland dedication, and other similar documents to transfer ownership or rights in property within the parameters of the City Manager's signature authority as set out in the City's Purchasing Policy.
(Item Presenter: Aimee Alcorn-Reed, City Attorney)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Ordinance](#)
21. Consider approval of a resolution accepting the Energy Efficiency and Conservation Block Grant Program Equipment Rebate Voucher and directing staff to identify local funding in the amount of \$76,480.
(Item Presenter: Amber Schmeits, Assistant City Manager)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
22. Consider approval of Task Order No. 5 to Lockwood, Andrews & Newnam, Inc. (LAN) for additional design and coordination for the Windy Hill Road project of the 2022 Road Bond Program in the amount of \$86,964.24.
(Item Presenter: Rosie Truelove, Director of Administrative Services)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Task Order](#)

VIII. Items Pulled from Consent Agenda

IX. Consider and Possible Action

23. Consider approval of a resolution authorizing a possession and use agreement with James Mattox et al. related to the acquisition of permanent easement of 0.5257 acres in an amount not to exceed \$192,514.00 for the Marketplace Waterline Project.
(Item Presenter: Amber Schmeits, Assistant City Manager)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)
[Exhibit 4 - Agreement](#)
24. Consider approval of a resolution of the City of Kyle, Texas approving the form and authorizing the distribution of a Preliminary Limited Offering Memorandum for the City of Kyle, Texas Special Assessment Revenue Bonds, Series 2025 (6 Creeks Public Improvement District Improvement Area #3B Project); approving the form and authorizing the distribution of a Preliminary Limited Offering Memorandum for the City of Kyle, Texas Special Assessment Revenue Bonds, Series 2025 (6 Creeks Public Improvement District Improvement Area #5 Project); and resolving other matters incident and related thereto.
(Item Presenter: Stephanie Leibe, Norton Rose Fulbright, City's Bond Counsel)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Resolution](#)

[Exhibit 4 - 6 Creeks PID - IA #3B Series 2025 - PLOM](#)

[Exhibit 5 - 6 Creeks PID - IA #5 Series 2025 - PLOM](#)

25. Consider approval of a resolution of the City of Kyle, Texas determining the costs of certain authorized improvements to be financed within Improvement Area #5 of the 6 Creeks Public Improvement District; approving a Preliminary Service and Assessment Plan updated for Improvement Area #5, including a proposed Improvement Area #5 Assessment Roll; directing the filing of the proposed Improvement Area #5 Assessment Roll with the city secretary to make available for public inspection; noticing a public hearing for February 4, 2025 to consider an ordinance levying assessments on property located within Improvement Area #5 of the 6 Creeks Public Improvement District; directing city staff to publish and mail notice of said public hearing; and resolving other matters incident and related thereto.

(Item Presenter: Stephanie Leibe, Norton Rose Fulbright, City's Bond Counsel)

[Exhibit 1 - Staff Memo](#)

[Exhibit 2 - Presentation](#)

[Exhibit 3 - Resolution](#)

[Exhibit 4 - Preliminary Service and Assessment Plan](#)

26. Consider approval of a resolution reaffirming the City of Kyle's Legislative Program and adopting the Texas Municipal League Legislative Program for 2025.

(Item Presenter: Jesse Elizondo, Assistant City Manager)

[Exhibit 1 - Staff Memo](#)

[Exhibit 2 - Presentation](#)

[Exhibit 3 - Resolution](#)

[Exhibit 4 - TML Legislative Program 2025](#)

[Exhibit 5 - Kyle Legislative Program 2025](#)

27. Consider approval of Task Order No. 8 to CP&Y, Inc. dba STV Infrastructure to develop a Wastewater Master Plan in the amount of \$734,800.

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

[Exhibit 1 - Staff Memo](#)

[Exhibit 2 - Presentation](#)

[Exhibit 3 - Task Order](#)

X. Staff Reports and Presentations

28. Receive a report, hold a discussion, and provide staff direction regarding the launch of the City of Kyle's online interactive strategic plan, open-data and government transparency website.

(Item Presenter: Jesse Elizondo, Assistant City Manager)

[Exhibit 1 - Staff Memo](#)

[Exhibit 2 - Presentation](#)

29. Receive a report, hold a discussion, and provide staff direction regarding street renaming for South Goforth Road and general annexation clean up for City right-of-ways.

(Item Presenter: Melissa McCollum, Chief Development Officer)

[Exhibit 1 - Staff Memo](#)

[Exhibit 2 - Presentation](#)

30. Receive a report, hold a discussion, and provide staff direction regarding proposed community information sessions in 2025.
(Item Presenter: Rachel Sonnier, Assistant Director of Communications)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
31. Receive a report, hold a discussion, and provide staff direction regarding the skate park at Gregg-Clarke Park.
(Item Presenter: David Lopez, Director of Parks & Recreation)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
32. Receive a report, hold a discussion, and provide staff direction on Kohlers Crossing interim improvements.
(Item Presenter: Mike Trimble, Director of Transportation & Public Works)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)

XI. City Council Items

33. Consider directing the City Manager to evaluate options for installing deceleration and acceleration lanes on Roland Lane near to the I-35 Frontage Road.
(Item Presenter: Robert Rizo, Council Member)

XII. 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 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, including, but not limited to property located in the vicinity of Center Street and Veterans Drive, specifically the property located at 103 and 105

- Veterans; **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 §551.071** and Texas Disciplinary Rules 1.05 to consult with attorneys concerning legal issues related to Project Lone Oak; **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 water and wastewater certificates of convenience and necessity, the permitting and construction of the expansion of the City's Wastewater Treatment Plan, and/or TCEQ Docket No. 2023-1268-MWD.
 - 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 acceptance and approval of easements, subdivisions, public infrastructure, and other property rights.
 - 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 the extension of the City's agreement with Akin Gump Strauss Hauer & Feld LLP.
 - 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 extension of the City's meet and confer agreement between the City and the Kyle Law Enforcement Association.

35. 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 17th day of January, 2024, prior to 5:45 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.