

CITY OF KYLE



Notice of Regular City Council Meeting

KYLE CITY HALL
100 W. Center Street

Notice is hereby given that the governing body of the City of Kyle, Texas will meet at 7:30 PM on 4/15/2014, at Kyle City Hall, 100 West Center Street, Kyle, Texas for the purpose of discussing the following agenda.

Posted this 10th day of April, 2014 prior to 7:00 p.m.

I. Call Meeting To Order

II. Approval of Minutes

1. City Council Regular Meeting - April 1, 2014 ~ *Amelia Sanchez, City Secretary*

 [Attachments](#)

III. Citizen Comment Period With City Council

The City Council welcomes comments from Citizens early in the agenda of regular meetings. Those wishing to speak must sign in before the meeting begins at the Kyle City Hall. Speakers may be provided with an opportunity to speak during this time period, and they must observe the three-minute time limit.

IV. Proclamations

2. Proclamation of the City of Kyle, Texas Proclaiming the week of April 13-19, 2014 as "Public Safety Telecommunicator Week" in the City of Kyle, Texas ~ *Lucy Johnson, Mayor*

 [Attachments](#)

3. Proclamation of the City of Kyle, Texas Proclaiming the week of April 13-19, 2014 as "National Library Week" in the City of Kyle, Texas ~ *Lucy Johnson, Mayor*

 [Attachments](#)

V. Consent Agenda

4. *(Second Reading)* An Ordinance declaring unopposed candidates in the May 10, 2014 Special City Election, elected to office; Canceling the Special Election; providing a severability clause; providing a Spanish-language translation; and providing an effective date. ~ *Amelia Sanchez, City Secretary*

 [Attachments](#)

5. Plum Creek Phase 1 Section 1G2 – Preliminary Plan (PP-13-010)
2.71 acres; 16 Residential Lots
Located along Wetzel, northwest corner of Wetzel and Mather
Owner: Plum Creek Development Partners
Agent: Scott Bauer, Bigelow Development, LLC
~ *Sofia Nelson, Director of Planning*

 [Attachments](#)

6. Plum Creek Phase 1 Section 1G2 – Final Plat (FP-13-016)
2.71 acres; 16 Residential Lots
Located along Wetzel, northwest corner of Wetzel and Mather
Owner: Plum Creek Development Partners
Agent: Scott Bauer, Bigelow Development, LLC
~ *Sofia Nelson, Director of Planning*

 [Attachments](#)

7. Accept Post Oak Subdivision Phase 5A Improvements ~ *Leon Barba, P. E., City Engineer*

 [Attachments](#)

8. Authorize the City Manager to accept a \$1,000.00 donation from PEDERNALES ELECTRIC COOPERATIVE, INC., as a 2014 Light the Way contribution, and designate the donation for Kyle Public Library use. ~ *Connie Brooks, Director of Library Services*

 [Attachments](#)

9. Authorize the purchase of 100 earbuds in an amount not to exceed \$160.00 (not including shipping) for the purpose of Kyle Public Library reselling the earbuds as a convenience to Library patrons at a price not to exceed \$2.00 per pair. ~ *Connie Brooks, Director of Library Services*

 [Attachments](#)

10. Authorize the City Manager to accept a \$1,200.00 donation from SOUTHWEST WATER COMPANY, and designate the donation to Kyle Public Library for the purpose of purchasing incentives for the 2014 Summer Reading Program. ~ *Connie Brooks, Director of Library Services*

 [Attachments](#)

11. Authorize the City Manager to execute a 60-month service agreement with TIME WARNER CABLE in an amount not to exceed \$20,790.00 or \$346.50 per month for the installation, maintenance, and providing of high speed internet service access to the Public Works Department and IT Department facilities located at 520

 [Attachments](#)

VI. Consider and Possible Action

12. Accept the Actuarial Valuation Report for the City's Post-Retirement Medical Benefits Plan for the Fiscal Year ending September 30, 2013, authorizing the City Manager to establish an irrevocable trust to be held and managed by an independent trustee to receive required annual contributions from the City for funding future plan obligations, and authorizing the transfer of accumulated City contributions totaling \$521,458.25 held in City accounts to the irrevocable trust. ~ *Perwez A. Moheet, CPA, Director of Finance and Charles E. Dean, FSA, FCA, of Dean Actuaries, LLC*

 [Attachments](#)

13. (*First Reading*) An ordinance amending Chapter 53 (Zoning) of the Code of Ordinances for the purpose of rezoning approximately .3055 acres of land from 'R-1' Single-Family Residential to 'R-2' Two-Family Residential, on property located at 400 S. Main Street, Kyle, Texas. (David and Michael Saucedo Z-14-004). ~ *Sofia Nelson, Director of Planning*

- Public Hearing

 [Attachments](#)

14. (*First Reading*) An Ordinance amending the City's Approved Budget for Fiscal Year 2013-14 by increasing appropriations in the City's General Fund for the Public Works Department by \$29,695.00 and decreasing fund balance in the General Fund by the same amount in order to pay for the emergency repairs made to Windy Hill Road and Burleson Street damaged in the recent flooding. ~ *Perwez A. Moheet, CPA, Director of Finance*

 [Attachments](#)

15. Adopt the timeline for the development and adoption of the City's annual operating and capital budgets for Fiscal Year 2014-15 and approve Special-Called City Council meetings for budget workshops and public hearings. ~ *Perwez A. Moheet, CPA, Director of Finance*

 [Attachments](#)

16. Consider increasing the City's contribution to the Greater San Marcos Partnership ~ *Lucy Johnson, Mayor*

 [Attachments](#)

VII. City Managers Report

17. Update on Various Capital Improvement Projects, Road Projects, Building

Program, and/or General Operational Activities ~ *Lanny Lambert, City Manager*

1. Discussion: Lone Star Rail District Workshop scheduled for April 29, 2014
2. Discussion: 2014 Departmental Goals

 [Attachments](#)

VIII. Staff Report

18. Present an update regarding the Municipal Court's performance and any changes made to the Municipal Court ~ *Andy Cable, Municipal Court Judge*

 [Attachments](#)

19. Present City of Kyle's Financial Performance Report (unaudited) for 2nd quarter ending March 31, 2014. ~ *Perwez A. Moheet, CPA, Director of Finance*

 [Attachments](#)

IX. Executive Session

20. Convene into Executive Session pursuant to Section 551.087, Tex. Gov't Code, to deliberate offers of financial or other incentives and economic development negotiations with business prospects that the City seeks to have locate, stay or expand in or near the City

 [Attachments](#)

21. Reconvene into Open Session to take any and all actions as deemed appropriate in the City Council's discretion regarding offers of financial or other incentives and economic development negotiations with business prospects that the City seeks to have locate, stay or expand in or near the City

 [Attachments](#)

X. ADJOURN

At any time during the Regular City Council Meeting, the City Council may adjourn into an Executive Session, as needed, on any item listed on the agenda for which state law authorizes Executive Session to be held

*Per Texas Attorney General Opinion No. JC-0169; Open Meeting & Agenda Requirements, Dated January 24, 2000: The permissible responses to a general member communication at the meeting are limited by 551.042, as follows: "SEC.551.042. Inquiry Made at Meeting. (a) If, at a meeting of a government body, a member of the public or of the governmental body inquires about a subject for which notice has not been given as

required by the subchapter, the notice provisions of this subchapter, do not apply to:(1) a statement of specific factual information given in response to the inquiry; or (2) a recitation of existing policy in response to the inquiry. (b) Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.



CITY OF KYLE, TEXAS

City Council Regular Meeting - April 1, 2014

Meeting Date: 4/15/2014
Date time: 7:30 PM

Subject/Recommendation: City Council Regular Meeting - April 1, 2014 ~ *Amelia Sanchez, City Secretary*

Other Information: This item is for formal approval of the minutes from the April 1st Regular Meeting of the City Council, a copy of which is included with the meeting packet.

Budget Information: N/A

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

[City Council Regular Meeting Minutes - April 1, 2014](#)

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REGULAR CITY COUNCIL MEETING

The City Council of the City of Kyle, Texas met in Regular Session on April 1, 2014 at 7:00 pm at Kyle City Hall, with the following persons present:

Mayor Lucy Johnson	James Wilson
Council Member Diane Hervol	Mark Decker
Council Member Samantha LeMense	Anna Steadman
Council Member Selbera	Larry Jones
Council Member Ray Bryant	Paula Alvarez
Council Member Chad Benninghoff	Fidel Alvarez
Council Member David Wilson	Isaac Hernandez
Nikolas Fisher, Honorary Council Member	John Atkins
Lanny Lambert, City Manager	Dan Jacobs
Perwez Moheet, Finance Director	Cheryl Ann
Jerry Hendrix, Chief of Staff	John Newly
Sofia Nelson, Planning Director	
Connie Brooks, Library Director	
Harper Wilder, Public Works Director	
Robert Olvera, IT	
Jeff Barnett, Police Chief	
Ken Johnson, City Attorney	

CALL MEETING TO ORDER

Mayor Johnson called the meeting to order at 7:01 P.M.

ROLL CALL

Mayor Johnson called for roll call. Present were Mayor Johnson, Mayor Pro Tem LeMense, Council Member Hervol, Council Member Selbera, Council Member Bryant, Council Member Benninghoff, Council Member Wilson and Nikolas Fisher, Honorary Member.

APPROVAL OF MINUTES

CITY COUNCIL REGULAR MEETING - MARCH 18, 2014 ~ *AMELIA SANCHEZ, CITY SECRETARY*

Council Member Hervol moved to approve the City Council Regular Meeting Minutes - March 18, 2014. Mayor Pro Tem LeMense seconds the motion. All votes aye. Motion carried.

CITIZEN COMMENT PERIOD WITH CITY COUNCIL

CITY COUNCIL REGULAR MEETING

April 1, 2013 – Page 2

Kyle City Hall

Mayor Johnson opened the citizens comment period at 7:03 P.M. and called for comments on items not on the agenda or posted for public hearing. James Wilson spoke and stated he represented the citizens of Bunton Creek and that they had recently learned that the entire subdivision was under lien regarding a PID and it was a mystery to all the residents. He stated that no one had been notified of the fees due and asked the Council and the City Attorney to research this further. Mark Decker stated he had learned of this lien when he tried to sell his home and also had not received any notifications. Anna Steadman spoke on the same concerns with the lien on her property and stated she had an Attorney looking into this and also stated she was never informed of these fees. Larry Jones also had the same concerns with the fees on the PID, never given any information or included in his title and asked the Council to look into this. Paula Alvarez spoke against the zoning change of a property on Main Street from R-1 to R-2 with concerns about lowering of property values and that change was needed but not this type in downtown Kyle. Fidel Alvarez also spoke against the zoning change on Main Street and asked that more information be provided to residents. He stated he tried to attend a meeting but it was over in 7 minutes and he missed it and asked Council support to vote against it. Isaac Hernandez spoke and stated the PID issue was a real concern for his family and that he also was not notified of this fee and asked Council to look into it. John Atkins stated he wanted to speak on transparency, and he asked that everyone follow the law and that it conforms to the City Charter. Dan Jacobs also a resident of Bunton Creek stated that he concurred with all that was said and that he had spoken to a representative with Pacesetter Homes who stated that the City had not invoiced them since 2008 and that the City created this in 2005. He asked for the City to provide some facts. Anna Steadman spoke and stated that regardless of the time a resident lived there the amount of the fees due was the same and would like an explanation. A resident of Bunton Creek (name unintelligible) spoke and stated she would like some answers as well, she had never been invoiced and that this was very upsetting and the sooner they got answers the better. John Newly spoke and stated his concern was it was the City of Kyle's responsibility to invoice and at the very least the penalties should be dropped he would like to know what the original \$1200. was for. Virgil Verduzco spoke and had the same concern as all the previous speakers and that there was no mention of this fee in his paperwork that he found and asked Council to look into the matter. Larry Jones spoke and asked that the City Attorney look into the matter and that it be put back on the agenda with his findings so that the residents can be present. James Wilson spoke again and stated that looking at the documents that Chapter 372 Texas Local Government Code, section 372.011 dissolution of a PID with a certain number of signatures on a petition the PID could potentially be dissolved. With no one else wishing to speak Mayor Johnson closed Citizen's Comments at 7:28 P.M.

PRESENTATION

Bill Gill, Air Quality Consultant for CAPCOG provided a presentation on the ozone layer and related issues.

CITY COUNCIL REGULAR MEETING

April 1, 2013 – Page 3

Kyle City Hall

PRESENTATION OF EMPLOYEE OF THE MONTH FOR THE MONTH OF MARCH ~
LANNY LAMBERT, CITY MANAGER

- Max Herrera, Parks Maintenance Foreman

City Manager Lanny Lambert introduced Max Herrera as the employee of the month.

PROCLAMATIONS

PROCLAMATION OF THE CITY OF KYLE, TEXAS PROCLAIMING APRIL 1, 2014
AS "NATIONAL SERVICE RECOGNITION DAY" IN THE CITY OF KYLE, TEXAS ~
LUCY JOHNSON, MAYOR

Mayor Johnson and Council presented a proclamation for "National Service Recognition Day" to members of AmeriCorp in attendance.

PROCLAMATION OF THE CITY OF KYLE, TEXAS PROCLAIMING THE WEEK OF
APRIL 06-12, 2014 AS "NATIONAL CRIME VICTIMS' RIGHTS WEEK" IN THE CITY
OF KYLE, TEXAS ~ *LUCY JOHNSON, MAYOR*

PROCLAMATION OF THE CITY OF KYLE, TEXAS PROCLAIMING THE MONTH
OF APRIL 2014 AS "CHILD ABUSE PREVENTION AND AWARENESS MONTH" IN
THE CITY OF KYLE, TEXAS ~ *LUCY JOHNSON, MAYOR*

PROCLAMATION OF THE CITY OF KYLE, TEXAS PROCLAIMING THE MONTH
OF APRIL 2014 AS "SEXUAL ASSAULT AWARENESS AND PREVENTION
MONTH" IN THE CITY OF KYLE, TEXAS ~ *LUCY JOHNSON, MAYOR*

Mayor Johnson stated that the 3 proclamations would be presented and invited members of CASA, Roxanne's House, Police Academy Alumni, all of the Officers and Chief Barnett. to come forward and thanked everyone for their service.

Mayor Johnson stated that she had been asked to move to Item #23.

CONSIDER AND POSSIBLE ACTION

A RESOLUTION OF THE CITY OF KYLE, TEXAS, AUTHORIZING THE CITY
MANAGER TO EXECUTE A FIVE-YEAR LEASE WITH KYLE/BUDA LADIES
AUXILIARY NO. 12058 FOR A PORTION OF CITY PROPERTY LOCATED AT 103
SOUTH FRONT STREET, KYLE, TEXAS, IN AN AMOUNT NOT TO EXCEED ONE
DOLLAR (\$1.00) PER YEAR. ~ LANNY LAMBERT, CITY MANAGER

CITY COUNCIL REGULAR MEETING

April 1, 2013 – Page 4

Kyle City Hall

Council Member Wilson moved to approve A Resolution of the City of Kyle, Texas, authorizing the City Manager to execute a five-year lease with Kyle/Buda Ladies Auxiliary No. 12058 for a portion of city property located at 103 South Front Street, Kyle, Texas, in an amount not to exceed one dollar (\$1.00) per year. Council Member Hervol seconds the motion. All aye. Motion carried.

APPOINTMENTS

CONSIDERATION OF NOMINATION(S) FOR APPOINTMENT TO THE PIE FESTIVAL COMMITTEE ~ *SAMANTHA LEMENSE, MAYOR PRO TEM*

- Art Serna

Mayor Johnson moved to appoint Art Serna to the Pie Festival Committee. Mayor Pro Tem LeMense seconds the motion. All aye. Motion carried.

CONSIDERATION OF NOMINATION(S) FOR APPOINTMENT TO THE LONG RANGE PLANNING COMMITTEE ~ *LUCY JOHNSON, MAYOR*

- Jerry Luttrell
- Amy DeFillipi

Mayor Johnson moved to appoint Jerry Luttrell and Amy DeFillipi to the Long Range Planning Commission. Council Member Hervol seconds the motion. Mayor Pro Tem LeMense asked to amend to stop at 11 members. Mayor Johnson stated it would be better to wait for the long term Council to make that decision. All aye. Motion carried.

CONSENT AGENDA

(SECOND READING) AN ORDINANCE OF THE CITY OF KYLE, TEXAS, AMENDING THE COMPREHENSIVE MASTER PLAN APPLICATION CHARTS AS FOLLOWS AND AS SHOWN ON EXHIBIT A:

· TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AND COMMUNITY COMMERCIAL (CC) AS RECOMMENDED ZONING DISTRICTS AND CHANGE RETAIL SERVICES (RS) AS NOT RECOMMENDED WITHIN IN THE LOCAL NODE FUTURE LAND USE DISTRICT.

· TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AND COMMUNITY COMMERCIAL (CC) AS CONDITIONAL ZONING DISTRICTS WITHIN THE REGIONAL NODE FUTURE LAND USE DISTRICT.

CITY COUNCIL REGULAR MEETING

April 1, 2013 – Page 5

Kyle City Hall

· TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AND COMMUNITY COMMERCIAL (CC) AS CONDITIONAL ZONING DISTRICTS AND CHANGE CBD1 AND CBD2 AS NOT RECOMMENDED ZONING DISTRICTS WITHIN THE SUPER-REGIONAL NODE FUTURE LAND USE DISTRICT.

RECOMMENDED ZONING DISTRICTS AND CHANGE RETAIL SERVICES (RS) TO A NOT RECOMMENDED ZONING DISTRICT WITHIN THE RIPARIAN LANDSCAPE FUTURE LAND USE DISTRICT.

· TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AND COMMUNITY COMMERCIAL (CC) AS NOT

· TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AS A CONDITIONAL ZONING DISTRICT, COMMUNITY COMMERCIAL (CC) AS A NOT RECOMMENDED ZONING DISTRICT AND CHANGE RETAIL SERVICES (RS) AS A NOT RECOMMENDED ZONING DISTRICT WITHIN THE FARM LANDSCAPE FUTURE LAND USE DISTRICT.

· TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AS A CONDITIONAL ZONING DISTRICT, COMMUNITY COMMERCIAL (CC) AS A NOT RECOMMENDED ZONING DISTRICT AND CHANGE RETAIL SERVICES (RS) AS A ZONING DISTRICT NOT RECOMMENDED WITHIN THE RANCH LANDSCAPE FUTURE LAND USE DISTRICT.

· TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AS A RECOMMENDED ZONING DISTRICT, COMMUNITY COMMERCIAL (CC) AS A NOT RECOMMENDED ZONING DISTRICT AND CHANGE CBD-1 AND CBD-2 TO CONDITIONAL ZONING DISTRICTS, AND R-1-1 AS A RECOMMENDED ZONING DISTRICTS WITHIN THE OLD TOWN FUTURE LAND USE DISTRICT.

· TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AND COMMUNITY COMMERCIAL (CC) AS RECOMMENDED ZONING DISTRICTS AND CHANGE RETAIL SERVICES (RS) TO A CONDITIONAL ZONING DISTRICT WITHIN THE CORE AREA TRANSITION FUTURE LAND USE DISTRICT.

· TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AS A CONDITIONAL ZONING DISTRICT, COMMUNITY COMMERCIAL (CC) AS A NOT RECOMMENDED ZONING DISTRICT AND CHANGE RETAIL SERVICES (RS) AS A ZONING DISTRICT NOT RECOMMENDED WITHIN THE HISTORIC CORE AREA TRANSITION FUTURE LAND USE DISTRICT.

CITY COUNCIL REGULAR MEETING

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Kyle City Hall

TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AND COMMUNITY COMMERCIAL (CC) AS CONDITIONAL ZONING DISTRICTS AND CHANGE RETAIL SERVICES (RS) AS A ZONING DISTRICT NOT RECOMMENDED WITHIN THE MIDTOWN COMMUNITY FUTURE LAND USE DISTRICT.

· TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AS A RECOMMENDED ZONING DISTRICT, COMMUNITY COMMERCIAL (CC) AS A CONDITIONAL ZONING DISTRICT AND CHANGE R-3-2 (APARTMENT RESIDENTIAL), M-2 (MANUFACTURED HOME SUBDIVISION) AND M-3 (MANUFACTURED HOME PARK) AS CONDITIONAL ZONING DISTRICTS WITHIN NEW SETTLEMENT COMMUNITY FUTURE LAND USE DISTRICT.

· TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AND COMMUNITY COMMERCIAL (CC) AS RECOMMENDED ZONING DISTRICTS WITHIN THE NEW TOWN COMMUNITY FUTURE LAND USE DISTRICT.

· TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AND COMMUNITY COMMERCIAL (CC) AS RECOMMENDED ZONING DISTRICTS AND CHANGE HOSPITAL SERVICES (HS) AND ENTERTAINMENT (E) AS CONDITIONAL ZONING DISTRICTS WITHIN THE EMPLOYMENT COMMUNITY FUTURE LAND USE DISTRICT.

· TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AS A CONDITIONAL ZONING DISTRICT, COMMUNITY COMMERCIAL (CC) AS A NOT RECOMMENDED ZONING DISTRICT AND CHANGE CONSTRUCTION MANUFACTURING (CM), RETAIL SERVICES (RS), ENTERTAINMENT (E) AND WAREHOUSE (W) TO NOT RECOMMENDED ZONING DISTRICTS WITHIN THE SENSITIVE/SUSTAINABLE DEVELOPMENT FUTURE LAND USE DISTRICT.

· TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AS A RECOMMENDED ZONING DISTRICT AND COMMUNITY COMMERCIAL (CC) AS A CONDITIONAL ZONING DISTRICT WITHIN THE HERITAGE COMMUNITY FUTURE LAND USE DISTRICT.

PROVIDING FOR THE AMENDMENT OF THE PLAN; PROVIDING FOR RELATED MATTERS. ~ *SOFIA NELSON, DIRECTOR OF PLANNING*

AUTHORIZE THE CITY MANAGER TO EXECUTE A 60-MONTH LEASE WITH BIZDOC, INC., SAN MARCOS, TEXAS, FOR A KYOCERA MODEL 5551CI PHOTOCOPIER FOR THE KYLE PUBLIC LIBRARY, IN AN AMOUNT NOT TO EXCEED \$146.00 PER MONTH, PLUS A PER COPY CHARGE. ~ *CONNIE BROOKS, DIRECTOR OF LIBRARY*

CITY COUNCIL REGULAR MEETING

April 1, 2013 – Page 7

Kyle City Hall

AUTHORIZE THE GIVING OF KYLE PUBLIC LIBRARY SURPLUS OF USED BOOKS AND VHS TAPES OF LITTLE TO NO VALUE TO THE LIBRARY THRIFT SHOP. ~ *CONNIE BROOKS, DIRECTOR OF LIBRARY*

AUTHORIZE THE PURCHASE OF SIX IPAD MINI KIOSKS, AN IPAD CART AND ASSOCIATED ACCESSORIES FOR THE KYLE PUBLIC LIBRARY FROM COMPULOCKS BRANDS, INC., PFLUGERVILLE, TEXAS, A SOLE SOURCE PROVIDER, IN AN AMOUNT NOT TO EXCEED \$1,915.25 (STATE LIBRARY & ARCHIVES GRANT). ~ *JOSH MORENO, GRANTS ADMINISTRATOR*

AWARD A BID FOR THE PURCHASE OF EIGHT APPLE IPAD TABLETS AND EXTENDED SERVICE AGREEMENTS FOR THE KYLE PUBLIC LIBRARY TO SOUTHERN COMPUTER WAREHOUSE, MARIETTA, GEORGIA, IN AN AMOUNT NOT TO EXCEED \$2,986.82 (STATE LIBRARY & ARCHIVES GRANT). ~ *JOSH MORENO, GRANTS ADMINISTRATOR*

AWARD A BID FOR THE PURCHASE OF AN IPAD PORTABLE KIOSK AND ASSOCIATED ACCESSORIES FOR THE KYLE PUBLIC LIBRARY TO APPLE ROCK ADVERTISING & PROMOTIONS, INC., GREENSBORO, NORTH CAROLINA, A SOLE SOURCE PROVIDER, IN AN AMOUNT NOT TO EXCEED \$794.00 (STATE LIBRARY & ARCHIVES GRANT). ~ *JOSH MORENO, GRANTS ADMINISTRATOR*

AUTHORIZE THE SALE TO THE HIGHEST BIDDER BY AUCTION ON GOVDEALS, AN INTERNET-BASED AUCTION MARKETPLACE, OF FOUR MODEL 2001/E-BUS SURPLUS TROLLEYS BEARING VEHICLE IDENTIFICATION NUMBERS 1E9TL11231C248043, 1E9TL11251C248044, 1E9TL11271C248045, AND 1E9TL11291C248046 AND TITLED IN THE NAME OF THE CITY OF KYLE. ~ *HARPER WILDER, DIRECTOR OF PUBLIC WORKS*

AWARD A BID TO J&K UTILITY SERVICES, CREEDMOOR, TEXAS, TO PROVIDE ELECTRICAL SERVICE TO THE CITY'S IT DEPARTMENT BUILDING LOCATED ON THE CITY'S PUBLIC WORKS DEPARTMENT GROUNDS, IN AN AMOUNT NOT TO EXCEED \$5,975.00. ~ *HARPER WILDER, DIRECTOR OF PUBLIC WORKS*

AWARD A BID TO SHI GOVERNMENT SOLUTIONS, SOMERSET, NEW JERSEY, FOR THE PURCHASE AND DELIVERY OF THREE FUJITSU DOCUMENT SCANNERS FOR THE CITY OF KYLE MUNICIPAL COURT, IN AN AMOUNT NOT TO EXCEED \$1,965.00 ~ *ROBERT OLVERA, SYSTEMS ADMINISTRATOR*

A RESOLUTION OF THE CITY OF KYLE, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT NOT TO EXCEED \$1,500.00 WITH CTK ENTERTAINMENT, LLC, FOR PROVIDING PERFORMERS TO PERFORM AT THE

LAKE KYLE JUBILEE EVENT. ~ *KERRY URBANOWICZ, DIRECTOR OF PARKS AND RECREATION*

CITY COUNCIL REGULAR MEETING

April 1, 2013 – Page 8

Kyle City Hall

RATIFY AN EXPENDITURE OF \$7,800.00 PAID TO PROGRESSIVE COMMERCIAL AQUATICS, INC., MANOR, TEXAS, FOR THE EMERGENCY REPAIR AND REPLACEMENT OF THE MAIN POOL PUMP, MOTOR, STRAINER AND RELATED MATERIALS FOR THE PARKS AND RECREATION DEPARTMENT, FOR THE PURPOSE OF AVOIDING POTENTIAL IMMEDIATE DAMAGE TO CITY PROPERTY. ~ *KERRY URBANOWICZ, DIRECTOR OF PARKS AND RECREATION*

Council Member Benninghoff asked to pull Item #10 from Consent Agenda.

Council Member Hervol moved to approve **Item # 11** ~ Authorize the City Manager to execute a 60-month lease with BIZDOC, INC., San Marcos, Texas, for a Kyocera Model 5551ci photocopier for the Kyle Public Library, in an amount not to exceed \$146.00 per month, plus a per copy charge; **Item #12** ~ Authorize the giving of Kyle Public Library surplus of used books and VHS tapes of little to no value to the Library Thrift Shop; **Item # 13** ~ Authorize the purchase of six iPad Mini Kiosks, an iPad Cart and associated accessories for the Kyle Public Library from COMPULOCKS BRANDS, INC., Pflugerville, Texas, a sole source provider, in an amount not to exceed \$1,915.25 (State Library & Archives Grant); **Item #14** ~ Award a bid for the purchase of eight Apple iPad Tablets and extended service agreements for the Kyle Public Library to SOUTHERN COMPUTER WAREHOUSE, Marietta, Georgia, in an amount not to exceed \$2,986.82 (State Library & Archives Grant); **Item #15** ~ Award a bid for the purchase of an iPad Portable Kiosk and associated accessories for the Kyle Public Library to APPLE ROCK ADVERTISING & PROMOTIONS, INC., Greensboro, North Carolina, a sole source provider, in an amount not to exceed \$794.00 (State Library & Archives Grant); **Item #16** ~ Authorize the sale to the highest bidder by auction on GovDeals, an Internet-based auction marketplace, of four model 2001/E-Bus surplus trolleys bearing vehicle identification numbers 1E9TL11231C248043, 1E9TL11251C248044, 1E9TL11271C248045, and 1E9TL11291C248046 and titled in the name of the City of Kyle; **Item # 17** ~ Award a bid to J&K UTILITY SERVICES, Creedmoor, Texas, to provide electrical service to the City's IT Department building located on the City's Public Works Department grounds, in an amount not to exceed \$5,975.00; **Item # 18** ~ Award a bid to SHI GOVERNMENT SOLUTIONS, Somerset, New Jersey, for the purchase and delivery of three Fujitsu document scanners for the City of Kyle Municipal Court, in an amount not to exceed \$1,965.00; **Item # 19** ~ A Resolution of the City of Kyle, Texas, authorizing the City Manager to execute a contract not to exceed \$1,500.00 with CTK Entertainment, LLC, for providing performers to perform at the Lake Kyle Jubilee Event; **Item # 20** ~ Ratify an expenditure of \$7,800.00 paid to PROGRESSIVE COMMERCIAL AQUATICS, INC., Manor, Texas, for the emergency repair and replacement of the main pool pump, motor, strainer and related materials for the Parks and Recreation Department, for the purpose of

avoiding potential immediate damage to city property. Mayor Pro Tem LeMense seconds the motion. All aye. Motion carried.

CITY COUNCIL REGULAR MEETING

April 1, 2013 – Page 9

Kyle City Hall

(Second Reading) AN ORDINANCE OF THE CITY OF KYLE, TEXAS, AMENDING THE COMPREHENSIVE MASTER PLAN APPLICATION CHARTS AS FOLLOWS AND AS SHOWN ON EXHIBIT A:

- • TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AND COMMUNITY COMMERCIAL (CC) AS RECOMMENDED ZONING DISTRICTS AND CHANGE RETAIL SERVICES (RS) AS NOT RECOMMENDED WITHIN IN THE LOCAL NODE FUTURE LAND USE DISTRICT.
- TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AND COMMUNITY COMMERCIAL (CC) AS CONDITIONAL ZONING DISTRICTS WITHIN THE REGIONAL NODE FUTURE LAND USE DISTRICT.
- TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AND COMMUNITY COMMERCIAL (CC) AS CONDITIONAL ZONING DISTRICTS AND CHANGE CBD1 AND CBD2 AS NOT RECOMMENDED ZONING DISTRICTS WITHIN THE SUPER-REGIONAL NODE FUTURE LAND USE DISTRICT.
- TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AND COMMUNITY COMMERCIAL (CC) AS NOT RECOMMENDED ZONING DISTRICTS AND CHANGE RETAIL SERVICES (RS) TO A NOT RECOMMENDED ZONING DISTRICT WITHIN THE RIPARIAN LANDSCAPE FUTURE LAND USE DISTRICT.
- TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AS A CONDITIONAL ZONING DISTRICT, COMMUNITY COMMERCIAL (CC) AS A NOT RECOMMENDED ZONING DISTRICT AND CHANGE RETAIL SERVICES (RS) AS A NOT RECOMMENDED ZONING DISTRICT WITHIN THE FARM LANDSCAPE FUTURE LAND USE DISTRICT.
- TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AS A CONDITIONAL ZONING DISTRICT, COMMUNITY COMMERCIAL (CC) AS A NOT RECOMMENDED ZONING DISTRICT AND CHANGE RETAIL SERVICES (RS) AS A ZONING DISTRICT NOT RECOMMENDED WITHIN THE RANCH LANDSCAPE FUTURE LAND USE DISTRICT.
- TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AS A CONDITIONAL ZONING DISTRICT, COMMUNITY COMMERCIAL (CC) AS A NOT RECOMMENDED ZONING DISTRICT AND CHANGE CBD-1 AND CBD-2 TO

CITY COUNCIL REGULAR MEETING

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Kyle City Hall

- CONDITIONAL ZONING DISTRICTS, R-1-1 AND R-1-2(SINGLE FAMILY RESIDENTIAL) AS A RECOMMENDED ZONING DISTRICTS, AND R-3-3 AS NOT RECOMMENDED ZONING DISTRICTS WITHIN THE OLD TOWN FUTURE LAND USE DISTRICT.
- TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AND COMMUNITY COMMERCIAL (CC) AS RECOMMENDED ZONING DISTRICTS AND CHANGE RETAIL SERVICES (RS) TO A CONDITIONAL ZONING DISTRICT WITHIN THE CORE AREA TRANSITION FUTURE LAND USE DISTRICT.
- TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AS A CONDITIONAL ZONING DISTRICT, COMMUNITY COMMERCIAL (CC) AS A NOT RECOMMENDED ZONING DISTRICT AND CHANGE RETAIL SERVICES (RS) AS A ZONING DISTRICT NOT RECOMMENDED WITHIN THE HISTORIC CORE AREA TRANSITION FUTURE LAND USE DISTRICT.
- TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AND COMMUNITY COMMERCIAL (CC) AS CONDITIONAL ZONING DISTRICTS AND CHANGE RETAIL SERVICES (RS) AS A ZONING DISTRICT NOT RECOMMENDED WITHIN THE MIDTOWN COMMUNITY FUTURE LAND USE DISTRICT.
- TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AS A RECOMMENDED ZONING DISTRICT, COMMUNITY COMMERCIAL (CC) AS A CONDITIONAL ZONING DISTRICT AND CHANGE R-3-2 (APARTMENT RESIDENTIAL), M-2 (MANUFACTURED HOME SUBDIVISION) AND M-3 (MANUFACTURED HOME PARK) AS CONDITIONAL ZONING DISTRICTS WITHIN NEW SETTLEMENT COMMUNITY FUTURE LAND USE DISTRICT.
- TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AND COMMUNITY COMMERCIAL (CC) AS RECOMMENDED ZONING DISTRICTS WITHIN THE NEW TOWN COMMUNITY FUTURE LAND USE DISTRICT.
- TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AND COMMUNITY COMMERCIAL (CC) AS RECOMMENDED ZONING DISTRICTS AND CHANGE HOSPITAL SERVICES (HS) AND ENTERTAINMENT (E) AS CONDITIONAL ZONING DISTRICTS WITHIN THE EMPLOYMENT COMMUNITY FUTURE LAND USE DISTRICT.
- TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AS A CONDITIONAL ZONING DISTRICT, COMMUNITY

CITY COUNCIL REGULAR MEETING

April 1, 2013 – Page 11

Kyle City Hall

- COMMERCIAL (CC) AS A NOT RECOMMENDED ZONING DISTRICT AND CHANGE CONSTRUCTION MANUFACTURING (CM), RETAIL SERVICES (RS), ENTERTAINMENT (E) AND WAREHOUSE (W) TO NOT RECOMMENDED ZONING DISTRICTS WITHIN THE SENSITIVE/SUSTAINABLE DEVELOPMENT FUTURE LAND USE DISTRICT.
- TO IDENTIFY NEIGHBORHOOD COMMERCIAL (NC) AS A RECOMMENDED ZONING DISTRICT AND COMMUNITY COMMERCIAL (CC) AS A CONDITIONAL ZONING DISTRICT WITHIN THE HERITAGE COMMUNITY FUTURE LAND USE DISTRICT.

PROVIDING FOR THE AMENDMENT OF THE PLAN; PROVIDING FOR RELATED MATTERS

The Planning and Zoning Commission voted 6-0 to approve the amendments

Mayor Johnson moved to approve (Second Reading) An ordinance of the City of Kyle, Texas, amending the Comprehensive Master Plan application charts providing for the amendment of the plan. Council Member Hervol seconds the motion. Mayor Johnson called for a roll call vote. Council Member Wilson votes aye, Council Member Benninghoff votes nay, Council Member Bryant votes aye, Mayor Johnson votes aye, Council Member Selbera votes nay, Mayor Pro Tem LeMense votes aye, and Council Member Hervol votes aye. Motion carried 5-2.

CONSIDER AND POSSIBLE ACTION

(FIRST READING) AN ORDINANCE AMENDING CHAPTER 53 (ZONING) OF THE CITY OF KYLE, TEXAS, FOR THE PURPOSE OF REZONING APPROXIMATELY .3055 ACRES OF LAND FROM ‘R-1’ SINGLE FAMILY TO ‘R-2’ RESIDENTIAL TWO FAMILY, ON PROPERTY LOCATED AT 400 S. MAIN STREET, IN HAYS COUNTY, TEXAS (DAVID AND MICHAEL SAUCEDO Z-14-004). ~ *SOFIA NELSON, DIRECTOR OF PLANNING*

Planning and Zoning Commission voted 6-1 to approve the rezone request.

- Public Hearing

Mayor Johnson opened the Public Hearing at 8:20 P.M. to hear comments on *(First Reading)* An ordinance amending Chapter 53 (zoning) of the City of Kyle, Texas, for the purpose of rezoning approximately .3055 acres of land from ‘R-1’ Single Family to ‘R-2’

Residential Two Family. With no one wishing to speak Mayor Johnson closed the Public Hearing at 8:20 P.M.

CITY COUNCIL REGULAR MEETING

April 1, 2013 – Page 12

Kyle City Hall

Mayor Johnson moved to approve (*First Reading*) An ordinance amending Chapter 53 (zoning) of the City of Kyle, Texas, for the purpose of rezoning approximately .3055 acres of land from ‘R-1’ Single Family to ‘R-2’ Residential Two Family. Mayor Pro Tem LeMense seconds the motion. Council Member Wilson asked Mayor Johnson to amend the motion and give the Director of Planning time to hold a workshop for the residents to have more discussion on this item. Mayor Johnson asked Council Member Wilson if his amendment would be that along with her motion direct staff to hold a workshop for downtown Kyle residents and he replied yes before it came back for approval. Mayor Johnson stated this would be a new motion and not an amendment. Mayor Johnson withdraws her motion to approve. Council Member Benninghoff moved to direct staff to hold a workshop for the residents and property owner to give them the opportunity to say what they want to say before it comes back to Council. Council Member Wilson seconds the motion. Council Member Hervol asks to amend to hold the workshop prior to the next meeting. Council Member Benninghoff and Council Member Wilson agree to the amendment. Motion carried 6-1 with Council Member Selbera voting nay.

(FIRST READING) AN ORDINANCE DECLARING UNOPPOSED CANDIDATES IN THE MAY 10, 2014 SPECIAL CITY ELECTION, ELECTED TO OFFICE; CANCELING THE SPECIAL ELECTION; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SPANISH-LANGUAGE TRANSLATION; AND PROVIDING AN EFFECTIVE DATE. ~ AMELIA SANCHEZ, CITY SECRETARY

Council Member Hervol moved to approve (*First Reading*) An ordinance declaring unopposed candidates in the May 10, 2014 Special City Election, elected to office; Canceling the Special Election. Mayor Pro Tem LeMense seconds the motion. All votes aye. Motion carried.

A RESOLUTION OF THE CITY OF KYLE, TEXAS, ADOPTING AMENDMENT NO. 2 TO THE CONSENT AND DEVELOPMENT AGREEMENT BETWEEN THE CITY OF KYLE AND EB WINDY HILL, L.P. ~ LANNY LAMBERT, CITY MANAGER

Council Member Hervol moved to table a Resolution of the City of Kyle, Texas, adopting Amendment No. 2 to the Consent and Development Agreement between the City of Kyle and EB Windy Hill, L.P. due to a request by the developer. Mayor Pro Tem LeMense seconds the motion. All votes aye. Motion carried.

CITY MANAGERS REPORT

CITY COUNCIL REGULAR MEETING

April 1, 2013 – Page 13

Kyle City Hall

UPDATE ON VARIOUS CAPITAL IMPROVEMENT PROJECTS, ROAD PROJECTS, BUILDING PROGRAM, AND/OR GENERAL OPERATIONAL ACTIVITIES ~ LANNY LAMBERT, CITY MANAGER

1. Reminder: City Council Workshop scheduled for April 15, 2014 at 6:30 p.m. regarding the Greater San Marcos Partnership and the City of Kyle's participation level.
2. Discussion: Lone Star Rail District Workshop scheduled for April 29, 2014

Lanny Lambert, City Manager reminded Council about the Greater San Marcos Partnership workshop scheduled for Tuesday, April 15th at 6:30 p.m. before the regular Council meeting with a start time of 7:30 p.m., and also asked Council for a start time for the Lone Star Rail District workshop on April 29th and Council decided at 7:00 p.m.

ADJOURN

With no further business to discuss Council Member Hervol moved to adjourn. Council Member Selbera seconds the motion. All votes aye. Motion carried.

The City Council meeting adjourned at 8:43 pm.

Lucy Johnson, Mayor

Amelia Sanchez, City Secretary



CITY OF KYLE, TEXAS

Public Safety Telecommunicator Week

Meeting Date: 4/15/2014
Date time: 7:30 PM

Subject/Recommendation: Proclamation of the City of Kyle, Texas Proclaiming the week of April 13-19, 2014 as "Public Safety Telecommunicator Week" in the City of Kyle, Texas ~ *Lucy Johnson, Mayor*

Other Information:

Budget Information:

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

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[Public Safety Telecommunicator Week Proclamation](#)

City of Kyle



City Council Proclamation

WHEREAS, The City of Kyle is a member of the Capital Area Council of Governments (CAPCOG), a regional council of government serving Bastrop, Blanco, Burnet, Caldwell, Fayette, Hays, Lee, Llano, Travis and Williamson counties, and,

WHEREAS, CAPCOG's Emergency Communications Division and the City of Kyle Police Department are committed to providing a high-quality emergency communications system to the citizens of the region and the City of Kyle, and,

WHEREAS, The City of Kyle joins CAPCOG in recognizing the professional and unending services of the telecommunicators who answer 9-1-1 calls on a daily basis, and,

WHEREAS, The 9-1-1 telecommunicators are the link between people calling for help in an emergency situation and the emergency response agencies who arrive on the scene, and,

WHEREAS, The 9-1-1 telecommunicators are the true backbone of the 9-1-1 system, and,

WHEREAS, The President of the United States has historically acknowledged the second week of April as National Telecommunicator Week,

NOW, THEREFORE, BE IT RESOLVED, that, on behalf of the more than 600 Telecommunicators in the CAPCOG region, including 12 full and 2 part-time telecommunicators with the Kyle Police Department, I, Lucy Johnson, Mayor of the City of Kyle, join with the Kyle City Council and hereby declare the Week of April 13-19, 2014, to be

"Public Safety Telecommunicator Week"

in the City of Kyle, and call on all citizens to recognize the important work being done by these men and women which significantly raises the level of public safety for our first responders, officers, fire fighters, and emergency medical technicians, as well as protecting the health, safety and well being of our residents and visitors and the property of everyone.

SIGNED AND ENTERED THIS 15TH DAY OF APRIL, 2014

Lucy Johnson, Mayor

Diane Hervol, Council District 1

Samantha LeMense, Mayor Pro Tem

Becky Selbera, Council District 2

Chad Benninghoff, Council District 3

David Wilson, Council District 4

Ray Bryant, Council District 6



CITY OF KYLE, TEXAS

National Library Week Proclamation

Meeting Date: 4/15/2014
Date time: 7:30 PM

Subject/Recommendation: Proclamation of the City of Kyle, Texas Proclaiming the week of April 13-19, 2014 as "National Library Week" in the City of Kyle, Texas
~ *Lucy Johnson, Mayor*

Other Information:

Budget Information:

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[National Library Week Proclamation](#)

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City of Kyle



City Council Proclamation

WHEREAS, libraries help lives change in their communities, campuses and schools;

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WHEREAS; librarians work to meet the changing needs of their communities, including providing resources for everyone and bringing services outside of library walls;

WHEREAS, libraries and librarians bring together community members to enrich and shape the community and address local issues;

WHEREAS, librarians are trained, tech-savvy professionals, providing technology training and access to downloadable content like e-books;

WHEREAS, libraries offer programs to meet community needs, including providing residents with computer classes and story times for young children;

WHEREAS, libraries continuously grow and evolve in how they provide for the needs of every member of their communities;

WHEREAS, libraries, librarians, library workers and supporters across America are celebrating National Library Week.

NOW, THEREFORE, be it resolved that I, Lucy Johnson, Mayor of Kyle, proclaim April 13-19, 2014 as

“National Library Week”

I encourage all residents to visit the library this week to take advantage of the wonderful library resources available at your library. Lives change at your library.

SIGNED AND ENTERED THIS 15TH DAY OF APRIL, 2014

Lucy Johnson, Mayor

Diane Hervol, Council District 1

Samantha LeMense, Mayor Pro Tem

Becky Selbera, Council District 2

Chad Benninghoff, Council District 3

David Wilson, Council District 4

Ray Bryant, Council District 6



CITY OF KYLE, TEXAS

Canceling the May 10, 2014 Special City Election

Meeting Date: 4/15/2014
Date time: 7:30 PM

Subject/Recommendation: *(Second Reading)* An Ordinance declaring unopposed candidates in the May 10, 2014 Special City Election, elected to office; Canceling the Special Election; providing a severability clause; providing a Spanish-language translation; and providing an effective date. ~ *Amelia Sanchez, City Secretary*

Other Information:

Budget Information:

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

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- [ORDINANCE-Canceling May 10, 2014 Special City Election](#)
 - [ORDINANCE-Canceling May 10, 2014 Special City Election-Spanish](#)
-

ORDINANCE NO. _____**AN ORDINANCE DECLARING UNOPPOSED CANDIDATES IN THE MAY 10, 2014 SPECIAL CITY ELECTION, ELECTED TO OFFICE; CANCELING THE SPECIAL ELECTION; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SPANISH-LANGUAGE TRANSLATION; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, a special city election was called for May 10, 2014, for the purpose of electing a member to the city council to represent Place 6; and

WHEREAS, the city secretary has certified in writing that no person has made a declaration of write-in candidacy, and that each candidate on the ballot for Place 6 is unopposed for election to office; and

WHEREAS, under these circumstances, Chapter 10, Election Code, authorizes the city council to declare the candidate for Place 6 elected to office and cancel the special city election; and,

WHEREAS, this ordinance shall be posted in a Spanish-language translation in addition to English.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KYLE, TEXAS:

Section 1. The following candidates, who are unopposed in the May 10, 2014 special city election, are declared elected to office, and shall be issued certificates of election following the time the election would have been canvassed:

TAMMY SWANTON

Section 2. The May 10, 2014 special city election is cancelled, and the city secretary is directed to cause a copy of this ordinance to be posted on election day at each polling place used or that would have been used in the election.

Section 3. It is declared to be the intent of the city council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance are severable, and if any of the aforesaid is declared invalid by the judgment or decree of a court of competent jurisdiction, the invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this ordinance since the city council would have enacted them without the invalid portion.

Section 4. The city secretary shall post a Spanish-language translation of this ordinance in addition to posting the ordinance in English.

Section 5. This ordinance shall take effect upon its final passage, and it is so ordained.

APPROVED this ____ day of April, 2014.

Lucy Johnson, Mayor

ATTEST: _____
Amelia Sanchez, City Secretary

ORDENANZA NO. _____**UNA ORDENANZA DECLARANDO A LOS CANDIDATOS SIN OPOSICIÓN DE LA ELECCIÓN ESPECIAL DEL 10 DE MAYO DE 2014, ELEGIDOS AL CARGO; CANCELACIÓN DE LA ELECCIÓN ESPECIAL; QUE PROPORCIONA UNA CLÁUSULA DE SALVEDAD; QUE PROPORCIONA UNA TRADUCCIÓN AL ESPAÑOL; Y PROPORCIONA UNA FECHA EFECTIVA.**

POR CUANTO QUE, una elección especial de la ciudad se convocó para el 10 de mayo de 2014, con el propósito de elegir a un miembro para el concejo municipal de la ciudad para representar el Puesto 6; y

POR CUANTO QUE, que la secretaria de la ciudad ha certificado por escrito que ninguna persona ha hecho una declaración de candidato por escrito, y que cada candidato en la boleta para el Puesto 6 es sin oposición para la elección de cargos,

POR CUANTO QUE, en estas circunstancias, el Capítulo 10 del Código de Elecciones, autoriza al concejo de la ciudad para declarar el candidato al Puesto 6 elegido para el cargo y cancelar la elección especial de la ciudad, y,

POR CUANTO QUE, esta ordenanza será publicada en una traducción en español, además de inglés.

AHORA ENTONCES SEA DECRETADO POR EL CONCEJO MUNICIPAL DE LA CIUDAD DE KYLE, TEXAS QUE:

SECCIÓN 1. Los siguientes candidatos, que están sin oposición en la elección especial de la ciudad del 10 de mayo de 2014, se declararán elegidos al cargo, y se le expedirán certificados de elección después de la hora en la cual la elección habría sido escrutinada:

TAMMY SWATON

SECCIÓN 2. La elección especial del 10 de mayo de 2014, se cancela y la secretaria de la ciudad está dirigida a causar que una copia de esta ordenanza se publique el día de las elecciones en cada lugar de votación utilizado o que se hubiera utilizado en la elección.

SECCIÓN 3. Se declara que la intención del concejo de la ciudad que las frases, cláusulas, oraciones, párrafos y secciones de esta ordenanza son separables, y si cualquiera de lo anterior es declarado inválido por la sentencia o decreto de un tribunal de jurisdicción competente, la invalidez no afectará a ninguna de las frases, cláusulas, oraciones, párrafos o secciones restantes de esta ordenanza ya que el ayuntamiento los habría promulgado sin la parte inválida.

SECCIÓN 4. La secretaria de la ciudad deberá publicar una traducción de esta ordenanza en español, además de la publicación de la ordenanza en inglés.

SECCIÓN 5. Esta ordenanza será puesta en práctica a partir de su aprobación final, y queda así ordenada.

APROBADO este día ____ de abril de 2014.

Lucy Johnson, Alcalde

DECLARADO: _____
Amelia Sanchez, Secretaria de la Ciudad



CITY OF KYLE, TEXAS

Plum Creek Phase 1 Section 1G2 - Preliminary Plan

Meeting Date: 4/15/2014
Date time: 7:30 PM

Subject/Recommendation: Plum Creek Phase 1 Section 1G2 – Preliminary Plan (PP-13-010)
2.71 acres; 16 Residential Lots
Located along Wetzel, northwest corner of Wetzel and Mather
Owner: Plum Creek Development Partners
Agent: Scott Bauer, Bigelow Development, LLC
~ *Sofia Nelson, Director of Planning*

Other Information: Please see attachments

Budget Information: N/A

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

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CITY OF KYLE, TEXAS

Plum Creek Phase 1 Section 1G2 - Final Plat

Meeting Date: 4/15/2014
Date time: 7:30 PM

Subject/Recommendation: Plum Creek Phase 1 Section 1G2 – Final Plat (FP-13-016)
2.71 acres; 16 Residential Lots
Located along Wetzel, northwest corner of Wetzel and Mather
Owner: Plum Creek Development Partners
Agent: Scott Bauer, Bigelow Development, LLC
~ *Sofia Nelson, Director of Planning*

Other Information: Please see attachments

Budget Information: N/A

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

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CITY OF KYLE, TEXAS

Post Oak Subdivision Phase 5A

Meeting Date: 4/15/2014
Date time: 7:30 PM

Subject/Recommendation: Accept Post Oak Subdivision Phase 5A Improvements ~ *Leon Barba, P. E., City Engineer*

Other Information:

Budget Information:

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[Post Oak Attachments](#)

EXHIBIT A

STAFF ACCEPTANCE MEMO




CITY OF KYLE

520 E. RR 150
Office (512) 262-3024

Kyle, Texas 78640
Fax (512) 262-3403

MEMORANDUM

TO: Lanny S. Lambert, City Manager

FROM: Leon Barba, P.E., City Engineer 

DATE: March 28, 2014

SUBJECT: Post Oak Subdivision Phase 5A
Final Acceptance

The referenced subdivision is recommended for acceptance by the City of Kyle.

A final walkthrough was completed on March 19, 2014. The punch list items have been completed on the project. The grading, drainage, water, wastewater and street improvements have been constructed in substantial accordance with the City's requirements. Record drawings have been provided to the City.

A Maintenance Bond (The Hanover Insurance Company – Bond No. 1026426) has been provided for a period of two (2) years.

Please let me know if you need any additional information.

Xc: Harper Wilder, Public Works Dept.
Pervez Moheet, Finance Dept.
Debbie Guerra, Planning and Zoning



ALM Engineering, Inc.

F-3565

March 25, 2014

City of Kyle
Attn: Leon Barba, P.E.
City Engineer
100 W. Center
P. O. Box 40
Kyle, TX 78640

Re: Post Oak Phase 5A
Concurrence Letter for Subdivision Improvements.

Dear Mr. Barba,

Based on the periodic inspection of the work performed at Post Oak, Phase 5a; I do hereby certify that the public works and drainage improvements are substantially complete. I certify that the improvements were constructed in compliance with the subdivision ordinances and storm water drainage policies adopted by the City of Kyle and Hays County. It is my recommendation that the subdivision be accepted as complete.

If you have any questions or comments, please contact me at 512-457-0344 x 210.

Sincerely

Matthew Mitchell, P.E.

Cc: Jimmy Haverda
Justin Davis



3-25-2014

The Hanover Insurance Company

MAINTENANCE BOND

BOND NUMBER 1026426

KNOW ALL MEN BY THESE PRESENTS:

THAT DNT Construction, LLC

as Principal, and The Hanover Insurance Company, as Surety are held and firmly bound unto

City of Kyle

in the full and just sum of Two Hundred Fifty-one Thousand Seven Hundred Fifty-three And 49/100's Dollars, (\$251,753.49) Dollars, for the payment of which are well and truly to be made, we, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the said Principal has by written agreement, dated 11/11/13 entered into a contract with said Obligee for:

Post Oak, Phase 5A: Streets, Drainage, Water, Wastewater, Erosion Control & Restoration

WHEREAS, the obligee has requested that said work be guaranteed against failure because of defective workmanship or material, performed or furnished by said principal for a period of Two (2) years from date of acceptance by the City of Kyle

NOW THEREFORE, if the said Principal shall indemnify and save harmless the obligee against loss or damage occasioned directly by the failure of said materials or workmanship, then this obligation to be void, otherwise to remain in full force and effect. It is understood, however, that this bond shall not include loss or damage by failure or workmanship or materials due to hurricane, cyclone, tornado, earthquake, volcanic eruption or any similar disturbance of nature, nor military, naval or usurped power, insurrection, riot or civil commotion, nor any act of God.

Signed and sealed this 10th day of March, 2014.

DNT Construction, LLC

PRINCIPAL

By: 

JEFF PHILLIPS, CFO

The Hanover Insurance Company

SURETY

By: 

John W. Schuler, Attorney-In-Fact

THE HANOVER INSURANCE COMPANY
MASSACHUSETTS BAY INSURANCE COMPANY
CITIZENS INSURANCE COMPANY OF AMERICA

POWERS OF ATTORNEY
CERTIFIED COPY

KNOW ALL MEN BY THESE PRESENTS: That THE HANOVER INSURANCE COMPANY and MASSACHUSETTS BAY INSURANCE COMPANY, both being corporations organized and existing under the laws of the State of New Hampshire, and CITIZENS INSURANCE COMPANY OF AMERICA, a corporation organized and existing under the laws of the State of Michigan, do hereby constitute and appoint

John W. Schuler, Tom Mulanax and/or Stephen R. Smith

of Austin, TX and each is a true and lawful Attorney(s)-in-fact to sign, execute, seal, acknowledge and deliver for, and on its behalf, and as its act and deed any place within the United States, or, if the following line be filled in, only within the area therein designated any and all bonds, recognizances, undertakings, contracts of indemnity or other writings obligatory in the nature thereof, as follows:

Any such obligations in the United States, not to exceed Ten Million and No/100 (\$10,000,000) in any single instance

and said companies hereby ratify and confirm all and whatsoever said Attorney(s)-in-fact may lawfully do in the premises by virtue of these presents. These appointments are made under and by authority of the following Resolution passed by the Board of Directors of said Companies which resolutions are still in effect:

"RESOLVED, That the President or any Vice President, in conjunction with any Vice President, be and they are hereby authorized and empowered to appoint Attorneys-in-fact of the Company, in its name and as its acts, to execute and acknowledge for and on its behalf as Surety any and all bonds, recognizances, contracts of indemnity, waivers of citation and all other writings obligatory in the nature thereof, with power to attach thereto the seal of the Company. Any such writings so executed by such Attorneys-in-fact shall be as binding upon the Company as if they had been duly executed and acknowledged by the regularly elected officers of the Company in their own proper persons." (Adopted October 7, 1981 - The Hanover Insurance Company; Adopted April 14, 1982 - Massachusetts Bay Insurance Company; Adopted September 7, 2001 - Citizens Insurance Company of America)

IN WITNESS WHEREOF, THE HANOVER INSURANCE COMPANY, MASSACHUSETTS BAY INSURANCE COMPANY and CITIZENS INSURANCE COMPANY OF AMERICA have caused these presents to be sealed with their respective corporate seals, duly attested by two Vice Presidents, this 28th day of June 2012.



THE HANOVER INSURANCE COMPANY
MASSACHUSETTS BAY INSURANCE COMPANY
CITIZENS INSURANCE COMPANY OF AMERICA

Robert Thomas
Robert Thomas, Vice President

Joe Brenstrom
Joe Brenstrom, Vice President

THE COMMONWEALTH OF MASSACHUSETTS)
COUNTY OF WORCESTER) ss.

On this 28th day of June 2012 before me came the above named Vice Presidents of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America, to me personally known to be the individuals and officers described herein, and acknowledged that the seals affixed to the preceding instrument are the corporate seals of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America, respectively, and that the said corporate seals and their signatures as officers were duly affixed and subscribed to said instrument by the authority and direction of said Corporations.

BARBARA A. GARLICK
Notary Public
Commonwealth of Massachusetts
My Commission Expires Sept. 21, 2018

Barbara A. Garlick
Barbara A. Garlick, Notary Public
My Commission Expires September 21, 2018

I, the undersigned Vice President of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America, hereby certify that the above and foregoing is a full, true and correct copy of the Original Power of Attorney issued by said Companies, and do hereby further certify that the said Powers of Attorney are still in force and effect.

This Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America.

"RESOLVED, That any and all Powers of Attorney and Certified Copies of such Powers of Attorney and certification in respect thereto, granted and executed by the President or any Vice President in conjunction with any Vice President of the Company, shall be binding on the Company to the same extent as if all signatures therein were manually affixed, even though one or more of any such signatures thereon may be facsimile." (Adopted October 7, 1981 - The Hanover Insurance Company; Adopted April 14, 1982 - Massachusetts Bay Insurance Company; Adopted September 7, 2001 - Citizens Insurance Company of America)

GIVEN under my hand and the seals of said Companies, at Worcester, Massachusetts, this 10th day of March 2014.

THE HANOVER INSURANCE COMPANY
MASSACHUSETTS BAY INSURANCE COMPANY
CITIZENS INSURANCE COMPANY OF AMERICA

Glenn Margosian
Glenn Margosian, Vice President



IMPORTANT NOTICE

To obtain information or make a complaint:

You may call The Hanover Insurance Company/Citizens Insurance Company of America's toll-free telephone number for information or to make a complaint at:

1-800-608-8141

You may also write to The Hanover Insurance Company/Citizens Insurance Company of America at:

440 Lincoln Street
 Worcester, MA 01615

You may contact the Texas Department of Insurance to obtain information on companies, coverages, rights or complaints at:

1-800-252-3439

You may write the Texas Department of Insurance:

P. O. Box 149104
 Austin, TX 78714-9104
 Fax: (512) 475-1771
 Web: <http://www.tdi.state.tx.us>
 E-mail: ConsumerProtection@tdi.state.tx.us

PREMIUM OR CLAIM DISPUTES:

Should you have a dispute concerning your premium or about a claim you should contact the agent or the company first. If the dispute is not resolved, you may contact the Texas Department of Insurance.

ATTACH THIS NOTICE TO YOUR POLICY: This notice is for information only and does not become a part or condition of the attached document.

AVISO IMPORTANTE

Para obtener informacion o para someter una queja:

Usted puede llamar al numero de telefono gratis de The Hanover Insurance Company/Citizens Insurance Company of America's para informacion o para someter una queja al:

1-800-608-8141

Usted tambien puede escribir a The Hanover Insurance Company/Citizens Insurance Company of America al:

440 Lincoln Street
 Worcester, MA 01615

Puede comunicarse con el Departamento de Seguros de Texas para obtener informacion acerca de companias, coberturas, derechos o quejas al:

1-800-252-3439

Puede escribir al Departamento de Seguros de Texas:

P. O. Box 149104
 Austin, TX 78714-9104
 Fax: (512) 475-1771
 Web: <http://www.tdi.state.tx.us>
 E-mail: ConsumerProtection@tdi.state.tx.us

DISPUTAS SOBRE PRIMAS O RECLAMOS:

Si tiene una disputa concerniente a su prima o a un reclamo, debe comunicarse con el agente o la compania primero. Si no se resuelve la disputa, puede entonces comunicarse con el departamento (TDI).

UNA ESTE AVISO A SU POLIZA: Este aviso es solo para proposito de informacion y no se convierte en parte o condicion del documento adjunto.



ALM Engineering, Inc. F-3565

2525 WALLINGWOOD DR, ST. 600, AUSTIN, TX 78746 : (512) 431-600 : almeng@sbcglobal.net

FINAL PROJECT COST

PROJ: **Post Oak 5A**

CONTR: DNT CONSTRUCTION
P O Box 6210
Round Rock, Texas 78683

3/28/2014

WATER IMPROVEMENTS					CONTRACT AMOUNT
ITEM	DESCRIPTION	QTY.	UNIT	UNIT PRICE	
1	8" PVC C900 CL 200	2580	LF	\$ 24.45	\$63,081.00
2	8" GATE VALVE W/ BOX & COVER	6	EA	\$ 1,371.90	\$8,231.40
3	5-1/4" FLUSHING VALVE ASSEMBLY (FIRE HYDRANT)	5	EA	\$ 3,838.81	\$19,194.05
4	1" SINGLE WATER SERVICE	1	EA	\$ 1,286.36	\$1,286.36
5	1-1/2" DOUBLE WATER SERVICE	36	EA	\$ 1,662.27	\$59,841.72
6	TIE TO EXISTING STUB-OUT	3	EA	\$ 1,135.71	\$3,407.13
7	TRENCH SAFETY	2580	LF	\$ 0.58	\$1,496.40
					\$156,538.06

WASTEWATER IMPROVEMENTS					CONTRACT AMOUNT
ITEM	DESCRIPTION	QTY.	UNIT	UNIT PRICE	
1	8" PVC SDR-26 (0'-8')	397.00	LF	\$ 37.59	\$14,923.23
2	8" PVC SDR-26 (8'-10')	988	LF	\$ 39.76	\$39,282.88
3	6" SINGLE WW SERVICE (ALL LENGTHS)	43	EA	\$ 879.34	\$37,811.62
4	WASTEWATER MANHOLE (0'-8')	5	EA	\$ 3,205.63	\$16,028.15
5	EXTRA DEPTH MANHOLE EXTENSIONS (>8')	3.5	VF	\$ 72.57	\$254.00
6	TRENCH SAFETY	1,385	LF	\$ 1.15	\$1,592.75
7	ADJUST EXISTING WW MANHOLE - NO RECOATING	3	EA	\$ 164.46	\$493.38
					\$110,386.01

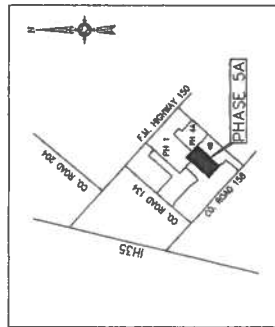
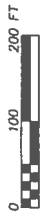
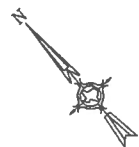
DRAINAGE IMPROVEMENTS					CONTRACT AMOUNT
ITEM	DESCRIPTION	QTY.	UNIT	UNIT PRICE	
1	24" RCP CL III (ALL DEPTHS)	78	LF	\$ 57.58	\$4,491.24
2	30" RCP CL III (ALL DEPTHS)	54	LF	\$ 85.06	\$4,593.24
3	36" RCP CL III (ALL DEPTHS)	288	LF	\$ 87.28	\$25,136.64
4	5x5 STANDARD STORMSEWER MANHOLE	1	EA	\$ 2,738.83	\$2,738.83
5	10' STANDARD STORMWATER INLET	1	EA	\$ 3,958.97	\$3,958.97
6	15' STANDARD STORMWATER INLET	1	EA	\$ 5,770.14	\$5,770.14
7	TRENCH SAFETY	470	LF	\$ 1.15	\$540.50
					\$47,229.56

STREET/LOT IMPROVEMENTS					CONTRACT AMOUNT
ITEM	DESCRIPTION	QTY.	UNIT	UNIT PRICE	
1	STREET EXCAVATION	16504	SY	\$ 5.09	\$84,005.36
2	6" LIME STABILIZED SUBGRADE	10336	SY	\$ 6.00	\$62,016.00
3	8" COMPACTED FLEX BASE MATERIAL	10336	SY	\$ 5.75	\$59,432.00
4	1.5" COMPACTED HMAC PAVEMENT	7529	SY	\$ 8.75	\$65,878.75
5	STANDARD CONCRETE CURB AND GUTTER	4829	LF	\$ 11.25	\$54,326.25
6	TRAFFIC SIGNAGE AND PAVEMENT MARKINGS	1	LS	\$ 1,137.11	\$1,137.11
7	STREET END BARRICADES	1	EA	\$ 2,990.00	\$2,990.00
8	PEDESTRIAN RAMPS	4	EA	\$ 986.02	\$3,944.08
					\$333,729.55

EXHIBIT C
SUBDIVISION MAP

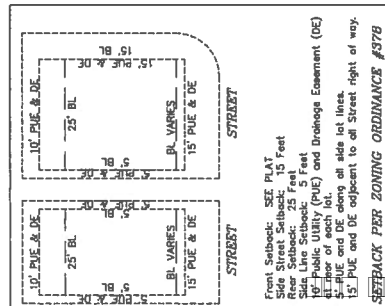
FINAL PLAT POST OAK SUBDIVISION, PHASE 5A

15.411 ACRES, CITY OF KYLE, HAYS COUNTY, TEXAS

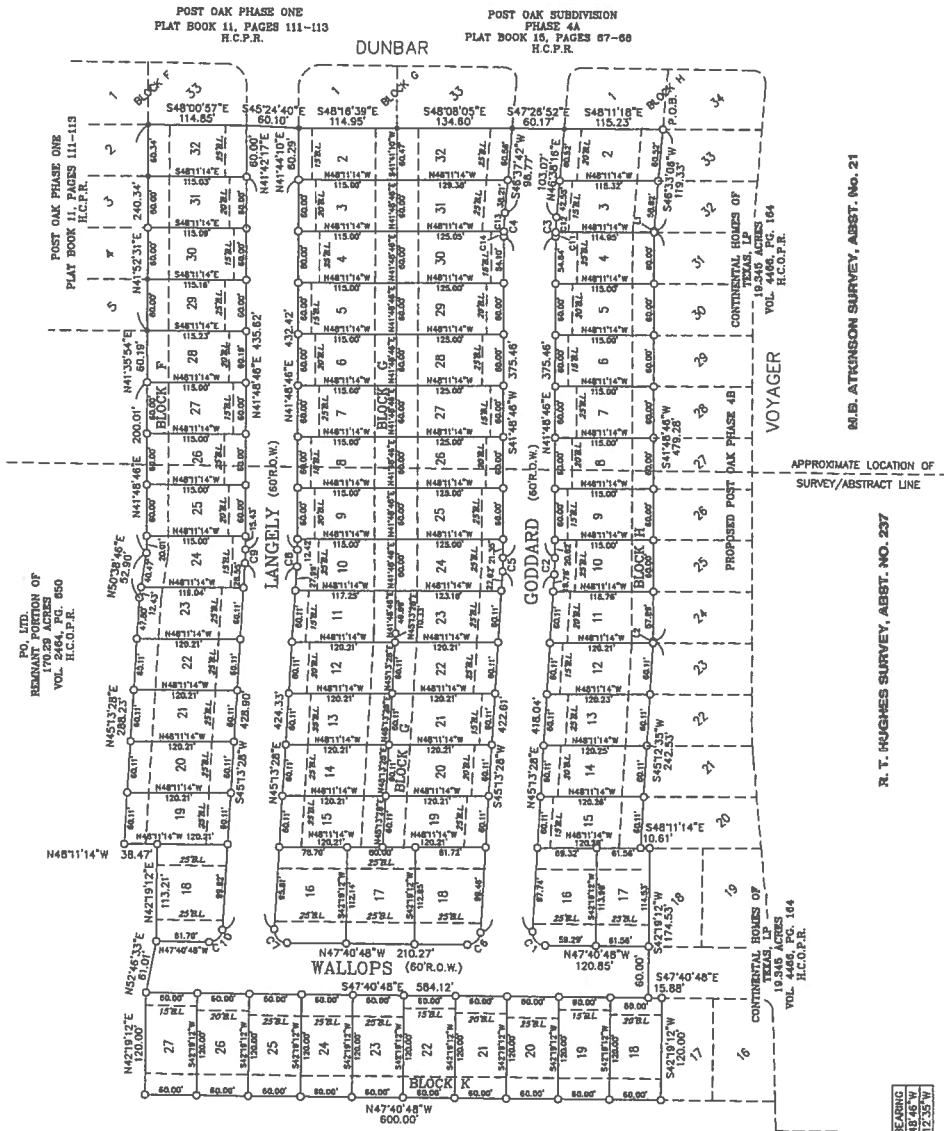


LOCATION MAP
N.T.S.

- LEGEND**
- 1/2" IRON ROD SET W/ CAP FOUND "DIAMOND SURVEYING"
 - PUBLIC UTILITY EASEMENT
 - DRAINAGE EASEMENT
 - H.C.P.R. HAYS COUNTY PLAT RECORDS
 - H.C.O.P.R. HAYS COUNTY OFFICIAL PUBLIC RECORDS
 - P.O.B. POINT OF BEGINNING



TYPICAL LOT DETAILS
SCALE 1" = 50'



M.B. ATKINSON SURVEY, ABST. NO. 21

R. T. HUGHES SURVEY, ABST. NO. 237

NUM	DISTANCE	BEARING
L1	1.30	S41°48'48"W
L2	2.11	S45°12'35"W

NUM	DELTA	APC	RADIUS	BEARING	DISTANCE
C1	875°51'6"	24.32'	15.00'	N113°30'W	21.74'
C2	45°01'12"	22.75'	270.00'	N44°31'52"E	22.70'
C3	45°01'12"	27.66'	330.00'	S44°13'52"W	27.65'
C4	374°42'	16.98'	270.00'	S43°31'07"W	16.06'
C5	87°05'43"	22.80'	15.00'	S85°45'20"W	20.97'
C6	97°54'16"	24.32'	15.00'	N113°30'W	21.74'
C7	374°42'	19.85'	330.00'	N43°31'07"E	19.85'
C8	87°05'43"	22.80'	270.00'	S43°31'07"W	20.97'
C9	105°43'	5.16'	270.00'	S42°31'58"W	5.16'
C10	374°42'	17.63'	330.00'	S44°45'44"W	17.63'
C11	374°42'	21.96'	330.00'	S44°44'35"W	21.96'
C12	101°24'	5.90'	330.00'	S42°19'25"W	5.90'

LOTS: 72 SINGLE FAMILY

ACREAGE: 15.411

DEVELOPER: CONTINENTAL HOMES OF TEXAS, LP
RICHARD MAIER, VICE PRESIDENT
10700 Pecan Park Blvd., Suite 400
AUSTIN, TEXAS 78750

ENGINEER: ALM ENGINEERING, INC.
2525 WALLINGWOOD DR.,
AUSTIN, TEXAS 78746
(512) 457-0344

SURVEYOR: DIAMOND SURVEYING, INC.
116 SKYLINE ROAD
GEORGETOWN, TX 78628
(512) 931-3100

ALM
ENGINEERING, INC.
2525 WALLINGWOOD DR.,
AUSTIN, TEXAS 78746
FAX (512) 457-0355

F3565

DIAMOND SURVEYING, INC.
116 SKYLINE ROAD, GEORGETOWN, TX 78628
(512) 931-3100

POST OAK PHASE ONE
PLAT BOOK 11, PAGES 111-113
H.C.P.R.

POST OAK SUBDIVISION
PHASE 4A
PLAT BOOK 10, PAGES 87-88
H.C.P.R.

DUNBAR

FINAL PLAT
POST OAK SUBDIVISION,
PHASE 5A
15.411 ACRES
CITY OF KYLE, HAYS COUNTY, TEXAS
SHEET 1 OF 2



CITY OF KYLE, TEXAS

Acceptance of a \$1,000.00
Contribution from PEC for the
Library

Meeting Date: 4/15/2014
Date time: 7:30 PM

Subject/Recommendation: Authorize the City Manager to accept a \$1,000.00 donation from PEDERNALES ELECTRIC COOPERATIVE, INC., as a 2014 Light the Way contribution, and designate the donation for Kyle Public Library use. ~ *Connie Brooks, Director of Library Services*

Other Information:

Budget Information: A Fiscal Note is attached.

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

- [PEC Check](#)
- [Fiscal Note](#)

C



Pedernales Electric Cooperative, Inc.
 P.O. Box 1
 Johnson City, Texas 78636-0001
 (830) 868-7155

OPERATING ACCOUNT

VENDOR NUMBER	VENDOR NAME		CHECK NUMBER
100785	Kyle Public Library		526595
INVOICE NUMBER	INVOICE DATE	DESCRIPTION	NET AMOUNT
022614	02/26/2014	2014 Light the Way Contribution	1,000.00
Total Net Amount			1,000.00

THIS CHECK IS VOID WITHOUT A WATERMARK. HOLD TO LIGHT TO VIEW. RUB HEAT SENSITIVE CHECKMARK TO SEE COLOR DISAPPEAR AND REAPPEAR.



Pedernales Electric Cooperative, Inc.
 P.O. Box 1
 Johnson City, Texas 78636-0001
 (830) 868-7155

CHECK DATE	CHECK NO.	CHECK AMOUNT
03/18/2014	526595	\$1,000.00

JP Morgan Chase Bank, N.A.
 Dallas, TX
 88-88/1113

ONE THOUSAND AND 00/100**

PAY TO THE ORDER OF:

Kyle Public Library
 PO Box 2349
 Kyle TX 78640

VOID AFTER 90 DAYS

Josh

Fredby Wolff

Authorized signature - Two signatures required.

SIGNATURE HAS A COLORED BACKGROUND - BORDER CONTAINS MICROPRINTING

⑈ 5 26 595 ⑈ ⑆ 1 1 1 3 0 0 8 8 0 ⑆

6 3 0 0 0 0 2 6 9 1 ⑈

City of Kyle, Texas
FISCAL NOTE

DATE OF COUNCIL CONSIDERATION: April 15, 2014
CONTACT CITY DEPARTMENT: Public Library
CONTACT CITY STAFF: Connie Brooks, Director

SUBJECT:

Authorize the City Manager to accept a \$1,000.00 donation from Pedernales Electric Cooperative, Inc., as a 2014 Light the Way contribution, and designate the donation Kyle Public Library use.

CURRENT YEAR FISCAL IMPACT:

This donation, if accepted, will be deposited in the City's General Fund for the benefit of the Kyle Public Library.


1. City Department:	Public Library
2. Project Name:	Revenue - Donation from P.E.C.
3. Budget/Accounting Code(s):	110-451-42519
4. Funding Source:	Donation
5. Current Appropriation:	\$ 0.00
6. Unencumbered Balance:	\$ 0.00
7. Amount of This Action:	<u>\$ 1,000.00</u>
8. Remaining Balance:	<u>\$ 1,000.00</u>

FUNDING SOURCE OF THIS ACTION:

Donation by the Pedernales Electric Cooperative, Inc., in the amount of \$1,000.00 for the benefit of the Kyle Public Library.

ADDITIONAL INFORMATION/COUNCIL ACTION:

N/A.

 4/14/2014
Pervez A. Moheet, CPA - Date
Director of Finance



CITY OF KYLE, TEXAS

Purchase of 100 earbuds by Kyle Public Library

Meeting Date: 4/15/2014
Date time: 7:30 PM

Subject/Recommendation: Authorize the purchase of 100 earbuds in an amount not to exceed \$160.00 (not including shipping) for the purpose of Kyle Public Library reselling the earbuds as a convenience to Library patrons at a price not to exceed \$2.00 per pair. ~ *Connie Brooks, Director of Library Services*

Other Information: Earbuds will be made available for purchase at \$2.00 each as a courtesy based on repeated requests from patrons and to keep down noise in the computer area. Library patrons are welcome to bring their own headphones.

Budget Information:

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

 [earbud quote from PC Connection](#)

C O M M U N I T Y

LIBRARY



CITY OF KYLE, TEXAS

Acceptance of a \$1,200.00
Contribution from SouthWest Water
Company to the Kyle Public Library

Meeting Date: 4/15/2014
Date time: 7:30 PM

Subject/Recommendation: Authorize the City Manager to accept a \$1,200.00 donation from SOUTHWEST WATER COMPANY, and designate the donation to Kyle Public Library for the purpose of purchasing incentives for the 2014 Summer Reading Program. ~ *Connie Brooks, Director of Library Services*

Other Information:

Budget Information: A Fiscal Note is attached.

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

- [Email regarding SouthWest Water Company gift](#)
- [Fiscal Note](#)

978.994.1805 mobile

From: Cara Waits <cwaits@cityofkyle.com>

Date: Monday, March 24, 2014 11:37 AM

[Quoted text hidden]

[Quoted text hidden]

Hannah White <hwhite@echristianpr.com>

To: Cara Waits <cwaits@cityofkyle.com>

Fri, Mar 28, 2014 at 12:51 PM

Hi Cara,

Good news! My client, SouthWest Water Company, is happy to donate four of each of the below items for the summer reading program. I've calculated the total to be approximately \$1,150 but they are happy to write a check for \$1,200 to leave some cushion. Is that okay?

Leap Frog Leapster Explorer GS (green color) \$59.99

Leap Frog Explorer Learning software (Leap School Reading) \$24.00

Leap Frog Leapster GS Carrying Case (green color) \$14.99

Kindle Fire 7" Tablet gigabyte \$139.00 or Kindle Fire 7" tablet 16 gigabyte \$169.00

\$15.00-\$25.00 Gift Cards from Barnes and Noble, Book Stop, and Amazon Books

Also, who should the check be made out to? And would you be able to send us an invoice?

Thank you!

Hannah

--

Hannah White

Account Executive

Elizabeth Christian & Associates Public Relations

512.494.2864 direct

512.472.9599 main

978.994.1805 mobile

From: Cara Waits <cwaits@cityofkyle.com>

Date: Monday, March 24, 2014 11:37 AM

[Quoted text hidden]

[Quoted text hidden]

City of Kyle, Texas
FISCAL NOTE

DATE OF COUNCIL CONSIDERATION: April 15, 2014
CONTACT CITY DEPARTMENT: Public Library
CONTACT CITY STAFF: Connie Brooks, Director

SUBJECT:

Authorize the City Manager to accept a \$1,200.00 donation from SouthWest Water Company, and designate the donation to Kyle Public Library for the purpose of purchasing incentives for the 2014 Summer Reading Program.

CURRENT YEAR FISCAL IMPACT:

This donation, if accepted, will be deposited in the City's General Fund for the benefit of the Kyle Public Library.

1. City Department:	Public Library
2. Project Name:	Revenue - Donation from SouthWest Water Co.
3. Budget/Accounting Code(s):	110-451-42519
4. Funding Source:	Donation
5. Current Appropriation:	\$ 0.00
6. Unencumbered Balance:	\$ 0.00
7. Amount of This Action:	<u>\$ 1,200.00</u>
8. Remaining Balance:	<u>\$ 1,200.00</u>

FUNDING SOURCE OF THIS ACTION:

Donation by the SouthWest Water Company in the amount of \$1,200.00 for the benefit of the Kyle Public Library.

ADDITIONAL INFORMATION/COUNCIL ACTION:

N/A.

 4/4/2014

Pervez A. Moheet, CPA - Date
Director of Finance



CITY OF KYLE, TEXAS

Installation & Provision of Time Warner Internet Service to Public Works and IT Buildings

Meeting Date: 4/15/2014
Date time: 7:30 PM

Subject/Recommendation: Authorize the City Manager to execute a 60-month service agreement with TIME WARNER CABLE in an amount not to exceed \$20,790.00 or \$346.50 per month for the installation, maintenance, and providing of high speed internet service access to the Public Works Department and IT Department facilities located at 520 East FM 150, Kyle, Texas.
~ Robert Olvera, Systems Administrator

Other Information:

Budget Information: A Fiscal Note is attached.

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

- [Price Quotation From Time Warner](#)
 - [Fiscal Note](#)
 - [Agreement](#)
-

C O U N T Y M E M B E R

CLERK OF COURTS



Business Class Service Quote

Quote #3854096

Account Executive: Paul Gonzales
 Phone: (512) 485-6497
 Fax:
 Email: paul.gonzales@twcable.com

Customer Information		
Business Name CITY OF KYLE,*		
Billing Address PO BOX 40 Bulk Video KYLE TX 78640		
Authorized Contact Mark Shellard	Phone (512) 262-3929	Fax
Billing Contact Mark Shellard	Billing Phone (512) 262-3929	Billing Fax

Monthly Recurring Charges at: 520 E Fm 150 , Kyle TX 78640

Product	Quantity	Sales Price	Contract Term	Monthly Price
WBI 50X5	1	\$346.50	60 Months	\$346.50
Monthly Total*				\$346.50

*Prices do not include taxes and fees

One-Time Charges at: 520 E Fm 150 , Kyle TX 78640

Product	Quantity	Sales Price	Price
Dedicated Access Installation Fee	1	\$200.00	\$200.00
Total *:			\$200.00

*Prices do not include taxes and fees

*Prices quoted are subject to change. Applicable taxes and fees are not included in the quoted price. Additional Terms and Conditions may apply.

Account Executive: Paul Gonzales
 Phone: (512) 485-6497 ext:
 Cell Phone:
 Fax:
 Email: paul.gonzales@twcable.com

Order # 3854096

Business Name	CITY OF KYLE,*	Customer Type:	Existing Customer
Federal Tax ID	Tax Exempt Status	Tax Exempt Certificate #	
*****2324	Federal/State/Local	74-1472324	
Billing Address			
Attention To:		Account Number	
PO BOX 40 Bulk Video KYLE TX 78640			
Billing Contact	Billing Contact Phone	Billing Contact Email Address	
Robert Olvera	(512) 878-9184		
Authorized Contact	Authorized Contact Phone	Authorized Contact Email Address	
Robert Olvera	(512) 878-9184		
Technical Contact	Technical Contact Phone	Technical Contact Email Address	

Internet and Video Order Information For 520 E Fm 150 Kyle TX 78640	
Service Type	Customer Requested Due Date
High Speed Internet (HSD)	

New and Revised Services and Monthly Charges At 520 E Fm 150 , Kyle TX 78640

Description	Quantity	Sales Price	Monthly Recurring Total	Contract Term
WBI 50X5	1	\$346.50	\$346.50	60 Months
*Total			\$346.50	

*Prices do not include taxes and fees.

One Time fees At 520 E Fm 150 , Kyle TX 78640

Description	Quantity	Sales Price	Total
Wideband Installation Fee	1	\$200.00	\$200.00
Total			\$200.00

*Prices do not include taxes and fees.

Special Terms

The services, products, prices and terms identified on this Service Order constitute Time Warner Cable's offer to provide such services on such terms. Until Customer has accepted this offer by signing as appropriate below, Time Warner Cable reserves the right to rescind this offer at any time, at its sole discretion.

Electronic Signature Disclosure

By signing and accepting below you are acknowledging that you have read and agree to the terms and conditions outlined in this document.

Authorized Signature for Time Warner Cable

Authorized Signature for Customer

Printed Name and Title

Printed Name and Title

Date Signed

Date Signed



Service Agreement

This Time Warner Cable Business Class Service Agreement ("**Service Agreement**") in addition to the Time Warner Cable Business Class Terms and Conditions ("**Terms and Conditions**") and any Time Warner Cable Business Class Service Orders (each, a "**Service Order**"), constitute the **Master Agreement** by and between customer identified below ("**Customer**") and Time Warner Cable ("**TWC**" or "**Operator**") and is effective as of the date last signed below.

Time Warner Cable Information

Street: _____ Contact: _____
 City: _____ Telephone: _____ ext: _____
 State: _____ Facsimile: _____
 Zip Code: _____

Customer Information

Customer Name (Exact Legal Name):			Federal ID No:	
Billing Address:	Suite:	City:	State:	Zip Code:
Billing Contact Name:	Phone:		E-mail:	
Authorized Contact Name:	Phone:		E-mail:	

Agreement

THIS SERVICE AGREEMENT BETWEEN TIME WARNER CABLE BUSINESS CLASS AND CUSTOMER IS MADE EFFECTIVE AS OF THE DATE LAST SIGNED BELOW. BY EXECUTING THIS SERVICE AGREEMENT BELOW, CUSTOMER ACKNOWLEDGES THAT: (1) CUSTOMER ACCEPTS AND AGREES TO BE BOUND BY THE TERMS AND CONDITIONS, INCLUDING SECTION 21 THEREOF, WHICH PROVIDES THAT THE PARTIES DESIRE TO RESOLVE DISPUTES RELATING TO THE TIME WARNER CABLE BUSINESS CLASS SERVICES AGREEMENT THROUGH ARBITRATION; AND (2) BY AGREEING TO ARBITRATION, CUSTOMER IS GIVING UP VARIOUS RIGHTS, INCLUDING THE RIGHT TO TRIAL BY JURY.

By signing and accepting below you are acknowledging that you have read and agree to the terms and conditions outlined in this document.

Electronic Signature Disclosure

Authorized Signature for	Authorized Signature for Customer
By:	By:
Name (printed):	Name (printed):
Title:	Title: _____
Date:	Date:



Commercial Property Ownership Verification Form

To assist in the timely delivery of your contracted services Time Warner Business Class will need to document if you are the owner of the building in which your business resides by completing Section 1 below. If you **do not** own the property we require the Property Owner/Manager contact information to be provided by completing Section 2 below. We would also ask that you notify the Property Owner/Manager that you have signed up for Time Warner Cable services. We will be contacting the Property Owner/Manager to obtain a right of entry agreement to permit us to enter upon the property to install the services.

Section 1 - Please complete this section if **you own** your Commercial Property

Authorized Signature

Printed Name and Title

Date Signed

Section 2 - Please complete this section if **you do not own** your Commercial Property

Property Owner/Manager Name and Title

Property Owner/Manager Phone #

Property Owner/Manager Email Address

City of Kyle, Texas
FISCAL NOTE

DATE OF COUNCIL CONSIDERATION: April 15, 2014
CONTACT CITY DEPARTMENT: Information Technology
CONTACT CITY STAFF: Robert Olvera
Systems Administrator

SUBJECT:

Authorize the City Manager to execute a 60-month service agreement with TIME WARNER CABLE in an amount not to exceed \$20,790.00 or \$346.50 per month for the installation, maintenance, and providing of high speed internet service access to the Public Works Department and IT Department facilities located at 520 East FM 150, Kyle, Texas.

CURRENT YEAR FISCAL IMPACT:

During FY 2013-14, payments will be made for high speed service for five months totaling \$1,732.50 as follows:

1. City Department:	Information Technology
2. Project Name:	High Speed Internet Service
3. Budget/Accounting Code(s):	110-115-53126
4. Funding Source:	General Fund
5. Current Appropriation:	\$ 12,892.00
6. Unencumbered Balance:	\$ 11,737.21
7. Amount of This Action:	\$ (1,732.50) (For 5-Months: May thru Sep)
8. Remaining Balance:	\$ <u>10,004.71</u>

FUNDING SOURCE OF THIS ACTION:

The funding source for this high speed internet service contract with TIME WARNER CABLE will be provided from the FY 2013-14 approved budget of the Information Technology Department (General Fund) for five months totaling \$1,732.50 and the monthly charges for the remaining 55-months totaling \$19,057.50 will be paid from future approved budgets.

ADDITIONAL INFORMATION/COUNCIL ACTION:

N/A.

 4/7/2014

Perwez A. Moheet, CPA - Date
Director of Finance



CITY OF KYLE, TEXAS

Executive Session-Convene, Economic Development

Meeting Date: 4/15/2014
Date time: 7:30 PM

Subject/Recommendation: Convene into Executive Session pursuant to Section 551.087, Tex. Gov't Code, to deliberate offers of financial or other incentives and economic development negotiations with business prospects that the City seeks to have locate, stay or expand in or near the City

Other Information:

Budget Information:

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

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CITY OF KYLE, TEXAS

Executive Session-Reconvene, Economic Development

Meeting Date: 4/15/2014
Date time: 7:30 PM

Subject/Recommendation: Reconvene into Open Session to take any and all actions as deemed appropriate in the City Council's discretion regarding offers of financial or other incentives and economic development negotiations with business prospects that the City seeks to have locate, stay or expand in or near the City

Other Information:

Budget Information:

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

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CITY OF KYLE, TEXAS

Acceptance of Actuarial Valuation Report on City's Post-Retirement Medical Benefits Plan & Authorization to Establish An Irrevocable Trust Fund

Meeting Date: 4/15/2014
Date time: 7:30 PM

Subject/Recommendation:

Accept the Actuarial Valuation Report for the City's Post-Retirement Medical Benefits Plan for the Fiscal Year ending September 30, 2013, authorizing the City Manager to establish an irrevocable trust to be held and managed by an independent trustee to receive required annual contributions from the City for funding future plan obligations, and authorizing the transfer of accumulated City contributions totaling \$521,458.25 held in City accounts to the irrevocable trust. ~ *Perwez A. Moheet, CPA, Director of Finance and Charles E. Dean, FSA, FCA, of Dean Actuaries, LLC*

Other Information:

Actuarial Valuation Report on City's Post-Retirement Medical Benefits Plan and related City Ordinances are attached. A Fiscal Note is not required.

Budget Information:

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

- [Actuarial Valuation Report on Post-Retirement Medical Benefits Plan](#)
- [Ordinance - Original Plan](#)
- [Ordinance - Amended Plan](#)

C 0000M 00 0

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**The City of Kyle, Texas
Postretirement Medical Plan**

***GASB 45 Actuarial Valuation of
Postretirement Medical Plan Expense and Benefit Obligation
for the
Fiscal Year October 1, 2012 – September 30, 2013***

February 24, 2014

DEAN ACTUARIES, LLC
5646 MILTON STREET, SUITE 210
DALLAS, TEXAS 75206
(214) 891-0990

Website www.retsource.com

Email deanco@retsourcem.com

TABLE OF CONTENTS

Introduction	
Key Results	1
Discussion	4
Summary of Plan Provisions	8
Valuation Assumptions	9
Population Summary	13
Summary of GASB 45 Valuation Results	16
Certification	18
Glossary of Terms	19

Key Results

This section documents the key GASB Statement No. 45 (GASB 45) valuation and accounting results related to the employer-provided subsidies in the City of Kyle Postretirement Medical Plan. GASB 45 requires the following key measurements to be disclosed:

Actuarial Accrued Liability (AAL) - The amount of subsidies expected to be paid to current retirees and current active members (future retirees) that have already been earned, measured in today's dollars. Also referred to as the GASB 45 liability or OPEB Liability.

Annual Required Contribution (ARC) - The annual amount required under the actuarial cost method and funding policy for amortizing the unfunded actuarial accrued liability. It is made up of the normal cost (the amount earned in the next year) plus the amortization of the unfunded AAL.

Annual OPEB Cost - The ARC plus the amortization of the Net OPEB Obligation (NOO, see next bullet point). The Annual OPEB Cost is the expense for financial reporting.

Net OPEB Obligation (NOO) - The cumulative difference between the Annual OPEB Cost and actual employer contributions. The NOO is the balance sheet liability for financial reporting.

The table on the following page shows the above results. The City of Kyle has elected to amortize the Actuarial Accrued Liability over a 30 year period on a level dollar method as allowed by GASB 45.

Exhibit 1

**DEVELOPMENT OF THE ANNUAL REQUIRED CONTRIBUTION
AND NET OPEB OBLIGATION**

For the Year October 1, 2012 through September 30, 2013

1	OPEB liability (Accrued Actuarial Liability) at October 1, 2012		\$ 877,418
<u>Annual Required Contribution</u>			
2	Annual Amortization (level payments)		
	30 years implementation OPEB liability	\$ 53,866	
	15 years gains and losses (level dollar)	<u>0</u>	
			\$ 53,866
3	Normal Cost (Normal Cost)		<u>67,699</u>
4	Annual Required Contribution (ARC) (Normal Cost + amortization)		\$ 121,565
<u>Annual OPEB Cost</u>			
5	Interest on Net OPEB Obligation (NOO)		-
6	Amortization of Net OPEB Obligation		<u>-</u>
7	Annual OPEB Cost		\$ 121,565
<u>Net OPEB Obligation</u>			
8	Employer Contributions (expected claims less contributions)		<u>(4,591)</u>
9	Change in Net OPEB Obligation for the year ended September 30, 2013		\$ 116,974
10	Net OPEB Obligation at end of prior year September 30, 2012		<u>\$ -</u>
11	Estimated Net OPEB Obligation at September 30, 2013 9 + 10		\$ 116,974

Key assumptions

Actuarial Cost Method:	Projected Unit Credit
Discount rate	4.50%
Healthcare trend and contribuion increases	4.62% in 2013 graded to 4.87% in 2060
Acceptance rate - medical (civilians)	100%
Acceptance rate - medical (police)	100%
Mortality	RP2000p
Turnover and retirement rates	Municipal experience

□□□□ □□□□□

Exhibit 2

FUNDED STATUS AT THE END OF THE FISCAL YEAR

1	OPEB liability (Accrued Actuarial Liability) at October 1, 2012	\$	877,418
2	Interest		39,484
3	Normal Cost with interest		67,699
4	Claims net of retiree contributions		(4,591)
5	OPEB liability (accrued actuarial liability) at September 30, 2013	\$	979,908

Exhibit 3 traces the change in the Accrued Actuarial Liability (OPEB Liability) from the beginning to the end of the year.

Discussion

OPEB

Other post-employment benefits (OPEB) are benefits that are provided to retired employees beyond those provided by their pension plans. Such benefits include medical, prescription drug, life, dental, vision, disability, and long-term care insurance. The City of Kyle provides medical and prescription drug coverage for retirees and their dependents who elect to make the required contributions..

The OPEB relationship between the City of Kyle and its employees and retirees is not formalized in a contract or plan document, only a few sentences in the administrative policy manual. These benefits are considered for accounting purposes to be provided in accordance with a substantive plan. A substantive plan is one in which the plan terms are understood by the City and plan members. This understanding is based on communications between the employers and plan members and the historical pattern of practice with regard to the sharing of benefit costs; it may not be a long term legal commitment

Implicit Subsidy

The **implicit subsidy** is not a direct payment from the employer on behalf of the member but rather stems from retiree contribution levels that are less than the claims cost at retiree ages. Since claims experience for employees and non-Medicare eligible retirees are pooled when determining premiums, these retired members pay a premium based on a pool of members that, on average, are younger and healthier. There is an implicit subsidy from the employee group since the premiums paid by the retirees are lower than they would have been if the retirees were insured separately. The subsidies are valued using the difference between the age-based claims costs and the premium paid by the retirees.

GASB Statements No. 43 and 45

In the past, these subsidies have not been projected and accounted for under an accrual basis. Accrual accounting is meant to match the timing between when something occurs and when it is accounted for. In this case, it is meant to match the expense to the year in which the benefits are earned by the member. Pay-as-you-go funding is when the contributions are made when the cost occurs (after retirement). This cost is expensed as Kyle pays the current year's subsidies. However, the unfunded liability, the difference between what members are accruing and what Kyle has been paying, is growing and is not accounted for under the pay-as-you-go method. According to GASB, Statements No. 43 and 45 were created in an attempt to:

- Create financial transparency,
- Create better alignment between public and private sector accounting,
- Provide clarity among bargaining groups to show the true cost of benefits over time,
- Provide employers knowledge of the true cost of benefits over time,
- Provide investors knowledge of the true long-term liabilities; and,

- Show the decision-makers a cost that they need to recognize.

GASB Statement No. 45 requires each employer to calculate their OPEB liability. In addition to the overall liability, GASB requires that the ARC must be calculated. The ARC is the annual amount required under the actuarial cost method and funding policy for amortizing the unfunded actuarial accrued liability. GASB does not require that employers actually contribute the ARC each year, just that it is recognized so that all stakeholders can see how adequately the liability is being funded.

The City of Kyle has adopted GASB 45 reporting effective with the 2012-13 fiscal year.

Actuarial Valuation

In order to determine the GASB 45 liabilities, an actuarial valuation must be performed. An actuarial valuation is a way to determine what benefits will be paid throughout the future lifetimes of current members and discount those payments back to the present. The result is the present value of future benefits. For example, if you had a dollar amount today, which equaled the present value of future benefits, that amount could be invested, accrue earnings during the current plan members' lifetimes, and be paid out in a benefit stream when the members are eligible. The total amount remaining when there are no more benefits being paid would be zero. In this case, the benefits being paid out are the subsidies that are being paid for the City of Kyle retirees.

An actuarial valuation takes inputs such as participant data (who is receiving the benefits), benefit provisions (what are the benefits), and assumptions (how do we expect the members and the economy to behave). Participant data includes the members' ages, membership service, plan selection, etc. Benefit provisions include the structure of the benefits that the members receive; in this case, the subsidies supporting retiree medical benefits. Assumptions include the interest rate (investment return), health care inflation rates, general inflation rates, decrement rates, participation rates, Medicare coverage, etc.

The inputs are taken and valued using an actuarial cost method. The method chosen will allocate costs between past and future plan membership service. Distinct actuarial cost methods will produce somewhat different allocations since each method allocates cost a little bit differently. The inputs and the method are put into valuation software to determine the liability and ARC. Essentially, the valuation software uses the inputs to determine when a benefit will be paid, how much the benefit will be, and how long it will be paid to each member.

Funding Policy

In the past, these subsidies were funded on a pay-as-you-go basis, meaning that employers paid these costs as they occurred. This generally means today's taxpayers are paying for benefits that were accrued in the past. This funding policy is in conflict with the principle of intergenerational equity, which requires that a member's benefits be funded over the member's working lifetime. The idea is for the member's benefits to be paid by the taxpayers who benefit from that member's service, as opposed to making future taxpayers, who do not benefit from that member's service, pay for the member's benefits.

In the future, these liabilities can continue to be funded on a pay-as-you-go basis, or they can be pre-funded. If they continue to be funded on a pay-as-you-go basis, then a NOO (Net OPEB Obligation) will accrue as the annual contributions fall short of the ARC. The results are lower current contributions in the short-run, a growing liability, and continued conflict with the principle of intergenerational equity. In addition, if a pay-as-you-go funding method is selected, there will be no assets to invest; therefore, the interest discount rate must be lower, in the range of 4 to 5 percent. A lower interest discount rate will mean the reported overall liability will be larger.

If, instead, these liabilities are fully pre-funded, then contributions equal to the ARC must be made annually and placed in an irrevocable trust. If the choice to fully pre-fund is made, then a NOO will not accrue. The results are larger current contributions in the short-run, a lower unfunded liability, and adherence to the principle of intergenerational equity. In addition, if the choice is made to pre-fund there will be assets to invest; the investment return applied to the liabilities will reflect the expected long-term yield of the assets used to finance the payment of the benefits. If these assets are invested similarly to those in a typical retirement plan, an interest discount rate in the range of 7 to 8 percent might be used. A higher interest discount rate will mean the reported overall liability will be smaller.

It is our understanding that the City of Kyle has established a dedicated (earmarked) reserve account for the retiree medical benefits plan. The account had a balance of \$521,458 as of September 30, 2013. Because this money is not held in an irrevocable trust, the assets cannot be used to offset the actuarial liability of the retiree medical plan in the accounting calculations. (See the definition of "Plan Assets" in the Glossary). The City could, in the future, choose to transfer the funds to a true employee benefits trust fund with an independent trustee. If this were done, only the Actuarial Accrued Liability less trust assets would be subject to amortization. The discount rate used in the actuarial valuation could also be adjusted to reflect the asset allocation of the trust.

SUMMARY OF PLAN PROVISIONS**Eligibility****Group 1**

5 or more years of continuous service on 4/1/2009, and
25 or more years of continuous service at retirement

Group 2

Fewer than 5 years of continuous service on 4/1/2009, and
25 or more years of continuous service at retirement

Group 3

Hired after 4/1/2009

Benefits**Group 1**

Pre Age 65: Medical, prescription drugs, dental, vision and
\$2,000 life insurance – fully paid by the City for the retiree
Post Age 65: Medicare supplement and prescription drugs

Group 2

\$300 monthly stipend towards medical and prescription drug
coverage (both before and after age 65). The retiree pays any
additional cost. The retiree pays the full cost of spouse's
coverage.

Group 3

No retiree benefits

Medical plan provisions

	Network	Non-Network
Calendar Year Deductible	\$250	\$500
Out-of-Pocket Limit	\$2,000 i/ \$4,000 f	None
Coinsurance	85%	55%
Preventive care and annual exam	100%	100%

Prescription Drugs

Generic Drug	\$0 (value) \$10 (other)
Non-generic Drug	\$38 / \$60 (best price/non-best price)

Dental III

\$30.14/month employer cost per
employee 80%/ 50% \$2,000 annual
maximum

Vision B

\$9.00/month employer cost per
employee

**VALUATION
ASSUMPTIONS*****Economic assumptions***

- **Discount rate** 4.0% per annum

- **Health care cost trend**

Group 1 under age 65: The healthcare trend assumption was revised effective with the year-end (6/30/2013) valuation of the Postretirement Benefit Obligation: Plan year dependent rates graded from 4.62% in 2013-14 to 4.87% in 2060-61. The same trend is applied to retiree contributions. The trend from 2012-13 to 2013-14 is 16.0% based on the actual change in medical premiums for the City of Guthrie for those periods.

Healthcare trend for the next two years is based on projections by the Office of the Actuary, Centers of Medicare & Medicaid Services. Trend for subsequent years was developed using the Society of Actuaries Getzen healthcare economics model with inputs as follows:

Inflation	2.5%
Real GNP growth	1.7%
Income multiplier	1.4%
Technology	1.1%

The resulting trend rates are:

Year	Trend
2013	4.62%
2014	7.35%
2015	5.01%
2016	6.12%
2017	6.09%
2018	6.05%
2019	6.02%
2020	5.99%
2025	5.86%
2030	5.99%
2035	5.87%
2040	5.33%
2045	5.15%
2050	5.03%
2060	4.87%

The healthcare trend for Group 1 retirees after age 65 is assumed to be 5% per year.

CPI increases in the Group 2 specified benefit are assumed to be 3.0% per year.

Decrement assumptions

■ **Mortality** RP2000 Mortality with cohort mortality projection

■ **Terminations** Termination rates for civilian employees are based on the actual experience of the similar municipalities.

Rates per Thousand

Age	Rate
20	214.6
25	142.3
30	95.6
35	68.4
40	55.0
45	49.8
50	46.7
55	40.1
60	40.0

Additional rates per thousand are added for the first 5 years:

Year	Addl Rate
1	215
2	140
3	95
4	65
5	40

Termination rates for police are 88% of the rates for civilians (based on TMRS assumption).

■ **Retirement** Rates based on the actual experience of the TMRS municipalities.

Age	Male	Female
40-49	6%	6%
50-53	8%	8%
54	8%	11%
55-59	14%	11%
60	20%	28%
61	25%	28%
62-65	32%	28%
66-69	22%	22%
70	100%	100%

- **Participation** 100% of Group 2 employees are assumed to elect retiree medical coverage if they meet the eligibility requirements.

Medical claims

- **Claims by age** The claims table was developed by fitting a national age – gender claim curve to the age - gender census of active employees. The claims cost per average employee was then normalized to the actual premium rates for the City’s medical coverage. Graph 1 on the next page shows the pattern of claims cost by age and sex.
- **Spouses** It is assumed that spouses if covered will pay the actuarial cost of their benefits and therefore are not included in the valuation.

Actuarial Funding Method

The actuarial funding method chosen will determine the allocation of costs. For example, one method may allocate all costs between now and the time a member is fully eligible to retire whereas another method may allocate all costs between now and the time a member is expected to retire (several years after retirement eligibility). One method might allocate costs as a level dollar amount while another might allocate costs as a level percentage of payroll. Using a different method will provide slightly different results. In short, different methods will relatively frontload the costs or backload the costs.

GASB allows the selection of one of six different actuarial methods. The method selected for this report was Projected Unit Credit (PUC). This is the method required by FASB 106 in the private. PUC is known to backload costs compared with the Entry Age Normal cost method. This is reasonable to do for OPEB liabilities, which are "soft liabilities" because it allows for the realization of the assumptions before most payments are made.

GASB also allows for the selection of the amortization period (not to exceed thirty years). A longer amortization period means that the unfunded liability is being smoothed, and funded, over a longer period of time. This can be compared to a mortgage being paid off over a longer period of time (lower payments, but more interest). Thirty years was selected as the amortization period for this report.

**POPULATION
SUMMARY**

The exhibits in this section describe the census data used in the valuation. The census date was September 30, 2013.

AGE AND SERVICE OF ACTIVE PARTICIPANTS

9/30/2013

Civilian Employees**Group 1**

Age Group	Years of Service							
	0 - 4	5 - 9	10 - 14	15 - 19	20 - 24	25 - 29	30 - 34	35 - All Service
20 - 24								
25 - 29								
30 - 34								
35 - 39			2					2
40 - 44			2					2
45 - 49			1	1				2
50 - 54		1	1		1			3
55 - 59		1				1		2
60 - 64				1	1			2
65 - 69								
70 -								
Totals		2	6	2	2	1		13

Group 2

Age Group	Years of Service							
	0 - 4	5 - 9	10 - 14	15 - 19	20 - 24	25 - 29	30 - 34	35 - All Service
20 - 24								
25 - 29	2	1						3
30 - 34		4						4
35 - 39		8						8
40 - 44	5	4						9
45 - 49		6						6
50 - 54	1	4						5
55 - 59		1						1
60 - 64								
65 - 69								
70 -		1						1
Totals	8	29						37

AGE AND SERVICE OF ACTIVE PARTICIPANTS

9/30/2013

Police

Group 1

Age Group	Years of Service							
	0 - 4	5 - 9	10 - 14	15 - 19	20 - 24	25 - 29	30 - 34	35 - All Service
20 - 24								
25 - 29								
30 - 34			1					1
35 - 39			3	1				4
40 - 44								
45 - 49								
50 - 54				1				1
55 - 59								
60 - 64								
65 - 69								
70 -								
Totals			4	2				6

Group 2

Age Group	Years of Service							
	0 - 4	5 - 9	10 - 14	15 - 19	20 - 24	25 - 29	30 - 34	35 - All Service
20 - 24								
25 - 29								
30 - 34		1						1
35 - 39		6						6
40 - 44		1						1
45 - 49		1						1
50 - 54								
55 - 59		1						1
60 - 64								
65 - 69								
70 -								
Totals		10						10

**COSTS AND
DISCLOSURE ITEMS
UNDER GASB 45**

This section illustrates the detailed results of the actuarial valuation of costs and benefit obligations measured under GASB Statement 45. The valuation date for the calculations is September 30, 2013.

SUMMARY OF VALUATION RESULTS

Valuation Date September 30, 2013

	<u>Civilian employees</u>		<u>Police</u>		<u>Retirees</u>		<u>Grand Totals</u>	
	<u>Number</u>	<u>Ave Age</u>	<u>Number</u>	<u>Ave Age</u>	<u>Number</u>	<u>Ave Age</u>		
Employees								
Under eligibility age	49	44.8	16	40.3				
At or above eligibility age	1	57.0	0					
Total	50	45.1	16	40.3				
Covered retirees					1	69.0		
Covered retiree spouses					0			
	<u>Employee</u>	<u>Spouse</u>	<u>Total</u>	<u>Employee</u>	<u>Spouse</u>	<u>Total</u>	<u>Retirees</u>	<u>Grand Totals</u>
PVB pre65 claims	311,298	-	311,298	211,216	-	211,216	-	522,514
PVB	1,008,879	-	1,008,879	608,854	-	608,854	76,225	1,693,958
less PV EE Cont	0	0	0	0	0	0	0	0
Net PVB	1,008,879	0	1,008,879	608,854	0	608,854	76,225	1,693,958
GASB 45 Liability (AAL)	618,348	-	618,348	285,018	-	285,018	76,225	979,591
Less ee paid GASB 45 Liability (AAL)	0	0	0	0	0	0	0	0
Net GASB 45 Liability (AAL)	618,348	0	618,348	285,018	0	285,018	76,225	979,591
ABO of eligibles	123,005	-	123,005	-	-	0	76,225	199,230
Less ee paid	0	0	0	0	0	0	0	0
Net elg GASB 45 Liability (AAL)	123,005	0	123,005	0	0	0	76,225	199,230
Normal Cost (EOY)	44,320	-	44,320	26,412	-	26,412	0	70,733
Less ee paid	0	0	0	0	0	0	0	0
Net Normal Cost	44,320	0	44,320	26,412	0	26,412	0	70,733
Death benefit Normal Cost			9			4		13
Total Normal Cost			44,329			26,417		70,746
Death benefit GASB 45 liability			261			57	0	317
Total GASB 45 liability (AAL)			618,609			285,074	76,225	979,908



Certification

This report presents the actuarial position of the City of Kyle Postretirement Medical Plan as of September 30, 2013, and develops the Annual OPEB cost for the 2012-13 fiscal year under GASB 45 and in accordance with generally accepted actuarial principles.

The valuation is based on our understanding of the substantive plan provisions as outlined in this report, census data provided by the City of Kyle, and information as to healthcare costs for the City's active and retired participants. The healthcare cost pattern shown in this report was selected to match the actual budgeted cost of the entire City medical plan (including both active and retired participants).

In our opinion, each assumption used in combination to calculate liabilities and costs represents our best estimate of anticipated experience under the plan and is reasonably related to the plan experience and to reasonable expectations. However, the most appropriate assumption for different purposes may vary and use of the values in this report for purposes other than those stated should be avoided or discussed with the actuary.

DEAN ACTUARIES, LLC



2/24/2014

Date

Charles E. Dean, FSA, FCA
Enrolled Actuary 11-01249



2/24/2014

Date

Sean M. Sullivan, FSA
Enrolled Actuary 11-03649

Glossary of OPEB Terms

Accrual Accounting - A system of accounting in which revenues are recorded when earned and outlays are recorded when goods are received or services performed, even though the actual receipt of revenues and payment for goods or services may occur, in whole or in part, at a different time. i

Actuarial Value of Assets - The value of cash, investments, other assets and property belonging to an OPEB trust, pension fund or similar entity, as used by the actuary for the purpose of actuarial valuation. Some funds may be restricted for other purposes, and smoothing of investment gains and losses often make the actuarial value of assets different from the market value of assets.

Agent multiple-employer plan (agent plan) - An aggregation of single employer plans, with pooled administrative and investment functions. Separate accounts are maintained for each employer so that the employer's contributions provide benefits only for the employees of that employer. A separate actuarial valuation is performed for each individual employer's plan to determine the employer's periodic contribution rate and other information for the individual plan, based on the benefit formula selected by the employer and the individual plan's proportionate share of the pooled assets. The results of the individual valuations are aggregated at the administrative level.

Annual Required Contribution - Normal Cost plus an amortization of the funding shortfall over a period of no more than 30 years.

Cash Basis Accounting - A system of accounting in which revenues are recorded when actually received and outlays are recorded when payment is made. ii

Cost-sharing multiple-employer plan - A single plan with pooling (cost-sharing) arrangements for the participating employers. All risks, rewards, and costs, including benefit costs, are shared and are not attributed individually to the employers. A single actuarial valuation covers all plan members, and the same contribution rate(s) applies for each employer.

Defined benefit OPEB plan - An OPEB plan having terms that specify the benefits to be provided at or after separation from employment. The benefits may be specified in dollars (for example, a flat dollar payment or an amount based on one or more factors such as age, years of service, and compensation), or as a type or level of coverage (for example, prescription drugs or a percentage of healthcare insurance premiums).

Discount Rate - The interest rate used to calculate present value of a series of future cash flows. Under GASB 45, the rate should be long term expected yield on the investments that are expected to be used to pay benefits as they come due. These would be plan investments for a funded plan, the employer's investments for a pay as you go plan [e.g. short term county investment pool], or a weighted average of expected plan and employer investments for a plan that is partially funded. iii

Employer's contributions - Contributions made in relation to the annual required contributions of the employer (ARC). An employer has made a contribution in relation to the ARC if the employer has (a) made payments of benefits directly to or on behalf of a retiree or beneficiary, (b) made premium payments to an insurer, or (c) irrevocably transferred assets to a trust, or an equivalent arrangement, in which plan assets are dedicated to providing benefits to retirees and their beneficiaries in accordance with the terms of the plan and are legally protected from creditors of the employer(s) or plan administrator.

FASB - Financial Accounting Standards Board. Since 1973, the Financial Accounting Standards Board (FASB) has been the designated organization in the private sector establishing standards of financial accounting and reporting. iv.

GASB - Government Accounting Standards Board. The Governmental Accounting Standard Board (GASB) was organized in 1984 by the Financial Accounting Foundation (FAF) to establish standards of financial accounting and reporting for state and local governmental entities. Its standards guide the preparation of external financial reports of those entities. v

GFOA - Government Finance Officers Association. GFOA is the professional association of state/provincial and local finance officers in the United States and CanKyle, and has served the public finance profession since 1906. Approximately 16,000 GFOA members are dedicated to the sound management of government financial resources.

Healthcare cost trend rate - The rate of change in per capita health claims costs over time as a result of factors such as medical inflation, utilization of healthcare services, plan design, and technological developments.

Implicit Subsidy - The difference between a premium rate charged to retirees for a particular benefit and the estimated rate that would have to be applicable to those retirees if that benefit was acquired for them as a separate group. vi

Investment return assumption (discount rate) - The rate used to adjust a series of future payments to reflect the time value of money.

Irrevocable Contribution - Irrevocably transferred assets to a qualifying trust, or equivalent arrangement, in which plan assets are dedicated to providing benefits to retirees and their beneficiaries in accordance with the terms of the plan and are legally protected from creditors of the employer(s) or plan administrator. The preceding criteria preclude counting as [irrevocable] contributions (a) designations of net assets of a governmental or proprietary fund to be used for OPEB or (b) internal transfers of assets to a separate governmental or proprietary fund for the same purpose. Rather, such actions should be regarded as earmarking of employer assets. vii

Level Dollar Amortization - Funding a shortfall in OPEB assets with equal dollar payments over a designated number of years (no more than 30 years). The present value of the level payments equals the present value of unfunded liabilities, the UAAL.

Level Percent of Payroll Amortization - Funding a shortfall in OPEB assets as a level percent of payroll over a designated number of years (no more than 30 years). The present value of the payments equals the present value of unfunded liabilities, the UAAL. Level percent of payroll typically has lower payments in the early years than level dollar amortization. When using level payroll amortization, employee count is assumed to be constant, and the payroll differences arise from overall wage trends.

Net OPEB obligation - The cumulative difference since the effective date of this Statement between annual OPEB cost and the employer's contributions to the plan, including the OPEB liability (asset) at transition, if any, and excluding (a) short-term differences and (b) unpaid contributions that have been converted to OPEB-related debt. (GASB 45 only)

Normal Cost - The actuarially determined present value contribution needed to fund benefits which are earned for employee service rendered during the current year. Normal cost depends on many factors, including the interest rate used to discount future cashflows, and expected inflation.

Plan assets - Resources, usually in the form of stocks, bonds, and other classes of investments, that have been segregated and restricted in a trust, or in an equivalent arrangement, in which (a) employer contributions to the plan are irrevocable, (b) assets are dedicated to providing benefits to retirees and their beneficiaries, and (c) assets are legally protected from creditors of the employers or plan administrator, for the payment of benefits in accordance with the terms of the plan.

OPEB - Other Post Employment Benefits - Postemployment benefits other than pension benefits. Other postemployment benefits (OPEB) include postemployment healthcare benefits, regardless of the type of plan that provides them, and all postemployment benefits provided separately from a pension plan, excluding benefits defined as termination offers and benefits.

OPEB expense - The amount recognized by an employer in each accounting period for contributions to an OPEB plan on the accrual basis of accounting. (GASB 45 only)

OPEB Trust - An entity other than a pension or retirement system which manages OPEB assets. In many respects it is similar to a pension fund for OPEB. For reasons detailed in GASB 45, contributions to an OPEB trust should be irrevocable in order to obtain the most favorable accounting treatment.

Pay-as-you-go funding - Paying benefits (such as pensions or OPEB) on a cash basis, with no money set aside for future liabilities which are already incurred.

POB - Pension Obligation Bond. Generally yielding taxable interest, POBs are issued to help fund a previously unfunded or underfunded pension liability.

Self funded plan - A plan whose benefits are not guaranteed in some manner by an insurance company.

Single-employer plan - A plan that covers the current and former employees, including

beneficiaries, of only one employer.

Substantive plan - The terms of an OPEB plan as understood by the employer(s) and plan members.

UAAL - Unfunded Accrued Actuarial Liability. Actuarial Accrued Liability minus the Actuarial Value of Assets.

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- i. Source: Congressional Budget Office
 - ii. Source: Congressional Budget Office
 - iii. Source: GASB 45 Statement Paragraph 120 (page 96).
 - iv. Source: www.fasb.org/facts/index.shtml
 - v. Source: www.gasb.org/facts/index.html
 - vi. Source: GASB 45 Statement Paragraph 96 (page 86).
 - vii. Source: GASB 45 Statement Paragraph 141 (page 105).

ORDINANCE NO. 281-4

AN ORDINANCE OF THE CITY OF KYLE, TEXAS, AMENDING SECTION 13, ORDINANCE NO. 281, AS AMENDED, THE CITY PERSONNEL POLICY, TO PROVIDE HEALTH BENEFITS FOR EMPLOYEES AND CERTAIN RETIREES; AND PROVIDING FOR RELATED MATTERS.

Whereas, it is in the public interest to encourage City employees to be and remain long-term employees of the City and to provide reasonable incentives to accomplish such purpose;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KYLE, TEXAS, THAT:

Section 1. Amendment of Personnel Policy. The Personnel Policy of the City, Ordinance No. 281, as amended, is hereby amended by amending paragraph (h)(1) of Section 13 to read as follows:

(h) The following policies, rules, regulations and practices are applicable to health insurance benefits for employees:

- (1) **Health and Life Insurance.** A group life and health plan will be available to current regular full-time employees, and former regular full-time employees who retired from the City after twenty-five (25) years or more of continuous service as an officer or employee of the City; provided that the City Council shall from time to time in the annual budget set a ceiling/limit on the amount the City will contribute to such insurance coverage. This benefit becomes effective for current regular full-time employees one month after employment, and, upon retirement, continues in effect for employees who retire after 25 years or more of continuous service with the City. Health insurance for the dependent(s) of an employee or retiree may be made available at the employee's or the retiree's expense.

Section 2. Limited Amendment. Except as specifically amended and provided in Section 1 above, each and every term, provision and condition of the Personnel Policy, as amended, shall be and remain in full force and effect.

Section 3. Effective Date. This ordinance shall take effect immediately upon its final passage, adoption and signature on the date hereinafter set forth.

Section 4. Open Meetings. That it is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public

ORDINANCE NO. 564

AN ORDINANCE AMENDING THE AUTHORIZATION OF THE OFFERING OF HEALTH BENEFITS COVERAGE TO CITY OF KYLE RETIREES; REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING AN OPEN MEETINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, The City of Kyle, Texas ("Employer") desires to provide health benefits coverage to its retirees;

WHEREAS, TML Intergovernmental Employee Benefits Pool is a health risk pool established pursuant to Texas Local Government Code Chapter 172, Texas Government Code Chapter 791, and the Texas Trust Code to provide health benefits coverage for employees and retirees and dependents of employees and retirees, of Texas political subdivisions under an Interlocal agreement;

WHEREAS, the *Employer* is currently offering health benefits coverage through the TML Intergovernmental Employee Benefits Pool pursuant to Interlocal agreement and Chapter 172 of the Texas Local Government Code, both of which would allow the extension of benefits to retirees of the *Employer*;

WHEREAS, the *Employer* desires to provide health benefits coverage to its retirees through the TML Intergovernmental Employee Benefits Pool and that the cost for such coverage be paid for *by the individual retiree and the Employer* as specified in Attachments A and B.

WHEREAS, the *Employer* desires to select a plan of benefits for its retirees to be provided by the TML Intergovernmental Employee Benefits Pool; and

WHEREAS, providing retiree coverage under the TML Intergovernmental Employee Benefits Pool Interlocal Agreement in the manner provided in the Ordinance is in the best interest of the *Employer*, its retirees, and the public generally;

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KYLE THAT:

SECTION 1: The foregoing recitals are incorporated into this ORDINANCE as findings of fact.

SECTION 2: The *Employer* hereby elects to provide health benefits coverage to its retirees through TML Intergovernmental Employee Benefits Pool under the Pool's Interlocal Agreement.

SECTION 3: The Employer hereby adopts the following definitions of "retiree" for purposes of this ORDINANCE:

- A. **Group 1 Retirees**- All former full-time employees, who have retired from the City after twenty-five (25) years or more of continuous service as an officer or employee of the City. (This includes all currently retired employees receiving benefits.) All current full-time employees, who have completed (5) five or more years of continuous of service as a full-time employee of the City of Kyle by 4-1-2009 and complete a total of twenty-five (25) years or more of continuous service as an officer or employee of the City.

- B. Group 2 Retirees- All current full-time employees, who have completed less than (five) 5 years of continuous of service as a full-time employee of the City of Kyle by 4-1-2009 and complete a total of twenty-five (25) years or more of continuous service as an officer or employee of the City.
- C. Group 3 Retirees- Any full-time employee hired after 4-1-2009 and subsequently completes twenty-five (25) continuous years of service as a full-time employee of the City of Kyle.

SECTION 4: The Interlocal Agreement in effect between the Employer and the TML Intergovernmental Employee Benefits Pool provides that the Board of Trustees may adopt rules and regulations. The rules and regulations of the TML Intergovernmental Employee Benefits Pool allow the participating member entity to provide retiree medical coverage at the same contribution as charged to active employees, to select a contribution level which is an elevated percentage (150%, 160%, etc. which may change from time to time) of the active employee contribution or to offer over age 65 retirees a Medicare Supplement. For retirees that fall into one of the groups listed above, the Employer elects provide a contribution level which is an elevated percentage (150%, 160%, etc. which may change from time to time) of the active employee contribution. The contribution shall be in the form of percentages of total cost or a fixed dollar amount that may be applied towards the costs of medical coverage for each retiree Group as specified and defined in **Attachment A-1** to this Ordinance, for as long as the TML Intergovernmental Employee Benefits Pool offers this rate structure for retiree medical coverage. The difference between the total cost of the benefit minus Employer's contribution if any shall be borne by the retiree.

SECTION 5: The Employer shall adopt on an annual basis any additional or alternative retiree benefit plans to be provided through TML Intergovernmental Employee Benefits Pool. For all retirees the Employer elects to contribute percentages of total cost or fixed dollar amounts towards the costs of other paid benefit coverages for each retiree Group as specified and defined in **Attachment B-1** to this Ordinance, for as long as the TML Intergovernmental Employee Benefits Pool offers this rate structure for retirees and the City adopts each specific additional or alternative benefit plan. The difference between the total cost of the benefit minus Employer's contribution shall be borne by the retiree.

SECTION 6: This ORDINANCE will only apply to individuals retiring after its effective date or to employees, which retired under a previous ORDINANCE. For individuals retiring after the effective date of this ORDINANCE to qualify they must enroll for this coverage within thirty (30) days of their retirement.

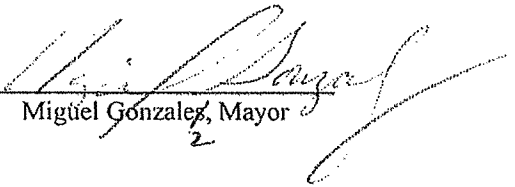
SECTION 7: This ORDINANCE may be repealed or modified at any time, but will remain in effect for any employee retiring while it is in effect.

SECTION 8: All existing City of Kyle ORDINANCES in conflict with the provisions of this ORDINANCE are repealed to the extent of the conflict.

SECTION 9: It is hereby officially found and determined that the meeting at which this ORDINANCE was considered was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

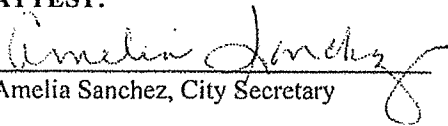
SECTION 10: This ORDINANCE shall be effective 4-1-2009.

PASSED AND APPROVED this 17th day of March, 2009.



Miguel Gonzalez, Mayor

ATTEST:



Amelia Sanchez, City Secretary

Attachment A- 1

Retiree Groups		<i>The same Medical Plans offered to Active Employees</i>	% Paid or	\$ Amount Paid	<i>The Medical Plan Adopted for employees and their dependents</i>	% Paid by Employer or	\$ Amount Paid by Employer
Currently Retired + those with > 5 yrs service	Group 1	X	100%		X	0%	
Current employees with <5 years of service	Group 2	X		\$300/mo.*			
Employees hired after 4-1-2009.	Group 3			\$00/mo.			

* Beginning in 2010, the flat dollar amount for Group #2 employees will be increased annually each October 1st based on the change in CPI from the immediately preceding 12 month period April through March.

Attachment B- 1

Applies to Retirees Under Age 65

Listed Benefits Cease when Retiree reaches Age 65

		<i>Dental plan II</i>	<i>Dental Plan III</i>	<i>Vision Plan A</i>	<i>Vision Plan B</i>	<i>Retiree Life</i>	% of Premium Paid by Employer or	\$ Amount Paid by Employer
Currently Retired + those with > 5 yrs service	Group 1	X	X	X	X	X	100%	
Current employees with <5 years of service	Group 2							
Employees hired after 4-1-2009.	Group 3							



CITY OF KYLE

Memorandum

To: Tom Mattis, City Manager
From: Charles Cunningham, Director of Finance
CC: Sandra Duran, Director of Human Services
Date: March 8, 2009
Re: Amendment to Retiree Benefit Package

This memo transmits the Ordinance amending the provision of benefits to retirees that has been approved by the City Council after the first reading.

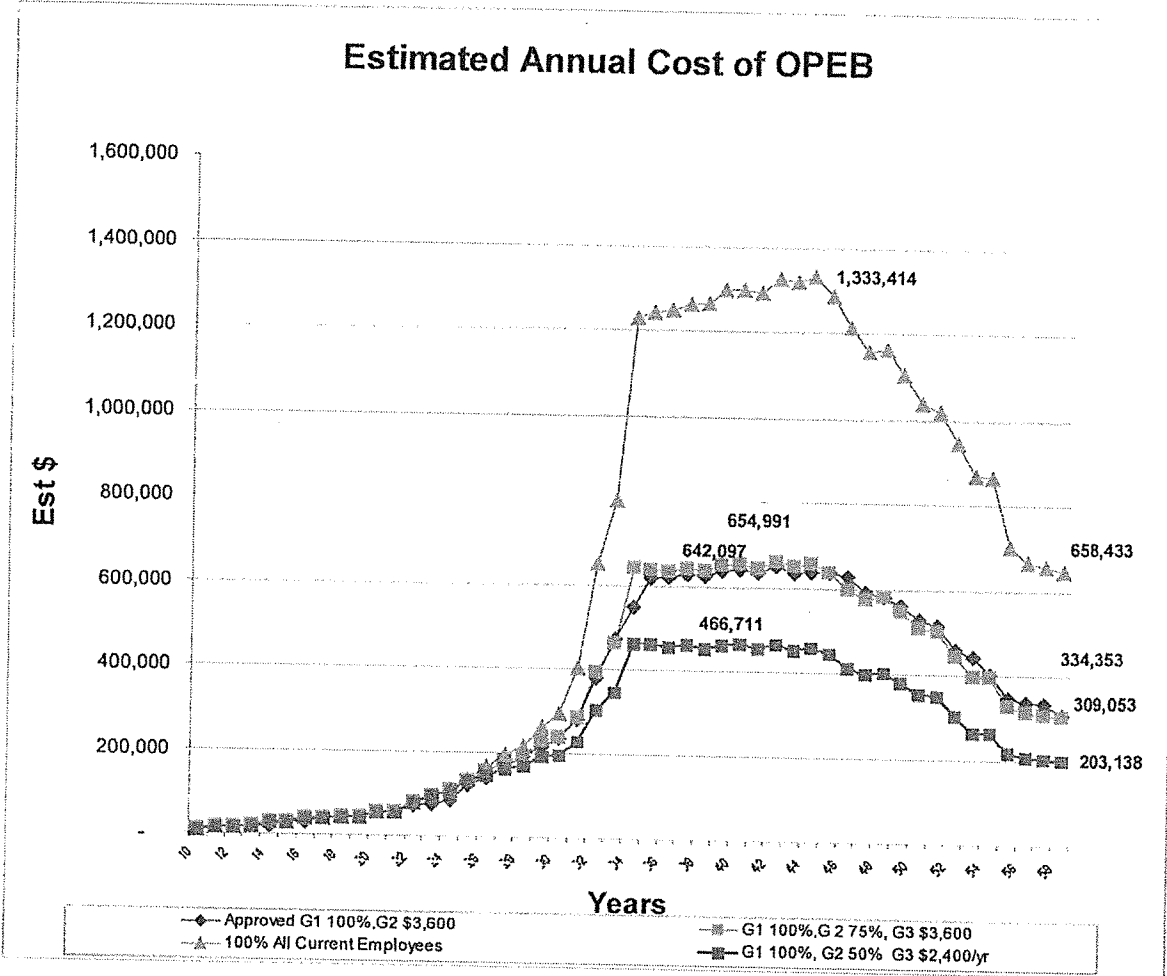
Changes included combining Groups 1 and 2 into Group 1 where all current employees with 10 or more years of continuous service with the City will be entitled to benefits currently enjoyed by the lone retiree in the system. That is payment of 100% of the medical Plan benefit costs for retirees for as long as they want or need it.

Group 2 which includes all other current employees would be eligible to receive payment of \$300 per month against the cost of their medical plan premiums upon retirement with the retiree being required to pay the balance.

Group 3 would consist of all employees hired after April 1, 2009. They would not be eligible for any benefit paid for by the City for their Medical Plan if they choose to continue it after retirement.

The first chart on the following page (**Exhibit 1**) simply graphs the expected increase in the number of retirees over the next 50 years. It begins with one current retiree and again based on actual ages and length of service of existing employees plots out the growth in the number of employees in Group 1 and Group 2 and the total for both groups.

Exhibit 2



Using an actuarial method to determine the annual amount to be set aside under each of the four possibilities, the following table shows the reserve requirement for each scenario..

Annual contribution	
<u>to reserve fund for OPEB</u>	
Recommended -	\$54,102
Alternate 1 -	\$74,228
Approved -	\$74,707
Alternate 2-	\$140,690



CITY OF KYLE, TEXAS

Saucedo Rezone

Meeting Date: 4/15/2014
Date time: 7:30 PM

Subject/Recommendation: *(First Reading)* An ordinance amending Chapter 53 (Zoning) of the Code of Ordinances for the purpose of rezoning approximately .3055 acres of land from 'R-1' Single-Family Residential to 'R-2' Two-Family Residential, on property located at 400 S. Main Street, Kyle, Texas. (David and Michael Saucedo Z-14-004). ~ *Sofia Nelson, Director of Planning*

- Public Hearing

Other Information: Please see attachments

Budget Information: N/A

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

- [Ordinance and Exhibit's](#)
- [Email from Director of Public Works](#)
- [Aerial of Main & South Street](#)
- [Ground View](#)
- [Main & South Wastewater](#)

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ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 53 (ZONING) OF THE CITY OF KYLE, TEXAS, FOR THE PURPOSE OF REZONING APPROXIMATELY 0.3055 ACRES OF LAND FROM 'R-1' SINGLE FAMILY TO 'R-2' RESIDENTIAL TWO FAMILY, ON PROPERTY LOCATED AT 400 S. MAIN STREET, IN HAYS COUNTY, TEXAS. (DAVID AND MICHAEL SAUCEDO Z-14-004); AUTHORIZING THE CITY SECRETARY TO AMEND THE ZONING MAP OF THE CITY OF KYLE SO AS TO REFLECT THIS CHANGE; PROVIDING FOR PUBLICATION AND EFFECTIVE DATE; PROVIDING FOR SEVERABILITY; AND ORDAINING OTHER PROVISIONS RELATED TO THE SUBJECT MATTER HEREOF; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS ORDINANCE WAS PASSED WAS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KYLE, TEXAS, THAT:

SECTION 1. That the zoning district map of the City of Kyle adopted in Chapter 53 (Zoning) be and the same is hereby amended to rezone approximately 0.3055 acres from 'R-1' Single Family to 'R-2' Residential Two Family, on property located at 400 S. Main Street, and the property location map labeled Exhibit B.

SECTION 2. That the City Secretary is hereby authorized and directed to designate the tract of land zoned herein as such on the zoning district map of the City of Kyle and by proper endorsement indicate the authority for said notation.

SECTION 3. If any provision, section, sentence, clause, or phrase of this Ordinance, or the application of same to any person or set of circumstances is for any reason held to be unconstitutional, void or invalid (or for any reason unenforceable), the validity of the remaining portions of this Ordinance or the application to such other persons or sets of circumstances shall not be affected hereby, it being the intent of the City Council of the City of Kyle in adopting this Ordinance, that no portion hereof or provision contained herein shall become inoperative or fail by reason of any unconstitutionality or invalidity of any other portion or provision.

SECTION 4. This Ordinance shall be published according to law and shall be and remain in full force and effect from and after the date of publication.

SECTION 5. It is hereby officially found and determined that the meeting at which this ordinance was passed was open to the public as required by law.

READ, CONSIDERED, PASSED AND APPROVED ON FIRST READING by the City Council of Kyle at a regular meeting on the ___ day of _____, 2014, at which a quorum was

present and for which due notice was given pursuant to Section 551.001, et. Seq. of the Government Code.

READ, CONSIDERED, PASSED AND APPROVED ON SECOND AND FINAL READING by the City Council of Kyle at a regular meeting on the _____ day of _____, 2014, at which a quorum was present and for which due notice was given pursuant to Section 551.001, et. Seq. of the Government Code.

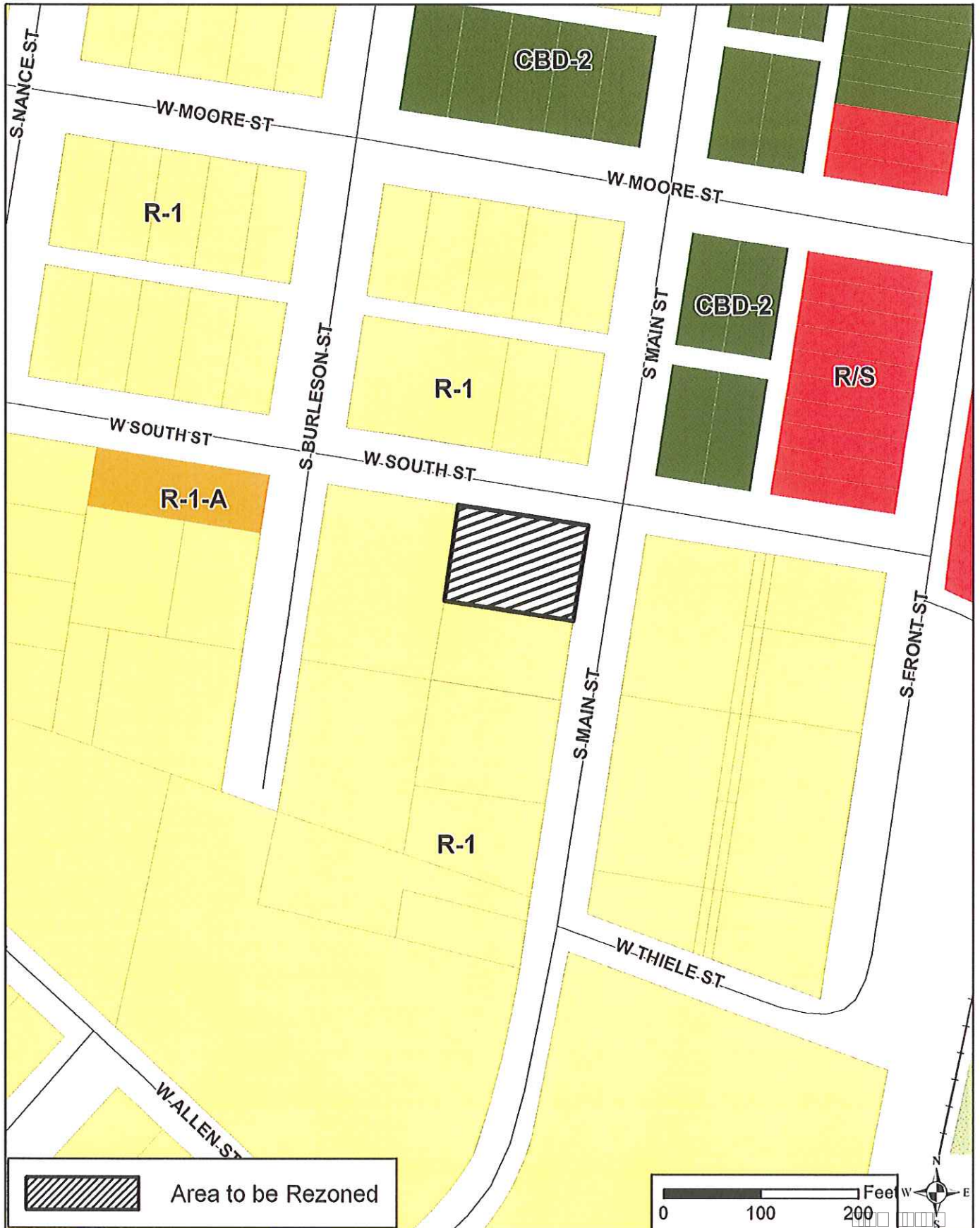
APPROVED this _____ day of _____, 2014.

Lucy Johnson, Mayor

ATTEST:

Amelia Sanchez, City Secretary

Exhibit B





Debbie Guerra <dguerra@cityofkyle.com>

FW: Proposed Duplex at the Southwest Corner of Main & South St.

1 message

Sofia Nelson <snelson@cityofkyle.com>
To: Debbie Guerra <dguerra@cityofkyle.com>

Fri, Apr 4, 2014 at 1:02 PM

Debbie- Will you attach this email and the attachments to the rezoning agenda item for 400 Main Street?

Thank you

Sofia

From: Harper Wilder [mailto:hwilder@cityofkyle.com]
Sent: Thursday, April 03, 2014 1:48 PM
To: Sofia Nelson
Subject: Fwd: Proposed Duplex at the Southwest Corner of Main & South St.

FYI

----- Forwarded message -----

From: **Harper Wilder** <hwilder@cityofkyle.com>
Date: Thu, Apr 3, 2014 at 12:00 PM
Subject: Proposed Duplex at the Southwest Corner of Main & South St.
To: Lanny Lambert <llambert@cityofkyle.com>
Cc: City Engineer <lbarba@cityofkyle.com>, Jimmy Haverda <jimmyh@cityofkyle.com>, Mario Perez <mperez@cityofkyle.com>

Mr. Lambert, as requested, I have reviewed all info with Leon, Jimmy and Mario for the proposed duplex at the above location. We have found no immediate reason to deny this proposal based on the existing utility infrastructure. This site previously had a single family residence on it in the past and was tied into existing water and wastewater services. The house has since been demolished/removed and all that remains there now is a vacant lot including a concrete pad site. Water and wastewater services are available to this site and the addition of one duplex will provide minimal to no increase on the existing services (as everyone is not using their facilities at the same time or running water at the same time). It has been noted that the duplex if approved, will be required to have separate wastewater taps (one for each single family residence). Water may have one single larger sized service if desired, but must be split to accommodate the installation of two separate meters. Though

the proposed duplex has not been deemed to be a utility issue in this area, I would add that if a significant sized development wished to develop in this same area, potential utility upgrades would need to be carefully evaluated prior to any approval.

I have included three attachments for your convenience: an aerial photo of the site, a ground view photo of the site and a wastewater map of the site that shows existing wastewater lines along Main St. and South St. I did not include a water map, as there is no issue with supply and line sizes involving water. Please let me know if you have any questions.

--

Harper Wilder

Public Works Director

City of Kyle Public Works
520 E. RR150
Kyle, Tx. 78640

Off.# [512-262-3024](tel:512-262-3024) / **ext. 4002**
E-mail: hwilder@cityofkyle.com

Please consider the environment before printing this e-mail

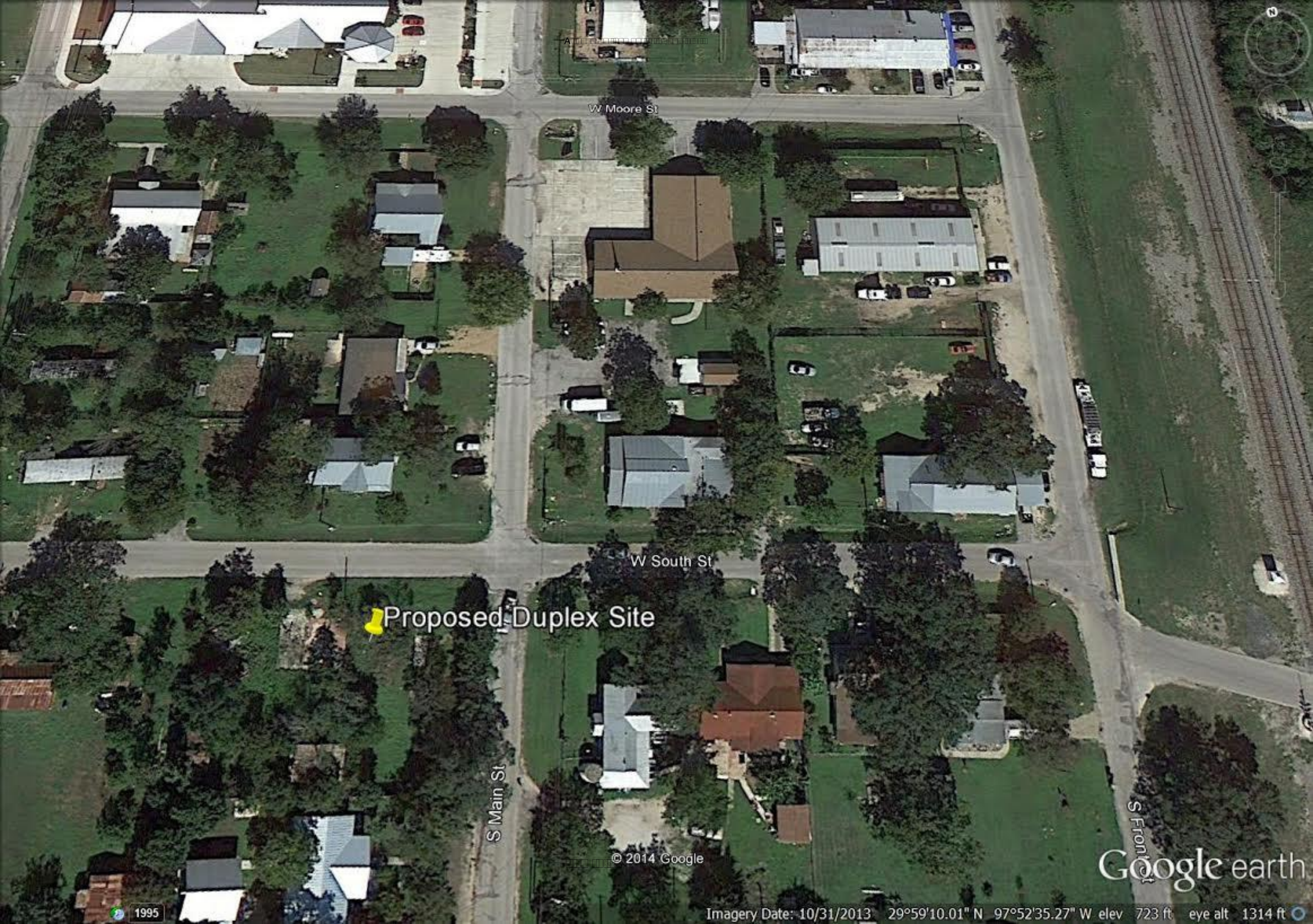
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--

Harper Wilder

Public Works Director

City of Kyle Public Works
520 E. RR150
Kyle, Tx. 78640



W Moore St

W South St

S Main St

S Front St

Proposed Duplex Site

© 2014 Google

Google earth

Imagery Date: 10/31/2013 29°59'10.01" N 97°52'35.27" W elev 723 ft eye alt 1314 ft

1995

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© 2014 Google

© 2014 Google

© 2014 INEGI

Google earth

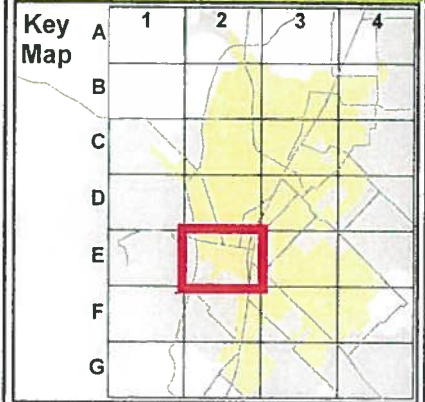
[Report a problem](#)

29°59'08.80" N 97°52'36.94" W elev 725 ft eye alt 735 ft 

City of Kyle Waste Water System

Grid: **E2**

Oct 15, 2010



Legend

- PVC
- Vitreous Clay
- Unknown Type
- Service Connection
- Force Main
- WW Manholes
- Lift Station
- Parcel Lines



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CITY OF KYLE, TEXAS

Budget Amendment #6: Emergency Repairs for Roads Damaged During the Floods.

Meeting Date: 4/15/2014
Date time: 7:30 PM

Subject/Recommendation: *(First Reading)* An Ordinance amending the City's Approved Budget for Fiscal Year 2013-14 by increasing appropriations in the City's General Fund for the Public Works Department by \$29,695.00 and decreasing fund balance in the General Fund by the same amount in order to pay for the emergency repairs made to Windy Hill Road and Burleson Street damaged in the recent flooding. ~ *Perwez A. Moheet, CPA, Director of Finance*

Other Information: A listing of costs incurred by the City's Public Works Department to repair the two roads; Windy Hill Road and Burleson Street is attached.

Budget Information: A Fiscal Note is attached.

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

- [Listing of Costs Incurred](#)
- [Ordinance - Budget Amendment](#)
- [Fiscal Note](#)

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ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF KYLE, TEXAS, AMENDING ORDINANCE NO. 744 ADOPTED ON SEPTEMBER 4, 2013 MAKING APPROPRIATIONS FOR THE SUPPORT OF THE CITY FOR FISCAL YEAR BEGINNING OCTOBER 1, 2013 AND ENDING SEPTEMBER 30, 2014; BY INCREASING THE AMOUNT OF APPROPRIATIONS FOR EXPENDITURES IN THE GENERAL FUND BY APPROPRIATING \$29,695.00 FROM THE FUND BALANCE OF THE CITY'S GENERAL FUND TO PROVIDE FUNDING FOR THE EMERGENCY REPAIRS MADE TO WINDY HILL ROAD AND BURLESON STREET DAMAGED DURING THE RECENT FLOODING.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KYLE:

Section 1.0 Amendment to Current Budget. That the appropriations for the Fiscal Year beginning October 1, 2013 and ending September 30, 2014, for the support of the general government of the City of Kyle, Texas, be amended for said term by increasing the amount of appropriations for the City's General Fund from the Fund Balance of the City's General Fund in order to provide adequate funding in the Public Works Department budget for the cost of emergency repairs made to Windy Hill Road and Burleson Street damaged during the recent flooding in Kyle.

Section 2.0 Approval of Amendment. That the amendment, as shown in words and figures above, is hereby approved in all aspects and adopted as an amendment to the City budget for the Fiscal Year beginning October 1, 2013 and ending September 30, 2014.

Section 3.0 Conflict. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 4.0 Open Meetings. That it is hereby officially found and determined that the meeting at which this Ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Ch. 551, LGC.

Section 5.0 Effective Date. This Ordinance shall be in full force and effect from and after the date of its final passage and adoption in accordance with the provisions of applicable state law and the City Charter.

PASSED AND APPROVED on First Reading this _____ day of April, 2014.

10/31/13 Flood Response Costs - Warren Christian

Wind Hill Rd Repairs

Vendor	Invoice/Ticket #	Amount	Line item #	Notes
Yarrington Materials	369251	\$ 77.04	161-52126	bull rock
Yarrington Materials	369250	\$ 61.52	161-52126	bull rock
Brauntex	3018016	\$ 315.53	161-52121	hotmix
Ace Contractor Supply	22589	\$ 176.00	161-52121	erosion control netting
lowe's	88189291	\$ 55.60	161-52124	concrete forms
lowe's	2264331	\$ 13.24	161-52124	concrete forms
lowe's	1838905	\$ 135.44	161-52124	concrete forms
lowe's	1079145	\$ 99.20	161-52124	concrete forms
lowe's	1838905	\$ 237.60	161-52124	concrete forms
Yarrington Materials	369249	56.88	161-52126	bull rock
Centex	3954949	\$ 118.08	161-52126	bull rock and base
	3955028	\$ 131.76	161-52126	
	3955052	\$ 127.80	161-52126	
	3956219	\$ 115.65	161-52126	
	3956179	\$ 115.38	161-52126	
	3955958	\$ 86.45	161-52126	
	3955983	\$ 86.06	161-52126	
	3955873	\$ 83.72	161-52126	
	3956537	\$ 85.09	161-52126	
	3956505	\$ 83.92	161-52126	

	3956466	\$	79.69	161-52126	
	3956409	\$	82.55	161-52126	
	3956431	\$	86.84	161-52126	
	3956121	\$	84.89	161-52126	
	3955826	\$	92.24	161-52126	
	3955782	\$	81.06	161-52126	
	3955852	\$	84.37	161-52126	
	3958269	\$	121.77	161-52126	
	3958309	\$	119.52	161-52126	
	3958556	\$	116.73	161-52126	
	3958225	\$	84.57	161-52126	
	3958207	\$	81.19	161-52126	
	3957810	\$	82.10	161-52126	
	3957835	\$	78.20	161-52126	
	3958012	\$	85.87	161-52126	
	3958577	\$	81.97	161-52126	
	3958607	\$	82.81	161-52126	
	3959913	\$	104.04	161-52126	
	3959979	\$	115.56	161-52126	
	3959938	\$	109.35	161-52126	
	3960216	\$	83.79	161-52126	
	3960184	\$	77.35	161-52126	
	3960130	\$	78.07	161-52126	
	3960086	\$	83.98	161-52126	
	3960033	\$	82.42	161-52126	
	3960015	\$	84.05	161-52126	
	3959996	\$	81.71	161-52126	
Satterwhite	11072013	\$	45.00	161-52126	hauling
	11122013	\$	405.00	161-52126	
	11132013	\$	315.00	161-52126	
	11182013	\$	450.00	161-52126	
	12022013	\$	450.00	161-52126	
Flasher Equip Co	278627		\$2,267.50	161-54114	barricade rental
Flasher Equip Co	279130	\$	1,417.50	161-54114	barricade rental
Lone Star Paving	13-651	\$	9,686.50	161-55329	paving
Westhill Paving		\$	2,079.00	161-55329	paving additional area
Roadway Specialties	111384	\$	1,722.00	161-55329	barricade installation
Ingram Readymix	3270616/270616	\$	684.50	161-55441	9.5yds concrete
	Total:	\$	24,210.65		

Burleson Rd Low Water Crossing Repairs

Vendor	Invoice/Ticket #	Amount	Line item #	Notes
Five Star Concrete	210538	\$ 630.00	161-55441	flowable fill
Sunstate Equip	5628739	\$ 198.38	161-54114	roller rental
Brauntex	3016395	\$ 317.10	161-52121	asphalt
Safelane	7736	\$ 100.00	161-52122	bridge closed signs
	Total:	\$ 1,245.48		

Additional Purchases

Vendor	Invoice/Ticket #	Amount	Line item #	Notes
Lowe's/others	numerous	\$ 3,038.87	161-52122	Emergency Barricades
B & G Septic	9245	\$ 1,200.00	825-53144	WW Pumping
Total:		\$ 4,238.87		

City of Kyle, Texas
FISCAL NOTE

DATE OF COUNCIL CONSIDERATION:	April 15, 2014
CONTACT CITY DEPARTMENT:	Financial Services
CONTACT CITY STAFF:	Perwez A. Moheet, CPA Director of Finance

SUBJECT:

Approve an Ordinance to amend the City's Approved Budget for Fiscal Year 2013-14 by increasing total appropriations in the City's General Fund for the PUBLIC WORKS DEPARTMENT by \$29,695.00 and decreasing fund balance in the General Fund by the same amount to pay for the emergency repairs made to Windy Hill Road and Burluson Street damaged during the floods.

CURRENT YEAR FISCAL IMPACT:

1. City Department:	Public Works Development	
2. Project Name:	Emergency Repairs - Flood Damaged Roads	
3. Budget/Accounting Code(s):	110-000-33010	
4. Funding Source:	General Fund	
5. Fund Balance:	\$10,315,783.43	(As of 4-2-2014, Unaudited)
6. Amount of This Action:	<u>\$ (29,695.00)</u>	
7. Remaining Balance:	<u>\$10,286,088.43</u>	

FUNDING SOURCE OF THIS ACTION:

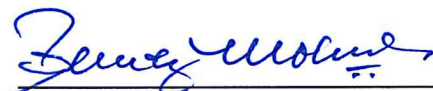
The funding source for this budget amendment in the amount of \$29,695.00 will be provided from the fund balance of the City's General Fund. It is anticipated that the City will receive reimbursement from FEMA for a portion of the total costs incurred by the City to repair the two damaged roadways. The final reimbursement amount, when received, will be deposited in the City's General Fund to offset the budget amendment.

ADDITIONAL INFORMATION/COUNCIL ACTION:

If approved by City Council, this will be Budget Amendment No. 6 for FY 2013-14 to increase appropriations for expenditures by \$29,695.00 and decreasing the fund balance in the City's General Fund by the same amount. To date, budget amendments approved by City Council for Fiscal Year 2013-14 are as follows:

- On November 6, 2013, City Council approved Budget Amendment No. 1 for Fiscal Year 2013-14 by increasing appropriations in the City's General Fund for the Communications & Community Development Department by \$12,960.00 and decreasing fund balance in the General Fund by the same amount to pay for the continuation of transit services by CAPITAL AREA RURAL TRANSPORTATION SYSTEM (CARTS) within City of Kyle through December 31, 2013.

- On November 19, 2013, City Council approved Budget Amendment No. 2 for Fiscal Year 2013-14 by increasing appropriations in the City's General Fund for the Mayor and Council's budget by \$2,500.00 and decreasing fund balance in the General Fund by the same amount to pay for the support costs associated with KYLE AREA YOUTH ADVISORY COUNCIL (KAYAC) during Fiscal Year 2013-14.
- On December 3, 2013, City Council approved Budget Amendment No. 3 for Fiscal Year 2013-14 by increasing appropriations in the City's General fund for the Communications & Community Development Department by \$10,000.00 and decreasing the fund balance in the General Fund by the same amount to pay for the retainer agreement with HERRERA & BOYLE, PLLC, to represent the City in connection with the pending Monarch Utilities' 2013 application to change rates/tariffs.
- On January 7, 2014, City Council approved Budget Amendment No. 4 for Fiscal Year 2013-14 by increasing appropriations in the City's General Fund for the Communications & Community Development Department by \$31,920.00 and decreasing fund balance in the General Fund by the same amount to pay for the continuation of transit services by CAPITAL METROPOLITAN TRANSIT AUTHORITY (CMTA) within City of Kyle from January 1, 2014 through September 30, 2014.
- On January 21, 2014, City Council approved Budget Amendment No. 5 for Fiscal Year 2013-14 by increasing appropriations in the City's General Fund for the POLICE DEPARTMENT by \$20,190.00 and decreasing fund balance in the General Fund by the same amount to pay for the replacement of two police patrol vehicles damaged in the recent floods.

 4/2/2014
Perwez A. Moheet, CPA - Date
Director of Finance



CITY OF KYLE, TEXAS

Review & Adoption of FY 2015 Budget Development Timeline

Meeting Date: 4/15/2014
Date time: 7:30 PM

Subject/Recommendation: Adopt the timeline for the development and adoption of the City's annual operating and capital budgets for Fiscal Year 2014-15 and approve Special-Called City Council meetings for budget workshops and public hearings. ~ *Perwez A. Moheet, CPA, Director of Finance*

Other Information: Attached is a detailed timeline for the development and adoption of the City's annual operating and capital budgets for Fiscal Year 2014-15 including special called City Council meetings for budget workshops and public hearings.

Budget Information: A Fiscal Note is not required.

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

 [Budget - Timeline FY 2014-15](#)

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JUNE 2014

Monday, June 02, 2014	Deadline for Departments to Submit Proposed Budgets for FY 2014-15 to Financial Services Department for Review & Compilation
Tuesday, June 03, 2014	City Manager Presents City's 5-Year CIP, Equipment, & Personnel Plan for FY 2014 - 2018 to City Council
Tuesday, June 03, 2014	Begin Compilation and Review of Departmental Proposed Operating & Capital Budgets and Fee Schedules for FY 2014-15 by Financial Services Department staff
Wednesday, June 04, 2014	Draft 5-Year CIP, Equipment, & Personnel Plan Posted on City's Website, City Hall, and Public Library
Tuesday, June 24, 2014	Draft 5-Year CIP, Equipment, & Personnel Plan Presented to Planning & Zoning Commission for Recommendations to City Council
Wednesday, June 25, 2014	Completion of Compilation and Review of Departmental Proposed Budgets & Fee Schedules by Financial Services Department staff
Wednesday, June 25, 2014	Draft 5-Year CIP, Equipment, & Personnel Plan Presented to Public Works & Service Committee
Thursday, June 26, 2014	Proposed Budget Review by City Manager (Group #1) <ul style="list-style-type: none"> - Administration - Communications - Human Resources - Parks and Recreation
Thursday, June 26, 2014	Proposed Budget Review by City Manager (Group #2) <ul style="list-style-type: none"> - Economic Development - Public Library - Municipal Court - Police Department
Friday, June 27, 2014	Proposed Budget Review by City Manager (Group #3) <ul style="list-style-type: none"> - Building Inspection - Planning - Financial Services - Information Technology - Engineering - Public Works
Monday, June 30, 2014	Proposed Budget Review by City Manager (Group #4) <ul style="list-style-type: none"> - Revenue Estimates - Personnel Support Costs - Capital Improvement Projects by Fund - Debt Service

JULY 2014

Friday, July 04, 2014	City Holiday - Independence Day
Wednesday, July 16, 2014	City Manager's Review & Discussion on Proposed Budget With Budget Staff
Wednesday, July 16, 2014	Draft 5-Year CIP, Equipment, & Personnel Plan Presented to Strategic Planning & Finance Committee
Friday, July 25, 2014	Last Day for Chief Appraiser to Certify Tax Roll to Taxing Units
Monday, July 28, 2014	City Manager's Final Review of Proposed Budget for FY 2014-15
Wednesday, July 30, 2014	Publish Budget Notice #1: Public Hearing Dates on Budget, Rates, & Fees to be Held by City Council
Thursday, July 31, 2014	City Council Budget Work Session #1
(Special Called Meeting)	<p>City Manager Presents FY 2014-15 Budget to City Council as Required by City Charter (No later than 60 days prior to October 1st)</p> <p>Public Hearing #1 - Proposed Budget Public Hearing #2 - Proposed Fees & Charges Public Hearing #3 - Proposed Water/Wastewater Rates Public Hearing #4 - Proposed Property Tax Rates</p> <p>Council Vote on Proposal to Consider Tax Increase (If Necessary)</p>

AUGUST 2014

Wednesday, August 06, 2014	Publish Budget Notice #2: Effective and Rollback Tax Rates, Unencumbered Fund Balances, Debt Obligation Schedule, and Other Applicable Items.
Wednesday, August 06, 2014	Publish Budget Notice #3: Two Required Public Hearings on Tax Increase
Wednesday, August 06, 2014 (Special Called Meeting)	<p>City Council Budget Work Session #2</p> <p>Public Hearing #5 - Proposed Budget Public Hearing #6 - Proposed Fees & Charges Public Hearing #7 - Proposed Water/Wastewater Rates Public Hearing #8 - Proposed Property Tax Rates</p> <p>Discussion/Action on Proposed Budget:</p> <ul style="list-style-type: none"> - Revenue Estimates & Fund Balances - Mayor & Council - Administration - Communications - Human Resources - Information Technology - Parks and Recreation - Police Department

Wednesday, August 13, 2014
(Special Called Meeting)

City Council Budget Work Session #3

- Public Hearing #9 - Proposed Budget
- Public Hearing #10 - Proposed Fees & Charges
- Public Hearing #11 - Proposed Water/Wastewater Rates
- Public Hearing #12 - Proposed Property Tax Rates

Discussion/Action on Proposed Budget:

- Building Inspection
- Planning
- Economic Development
- Engineering
- Financial Services
- Municipal Court
- Public Library
- Public Library
- Public Works

Wednesday, August 20, 2014
(Special Called Meeting)

City Council Budget Work Session #4

- Public Hearing #13 - Proposed Budget
- Public Hearing #14 - Proposed Fees & Charges
- Public Hearing #15 - Proposed Water/Wastewater Rates
- Public Hearing #16 - Proposed Property Tax Rates**

Discussion/Action on Proposed Budget:

- Capital Improvement Projects by Fund
- Debt Service
- Property Tax Rates

Wednesday, August 27, 2014
(Special Called Meeting)

City Council Budget Work Session #5

- Public Hearing #17 - Proposed Budget
- Public Hearing #18 - Proposed Fees & Charges
- Public Hearing #19 - Proposed Water/Wastewater Rates
- Public Hearing #20 - Proposed Property Tax Rates**

Discussion/Action on Proposed Budget:

- Discussion/Action on All Remaining Budget Items

Wednesday, August 27, 2014

Publish Budget Notice #4: Tax Revenue Increase

SEPTEMBER 2014

Tuesday, September 02, 2014
(Regular Meeting)

City Council Budget Work Session #6

1st Reading - Budget Adoption Ordinance (Including Fees & Charges, and Water/Wastewater Rates)

1st Reading - Property Tax Rate Adoption Ordinance

Wednesday, September 03, 2014
(Special Called Meeting)

City Council Budget Work Session #7

2nd Reading - Budget Adoption Ordinance (Including Fees & Charges, and Water/Wastewater Rates)

2nd Reading - Property Tax Rate Adoption Ordinance

Thursday, September 18, 2014

Charter Deadline for City Council to Adopt Budget by Ordinance. (No later than 3rd Thursday of September)

Tuesday, September 23, 2014

Last Day for Taxing Units to Adopt 2014 Property Tax Rate or No Later Than 60th Day After the Chief Appraiser Certifies Appraisal Roll to the Taxing Unit.

Wednesday, October 01, 2014

1st Day of Fiscal Year 2014-15



CITY OF KYLE, TEXAS

Greater San Marcos Partnership

Meeting Date: 4/15/2014
Date time: 7:30 PM

Subject/Recommendation: Consider increasing the City's contribution to the Greater San Marcos Partnership ~ *Lucy Johnson, Mayor*

Other Information:

Budget Information:

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Attachments / click to download

C O U N T Y M E M B E R

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CITY OF KYLE, TEXAS

City Managers Report

Meeting Date: 4/15/2014
Date time: 7:30 PM

Subject/Recommendation: Update on Various Capital Improvement Projects, Road Projects, Building Program, and/or General Operational Activities ~ *Lanny Lambert, City Manager*

1. Discussion: Lone Star Rail District Workshop scheduled for April 29, 2014
2. Discussion: 2014 Departmental Goals

Other Information:

Budget Information:

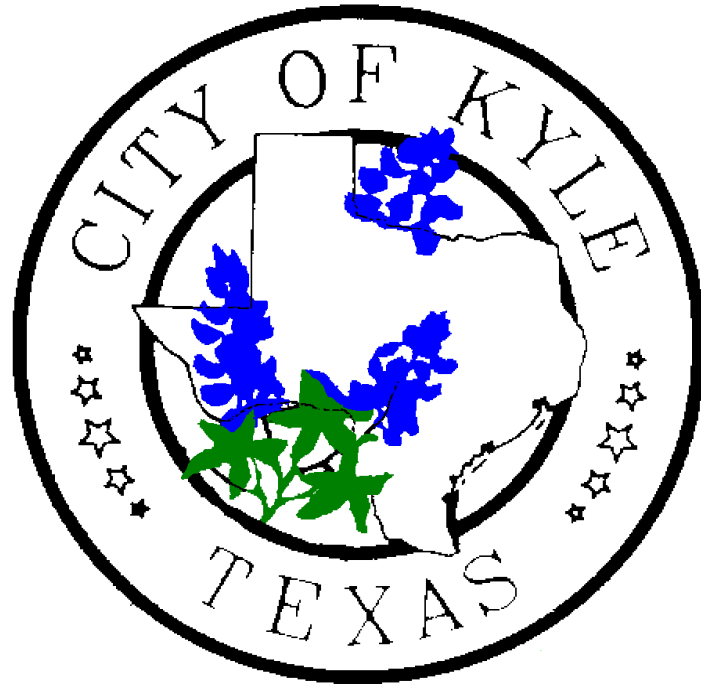
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 [2014 Departmental Goals](#)

C O M M U N I T Y

2014



2014

CITY OF KYLE

DEPARTMENTAL GOALS

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3. Continue citizens' Leadership Academy.
4. Continue Youth Advisory Council.
5. Market the new Development requirement handout in Building Department and Development "Checklist".
6. Complete Aqua Texas Lawsuit and acquire Wastewater Treatment Plant and expand and operate.
7. Renovate water tanks and adopt a maintenance plan (one tank/year).
8. Implement Street Bond Design and Construction Program.
9. Continue to fight Monarch legislatively and politically.
10. Continue to implement I-35 Development Standards.
11. Implement New Customer Welcome Package.
12. Continue to update and upgrade website and access.
13. Participate in Job Fairs and education.
14. Increase Volunteer Programs throughout the City.
15. Continue to expand E-Mail User Complaint System on website.
16. Adopt Street Maintenance Program.
17. Finish south side sewer line.
18. Expand Tourism Program with Chamber of Commerce.
19. Complete water, sewer, and transportation models

Employee Development

1. Develop leadership training for employees with motivational speakers.
2. Implement employee saving reward program.
3. Continue Annual employee satisfaction survey and findings.

City Council Meetings

- Ensure City response to agenda items that will get media coverage through an awareness of issues.
- Promote unnoticed “good news” issues for the City.

Goals for Kyle Public Library

- Attend KPL weekly staff meetings.
- Meet with KPL director no less than once per month to discuss library issues and opportunities.
- Make at least two visits per week to the library to observe operations and note good performance areas and opportunities for improvement.
- Meet with individual staff members at least once per year.
- Monitor KPL expenses and revenues to ensure compliance with approved budget.
- Report KPL issues and successes to the city manager during monthly 1 on 1 meetings.
- Work with the KPL director to develop five-year staffing and program plan.

Goals for the Recreation and Parks Department

- Attend weekly staff meetings.
- Meeting the department director at least monthly to discuss issues and opportunities.
- Meet with individual staff members at least once per year.
- Monitor annual expenditures and expenses to ensure compliance with approved city budget.
- Report issues and success to the city manager during monthly 1 on 1 meeting.
- Work with PARD director to develop five-year staffing and program plan.

Misc. Goals

- Continue work with Train Depot Board of Directors to complete the Train Depot Restoration.
- Continue work with the Community Relations Committee to improve the Community Support Grant program and process to awarding the grants.

- Support the Community Relations Committee in their guidance of the Youth Advisory Council.
- Support the Community Relations Committee in their administration of the Kyle Lifetime Achievement Award.
- Support the city manager, assistance city manager and finance director in annual budget development process.
- Serve as lead staff contact for the development of alternative transportation options for Kyle residents, including working with Capital Metro and Lone Star Rail towards the development of these projects.
- Provide oversight to the City's efforts regarding regulation of Investor Owned Utilities within the Kyle City Limits and ETJ.
- Continue administration of the Kyle Leadership Academy.
- Continue administration of the Solid Waste Contract with Texas Disposal Systems.
- Provide assistance in developing ordinances, resolutions and proclamations as requested for the City Council.
- Provide support as needed for the Youth Advisory Council

CITY SECRETARY

Improve Records Management

- Continue costs research into electronic records management.
- Update all records on committee members, and Directors emergency contact lists.
- Create and maintain an up to date file on minutes, agendas and meetings for Ethics Commission.

City Elections and Joint Elections

- Continue to establish and maintain good communication with Voter Registrar and timely submittal of items for ballot to meet deadlines.
- Continue annual training by attending TMCCP Election Law Seminar.

Development

- Continue Annual Ethics Training Sessions for employees and City Officials.
- Continue to be available to the citizens of Kyle or persons that are in need of assistance.
- Continue with City Secretary Certification Program.

DEPARTMENT OF ECONOMIC DEVELOPMENT

Creating New Areas of Opportunity/Revitalization

- Encourage appropriate Comp Plan modifications and development of Transportation Master Plan to support positive economic development projects and long term plans for the City.
- Support and encourage development and revitalization of downtown Kyle by marketing available properties, working with developers on plans for the gateway into old downtown and encouraging commercial investment, redevelopment of aging properties and development of attractive multi-use properties with commercial on the ground level and second floor residential that will encourage more foot traffic and spur additional private investment, retail and commercial development.
- Support and encourage the completion of wastewater infrastructure extending to the South end of Kyle opening up opportunities for development through access to active, sustainable projects.
- Continue education about the impact and importance of proper infrastructure of all kinds in terms of economic development including roadways, water, wastewater, communications and alternative transportation/mobility.
- Continue to work closely with the Governor’s Office of Economic Development and the Austin Chamber (Opportunity Austin) to identify prospect leads, respond appropriately and host site visits when given the opportunity.
- Grow both new and existing relationships with ACC and ACC Hays in Kyle to identify partnering opportunities. Begin conversations about possibility of future expansion on Kyle campus (opened with over 1,000 registered students Spring 2014, max 2,000)
- Continue to work with and grow resource toolbox with other regional partners such as the TX State Small Business Development Center, Texas Workforce Commission & Capital Area Development Board, Greater San Marcos Partnership, Union Pacific Railroad, political representatives/partners, PEC (retreat facilitation, Location One) etc.
- Communicate with network of developer contacts to stress demand for existing shell buildings over 50,000 sq. ft. and impacts of missed opportunities due to lack of facilities, both industrial and Class A office space.

Marketing & Branding

- Aggressively promote Kyle, internally and externally, as the leader in economic development for the Austin metro region’s southern tier and continue to build upon Marketing and Branding specific to the Economic Development Department

- Pursue companies within other target markets that would complement the community to diversify the tax base and employment options for the citizens of Kyle (electronics and low technology, professional services and corporate headquarters, biomedical and life sciences).
- Continue focus on Business Retention and Expansion efforts with special attention to cultivating personal relationships with existing businesses and key business leaders and employers to ensure a direct line of contact and communication between the City of Kyle and the local business community and to educate them on existing employment and operational programs to the benefit of their company's bottom lines thus facilitating future growth and expansion within the City of Kyle. (In the absence of a dedicated BRE staff position, GSMP assisting with coordinating meetings with non-retail, private major employers).
- Participate in events/opportunities to showcase the City of Kyle to decision makers and site selection consultants.

Population

- Evaluate recently released 2012 Census data and compare/adjust local population projections and growth trends accordingly in order to identify appropriate anticipated growth and demands for the future.
- Work with Catalyst Commercial, retail recruitment consultant to update retail marketing information and flyers for both ISCS ReCon Global tradeshow in May and TX Deal making Conference in November.

City Council and ED&T Committee Support

- Present confidential project activity report to City Council quarterly in executive session.
- Continue to serve as staff liaison to the Economic Development and Tourism Committee preparing and posting meeting agendas, preparing meeting packets, keeping regular communication regarding relevant issues and meetings.
- Create and facilitate understandable and thorough education, resources and training in regards to the Who, What, When, Where and Why's of Economic Development for ED&T Committee and others it may be relevant for.
- Organize ongoing workshop training series for ED&T committee with segments on different subject matter that impact or pertain to economic development and issues/concepts they may need to consider in their role.
- Plan and organize annual ED&T committee retreat to refresh and educate, reevaluate and determine yearly committee goals. (co-facilitate retreat with third party facilitator)

Staff Development

- Training from Regional Offices that have programs/services available for KED to utilize, i.e. State of Texas Site Search, Texas Workforce Development Board online data tools, Texas Workforce Employment Programs, basic sources for business referrals (i.e. business plans, funding/underwriting, procurement) such as the Small Business Development Center, SCORE, Women in Business, etc.
- Staff shall keep up to date on the latest capabilities available through various social media outlets for maximum and effective use and exposure, i.e. Facebook, LinkedIn, Twitter, Tumbler, YouTube, Instagram, Pinterest, etc.
- Staff shall keep up to date on the latest trends in website design and useful tools targeted toward Economic Development use, i.e. customized report builder, searchable available properties database, live RSS feeds and propose redesign/refresh during budget process.
- Staff shall attend Kyle Area Chamber of Commerce training, workshops and informational sessions as appropriate and as budget allows.
- Staff shall utilize web based, regional and national training when possible to keep up to date on the latest trends and tools in economic development as appropriate.
- Staff shall attend continuing education opportunities and relevant training to keep up to date on the latest programs, trends, and issues in economic development or that may impact the business community as time and budget allow.

DIRECTOR OF PUBLIC LIBRARY

Operations

- Library Materials (books, etc.)
 - Enhance e-book program
 - Publicize availability of Gale databases
 - Refine collection development program
 - Refine collection maintenance program
- Circulation
 - Investigate methods to improve circulation
- Computer Use
 - Investigate ways to improve computing experience for patrons
- Programs
 - Explore possibilities for new programs

Personnel

- Staffing
 - Request addition of three library staff members
- Training
 - Identify and arrange for training for library staff

Patrons

- Customer Service
 - Identify areas to improve customer experience and implement when possible
 - Investigate accepting credit and debit cards for payment
- Expectations
 - Perform a gap analysis and narrow gaps as possible

Facility

- Maintenance
 - Coordinate with Facilities to identify ways to save money and implement preventive maintenance
- Growth
 - Be proactive about identifying a site for a future branch on the east side of IH35

HUMAN RESOURCES DEPARTMENT

TRAINING/COMPLIANCE

Publish Annual Calendar for Training City-wide– In-house
 Affordable Care Act- Tracking of Hours/days worked
 Create Human Resources Policies and Procedures Manual
 Update Federal/State Labor law required posters and on-line Employer Notices
 Create Front Desk User Manual

STAFFING/RETENTION

City Attorney, City Engineer, and Municipal Court Judge
 Staffed 100% on FTE
 Succession Planning – Work a City action plan to backfill departmental
 Annual Employee Picnic
 City-Wide HR Communication through HR-News Flash, monthly HR Newsletters,
 monthly employee meetings, and HR bulletin boards.
 Annual Employee Satisfaction Survey
 City Wide Annual Performance Appraisals
 Monthly Employee Meetings- Recognition Event & State of the City

SAFETY & WELLNESS

WorkSteps Integration to establish excellent physical requirements on job descriptions
 for labor intensive positions with Parks department.
 Health Assessment increase participation through awareness to increase number of
 healthy EE and reduce high medical claims.

POLICIES & PROCEDURES

Recommendation on Personnel Policies to be adopted by City Council.

COMPENSATION & BENEFITS

Exempt Compensation Policy
 Proposal for third party to analyze the City of Kyle compensation plan to its entirety.
 HR to conduct in-house salary, benefit, and number of employees per department survey.
 Propose PW on-call pay and/or minimum 2-hr pay for on calls for 2014-2015 Budget.
 Healthcare Reform-preparation for federal mandates.

IMPLEMENTATION

FMLA Tracking System
 HRIS Web-based System
 Tracking of Performance Indicators
 Departmental Retention Schedule

FINANCIAL SERVICES DEPARTMENT

Customer Service

1. Continue focus on customer service improvements for internal and external customers in all functional areas of the department.
2. Continue activities for enhancing team work and employee morale.
3. Provide staff liaison support to the City's following committee and board:
 - a. Strategic Planning & Finance Committee
 - b. Tax Increment Reinvestment Zone No. 1

Department Initiatives

4. Evaluate vendor and system options for City Manager's review and approval to implement an online payment process for the City's Municipal Court.
5. Assist the City's new Municipal Court Judge to evaluate system and funding options for implementing technology improvements in order to improve efficiency in the administration of the City's Municipal Court.
6. Successfully issue approximately \$2.2 million in Tax Notes by June 2014 for the City and defer debt service payments until FY 2015.
7. Update City's 5-year CIP, Equipment, and Personnel Plan for FY 2015 through FY 2019. This plan includes three major strategic planning components; infrastructure, fleet, and staffing for each City department.
8. Develop the City's Fiscal Year 2014-15 Operating and Capital Budgets, property tax rates, utility rates, and other fees and charges for City Manager's review and City Council's approval.
9. Develop, complete, and issue City's Comprehensive Annual Financial Report (CAFR) for Fiscal Year ending September 30, 2013 in compliance with standards for financial reporting.
10. Develop/update policies and obtain City Council's approval for:
 - a. Investment Policy
 - b. Public Improvement District Policy
11. Conduct regular monthly meetings with Human Resources to improve communication and coordination on personnel matters affecting City's payroll system.
12. Establish components feasible with current staffing to support a City Controller function for all accounting and financial reporting responsibilities.
13. Improve transparency by making additional financial information available on the City's website.

BUILDING DEPARTMENT

BUILDING INSPECTION DIVISION

Daily Operations

- Ensure compliance with the adopted 2009 International Building Codes and local amendments and City Ordinances.
- Continue to provide timely and efficient permit review and inspection services and to explore the feasibility of online permitting for basic work project.

Personnel

- Continue to provide responsive, timely and accurate customer service.
- Continue educational program for licensed/certified staff by selecting relevant courses.
- Schedule certification examinations for inspectors that are administered through the International Code Council in San Marcos.
- Educate and train all inspectors and office staff on current and newly adopted applicable building codes and department procedures in weekly meetings.

Communication

- Provide assistance, responses and clarifications on all building, health and life safety code questions.

Department Operations

- Work with the development community through the review and permitting process.
- Continue improvement of the development process from the early planning stages through review, permitting, construction and completion.
- Continue to work with the Kyle Fire Department to implement the new fire fee schedule.
- Provide Floodplain Management and flood information services to the residents of Kyle.

CODE ENFORCEMENT DIVISION

Daily Operations

- Continue to investigate citizen inquiries regarding substandard buildings, unsafe housing, neglected properties and other building related issues.
- To make the City of Kyle a safer and cleaner place to live, through a cooperative effort between the City and its citizens.
- Code Enforcement to continue to work with mortgage lenders on foreclosures and vacant properties.
- Work with the Public Works Department to maintain the City's water conservation and drought contingency plans.

Personnel

- Obtain training and re-certification for Code Enforcement performing complaint investigations and issuing Notices of Violations.
- Continue to maintain adequate customer service relating to Code Enforcement complaints, required inspections, required documents for applications and technical code requirements.
- Continue Building Inspector and Code Enforcement Officer, required yearly training for continued licensing and certification.

Communication

- Educate and assist property owners into taking responsibility for their own property and thus have reduced the number of Notices of Violations.

Department Operations

- Partner with other city departments and agencies to reach our common goals

PLANNING DEPARTMENT

Customer Service

- Complete City of Kyle Development Guide
- Hold community round-table meetings on current development requirements and updates to the Code
- Review development process to ensure the process is working effectively
- Update and maintain Planning webpage to allow for maximum transparency of department and Planning Commission work

Implementation of the Master Plan

- Work with City Engineer on the Transportation Master Plan update
- Work with Finance Department to draft and implement policy for the use of PIDs and MUDs
- Take the Long Range Planning Committee's recommendations for updates to the Planning and Zoning Commission and City Council for review. – *Underway*
 - Updates to the recommended and conditional zoning districts for each future land use designation
- Draft amendments and revisions to City Code
 - Landscape ordinance
 - Road /Traffic impact fee
 - Plum Creek Ordinance
 - Development standards for overlay districts
 - Draft and implement ETJ management plan/comprehensive annexation strategy
 - Mobile food trailers
 - Courtyard homes

Budget

- Prepare annual departmental budget- request funds for P&Z training, web version of GIS to allow for staff and public view , review existing department organization and make recommendations for reclassifications to best utilize staff and assuring the highest quality customer service – *Requests have been included in budget submittal*

Planning and Zoning Commission

- Hold a joint Planning and Zoning Commission and City Council Meeting - *COMPLETED*
- Hold Planning and Zoning Commission Training

INFORMATION TECHNOLOGY DEPARTMENT

1. Increase productivity and customer service.
 - a. Add one full time staff member to the IT Department.
2. Provide 95% server up time for all City Servers.
 - a. Monitor and report server uptime.
3. Provide excellent customer service to the City's external customers the general public.
 - a. Install setup and maintain 2 new public WIFI hot spots.
4. Provide excellent data integrity for our internal customers.
 - a. Improve server backups by implementing a backup strategy that involves a redundant backup location or subscribing to a cloud backup solution. (Dependent on funding)
5. Plan for the future growth.
 - a. Build a clearly defined and documented long range Information Technology Master plan for the city and each department.
6. Plan for future trouble.
 - a. Provide a clearly documented and defined disaster recovery plan. This plan will outline to non technically trained staff how to get the city's computer network, servers, and phones up and running in the event of a catastrophic disaster.
7. Empower City of Kyle staff.
 - a. Provide 10 training sessions to City Staff on various topics. Topics will include things like: email, calendar, PC security practices, and more.
 - b. Provide training to get each IT Department Staff member Information Technology Certification.
8. Support excellent City communication with the public.
 - a. Assist departments in keeping the City website up to date with relevant and current information. Expand the public's ability to reach the city by way of the City website by contacting the various departments directly using forms.
9. Empower citizens through e-commerce for all city programs.
 - a. Research and implement additional avenues for citizens to pay utilities, taxes, court fines, and various other city fees using automated online and or telephone methods.

PARKS AND RECREATION DEPARTMENT

The Parks and Recreation Department management team met to review, discuss and create this fiscal year's Departmental Strategic Values & Goals. Below each goal are the objectives staff established to measure goal's attainability. These goals and objectives include City Council goals for the year that are related to the department. Kyle Parks and Recreation Committee met on October 28, 2013 to review and adopt these goals and objectives.

1. Safety:

To provide a safe environment for staff and community

- a. Provide quarterly presentations and training to all staff
- b. Send at least 2 staff to "off-site" risk management training
- c. Provide incentives to staff for each 45-day period without accident or incident
- d. Conduct monthly playground inspections to identify concerns and plan for replacement of outdated and/or unsafe playscape and park equipment/features.
- e. Conduct monthly maintenance of all public grounds to ensure safe environment for all
- f. Conduct monthly maintenance of all city right-of-ways to provide public safety throughout the community
- g. Conduct quarterly audits and inspections of all public facilities to identify safety concerns and do preventative maintenance.

2. Customer Service and Marketing:

To provide outstanding customer service and promote the programs, events and benefits of parks and recreation.

- a. Cross train all staff with each division at least once a quarter so that customers can be helped promptly and effectively
- b. Update and develop website pages weekly
- c. Update the social networking programs weekly
- d. Produce quarterly newsletters
- e. Recognize at least 1 staff per month for outstanding customer service

3. Staff Development:

To provide an opportunity for staff to continue their education and training.

- a. Allow all staff to attend at least one workshop, conference or continuing education session of their choice pertaining to their current job duties
- b. Review department and staff goals monthly
- c. Conduct weekly staff meetings and promote an open forum for discussion on any issues or problems
- d. Provide a monthly Team Building program

4. Park Development:

To repair, replace and/or maintain parks while continuing the development of new park land.

- a. Establish timeline, budget, and scopes for Capital Improvement Projects for the next 5 years.
- b. Establish timeline to update the Parks & Open Space Master Plan
- c. Complete all proposed Kyle Pool renovations before May 1, 2014

5. Recreation Programs and Special Events:

To provide well-rounded, family friendly programs and special events for the community.

- a. provide one new recreation program for 2014
- b. Provide one new special event for 2014
- c. Increase Senior-Fit Rec Program participation by 10%
- d. Increase attendance at Jubilee by 20%

6. Parks, Grounds and Facilities Maintenance:

To maximize usage of our parks, grounds and facilities by keeping them clean and well-maintained.

- a. Daily, weekly, monthly and quarterly job orders are completed as posted on task-assignment board
- b. Request of Service work-orders to be assigned to a tech within 4 hours of receipt
- c. Request of Service work-orders completed within 4 days of being assigned

DIRECTOR OF PUBLIC WORKS

Note: For FY13-14 budget purposes, no CIP projects, vehicles or equipment were approved for funding.

All five Public Works Departments will make every attempt to adhere to the following:

- Continue promoting customer service as a priority in our citizen relations.
- Work within the confines of our approved budget while attempting to provide the same quality of service that our citizens desire.
- Continue education/training to fulfill or advance State mandated operator licensing requirements.

Administration

- To have each Administration department staff member complete at least one customer service/relations class for the year.

Water

- Continue professional development of all Water Department Staff by attending TCEQ approved water operator courses in an effort to pursue more advanced water license levels.
- Continue leak detection program in order to reduce overall system water/revenue loss.
- Continue fire hydrant maintenance program to ensure that our distribution system fire hydrants are in good operating condition.
- Continue to comply with the State (TCEQ - Texas Commission Environmental Quality) regulated program, in which we are required monthly to flush all dead end water mains. This is done to insure water quality and chlorine levels throughout our system.
- Continue to comply with the State (TCEQ - Texas Commission Environmental Quality) regulated program, in which we are required to pull a specified number of water samples per month. This specified number directly relates to our population size and must be taken from prior authorized TCEQ locations.
- Finish raising and re-grading Well 4 Site to promote better drainage on the lot.
- Continue updating Water Distribution Maps using GPS mapping and excavating, to portray correct locations of water mains, valves, fire hydrants, etc.
- Continue to systematically operate water valves throughout the distribution system in an effort to maximize their lifespan and ensure proper operation when needed.
- To install (7) water meters at Gregg Clarke Park (including for ball park, restrooms and drinking faucets) that were recently identified as being unmetered, helping account for water loss throughout the system.

Water Supply

- Continue to research all possible alternative water sources that may be utilized for future supply (i.e. HCPUA, or any other efficient source).
- Evaluating existing infrastructure in an effort to determine possibilities that may enhance the ability to be able to distribute more of the additional 2.2MGD that we recently received from GBRA.

Wastewater

- Continue video inspection program that will allow an in-depth look into the inner structural stability of our wastewater mains and identify any maintenance related issues. Performing this task will also aid in identifying all sources of inflow and infiltration.
- Continue monthly jetting of over 1,000ft of sewer lines per month to ensure the unrestricted flow of sewage throughout our system. To dislodge and disperse any obstacles (i.e. grease / roots) that may deter the same flow and cause a potential backup.
- Perform visual inspection of at least 40 manholes per month to ensure the structural ability of our manholes and to identify wear and tear or corrosion that leads to inflow and infiltration.
- Continue maintaining remote wastewater easements that allow for access to sewer lines during emergency events.
- Continue to update Wastewater Collection System Maps using GPS and excavating, to portray correct locations of sewer lines, manholes, etc.
- Continue building roof shelters over electrical components at various wastewater lift stations.
- Continue systematic visual inspection of wastewater cleanouts throughout collection system, helping to identify issues (roots/cracks/etc.) and prevent overflows and emergency call-outs.
- Complete 2013 Manhole Rehabilitation Program and begin evaluating other manholes that need similar repair throughout the system.

Streets

- Continue street sweeping of at least 150 miles per month to provide a clean, aesthetically pleasing, safe roadway that is free of trash, dirt, and debris.
- Continue timely repairs of all street/safety signs throughout town, including trimming trees that obstruct views.
- To provide our citizens with the best possible roadways, that are free of obstruction and safe for travel. We intend to accomplish this by the timely repair of all known potholes and street cuts.
- By crack sealing 20 lane miles per year we attempt to prolong the life of our roadways and prevent further deterioration.
- Continue sidewalk repairs, caused by tree roots, throughout Plum Creek Subdivision.
- Re-grade drainage ditch along S. Meyer St, between Blanco St and North St.

- Continue asphalt repairs around wastewater manholes throughout the Post Oak Subdivision.
- Repainting of all School Zone Crosswalks prior to the beginning of each School Year.

ENGINEERING DEPARTMENT

1. Complete contract negotiations with 5 consultants by mid-February and issue Notice to Proceed.
2. Provide Review of Road Bond Projects through the Engineering Design Phase.
3. Monitor progress of the Southside Wastewater Improvements Project design and easement acquisition. Assist when and where appropriate.
4. Monitor progress of the Elliott Branch design and easement acquisition. Assist when and where appropriate.
5. Monitor progress of the Bunton Creek WW Interceptor – Phase 3 Design. Assist when and where appropriate.
6. Monitor progress of Yarrington Rd. Utility relocations. Assist when and where appropriate.
7. Monitor progress on the FM 2770 and RR 150 Bike Lane and Sidewalk Project. Assist as required.
8. Complete TxDOT training on Local Government Project Procedures as required by TxDOT's Advanced Funding Agreement.
9. Fill vacant engineer position and identify office space.
10. Assist with MS4 Plan as needed.
11. Complete Notice of Establishment for the Quiet Zone at Kohler's Crossing.
12. Complete review of plats and construction plans by due dates.
13. Prepare RFQ process for development of a Water Model.
14. Prepare RFQ process for development of a Wastewater Model.
15. Prepare RFQ process for updating the Transportation Master Plan.
16. Assist with completion of several other City Council goals.
 - Improve downtown/streets/create street plan.
 - Build up Street Maintenance Program.
 - Renovate and Repair Water Towers.

CITY ATTORNEY

Short-Term Goals:

1. Respond to pending open records requests. *Various city departments*
2. Negotiate water/wastewater agreement with LaSalle Subdivision MUDs. *Planning*
3. Negotiate and resolve issues between the city and the developer regarding the future development of Bunton Creek Subdivision. *Planning*
4. Provide legal assistance in the drafting of a proposed ordinance regulating minors' use of e-cigarettes. *Parks*
5. Draft several deeds for individuals seeking to donate property to the City of Kyle. *Library, City*
6. Research the need to regulate by ordinance outdoor sales. *Codes*
7. Research retiree medical benefits offered by city. *City Manager; Finance; Human Resources*
8. Legal assistance regarding Amazing Ice Designs development project. *Planning*
9. Review SWAT operating agreement. *Police*
10. Yarrington waterline project. *Engineering; Public Works*
11. Address depot restoration project contractual issues. *City Manager*
12. Open Meetings presentation for benefit of elected officials.
13. Rebel Road ground storage tanks bid documents. *Engineering*
14. Ethics ordinance presentation.
15. Review contracts for upcoming city council agendas. *Various departments*
16. Revise or draft captions for city council agendas.
17. Provide legal assistance regarding upcoming elections. *City Secretary*
18. Serve as point-person in Hurlston lawsuit.
19. Serve as prosecutor for pretrials and trials on a bi-weekly or monthly basis. *Municipal Court*
20. Research feasibility of collection of warrant fees by Kyle Police Department. *Police*

General Goals:

1. Provide timely and accurate legal advice to Mayor, City Council, and city administration, including all city departments.
2. Timely respond to public questions and inquiries regarding city policies, practices, laws, and other matters, in particular on those issues where there is heightened public interest, input, and concerns.
3. Make concerted effort to resolve disputes or adversarial situations in order to minimize or eliminate city liability or potential litigation against the city.
4. For the benefit of elected officials, city employees and the city organization itself, strive to leave a favorable impression of fairness and integrity with citizens, businesses and the general public in their dealings with the city attorney's office.
5. Assist the judge of the municipal court, court employees, and the police department to make the court efficient, fair and a hub of justice for residents and others.
6. Continuing education in the areas of municipal law, including self-study and formal courses and seminars to stay abreast of the legal issues and areas that most impact the city.
7. Be accessible at all times to the Mayor, City Council, and city administration when legal issues or predicaments arise.
8. Keep the Mayor, City Council, and city administration apprised of ongoing legal issues, especially issues which are of high priority or draw public awareness and inquiries.
9. Timely and correctly respond to open records requests.
10. Educate departments, boards and commissions, and elected officials on laws or court decisions that explicitly impact or affect their roles, responsibilities and duties.
11. Draft contracts, ordinances, resolutions and other legal documents that protect the city as an organization from future problems.
12. Review and revise policies and procedures to keep them updated and in accordance with current law.



CITY OF KYLE, TEXAS

Municipal Court Report

Meeting Date: 4/15/2014
Date time: 7:30 PM

Subject/Recommendation: Present an update regarding the Municipal Court's performance and any changes made to the Municipal Court ~ *Andy Cable, Municipal Court Judge*

Other Information:

Budget Information:

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

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CITY OF KYLE, TEXAS

2nd Quarter Financial Performance Report March 31, 2014

Meeting Date: 4/15/2014
Date time: 7:30 PM

Subject/Recommendation: Present City of Kyle's Financial Performance Report (unaudited) for 2nd quarter ending March 31, 2014. ~ *Perwez A. Moheet, CPA, Director of Finance*

Other Information: We are pleased to provide for your review and information the City of Kyle's Financial Performance Report for 2nd quarter ending March 31, 2014. In compliance with Article VIII, Section 8.02(c), the purpose of the quarterly Financial Performance Report is to present the City's financial status in order to keep the City Council, City management, and the citizens of Kyle fully informed.

In addition to financial information for other City Funds, this report provides detailed financial information including comparative analysis of budget versus actual for major revenue and expenditure categories as well as individual revenue and expenditure line items for the City's following two primary Operating Funds:

1. General Fund (110)
2. Utility Operating Fund (310)

In an effort to further enhance transparency in the City's quarterly Financial Performance Reports, we have added a section pertaining to the status of each City department's approved budget. This section provides a summary budget status of all fourteen (14) City departments.

This Financial Performance Report for 2nd quarter ending March 31, 2014 includes summary reports on the status of all other Funds of the City. We have provided thirty seven (37) additional summary reports covering operations, capital improvements program, debt obligations, and investments as attachments for this reporting period.

A Fund is defined as a separate fiscal and accounting entity with a self-balancing set of accounts established to account for specific program activities including revenue and associated expenditures. For example, General Fund, Utility Operating Fund, Train Depot Donation Fund, Water Impact Fee Fund, Police Forfeiture Fund, 2010 Bond Fund, etc.

The Financial Performance Report for 2nd quarter ending March 31,

C O M M O N

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2014 includes the following detailed reports as attachments:

1. All Fund Summary: Citywide
2. Detailed Fund Summary: General Fund (110)
3. Detailed Fund Summary: Utility Operating Fund (310)
4. Detailed Fund Summary: Emergency Reserve Fund (112)
5. Detailed Fund Summary: Road Improvement Fund (115)
6. Detailed Fund Summary: Transportation Fund (127)
7. Detailed Fund Summary: Police Forfeiture Fund (131)
8. Detailed Fund Summary: Police Special Revenue Fund (132)
9. Detailed Fund Summary: Court Special Revenue Fund (133)
10. Detailed Fund Summary: Hotel Occupancy Fund (135)
11. Detailed Fund Summary: Economic Development Fund (136)
12. Detailed Fund Summary: Library Building Fund (138)
13. Detailed Fund Summary: Debt Service Fund (151)
14. Detailed Fund Summary: SIB/TIF Loan I&S Fund (152)
15. Detailed Fund Summary: Park Development Fund (172)
16. Detailed Fund Summary: Grant Fund (410)
17. Detailed Fund Summary: Reuse Feasibility Fund (411)
18. Detailed Fund Summary: Train Depot Donation Fund (412)
19. Detailed Fund Summary: Mental Health Services Grant Fund (413)
20. Detailed Fund Summary: Victims Coordinator Services Grant Fund (414)
21. Detailed Fund Summary: Public Education & Government Fund (450)
22. Detailed Fund Summary: Structural Demolition Fund (610)
23. Detailed Fund Summary: Other Post Employment Benefit (810)
24. Detailed Fund Summary: General Gov't Fixed Assets (910)
25. Detailed Fund Summary: Pooled Cash Fund (999)
26. Capital Projects Report: 2007 CO Bond Fund (182)
27. Capital Projects Report: 2008 CO Bond Fund (184)
28. Capital Projects Report: 2009 Tax Notes Fund (185)
29. Capital Projects Report: 2010 CO Bond Fund (187)
30. Capital Projects Report: Water CIP Operating Revenue Fund (331)
31. Capital Projects Report: Sewer CIP Operating Revenue Fund (341)
32. Capital Projects Report: Water CIP Impact Fee Fund (332)
33. Capital Projects Report: Sewer CIP Impact Fee Fund (342)
34. Schedule of Fund Balance for All Active Funds of the City
35. Schedule of Debt Outstanding (Principal & Interest)
36. Schedule of Investment Market Values and Earnings
37. Schedule of Investments by Type and Earnings

Budget Information:

Due to the voluminous size of the report, a complete copy of the City of Kyle's Financial Performance Report (unaudited) for 2nd quarter ending March 31, 2014 will be posted and available on the City's web page at:

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

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 [Financial Performance Report - 2nd Qtr. 3-31-2014](#)
