



Janeshia A. Grider, Mayor

Christopher Garza
Sylvia Apodaca
Joe Molina

Maria Lozano
Mike Martin
Sally J. Hitt

**CITY COUNCIL AGENDA
REGULAR MEETING
THURSDAY, APRIL 25, 2024 - 7:00 P.M.
CITY HALL COUNCIL CHAMBER
112 BAUMAN, KIRBY, TX 78219**

This notice is posted pursuant to the Texas Open Meetings Act. The location where a quorum of the governmental body will be physically present is Kirby City Hall, City Council Chambers at 112 Bauman Street, Kirby, Texas 78219, and it is the intent to have a quorum present at that location and for the member of the governmental body presiding over the meeting to be physically present at that location. A member of the public who wishes to speak may do so by signing the participation sheet prior to the meeting being called to order.

Topic: Regular City Council Meeting

Date and Time: April 25, 2024 at 7:00 P.M. (Central Time)

1. **Call Meeting to Order**
2. **Invocation and Pledge of Allegiance to the Flag**
3. **Mission Statement**

“The City of Kirby is dedicated to delivering excellent municipal services to our community in a fiscally responsible manner.”

4. **Roll Call**

5. **Citizen Participation**

6. **Consideration Of And Action On Minutes**

- a. Regular Minutes – March 28, 2024
- b. Regular Minutes – April 11, 2024

7. **Updates and Reports**

- a. Discussion and Update: Finance Department- Water Utility Update
- b. Discussion And Update: Municipal Court
- c. Discussion and Update: Ackerman Rd Construction

8. **Presentation**

- a. Proclamation For The 2024 National EMS Week “Honoring Our Past, Forging Our Future.”
- b. Beautification and Recycle Committee Fiesta Decorating Contest Winner
- c. Beautification And Recycle Committee “Yard Of The Quarter”

9. **Discussion and Possible Action**

- a. Discussion and Possible Action To On Appointment of Interim City Manager
- b. Discussion and Possible Action To Consider New Application For Beautification and Recycle Committee
- c. Discussion And Possible Action On Bain Medina Bain Engineer Firm To Request Bids For Foxcross Road Project
- d. Discussion And Possible Action on Bain Medina Bain Engineer Firm to Request Bids for Vinecrest Sewer Project
- e. Discussion And Possible Action to Consider Repair On Ground Storage Tank For The Water Level Indicator System On Well 3

- f. Discussion And Possible Action On Increasing Starting Pay For Paramedics In The Fire Department, To Be Able To Offer For Competitive Salaries For Higher Trained Personnel
- g. Discussion And Possible Action On Senior Center Legal Opinion For Local Government Code 171
- h. Discussion And Possible Action On The Interim City Manager Appointing An Acting City Manager Within 60 Days In Accordance With The City Charter

10. **Closed Session:** Pursuant to Texas Government Code Section 551.074 (Personnel Matters) and 551.071(1) (Consultation with City Attorney): the City of Kirby Council will convene in executive session on the following items:

- a. Discussion and Update On Pending Legal Cases And Investigations.
- b. Council Will Conduct Interviews For City Manager
- c. To Discuss Agreement Terms With Texas First Group LLC, Regarding Providing Interim City Manager Services For the City of Kirby

11. **City Manager Announcements**

- a. Announcements on City Events and Items of Community Interest.

12. **Request And Announcements**

- a. Requests By Mayor and Council Members for Items to Be Placed on Future City Council Agendas and Announcements on City Events/Community Interest.

13. **Adjournment**

Katelyn Ueckert
Interim City Secretary

The City Council reserves the right to adjourn into executive session at any time to discuss any of the matters listed on this agenda if authorized by Texas Government Code Section 551.071, Consultation with Attorney, Texas Government Code Section 551.072, Deliberations about Real Property, Texas Government Code Section 551.074, Personnel Matters, and Texas Government Code Section 551.076, Security Devices or Security Audits.

This meeting is wheelchair parking accessible at the main entrance located at 112 Bauman. Auxiliary services are available upon request (interpreters for the deaf must be requested twenty-four (24) hours prior to the meeting) by calling 210/661-3198 or Relay Texas 800/735-2989 (hearing/speech impaired assistance).

DATE OF POSTING: APRIL 22, 2024

TIME OF POSTING: 6:00 P.M.

<input checked="" type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSIDERATION OF MINUTES
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**CITY OF KIRBY
CITY COUNCIL MEETING
A G E N D A I T E M S U M M A R Y**

DATE: April 25, 2024

AGENDA ITEM: 6.

- a. Regular Minutes – March 28, 2024
- b. Regular Minutes – April 11, 2024



Janeshia A. Grider, Mayor

Christopher Garza
Sylvia Apodaca
Joe Molina

Maria Lozano
Mike Martin
Sally J. Hitt

**CITY COUNCIL MINUTES
REGULAR MEETING
THURSDAY, APRIL 11, 2024 - 7:00 P.M.
CITY HALL COUNCIL CHAMBER
112 BAUMAN, KIRBY, TX 78219**

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Topic: Regular City Council Meeting

Date and Time: April 11, 2024 at 7:00 P.M. (Central Time)

1. Call Meeting to Order

Mayor Grider called the meeting to order at 7:05 P.M.

2. Invocation and Pledge of Allegiance to the Flag

Mr. Rish Led with the Invocation and Pledge of Allegiance

3. Mission Statement

“The City of Kirby is dedicated to delivering excellent municipal services to our community in a fiscally responsible manner.”

4. Roll Call

PRESENT

ABSENT:

Mayor Pro-Tem Apodaca
Council Member Garza
Council Member Hitt
Council Member Martin
Council Member Molina
Council Member Lozano
Mayor Grider

5. Citizen Participation

David Barboza- Announced running for council

Susan Street- Discussed Previous city manager and City fill-ins and Vacancies discussed accountability

Roger Romans- Discussed previous city manager and previous interims discussed charter and ordinances discussed working environment for staff

Mathew Rankin- Discussed police department and chief discussed providing records

Nancy Peña- Discussed Denton Navaro and dispute on Landis Dr.

Amanda Bird- Discussed Rights

BJ Voigt- Discussed previous City Managers and Back ground checks discussed streets discussed brush and bulk

6. Consent Agenda Items

"The Consent Agenda is considered routine matters and can be enacted by the Council with one motion. There will be no separate discussion of these items unless they are removed from the Consent Agenda upon the request of the Mayor or a Councilmember."

a. Regular Minutes – March 14, 2024

b. Regular Minutes – March 28, 2024
To be brought back to next meeting

7. Presentation

8. Interim City Manager Reports

a. Discussion and Update: Fire Department
Chief Hilburn gave report

b. Discussion and Update: Finance Department- Water Utility Update
ICM Bobby Martinez gave report

c. Discussion and Update: Police Department

Chief Cardona gave report

d. Discussion and Update: Public Works

Interim Public work Director Armondo Marquez gave report

9. Action Items

- a. Discussion and Possible Action to Authorize the City Manager to enter into a contract with Bexar County Elections Administrator for Election Services, (Katelyn Ueckert, Interim City Secretary.)

Council Member Martin made a motion seconded by Council Member Garza to enter into a contract with Bexar County Elections Administrator for Election Services

AYE:

NAY:

Mayor Pro-Tem Apodaca
Council Member Garza
Council Member Hitt
Council Member Martin
Council Member Molina
Council Member Lozano
Mayor Grider

Motion passed 7-0 vote

- b. Discussion and Possible Action regarding a Resolution Authorizing the City Manager to submit an application for funding form the Bexar County Community Block Grant Program Year 2024 Allocation of Bexar County's CDBG Program. (Councilmembers Hitt, Molina, City Manager Martinez)

Motion made by Council Member Garza seconded by Council member Molina to approve a Resolution Authorizing the City Manager to submit an application for funding form the Bexar County Community Block Grant Program Year 2024 Allocation of Bexar County's CDBG Program

AYE:

NAY:

Mayor Pro-Tem Apodaca
Council Member Garza
Council Member Hitt
Council Member Martin
Council Member Molina
Council Member Lozano
Mayor Grider

Motion passed 7-0 vote

- c. Discussion and Possible Action Authorizing the City Manager and Interim Finance Director as Signature Authority for the city of Kirby for the Bexar County Community Block Grant Program Year 2024 Allocation of Bexar County's CDBG Program. (City Manager, Interim Finance Director)

Motion made by Council Member Garza seconded by Mayor Pro-Tem Apodaca to Authorize the City Manager and Interim Finance Director as Signature Authority for the city of Kirby for the Bexar County Community Block Grant Program Year 2024 Allocation of Bexar County's CDBG Program.

AYE:

NAY:

Mayor Pro-Tem Apodaca

Council Member Garza

Council Member Hitt

Council Member Martin

Council Member Molina

Council Member Lozano

Mayor Grider

Motion passed 7-0 vote

- d. Discussion and Possible Action on Change Order #5 seeking compensation by the Ackerman Road Street project contractor Austin Bridge and Road, for the extra 61 unforeseen mailboxes needed to replace all the residents' mailboxes in the amount of \$32,025.00 (Interim Public Works Director).

Tabled to a future meeting

- e. Discussion and Possible Action on Change Order #8 seeking compensation by the Ackerman Road Street project contractor Austin Bridge and Road, related to the adjustment of an existing 12' water main over a proposed 30' RCP as well as the cost for 2 days partial closure and 2 days of off duty police officers to manage traffic at Binz-Engleman in the amount of \$38, 251.00 (Bain Medina Bain, Interim Public Works Director)

Tabled to a future meeting

- f. Discussion and Possible Action on Change Order #9 which seeks compensation by the Ackerman Road Street project contractor Austin Road and Bridge, for aligning of an existing PVC water line around junction boxes on NB Ackerman Rd. starting at junction box A-3 in the amount of \$25,942.00 (Bain Medina Bain, Interim Public Works Director).

Tabled to a future meeting

- g. Discussion and Possible Action authorizing the Interim City Manager to issue Request for Qualifications (RFQ) for City Attorney. (Councilmembers Garza and Martin)

Motion made by Council Member Martin seconded by Council Member Garza to authorizing the Interim City Manager to issue Request for Qualifications (RFQ) for City Attorney.

AYE:

Council Member Garza
Council Member Martin
Mayor Grider

NAY:

Mayor Pro-Tem Apodaca
Council Member Hitt
Council Member Molina
Council Member Lozano

Motion did not pass 3-4 vote

- h. Discussion And Possible Action on adopting an Ordinance Amending Code of Ordinances Title III, Administration, Article I, Sections 30.04, 30.07 and 30.10, Agenda, Meetings Regarding Decorum and Debate, Citizen Participation, and Section 30.11 related to Carrying of Firearms on City Owned Premises. (Mayor Grider & Mayor Pro-Tem Apodaca, Police chief Cardona)

To be brought back next meeting

- i. Discussion and Possible Action on the Mayor and Councils disregard and or violation for the Charter and its rules of policy and procedure. (Councilmembers Garza and Martin)

Council Discussed Agenda Item 9i

- j. Discussion and Possible Action to Authorize the City Manager to enter into a agreement with Starlight Fireworks in the amount of \$12,000 for fireworks at Friendship park on July 4, 2024

Motion made by Council Member Garza seconded by Mayor Pro-Tem Apodaca to Authorize the City Manager to enter into a agreement with Starlight Fireworks in the amount of \$12,000 for fireworks at Friendship park

AYE:

Mayor Pro-Tem Apodaca
Council Member Garza
Council Member Hitt
Council Member Martin
Council Member Molina
Council Member Lozano
Mayor Grider

NAY:

Motion passed 7-0 vote

- k. Discussion and Possible Action to replace the Council Chamber Audio Equipment, (Mayor Grider)

Council discussed and had a consensus on considering quotes for a mobile audio podium

- l. Discussion and Action on Open Records Request policy and procedure. (Mayor Grider)

Council discussed agenda item 9l

- m. Discussion and Possible Action on staff overpayments and adjustments. (Mayor Grider)

Council Tabled item to next meeting

- n. Discussion and Update on pending legal cases and investigations. (Mayor Grider)

Council Tabled item to next meeting

- o. Discussion and Possible Action regarding Pool Opening Day event 25 May and Back to School Party or Event 10 Aug. (Mayor Grider)

Motion made by Council Member Garza seconded by Mayor Pro-Tem Apodaca to Approve Pool Opening Day event 25 May and Back to School Party or Event 10 Aug

AYE:

NAY:

ABSENT FOR VOTE:

Mayor Pro-Tem Apodaca

Council Member Martin

Council Member Garza

Council Member Hitt

Council Member Molina

Council Member Lozano

Mayor Grider

Motion passed 6-1 vote

- p. Discussion and Possible Action regarding bi-weekly two or three Councilmembers information session with the City Manager (Mayor Grider).

Motion made by Council Member Garza seconded by Mayor Pro-Tem Apodaca to Approve a bi-weekly two Councilmembers information session with the City Manager

AYE:

NAY:

Mayor Pro-Tem Apodaca

Council Member Martin

Council Member Garza

Council Member Hitt

Council Member Molina

Council Member Lozano

Mayor Grider

Motion passed 6-1 vote

Closed Session: Pursuant to Texas Government Code Section 551.074 (Personnel Matters) and 551.071(1) (Consultation with City Attorney): the city of Kirby City Council will convene in executive session on the following items:

Council Convened to closed session at 11:12 P.M.
the regular session opened back at 12:44 P.M.

- a. Discussion and Possible Action regarding the City Manager Employment Agreement. (City Council)
- b. Discussion and Possible Action on the Interim City Manager appointing an Acting City Manager within 60 days in accordance with the City Charter. (Mayor Grider)

11. City Manager Announcements

Interim City Manager Bobby Martinez gave updates on Brush and Bulk and Fiesta Decorating contest by Beautification and Recycle

12. Request And Announcements

Mayor Pro-Tem Apodaca- Thanked everyone for attending the meeting and announced fiesta fundraiser for senior center

Council Member Garza- Requested lawfim opinion on the Chapter 1 section one on senior center announced meet and greet for candidates for council and thanked public works

Council Member Hitt- Thanked everyone for attending the meeting

Council Member Martin- Thanked everyone for attending the meeting and City Workers

Council Member Molina- Requested an Ackerman Rd Construction update and update on Von Braun, Thanked everyone for attending the meeting

Council Member Lozano- Thanked everyone for attending the meeting and announced river city produce event and diaper drive

Mayor Grider- announced diaper drive tomorrow and the 26th of April _

13. Adjournment

Meeting Adjourned at 12:55 P.M.

Katelyn Ueckert,
Interim City Secretary

Janeshia Grider,
Mayor

The City Council reserves the right to adjourn into executive session at any time to discuss any of the matters listed on this agenda if authorized by Texas Government Code Section 551.071, Consultation with Attorney, Texas Government Code Section 551.072, Deliberations about Real Property, Texas Government Code Section 551.074, Personnel Matters, and Texas Government Code Section 551.076, Security Devices or Security Audits.

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DATE OF POSTING: APRIL 8, 2024

TIME OF POSTING: 6:00 P.M.



Janeshia A. Grider, Mayor

Christopher Garza
Sylvia Apodaca
Joe Molina

Maria Lozano
Mike Martin
Sally J. Hitt

**CITY COUNCIL MINUTES
REGULAR MEETING
THURSDAY, MARCH 28, 2024 - 7:00 P.M.
CITY HALL COUNCIL CHAMBER
112 BAUMAN, KIRBY, TX 78219**

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Topic: Regular City Council Meeting

Date and Time: March 28, 2024 at 7:00 P.M. (Central Time)

1. Call Meeting to Order

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

2. Invocation and Pledge of Allegiance to the Flag

Mayor Grider led with Invocation and Pledge of Allegiance

3. Mission Statement

“The City of Kirby is dedicated to delivering excellent municipal services to our community in a fiscally responsible manner.”

4. Roll Call

Present

Council Member Garza
Council Member Hitt
Council Member Martin
Council Member Molina (Arrived at 8:38 P.M.)
Council Member Lozano
Mayor Pro-Tem Apodaca
Mayor Grider

Absent

5. **Citizen Participation**

Susan Street- discussed senior center, discussed city budget and fitness instructor cost
Emma Lumbreros- discussed zoning concerns
Nancy Peña- discussed Jack miller and Patric white and search and arrest warrant
Roger Romans- discussed senior center and March 18th senior center meeting discussed who would be responsible for senior center debt
Debra Coburn- discussed zoning concerns
BJ Voigt- discussed Dr. Rowland severance discussed website discussed neighbor's property responsibilities

6. **Consideration Of and Action on Minutes**

a. **Regular Minutes – March 14, 2024**

Council Discussed agenda item 6a to come back next meeting after reviewing 9i

7. **Interim City Manager Reports**

a. **Discussion and Update: Fire Department**

Council discussed with Chief Hilburn

b. **Discussion and Update: Finance Department- Water Utility Update**

Council Discussed with City Manager Martinez

c. **Discussion and Update: Police Department Report**

Council discussed with Chief Cardona

d. **Discussion and Update: Public Works**

Council discussed 7d

8. Action Items

- a. Discussion and Possible Action on Change Order #5 seeking compensation by the Ackerman Road Street project contractor Austin Bridge and Road, for the extra 61 unforeseen mailboxes needed to replace all the residents' mailboxes in the amount of \$32,025.00 (Interim Public Works Director)

Council discussed 8a with Mr. Bain and Mr. Striker with Austin Bridge and Road
Council discussed bringing back for additional price estimates

- b. Discussion and Possible Action on Change Order# 6 seeking compensation by the Ackerman Road Street project contractor Austin Bridge and Bridge, for the additional expenses incurred for off-duty police officers to control traffic in and around the Ackerman Street project in the amount of \$38,943.00 (Interim Public Works Director)

Council discussed 8b with Mr. Bain and Mr. Striker with Austin Bridge and Road
Council came to consensus to not approve 8b

- c. Discussion and Possible Action on Change Order #8 seeking compensation by the Ackerman Road Street project contractor Austin Bridge and Road, related to the adjustment of an existing 12' water main over a proposed 30' RCP as well as the cost for 2 days partial closure and 2 days of off duty police officers to manage traffic at Binz-Engleman in the amount of \$38, 251.00 (Interim Public Works Director)

Council tabled agenda item 8c

- d. Discussion and Possible Action on Change Order #9 seeks compensation by the Ackerman Road Street project contractor Austin Road and Bridge, for skewing of an existing PVC water line around junction boxes on NB Ackerman Rd. starting at junction box A-3 in the amount of \$25,942.00 (Interim Public Works Director)

Council tabled agenda item 8d

- e. Public Hearing, Discussion and Possible Action directing the Interim City Manager to proceed with legal guidance to dissolve the non-profit Kirby Senior Center and Board and discussion and action on the creation of a city department to be assigned under the City of Kirby City Manager for FY25. (City Attorney)

Council discussed agenda item 8e

Mayor Pro-Tem Apodaca made a motion seconded by Council Member Martin to dissolve the Senior Center Cooperation in fiscal year 2024

AYE:

Mayor Pro-Tem Apodaca
Council Member Hitt
Council Member Molina
Mayor Grider

NAY:

Council Member Garza
Council Member Martin
Council Member Lozano

Motion passed with a 4-3 vote

- f. Discussion and Possible Action related to amendment to City Ordinance Title. III. Administration, Chapter 30, City Council, Article I-Meetings, Section 30.04(B) related to submission of agenda items electronically to the City Manager by the Friday at 12 noon preceding the City Council meeting (Interim City Manager)

Council discussed 8f with City Manager Martinez

Motion made by Council member Lozano seconded by Council Member Garza to amendment City Ordinance Title. III. Administration, Chapter 30, City Council, Article I-Meetings, Section 30.04(B) related to submission of agenda items electronically to the City Manager by the Friday at 12 noon preceding the City Council meeting

AYE:

Mayor Pro-Tem Apodaca
Council Member Garza
Council Member Martin
Council Member Molina
Council Member Lozano
Mayor Grider

NAY:

Council Member Hitt

Motion passed with a 6-1 vote

- g. Discussion and Possible Action on the Interim City Manager appointing an Acting City Manager within 60 days in accordance with the City Charter. (Mayor Grider)

Council tabled agenda item 8g

- h. Discussion and Possible Action authorizing the Interim City Manager to issue Request for Qualifications (RFQ) for City Attorney. (Councilmembers Garza and Martin)

Motion made by Council Member Garza seconded by Council Member Molina to table agenda item 8h

AYE:

Mayor Pro-Tem Apodaca
Council Member Garza
Council Member Hitt
Council Member Martin
Council Member Molina
Council Member Lozano
Mayor Grider

NAY:

Motion passed with a 7-0 vote

- i. Discussion and Possible Action to authorize the Interim City Manager to enter into a contract with Bain Medina Bain, in the approximate amount of \$39,000 for an updated evaluation of pavement management road services – evaluation of city streets. (Councilmember Molina)

Council discussed agenda item 8i with Mr. Bain

Motion made by Council Member Milona seconded by Mayor Pro-Tem Apodaca to authorize the Interim City Manager to enter into a contract with Bain Medina Bain, in the approximate amount of \$39,000 for an updated evaluation of pavement management road services – evaluation of city streets

AYE:

Mayor Pro-Tem Apodaca
Council Member Hitt
Council Member Molina
Council Member Lozano

NAY:

Council Member Garza
Council Member Martin
Mayor Grider

Motion passed with a 4-3 vote

- j. Discussion And Possible Action on adopting an Ordinance Amending Code of Ordinances Title III, Administration, Article I, Sections 30.04, 30.07 and 30.10, Agenda, Meetings Regarding Decorum and Debate, Citizen Participation, and Section 30.11 related to Carrying of Firearms on City Owned Premises. (Mayor Grider & Mayor Pro-Tem Apodaca, Police chief Cardona)

Council discussed agenda item 8j

Council discussed bringing 8j back to next meeting

- k. Discussion and Possible Action on the Kirby Senior Center Management Services Agreement with the City – Resolution R-2023-759. (Councilmembers Garza and Martin)

Council discussed agenda item K

Called for the question

Motion made by Mayor Pro-Tem Apodaca seconded by Council Member Hitt to stop discussion

AYE:

Mayor Pro-Tem Apodaca
Council Member Hitt
Council Member Molina
Mayor Grider

NAY:

Council Member Garza
Council Member Martin
Council Member Lozano

Motion passed with a 4-3 vote

- l. Discussion and Possible Action on the Removal of City Council Members from the Kirby Senior Center Board. (Councilmembers Garza and Martin)

Council discussed agenda item 8l

- m. Discussion and Possible Action on the Mayor and Councils disregard and or violation for the Charter and its rules of policy and procedure. (Councilmembers Garza and Martin)

Motion made by Council Member Garza seconded by Council Member Lozano to table agenda item 8m

AYE:

Mayor Pro-Tem Apodaca
Council Member Garza
Council Member Hitt
Council Member Martin
Council Member Molina
Council Member Lozano
Mayor Grider

NAY:

Motion passed with a 7-0 vote

- n. Discussion and Possible Action on the police policies in regards to equal access to city services. (Councilmembers Garza and Martin)

Motion made by Council Member Garza seconded by Council Member Lozano to table agenda item 8n

AYE:

Mayor Pro-Tem Apodaca
Council Member Garza
Council Member Hitt
Council Member Martin
Council Member Molina
Council Member Lozano
Mayor Grider

NAY:

Motion passed with a 7-0 vote

- o. Discussion and Possible Action to Direct the Interim City Manager to enter into an agreement with a law enforcement auditor to conduct an audit of the policy and procedures and departmental operations of the Kirby Police Department. (Mayor Grider)

Motion made by Council Member Martin seconded by Council Member Garza to enter into an agreement with a law enforcement auditor to conduct an audit of the policy and procedures and departmental operations of the Kirby Police Department

AYE:

Council Member Garza
Council Member Martin
Mayor Grider

NAY:

Council Member Hitt
Council Member Molina
Council Member Lozano
Mayor Pro-Tem Apodaca

Motion did not passed with a 3-4 vote

Motion made by Council Member Molina seconded by Council Member Hitt to look at other cities to review Texas Best Practice

AYE:

Council Member Hitt
Council Member Molina
Mayor Grider

NAY:

Council Member Garza
Council Member Martin
Council Member Lozano
Mayor Pro-Tem Apodaca

Motion did not pass with a 3-4 vote

- p. Discussion and possible action on direction to the Interim City Manager to post for a Municipal Court Clerk with a salary of up to \$20/hour to attract and retain qualified candidate (Mayor Grider)

Motion made by Council Member Lozano seconded by Council Member Garza to post for a Municipal Court Clerk with a salary of up to \$20/hour to attract and retain qualified candidate

AYE:

Mayor Pro-Tem Apodaca
Council Member Garza
Council Member Hitt
Council Member Martin
Council Member Molina
Council Member Lozano
Mayor Grider

NAY:

Motion passed with a 7-0 vote

- q. Discussion and Possible Action regarding an upcoming Community Resource Event for the City in May 2024 (Mayor Grider)

Motion made by Council member Garza seconded by Mayor Pro-Tem Apodaca to have a Community Resource Event for the City in May 2024

AYE:

Mayor Pro-Tem Apodaca
Council Member Garza
Council Member Hitt
Council Member Martin
Council Member Molina
Council Member Lozano
Mayor Grider

NAY:

Motion passed with a 7-0 vote

9. **Closed Session:** Pursuant to Texas Government Code Section 551.074 (Personnel Matters) and 551.071(1) (Consultation with City Attorney): the city of Kirby City Council will convene in executive session on the following items:
- a. Discussion and Possible Action on hiring a permanent City Manager (Councilmembers Garza, Martin)
10. **Open Session:** The City Council will reconvene into Regular Session upon conclusion of the Closed Session and may recall any item posted for Closed Session for action, as necessary.

a. Discussion and Possible Action on hiring a permanent City Manager
(Councilmembers Garza, Martin)

Motion made by Mayor Pro-Tem Apodaca seconded by Council Member Hitt to hire Bobby Martinez as City Manager

AYE:

Mayor Pro-Tem Apodaca
Council Member Garza
Council Member Hitt
Council Member Martin
Council Member Molina
Council Member Lozano

NAY:

Mayor Grider

Motion passed with a 6-1 vote

11. City Manager Announcements

City Manager Martinez announced updates on stop signs, brush and bulk event and utility covers

12. Request And Announcements

Council Member Lozano thanked everyone who attended

Council Member Garza requested to see budget and budget amendments and requested a cost on incode ERP pro 10

Council Member Molina thanked everyone who attended

Mayor Pro-Tem thanked everyone who attended and wished everyone a happy easter

Council Member Hitt thanked everyone who attended

Council Member Martin thanked everyone and welcomed Mr. Martinez

Mayor Grider thanked everyone discussed friendship park event and brush and bulk

13. Adjournment

Meeting Adjourned at 2:30 A.M.

Katelyn Ueckert
Interim City Secretary

The City Council reserves the right to adjourn into executive session at any time to discuss any of the matters listed on this agenda if authorized by Texas Government Code Section 551.071, Consultation with Attorney, Texas Government Code Section 551.072, Deliberations about Real Property, Texas Government Code Section 551.074, Personnel Matters, and Texas Government Code Section 551.076, Security Devices or Security Audits.

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DATE OF POSTING: March 25, 2024

TIME OF POSTING: 6:00 P.M.

<input checked="" type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSIDERATION OF MINUTES
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**CITY OF KIRBY
CITY COUNCIL MEETING
A G E N D A I T E M S U M M A R Y**

DATE: April 25, 2024

AGENDA ITEM: 7.

- a. Discussion and Update: Finance Department- Water Utility Update
- b. Discussion And Update: Municipal Court
- c. Discussion and Update: Ackerman Rd Construction

<input checked="" type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSIDERATION OF MINUTES
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**CITY OF KIRBY
CITY COUNCIL MEETING
A G E N D A I T E M S U M M A R Y**

DATE: April 25, 2024

AGENDA ITEM: 8.

- a. Proclamation For The 2024 National EMS Week "Honoring Our Past, Forging Our Future."
- b. Beautification and Recycle Committee Fiesta Decorating Contest Winner
- c. Beautification And Recycle Committee "Yard Of The Quarter"



City of Kirby

112 Bauman St Kirby, Tx 78219

Agenda Item Submission Form

Please submit this form to the City Secretary at City Hall by 5:00 p.m. on the WEDNESDAY the week before the regular meeting. Items submitted after that time will be held over until the next council meeting, unless the item is of such importance that the Mayor elects to place it on an earlier agenda or calls a special meeting. If you have written notes Supporting documents or other material, please submit this to the City Secretary's office the Wednesday the week before the council meeting as well to be reviewed. All information listed below must be filled in.

Date: 16 April 2024

Name: William Hilburn

Detail of item as it will appear on the agenda: (discussion and possible action)

Presentation: Proclamation for the 2024 National EMS Week "Honoring Our Past,

Forging Our Future."

Intent and objective of item to be discussed:

Present Kirby Fire Department with Proclamation for the 50th Anniversary of EMS Week

Proclamation

WHEREAS, the City of Kirby is committed to ensuring the safety and security of all those living in and visiting our city; and

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, emergency medical services has grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow-up care, and access to telemedicine; and

WHEREAS, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, along with firefighters; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating the Emergency Medical Services Week; now

THEREFORE, I Janeshia Grider, Mayor of Kirby Texas in recognition of this event do hereby proclaim the week of May 19 - 25, 2024, as EMERGENCY MEDICAL SERVICES WEEK

The 50th Anniversary of EMS Week theme is EMS WEEK: Honoring Our Past. Forging Our Future.

IN WITNESS WHEREOF, I have set my hand and caused the seal of the City of Kirby to be affixed this the (XXth) day of (Month), 2024

Janeshia Grider

<input checked="" type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSIDERATION OF MINUTES
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**CITY OF KIRBY
CITY COUNCIL MEETING
A G E N D A I T E M S U M M A R Y**

DATE: April 25, 2024

AGENDA ITEM: 9 a.

Discussion and Possible Action To On Appointment of Interim City Manager

<input checked="" type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSIDERATION OF MINUTES
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**CITY OF KIRBY
CITY COUNCIL MEETING
A G E N D A I T E M S U M M A R Y**

DATE: April 25, 2024

AGENDA ITEM: 9 b.

Discussion and Possible Action To Consider New Application For Beautification and Recycle Committee

<input checked="" type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSIDERATION OF MINUTES
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**CITY OF KIRBY
CITY COUNCIL MEETING
A G E N D A I T E M S U M M A R Y**

DATE: April 25, 2024

AGENDA ITEM: 9 c.

Discussion And Possible Action On Bain Medina Bain Engineer Firm To Request Bids For
Foxcross Road Project

**BAIN MEDINA BAIN INC.
TABULATION OF EXPECTED CONSTRUCTION COSTS**

Project: **FOXCROSS STREET & SEWER REHABILITATION**

DATE: DATE: February 19, 2024

Phase: Construction Documents (70%)

BMB Job No. C-1594.05

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	EXTENSION
SANITARY SEWER					
100.1	Mobilization	LS	1	\$ 11%	\$ 24,072.53
100.2	Insurance & Bond	LS	1	\$ 3%	\$ 6,565.24
101.1	Preparing Right-Of-Way	LS	1	\$ 4%	\$ 8,753.65
530	Barricades, Signs, and Traffic Handling (CoSA Spec)	LS	1	\$ 10,000.00	\$ 10,000.00
550	Trench Excavation Protection	LF	1,472	\$ 1.00	\$ 1,472.00
848	8" PVC Gravity Sanitary Sewer Pipe (SDR 26-2241, 160 psi) (0'-6' Cut)	LF	1,050	\$ 85.00	\$ 89,244.05
848	8" PVC Gravity Sanitary Sewer Pipe (SDR 26-2241, 160 psi) (6'-10' Cut)	LF	297	\$ 95.00	\$ 28,193.15
848	10" PVC Gravity Sanitary Sewer Pipe (SDR 26-2241, 160 psi) (0'-6' Cut)	LF	125	\$ 100.00	\$ 12,500.00
852.1	4' Dia. Sanitary Sewer Manhole (0'-6')	EA	6	\$ 8,000.00	\$ 48,000.00
852.3	Sanitary Sewer Extra Depth Manhole (> 6')	VF	4	\$ 400.00	\$ 1,600.00
854..2	Two-Way Cleanouts	EA	40	\$ 200.00	\$ 8,000.00
858	Concrete encasement, cradles, saddles and collars	CY	2	\$ 250.00	\$ 500.00
865.1	Bypass Pumping	LS	1	\$ 10,000.00	\$ 10,000.00
866	Post - Sewer Main Television Inspection (8"-16")	LF	1,472	\$ 6.00	\$ 8,832.00
SP	Fire Hydrant Adjustment	EA	1	\$ 500.00	\$ 500.00
Sewer Subtotal					\$ 258,232.62
Contingency (5%)					\$ 12,911.63
Sewer Total					\$ 271,144.25

BAIN MEDINA BAIN INC.
TABULATION OF EXPECTED CONSTRUCTION COSTS

Project: **FOXCROSS STREET & SEWER REHABILITATION**
Phase: Construction Documents (70%)

DATE: February 19, 2024
BMB Job No. C-1594.05

COST SUMMARY	
SITE WORK	\$ 1,014,407.72
SANITARY SEWER (ON SITE)	\$ 271,144.25
TOTAL	\$ 1,285,551.96

BAIN MEDINA BAIN INC.
TABULATION OF EXPECTED CONSTRUCTION COSTS

Project: **FOXCROSS STREET & SEWER REHABILITATION**
Phase: Construction Documents (70%)

DATE: February 19, 2024
BMB Job No. C-1594.05

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT	EXTENSION
STREET IMPROVEMENTS					
100.1	Mobilization	LS	1	\$ 11%	\$ 90,060.41
100.2	Insurance & Bond	LS	1	\$ 3%	\$ 24,561.93
101.1	Preparing Right-Of-Way	LS	1	\$ 4%	\$ 32,749.24
103.1	Remove Existing Curb	LF	5,598	\$ 5.00	\$ 27,990.70
103.3	Remove Concrete Sidewalks and Driveways	SF	10,493	\$ 4.50	\$ 47,218.91
103.4	Remove Miscellaneous Concrete (Retaining Walls)	SF	328	\$ 10.00	\$ 3,276.90
104.1	Street Excavation	CY	1,921	\$ 25.00	\$ 48,025.00
203	Tack Coat	Gal	590	\$ 10.00	\$ 5,900.00
205.2	Hot Mix Asphaltic Pavement (Type B- 6.5" Depth)	SY	5,563	\$ 40.00	\$ 222,531.60
205	Hot Mix Asphaltic Pavement (Type D- 2" Depth)	SY	5,563	\$ 30.00	\$ 166,898.70
500.1	Concrete Curb	LF	5,598	\$ 25.00	\$ 139,953.50
502.1	Concrete Sidewalk	SY	583	\$ 75.00	\$ 43,698.00
503	Portland Cement Concrete Driveway	SY	540	\$ 90.00	\$ 48,602.70
505	Concrete Rip-Rap (5" Thick) - Concrete Drains	SY	31	\$ 150.00	\$ 4,650.00
506.1	Concrete Retaining Walls (COMB. Type)(CY)	CY	6	\$ 2,000.00	\$ 12,000.00
510	Timber Guard Posts	EA	5	\$ 250.00	\$ 1,250.00
512.3	Valve Box Adjustment	EA	2	\$ 500.00	\$ 1,000.00
513	Removing and Relocating Mail Boxes	EA	40	\$ 200.00	\$ 8,000.00
513.1	Removing and Relocating Mail Boxes (Masonry)	EA	4	\$ 2,000.00	\$ 8,000.00
515	Topsoil	CY	29	\$ 40.00	\$ 1,160.00
516	Sodding (St. Augustine)	SY	263	\$ 25.00	\$ 6,575.00
530	Barricades, Signs & Traffic Handling	LS	1	\$ 20,000.00	\$ 20,000.00
540.1	Rock Filter Dam	LF	10	\$ 50.00	\$ 500.00
SP1	Remove and Reset Existing Signs	EA	6	\$ 250.00	\$ 1,500.00
Street Subtotal					\$ 966,102.59
Contingency (5%)					\$ 48,305.13
Street Total					\$ 1,014,407.72

<input checked="" type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSIDERATION OF MINUTES
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**C I T Y O F K I R B Y
C I T Y C O U N C I L M E E T I N G
A G E N D A I T E M S U M M A R Y**

DATE: April 25, 2024

AGENDA ITEM: 9 d.

Discussion And Possible Action on Bain Medina Bain Engineer Firm to request bids for Vinecrest Sewer Project

BAIN MEDINA BAIN, INC.
TABULATION OF EXPECTED CONSTRUCTION COSTS

PROJECT: VINECREST SEWER REPLACEMENT
PHASE: 70% CONSTRUCTION

DATE: February 19, 2024
BMB PROJECT NO. C-1594.06

ITEM	DESCRIPTION	UNIT	QUANTITY	*UNIT PRICE	EXTENSION
100.1	MOBILIZATION	LS	1	\$ 11%	13,171.62
100.2	INSURANCE AND BOND	LS	1	\$ 4%	4,789.68
101.1	PREPARING RIGHT-OF-WAY	LS	1	\$ 3%	3,592.26
520.1	HYDROMULCHING	SY	706	\$ 12.00	8,472.00
540.1	SW3P	LS	1	\$ 2,000.00	2,000.00
550.1	TRENCH EXCAVATION SAFETY PROTECTION	LF	535	\$ 1.00	535.00
848.0	8" PVC SANITARY SEWER LINE (0'-6')	LF	535	\$ 100.00	53,500.00
852.1	SANITARY SEWER MANHOLE RING AND COVER (0'-6')	EA	4	\$ 8,000.00	32,000.00
852.3	EXTRA DEPTH SANITARY SEWER MANHOLES (>6')	VF	9	\$ 500.00	4,500.00
854.0	SANITARY SEWER LATERALS	LF	55	\$ 75.00	4,125.00
854.1	TWO-WAY SANITARY SEWER CLEAN-OUT	EA	7	\$ 200.00	1,400.00
864.0	BYPASS PUMPING FOR SMALL DIAMETER SEWERS	LS	1	\$ 10,000.00	10,000.00
866.0	POST SEWER MAIN TELEVISION INSPECTION (8"-15")	LF	535	\$ 6.00	3,210.00
SUBTOTAL					\$ 141,295.56
10% CONTINGENCY					\$ 14,129.56
PROJECT TOTAL					\$ 155,425.12

<input checked="" type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSIDERATION OF MINUTES
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**CITY OF KIRBY
CITY COUNCIL MEETING
AGENDA ITEM SUMMARY**

DATE: April 25, 2024

AGENDA ITEM: 9 e.

Discussion And Possible Action to Consider Repair On Ground Storage Tank For The Water Level Indicator System On Well



CONSOR Engineers, LLC
 dba U.S. Underwater
 123 Sentry Drive, Mansfield, TX 76063
 P: 800 860 2178 | F: 817 447 0021

Service Quote

Account Name	City of Kirby	Date	3/11/2024
Contact Name	Mr. Armando Marquez	Prepared By	Krystal Axsom
Email	pwdirector@cityofkirby.org	Email	krystal.axsom@usunderwaterservices.com
Quote Number	00012173	Quote Name	City of Kirby: Tank Products- 2024
		Expiration Date	4/11/2024

Product	Line Item Description	Sales Price	Quantity	UOM	Total Price
Water Level Indicator 125' Welded System	48' welded WLI system	\$5,500.00	1.00	each	\$5,500.00
Misc. Tank Repair Services (4 Man Team)	Springfiled- Remove/ Install new water level indicator	\$525.00	14.00	hour	\$7,350.00
Project Supplies	60' JLG rental- cost + 20% of final invoice	\$2,200.00	1.00	each	\$2,200.00
Mobilization/Demobilization	X trip @ 510 miles/round trip	\$5.00	1.00	trip	\$5.00

Estimated Total Project Cost

Total Price \$15,055.00

Total Price is based off our best, good faith evaluation of the effort required to complete the scope of work given the information available at the time of the quote. We reserve the right to adjust prices due to changes in the work scope, errors or omission of information.

Description USU to Remove and install New Water Indicator Gauge- Float has broken off inside the tank. Pricing per Buy Board contract #662-22.

Standard Terms & Conditions

CLARIFICATIONS

Service Quote is contingent upon availability of personnel and equipment.

Standard payment terms are Net 30 days.

Scope of work will be performed by ADCI certified commercial divers and will meet all American Water Works Association (AWWA) requirements and OSHA 29 CFR specifications, including AWWA current standards (ANSI/AWWA c652-92) regarding disinfection procedures when conducting underwater activities in potable water storage facilities. All equipment used will be for potable water only.

Water access hatches must have dimensions of 24" x 24" or greater for diver entry.

Client is responsible for coordinating the turning off of all radio frequency (RF) antennas/transmitters which could create an unsafe work environment. USU will charge \$450.00 per hour for all downtime caused by delays related to unsafe RF activity.

To efficiently complete work, USU requires 10 hours access to tank sites per day. If tanks are not accessible for at least the 10-hour minimum, Client may be subject to additional fees and/or mobilization charges. Client must have tanks full prior to arrival of the dive team. Additional onsite delays not caused by USU will be subject to an hourly charge of \$450.00. This includes but is not limited to: waiting on Client to arrive, waiting for keys, insect infestations, tanks not being full and baffle walls not revealed to USU prior to agreement in scope of work. Baffle walls create a larger scope of work; please disclose whether a tank has baffle walls so that USU may properly estimate the job.

Dive Supervisor will consult with the client representative on the final decision regarding safe working conditions.

If additional mobilization is required to complete a project caused by customer related downtime, USU will invoice additional mobilization fees.

Should contractor be inhibited or denied access to a facility to perform a dive inspection, contractor will complete a standard exterior inspection checklist and client will be billed for full inspection price.

Unless otherwise noted, standpipes will be diver inspected to 60', and the remainder will be inspected by drop camera.

Inspection reports will include a proposal of recommendations for compliance with applicable AWWA and OSHA standards/requirements. Unless otherwise specified, USU will provide digital copies of the completed report. Paper copies of the report can be obtained by Client request.

Sediment Removal Clause, if applicable: Sediment removal prices are based on the sediment level indicated in the quote line item. Should Client require the sediment hauled offsite, USU must reconsider the scope of work and adjust pricing accordingly. In the event sediment exceeds levels quoted, USU will immediately contact Client to discuss rates for excess sediment removal. Unless otherwise stated, rock & other debris are not included in standard sediment removal. Should these items be found, USU will notify Client and adjust the price according to the new scope of work. Client must be able to maintain a full water level during the sediment removal process. If the water level cannot be maintained, USU will

charge the applicable hourly rate while tank is being filled. If Client fails to disclose discharge location at the time of estimate, additional charges may be incurred.

Tank Washout Clause, if applicable: Client to drain tank and open manways prior to USU arrival. Client to re-seal manway hatches after USU demobilization. If the tank is not drained/opened, USU will charge the applicable hourly rate while waiting for tank access

Pressure Tank Clause, if applicable: A full internal (if accessible) and external inspection will be conducted. Client understands tanks must be drained, de-pressurized and opened prior to inspection. Client is responsible for resealing hatches and drains as well as replacing gaskets.

If client requires a third party onsite for the project, it is the responsibility of the client to pre-arrange arrival to coincide with the commencement of the work. Any delays caused waiting on a client-required third party [i.e. health department, engineering firm, management company] will be billed at a standby rate of \$450.00 per hour.

Unless otherwise specified, pricing does not include site specific training. If a pre-project orientation/training is required to access the site, Client must notify USU prior to quote acceptance. Additional charges may apply for site specific orientation/training.

Tank Mixer Clause, if applicable: Install includes mixer placement and topside tie-in of electrical components. Client is responsible for running power to the tank, and must provide electrician to make final connection at panel. USU recommends cleaning tank prior to mixer install.

Tank Product/Repair Clause, if applicable: Client is responsible for removing all obstructions to install custom products.

STANDARD OF CARE. USU will perform its Services using the care and skill ordinarily exercised by professionals performing similar services under similar conditions in the same or similar locality as Project.

INSURANCE. USU shall procure and maintain insurance as follows: Worker's compensation and employer's liability as required by applicable law; comprehensive general liability (\$1,000,000 per occurrence / \$2,000,000 aggregate); professional liability (\$1,000,000 per occurrence / \$2,000,000 aggregate); and automobile liability (\$1,000,000 - combined single limit).

LIMITATION OF CONSEQUENTIAL DAMAGES & LIABILITY. USU shall not be liable to Client for, and Client waives entitlement to and recovery of, consequential damages against USU however caused. USU's total liability to Client for any and all liability arising out of related to this Agreement and/or the services performed by USU, whether in contract, tort, indemnity, or any other cause of action or theory of liability, shall not exceed the available proceeds of USU's insurance. The foregoing limitations shall survive expiration and/or termination of the Agreement.

I hereby certify that I have read and agree to the above terms and conditions of this service quote.

Quote Acceptance Information

Signature _____

Title _____

Printed Name _____

Date _____

Purchase Order # _____ Please provide copy of purchase order, if applicable.

<input checked="" type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSIDERATION OF MINUTES
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**CITY OF KIRBY
CITY COUNCIL MEETING
A G E N D A I T E M S U M M A R Y**

DATE: April 25, 2024

AGENDA ITEM: 9 f.

Discussion And Possible Action On Increasing Starting Pay For Paramedics In The Fire Department, To Be Able To Offer For Competitive Salaries For Higher Trained Personnel



City of Kirby

112 Bauman St Kirby, Tx 78219

Agenda Item Submission Form

Please submit this form to the City Secretary at City Hall by 5:00 p.m. on the WEDNESDAY the week before the regular meeting. Items submitted after that time will be held over until the next council meeting, unless the item is of such importance that the Mayor elects to place it on an earlier agenda or calls a special meeting. If you have written notes Supporting documents or other material, please submit this to the City Secretary's office the Wednesday the week before the council meeting as well to be reviewed. All information listed below must be filled in.

Date: 3 April 2024

Name: William Hilburn

Detail of item as it will appear on the agenda: (discussion and possible action) Discussion and Possible Action on increasing starting pay for Paramedic's in the Fire Department, to be able to offer competitive salaries for higher trained personnel, and those that supervise staff along with fostering a professional and personal development growth.

Intent and objective of item to be discussed:
Fill a vacant Paramedic position in the fire department, that has been vacant for three years. As well as to retain employees that are presently with the Fire Department

Job Seeker and should pay special attention to the Terms Specific to Job Seekers. The General Terms are applicable to both Job Posters and Job Seekers.

[Read more](#)

Current Openings

Search Paramedic

Location	Employer	Position	Type	Salary
Aubrey	Aubrey Fire Department	Fire Fighter/ Paramedic	Full Time	\$71,500.00
Benbrook	Benbrook Fire Department	Fire Fighter/ Paramedic	Full Time	\$64,399 - \$86,301
Bulverde-Spring Branch	Bulverde Spring Branch Fire and EMS	Fire Fighter/ EMT Or Paramedic	Full Time	\$58,000.00 to \$73,000.00 DOQ
City of Plano	Plano Fire-Rescue	Fire Fighter/ Paramedic	Full Time	\$80,862 - \$101,643 + \$400/mo. Para pay + \$50/shift box pay. (Top Step in 2 years.)
City of Wilmer	Wilmer Fire Rescue	Fire Fighter / EMT (Paramedic Preferred)	Full Time	\$64,704
Converse	Converse Fire Department	Fire Fighter/ Paramedic	Full Time	\$57,749.02 - DOQ
Corinth	Lake Cities Fire/City of Corinth	Fire Fighter/ EMT Or Paramedic	Full Time	\$25.38 min to \$30.99 once a FF/PM
Corpus Christi	Nueces County ESD #2	Fire Fighter/	Full	\$55,994 - \$68,376

Corpus Christi	Nueces County ESD #2	Fire Fighter/ Paramedic	Full Time	\$55,994 - \$68,376
Dallas	Dallas Fire-Rescue	Paramedic	Full Time	\$66,960.00 - \$77,722 Annually
Duncanville	Duncanville Fire Department	Fire Fighter/ Paramedic	Full Time	Starting Salary: \$ 67,000 per year / Top Out Salary: \$87,000 per year: Offer Lateral Transfe
Everman	Everman Fire Department	Fire Fighter / EMT (Paramedic Preferred)	Full Time	\$56,776-\$77,002 Lateral Pay offered!
Everman	Everman Fire Department	Fire Fighter / EMT (Paramedic Preferred)	Part Time	\$18.42-\$25.11/HR DOQ FF/PM
Flower Mound	Flower Mound Fire Department	Fire Fighter / EMT (Paramedic Preferred)	Full Time	\$75,872.68
Forney	Forney Fire Department	Fire Fighter/ EMT Or Paramedic	Full Time	\$65,972.79-\$84,199.86
Forney	Forney Fire Dept.	Fire Fighter / EMT (Paramedic Preferred)	Full Time	\$65,972.79 to \$84,199.86
Frisco	Frisco Fire Department	Paramedic	Full Time	\$73,500 - \$86,927
Glenn Heights	Glenn Heights Fire Department	Paramedic	Full Time	\$56,903.76

Glenn Heights	Glenn Heights Fire Department	Paramedic	Full Time	\$56,903.76
Hillsboro	Hillsboro Fire/Rescue	Fire Fighter / EMT (Paramedic Preferred)	Full Time	\$53,000
Keller	Keller Fire Department	Fire Fighter/ Paramedic	Full Time	\$68,403.00
Kennedale	Kennedale FD	Fire Fighter/ Paramedic	Full Time	\$62,315 + FSLA \$6,000 + benefits or Paramedic only \$50,985 + FSLA \$4,900 + benefits
Kirby	Kirby Fire Department	Fire Fighter/ Paramedic	Full Time	\$52,827
La Marque	La Marque Fire Department	Fire Fighter/ Paramedic	Full Time	\$55,255.74 - \$68,755.74 DOQ with 3 year top out
Leon Valley	City of Leon Valley Fire Department	Fire Fighter/ Paramedic	Full Time	\$61,000
Liberty	Liberty Fire Department	Fire Fighter / EMT (Paramedic Preferred)	Full Time	DOQ
Lockhart	Lockhart Fire & Rescue	Fire Fighter/ EMT Or Paramedic	Full Time	
Nolanville	Nolanville Fire Department	Fire Fighter/ EMT Or Fire Fighter / Paramedic	Part Time	DOQ

Nolanville	Nolanville Fire Department	Fire Fighter/ EMT Or Fire Fighter / Paramedic	Part Time	DOQ
Pflugerville	Travis County ESD No. 2	Fire Fighter/ EMT Or Fire Fighter / Paramedic	Full Time	\$21.25 / hour
Plano	Plano Fire-Rescue	Fire Fighter/ Paramedic	Full Time	\$80,862 - \$101,643 + \$400/mo. Para pay + \$50/shift box pay. (Top Step in 2 years.)
San Antonio	Toyota Fire	Fire Fighter / EMT (Paramedic Preferred)	Full Time	\$21.50/hr
San Marcos	South Hays Fire Department / Hays County ESD #3	Fire Fighter/ EMT Or Fire Fighter / Paramedic	Full Time	\$55,740 / YR
Seguin	Seguin Fire Department	Fire Fighter/ Paramedic	Full Time	\$61,928 - \$85,369
Seguin	Seguin Fire Department	Paramedic	Full Time	\$51,889 + FLSA overtime (will send Paramedics to Fire School)
Texas City	Texas City Fire Department	Fire Fighter / EMT (Paramedic Preferred)	Full Time	\$56,222.40 to \$75,285.84
Victoria	City of Victoria (TX) Fire Department	Fire Fighter/ EMT Or Fire Fighter / Paramedic	Full Time	DOQ
Victoria	City of Victoria (TX) Fire	Fire Fighter/	Full	DOQ

Texas City	Texas City Fire Department	Fire fighter / EMT (Paramedic Preferred)	Full Time	\$38,222.40 to \$75,265.84
Victoria	City of Victoria (TX) Fire Department	Fire Fighter/ EMT Or Fire Fighter / Paramedic	Full Time	DOQ
Victoria	City of Victoria (TX) Fire Department	Fire Fighter/ Paramedic	Full Time	DOQ



Before you mail us, [read instructions](#)

US Postal Service:
Texas Commission on Fire Protection
PO Box 2286,
Austin, TX 78768-2286

UPS, FEDEX, and other shipping services:
Texas Commission on Fire Protection
4800 N Lamar Blvd., Suite 370
Austin, TX 78756

Main Phone Number:
512.936.3838

Services

- Certification
- Training
- Testing
- Compliance
- Manuals
- Renewals
- Library
- IFSAC Seal
- Injury Reporting
- Courses and Programs
- Forms
- Tutorials
- FAQs
- Verifications

About Us

- Our Mission
- Commissioners and Committees
- Our Staff
- Commission Reports
- Texas Fire Service Statistics
- Government Codes and Rules
- Site Policy
- Open Records
- Compact with Texans
- Texas Fire Service Organizations
- Fire Service Links
- License Plate Fund

News + Events

- Announcements
- Calendar
- Meeting Archives
- Regional Meetings
- Seminar/Training
- Events

Additional Links

- Phone+Email Directory
- Send Us Message
- File Complaint
- Fire Service Jobs
- TFCFP Jobs
- FIDO Login
- FARM Login
- IFSAC Portal
- Texas.gov
- TRAIL
- TX Homeland Security
- Where does the money go?
- Emergency Prepare
- Veterans Portal



Bulverde Spring Branch Fire & EMS Seeks
Full-Time Firefighter/EMTs and Firefighter/Paramedics

Bulverde Spring Branch Fire & EMS is currently accepting applications
to fill several full-time Firefighter positions.
Applications will be accepted until midnight **Monday, April 22nd, 2024.**

You may **obtain** an application by visiting www.bsb911.com/employment or request an application by emailing
HumanResources@bsb911.com

You may **apply** by attaching your application and the required documents, to an email sent to
HumanResources@bsb911.com

Position Requirements:

- Certified by the Texas Department of State Health Services - Either EMT-Basic, EMT-Advanced or Paramedic.
- Certified by the Texas Commission on Fire Protection as a Firefighter Basic or higher.
- Minimum of a Class "B" driver's license, or the ability to obtain within the probationary period of employment.
- No felony convictions, DWI, drug related offenses, family violence, or crimes of moral turpitude. All misdemeanors will be reviewed.
- To advance in the hiring process, candidates must pass the Candidate Physical Ability Test, video based entry-level Fire Team test, pre-employment background/driving record check, and drug screen.

Applicants must submit:

- 1) Completed Department application – can be obtained at www.bsb911.com/employment or requested from HumanResources@bsb911.com
- 2) Copy of EMT-Basic, EMT-Advanced, or Paramedic certification with the Texas Department of State Health Services.
- 3) Copy of Firefighter Basic or higher certification with the Texas Commission on Fire Protection.
- 4) Copy of Basic Life Support with American Heart Association.
- 5) If applicant has a Texas Driver's license, will need to submit Type 3A Certified driving record, obtained from the Texas Department of Public Safety website. A copy can be obtained and printed from www.texas.gov, then "Find Services" tab, then "Request Licensee Driver Records" link.
- 6) Copy of a valid Driver's License.

**** A copy of current Texas DPS FAST background check is optional but highly encouraged.**

Failure to submit all *required* documentation will result in suspension of application process until application is received complete. Contact Human Resources for further clarification and/or assistance at HumanResources@bsb911.com. Please refrain from submitting any additional certifications that are not requested for this application process.

Full-time Salary and Benefits:

- Base salary range for Full-time FF/EMT-B: \$58,000 .00 to \$62,400.00. DEPENDING ON QUALIFICATIONS. Former experience will be taken into consideration.
- Base salary range for Full-time Firefighter / EMT – Paramedic: 68,000.00 to 73,000.00. DEPENDING ON QUALIFICATIONS. Former experience will be taken into consideration.
- 48 on /96 off Work Schedule.
- Established Pay Step Plan.
- Additional pay for advanced fire certs, college degree, and longevity with the Department.
- Generous Paid Time Off with regular increases in PTO accrual rate.
- \$250,000 Life Insurance Policy.
- Health Insurance. 100% coverage for employee and dependents' coverage.
- \$1200 a year toward a Health Savings Account - conditions apply.
- Free "Tele-doc" service for access to doctors 24/7.
- Dental & Vision insurance covered 100% for employees.
- Short and Long-Term Disability Insurance.
- Retirement Plan - 401(k) with 2:1 match.
- Tuition Reimbursement of \$1000.00 per year.
- Reimbursement toward Gym Membership.
- Up to 12-Weeks Leave for the birth or adoption of a child - conditions apply.



Firefighter/Paramedic

The City of Leon Valley is recruiting qualified individuals for the position of **Firefighter/Paramedic**. The City of Leon Valley is located in northwest Bexar County and serves a population of 11,900 residents and is surrounded by the City of San Antonio. The fire department responds to approximately 2,500 emergency responses per year. Our station is a new station with living quarters, individual rooms for 10 fire fighters. We staff an all-hazards response fire department providing Fire, EMS, Rescue, Investigative and Fire Prevention services to the community. Vast training opportunities are provided to help advance your career and aggressive advanced medical protocols. We offer great benefits and supportive leadership in a positive environment. Come join our team of dedicated professionals.

REQUIREMENTS:

- High school diploma or GED equivalent.
- Certified or immediately certifiable as a Structural Fire Fighter by the Texas Commission on Fire Protection as a basic structural firefighter or above.
- Texas Department of State Health Services Certified Paramedic or Licensed Paramedic.
- Hold a current Texas Driver's license.
- Must obtain Texas Class B-CDL within 1 year of date of hire.

STARTING SALARY and BENEFITS INCLUDE:

- Estimated \$61,000 annually before overtime (includes base pay and certification pay)
- 48/96 Shift
- 10 Paid Holidays (paid at 2:1)
- Accrued Paid Personal Leave and Major Medical Leave
- Paid Training Leave for Approved Classes
- 100% Paid Employee Coverage for Health, Dental and Life Insurances
- Employee Assistance Program for employee and family
- Participation in the Texas Municipal Retirement System (TMRS) 7% and 2:1 match
- Longevity Pay after one-year
- Voluntary Supplemental Insurances – Accident Plan, Critical Illness, Life Insurance
- Voluntary Participation in Mission Square Section 457 Deferred Compensation Plan

APPLICATION:

Employment applications are available at the Leon Valley City Hall, 6400 El Verde Road, Leon Valley, Texas 78238, or on the City's website at www.LeonValleyTexas.gov. Applications can be delivered to: Lisa Hernandez, Human Resources Director, 6400 El Verde, Leon Valley, Texas 78238, by email: l.hernandez@leonvalleytexas.gov, or by Fax (210) 684-1515. Open Until Filled.

WE'RE GROWING!



**Are you an experienced
Firefighter/Paramedic?**

COMPREHENSIVE BENEFITS PACKAGE

- 180 hours of vacation leave annually
- Longevity Pay
- 144 hours sick leave
- 12 paid holidays
- Texas Municipal Retirement System; 7% employee contribution, 2:1 City match
- City-paid employee health/dental insurance at 100%
- Life Insurance
- Employee Assistance Plan/Public Safety Mental Health Plan
- Numerous voluntary plans i.e., vision, disability, cancer, etc.
- Deferred compensation plan
- Life/AD&D Insurance - \$50,000 for employee provided at no cost, discounted rates for family members
- All uniforms and boots
- Wellness incentive
- Lateral transfer available

About the Seguin Fire Department

- Fire response area approximately 150 square miles, including city and county.
- Provides EMS coverage to 400 square miles within Guadalupe County.
- Each platoon includes a battalion chief, captain, 2 lieutenants, 3 fire apparatus operators and 12 firefighter/paramedics. Each platoon works a modified 24-48-hour shift rotation.
- 3 fire stations each housing an engine/truck company and a mobile intensive care unit.
- Other apparatus includes a brush truck, tanker, swift-water boat, and rescue truck.

Apply today!

www.applitrack.com/seguintexas/onlineapp/

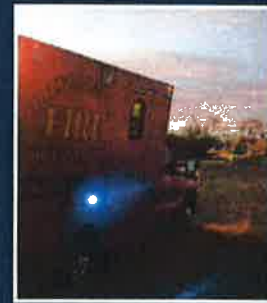
Now accepting
applications for:

**Firefighter/
Paramedic**

Salary Range:
\$61,928 - \$85,369

Certification Pay (Annual)

Intermediate FF -	\$650
Advanced FF -	\$1,300
Master FF -	\$1,950
Bilingual Pay -	\$600



SCAN ME

POSITION	FT / PT	EMPLOYEE	FTE	# Hours	CURR RATE/HR	CURRENT BASE ANNUAL	OT	HOLIDAY	TOTAL SALARY	Medical Benefits	TMRS	TAXES	TWC	TOTAL ANNUAL
Fire Chief	FT	Filled	1.0	Salaried	33.01	68,661	-	-	68,661	8,000	15.88%	1.45%	1.00%	88,650
Captain	FT	Filled	1.0	2,912	17.77	51,746	4,158	1,990	57,895	8,000	9,194	839	90	76,018
F/E/MT	FT	Filled	1.0	2,912	16.00	46,592	3,744	1,792	52,128	8,000	8,278	756	90	69,252
F/E/MT	FT	Filled	1.0	2,912	16.00	46,592	3,744	1,792	52,128	8,000	8,278	756	90	69,252
F/E/MT	FT	Filled	1.0	2,912	16.00	46,592	3,744	1,792	52,128	8,000	8,278	756	90	69,252
Paramedic	FT	Vacant	1.0	2,912	16.00	46,592	3,744	1,792	52,128	8,000	8,278	756	90	69,252
Captain	FT	Filled	1.0	2,912	17.77	51,746	4,158	1,990	57,895	8,000	9,194	839	90	76,018
F/E/MT	FT	Filled	1.0	2,912	16.00	46,592	3,744	1,792	52,128	8,000	8,278	756	90	69,252
F/E/MT	FT	Filled	1.0	2,912	16.00	46,592	3,744	1,792	52,128	8,000	8,278	756	90	69,252
F/E/MT	FT	Vacant	1.0	2,912	16.00	46,592	3,744	1,792	52,128	8,000	8,278	756	90	69,252
Paramedic	FT	Filled	1.0	2,912	16.00	46,592	3,744	1,792	52,128	8,000	8,278	756	90	69,252
Captain	FT	Filled	1.0	2,912	17.77	51,746	4,158	1,990	57,895	8,000	9,194	839	90	76,018
F/E/MT	FT	Filled	1.0	2,912	16.00	46,592	3,744	1,792	52,128	8,000	8,278	756	90	69,252
F/E/MT	FT	Filled	1.0	2,912	16.00	46,592	3,744	1,792	52,128	8,000	8,278	756	90	69,252
F/E/MT	FT	Filled	1.0	2,912	16.00	46,592	3,744	1,792	52,128	8,000	8,278	756	90	69,252
Paramedic	FT	Filled	1.0	2,912	16.00	46,592	3,744	1,792	52,128	8,000	8,278	756	90	69,252
F/E/MT Part Time	PT	Part Time	1.0	2,912	16.00	46,592	-	-	46,592	8,000	-	676	408	47,676
TOTAL FIRE			17.0			829,596	57,403	27,475	914,473	128,000	137,819	13,260	1,848	1,195,400

Proposed Increase

POSITION	FT / PT	EMPLOYEE	FTE	# Hours	CURR RATE/HR	CURRENT BASE ANNUAL	OT	HOLIDAY	TOTAL SALARY	Medical Benefits	TMRS	TAXES	TWC	TOTAL ANNUAL
Fire Chief	FT	Filled	1.0	Salaried	33.01	68,661	-	-	68,661	8,000	15.88%	1.45%	1.00%	88,650
Captain	FT	Filled	1.0	2,912	18.77	54,658	4,392	2,102	61,153	8,000	9,711	839	90	79,793
FF/EMT	FT	Filled	1.0	2,912	16.00	46,592	3,744	1,792	52,128	8,000	8,278	756	90	69,252
FF/EMT	FT	Filled	1.0	2,912	16.00	46,592	3,744	1,792	52,128	8,000	8,278	756	90	69,252
FF/EMT	FT	Filled	1.0	2,912	16.00	46,592	3,744	1,792	52,128	8,000	8,278	756	90	69,252
Paramedic	FT	Vacant	1.0	2,912	17.00	49,504	3,978	1,904	55,386	8,000	8,795	756	90	73,027
Captain	FT	Filled	1.0	2,912	18.77	54,658	4,392	2,102	61,153	8,000	9,711	839	90	79,793
FF/EMT	FT	Filled	1.0	2,912	16.00	46,592	3,744	1,792	52,128	8,000	8,278	756	90	69,252
FF/EMT	FT	Filled	1.0	2,912	16.00	46,592	3,744	1,792	52,128	8,000	8,278	756	90	69,252
FF/EMT	FT	Vacant	1.0	2,912	16.00	46,592	3,744	1,792	52,128	8,000	8,278	756	90	69,252
Paramedic	FT	Filled	1.0	2,912	17.00	49,504	3,978	1,904	55,386	8,000	8,795	756	90	73,027
Captain	FT	Filled	1.0	2,912	18.77	54,658	4,392	2,102	61,153	8,000	9,711	839	90	79,793
FF/EMT	FT	Filled	1.0	2,912	16.00	46,592	3,744	1,792	52,128	8,000	8,278	756	90	69,252
FF/EMT	FT	Filled	1.0	2,912	16.00	46,592	3,744	1,792	52,128	8,000	8,278	756	90	69,252
FF/EMT	FT	Filled	1.0	2,912	16.00	46,592	3,744	1,792	52,128	8,000	8,278	756	90	69,252
FF/EMT	FT	Filled	1.0	2,912	16.00	46,592	3,744	1,792	52,128	8,000	8,278	756	90	69,252
Paramedic	FT	Filled	1.0	2,912	17.00	49,504	3,978	1,904	55,386	8,000	8,795	756	90	73,027
FF/EMT Part Time	PT	Part Time	1.0	2,912	16.50	48,048	-	-	48,048	-	-	576	408	49,132
TOTAL FIRE			17.0			848,524	58,807	28,147	935,477	128,000	140,924	13,260	1,848	1,219,508

<input checked="" type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSIDERATION OF MINUTES
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**CITY OF KIRBY
CITY COUNCIL MEETING
A G E N D A I T E M S U M M A R Y**

DATE: April 25, 2024

AGENDA ITEM: 9 g.

Discussion And Possible Action On Senior Center Legal Opinion For Local Government Code 171

<input checked="" type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSIDERATION OF MINUTES
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**CITY OF KIRBY
CITY COUNCIL MEETING
AGENDA ITEM SUMMARY**

DATE: April 25, 2024

AGENDA ITEM: 9 h.

**Discussion And Possible Action On The Interim City Manager Appointing An Acting City Manager
Within 60 Days In Accordance With The City Charter**

<input checked="" type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSIDERATION OF MINUTES
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**CITY OF KIRBY
CITY COUNCIL MEETING
A G E N D A I T E M S U M M A R Y**

DATE: April 25, 2024

AGENDA ITEM: 10 Closed session.

Closed Session: Pursuant to Texas Government Code Section 551.074 (Personnel Matters) and 551.071(1) (Consultation with City Attorney): the city of Kirby City Council will convene in executive session on the following items:

- a. Discussion and Update On Pending Legal Cases And Investigations.
- b. Council to Conduct Interviews For City Manager
- c. To Discuss Agreement Terms With Texas First Group LLC, Regarding Providing Interim City Manager Services For the City of Kirby