



Janeshia A. Grider, Mayor

Mike Grant
Sylvia Apodaca
Joe Molina

Maria Lozano
England Sanchez
Sally J. Hitt

**CITY COUNCIL AGENDA
REGULAR MEETING
THURSDAY, March 13, 2025 - 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: Thursday, March 13, 2025 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. **Citizens Participation**

Citizens Participation is for the City Council to receive information on issues that may be of concern to the public. Citizens should limit their comments to three (3) minutes. Should a member of the public bring an item, to City Council for which the subject was not posted on the agenda of that meeting, the City Council may receive the information, but it cannot act upon it at that meeting.

6. Consideration of and Action on Minutes

- a. Regular Meeting Minutes – February 13, 2025
- b. Regular Meeting Minutes – February 27, 2025

7. Presentation
Granicus Demo

8. Updates

- a. Update on Ackerman Rd. Project
- b. Update on Foxcross Rd. Project

9. Items for Individual Consideration

- a. Second Reading Discussion and Possible Action regarding the Ordinance to amend the City's Code of Ordinances Article II – City Manager Chapter 31 & 31.15 purchases and contract; providing a severability clause; and providing an effective date.
- b. Discussion and Possible Action Authorizing the City Manager to negotiate and finalize an agreement with Granicus to provide City Council and Committee meeting agenda and related Meeting Minute software, audio/video camera equipment.
- c. Discussion and Possible Action accepting the Quarterly Investment Report for period ending December 31, 2024
- d. Discussion and Possible Action accepting the Quarterly Financial Report for period ending December 31, 2024
- e. Discussion And Possible Action To Authorize The City To Enter Into A Joint Election Agreement With Bexar County Elections Department For Services During Early Voting And Election Day And Authorizing The City Manager To Sign The Memorandum Of Understanding And Joint Election Agreement for \$4,952.83

Discusión y posible acción para autorizar a la ciudad a entrar en un acuerdo electoral conjunto con el Departamento de Elecciones del Condado de Bexar para

los servicios durante la votación anticipada y el día de las elecciones y autorizar al Gerente de la Ciudad a firmar el Memorando de Entendimiento y el Acuerdo Electoral Conjunto para \$4,952.83

- f. Discussion and Possible Action of Tex-Pool Resolution for Tex-Pool Account Signers
- g. Discussion and Possible Action moving Council Meeting from Thursday, April 24 2025 at 7:00pm- to Thursday, April 17, 2025 at 7:00pm due to Early Voting

10. Closed Session: The City of Kirby City Council will convene in executive session on the following items:

- i. Pursuant to Texas Government Code Section 551.071(1) (Consultation with Attorney) regarding pending and contemplated litigation:

Jared Brooks et al, vs. City of Kirby 2024CI28246

- ii. Pursuant to Texas Government Code Section 551.071(1) (Consultation with Attorney) regarding pending and contemplated litigation:

Jack Miller, et al vs Kirby 20-CV-00642-JKP

- iii. Pursuant to Texas Government Code Section 551.071(1) (Consultation with Attorney) regarding pending and contemplated litigation:

Rogers Romens vs Kirby 5:24-CV-00964

- iv. Pursuant to Texas Government Code Section 551.071(1) (Consultation with Attorney) regarding pending and contemplated litigation:

Nancy Pena ET AL vs. City of Kirby 2024CI05087

- v. Pursuant to Texas Government Code Section 551.071(2) (Consultation with Attorney) regarding outstanding liabilities for executed contracts.

- vi. Pursuant to Texas Government Code Section 551.072(2) (Consultation with Attorney) regarding Landis Road.

11. **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.

12. **City Manager Update:**

Kirby Connection Newsletter

13. **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.

i. Mar 14th Women's History Event w/ Senior Center 6-8pm

ii. -Mar 16th Kirby Youth Program Kids Craft Day w/ Senior Center

iii. -Mar 22nd Sherri Fitness w/Senior Center

iv. Mar 22nd GNELL Opening Day Parade 9am and Ceremony 10am at Friendship Park

v. Mar 27th Women's History Month Proclamation at City Hall (Council Meeting) 7pm

vi. Mar 28th - 30th Community Garage Sale 7am-6pm

vii. Mar 31st - Apr 4th Spring Bulk/Brush Pick-Up

14. **Adjournment**



Christine Wilson
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; Texas Government Code Section 551.076, Security

Devices or Security Audits; and Section 551.087 of the Texas Government Code, Deliberation about Economic Development.

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: March 10, 2025

TIME OF POSTING: 6:30 P.M.

<input type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input checked="" 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: MARCH 13, 2025

AGENDA ITEM: 6. a.

6. Consideration of and Action on Minutes

a. Regular Meeting Minutes – February 13, 2025



Janeshia A. Grider, Mayor

Mike Grant
Sylvia Apodaca
Joe Molina

Maria Lozano
England Sanchez
Sally J. Hitt

**CITY COUNCIL AGENDA
REGULAR MEETING
THURSDAY, FEBRUARY 13, 2025 - 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: Thursday, February 13, 2025 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**

	<u>Here</u>	<u>Absent</u>
Council Member Grant	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Council Member Lozano	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Sanchez	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Council Member Hitt	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Molina	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mayor Pro-Tem Apodaca	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mayor Grider	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Mayor, you have a quorum.

Staff

Interim City Manager Dr. Brian Rowland
 City Secretary Christine Wilson
 Lt. Joe Brown
 Acting As Fire Chief Blake Ferrel
 Public Works Director Michael Farmer
 Attorney Natalie Thamm

5. Citizens Participation

Citizens to be heard is for the Council to receive information on issues that may be of concern to the public. Citizens should limit their comments to three (3) minutes. Should a member of the public bring an item, to the Council for which the subject was not posted on the agenda of that meeting, the Council may receive the information, but it cannot act upon it at that meeting.

Keith Stanford
 Mary Stanford
 Jackie Winn
 Tina Beechum
 Stephanie Faulkner
 Dr. Susan Street
 Dr. Melissa Todd
 Zion Holmes
 Mayor Kim Aldridge
 Chris Garza
 Roger Romans
 Jerome Johnson
 David Barboza
 Jeff Bass

6. Consideration of and Action on Minutes

a. Regular Meeting Minutes – January 23, 2025

Motion made by Mayor Pro-Tem Apodaca and Seconded by Councilmember Grant

	<u>1st/2nd</u>	<u>Aye</u>	<u>Nay</u>
Council Member Grant	<input type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Lozano	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Council Member Sanchez	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council Member Hitt	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Molina	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mayor Pro-Tem Apodaca	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mayor Grider	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Motion Passes (5/1)

b. Special Meeting Minutes – February 3, 2025

	<u>1st/2nd</u>	<u>Aye</u>	<u>Nay</u>
Council Member Grant	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council Member Lozano	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council Member Sanchez	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council Member Hitt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council Member Molina	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mayor Pro-Tem Apodaca	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mayor Grider	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

TABLED TO NEXT MEETING

7. Presentation

- a. Proclamation for February as Black and African American Heritage Month in Kirby, Texas.
- b. Proclamation for Judson Independent School District Trustees.
- c. Discussion and update from Bexar County Economic & Community Development: REAP Program Collaboration with CPS Energy
- d. Presentation on Storm Water Management Plan for the City of Kirby from Givler Engineering

8. Updates

- a. Update on Ackerman rd. Project (PW Mr. Farmer) - They are adjusting manholes, removing and installing storm drains, and preparing for pavement, curbs, and sidewalks on Hedwig.

- b. Update on Foxcross rd. Project (PW Mr. Farmer) - Lime stabilization is complete on Crest Street, and they are finalizing stabilization before starting pavement near Shamrock.

9. Items for Individual Consideration

- a. Discussion and Possible Action Appointing Laura Sanchez to Beautification and Recycling Committee

Motion made by Mayor Pro-Tem Apodaca and Seconded by Councilmember Grant

	<u>1st/2nd</u>		<u>Aye</u>	<u>Nay</u>
Council Member Grant	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Lozano	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Sanchez	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Council Member Hitt	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Molina	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mayor Pro-Tem Apodaca	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mayor Grider	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>

Motion Passes (6/0)

- b. Discussion and Possible Action Accepting Resignation from Sheila McClinton Member from Beautification and Recycling Committee

Motion made by Mayor Pro-Tem Apodaca and Seconded by Councilmember Hitt

	<u>1st/2nd</u>		<u>Aye</u>	<u>Nay</u>
Council Member Grant	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Lozano	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Sanchez	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Council Member Hitt	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Molina	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mayor Pro-Tem Apodaca	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mayor Grider	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>

Motion Passes (6/0)

- c. Discussion and Possible action Amending Ordinance 389 Related to City Contracts Authorization for The City of Kirby. Regarding the Ordinance to amend the City's Code of

Ordinances Article II – City Manager Chapter 31 & 31.15 purchases and contract; providing a severability clause; and providing an effective date

	<u>1st/2nd</u>		<u>Aye</u>	<u>Nay</u>
Council Member Grant	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council Member Lozano	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Council Member Sanchez	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Council Member Hitt	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Council Member Molina	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Mayor Pro-Tem Apodaca	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Mayor Grider	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>

TABLED TO NEXT MEETING

- d. Discussion and Update on 70th City Celebration (ICM Rowland)

DISCUSSION NO VOTE REQUIRED

10. Executive Session: The City of Kirby City Council will convene in executive session on the following items:

- a. Consultation with Attorney under 551.071-(2) regarding Resignation letter from former City Manager Applewhite.

	<u>1st/2nd</u>		<u>Aye</u>	<u>Nay</u>
Council Member Grant	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council Member Lozano	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Council Member Sanchez	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Council Member Hitt	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Council Member Molina	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Mayor Pro-Tem Apodaca	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Mayor Grider	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>

NO VOTE REQUIRED

11. 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 regarding resignation letter from former City Manager Applewhite.

	<u>1st/2nd</u>		<u>Aye</u>	<u>Nay</u>
Council Member Grant	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Council Member Lozano	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council Member Sanchez	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council Member Hitt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council Member Molina	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mayor Pro-Tem Apodaca	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mayor Grider	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

NO VOTE REQUIRED

12. City Manager Update:

- a. ICM Rowland

13. 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.

- Bulk Trash Pick-Up Dates
- Update on Senior Center Dissolution
- The Zipper
- Granicus
- Planning & Zoning Comprehensive Plan

14. Adjournment 9:31PM

**Janeshia Grider
Mayor**

**Christine Wilson
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; Texas Government Code Section 551.076, Security Devices or Security Audits; and Section 551.087 of the Texas Government Code, Deliberation about Economic Development.

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DATE OF POSTING: February 10, 2025

TIME OF POSTING: 3:45 P.M.

<input type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input checked="" 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: MARCH 13, 2025

AGENDA ITEM: 6. b.

6. Consideration of and Action on Minutes

b. Regular Meeting Minutes – February 27, 2025



Janeshia A. Grider, Mayor

Mike Grant
Sylvia Apodaca
Joe Molina

Maria Lozano
England Sanchez
Sally J. Hitt

**CITY COUNCIL AGENDA
REGULAR MEETING
THURSDAY, February 27, 2025 - 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: Thursday, February 27, 2025 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**

	<u>Here</u>	<u>Absent</u>
Council Member Grant	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Council Member Lozano	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Sanchez	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Hitt	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Molina	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mayor Pro-Tem Apodaca	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mayor Grider	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Mayor you have a quorum

5. Staff Present

Interim City Manager Dr. Brian Rowland
 City Secretary Christine Wilson
 Police Chief Cardona
 Acting as Fire Chief Blake Ferrel
 Public Works Director Michael Farmer
 Attorney Natalie Thamm

6. Citizens Participation

Citizens to be heard is for the Council to receive information on issues that may be of concern to the public. Citizens should limit their comments to three (3) minutes. Should a member of the public bring an item, to the Council for which the subject was not posted on the agenda of that meeting, the Council may receive the information, but it cannot act upon it at that meeting.

Keith Sanford
 Chris Garza
 Sid Sanders
 Dr. Susan Street
 David Barboza

6. Consideration of and Action on Minutes

a. Special Meeting Minutes – February 3, 2025

Motion made by Mayor Pro-Tem Apodaca and Seconded by Councilmember Grant.

	<u>1st/2nd</u>		<u>Aye</u>	<u>Nay</u>
Council Member Grant	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Lozano	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Sanchez	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Council Member Hitt	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>

Council Member Molina	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mayor Pro-Tem Apodaca	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mayor Grider	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Motion Passes (6/0)- Councilmember Sanchez abstained from the vote.

b. Regular Meeting Minutes – February 13, 2025

	<u>1st/2nd</u>	<u>Aye</u>	<u>Nay</u>
Council Member Grant	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council Member Lozano	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council Member Sanchez	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council Member Hitt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council Member Molina	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mayor Pro-Tem Apodaca	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mayor Grider	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

TABLED FOR NEXT MEETING DUE TO INFORMATION REQUESTS FROM COUNCIL MEMBER LOZANO.

7. Presentation

- a. Acknowledging Building and Standards Chairperson Jack Majors for 20 years of service

8. Updates

- a. Update on Ackerman Rd. Project
 b. Update on Foxcross Rd. Project

9. Items for Individual Consideration

- a. Discussion and Possible Action regarding the Ordinance to amend the City’s Code of Ordinances Article II – City Manager Chapter 31 & 31.15 purchases and contract; providing a severability clause; and providing an effective date.

Motion made by Mayor Pro-Tem Apodaca and Seconded by Council Member Hitt

	<u>1st/2nd</u>	<u>Aye</u>	<u>Nay</u>
Council Member Grant	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Lozano	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Council Member Sanchez	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Hitt	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Molina	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mayor Pro-Tem Apodaca	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mayor Grider	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Motion Passes (7/0)

- b. Discussion on The PIA and Open Meetings Act for all staff, elected officials, and volunteers. (ICM Dr. Rowland)
- c. Discussion on the TML Certified Municipal Official Program. (ICM Dr. Rowland)
- d. Discussion and possible action to approve \$600 for Alamo Area Council Governments AACOG membership. (ICM Dr. Rowland) **NO VOTE NECESSARY**
- e. Discussion on Trash Fee Ordinance
- f. Discussion and possible action to approve up to \$5000 for Professional Development and Training for ICM Rowland and city administration.

Motion made by Mayor Pro-Tem Apodaca and Seconded by Council Member Grant

	<u>1st/2nd</u>	<u>Aye</u>	<u>Nay</u>
Council Member Grant	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Lozano	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Council Member Sanchez	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Council Member Hitt	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Molina	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mayor Pro-Tem Apodaca	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mayor Grider	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Motion Passes (5/2)

- g. Discussion and possible action to approve \$8,799.61 payment for Donald Baker Consulting LLC for investigation services provide to the City of Kirby.

Motion made by Council Member Grant and Seconded by Council Member Hitt

1st/2nd Aye Nay

Motion Passes (7/0)

- j. Discussion and Possible Action Accepting Resignation from Jack Majors Member from Building and Standards

Motion made by Mayor Pro-Tem Apodaca and Seconded by Council Member Molina

	<u>1st/2nd</u>		<u>Aye</u>	<u>Nay</u>
Council Member Grant	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Lozano	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Sanchez	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Hitt	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Molina	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mayor Pro-Tem Apodaca	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mayor Grider	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>

Motion Passes (7/0)

- k. Discussion and Possible Action Appointing Member to Beautification and Receyling

	<u>1st/2nd</u>		<u>Aye</u>	<u>Nay</u>
Council Member Grant	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council Member Lozano	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Council Member Sanchez	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Council Member Hitt	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Council Member Molina	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Mayor Pro-Tem Apodaca	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Mayor Grider	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>

TABLED

10. Closed Session: 9:15pm

- a. The city of Kirby City Council will convene in executive session on the following items:
- i. Pursuant to Texas Government Code Section 551.071(1) (Consultation with Attorney) regarding pending and contemplated litigation:

Council Member Grant	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Lozano	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Sanchez	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Hitt	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Molina	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mayor Pro-Tem Apodaca	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mayor Grider	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>

Motion Passes (7/0)

- h. Discussion and possible action to approve ICM Rowland to increase pay for Municipal Court Clerk up to \$6,000.

Motion made by Councilmember Grant -and Seconded by Mayor Pro-Tem Apodaca

	<u>1st/2nd</u>	<u>Aye</u>	<u>Nay</u>
Council Member Grant	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Council Member Lozano	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Council Member Sanchez	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Council Member Hitt	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Council Member Molina	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Mayor Pro-Tem Apodaca	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Mayor Grider	<input type="checkbox"/>		<input checked="" type="checkbox"/>

Motion Passes (7/0)

- i. Discussion and Possible Action Appointing Edward Hitt to Crime Control Committee

Motion made by Council Member Lozano and Seconded by Council Member Grant

	<u>1st/2nd</u>	<u>Aye</u>	<u>Nay</u>
Council Member Grant	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Council Member Lozano	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Council Member Sanchez	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Council Member Hitt	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Council Member Molina	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Mayor Pro-Tem Apodaca	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Mayor Grider	<input type="checkbox"/>		<input checked="" type="checkbox"/>

Jared Brooks et al, vs. City of Kirby 2024CI28246

- ii. Pursuant to Texas Government Code Section 551.071(1) (Consultation with Attorney) regarding pending and contemplated litigation:

Jack Miller, et al vs Kirby 20-CV-00642-JKP

- iii. Pursuant to Texas Government Code Section 551.071(1) (Consultation with Attorney) regarding pending and contemplated litigation:

Rogers Romens vs Kirby 5:24-CV-00964

- iv. Pursuant to Texas Government Code Section 551.071(1) (Consultation with Attorney) regarding pending and contemplated litigation:

Nancy Pena ET AL vs. City of Kirby 2024CI05087

- v. Pursuant to Texas Government Code Section 551.071(2) (Consultation with Attorney) regarding outstanding liabilities for executed contracts.

- vi. Pursuant to Texas Government Code Section 551.072(2) (Consultation with Attorney) regarding Landis Road.

11. Open Session 11:01pm: 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.

- i. Pursuant to Texas Government Code Section 551.071(1) (Consultation with Attorney) regarding pending and contemplated litigation:

Jared Brooks et al, vs. City of Kirby 2024CI28246

No Action Taken

- ii. Pursuant to Texas Government Code Section 551.071(1) (Consultation with Attorney) regarding pending and contemplated litigation:

Jack Miller, et al vs Kirby 20-CV-00642-JKP

No Action Taken

- iii. Pursuant to Texas Government Code Section 551.071(1) (Consultation with Attorney) regarding pending and contemplated litigation:

Rogers Romens vs Kirby 5:24-CV-00964

No Action Taken

- iv. Pursuant to Texas Government Code Section 551.071(1) (Consultation with Attorney) regarding pending and contemplated litigation:

Nancy Pena ET AL vs. City of Kirby 2024CI05087

No Action Taken

- v. Pursuant to Texas Government Code Section 551.071(2) (Consultation with Attorney) regarding outstanding liabilities for executed contracts.

No Action Taken

- vi. Pursuant to Texas Government Code Section 551.072(2) (Consultation with Attorney) regarding Landis Road.

No Action Taken

12. City Manager Update:

- a. Feedback on Planning & Zoning Comprehensive Plan
- b. Present the AACOG cameras
- c. Kirby Connection Newsletter

13. 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.

March 8 GNELL Field clean up, Friendship Park International Women's Day, Urban Running Club, Hazardous Waste and Brush Bulk Pick-Up.

March 4 Records on the Run

March 14 Women's Vision Party

March 22 GNELL Opening Weekend and Senior Center Events

14. Adjournment 11:25

Janeshia Grider
Mayor

Christine Wilson
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; Texas Government Code Section 551.076, Security Devices or Security Audits; and Section 551.087 of the Texas Government Code, Deliberation about Economic Development.

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: February 24, 2025
TIME OF POSTING: 6:30 P.M.

<input type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSENT AGENDA
<input type="checkbox"/>	PUBLIC HEARING
<input checked="" 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: MARCH 13, 2025

AGENDA ITEM: 7. a.

7. Presentation

a. Granicus Demo

<input type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSENT AGENDA
<input checked="" type="checkbox"/>	UPDATES
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

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

DATE: MARCH 13, 2025

AGENDA ITEM: 8. a.

8. Updates

- a. Update on Ackerman Rd. Project

<input type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSENT AGENDA
<input checked="" type="checkbox"/>	UPDATES
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

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

DATE: MARCH 13, 2025

AGENDA ITEM: 8. b.

8. Updates

b. Update on Foxcross Rd. Project

- DISCUSSION AND POSSIBLE ACTION ITEMS
- SPECIAL CONSIDERATION
- CONSENT AGENDA
- PUBLIC HEARING
- PRESENTATION
- WORKSHOP

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

DATE: MARCH 13, 2025

AGENDA ITEM: 9.

9. Items for Individual Consideration

Second Reading Discussion and Possible Action regarding the Ordinance to amend the City's Code of Ordinances Article II – City Manager Chapter 31 & 31.15 purchases and contract; providing a severability clause; and providing an effective date.

ORDINANCE NO. 2025-389

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF KIRBY AMENDING THE CITY'S CODE OF ORDINANCES ARTICLE II. - CITY MANAGER, CHAPTER 31, § 31.15 PURCHASES AND CONTRACT; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Kirby, Texas is a home-rule municipality located in Bexar County, Texas and duly established under the Texas Constitution and the laws of this State; and

WHEREAS, Section 7.09 of the City Charter authorizes City Council to confer general authority to the City Manager to contract for expenditures involving \$10,000 or less by ordinance; and

WHEREAS, § 31.15 of the City's Code of Ordinances currently sets the threshold for budgeted items at \$5,000 and for nonbudgeted items at \$2,000; and

WHEREAS, City Council believes it to be in the best interest of the City to raise the authorization of City Manager to match the limits set forth in Section 7.09 of the City Charter to ensure the orderly and effective exercise of administrative authority and carrying out of City business.

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

Section 1. Amendments. The Kirby Code of Ordinances Chapter 31 is hereby amended as shown in Exhibit A attached hereto and incorporated for all purposes. Deletions are noted as ~~strikethroughs~~ and additions as underlined.

Section 2. Findings. That the recitals contained in the preamble hereto are hereby found to be true and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 3. Cumulative Clause. This Ordinance shall be cumulative of all provisions of ordinances of the City of Kirby, Texas, except where the provisions of the Ordinance are in direct conflict with the provisions such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed. Any renumbering shall be made as necessary in the City's Code of Ordinances as necessary.

Section 4. Severability. It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

Section 5. Public Meeting. That it is officially found, determined and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 6. Effective Date. This ordinance shall take effect immediately from and after its passage and any publication requirements.

PASSED AND APPROVED on first reading this 27 day of FEBRUARY, 2025.

PASSED AND APPROVED on second reading this ___ day of _____, 2025.

Janeshia Grider, Mayor

ATTEST:

Christine Wilson, City Secretary

EXHIBIT A

§ 31.15 - PURCHASES AND CONTRACTS.

- (A) The City Manager may make all purchases of supplies, materials and equipment authorized by the City Council in the manner prescribed, and subject to the limitations imposed, by law.
- (B) ~~No purchase for a budget line item in excess of \$5,000 and no purchase for a nonbudget item in excess of \$2,000~~ involving \$10,000 or more shall be made by the City Manager without specific authorization of the City Council.

<input checked="" type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSENT AGENDA
<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: MARCH 13, 2025

AGENDA ITEM: 8.

8. Items for Individual Consideration

Discussion and Possible Action Authorizing the City Manager to negotiate and finalize an agreement with Granicus to provide City Council and Committee meeting agenda and related Meeting Minute software, audio/video camera equipment.

- DISCUSSION AND
POSSIBLE ACTION ITEMS
- SPECIAL CONSIDERATION
- CONSENT AGENDA
- PUBLIC HEARING
- PRESENTATION
- 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: MARCH 13, 2025

AGENDA ITEM: 9.

9. Items for Individual Consideration

Discussion and Possible Action accepting the Quarterly Investment Report for period ending December 31, 2024

- DISCUSSION AND
POSSIBLE ACTION ITEMS
- SPECIAL CONSIDERATION
- CONSENT AGENDA
- PUBLIC HEARING
- PRESENTATION
- 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: MARCH 13, 2025

AGENDA ITEM: 9.

9. Items for Individual Consideration

Discussion and Possible Action accepting the Quarterly Financial Report for period ending December 31, 2024

<u> X </u>	DISCUSSION AND POSSIBLE ACTION ITEMS
<u> </u>	SPECIAL CONSIDERATION
<u> </u>	CONSENT AGENDA
<u> </u>	PUBLIC HEARING
<u> </u>	PRESENTATION
<u> </u>	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: MARCH 13, 2025

AGENDA ITEM: 9.

9. Items for Individual Consideration

Discussion And Possible Action To Authorize The City To Enter Into A Joint Election Agreement With Bexar County Elections Department For Services During Early Voting And Election Day And Authorizing The City Manager To Sign The Memorandum Of Understanding And Joint Election Agreement for \$4,952.83

Discusión y posible acción para autorizar a la ciudad a entrar en un acuerdo electoral conjunto con el Departamento de Elecciones del Condado de Bexar para los servicios durante la votación anticipada y el día de las elecciones y autorizar al Gerente de la Ciudad a firmar el Memorando de Entendimiento y el Acuerdo Electoral Conjunto para \$4,952.83

THE STATE OF TEXAS §
 § **CONTRACT FOR ELECTION SERVICES**
COUNTY OF BEXAR §

This Contract is entered into by and between the BEXAR COUNTY ELECTIONS ADMINISTRATOR (“ADMINISTRATOR”) on behalf of Bexar County, a political subdivision of the State of Texas, and the CITY OF KIRBY (“CITY”)(also, individually, a “Party” or, collectively, the “Parties”), pursuant to Texas Election Code Section 31.092.

RECITALS

CITY, by appropriate action of its governing body acting in accordance with all applicable laws, has called a General Election to be conducted by Bexar County on Saturday, May 3, 2025 and desires that certain election services be provided by ADMINISTRATOR through her Elections Department.

ADMINISTRATOR has provided cost estimates for election services to be rendered by her office pursuant to the terms of this Contract that are set out on Exhibits “A” and “B,” attached and incorporated into this Contract.

CITY and ADMINISTRATOR want to enter into this Contract setting out the respective responsibilities of the Parties.

Accordingly, the Parties agree as follows:

ARTICLE I
PURPOSE

1.01. The Parties have entered into this Contract for election services described in Article II to be provided to CITY for its election to be held on May 3, 2025.

ARTICLE II
SERVICES

2.01. ADMINISTRATOR agrees to provide to CITY the following general services:

- (A) Procure and distribute election supplies, including, but not limited to, the preparation, printing and distribution of ballots and sample ballots;
- (B) Procure election judges and clerks for early voting and election day voting;
- (C) Procure early voting polling places and election day vote centers, as ordered;
- (D) Procure, prepare, and distribute adequate election equipment and transport equipment to and from the initial polling locations, including early voting substations, for CITY;

- (E) Distribute the lists of registered voters to be used in conducting the election, as provided by Bexar County Voter Registration pursuant to the request by CITY;
- (F) Pay election day and early voting judges and clerks;
- (G) Pay the judges for election night returns and early voting returns;
- (H) Provide information for election officers;
- (I) Provide general overall supervision of the election and advisory services;
- (J) Prepare writ of election to election officers and notice of appointment to Presiding and Alternate judges, as required by law;
- (K) Conduct early voting, in person and by mail, for CITY;
- (L) Establish a Central Counting Station for the purpose of tabulating ballots;
- (M) Provide such incidental related services as may be necessary to effect the election;
- (N) Meet ADA requirements as the law relates to polling locations and voter assistance, etc; and
- (O) Provide for Central Count Tabulation (s):
 - a. Preparation and programming of the ballots on the DS 450 and 850 Optical Scanner
 - b. Preparation and tabulation of votes from the Express Vote and Express Touch Voting System.
- (Q) Provide Support as Custodian of Election Records as the law relates to conducting a Recount.

ARTICLE III
SCHEDULE FOR PERFORMANCE OF SERVICES

3.01. Specific services to be provided related to the general services identified in Article II will be performed in accordance with the time requirements set out in the Texas Election Code.

ARTICLE IV

SERVICES NOT PROVIDED BY COUNTY

4.01. ADMINISTRATOR shall have no responsibility for insuring the passage of the appropriate Election Order by the CITY, posting the election notice as required by the Texas Election Code Section 4.003, or canvassing election results. ADMINISTRATOR shall have no responsibility as custodian of CITY'S election records.

**ARTICLE V
TERM**

5.01. Except as hereinafter set out, the term of this Contract will be from the time of execution until all items with respect to this Contract and the election held hereunder have been completed.

**ARTICLE VI
COST OF SERVICE AND BILLING**

6.01. In consideration for the services provided hereunder by ADMINISTRATOR, CITY shall pay ADMINISTRATOR the actual cost of performing the services, including any overtime incurred by ADMINISTRATOR'S employees. CITY shall deposit with ADMINISTRATOR \$4,952.83 no later than April 11, 2025 to cover the estimated pro rata cost.

6.02. If the actual election costs exceed CITY'S deposit, the difference between the actual costs and the deposit will be paid by CITY within 30 days after receiving an itemized invoice from ADMINISTRATOR. Payment must be made by check payable to the Bexar County Clerk and mailed to:

Michele Carew
Bexar County Elections Administrator
1103 S. Frio St., Ste. 100
San Antonio, Texas 78207

6.03. Any monies remaining after the payment of all costs of elections bills, will be the property of the CITY and returned to it.

**ARTICLE VII
GENERAL PROVISIONS**

7.01. This Contract will be construed under and in accordance with the laws of the State of Texas, and all obligations of the Parties created hereunder are performable in Bexar County, Texas.

7.02. If any one or more of the provisions contained in this Contract is for any reason held to be invalid, illegal or unenforceable in any respect, that invalidity, illegality or unenforceability will not affect any other provision, and this Contract will be construed as if

the invalid, illegal or unenforceable provision had never been contained in the Contract.

7.03. This Contract constitutes the sole and only agreement of the Parties and supersedes any prior understanding or written or oral agreement between the Parties respecting the written subject matter.

7.04. No amendment, modification, or alteration of this Contract will be binding unless it is in writing, dated subsequent to the date hereof and executed by the Parties.

ARTICLE VIII
BACKGROUND CHECKS

8.01 ADMINISTRATOR has conducted all criminal background checks required by Texas Election Code § 129.051(g).

SIGNED this ____ day of _____, 2025.

ELECTIONS ADMINISTRATOR

CITY OF KIRBY

BY: _____
MICHELE CAREW

BY: _____
PRINT: _____
TITLE: _____

APPROVED AS TO LEGAL FORM:
JOE GONZALES
CRIMINAL DISTRICT ATTORNEY
BEXAR COUNTY, TEXAS

BY: _____
LARRY ROBERSON
ASSISTANT CRIMINAL DISTRICT
ATTORNEY- CIVIL DIVISION

KIRBY

EXHIBIT "A"

3-May-25

I	Early Voting	Units	Cost Per Unit	Estimated	TOTALS
A	REMUNERATION				
	REMUNERATION SUMMARY				
	NUMBER OF JUDGES	1			
	HOURS WORKED	80	\$18.00	\$1,440.00	
	HOURS WORKED OVERTIME	24	\$27.00	\$648.00	
	NUMBER OF CLERKS	3			
	HOURS WORKED	80	\$16.50	\$3,960.00	
	HOURS WORKED OVERTIME	24	\$24.75	\$1,782.00	
	JUDGES DAILY RETURN FEE				
	NUMBER OF TRIPS	2			
	COST PER TRIP		\$7.50	\$720.00	
	COST PER CREW	CC		\$8,550.00	
	NUMBER OF SITES	48			
	SECURITY	5	\$35.00		
	HOURS	80		\$14,000.00	
	WAGES			\$410,400.00	
	TOTAL FICA			\$31,395.60	
	TEMP AGENCY MARKUP		20.00%	\$68,875.93	
	TOTAL REMUNERATION			\$510,671.53	\$510,671.53
B	PRINTING				
	PRINTING OF EARLY VOTING SUPPLIES				
	FORMATTING STYLE	74	\$50.00	\$3,700.00	
	NUMBER OF MAIL BALLOTS	25,000	\$0.50	\$12,500.00	
	BALLOT CARDS	200,000	\$0.18	\$36,000.00	
	NUMBER OF SAMPLE BALLOTS	15,000	\$0.10	\$1,500.00	
	Freight		\$0.00	\$0.00	
	TOTAL PRINTING			\$53,700.00	\$53,700.00
C	MAIL				
	NUMBER OF WHITE ENVELOPES	10,000	\$0.09	\$900.00	
	NUMBER APPLICATIONS	5,000	\$0.05	\$250.00	
	NUMBER OF CARRIER ENVELOPES	25,000	\$0.09	\$2,250.00	
	NUMBER OF TRANSPORT ENVELOPES	25,000	\$0.09	\$2,250.00	

	NUMBER OF POSTAGE STAMPS	25,000	\$0.67	\$16,750.00	
	TOTAL MAIL			\$22,400.00	\$22,400.00
D	TEMPORARY WORKERS				
	NUMBER OF TEMP EMPLOYEES/MAIL	5			
	HOURS WORKED	360	\$17.00	\$30,600.00	
	WAREHOUSE				
	NUMBER OF TEMPORARY EMPLOYEE	3			
	HOURS WORKED	360	\$17.00	\$18,360.00	
	FICA			\$3,745.44	
	TOTAL TEMP EMPLOYEE COST			\$52,705.44	\$52,705.44
E	RENTAL				
	NUMBER OF SITES	48			
	NUMBER OF SITES COSTS	3	\$500.00	\$1,500.00	
	NUMBER OF EXPRESSVOTES	336	\$50.00	\$16,800.00	
	NUMBER OF DS200	48	\$75.00	\$3,600.00	
	NUMBER OF EXPRESS TOUCH	48	\$30.00	\$1,440.00	
	NUMBER OF PROV. BAGS AND SEAL	48	\$8.00	\$384.00	
	NUMBER OF COMPUTERS	50	\$250.00	\$12,500.00	
	NUMBER OF TABLES	12	\$10.00	\$120.00	
	NUMBER OF CHAIRS	40	\$2.50	\$100.00	
	NUMBER LOCKS ,CHAINS,	47	\$5.00	\$235.00	
	TOTAL RENTAL			\$36,679.00	\$36,679.00
F	STAFFTIME				
	DAILY RETURNS				
	NUMBER OF EMPLOYEES	20	\$30.00		
	HOURS WORKED (DAYS X NO. HOUR	28		\$16,800.00	
	FICA 7.65			\$90.22	
	TOTAL WAGES			\$16,890.22	
	PRO RATA COST	1			
	TOTAL STAFFTIME			\$16,890.22	\$16,890.22
G	E.B.AND S.V.C.				
	EARLY BALLOT BOARD				
	NUMBER OF BOARD MEMBERS	12			
	HOURS WORKED	40	\$18.00	\$8,640.00	

	SIGNATURE VERIFICATION COMM.					
	NUMBER OF MEMBERS	0				
	HOURS WORKED	0	\$0.00		\$0.00	
	TOTAL WAGES				\$8,640.00	
	UNEMPLOYMENT				\$0.08	
	FICA 7.65				\$660.96	
	PRO RATA COST	1			\$9,301.04	\$9,301.04
	TOTAL E.B.B. AND S.V.C. COST					
H	PUBLICATION POLLING PLACES					
	EXPRESS NEWS	1	\$36,000.00		\$36,000.00	
	LA PRENSA	1	\$6,000.00		\$6,000.00	
	PRO RATA COST	1			\$0.00	
	TOTAL PUBLICATION				\$42,000.00	\$42,000.00
I	MISCELLANEOUS					
	NUMBER OF LABELS	58	\$20.00		\$1,160.00	
	NUMBER OF CELL PHONES	47	\$35.00		\$1,645.00	
	TRAINING CLASS FOR E.V. JUDGES					
	NUMBER OF JUDGES	0				
	NUMBER OF HOURS	4	\$20.00		\$80.00	
	WRITS AND MAILOUTS TO JUDGES					
	ENVELOPES AND POSTAGE	150	\$0.75		\$112.50	
	NUMBER OF KITS	48	\$55.00		\$2,640.00	
	TOTAL MISCELLANEOUS				\$5,637.50	\$5,637.50
K	SUMMARY OF E.V. COST					
	REMUNERATION				\$510,671.53	\$510,671.53
	PRINTING OF E.V. SUPPLIES				\$53,700.00	\$53,700.00
	MAIL				\$22,400.00	\$22,400.00
	TEMPORARY EMPLOYEE COST				\$52,705.44	\$52,705.44
	RENTAL				\$36,679.00	\$36,679.00
	STAFFTIME				\$16,890.22	\$16,890.22
	E.B.B.AND S.V.C. COST				\$9,301.04	\$9,301.04
	MISCELLANEOUS				\$5,637.50	\$5,637.50
	PUBLICATION				\$42,000.00	\$42,000.00
	TOTAL EARLY VOTING COST SUBTOTAL				\$749,984.73	\$749,984.73

10% CONTRACT FEE EARLY VOTING				\$74,998.47	\$74,998.47
Grand Total Early Voting				\$824,983.21	\$824,983.21

KIRBY EXHIBIT "B" 3-May-25

Election Day	Units	Cost Per Unit	Estimated	TOTALS
II REMUNERATIONS				
A NUMBER OF JUDGES	1			
HOURS WORKED	15	\$18.00	\$270.00	
NUMBER OF CLERKS	3.0			
HOURS WORKED	15	\$16.50	\$742.50	
FICA 7.65 FOR JUDGES AND CLERKS			\$77.46	
TOTAL WAGES JUDGES and CLERKS			\$1,089.96	
NUMBER OF SITES	250	\$1,089.96	\$272,489.06	
SECURITY	8			
HOURS WORKED	18	\$35.00	\$5,040.00	
FICA 7.65 FOR SECURITY			\$385.56	
TOTAL WAGES SECURITY			\$5,425.56	
TOTAL REMUNERATION			\$277,914.62	
REMUNERATIONS TOTAL			\$277,914.62	
B ELECTION NIGHT RETURNS				
NUMBER OF SITES RETURNS	250	\$25.00	\$6,250.00	
NUMBER OF KITS	250	\$50.00	\$12,500.00	
TOTAL KITS AND RETURNS			\$18,750.00	
C RENTAL				
NUMBER OF EXPRESSVOTES	1600	\$50.00	\$80,000.00	
NUMBER OF DS200	250	\$75.00	\$18,750.00	
NUMBER OF EXPRESS TOUCH	250	\$30.00	\$7,500.00	
NUMBER OF PROVISIONAL BAGS USE	250	\$6.00	\$1,500.00	

TABLES		50	\$10.00	\$500.00	
CHAIRS		40	\$2.50	\$100.00	
TRAFFIC CONES		25	\$1.20	\$30.00	
SHRINK WRAP COST		0	\$50.00	\$0.00	
NUMBER OF BALLOT BOXES		25	\$1.45	\$36.25	
COST OF LOCKS AND SEALS		249	\$1.50	\$373.50	
TOTAL RENTAL				\$108,789.75	\$108,789.75
D	TRANSPORTATION				
MOVERS		298	\$232.84	\$69,386.32	
TRUCK RENTAL		5	\$793.68	\$3,968.40	
PRO RATA COST		1			
TRANSPORTATION				\$73,354.72	\$73,354.72
TRANSPORTATION TOTAL				\$0.00	
E	PROGRAMMING, EQUIPMENT, TECHNICAL SERVICES				
PERSONEL COST ON SITE TECHS		72	\$300.00	\$21,600.00	
TEMP AGENCY MARKUP			20.00%	\$3,367.44	
ES&S TECHNICAL SUPPORT		2	\$ 5,200	\$10,400.00	
PROGRAMMING		0	\$1,500.00	\$0.00	
VOICE FILES		0	\$2,500.00	\$0.00	
CENTRAL COUNTING STATION JUDGE		15	\$25.00	\$375.00	
REGIONAL SENDING SITES		8	\$560.00	\$4,480.00	
CENTRAL COUNTING STATION MGR H		25	\$40.00	\$1,000.00	
TABULATION SUPERVISOR HOURS		12	\$35.00	\$420.00	
ASST TO TAB. SUPERVISOR HOURS		12	\$25.00	\$300.00	
COMPUTER COST		0	\$40,500.00	\$0.00	
TABULATION SOFTWARE		0	\$25,800.00	\$0.00	
AIS 850 OPTICAL SCANNERS		1	\$17,000.00	\$17,000.00	
PUBLIC TEST		1	\$50.00	\$50.00	
PREVENTIVE MAINT. INSP		1	\$2,600.00	\$2,600.00	
PRO RATA COST		1			
INFORMATION SERVICES				\$61,592.44	
TOTAL PETS				\$61,592.44	\$61,592.44
F	ELECTION DEPARTMENT STAFF				
NUMBER OF EMPLOYEES		21	\$36.00		

	HOURS WORKED		19		\$14,364.00	
	FICA 7.65				\$1,098.85	
	PRO RATA COST		1			
	TOTAL STAFFTIME WAGES				\$15,462.85	\$15,462.85
G	TEMPORARY EMPLOYEE					
	NUMBER OF EMPLOYEES (POST ELE		6			
	HOURS WORKED		40	\$15.00	\$3,600.00	
	PRO RATA COST				\$0.00	
	WORKMANS COMP UNEMPLOYEMENT		1	\$49.33	\$295.98	
	PHONE BANK RATE PER HOUR			\$15.00	\$0.00	
	HOURS WORKED		12			
	NUMBER OF EMPLOYEES		20		\$3,600.00	
	TEMPORARY EMPLOYEE COST		40		\$7,495.98	
	FICA 7.65		1		\$573.44	
	TOTAL TEMP EMPLOYEE COST		1		\$8,069.42	\$8,069.42
H	PUBLICATION					
	EXPRESS NEWS ACCURACY TEST		1	\$375.00	\$375.00	
	PRO RATA COST		1			
	TOTAL PUBLICATION				\$375.00	\$375.00
I	MISCELLANEOUS					
	NOTIFICATION TO JUDGES/payroll		1,722	\$0.75	\$1,291.50	
	POLLING SITE RENTAL		400	\$210.00	\$84,000.00	
	CELL PHONES AND AIRTIME		249	\$30.00	\$7,470.00	
	TOTAL MISCELLANEOUS				\$92,761.50	\$92,761.50
J	SUMMARY ELECTION DAY COST					
	REMUNERATIONS				\$277,914.62	\$277,914.62
	ELECTION KITS AND RETURNS				\$18,750.00	\$18,750.00
	RENTAL				\$108,789.75	\$108,789.75
	STAFFTIME				\$15,462.85	\$15,462.85
	PRINTING COST				\$0.00	\$0.00
	INFORMATION SERVICES				\$61,592.44	\$61,592.44
	TEMPORARY EMPLOYEE COST				\$8,069.42	\$8,069.42
	PUBLICATION				\$375.00	\$375.00
	TRANSPORTATION				\$73,354.72	\$73,354.72

MISCELLANEOUS		\$92,761.50	\$92,761.50
ELEC. DAY COST SUBTOTAL		\$657,070.30	\$657,070.30
TOTAL ELECTION DAY		\$657,070.30	\$657,070.30
10% CONTRACT FEE		\$65,707.03	\$65,707.03
Grand Total Election Day		\$722,777.33	\$722,777.33

	Total	ESTIMATE
Early Voting Grand Total	\$824,983.21	\$824,983.21
Election Day Grand Total	\$722,777.33	\$722,777.33
Total For Early Voting and Election Day	\$1,547,760.54	\$1,547,760.54
Pro Rata Share .03%	\$4,952.93	\$4,952.93
Amount of Deposit	\$4,952.93	\$4,952.93
(Overpaid)/Underpaid		

← Amount to be paid

- DISCUSSION AND
POSSIBLE ACTION ITEMS
- SPECIAL CONSIDERATION
- CONSENT AGENDA
- PUBLIC HEARING
- PRESENTATION
- 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: MARCH 13, 2025

AGENDA ITEM: 9.

9. Items for Individual Consideration

Discussion and Possible Action of Tex-Pool Resolution for Tex-Pool Account Signers



Resolution Amending Authorized Representatives

Please complete this form to amend or designate Authorized Representatives. *This document supersedes all prior Authorized Representative forms.*

*** Required Fields**

1. Resolution

WHEREAS,

Participant Name* Location Number*

("Participant") is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interest of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

WHEREAS, the Texas Local Government Investment Pool ("TexPool / Texpool Prime"), a public funds investment pool, were created on behalf of entities whose investment objective in order of priority are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act.

NOW THEREFORE, be it resolved as follows:

- A. That the individuals, whose signatures appear in this Resolution, are Authorized Representatives of the Participant and are each hereby authorized to transmit funds for investment in TexPool / TexPool Prime and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.
- B. That an Authorized Representative of the Participant may be deleted by a written instrument signed by two remaining Authorized Representatives provided that the deleted Authorized Representative (1) is assigned job duties that no longer require access to the Participant's TexPool / TexPool Prime account or (2) is no longer employed by the Participant; and
- C. That the Participant may by Amending Resolution signed by the Participant add an Authorized Representative provided the additional Authorized Representative is an officer, employee, or agent of the Participant;

List the Authorized Representative(s) of the Participant. Any new individuals will be issued personal identification numbers to transact business with TexPool Participant Services.

1.
Name Title

Phone Fax Email

Signature

2.
Name Title

Phone Fax Email

Signature

3.
Name Title

Phone Fax Email

Signature

1. Resolution (continued)

4.

Name Title

Phone Fax Email

Signature

List the name of the Authorized Representative listed above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements under the Participation Agreement.

Name

In addition and at the option of the Participant, one additional Authorized Representative can be designated to perform only inquiry of selected information. *This limited representative cannot perform transactions.* If the Participant desires to designate a representative with inquiry rights only, complete the following information.

Name Title

Phone Fax Email

D. That this Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexPool Participant Services receives a copy of any such amendment or revocation. This Resolution is hereby introduced and adopted by the Participant at its regular/special meeting held on the day of 20

Note: Document is to be signed by your Board President, Mayor or County Judge and attested by your Board Secretary, City Secretary or County Clerk.

Name of Participant*

SIGNED

Signature*

Printed Name*

Title*

ATTEST

Signature*

Printed Name*

Title*

2. Delivery Instructions

Please return this document to **TexPool Participant Services:**
Email: texpool@dtsystems.com
Fax: 866-839-3291



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

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

DATE: MARCH 13, 2025

AGENDA ITEM: 10.

10. Closed Session

The city of Kirby City Council will convene in executive session on the following items:

- vii. Pursuant to Texas Government Code Section 551.071(1) (Consultation with Attorney) regarding pending and contemplated litigation:

Jared Brooks et al, vs. City of Kirby 2024CI28246

- viii. Pursuant to Texas Government Code Section 551.071(1) (Consultation with Attorney) regarding pending and contemplated litigation:

Jack Miller, et al vs Kirby 20-CV-00642-JKP

- ix. Pursuant to Texas Government Code Section 551.071(1) (Consultation with Attorney) regarding pending and contemplated litigation:

Rogers Romens vs Kirby 5:24-CV-00964

- x. Pursuant to Texas Government Code Section 551.071(1) (Consultation with Attorney) regarding pending and contemplated litigation:

Nancy Pena ET AL vs. City of Kirby 2024CI05087

- xi. Pursuant to Texas Government Code Section 551.071(2) (Consultation with Attorney) regarding outstanding liabilities for executed contracts.
- xii. Pursuant to Texas Government Code Section 551.072(2) (Consultation with Attorney) regarding Landis Road.

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

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

DATE: MARCH 13, 2025

AGENDA ITEM: 11.

11. 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.

- i. Pursuant to Texas Government Code Section 551.071(1) (Consultation with Attorney) regarding pending and contemplated litigation:

Jared Brooks et al, vs. City of Kirby 2024CI28246

- ii. Pursuant to Texas Government Code Section 551.071(1) (Consultation with Attorney) regarding pending and contemplated litigation:

Jack Miller, et al vs Kirby 20-CV-00642-JKP

- iii. Pursuant to Texas Government Code Section 551.071(1) (Consultation with Attorney) regarding pending and contemplated litigation:

Rogers Romens vs Kirby 5:24-CV-00964

- iv. Pursuant to Texas Government Code Section 551.071(1) (Consultation with Attorney) regarding pending and contemplated litigation:

Nancy Pena ET AL vs. City of Kirby 2024CI05087

- v. Pursuant to Texas Government Code Section 551.071(2) (Consultation with Attorney) regarding outstanding liabilities for executed contracts.
- vi. Pursuant to Texas Government Code Section 551.072(2) (Consultation with Attorney) regarding Landis Road.

<input type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSENT AGENDA
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input checked="" type="checkbox"/>	CITY MANAGER UPDATE

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

DATE: MARCH 13, 2025

AGENDA ITEM: 12.

12. City Manager Update:

Kirby Connection Newsletter