



Janeshia A. Grider, Mayor

Mike Grant
Sylvia Apodaca
Joe Molina

Maria Lozano
Englan Sanchez
Sally J. Hitt

**CITY COUNCIL AGENDA
REGULAR MEETING
THURSDAY, April 17, 2025 - 7:15 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, April 17, 2025 at 7:15 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 – Thursday, April 10, 2025

7. Presentation

- a. Civic Plus Website Demo
- b. Civic Plus Agenda & Meeting Minutes Software Demo
- c. GoGov Demo
- d. National Fitness Video
- e. Sexual Assault Awareness and Prevention Month
- f. Sjogren's Syndrome Awareness Month

8. Updates

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

9. Items for Individual Consideration

- a. Discussion and Possible Action on Audit FY 24
- b. Discussion and possible action on accepting change order #0015: Ackerman Drive to have Damaged 4" Water Valve at Northeast Corner of Binz-Engleman RD and Ackerman Replaced.
- c. Discussion and possible action on accepting civil engineering services for Bain Media Bain change order #001: Ackerman Road bidding and Additional Construction Administration services 2018 street bond-phase2 "Ackerman Rd., Gibbs Sprawl Rd., Taube Rd., Cinderella Ln., Sparking Ln., Bauman Rd., and Hedwig St. for \$40,700.
- d. Discussion and Possible Action Authorizing the Interim City Manager to negotiate and finalize an agreement to provide City Council and Committee meeting agenda and related Meeting Minute software, audio/video camera equipment.
- e. Discussion and Possible Action Authorizing the Interim City Manager to negotiate and finalize an agreement to provide City Council and Committee with a website.

- f. Discussion and Possible Action Authorizing the Interim City Manager to negotiate and finalize an agreement to provide City Council and Committee permit software.
- g. Discussion and Possible Action on Ordinance NO. 2025-199 Amending the City's Subdivision Regulations related to administrative Procedures for Application Processing and Approving Plats
- h. Discussion and Possible Action Amending Resolution 2024-791 to add City Secretary Christine Wilson to Additional Bank Accounts.
- i. Discussion regarding Planning and Zoning Comprehensive Plan
- j. Discussion and possible action allotting \$10,000 to Marketing, Communication, and Engagement

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:

Rogers Romens vs Kirby 5:24-CV-00964

- iii. 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

- iv. Pursuant to Texas Government Code Section 551.071(2) (Consultation with Attorney) regarding outstanding liabilities for executed contracts.
- v. Pursuant to Texas Government Code Section 551.071(2) (Consultation with Attorney) regarding Landis Road.
- vi. Pursuant to 551.074 (Personnel Matters) regarding employment, evaluation, and/or duties, including but not limited to extension of current contract for Interim City Manager.
- vii. Pursuant to Texas Government Code Section 551.071(2) (Consultation with Attorney) regarding franchise agreement with Republic Services for solid waste collection.

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. Requests by Mayor and Council Members for Items to be placed on future City Council Agendas and Announcements on City Events/Community Interest.
- viii. 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

- 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 551.071(2) (Consultation with Attorney) regarding Landis Road.
- xiii. Pursuant to 551.074 (Personnel Matters) regarding employment, evaluation, and/or duties, including but not limited to extension of current contract for Interim City Manager.
- xiv. Pursuant to Texas Government Code Section 551.071(2) (Consultation with Attorney) regarding franchise agreement with Republic Services for solid waste collection.

12. City Manager Update:

70th Anniversary Events

Open Records Request Audit

Positions Available

GFOAT Training April 6-8, 2025

Planning & Zoning Training May 13, 2025 6:30pm

13. Request and Announcements

14. Adjournment

A handwritten signature in black ink, appearing to read 'Christine Wilson', written over a horizontal line.

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: April 14, 2025

TIME OF POSTING: 7:10 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
AGENDA ITEM SUMMARY**

DATE: APRIL 17, 2025

AGENDA ITEM: 6. a.

6. Consideration of and Action on Minutes

Regular Meeting Minutes – April 10, 2025



Janeshia A. Grider, Mayor

Mike Grant
Sylvia Apodaca
Joe Molina

Maria Lozano
Englan Sanchez
Sally J. Hitt

**CITY COUNCIL AGENDA
REGULAR MEETING
THURSDAY, April 10, 2025 - 7:00 P.M.
CITY HALL COUNCIL CHAMBER
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Topic: Regular City Council Meeting

Date and Time: Thursday, April 10, 2025 at 7:00 P.M. (Central Time)

1. **Call Meeting to Order 7:03pm**
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 type="checkbox"/>	<input checked="" type="checkbox"/>

Mayor Pro-Tem You have a quorum.

Staff

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

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.

Chris Garza
 Dr. Susan Street
 Roger Romans
 Kathy Gomez

6. Consideration of and Action on Minutes

a. Regular Meeting Minutes – Thursday, March 13, 2025

Motion made by Councilmember Grant and Seconded by Councilmember Molina

	<u>1st/2nd</u>	<u>Aye</u>	<u>Nay</u>
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 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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mayor Grider	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion Passes (5 / 0)

b. Regular Meeting Minutes – Thursday, March 27, 2025

Motion made by Councilmember Grant and Seconded by Councilmember Molina

	<u>1st/2nd</u>		<u>Aye</u>	<u>Nay</u>
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 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 type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mayor Grider	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>

Motion Passes (5 / 0)

Motion on table to move Item 8 before Item 7 Motion made by Councilmember Grant and Seconded by Councilmember Hitt

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

Motion Passes (5 / 0)

8. Updates

- a. Update on Ackerman Rd. Project – There is backfill along the sidewalks and curbs of FM 78 and Gibbs Sprawl and placing topsoil along the side of Gibbs Sprawl and Bauman. Plan to be done over the next two weeks.
- b. Update on Foxcross Rd. Project – Finishing up on the backfill and topsoil. At the same they are preparing for the cleanup process in the next week and will being on their punch list.

7. Presentation

- a. Revize Website Demo

Motion on table to move Item 9 before Item 7b Motion made by Councilmember Molina 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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Molina	<input checked="" 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 type="checkbox"/>	<input type="checkbox"/>

Motion Passes (5 / 0)

9. Items for Individual Consideration

- a. Discussion and Possible Action on Ordinance O 2025-783 Amending the Rates, Charges, and Fees to be Charged for Solid Waste Collection and Disposition for Services Provided by Republic Services of San Antonio.

Motion made by Councilmember Hitt 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 checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Molina	<input type="checkbox"/> <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 type="checkbox"/>	<input type="checkbox"/>

Motion Passes (5 / 0)

- b. Discussion and Possible Action on the Interim City Manager appointing Christine Wilson as Acting City Manager.

Motion made by Councilmember Grant and Seconded by Councilmember Molina

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

Motion Passes (4 / 1)

- c. Discussion and Possible Action on Accepting Change Order 013 with Austin Bridge and Road Constructors for \$2,722.34 for a downstream tie-in collar for the Ackerman Road Project.

Motion made by Councilmember Molina 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 checked="" type="checkbox"/> <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 type="checkbox"/>	<input type="checkbox"/>

Motion Passes (5 / 0)

- d. Discussion and Possible action Appointing Yvonne Rodriguez to Beautification and Recycling Committee.

Motion made by Councilmember Lozano 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 checked="" 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 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 type="checkbox"/>	<input type="checkbox"/>

Motion Passes (5 / 0)

- e. Discussion and Possible action Appointing Kenneth Byam to Building and Standards Committee.

Motion made by Councilmember Lozano 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 checked="" 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 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 type="checkbox"/>	<input type="checkbox"/>

Motion Passes (5 / 0)

- f. Discussion on Planning Process: Workflow Chart, Preliminary Plat, Zoning Plat, and Plat Application Process.

No Vote Required Requested Feedback

Motion on table to move Item 9 before Item 7b Motion made by Councilmember Molina 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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Member Molina	<input checked="" 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 type="checkbox"/>	<input type="checkbox"/>

Motion Passes (5 / 0)

7. Presentation con.

- c. My Government Now Demo

Motion on table to move Items 10, 11, and 12 before Item 7c Motion made by Councilmember Grant and Seconded by Councilmember Lozano.

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

Motion Passes (5 / 0)

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

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:**

70th Anniversary Events

Economic Development Town Hall Tuesday, April 15, 2025 10:30am – 11:30am and 6:30-7:30pm

Planning and Zoning Training

7. **Presentation con.**

c. Munibit Website Demo

13. **Request and Announcements**

Requests by Mayor and Council Members for Items to be placed on future City Council Agendas and Announcements on City Events/Community Interest.

-Tuesday, April 22, 2025 Earth Day Celebration with Kirby Youth Program and Kirby Senior Center: 6:00 – 7:30pm

-June 28th Fireworks in the Park Time: 5pm – 10pm

Update on Senior Center Dissolution

Update on City Staff Personnel

- What positions are open

- What is the status of Chief Hillburn

Open Records Request Audit

- A list of all requesters and the subjects of their requests.
- Identification of any duplicate requests.
- Information on the time taken to fulfill each request.
- A list of employees involved in processing these requests.
- The total dollar amount paid to attorneys related to these requests.
- The net cost (expenses not recoverable) associated with fulfilling the requests.
- A total general cost figure for handling ORA requests during this period.

Comprehensive Plan

Election Information

Early Voting:

April 22 – May 3, 2025

7:00 a.m. – 7:00 p.m.

Election Day:

May 3, 2025

Starts at 7:00 a.m.

Last Day to Apply for Ballot by Mail:

April 22, 2025

Website: www.bexarcountyelections.com

Crime Control & Safety

TIP 411 / Coffee with Cops Event:

May 4, 2025

2:00 – 4:00 p.m.

Tuck Coffee – 3155 Ackerman Rd (Next to Myra's Bakery)

Sponsored by Crime Control & Prevention

Diaper Assistance

Providence Place – Same Day Assistance

By appointment only

Hollywood Park, TX

Phone: 210-696-2410 (Contact: Sahara)

Services available the same day

Beautification & Recognition

Fiesta Decorating Contest:

Entry Deadline: April 17, 2025

Submit to: citysecretary@cityofkirby.org

Community & School Events

Kirby Middle School Fine Arts Fiesta:

Thursday, May 1, 2025

Gates open at 5:00 p.m.

Kirby Middle School Parking Lot

Free entrance, \$1 tickets for food, games, and carnival activities

Hopkins Elementary Plate Sale:

April 11, 2025

10:00 a.m. – 1:00 p.m.

2440 Ackerman Rd

Plates: \$12–\$14 | Banana pudding: \$5

Fitness & Health

Zumba Classes:

Ongoing

6:30 – 7:00 p.m.

Kirby Fire Station

Certified instructor | Free and open to the public

Community Meet & Greet

Candidate Meet & Greet Event:

April 12, 2025

10:00 a.m. – 2:00 p.m.

Kirby Senior Center, 3211 Allen Shepard Rd

Traffic & Construction

I-35 Northeast Expansion Closure:

Full weekend closure upcoming

Westbound collector ramp at Loop 604/I-35 Interchange will be closed

Alternate Route: Use Hwy 78 via Pat Booker Rd

Website: www.i35nex.com

Senior Support & Resources

Reminder to check in on senior neighbors

Report suspected abuse or neglect:

Phone: 1-800-252-5400

Website: www.texasabusehotline.org

Kirby Senior Center Calendar Events:

View on Kirby Senior Center Facebook Page

April Birthday Potluck – April 23

Hat Contest – April 25

Includes Craft Days, Bingo, Food Bank, and more

Closed on Good Friday

City Engagement

Economic Development Town Hall:

April 15, 2025

Sessions at 10:30–11:30 a.m. & 6:30–7:45 p.m.

Public encouraged to attend and share feedback

Kirby's 70th Anniversary & Bike Month

May 17, 2025

Event includes free food, music, family fun, and community resources

Residents of 20+ years encouraged to fill out a recognition form

14. Adjournment 9:19pm

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: April 7, 2025

TIME OF POSTING: 6:00 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: APRIL 17, 2025

AGENDA ITEM: 7.

7. Presentation

Civic Plus Website Demo

<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: APRIL 17, 2025

AGENDA ITEM: 7.

7. Presentation

Civic Plus Agenda & Meeting Minutes Software

<input type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSENT AGENDA
<input type="checkbox"/>	UPDATES
<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: APRIL 17, 2025

AGENDA ITEM: 7.

7. Presentation

GoGov Demo

<input type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSENT AGENDA
<input type="checkbox"/>	UPDATES
<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: APRIL 17, 2025

AGENDA ITEM: 7.

7. Presentation

National Fitness Video

NATIONAL FITNESS CAMPAIGN CAMPAIGN BRIEFING





AMERICA'S LARGEST PUBLIC-PRIVATE WELLNESS PARTNERSHIP

CELEBRATING 750TH
Healthy Community this Year

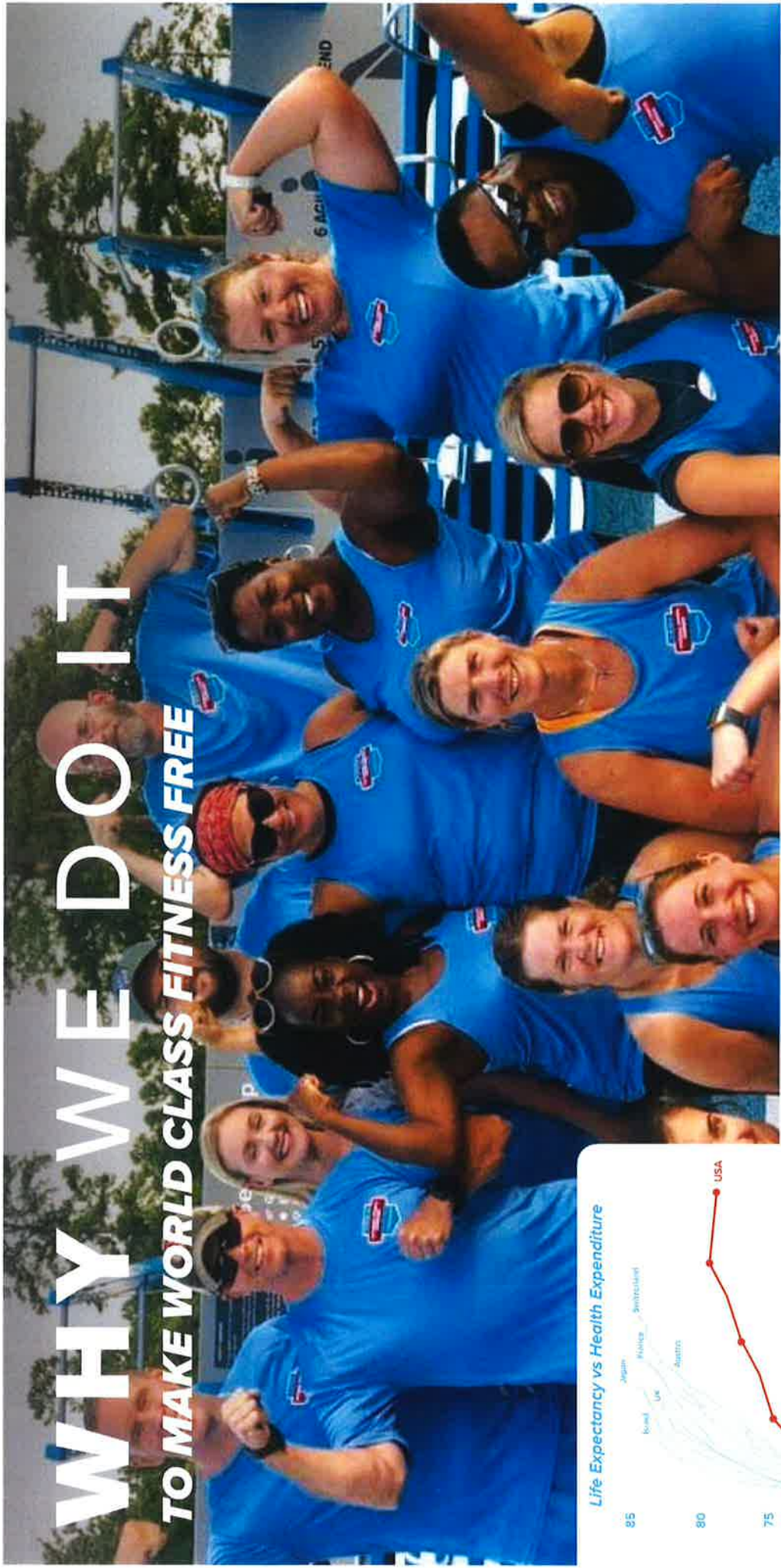


NOW FUNDED
to welcome 1000 Healthy
Communities by 2026

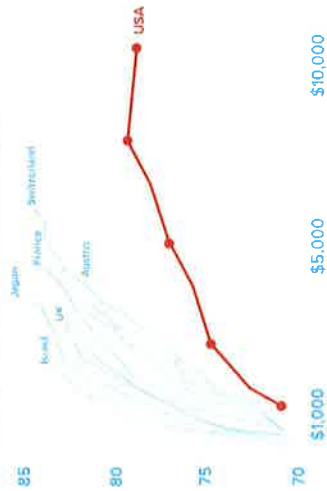
OUR MISSION : to Build Healthy Communities



WHY WE DO IT TO MAKE WORLD CLASS FITNESS FREE



Life Expectancy vs Health Expenditure



UNDERSTANDING THE PROBLEM

AMERICA IS FACING A HEALTH CRISIS CAUSED BY SEDENTARY LIFESTYLES AND CITIES DESIGNED FOR CARS. USA SPENDS MORE MONEY THAN ANY OTHER ON HEALTHCARE WITH POOR RESULTS.



BECOMING THE SOLUTION

WHEN COMMUNITIES ARE DESIGNED TO SUPPORT WELL-BEING, HEALTH OUTCOMES CHANGE!



BROUGHT TO YOU BY



BlueCross BlueShield
of Texas



BlueCross BlueShield
Kansas



BlueCross BlueShield
of Alabama



BlueCross
BlueShield
Minnesota



MVP
HEALTH CARE

COMMUNITY
Health Options



MASSACHUSETTS

Renown
HEALTH



BlueCross BlueShield
of Illinois

uchealth



As the preferred provider for Blue Cross and Blue Shield of Arizona



BlueCross BlueShield
of Montana



BlueCross BlueShield
of Oklahoma



arizona
complete health



Horizon



BlueCross BlueShield
of New Mexico



TEXAS WELLNESS INNOVATION ZONES

Bringing Wellness Infrastructure and programs to millions of Texans

National Fitness Campaign and Blue Cross Blue Shield of Texas Partner with UTHHealth Houston School of Public Health to Launch Wellness Innovation Zones in Texas

National Fitness Campaign (NFC), in partnership with Blue Cross and Blue Shield of Texas (BCBSTX), is proud to announce a groundbreaking three-year collaboration with **The University of Texas Health Science Center at Houston (UTHealth) School of Public Health**. This partnership aims to advance community wellness through the creation of Wellness Innovation Zones across Texas, advancing **NFC's** mission to make fitness free and accessible nationwide through the funding and development of free-to-the-public outdoor wellness hubs called Fitness Courts.

UTHealth Houston School of Public Health has been a leader in community health through its transformative programs developed under the direction of **Dr. Belinda Reininger** and her team from decades of experience addressing public health challenges in Texas. Together, **NFC** and **UTHealth** will work to test and refine best practices in community wellness programs, providing new tools and insights to hundreds of site partners and impacting the health of hundreds of thousands of people.



The University of Texas at Dallas



NFC Announces Groundbreaking Three Year-Collaboration to scale Wellness Infrastructure and Programming across Texas



FITNESS COURT | HEALTHY INFRASTRUCTURE PLANNING

MULTI-SITE FUNDING FOR HEALTH IMPACT



STUDIO



PLANNING



PHASING



LAYOUTS



PROJECTIONS



SCORES



MAPPING



TRAILS

BUILDING HEALTHY COMMUNITIES
MULTI-SITE PHASING FOR HEALTH IMPACT
HEALTHY SITE SCORE (HSS)



CAMPAIGN OVERVIEW

WHAT WE DO

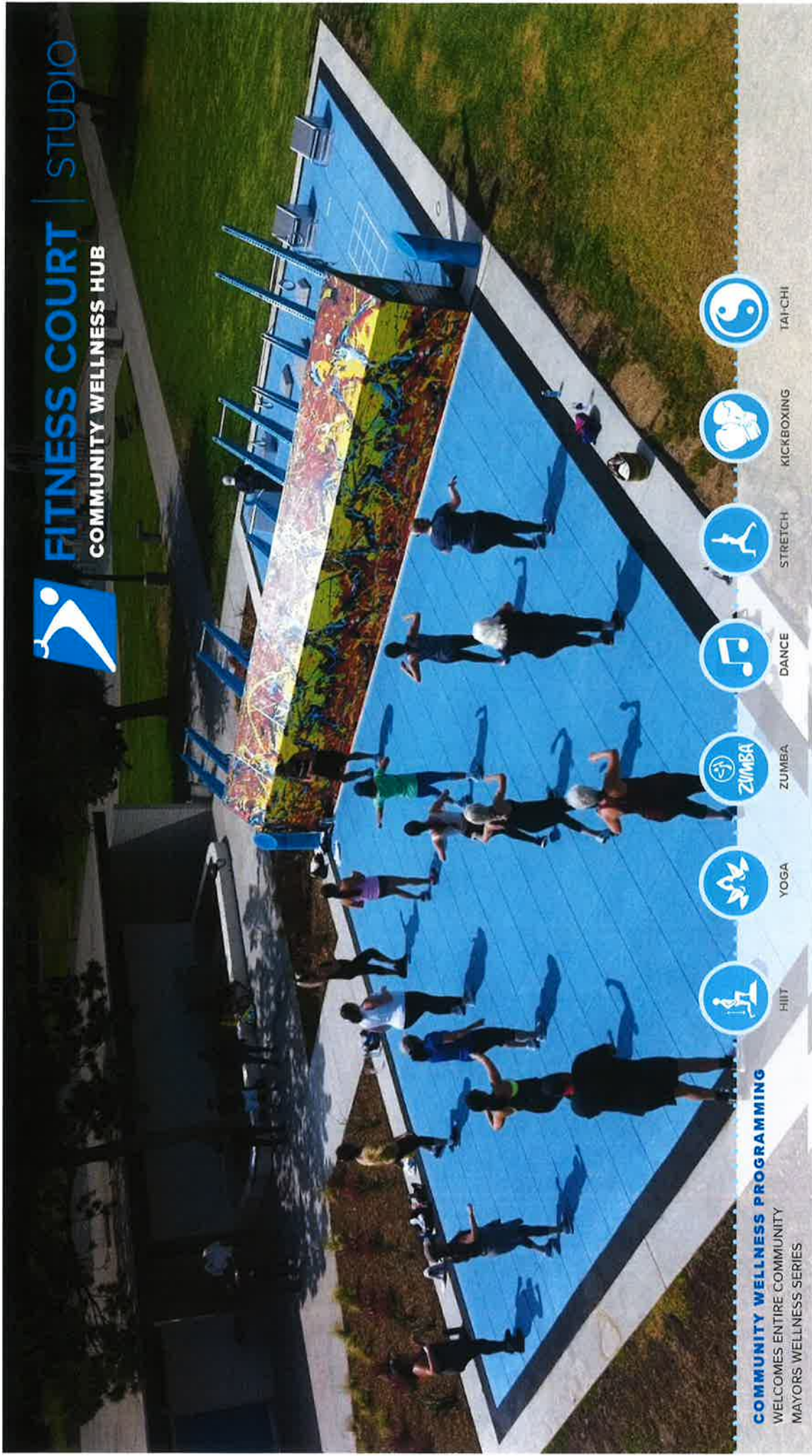
A COMPREHENSIVE COMMUNITY
WELLNESS PROGRAM





FITNESS COURT | STUDIO

COMMUNITY WELLNESS HUB



HIIT



YOGA



ZUMBA



DANCE



STRETCH



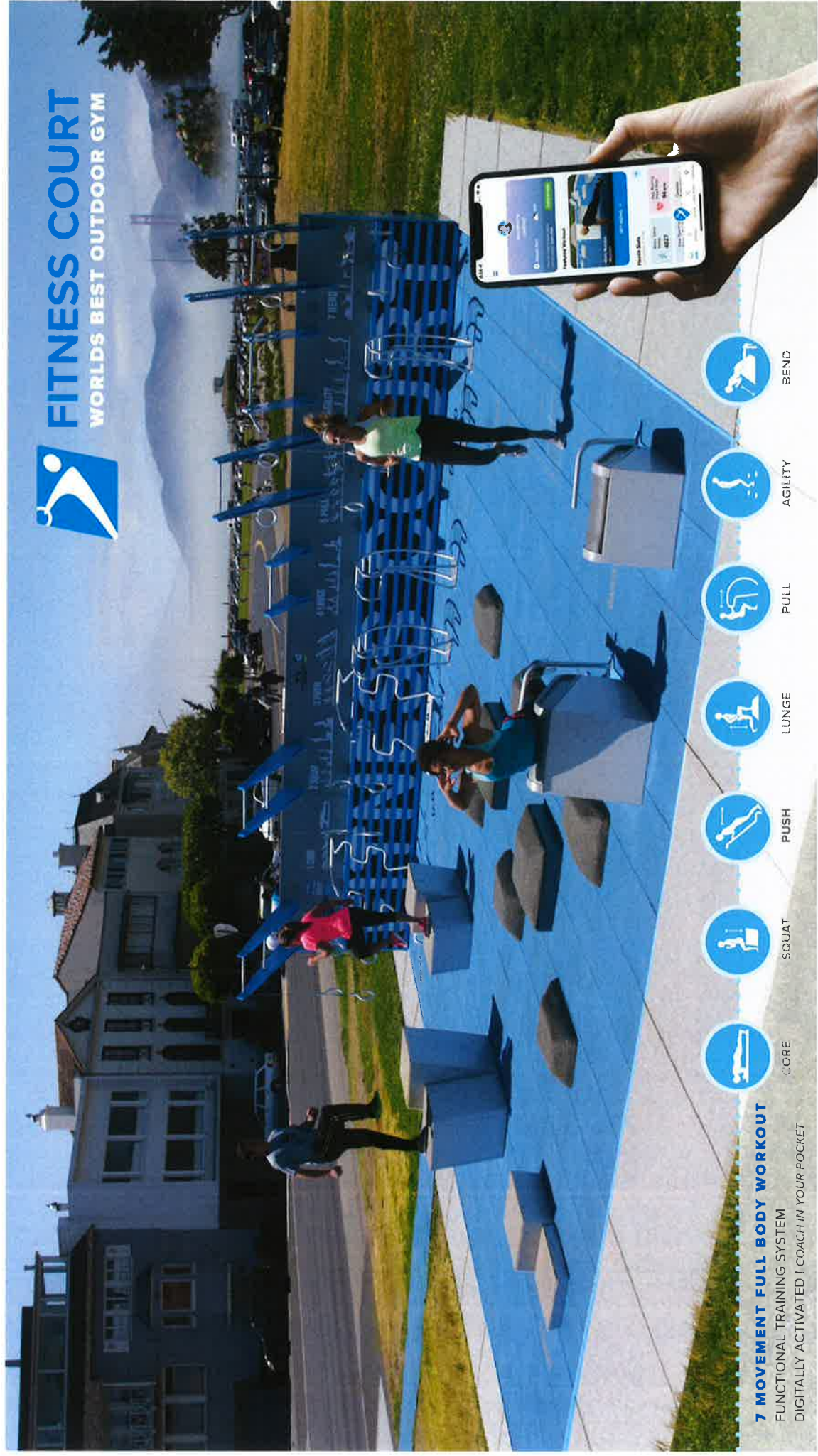
KICKBOXING



TAI-CHI

COMMUNITY WELLNESS PROGRAMMING

WELCOMES ENTIRE COMMUNITY
MAYORS WELLNESS SERIES



FITNESS COURT
WORLDS BEST OUTDOOR GYM

7 MOVEMENT FULL BODY WORKOUT

FUNCTIONAL TRAINING SYSTEM
DIGITALLY ACTIVATED | COACH IN YOUR POCKET



CORE



SQUAT



PUSH



LUNGE



PULL



AGILITY



BEND



FITNESS COURT | ART

EVERY FITNESS COURT IS A WORK OF ART



WORK WITH LOCAL ARTISTS
NFC DESIGN STUDIO

WORLD RENOWN ARTIST GALLERY
KEITH HARING | JEAN MICHEL BASQUIAT



Fitness Court® Custom Art



Local Artist Program
Additional Funding Required

EACH FITNESS COURT® IS A ONE-OF-A-KIND WORK OF ART.

FITNESS COURT® ART

No Additional Funding
Required



NFC CUSTOM ART

Additional Funding Required

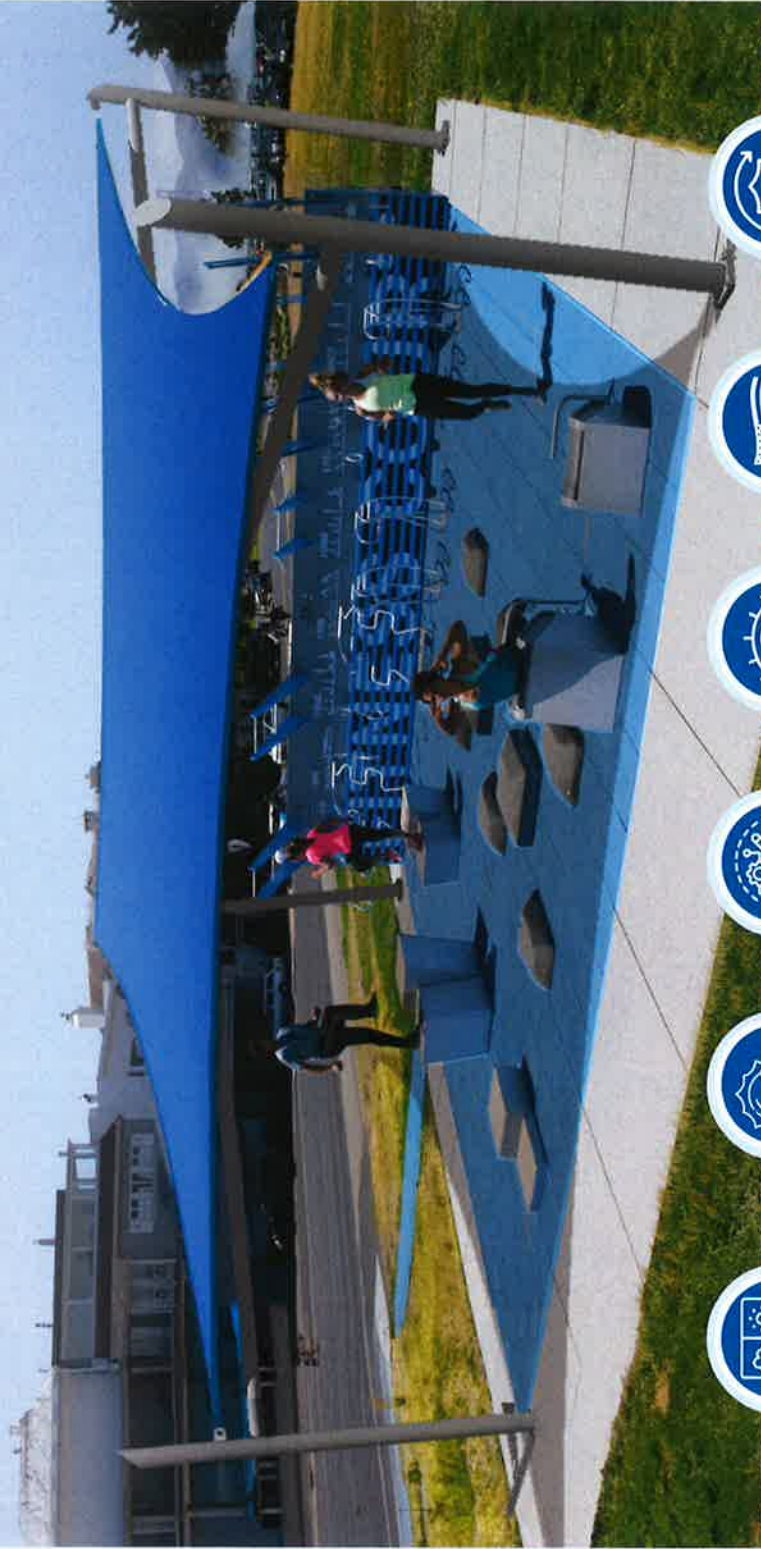


NEW FOR 2025

**NOW AVAILABLE FOR
FITNESS COURTS &
FITNESS COURT STUDIOS**



FITNESS COURT | SHADE
WORLD'S BEST OUTDOOR GYM JUST GOT COOLER



EXTENDED
SEASONAL USE



UV & SUN
PROTECTION



INTEGRATED
DESIGN



ENHANCED
AESTHETICS



MADE IN
USA



LONG LASTING
MATERIALS

1 **BE A PART OF THE
NATIONAL FITNESS CAMPAIGN**
AMERICA'S LARGEST PUBLIC PRIVATE
WELLNESS PARTNERSHIP

2 **HEALTH BENEFITS**
MORE TIME OUTDOORS, IMPROVED MENTAL &
PHYSICAL WELLBEING

3 **HEALTHY INFRASTRUCTURE**
PLACES DESIGNED FOR PEOPLE
NOT CARS

4 **BUILDING COMMUNITY**
CREATING A WELLNESS CULTURE THAT IS
SOCIAL, CONNECTED AND FUN!

5 **REDUCED HEALTHCARE COSTS**
HEALTHIER, HAPPIER, PEOPLE



CAMPAIGN IMPACT | **NFC**
BUILDING HEALTHY COMMUNITIES





2025 TEXAS CAMPAIGN

PRESENTED BY



BlueCross BlueShield
of Texas



NATIONAL FITNESS
CAMPAIGN
FITNESS COURT



Strategic Plan Adopted for Health Impact Across State

Limited funding for 20 communities in 2025



\$1,000,000 in Funding Now Available for Qualified Site Partners

NFC Grant Requirements

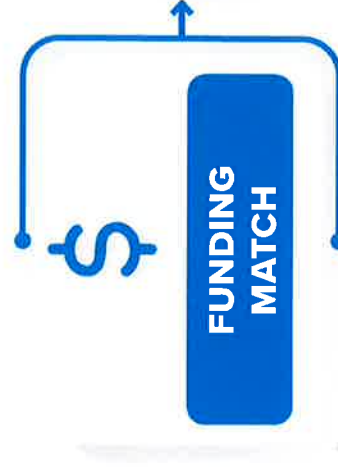
Program Qualification



STEP 1



STEP 2



STEP 3



STEP 4

JOIN THE CAMPAIGN



STEP 1

LEADERSHIP SUPPORT

BUILD CONSENSUS / CONFIRM FEASIBILITY
MUNICIPAL LEADER SUPPORT

SHARE 3 MINUTE VIDEO





STEP 2

SITES WITH IMPACT

Supported by NFC's Expert Consulting Services, Identify Site Locations that Meet Criteria for Funding Qualification & Health Impact

HEALTHY INFRASTRUCTURE PLANNING
• VISIBLE • CONNECTED • ACCESSIBLE •

Participate in Virtual Workshop led by NFC Expert Consultants to receive data & qualification information regarding your public spaces. See how your municipality or school benchmark's vs national averages.

POWERED BY



HEALTHY
SITE SCORE

NFC HEALTHY SITE
SCORE

NATIONAL INDEX & DATASET
EXPERT CONSULTING FOR
LOCATING SUCCESSFUL
OUTDOOR WELLNESS HUBS





STEP 3

FUNDING MATCH

NFC GUIDES FUNDING PLAN
CIP • STATE/NATIONAL • LOCAL SPONSORS

**GRANT FUNDING AVAILABLE:
\$30,000-\$60,000 PER SITE**

PROGRAM FUNDING REQUIREMENT

\$150,000-\$260,000

PER SITE PENDING PROGRAM CONFIGURATION AND
INSTALLATION METHOD





STEP 4

QUALIFY FOR GRANT

- A. PRE-APPLICATION PHASE
- B. GRANT AWARD
- C. BUILD/SITE PLAN
- D. LAUNCH/LOCAL CAMPAIGN

SUBMIT GRANT
APPLICATION



NEXT STEP



SCHEDULE VIRTUAL SITE
REVIEW WORKSHOP LED BY
NFC EXPERT CONSULTANTS TO
EXPLORE FEASIBILITY

POWERED BY

HSS

HEALTHY
SITE SCOPE

DISCUSSED AT NEXT STEP:

1. SITE WORKSHOP & HEALTHY SITE
SCORE REVIEW
2. FEASIBILITY & ALIGNMENT WITH LOCAL
PRIORITIES
3. FUNDING REQUIREMENT DETAILS AND
GRANT PROGRAM & AVAILABILITY FOR
YOUR STATE
4. NON-BINDING GRANT QUALIFICATION
PROCESS

JOIN US

LET'S BUILD HEALTHY COMMUNITIES
TOGETHER



Discussion - Q&A

<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: April 17, 2025

AGENDA ITEM: 7.

7. Presentation

Sexual Assault Awareness and Prevention Month

<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: APRIL 17, 2025

AGENDA ITEM: 7.

- 7. Presentation**
Sjogren's Syndrome Awareness Month

<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
A G E N D A I T E M S U M M A R Y**

DATE: APRIL 17, 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
A G E N D A I T E M S U M M A R Y**

DATE: APRIL 17, 2025

AGENDA ITEM: 8. b.

8. Updates

b. Update on Foxcross Rd. Project

<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"/>	CITY MANAGER UPDATE

**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 17, 2025

AGENDA ITEM: 9.

Discussion and Possible Action on Audit FY 24

<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: APRIL 17, 2025

AGENDA ITEM: 9.

9. Items for Individual Consideration

Discussion and possible action on accepting civil engineering services for Bain Media
Bain change order #001: Ackerman Road bidding and Additional Construction
Administration services 2018 street bond-phase2 "Ackerman Rd., Gibbs Sprawl Rd.,
Taube Rd., Cinderella Ln., Sparking Ln., Bauman Rd., and Hedwig St. for \$40,700.

<input checked="" type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	OPEN SESSION
<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 17, 2025

AGENDA ITEM: 9.

9. Items for Individual Consideration

Discussion and possible action on accepting change order #0015: Ackerman Drive to have Damaged 4" Water Valve at Northeast Corner of Binz-Engleman RD and Ackerman Replaced.

<input checked="" type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	EXECUTIVE SESSION
<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 17, 2025

AGENDA ITEM: 9.

9. Items for Individual Consideration

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

<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: April 17, 2025

AGENDA ITEM: 9.

9. Items for Individual Consideration

- a. Discussion and Possible Action Authorizing the Interim City Manager to negotiate and finalize an agreement to provide City Council and Committee with a website.

<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: April 17, 2025

AGENDA ITEM: 9.

9. Items for Individual Consideration

Discussion and Possible Action Authorizing the Interim City Manager to negotiate and finalize an agreement to provide City Council and Committee permit software.

<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>	REQUEST AND ANNOUNCEMENTS

**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 17, 2025

AGENDA ITEM: 9.

9. Items for Individual Consideration

- a. Discussion and Possible Action on Ordinance 2025-130 Amending the City's Subdivision Regulations related to administrative Procedures for Application Processing and Approving Plats

ORDINANCE NO. 2025-199

AN ORDINANCE OF THE CITY OF KIRBY, TEXAS, AMENDING THE CITY'S SUBDIVISION REGULATIONS RELATED TO THE ADMINISTRATIVE PROCEDURES FOR APPLICATION PROCESSING AND APPROVING PLATS, AND OTHER MATTERS IN CONNECTION THEREWITH; REPEALING ALL ORDINANCES TO THE EXTENT THEY ARE IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Kirby, Texas ("City") is a home-rule municipality operating under the laws of the State of Texas; and

WHEREAS, the City is empowered by Chapter 212 of the Texas Local Government Code to establish subdivision regulations within the incorporated limits of the City; and

WHEREAS, the City is specifically empowered by Texas Local Government Code, Sec. 212.0065, to delegate to an official of the municipality the authority to approve, approve with conditions, or disapprove plats.

WHEREAS, the City has given appropriate and reasonable consideration to the amendments to the subdivision regulations contained herein and found them to be the most appropriate for the City; and

WHEREAS, the City Council finds that the amendments to the subdivision regulations as depicted in this Ordinance are compliant with the requisites of state law, including Texas Local Government Code, as amended; and

WHEREAS, the City Council finds that the amendments to the subdivision regulations depicted in this Ordinance are necessary for the orderly development of this community and represent the best interest of all citizens of the City, and promote the health, safety, general welfare, and convenience of the citizenry.

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

Section 1. Findings of Fact. The foregoing recitals are found to be true and correct legislative findings and are hereby adopted by the City Council and made a part hereof for all purposes and findings of fact.

Section 2. Amendment. The Code of Ordinances of the City of Kirby, Texas, Chapter 152: Subdivisions, is hereby amended as set forth in Exhibit A attached hereto, with deletions marked by ~~striketrough~~ and additions marked by underline.

Section 3. Severability. If any provisions of this Ordinance are illegal, invalid, or unenforceable under present or future laws, the remainder of this Ordinance will not be affected and, in lieu of each illegal, invalid, or unenforceable provision, a provision as similar in terms to the illegal, invalid, or unenforceable provision as is possible and is legal, valid, and enforceable will be added to this Ordinance.

Section 4. Cumulative Clause. This Ordinance shall be cumulative of all provisions of ordinances of the City except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

Section 5. Governing Law. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 6. Noticing and Meeting Compliance. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Texas Open Meetings Act, Chapter 551, Texas Local Government Code, as amended.

Section 7. Savings Clause. That all rights and privileges of the City and individual landowners are expressly saved as to any and all pending permits or violations of the provisions of any ordinances repealed by this Ordinance which have accrued at the time of the effective date of this Ordinance; and, as to such accrued violation and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

Section 8. Effective Date. This Ordinance shall be in full force and effect after its final passage and approval by the City Council, as duly attested by the Mayor and City Secretary.

APPROVED, PASSED, AND ADOPTED by the City Council of the City of Kirby, Texas, on the _____ day of _____, 2025.

APPROVED:

Janeshia A. Grider, Mayor

ATTEST:

Christine Wilson, City Secretary

EXHIBIT A

All text which is underlined denotes the addition of new text. All text which is ~~stricken through~~ denotes the removal of existing text. All other text is existing, unchanged text. Any existing text which has been omitted shall be considered unchanged. All text which is both between braces { } and *italicized* is for document organization and reference only and is not intended to be adopted. The Code of Ordinances of the City of Kirby, Texas, Chapter 152: Subdivisions, is hereby amended as follows:

CHAPTER 152: SUBDIVISIONS

ARTICLE I. GENERAL PROVISIONS

§ 152.01 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

ALLEY. A minor public right-of-way not intended to provide the primary means of access to abutting lots, which is used primarily for vehicular service access to the back or sides of properties otherwise abutting on a street.

BUILDING SETBACK LINE. The line within a property defining the minimum horizontal distance between a building and the adjacent street line.

CITY MANAGER. ~~The chief executive officer and head of the administrative branch of the City government.~~ This includes the acting City Manager or any employee or administrative officer of the City to whom the chief executive officer or acting City Manager has delegated specific authority, but only to the extent of such delegation.

CROSSWALK WAY. A public right-of-way, 6 feet or more in width between property lines, which provides pedestrian circulation.

CUL-DE-SAC. A street having but 1 outlet to another street, and terminated on the opposite end by a vehicular turn-around.

DEAD-END STREET. A street, other than a cul-de-sac with only 1 outlet.

ENGINEER. A person duly authorized and properly registered under the provisions of the state engineering registration act to practice the profession of engineering.

LOT. An undivided tract or parcel of land having frontage on a public street and which is, or in the future may be offered for sale, conveyance, transfer or improvement; which is designated as a distinct and separate tract, and which is identified by a tract or lot number or symbol in a duly approved subdivision plat which has been properly filed of record.

PAVEMENT WIDTH. The portion of a street available for vehicular traffic; where curbs are laid, it is the portion between the face of curbs.

PLAT. A complete and exact plan for the subdivision of a tract of land into lots for building purposes, which, if approved, may be submitted to the County Clerk for recording.

STREET. A public right-of-way, however designated, which provides vehicular access to adjacent land.

- (1) A secondary street primarily provides vehicular circulation to various sections of the city.
- (2) A collector street primarily provides circulation within neighborhoods, to carry traffic from minor streets to arterial streets, or to carry traffic through or adjacent to commercial or industrial areas.
- (3) A marginal access street is a street which is parallel to and adjacent to an arterial street, which primarily provides access to abutting properties and protection from through traffic.
- (4) A minor street is one used primarily for access to abutting residential property.

SUBDIVIDER. Any person or any agent thereof, dividing or proposing to divide land so as to constitute a subdivision as that term is defined herein. In any event, the term SUBDIVIDER shall be restricted to include only the owner, equitable owner, of land sought to be subdivided.

SUBDIVISION. A division of any tract of land situated within the corporate limits, or within or partly within the extraterritorial jurisdiction of the city, in 2 or more parts for the purpose of laying out any SUBDIVISION of any tract of land or any addition of any town or city, or for laying out suburban lots or building lots, or any lots, and streets, alleys, or parts of other portions intended for public use or the use of purchasers or owners of lots fronting thereon or adjacent thereto. SUBDIVISION includes resubdivision, but it does not include the division of land for agricultural purposes in parcels or tracts of 5 acres or more and not involving any new street, alley or easement of access.

SURVEYOR. A licensed state land surveyor or registered public surveyor, as authorized by the state statutes to practice the profession of surveying.

UTILITY EASEMENT. An interest in land granted to the city, to the public generally, and/or to a private utility corporation, for installing or maintaining utilities across over and under private land, together with the right to enter thereon with machinery and vehicles necessary for the maintenance of such utilities.

§ 152.02 SUBDIVIDER'S RESPONSIBILITY FOR COSTS; GUARANTEE OF PERFORMANCE.

- (A) The responsibility for all costs of the in-place improvements required by this chapter shall be borne by the subdivider.
- (B) *Guarantee.*
 - (1) The subdivider will file an agreement to provide a security bond prior to final plat approval. The plat shall not be recorded unless the subdivider has filed with the Council a bond executed by a surety company holding a license to do business in the state, and acceptable to the Council, in the amount equal to the cost of the improvements required by this chapter as estimated by the City Engineer, conditioned that the subdivider will complete such improvements within 3 years after approval of such plat, such bond to be approved as to form and legality by the City Attorney. In lieu of such bond, subdivider may execute a trust agreement whereby he shall be required to deposit with an approved institution or escrow agent a sum of money in trust equal to the estimated cost of all of the improvements required by this chapter, upon the same condition as such bond. The form of such trust agreement is to be approved by the City Attorney. The subdivider shall remain obligated on such bond or trust agreement until the City Engineer has certified compliance with these provisions to the city.
 - (2) The subdivider shall also file an agreement in writing to provide a maintenance bond prior to final subdivision plat approval. After final approval, but before such plat shall be recorded, the subdivider shall furnish the city a bond, executed by a surety company holding a license to do business in the state, and acceptable to the City Council in an amount equal to 10% of the total cost of the streets, curbs, sidewalks and sewers required to be constructed in the subdivision, as estimated by the City Engineer, conditioned that upon completion thereof, and upon approval of same by the City Engineer, the subdivider will maintain such streets, sewers, and the like, in good condition at his expense for a period of at least 1 year after date of final approval of the completed construction by the City Engineer and until acceptance thereof by the city. The City Council shall not accept such streets and sewers in behalf of the city for a period of at least 1 year after such proper completion, as certified by the City Engineer, and not then unless and until the City Engineer again certifies that they have been maintained in good condition for such period of 1 year and are in good condition at such time. The city shall accept such streets and sewers only by written ordinance or resolution duly passed at a regular or legally called special meeting of the City Council, and the subdivider shall remain responsible for the maintenance of such improvements until thus legally accepted by the city. Maintenance of the street is to include such items as damage by others, spilled concrete on the streets, mud and debris in the street, unknown springs, and the like.
 - (3) Where good cause exists, the City Council may extend the period of time for completion under subsection (1) of this division for an additional period of time not to exceed 6 months if the subdivider has not completed the required site improvements or completed such improvements in compliance

with this chapter. No such extension shall be granted unless additional security of the type provided in subsection (1) of this division is first provided by the subdivider to cover the extended period of time.

ARTICLE II. PLAT PROCEDURES

§ 152.20 PRELIMINARY CONFERENCE.

Prior to the official filing of a preliminary plat, the subdivider shall consult with and present a proposed plan of subdivision to the City ~~Secretary or the City Engineer~~ Manager for comments and advice on the procedures, specifications and standards required by the city for the subdivision of land.

§ 152.21 PREPARATION OF PRELIMINARY PLAT; COPIES REQUIRED AND FILING FEES.

- (A) The subdivider shall cause to be prepared a preliminary plat by a licensed engineer in accordance with this subchapter.
- (B) The subdivider shall file 5 black or blue line copies of the plat with the City Secretary.
- (C) The preliminary plat shall be accompanied by a filing fee of \$10 per plat, plus \$5 per lot, minimum of \$200 per plat except for vacating and replats which shall have a minimum of \$50. The fee shall be \$10 per acre for multiple dwelling areas, commercial or industrial districts and other areas not subdivided into lots. No action by the Council shall be valid until the filing fee has been paid. This fee shall not be refunded should the subdivider fail to make formal application for preliminary plat approval or should the plat be disapproved.

§ 152.22 FORM AND CONTENT OF PRELIMINARY PLAT.

The plat shall be drawn on sheets 22 inches wide and 36 inches long, with a binding margin of not less than 2½ inches on the left side of the sheet and margins on the other 3 sides of not less than ¾ inch. The plat shall be drawn to a scale of 100 feet to 1 inch. When more than 1 sheet is necessary to accommodate the entire areas, an index sheet showing the entire subdivision at the appropriate scale shall be attached to the plat. The plat shall show the following:

- (A) Names and addresses of the subdivider, record owner, and engineer.
- (B) Proposed name of the subdivision, which shall not have the same spelling as, or be pronounced similar to the name of any other subdivision located within the city or within 5 miles of the city.
- (C) Names of contiguous subdivisions and/or indication of whether or not contiguous properties are platted.
- (D) Subdivision boundary lines, indicated by heavy lines, and the approximate acreage of the subdivision.
- (E) Existing sites as follows.
 - (1) The location, dimensions, name and description of all existing or recorded street, alleys, reservations, easements or other public rights-of-way within the subdivision, intersecting or contiguous with its boundaries or forming such boundaries.
 - (2) The location, dimensions, description and name of all existing or recorded residential lots, parts, public areas, and other sites within or contiguous with the subdivision.
- (F) The location, dimensions, description and name of all proposed streets, alleys, parks, other public areas, reservations, easements or other rights-of-way, blocks, lots and other sites within the subdivision.
- (G) Date of preparation, scale of plat and north of arrow.

- (H) Topographical information shall include contour lines on a basis of 5 vertical feet in terrain with an average slope of 5% or more, and on a basis of 2 vertical feet in terrain with an average slope of less than 5%.
- (I) A number to identify each lot or site and each block. Separate block and lot numbers will be assigned for each area separated by street or subdivision units.
- (J) Front building setback lines on all lots and sites. Side yard building setback lines at street intersections and crosswalk ways. Front building setback lines shall be 25 feet, reverse frontage setback shall be 20 feet.
- (K) Location map at a scale of not more than 1,000 feet to an inch which shall show existing adjacent subdivisions and major streets.

§ 152.23 ACCOMPANYING DATA WHEN SUBDIVISION IS UNIT OF LARGER TRACT.

When submitted, the preliminary plat shall be accompanied by a proposed master plan of all developer's property when subdivision is a part of a larger tract, which shall be prepared at a scale of not more than 400 feet to an inch which shall show:

- (A) Existing and proposed subdivisions, including streets, lots, parts and drainage easements and right-of-way.
- (B) Location of city limits line, the outer border of the city's extraterritorial jurisdiction, and zoning district boundaries, if they lie within the vicinity map.
- (C) The general drainage plan, flow line of existing watercourses, existing drainage structures, and ultimate destination of water.

§ 152.24 PROCESSING OF PRELIMINARY PLAT; APPROVAL PROCEDURE~~CONDITIONAL~~ APPROVAL OR DISAPPROVAL.

~~(A) The preliminary plat and supporting data shall be submitted simultaneously with a letter of transmission to the City Engineer and the City Secretary. The City Engineer shall check the preliminary plat as to its conformity with the master plan, major street plan, land use plan, zoning districts and the standards and specifications set forth herein or referred to herein and shall provide the City Secretary with suggestions as to modifications or alterations of such plat and data.~~ Application requirements. Any request for a preliminary plat shall include a completed application that meets the City's form and content requirements, as specified in the application, and shall be submitted during the designated application window.

~~(A)(B) Submittal. An application for a preliminary plat shall be submitted to the City Manager. The City Manager shall review the application for completeness. If the application is determined to be complete, the City will begin the review process. The City Manager and appropriate staff will review the plat and may request a review and recommendation from any other City department or consultant. If the application is determined to be incomplete, the City Manager shall return the application to the applicant for corrections, specifying the deficiencies in writing.~~

~~(C) Preliminary plat approval. Within 45~~ thirty (30) calendar days after the submittal of a complete preliminary plat application is formally submitted, the City Council Manager shall approve, conditionally approve, or disapprove such plat. The City Manager may, for any reason, elect to present the plat for approval to the Planning and Zoning Commission. The City Manager or Planning and Zoning Commission shall act on the preliminary plat within thirty (30) calendar days after the date a complete application is filed, unless the applicant requests, in writing, an extension for a period not to exceed thirty (30) days and the City Manager approves the extension request. ~~if it is conditionally disapproved or conditionally~~

~~approved with modifications, the City Secretary shall inform the subdivider, in writing, of the reasons at the time such action is taken.~~

- ~~(D)~~ Conditional approval and disapproval. If the City Manager or Planning and Zoning Commission conditionally approves or denies the plat, a written statement must be provided to the applicant clearly articulating each specific condition for the conditional approval or reason for denial. Each condition or reason specified in the written statement may not be arbitrary and must include a citation to the regulation, ordinance, or law that is the basis for the conditional approval or denial.
- ~~(E)~~ Applicant response to conditional approval or denial. After the conditional approval or disapproval of a plat, the applicant may submit a written response that satisfies each condition for the conditional approval or remedies each reason for denial provided. The City Manager is authorized to approve, approve with conditions, or disapprove the preliminary plat. The City Manager may, for any reason, elect to present the preliminary plat for approval to the Planning and Zoning Commission. Action shall be taken by the City Manager or Planning and Zoning Commission no later than the fifteenth (15th) calendar day after the date the response was submitted.
- ~~(F)~~ Criteria for approval. The City Manager or Planning and Zoning Commission, in considering final action on a preliminary plat, should consider the following criteria:
 - a. The plat is consistent with all City requirements, including zoning requirements for the property;
 - b. The proposed provision and configuration of roads, water, wastewater, drainage and park facilities, and easements and right-of-way are adequate to serve the subdivision; and
- ~~(B)(G)~~ All outstanding application and review fees have been paid.
- ~~(C)(H)~~ Preliminary plat authorization. Conditional-a Approval of a preliminary plat by the City Council Manager or Planning and Zoning Commission shall be deemed an expression of approval of the layout submitted on the preliminary plat as a guide to the installation of streets, water, sewer and other required improvements and utilities and to the preparation of the final or record plat. Conditional-a Approval of a preliminary plat shall not constitute approval of the final plat, automatic or otherwise.
- ~~(D)(I)~~ Conditional-a Approval of a preliminary plat shall be effective for one (1) year after the date the application was approved or conditionally approved, during which period the applicant shall submit and receive approval for a final plat for any portion of the land subject to the preliminary plat. If a final plat has not been approved within the one (1) year period, the preliminary plat approval, unless extended by the City Manager in writing, shall expire and the plat shall be null and void, unless reviewed by the City Engineer at the request of the city in the light of new or significant information which would necessitate a revision of the preliminary plat. If the City Engineer should deem changes in a preliminary plat as necessary, he shall so inform the City Secretary, who shall so inform the subdivider, in writing.
- ~~(E)(J)~~ If no development has occurred which would affect the proposed plat after one (1) year of the effective date of the approval, the Council City Manager may, upon the application of the subdivider, extend the approval six (6) months.

§ 152.25 SUBMISSION OF FINAL PLAT; APPROVAL PROCEDURE.

The final plat and the accompanying site improvement data and detailed cost estimates shall be submitted to the City Council Manager through the City Secretary for approval, conditional approval, or disapproval. ~~simultaneously 1 copy of the data shall be submitted to the City Engineer. Within 30 days after the final plat is formally filed, the Council City Manager shall approve, approve with conditions, -or disapprove such plat.~~

§ 152.26 FORM AND CONTENT OF FINAL PLAT; SPECIFICATIONS.

- (A) The final plat shall conform to the preliminary plat as ~~conditionally~~ approved by the City- ~~Manager~~ Engineer, incorporating any and all changes, modifications, alterations, corrections and conditions recommended or required by the City ~~Engineer~~ Manager or Planning and Zoning Commission.
- (B) The final plat shall be drawn in India ink on linen tracing cloth sheets 18 inches wide and 24 inches long and 2½ inches on the left side of the sheet, and margins of not less than ¾ inch on the other 3 sides. The plat shall be drawn at a scale of 100 feet to 1 inch. where more than 1 sheet is necessary to accommodate the entire computed area, an index sheet showing the entire subdivision at an appropriate scale shall be attached to the plat.
- (C) The final plat shall be submitted in 5 copies, together with the original, and a reproducible linen and shall contain all of the features required for preliminary plats in §§ 152.21 through 152.24 and shall also include the following:
 - (1) The exact location, dimensions, names and description of all existing or recorded streets, alleys, reservations, easements, or other public rights-of-way within the subdivision, intersection or contiguous with its boundary or forming such boundary, with accurate dimensions, bearing, or deflection angles and radii, computed area, and central angle, tangent distance and length of all curves, where appropriate.
 - (2) The exact location, dimensions, description and name of all proposed streets, alleys, parks, other public areas, reservations, easement or other rights-of-way, blocks, lots, monuments and other sites within the subdivision with accurate dimensions, bearing or deflecting angles and radii, area, and central angles, tangent distance and length of all curves, where appropriate. All lot corners shall be marked with ½ inch diameter by 2 feet long iron pins.
 - (3) Certificates as set out in Appendix A.

§ 152.27 DATA ACCOMPANYING FINAL PLAT.

- (A) When filed, the final plat shall be accompanied by the following site improvement data (all plans and calculations shall bear the seal of an engineer):
 - (1) Streets, alleys, sidewalks, crosswalk ways. 3 copies of plans and profiles of all streets, alleys and plans for sidewalks and crosswalk ways and 3 copies of construction specifications and detailed cost estimates.
 - (2) Sanitary sewers.
 - (a) Three copies of plans and profiles of proposed sanitary sewer lines indicating type, sizes, depths and grades of lines. Plan shall be to a scale of at least 100 feet to an inch with contours and scaled lot dimensions as on the plat and shall show existing as well as proposed sewers.
 - (b) When a separate sewer system or treatment plant is proposed, 3 copies of the proposed plans.
 - (c) Two copies of construction specifications and detailed cost estimates.
 - (3) Water lines.
 - (a) Three copies of plans of all proposed water lines and fire hydrants, showing type and sizes of the lines. The plan shall be prepared at a scale of at least 100 feet to an inch and shall contain scaled lot dimensions as shown on the plat.
 - (b) When a separate water system is planned, 3 copies of the plans, including water lines and hydrants.
 - (c) Two copies of construction specifications and detailed cost estimates.

- (4) Storm drainage.
- (a) Three copies of the storm drainage plan, prepared to a scale of 100 feet to an inch and with the same contours and scaled lot sizes as shown on the plat. All street widths and grades shall be indicated, and runoff figures shall be indicated on the outlet and inlet side of all drainage ditches and storm sewers, and at the request of City Engineer, at all points in the street at changes of grade or where the water enters another street or storm sewer or drainage ditch. Drainage easements shall be indicated.
 - (b) A general location map of the subdivision showing the entire watershed (U.S.G.S. Quadrangle is satisfactory).
 - (c) Calculations showing the anticipated storm water flow, including watershed area, percent runoff, and time of concentration. When drainage ditch or storm sewer is proposed, calculations shall be submitted, showing basis for design.
 - (d) When a drainage channel or storm sewer is proposed, 3 copies of complete plans, profiles, and specifications shall be submitted, showing complete construction details.
 - (e) When conditions upstream or downstream from a proposed channel or storm sewer do not permit maximum design flow, high water marks based on 25-year frequency shall be indicated, based upon existing conditions.
- (B) When filed, the final plat shall also be accompanied by:
- (1) Tax certificates from the city, school district and county, which indicate that all ad valorem taxes have been paid up to and including the current year on all land included within the final plat.
 - (2) Signatures of certification by the proper authorized official of each public utility company or board involved to be inscribed on the respective utility layouts required herein certifying approval of the same by the utility company or board.
 - (3) A check, payable to the County Clerk in the amount required for recording the final plat at the courthouse.
 - (4) One print and 1 sepia of a 1 inch equals 200 feet scale drawing of the plat.

§ 152.28 PROCESSING OF FINAL PLAT; ~~APPROVAL AND DISAPPROVAL ACTION.~~

- (A) If desired by the subdivider and approved by the ~~City Engineer and City Council~~ City Manager, the final plat may constitute only that portion of the approved preliminary plat which he proposes to record and develop. However, such portion shall conform to all the requirements of this chapter.
- (B) As soon as practicable after the subdivider is notified of the approval of the preliminary plat, his engineer shall submit to the City ~~Secretary-Manager~~ the final plat of the subdivision or portion thereof.
- (C) No final plat will be considered unless a preliminary plat has been submitted. However, if an approved plat has been duly recorded and the subdivider wishes to increase the size of the lots by combining 2 or more lots or by combining 1 lot with a portion of the adjacent lot in such manner that no portion of a lot remains smaller than the original lots, no preliminary plat will be necessary.
- (D) A final plat of an approved preliminary plat or a portion thereof shall be submitted to the City ~~Council~~ Manager within ~~12 months~~ one (1) year of the date of approval of preliminary plat; otherwise, the approval of the City ~~Engineer-Manager~~ shall become null and void, unless an extension of time is applied for and granted by the City Council.
- (E) If the final plat is disapproved, the ~~Council~~ City Manager shall inform the subdivider in writing of the reasons at the time such action is taken.

- (F) After the final plat has been approved and the subdivider has filed the security and maintenance bond hereinafter provided, the Council shall cause the final plat to be recorded with the County Clerk. The ~~Council~~ City Manager shall also cause the check for the recording fee to be deposited at the time the final plat was filed for approval to be delivered with the final plat to the County Clerk. No plat shall be filed for record without written consent of the subdivider. If the subdivider fails to give such written consent, the ~~Council~~ City Manager may cancel such approval.

§ 152.29 PLATS TO INCLUDE AREAS FOR PUBLIC USE.

The subdivider's attention is directed to the advantages of dedicating a reasonable percentage of the tract for use as a community playground and recreational area. Specific requirements for dedication of such areas shall be as provided in the parks and other public use areas ordinance in effect, if any, at the time such dedication is made.

§ 152.30 VACATING AND RESUBDIVISION PLATS; CORRECTION PLATS.

- (A) Plats or portions of plats which have been approved and filed for record may be revised by preparing and filing a vacating and resubdivision plat on those areas desired to be changed. Lot sizes may be increased by combining 2 or more lots or by combining 1 lot with a portion of the adjacent lots in such a manner that no lot is substandard in size and no remaining lot or portion of lot is substandard. No preliminary plat is required on vacating and resubdivision plats.
- (B) The legal description of lots so changed will be changed to receive the next higher sequence of numbers for lots in the affected block.
- (C) Streets, alleys and easements will not be vacated without benefit of a public hearing and without written approval from the affected utility companies. Compilation of these approvals and payment of any fees involved in utility relocations will be a responsibility of the petitioner.
- (D) Correction plats may be filed when it is required to correct errors in filed plats without changing the legal description of the affected properties.

§ 152.31 LAYOUT REQUIRED WHEN SUBDIVISION IS A UNIT OF LARGER TRACT.

Where the proposed subdivision constitutes a unit of a larger tract owned by the subdivider, which is intended ~~constitutes~~ to be subsequently subdivided as additional units of the same subdivision, the preliminary and final plats shall be accompanied by a layout of the entire area at a scale of not more than 400 feet to 1 inch, showing the tentative proposed layout of streets, blocks, lots, drainage, and other improvements for such areas. The overall layout, if approved by the ~~City Engineer~~ City Manager, shall be attached to and filed with a copy of the approved subdivision plat in the permanent files of the ~~City Council~~. Thereafter, plats of subsequent units of such subdivision shall conform to such approved overall layout, ~~unless changed by City Engineer~~. However, except where the subdivider agrees to such change, the ~~Council~~ City Manager may change such approved overall layout only when the ~~City Council~~ City Manager finds:

- (A) That adherence to the previously approved overall layout will hinder the orderly subdivision of other land in the area in accordance with the provisions of this chapter; or
- (B) That adherence to the previously approved overall layout will be detrimental to the public health, safety or welfare, or will be injurious to other property in the area.

ARTICLE III. REQUIRED IMPROVEMENTS; STANDARDS AND SPECIFICATIONS

§ 152.40 CONFORMITY REQUIRED FOR APPROVAL; GENERAL STANDARDS.

- (A) No preliminary or final plat shall be approved by the ~~Council~~ City Manager or Planning and Zoning Commission and no completed improvements shall be accepted by the ~~City Engineer~~ Council unless they conform to the standards and specifications set forth in this subchapter.
- (B) *Standards.*
 - (1) *Conformity with comprehensive plan.* The subdivision shall conform to the comprehensive plan of the city and the parts thereof.
 - (2) *Provision for future subdivisions.* If a tract is subdivided into parcels larger than ordinary building lots, such parcels shall be arranged to allow the opening of future streets.
 - (3) *Reserve strips prohibited.* There shall be no reserve strips controlling access to land dedicated or intended to be dedicated to public use.

§ 152.41 STREETS.

- (A) *Street layout.* Adequate streets shall be provided by the subdivider, and the arrangement, character, extent, width, grade and location of each shall conform to the comprehensive plan of the city and shall be considered in their relation to existing and planned streets, to topographical conditions, to public safety and convenience, and in their appropriate relationship to the proposed uses of land to be served by such streets. The street layout shall be devised for the most advantageous development of the entire neighborhood.
- (B) *Relation to adjoining street system.* Where necessary to the neighborhood pattern, existing streets in adjoining areas shall be continued, and shall be at least as wide as such existing streets and in alignment therewith.
- (C) *Projection of streets.* Where adjoining areas are not subdivided, the arrangement of streets in the subdivision shall make provision for the proper projection of streets into such unsubdivided areas.
- (D) *Street jogs.* Whenever possible, street jogs with center line offsets of less than 150 feet will be avoided.
- (E) *Half-streets or adjacent streets.* In case of collector, minor, or of marginal access streets, no new half-streets shall be platted.
- (F) *Street intersections.* Street intersections shall be nearly at right angles as practicable, giving due regard to terrain and topography.
- (G) *Dead-end streets.* Dead-end streets shall be prohibited except as short stubs to permit future expansion.
- (H) *Cul-de-sacs.* In general, cul-de-sacs shall not exceed 500 feet in length, and shall have a turnaround of not less than 100 feet in diameter in residential areas, and not less than 200 feet in diameter in commercial and industrial areas. Street length shall be measured from the centerline of the feeder street to the radius point of the cul-de-sac.
- (I) *Marginal access streets.* Where a subdivision has frontage on a secondary street, there shall be provided a marginal access street on both sides or on the subdivision side of the secondary street, if the secondary street borders the subdivision, unless the adjacent lots back up to the secondary street, in which case a 5-foot nonaccess easement shall be provided, or unless the Council determines that such marginal access streets are not desirable under the facts of a particular case for adequate protection of the lots and separation of through and local traffic.
- (J) *Streets on comprehensive plan.* Where a subdivision embraces a street as shown on the comprehensive plan of the city, such street shall be platted in the location and of the width substantially indicated by the comprehensive plan.
- (K) *Minor streets.* Minor streets shall be laid out so as to discourage their use by through traffic.

- (L) *Pavement widths, rights-of-way; generally.* Streets in areas to be zoned (1 or both sides) other than R1 and R2 shall have at least 60 feet of ROW and 42 feet of pavement.
- (M) *Pavement widths, rights-of-way; certain streets.* Pavement widths and right-of-way shall be as follows:
- (1) Secondary streets shall have a right-of-way of at least 86 feet, with a pavement width of at least 60 feet.
 - (2) Collector streets shall have a right-of-way width of at least 60 feet and a pavement width of at least 42 feet. The major access street of any subdivision is to be considered a collector street.
 - (3) Minor streets shall have a right-of-way of at least 50 feet and a pavement width of at least 30 feet.
 - (4) Nonresidential marginal access streets shall have a right-of-way width of at least 50 feet and a pavement width of at least 30 feet.
 - (5) Residential marginal access streets shall have a right-of-way width of at least 30 feet.
- (N) *Pavement; boundary ways.* Pavement width and rights-of-way of streets forming part of the boundary of the subdivision (adjacent) shall be as follows:
- (1) The subdivider shall dedicate a right-of-way of 43 feet in width for new adjacent secondary streets, and 30 feet of such right-of-way shall be paved.
 - (2) New adjacent collector, minor or marginal access streets shall conform to division (M) of this section.
 - (3) Where the proposed subdivision abuts upon an existing street or half-street that does not conform to division (M) of this section, the subdivider shall dedicate right-of-way sufficient to make the full right-of-way width conform to such provisions if necessary, and there shall be paved so much of such right-of-way as to make the full pavement width comply with such provisions. Before any pavement is laid to widen existing pavement, the existing pavement, shall be cut back 2 feet to assure an adequate subbase and pavement joint.
- (O) *Curbs and sidewalks.* Curbs shall be installed by the subdivider on both sides of all interior streets, and on the subdivision side of all minor streets forming part of the boundary of the subdivision. All lots must front upon concrete sidewalk which shall be at least 4 feet in width. All corner lots shall have such sidewalks on both the front and side thereof.
- (P) *Street signs.* Reflecting street signs shall be installed by the subdivider at all intersections within or abutting the subdivision. Street signs shall be placed in a uniform manner throughout the subdivision. The subdivider shall consult with ~~the a designated City Council Manager~~ as to the plan of placement thereof prior to the installation of such street signs. They shall not be placed in sidewalks.

§ 152.42 ALLEYS.

- (A) *Minimum dimensions.* Alleys will not be allowed in the city except under special circumstances. When permitted, alleys shall have a minimum ROW width of 16 feet with 10 feet of asphalt pavement.
- (B) *Intersecting alleys.* Where 2 alleys intersect or turn at right angle, a cutoff or not less than 10 feet from the normal intersection of the property or easement line shall be provided along each property or easement line.
- (C) *Dead-end alleys.* Dead-end alleys shall not be permitted.
- (D) *Over-hung easement.* In all alleys, over-hung easements for electric and telephone lines of at least 4 feet on each side of the alley strip at a height at or above 18 feet shall be provided.
- (E) *Layout design.* If alleys are not themselves straight within each block or if the same do not connect on a straight course with the alleys adjoining blocks, then an easement may be provided for the placing of guy wires on lot division lines in order to support poles set on curving or deviating rights-of-way of alleys.

§ 152.43 EASEMENT.

Easements will be allowed when required subject to city approval. Water and sewer lines are not to be placed in easements, except as approved.

§ 152.44 WATER INSTALLATIONS.

- (A) *Water supply and distribution.* All subdivisions shall be provided with water supply and water distribution and fire protection systems as approved by the City Engineer and in compliance with other parts of this code. Reference is hereby made to the City of San Antonio City Water Board Standard specification. Criteria not specifically covered in this chapter is to be assumed as covered by the City Water Board standard.
- (B) *Fire hydrants.* Four-and-one-half-inch steamer outlet, NST, and 2 2½-inch outlets, NST fire hydrants shall be installed as part of the water distribution system per the city design standards. Fire hydrants shall be located at block corners if possible and shall be spaced such that each structure is within 500 feet of a fire hydrant as measured within the street. Fire hydrants shall be installed with a separate gate valve and shall be of the Mueller improved type or approved equal of the size standard in the city and compatible with the city's fire fighting equipment. Fire hydrants shall open left.
- (C) *Service line construction.* Water service lines shall be constructed using an approved copper service line with suitable brass corporation and angle stops. Developers will be also required to install the angle stop and meter box before acceptance by the city. Meter boxes are to be out of cast iron or concrete variety as manufactured by the Ford Meter Box Co. Inc. or approved equal and shall be installed at the finish grade of the property to be served.
- (D) *Construction of mains.* Water mains within the city's jurisdiction may be constructed of concrete lined cast iron pipe, asbestos cement or other materials as specified approved by the City Engineer. All water valves shall be left-hand open valves.
- (E) *Private supply.* No private water supply shall be installed in any subdivision in the city's extraterritorial jurisdiction or city limits without City Council approval and a water franchise agreement.
- (F) *Backfill.* Backfill shall be of select material compacted by mechanical means to 90% standard proctor density.
- (G) *Identification stakes.* Water service lines are to be marked with a 3-foot, 2-inch by 4-inch green stake driven into the ground at the property line.

§ 152.45 SEWERS.

- (A) All subdivisions shall be provided with an approved sewage disposal system. Each platted lot is to have a gravity service line.
- (B) Connection with a sanitary sewer system shall be required except where the City Engineer determines that such connection will require unreasonable expenditures when compared with other methods of sewage disposal. Where septic tanks are installed, the subdivider shall conduct percolation tests in accordance with city standards in order to determine the adequacy of proposed lot sizes. If a sanitary sewage disposal system is to be installed, the plans for such system must be approved by the State Health Department, prior to approval of the final plat by the Council.

§ 152.46 UTILITY LINES.

All utility lines that pass under a street or alley shall be installed before the street or alley is paved. When it is necessary that utility lines pass under the street or alley pavement, they shall be installed to a point at least 4 feet beyond the edge of the pavement.

§ 152.47 MONUMENTS.

- (A) Monuments shall be located at the intersection of a line 3 feet north from the parallel to the north line of each block with a line 3 feet from and parallel to the east line of the block, unless such point of intersection occurs within the limits of street paving. In such a case alternate monument locations shall be approved by the City Engineer.
- (B) Where, due to topographic conditions, permanent structures, or other conditions, the view is obstructed between any 2 adjacent monuments, intermediate monuments shall be so set as to assure a clear view between adjacent monuments.

§ 152.48 DRAINAGE.

- (A) *Easement.* Where a subdivision is traversed by a watercourse, drainageway, natural channel or stream, there shall be provided an easement or right-of-way conforming substantially to the limit of such watercourse, plus additional width to accommodate future needs.
- (B) *Drainage facilities.* Drainage facilities shall be provided and constructed in accordance with approved plans as submitted under § 152.27(A)(4).

§ 152.49 BLOCKS.

Block lengths shall not exceed 1,800 feet, nor be less than 220 feet.

§ 152.50 CROSSWALK WAYS.

Crosswalk ways 10 feet in width shall be dedicated where deemed necessary by the designated city official to provide circulation or access to schools, playgrounds, shopping centers, and transportation and other community facilities, or to provide pedestrian circulation within the subdivision. Crosswalk ways shall be provided with a concrete sidewalk with a minimum width of 4 feet.

§ 152.51 LOTS.

- (A) *Sewered lots.* Where off-lot sewerage is provided, each residential lot shall have an area of at least 6,000 square feet, shall be at least 100 feet deep, and shall be at least 60 feet wide. In case of irregularity shaped lots, the minimum width shall be measured at the front building lines.
- (B) *Unsewered lots.* Where off-lot sewerage is not required, and is not provided, residential lots shall have an area of at least 9,000 square feet, shall be at least 100 feet deep, and shall be at least 60 feet wide. Where, as the result of the percolation test prescribed in § 152.45(B), the City Engineer deems the minimum lot area sufficient to accommodate the sanitary facilities deemed necessary by the City Engineer. In case of irregularly shaped lots, the minimum width shall be measured at the front building line.
- (C) *Corner lots.* Corner lots shall be at least 70 feet wide. Lots abutting on crosswalk ways shall be treated as corner lots. Cul-de-sac lots shall be a minimum of 40 feet at the front building line and 40 feet at the street line.
- (D) *Frontage.* Each lot shall front upon a public street. Lots of irregular shape shall not be allowed unless they have a street frontage of at least 40 feet.
- (E) *Side lot lines.* Side lot lines shall be substantially at right angles to straight street lines and radial to curved street lines.
- (F) *Extra depth and width in certain cases.* Where a lot in a residential area backs up to a railroad right-of-way, a high pressure gasoline, oil and gas line, an arterial street, an industrial area, or other land use which has a

depreciating effect on the residential use of property, and where no marginal access street or other street is provided at the rear of such lot, additional depth shall be required by the designated city official. In no case shall a depth in excess of 150 feet be required. Where a lot sides to any of the above, additional width shall be required by the designated city official, but in no event shall a width in excess of 100 feet be required.

ARTICLE IV. DESIGN CRITERIA; CONSTRUCTION STANDARDS

§ 152.65 ENGINEER DEFINED.

When the term THE ENGINEER is used in the Texas Highway Specifications referred to within this subchapter, it shall be interpreted to mean the City Engineer.

§ 152.66 INFORMATION REQUIRED ON PLANS OR PROFILES.

The plans and profiles for street, alley, and crosswalk ways, and drainage easement improvements submitted shall include the following information:

- (A) *Proposal.* Typical sections showing the proposed pavement width, type, thickness, and crown; the proposed curb or curb and gutter type, location in relation to centerline and exposure; the proposed sidewalk dimensions and location in relation to curbs and property lines; proposed parkway grading slopes. This information shall be given for each of different types of streets and alleys in the subdivision. Construction details of all drainage structures including dimensions, reinforcing and components such as grates and manhole covers.
- (B) *Alignment.* Alignment of each street, alley, crosswalk way and drainage easement showing a beginning and ending station; each deflection angle of the centerline and the station of the point of intersection; the station of the point of curvature and the point of tangency of each curve; the station and angle of intersection of each intersection with another street, alley, or drainage easement; the station and radius of each curb return; the location of adjacent right-of-way lines; the location and limits of sidewalks and curbs of each street; the location of each drainage structure; the location and size of all storm sewers; the location of monuments.
- (C) *Bench marks.* Location, description, and elevation of bench marks; the top of curb grade at each curb return; the centerline grade at each end and at each 50-foot station of alleys and drainage ditches; the gradient of each tangent grade and the location and length of each vertical curve; the direction of storm drainage flow at each intersection; the flow line elevation of each storm sewer at each point of change of grade and each end and the intervening gradients. The profiles of streets, alleys, and drainage ditches shall show the natural ground at adjacent property lines and the proposed centerline.
- (D) *Scale, north arrow, and date.* Plan and profiles shall be drawn to scales of 1 inch equals 50 feet horizontally and 1 inch equals 5 feet vertically on sheets not larger than 24 inches by 36 inches in dimension.
- (E) *Seal.* All street and alley plans and profiles shall bear the seal of a registered professional engineer.

§ 152.67 STREET AND ALLEY CONSTRUCTION.

(A) Street and alley grades.

- (1) Street and alley grades shall, in general, conform to the terrain and shall not exceed the following:

Street or Alley Type	Percent Grade
Expressway	(Designated by state highway department)
Secondary	5
Collector	7

Minor	10
Marginal access	10
Alley	10

- (2) No street or alley grade shall be less than 0.3% unless otherwise specified by the City Engineer. A minimum of 0.3 inch fall around returns and 0.6 inch fall across street intersections is required.

(B) *Horizontal curves.* Horizontal curves shall be not less than the following:

Street Type	Centerline Radius
Expressway	(Designated by state highway department)
Secondary	700
Collector	400
Minor	100
Marginal access	100

(C) *Parkway slopes.* Parkway slopes are to be ¼-inch per foot toward the street except in heavy cuts, where a maximum of 1 inch per foot will be permitted.

(D) *Dividers.*

- (1) Where divider strips on primary and secondary streets are constructed without curb, they shall be graded to slope ¼-inch per foot from the center of the divider strip to a point 7 inches from and 7 inches above the edge of pavement and from such point to edge of pavement.
- (2) (a) Dividers having curbs shall be surfaced in accordance with these specifications, as shown on the typical cross sections of Figure I, Appendix C, and to the lines and grades approved by the engineer.
 - (b) The subgrade will be finished to the established grades and will be sprinkled and compacted to the extent directed by the engineer in order to place it in an acceptable condition to receive the base material. It shall be firm and free from unstable material and shall be approved by the engineer prior to the placing of base material.
 - (c) The base material shall either conform to the requirements of flexible base of these specifications or shall conform to state highway department specifications, Item 236, bank-run gravel. The base material shall be applied, compacted and shaped in accordance with the requirements of flexible base of these specifications. The completed base course shall have a minimum depth of 4 inches and shall be finished flush with the top of the curb.
 - (d) The completed base shall receive a surface composed of 2 applications of asphaltic material each covered with aggregate applied in accordance with the provisions of state highway department specifications, Item 322, 2-course surface treatment, except as such specifications conflict with the specific provisions of these specifications.
 - (e) The asphaltic material shall be oil asphalt, O.A. 230, approved by the engineer. The first application of asphalt shall be at a rate sufficient to provide not less than twenty-five hundredths of a gallon of bitumen per square yard of surface. The second application of asphalt shall be at a rate sufficient to provide not less than thirty-five hundredths of a gallon of bitumen per square yard of surface.
 - (f) The aggregate used shall conform to state highway department specifications, Item 302, Type A or Type B. The first application of aggregate shall be Grade 5 and shall be applied as directed by the engineer at a rate of not more than 1 cubic yard per 60 square yards of surface and not less than 1 cubic yard per 80 square yards of surface. The second application of aggregate shall be Grade 10 and shall be applied as directed by the engineer at a rate of not more than 1 cubic yard

per 70 square yards and not less than 1 cubic yard per 90 square yards of surface. Each application of aggregate shall be rolled, and broomed as directed by the engineer, with a flat wheel roller weighing not more than 6 tons and not less than 3 tons.

- (g) The rate of application of asphalt and the grade and rate of application of aggregate may be other than those specified herein approved by the engineer.

§ 152.68 PREPARATION OF SUBGRADE.

- (A) All unstable or otherwise objectionable material of the subgrade shall be removed and replaced with approved materials. Lime is to be applied to all subgrade at the rate of 21 pounds per square yard. Spreading of the lime will be by use of Pulvi mixer only. All holes, ruts, and depressions shall be filled with approved material, and if required, the subgrade shall be thoroughly wetted with water, reshaped, and rolled to the extent directed in order to place the subgrade in an acceptable condition to receive the base material. The surface of the subgrade shall be finished to line and grade as established in conformity with typical sections, and any deviation in excess of one-half inch in cross-section and in length of 16 feet measured longitudinally shall be corrected by loosening, adding, or removing materials, reshaping and compacting by sprinkling and rolling. Sufficient subgrade shall be prepared in advance to insure satisfactory prosecution of the work.
- (B) Subgrade materials shall be compacted by approved mechanical tramping equipment to an apparent dry density of the total material of not less than 90% of the maximum dry density as determined by the modified Proctor Compaction Test made in accordance with the procedure outlined in the state highway department testing manual. Tests for density will be made within 24 hours after compaction operations are completed. If the material fails to meet the density specified, it shall be reworked as necessary to obtain the density required.
- (C) When a fill is required to achieve the prescribed subgrade elevations, such fill shall be placed in uniform lifts covering the entire width of the cross-section. Prior to compaction, the layers shall not exceed a 6-inch depth where pneumatic tire rolling is to be used and shall not exceed 8 inches in depth for rolling with other types of rollers. Each lift shall be compacted to the required density before succeeding lifts are placed.
- (D) All earthwork within the right-of-way including parkway grading, required to achieve the typical section shown on the plans, shall be done in conjunction with the preparation of subgrade and in no case will it be allowed to remain incomplete after the paving is completed.

§ 152.69 STREET BASE; MATERIALS.

- (A) *Minimum thickness.* The minimum thickness of the compacted base shall be 8 inches for commercial and residential alleys, minor and marginal access street; 10 inches for collector streets; and 12 inches for primary and secondary streets in accordance with details shown on the typical cross sections and details of Figures I, II, and III, Appendix C.
- (B) *Flexible base.*
 - (1) *General provisions.*
 - (a) The flexible base course shall have a compacted thickness as designated by the typical cross-sections and shall be constructed as herein specified in 2 or more courses of equal compacted thickness, not to exceed 5 inches each.
 - (b) The material shall conform to the requirements of the state highway department specifications, item 242 (crushed stone). The crushed stone shall have an abrasion of not more than 40 when subjected to the Los Angeles Abrasion Test (AASHO-T96).
 - (2) *First course.*

- (a) The required amount of specified material in the flexible base course shall be delivered in each 100-foot station. Material deposited upon the subgrade shall be spread and shaped the same day. In the event inclement weather or other unforeseen circumstances render impractical the spreading of the material during the first 24-hour period, the material shall be scarified and spread as directed by the engineer.
 - (b) The material shall be sprinkled, if directed, and shall then be bladed, dragged and shaped to conform to typical sections as shown on plans. All areas and nests of segregated coarse or line material shall be corrected or removed and replaced with well graded material, as directed by the engineer. If additional binder is considered desirable or necessary after the material is spread and shaped, it shall be furnished and applied in the amount directed by the engineer. Such under material shall be carefully and evenly incorporated with the material in place by scarifying, harrowing, brooming, or by other approved methods. The course shall then be sprinkled as required and rolled as directed until a uniform compaction is secured. Throughout this entire operation, the shape of the course shall be maintained by blading. The surface upon completion shall be smooth and in conformity with the typical sections shown on the plans and to the established lines and grades.
- (3) *Succeeding courses.*
- (a) Construction methods of succeeding courses of the flexible base shall be the same as prescribed for the first course. Any deviations in the finished course in excess of one-fourth inch in cross-section and in length of 16 feet measured longitudinally shall be corrected by loosening, adding, or removing material, reshaping and recompacting by sprinkling and rolling. All irregularities, depressions or weak spots which develop shall be corrected immediately by scarifying the areas affected, adding suitable material as required, reshaping and recompacting by sprinkling, and rolling.
 - (b) Flexible base materials shall be compacted by approved mechanical tamping equipment to an apparent dry density of the total material of not less than 95% of the minimum dry density as determined by the modified Proctor Compaction Test made in accordance with the procedure outlined in the state highway department testing manual. Tests for density will be made within 24 hours after compaction operations are completed. If the material fails to meet the density specified, it shall be reworked as necessary to obtain the density required.
 - (c) Each course of 5 inches or less shall be compacted to full required density before succeeding layers are placed.

§ 152.70 PRIME AND TACK COAT.

- (A) The asphalt material for the prime coat shall meet the requirements for Cutback Asphalt, MC-1, Item 310, Texas Highway Department Specifications. Prime coat shall be applied, as directed by the engineer, with an approved sprayer at a rate of not to exceed 0.20 gallons per square yard of surface.
- (B) The asphalt materials for the tack coat shall need the requirements for Cutback Asphalt, RC-2, Item 310, Texas Highway Department Specifications. Tack coat shall be applied when and as directed by the engineer, with an approved sprayer at a rate of not to exceed 0.10 gallons per square yard of surface.

§ 152.71 SURFACE COURSE; PAVING AND CONSTRUCTION METHODS.

- (A) The compacted surface course shall be applied at the rate of 165 pounds per square yard on alleys, minor streets, marginal streets; 190 pounds per square yard on collector streets; and 220 pounds per square yard on primary and secondary streets, constructed as herein specified in accordance with details shown on typical cross-sections. Measurement by weight shall be on truck scales approved by the engineer. Records shall be kept on the tare load, total load and net load of the mixture for each load of same.

- (B) The paving mixture and construction methods shall conform to item 340, "Hot Mix Asphaltic Concrete, Type D," of the standard specification adopted by the state highway department, January 2, 1972, with the exceptions of the amended clauses cited below:

- (1) Stability of Item 340, Description, is hereby supplemented by the following: "The stability of the compacted mixture shall not be less than 45% nor more than 65%."
- (2) Course Aggregate, of Item 340.2, Materials, is hereby supplemented by the following:

"The course aggregate for Type "D" shall have an abrasion of not more than 35 when subjected to the Los Angeles Abrasion Test (AASHTO-T-96)."

"If crushed gravel is used for Type "D," it shall be so crushed that 90% of the particles shall have more than one crushed face."
- (3) Spreading and finishing machine, of Item 340.4, Equipment, is hereby supplemented by the following:

"The surface course shall be laid by use of a spreading and finishing machine of the screening and troweling type, or of a type approved by the engineer. The surface of the finished pavement shall meet the requirements of the typical cross section and the surface test."

"In case of residential alleys, minor streets and marginal residential access streets, Alternate 1 may be used in lieu of hot mix asphaltic concrete."

Alternate No. 1

Cold Mix Limestone Rock Asphalt

Measurement by weight shall be on truck scales approved by the engineer. Records shall be kept on the tare load, total load, and net load of the mixture for each load of same."

The paving mixture and construction methods shall conform to Item 330, "Cold Mix Limestone Rock Asphalt, Type C," of the standard specifications adopted by the State Highway Department of Texas, January 2, 1972, with the exceptions of the amended clause cited below:

"(1) Spreading and Finishing Machine, of Item 330.4, Equipment, is hereby supplemented by the following:

The surface coarse, Type "C" shall be laid by use of a motor grader, or by the use of a spreading and finishing machine of the screening and troweling type, or of a type approved by the engineer. The surface of the finished pavement shall meet the requirements of the typical cross section and the surface test."

§ 152.72 SIDEWALK; CROSSWALKS; DRIVE APPROACHES.

- (A) Concrete sidewalk, crosswalk ways, and drive approaches shall be constructed in conformity to the typical sections and to the lines and grades approved by the engineer.
- (B) Forms may be either metal or wood. Where wood forms are used they shall be of material well seasoned and clean. All forms must everywhere extend the full depth of the concrete and must be well braced so that the placing and tamping of the concrete will not bulge them. Before concrete is placed, forms must be thoroughly wet with water, or treated with a light clear oil.
- (C) Subgrade for sidewalks, crosswalk ways, and drive approaches shall be excavated so as to have a layer or cushion at least 2 inches thick of good adobe gravel, crushed screenings, gravel and sand, crushed rock or coarse sand which must be spread, wetted and thoroughly tamped and leveled not less than 4 inches below the established grade for sidewalks and crosswalk ways and not less than 5 inches below the established grade for driveway approaches. Where the subgrade is rock, adobe, or gravel, 70% of which is rock, the 2 inches of cushion need not be used, this question as to whether the foundation does or does not require the 2-inch cushion is to be determined solely by the engineer.

- (D) In the event the subgrade is undercut, the necessary backfill shall be made with the same material used for the 2-inch cushion.
- (E) Reinforcement for sidewalks and crosswalk ways shall consist of 1 layer of 6 inch by 6 inch No. 10 wire mesh or No. 3 (¾ inch) round bars placed not more than 18 inches on centers both directions. Where steel is lapped, the lap shall not be less than 15 inches. Reinforcement for drive approaches shall consist on 1 layer of 6-inch by 6-inch No. 6 wire mesh or No. 3 bars as specified for sidewalks.
- (F) Transverse redwood expansion joints ¾ inch in thickness, and extending the full width of the walk, shall be provided at intervals of not more than 50 feet. Joints must be full depth of the concrete. Where a new section of sidewalk is to connect with a walk previously constructed, or abuts on the curbing, an expansion joint must be made and filled as above provided. Reinforcing bars shall extend 10 inches beyond the expansion joint, and the ends shall be wrapped with building paper so that the 10 inches shall not be bonded to the concrete. Approved types of slip joints may be used in place of wrapping ends of bars. When wire mesh reinforcing is used, 3 ¾-inch round smooth dowel bars not less than 18 inches in length, installed as specified above for bar reinforcing shall be provided at each expansion joint.
- (G) Concrete for walks shall have a minimum compressive strength of 2,500 pounds per square inch at 28 days. The quantity of mixing water shall not exceed 7 U.S. gallons per 94-pound sack of Portland Cement. The slump of the concrete shall not exceed 4 inches. Concrete which has partially set shall not be disposed of. All tests for ingredients and concrete shall be made in accordance with the applicable methods of tests of the American Society for Testing Materials.
- (H) Sidewalks and crosswalk ways shall have a monolithic finish and shall be floated and troweled to a uniform smooth surface, then finished with a camel hair brush or wood float so as not to be left with a slick or glossy finish.
- (I) The marking of joints on the top surface must be done with a specially devised marking tool made for such purposes. Edges of the sidewalk and expansion joints shall be rounded with an edger to a radius on one-half inch.
- (J) The completed walks and drive approaches shall be cured in accordance with good engineering practice as approved by the engineer.

§ 152.73 CURB RETURNS; INTERSECTION RETURNS.

- (A) At each street intersection the curb shall be rounded with radius "R" varying with the interior angle as specified in the following table, unless sufficient data is presented to show that strict adherence to this requirement is impractical due to topographics or engineering considerations.

Table of Curb Returns			
Interior Angle in Degrees -R-	Intersection of Two Minor or Collector Streets -R-	Intersection of Collection or Minor Street and Arterial Streets -R-	Intersection of Arterial Streets -R-
150-145	15	25	25
145-140	15	25	28
140-135	15	25	30
135-85	15	25	35
85-75	20	30	50
75-65	25	35	80
65-55	30	40	90
55-45	35	45	110
45-0	35	45	150

- (B) At each intersection the property line at each block corner shall be rounded with a curve of radius "R," varying with the interior angle as specified in the following table, unless sufficient data is presented to show that strict adherence to this requirement is impractical due to topographic or engineering considerations.

Table of Intersection Returns		
Interior Angle in Degrees	Intersection of Minor Collector Streets	Intersection of Arterial Street(s)
150-145	12	15
145-140	12	18
140-135	12	20
135-125	12	25
125-85	15	25
85-75	20	40
75-65	30	70
65-55	40	80
55-45	50	100
45-0	75	140

§ 152.74 CURB AND GUTTER CONSTRUCTION.

- (A) *Requirement.* Concrete curb and gutter constructed in accordance with the details shown in Figure IV of the appendix to this chapter will be provided where indicated on the typical cross section of Figures I, II, and III, Appendix C.
- (B) *Construction specifications.*
- (1) Concrete curb and gutter shall be constructed in conformity with the typical sections and to the lines and grades approved by the engineer.
 - (2) Forms may be either metal or well seasoned wood or by machine not less than 2 inches in thickness. All forms must extend the full depth of the concrete and must be well braced so that the placing and tamping of the concrete will not bulge them. Before concrete is placed, all forms must be thoroughly cleaned and oiled with a heavy form oil or grease. Templates for joints shall be made of steel not less than 3/16 of an inch in thickness and patterned to the shape of the curb and gutter. Templates shall be cleaned and oiled the same as the forms and spaced so as to cut the curb and gutter in sections of not less than 8 nor more than 10 feet in length. Steel templates shall extend throughout the entire cross-sectional area of curb and gutter. Steel templates for curb shall be 6 inches wide and extend for a distance of 8 inches from the top down.
 - (3) The subgrade shall be excavated so as to have a layer or cushion at least 2 inches thick or approved material as shown on the typical sections under curb and gutter. Where the subgrade is rock, adobe, or gravel 70% of which is rock, the cushion need not be used if in the judgment of the engineer it is not necessary. In the event the subgrade is under-cut, backfilling with earth will not be permitted. Such backfill shall be accomplished with the material used for base on the adjacent street or with other stable material approved by the engineer. All such backfill and cushion shall be leveled, wetted and thoroughly compacted.
 - (4) Where curb and gutter is to be built, base material shall first be applied, spread, and compacted, in accordance with the requirements of § 152.69(B) to the full width of the cross-section and in the quantities necessary to achieve the elevation of the bottom of the curb and gutter.
 - (5) Curb and gutter shall be reinforced as shown on the typical sections. All steel laps shall not be less than 15 inches.

- (6) Transverse redwood expansion joints $\frac{1}{2}$ inch in thickness and extending the full width of the curb and gutter, shall be provided at intervals of not more than 50 feet. Such joints must be the full depth of the concrete and be of a material approved by the engineer.
- (7) Two round smooth steel dowel bars $\frac{1}{2}$ inch in diameter and 18 inches in length shall be installed at each expansion joint in curb and gutter. One 9-inch end of each dowel shall be thoroughly coated with hot oil asphalt or red lead, then wrapped in building paper so that the 9 inches shall not be bonded to the concrete. Approved types of slip joints may be used in place of wrapping ends of bars. In curb and gutter the dowels shall be placed as shown on the typical sections.
- (8) Concrete for curb and gutter shall have a minimum compressive strength of 2,500 pounds per square inch at 28 days. The quantity of mixing water shall not exceed 7 U.S. gallons per 94-pound sack of Portland Cement. The slump of the concrete shall not exceed 5 inches. Concrete which has partially set shall not be retempered or remixed by adding additional ingredients, but shall be disposed of. All tests for ingredients and concrete shall be made in accordance with the applicable methods of tests of the American Society for Testing Materials.
- (9) The finish for curb and gutter shall be as specified for sidewalks with all exposed surfaces finished. It shall not be permissible to plaster curb where forms have stayed on overnight. The forms must be removed and the curb finished monolithic the same day as concrete is poured.
- (10) The completed curb and gutter shall be cured in accordance with good engineering practice as approved by the engineer.

§ 152.75 BACKFILL OF TRENCHES.

(A) All utility trenches within the limits of proposed pavement shall be backfilled by 1 of the following methods:

(1) *Material and compaction of trenches.*

- (a) Material taken from the trench shall be placed in uniform layers not more than 12 inches in depth (loose measurement) and shall be compacted to the density specified herein, except that up to and including the first 12 inches of backfill above the pipe may be settled by jetting with water. Each layer of backfill material, if dry, shall be wetted uniformly to the moisture content required to obtain the specified density and shall be compacted to the required density by means of a mechanical tamper.
- (b) The compaction shall be such that the apparent dry density of the minus $\frac{3}{4}$ -inch material in each layer shall be not less than 90% of the maximum dry density as determined by tests on samples of the Proctor Compaction Test (AASHTO-Method T-99-38).

(2) *Material and compaction from ditches.*

- (a) Material taken from the ditch shall be placed in uniform layers not more than 5 feet in depth (loose measurement) and shall be compacted to the density specified herein, except that up to and including the first 12 inches of backfill above the pipe may be settled by jetting with water. Each layer of backfill above the pipe may be settled by jetting with water. Each layer of backfill, if dry, shall be wetted uniformly to the moisture content required to obtain the specified density, and shall be compacted to the required density by means of a mechanical ditch tamping machine, having a 500-pound, 12-inch square tamper, capable of developing 4,000 foot pounds at full stroke.
- (b) The compaction shall be such that the apparent dry density of the minus one-fourth material in each layer shall not be less than 90% of the maximum dry density as determined by tests on samples of the material by the Proctor Compaction Test (AASHTO-Method T-99-38).

(3) *Selected materials.*

- (a) Selected materials taken from the trench shall be placed alongside and on top of the pipe for a depth of 12 inches, wetted if required by the engineer and compacted thoroughly or settled by jetting with water. The remaining depth of the ditch shall then be backfilled with a uniform plastic mixture of flexible base, cement and water.
- (b) Each cubic yard of the mixture shall contain a minimum of 1 94-pound sack of cement and the necessary amount of water to obtain a plastic mixture. The cement and aggregate shall be mixed in an approved mechanical mixer. Cement stabilized backfill may, as an alternate, consist of commercial transit mix concrete containing a minimum of 1 94-pound sack of cement per cubic yard. Cement stabilized backfill shall be placed within 1 hour after mixing and shall be placed and rodded in such manner as to completely fill the backfill area. Before placing cement stabilized backfill, the trench shall be cleaned of any extraneous material and thoroughly wet. All surplus dirt excavated from the ditch shall be removed from the site.
- (4) Trench backfill within the limits of alley pavement may be settled by thoroughly jetting with water, provided such jetting is done not less than 6 months prior to the construction of flexible base for pavement over such backfill.
- (5) In addition to the above described methods of backfill, where soil conditions permit, utility lines may be installed by jacking or boring and jacking. When pipe is jacked into place without boring the top of the pipe shall be not less than 4 feet below subgrade. When holes are bored the top of the pipe shall be not less than 3 feet below subgrade. Ordinarily the pipe will be pushed into position as the boring auger drills out of the ground. Pipe will be placed after the bore is completed only in cases approved by the engineer. In no case will bored holes be appreciably larger than the pipe to be installed.

§ 152.76 DRAINAGE STRUCTURES.

- (A) All drainage structures shall be constructed in accordance with the plans and to the lines and grades approved by the engineer. All work shall be done in compliance with the provisions of these specifications and Item 420, concrete structures, of the state highway department standard specifications.
- (B) All concrete in drainage structures shall develop a compressive strength of not less than 3,000 pounds per square inch in 28 days and shall conform to the requirements of Item 421, concrete for structures, of the state highway department standard specifications. The maximum size of coarse aggregate shall be 1½ inches.
- (C) All castings shall conform to the requirements of the standard specifications for gray iron castings, ASTM Designation A-48 for Class 2 Gray Cast Iron. Castings shall be boldly filleted at angles and the arises shall be sharp and perfect. Castings shall be true to pattern in form and dimensions, free from pouring faults, sponginess, cracks, blow holes and other defects in positions affecting their strength for the service intended. Bearing surfaces shall be cast with such precision or shall be so machined that perfect bearing will be attained. Manhole covers which "rock" in the ring will not be accepted.
- (D) Outlet pipes shall be filled into the forms with the ends flush with the inside face of the inlet walls and the concrete shall be placed and rodded around the pipe so as to form a watertight joint.
- (E) Drainage structures shall be backfilled in accordance with Item 400.5 of the state highway department standard specifications.
- (F) Storm sewer curbs inlets shall receive a finish corresponding to the finish of adjacent curbs and/or sidewalks.
- (G) All bridges and culverts shall be designed for an H-20 loading.

§ 152.77 MONUMENTS.

- (A) *Bench marks.* Two bench marks shall be established on iron rods embedded in concrete monuments 6 inches in diameter and set in the ground to a depth of 3 feet, or on equally permanent locations approved by the City ~~Council~~ Engineer and set to U.S. Coast and Geodetic Survey Datum.

(B) *Construction specifications.*

- (1) The monuments set in the streets 3 feet from the property line shall be made of an iron rod $\frac{1}{2}$ inch in diameter and 2 feet long, with a cross marked on the top, securely set in the ground until its top is flush with the natural surface of the ground. A block of concrete 4 inches square of 5 inches in diameter and 18 inches deep shall be set around the upper end flush with the top of the rod. Where rock is encountered, these specifications may be varied by the City ~~Council~~ Engineer.
- (2) The location of all monuments shall be shown on the street, alley and crosswalk way improvement plans.
- (3) Iron pins no less than 18 inches long nor less than $\frac{1}{2}$ inch in diameter shall be set flush with the ground at every lot corner, at all angle points and at points of curves not otherwise designated above.
- (4) Monuments and iron pins shall be set immediately after completion of utility installations and street construction, or as the City ~~Council~~ Engineer may require.

§ 152.78 DESIGN CRITERIA FOR SANITARY SEWERS; CONSTRUCTION METHODS.

- (A) All gravity sewers shall be vitrified clay sewer pipe conforming to ASTM requirements. Minimum size of lateral sewer main shall be 8 inches in diameter and all house connections in streets or alleys must be 6 inches in diameter. The minimum grades permitted shall be sufficient to produce a velocity of 2 feet per second. All outfall mains shall be of sufficient size to serve the maximum anticipated flow from all areas tributary to this line and must conform with sanitary sewer master plan recommendations if applicable. The following criteria shall be used in formulas in the design of sewer system:

(1) *Flow from contributing population.*

Type of Residential Area	Peak Contribution per Persons in Gallons per Day	Average Daily Flow per Person in Gallons per Day
Middle income, new construction	240	156
Middle income, old construction	152	115
Low to middle income, old construction	198	128
Low income	111	72
Middle income, apartment	180	117
Low to middle income, apartment	152	99

(2) *Infiltration.*

Source of Infiltration	Amount of Infiltration in Gallons per Day per Acre
Residential area, level to 7% land slope	700
Residential area, 7% to 15% land slope	500
Totally undeveloped areas	360
High water table, creek beds, lake areas	1,450
Business and industrial areas	1,000

(3) *Air test.*

- (a) Air tests will be run on all sewer mains together with an infiltration measurement when flow exists. Air testing will be a responsibility of the contractor and will be performed in accordance with the procedure listed below:
1. Determine section of line to be tested.
 2. Insert the temperature probe inside the section to be tested and seal both ends.
 3. Apply air pressure until the pressure inside the pipe reaches 4 psig.
 4. Allow the temperature inside the pipe to stabilize, then bleed back to 3.5 psig.
 5. At 3.5 psig, the time, temperature, and pressure will be observed and recorded. A minimum of 5 readings will be required for each test.
- (b) If the time in seconds, for the air pressure to decrease from 3.5 psig to 2.5 psig is greater than that shown in the following table, the pipe shall be presumed to be free from defect. When these rates are exceeded, pipe breakage, joint leakage or leaking plugs are indicated and an inspection must be made to determine the cause. If so designated by the engineer, another test may be required on a section that has failed to pass the air test after repairs have been made.

Allowable Time Table		
Pipe Size	Minute	Second
4	2	0
6	3	0
8	4	0
10	5	0
12	5	30
15	7	5
18	8	30
21	9	50
24	11	20

- (c) The developer shall furnish lift station where necessary. These shall be constructed only after approval by the engineer. Sewage treatment plants and sewer systems must conform to the requirements of the State Department of Health.
- (B) Standard city sewer construction specifications will apply in all cases and the items below are listed for emphasis. The engineer shall be advised before any construction is started in order for adequate inspection to be provided.
- (1) Sewers shall be located in the centerline of streets and 4 feet from the north or east lines where in alleys or as otherwise approved. (See utility layout plat, Figure V, Appendix C.)
 - (2) All sewer lines shall be placed to line and grade as directed by the engineer.
 - (3) All joints shall be compression type joints for vitrified clay pipe.
 - (4) Manholes shall be spaced not more than 400 feet apart where possible.
 - (5) Manholes shall be provided at intersecting streets or alleys where there is a possibility of future extensions.
 - (6) Manholes shall be provided where required by the engineer and shall have steps as manufactured by Utility Products Company of San Antonio, 10-inch or approved equal.
 - (7) Cleanouts may be used only where not more than 1 customer is on the line.

- (8) Manholes located in the area to be paved shall be left covered below subgrade until the street contractor has completed the street and then it shall be reset to finish grade.
- (9) All platted lots must have gravity sewer service. All services are to be marked with a 3-foot red 2-inch by 4-inch stake driven into the ground at the property line. These markers shall remain in place until the service is used.

§ 152.79 STORM DRAINAGE.

(A) *Run-off criteria.*

- (1) Run-off rates shall be computed at not less than the following:

Character of Area	Percent Run-Off			
	Up to 1%	Up to 3%	Up to 5%	Over 5%
Business of commercial area (90% or more impervious)	95	96	97	97
Densely developed area (80% to 90% impervious)	85	88	91	95
Closely-built residential area	75	77	80	84
Undeveloped area	68	70	72	75
Average residential area	65	67	69	72

- (2) In all cases, wet antecedent conditions shall be assumed. Run-off rates shall be computed on the basis of ultimate development of the entire watershed contributing run-off water to the proposed subdivision. For determination of time of concentration, velocities shall be assumed on the basis of concrete lined channels and street carrying storm waters in the contributing watershed area. Rainfall intensities shall be obtained from Figure VI, Appendix C.

(B) *Drainage facilities.*

- (1) *Streets.* Streets may be used for storm water drainage only if the calculated storm water flow does not exceed the flows outlined in Figure VII, Appendix C, or the velocity does not exceed 10 feet per second. Minor streets shall be designed on a basis of a 5-year frequency and all other streets shall be designed on a 10-year frequency. Where streets are not capable of carrying storm waters as outlined above, drainage ditches or storm sewers shall be provided. Street width shall not be widened beyond width as determined by street classification.
- (2) *Concrete lined channels.* The design of concrete lined channels shall be based on a 25-year frequency and is subject of the approval of the engineer and shall comply with the following general requirements:
 - (a) The concrete lining shall extend 1 foot beyond the height of the design flow line of the channel. From the top of the concrete lining to the top of the ditch, a side slope, not steeper than 2 horizontal to 1 vertical with mulch sodding will be allowed.
 - (b) Vertical walls will be permissible in depths not to exceed 2 feet unless properly fenced or enclosed.
 - (c) Easements for concrete lined channels shall extend a minimum of 2 feet on both sides of the extreme limits of the concrete lining.

- (3) *Earth sodded channels.* The design of earth sodded channels shall be based on a 25-year frequency, subject to the approval of the engineer, and shall comply with the following general specifications.
 - (a) The mulch sodding shall be placed over the entire surface area of the channel.
 - (b) The side slope shall not be steeper than 3 horizontal to 1 vertical.
 - (c) The velocity of the water shall not exceed 6 feet per second.
 - (d) Easements for earth sodded channels shall extend a minimum of 2 feet on 1 side and 15 feet on the opposite side of the extreme limits of the channel, when such channel does not abut an alley or roadway. When such channels abut an alley or roadways, the easement shall extend a minimum of 2 feet on both sides of the extreme limits of the channel.
- (4) *Storm sewers.* Storm sewers shall be designed on a 25-year frequency and shall be subject to the approval of the engineer.
- (5) *Alleys.* Alleys may be designed on a 5-year frequency to carry storm water only from the lots within the block abutting the alleys.
- (6) *All-weather crossings.* All-weather crossings at streets shall be designed on a 25-year frequency.

§ 152.80 PUBLIC WATER WORKS.

- (A) *Design criteria.* All public water works projects shall be designed in accordance with the City Water Board of the City of San Antonio's "Criteria for Domestic and Commercial Water Supply and Distribution" and the City Engineer's requirements. Construction shall be in accordance with the City Water Board's construction standards except as provided for otherwise by this chapter.
- (B) *Plans and specifications.* Plans and specifications for public water works projects shall conform to the rules and regulations covering preparation of plans and specifications for public water works as adopted by the State Board of Health, and as described in this chapter.

ARTICLE V. ADMINISTRATION AND ENFORCEMENT

§ 152.90 INSPECTION OF SITE REQUIRED; COST.

- (A) The City Engineer may, at the direction of the city, inspect all subdivision site work at any time and any stage. The city shall bear the cost of all inspections and the subdivider shall bear the cost of all reinspections. The judgment of the city and/or of the City Engineer as to the need for any reinspection of any part thereof, at any stage shall be final. The subdivider shall immediately reimburse the city for the full actual cost and expense of all such reinspections upon being billed therefore.
- (B) No final approval or acceptance of any subdivision, or the streets thereof, or any site work therein, or any part thereof, shall ever be made until the subdivider has reimbursed the city in full for the cost of all reinspections. Neither the Mayor nor any city official, elected, appointed, employed or retained, shall have any authority to waive such requirement, in whole or in part, in any case whatsoever. Such waiver can only be made by the Council at a regular meeting by written ordinance or resolution wherein the reasons for such waiver shall be fully set out in writing.

§ 152.91 TIMES REQUIRING INSPECTION.

The contractor shall request an inspection through the city hall when he has reached the following points during construction:

- (A) Begin construction.

- (B) Completion of utilities subgrade, construction may not proceed until the utilities have been tentatively inspected and approved.
- (C) When the lime quantity has been delivered to the job but before it is placed.
- (D) Upon completion of the subgrade.
- (E) Upon completion of the base under the curb.
- (F) Upon completion of the base.
- (G) For final acceptance.
- (H) At other points during construction reported by the engineer.

§ 152.92 TESTING SCHEDULE.

Testing will be performed by an approved, independent testing laboratory. The following test schedule for streets will be adhered to:

- (A) *Subgrade moisture.* Density, test at the rate of 1 per each block not to exceed 500-foot spacing.
- (B) *Flexible base.* P.I., L.L. and gradation of material used; moisture, density test on same spacing as subgrade.
- (C) *Concrete structures.* Concrete cylinders shall be taken for curbs, drainage structures and sidewalks.

§ 152.93 LETTER REQUIRED FROM CONSULTING ENGINEER.

Before initial final acceptance of a subdivision is given by the city for street or utility work, the consulting engineer responsible for the design of such work shall issue a letter to the city stating that he has made an inspection of such improvements and recommends their acceptance by the city. Street acceptance will not remain until both drainage and street improvements are made. Attached to his letter shall be 1 set of reproducible "as-built" drawings showing the work to be accepted for use by the city.

§ 152.94 RECORDS TO BE KEPT BY CITY ENGINEER.

The City Engineer shall keep careful, itemized and separate records of all charges, and all expenses for both inspections and reinspections and any such work done for which such records are not properly kept shall be at the expense of the City Engineer.

§ 152.95 ENFORCEMENT BY COURT ACTION; COUNCIL RESOLUTION.

- (A) In behalf of the city, the City Attorney shall, when directed by the City Council, institute appropriate action in a court of competent jurisdiction to enforce the provisions of this chapter or the standards referred to herein with respect to any violation thereof which occurs within the city, or within the extraterritorial jurisdiction of the city.
- (B) If any subdivision exists for which a final plat has not been approved or in which the standards contained herein or referred to herein have not been complied with in full, and the City Council shall pass a resolution reciting the fact of such noncompliance or failure to secure final plat approval, and reciting the fact that the provisions of § 152.97 will apply to the subdivision and lots therein, the City Secretary shall, when directed by the City Council, cause a certified copy of such resolution under the corporate seal of the city to be filed in the deed records of the county. If full compliance and final plat approval are secured after filing of such resolution, the City Secretary shall forthwith file an instrument in the deed records of the county stating that § 152.97 no longer apply.

§ 152.96 AUTHORITY OF CITY ENGINEER.

The City Engineer is hereby authorized and directed to promulgate rules, regulations, standards and specifications for the construction, installation, design, location and arrangement of streets, curbs, street lights, street signs, alleys, utility layouts, utility easements, gates for utility easement, sidewalks, water supply and water distribution systems, fire hydrants, sewage disposal systems, septic tanks, water wells, monuments, criteria for drainage, easement requirements, drainage, facilities and crosswalk ways. The City Engineer ~~He~~ shall recommend to the City Manager ~~City Council~~ any changes to be made. No such rules, regulations, standards, and specifications shall conflict with this chapter or any other code provision and specifications shall conflict with this chapter or any other code provision of the city. All such improvements shall be constructed, installed, designed, located and arranged by the subdivider in accordance with such rules, regulations, standards and specifications.

§ 152.97 RESTRICTIONS; EXCEPTIONS.

(A) *Issuance of permits restricted.*

- (1) No permit shall be issued by the city for the installation of septic tanks upon any lot in a subdivision for which a final plat has not been approved and filed for record, or upon any lot in a subdivision in which the standards contained herein or referred to herein have not been complied with in full.
 - (2) No building, repair, plumbing or electrical permit shall be issued by the city for any structure on a lot in a subdivision for which a final plat has not been approved and filed for record. Building permits for structures will not be issued until the final course of base has been approved and primed, the curbs installed, and the water and sewer mains are installed and approved.
- (B) The city shall not permit repair, maintenance, installation or provision of any streets or public utility services in any subdivision for which a final plat has not been approved and filed for record, nor in which the standards contained herein or referred to herein have not been complied with in full.
- (C) The city shall not sell or supply or permit the sale or supply of any water, gas, electricity, or sewerage service within a subdivision for which a final plat has not been approved or filed for record, nor in which the standards contained herein or referred to herein have not been complied with in full.
- (D) The provisions of divisions (A) through (C) of this section shall not be construed to prohibit the issuance of permits for any lots upon which a residence building exists and was in existence prior to passage of the ordinance from which this chapter was derived, nor to prohibit and repair, maintenance, or installation of any street or public utility services for, to, or abutting any lot, the last recorded conveyance of which prior to passage of such ordinance was by metes and bounds, and/or any subdivision, or lot therein, recorded or unrecorded, which subdivision was in existence prior to the passage of such ordinance.

§ 152.98 VARIANCES.

- (A) The City Council may authorize a variance from the provisions of this chapter when, in its opinion, undue hardship will result from requiring strict compliance. In granting a variance, the Council shall prescribe only conditions that it deems necessary to or desirable in the public interest. In making the findings hereinbelow required, the Council shall take into account the nature of the proposed use of the land involved existing uses of land in the vicinity, the number of persons who will reside or work in the proposed subdivision, and the probable effect of such variance upon traffic conditions and upon the public health, safety, convenience and welfare in the vicinity. No variance shall be granted unless the Council finds:
- (1) That there are special circumstances or conditions affecting the land involved such that the strict application of the provisions of this chapter would deprive the applicant of the reasonable use of his land; and

- (2) That the variance is necessary for the preservation and enjoyment of a substantial property right of the applicant; and
 - (3) That the granting of the variance will not be detrimental to the public health, safety or welfare, or injurious to other property in the area; and
 - (4) That the granting of the variance will not have the effect of preventing the orderly subdivision of the other land in the area in accordance with the provisions of this chapter.
- (B) Such findings of the Council, together with the specific facts upon which such findings are based, shall be incorporated into the official minutes of the Council meeting at which such variance is granted. Variances may be granted only when in harmony with the general purpose and intent of this chapter so that the public health, safety and welfare may be secured and substantial justice done. Pecuniary hardship to the subdivider, standing alone, shall not be deemed to constitute undue hardship.

APPENDIX A: PLAT CERTIFICATES.

Section

§ 1 OWNER'S ACKNOWLEDGEMENT.

STATE OF TEXAS)

COUNTY OF BEXAR)

The owner of the land shown on this plat, and whose name is subscribed hereto, and in person or through a duly authorized agent, dedicates to the City of Kirby, Texas, for the use of the public forever all streets, alleys, parks, water courses, drains, easements, and the water and sewer lines in all of the aforesaid public places and all other public places thereon shown for the purpose and consideration therein expressed.

OWNER

STATE OF TEXAS)

COUNTY OF BEXAR)

BEFORE ME, the undersigned authority, on this day personally appeared known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN under my hand and seal of office, this day of _____, 1920

Notary Public

Bexar County, Texas

§ 2 CERTIFICATION OF SURVEYOR.

Certification of the surveyor or engineer responsible for surveying the subdivision area, attesting to its accuracy:

STATE OF TEXAS)

COUNTY OF BEXAR)

I hereby certify that this plat is true and correct and was prepared from an actual survey of the property made under my supervision on the ground.

Registered Public Surveyor

(Surveyor's Seal)

Sworn to me and subscribed before me this the _____ day of _____, A.D., 1920.

Notary Public

Bexar County, Texas

§ 3 CERTIFICATES OF ENGINEERS.

- (A) A certificate by the engineer responsible for the preparation of the final plan and supporting data, attesting to its accuracy:

STATE OF TEXAS)

COUNTY OF BEXAR)

I hereby certify that proper engineering consideration has been given this plat to the matters of streets, lots, and drainage layout.

Registered Professional Engineer

(Engineer's Seal)

Sworn to and subscribed before me, this the _____ day of _____, A.D., 1920.

Notary Public

Bexar County, Texas

- (B) *Certification by City Engineer.*

The City Engineer of the City of Kirby hereby certifies that this subdivision plat conforms to all requirements of the subdivision regulations of the city as to which his approval is required.

City Engineer

§ 4 APPROVAL OF CITY COUNCIL.

This plat of has been submitted to and considered by the City Council of the City of Kirby, Texas, and is hereby approved by such City Council.

Dated this day of _____, 1920.

By: _____

Mayor

By: _____

Secretary

§ 5 APPROVAL OF CITY MANAGER.

This plat of has been submitted to and considered by the City Manager of the City of Kirby, Texas, and is hereby approved by such City Manager.

Dated this day of _____, 1920.

By: _____

City Manager

By: _____

Secretary

§ 65 COUNTY CLERK'S RECORDING ACKNOWLEDGMENT.

STATE OF TEXAS)

COUNTY OF BEXAR)

I, _____, County Clerk of said county, do hereby certify that the foregoing instrument or writing with its certificate of authentication was filed for record in my office, on the day of _____, A.D., 2019, at _____ M. and duly recorded the day of _____, A.D., 2019, at _____ M. in the Records of Deeds and Plats of said county, in book Volume _____, on Page _____.

In testimony whereof, witness my hand and official seal of office, this day of _____, A.D. 2019.

County Clerk,

Bexar County, Texas

By: _____ Deputy

APPENDIX B: BOND FORMS.

Section

§ 1 PERFORMANCE BOND.

The performance bond required in § 152.02(B) shall be in the following form:

PERFORMANCE BOND

STATE OF TEXAS)

KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF BEXAR)

That we, _____, the undersigned subdivider, as Principal, and _____ as Surety, do hereby acknowledge ourselves to be held and firmly bound unto the City of Kirby, a municipal corporation of the County of Bexar and State of Texas, in the full and just sum of \$ _____, for the payment of which well and truly to be made, we hereby bind ourselves and our respective heirs, administrators, executors and assigns, jointly and severally, firmly be these presents:

WHEREAS, the Principal has petitioned the City Council of the City of Kirby for permission to develop a subdivision within the jurisdiction of the City of Kirby, more particularly described as follows, to wit: _____

which is shown on a subdivision plat, entitled _____ Subdivision, heretofore conditionally approved by the City Secretary of the City of Kirby on _____, 1920;

and

WHEREAS, under the provisions of the City of Kirby subdivision control ordinance, adopted as of _____ 1920, the City Council of the City of Kirby requires, as a condition precedent to the granting of such petition, that the Principal furnish a guarantee that he will construct, or cause to be constructed, according to the requirements of such subdivision control ordinance, the following site improvements within three (3) years after final approval of the plat of said subdivision:

NOW THEREFORE, the condition of this obligation is such that if the Principal shall, on or before the day of _____, 1920, construct or cause to be constructed, the above mentioned improvements in accordance with the requirements of the City of Kirby subdivision control ordinance, and the amendments thereto, if any, then this obligation shall be void; otherwise, the obligation made under this bond will remain in full force and effect.

IN TESTIMONY WHEREOF, WITNESS OUR HANDS and seal, this, the _____ day of _____, 1920.

Subdivider and Principal

Surety

By: _____

Attorney in Fact

APPROVED AND ACCEPTED, this the _____ day of _____, 1920.

CITY OF KIRBY

By: _____

Title: _____

§ 2 TRUST AGREEMENT.

The trust agreement in lieu of performance bond permitted by § 152.02(B) shall be in the following form:

TRUST AGREEMENT IN LIEU OF PERFORMANCE BOND

This agreement is between subdivider, , trustee, and the City of Kirby, Texas.

Subdivider has deposited (or herewith deposits) subject to the order of subdivider and trustee jointly as provided in this agreement in the (name and location of bank, trust company or qualified escrow agent) , Texas, the sum of for the purpose of constructing site improvements in subdivision in Bexar County, Texas, for the benefit of the public represented by the City of Kirby, more particularly described as follows:

(TYPE OF SITE IMPROVEMENT)
(water, gas and electric lines not included)

Estimated Cost

Streets \$ _____

Sidewalks \$ _____

Alleys \$ _____

Storm Drainage \$ _____
Utility Easements \$ _____
Other (Specify) \$ _____
TOTAL \$ _____

Trustee agrees to authorize expenditures from such trust account, execute checks, drafts and other orders of withdrawal only for the purpose of paying for the cost of constructing such site improvements and such orders shall show thereon the purpose of the withdrawals. The expenditures for each type of site improvements shall be made only in amounts not to exceed the estimated cost thereof shown above. Trustee shall provide the designated City Official with a statement of such expenditures in said subdivision (by type of site improvements) within five (5) days of their authorization.

Subdivider shall, within 5 days after any single withdrawal of \$1,000.00 or more, or a combination of withdrawals of \$1,000.00 or more has been made, furnish an affidavit showing that the sums of money withdrawn were expended by subdivider on prescribed site improvements completion. Said affidavit shall be submitted substantially in the following form:

AFFIDAVIT

STATE OF TEXAS)

COUNTY OF BEXAR)

Before me, the undersigned authority in and for the State and County aforesaid, on this day personally appeared who, being by me first duly sworn, upon his oath deposes and says:

I, _____, subdivider of the subdivision under date(s) of _____, 1920 _____, withdrew the sum(s) of \$ _____ from the trust account heretofore deposited with trustee, and created for such use and purpose and expended said funds and created for such use and expended said funds so withdrawn on prescribed site improvements to said subdivision as follows:

Site Improvement	Amount	Percentage of Completion
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

with the expenditure of these funds, it is estimated that the prescribed site improvements will be completed by _____, 1920 _____.

Subdivider

SWORN TO AND SUBSCRIBED BEFORE ME this day of _____, 1920 _____.

Notary Public in and for Bexar County, Texas

Until this affidavit is accomplished, no further withdrawals shall be made from said trust account. The trustee shall be authorized to release further funds to the subdivider only after receipt of written notification therefor from the designated City Official so to do.

Subdivider agrees to construct all site improvements within three years from the date of final approval of the plat of said subdivision. Upon the failure of the subdivider to provide such site improvements as herein provided, any remaining balance in such trust account shall be paid by trustee to the City of Kirby for the sole purpose of completing repairing, maintaining or otherwise working on the site improvements in such subdivision. A resolution of the City Council of the City of Kirby declaring that such site improvements have not been completed as required

by applicable subdivision regulations shall be final and conclusive on the parties of this agreement. Payment to the City shall be made on the order of the trustee without the necessity of joinder by the subdivider.

A certificate that the sum required herein is on deposit in the above named bank, trust company or qualified escrow agent, subject to withdrawal only as provided herein, signed by an authorized official thereof, is attached hereto.

A copy of this contract has been supplied to the bank, trust company or qualified escrow agent named by the undersigned trustee.

Subdivider

By: _____

Trustee

By: _____

Date of Execution: _____

CITY OF KIRBY

By: _____

Date of Execution: _____

§ 3 MAINTENANCE BOND.

The maintenance bond required by § 152.02(B) shall be in the following form:

MAINTENANCE BOND

STATE OF TEXAS)

KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF BEXAR)

That we, _____ the undersigned subdivider, as Principal, and _____ as Surety, do hereby acknowledge ourselves to be held and firmly bound unto the City of Kirby, a municipal corporation of the County of Bexar and State of Texas, in the full and just sum of \$_____ being 10% of the estimated cost of the hereinafter enumerated site improvement for the payment of which well and truly to be made, we hereby find ourselves and our respective heirs, administrators, executors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has petitioned the City Council of the City of Kirby for permission to develop a subdivision within the jurisdiction of the City of Kirby, more particularly described as follows, to wit: which is shown on a subdivision plat, entitled Subdivision, heretofore conditionally approved by the City Secretary of the City of Kirby on _____, 1920 _____; and

WHEREAS, under the provisions of the City Ordinance, "Subdivision and Plats," and the City Council of the City of Kirby requires, as a condition precedent to the granting of such petition, that the Principal furnish a guarantee that he will maintain and cause to be maintained, according to the requirements of such subdivision control ordinance, the following site improvements for a period of one (1) year after the approval of the construction thereof by the City Engineer;

NOW, THEREFORE, the condition of this obligation is such that if the Principal shall maintain, and cause to be maintained the above mentioned improvements in accordance with the requirements of the City of Kirby, and the amendments thereto, if any, for the period of one (1) year after the approval of the construction thereof by the

City Engineer of the City of Kirby and until the final approval of said Engineer thereafter, and until the official acceptance thereof by the City Council of Kirby, then this obligation shall be void; otherwise, the obligations made under this bond will remain in full force and effect.

IN TESTIMONY WHEREOF, WITNESS OUR HANDS and seal, this the _____ day of _____, 1920 _____.

Subdivider and Principal

Surety _____

By: _____

Attorney in Fact

APPROVED AND ACCEPTED, this the _____ day of _____, 1920 _____.

CITY OF KIRBY

By: _____

Title: _____

APPENDIX C: CHARTS AND FIGURES.

Figure I. Standard Cross Sections; Alleys—Commercial; Alleys—Residential; Cross Walk-Ways

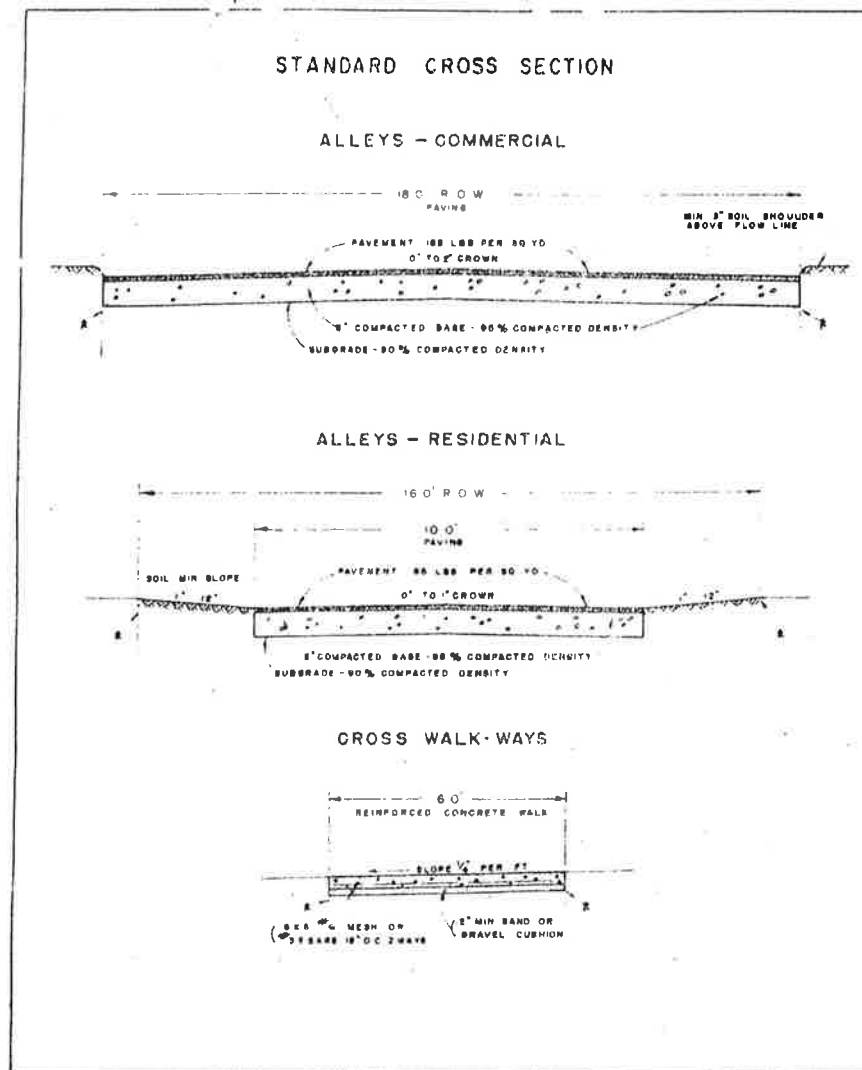


Figure II. Standard Street Cross Sections: Minor Street; Collector Street; Secondary Street; Primary Street

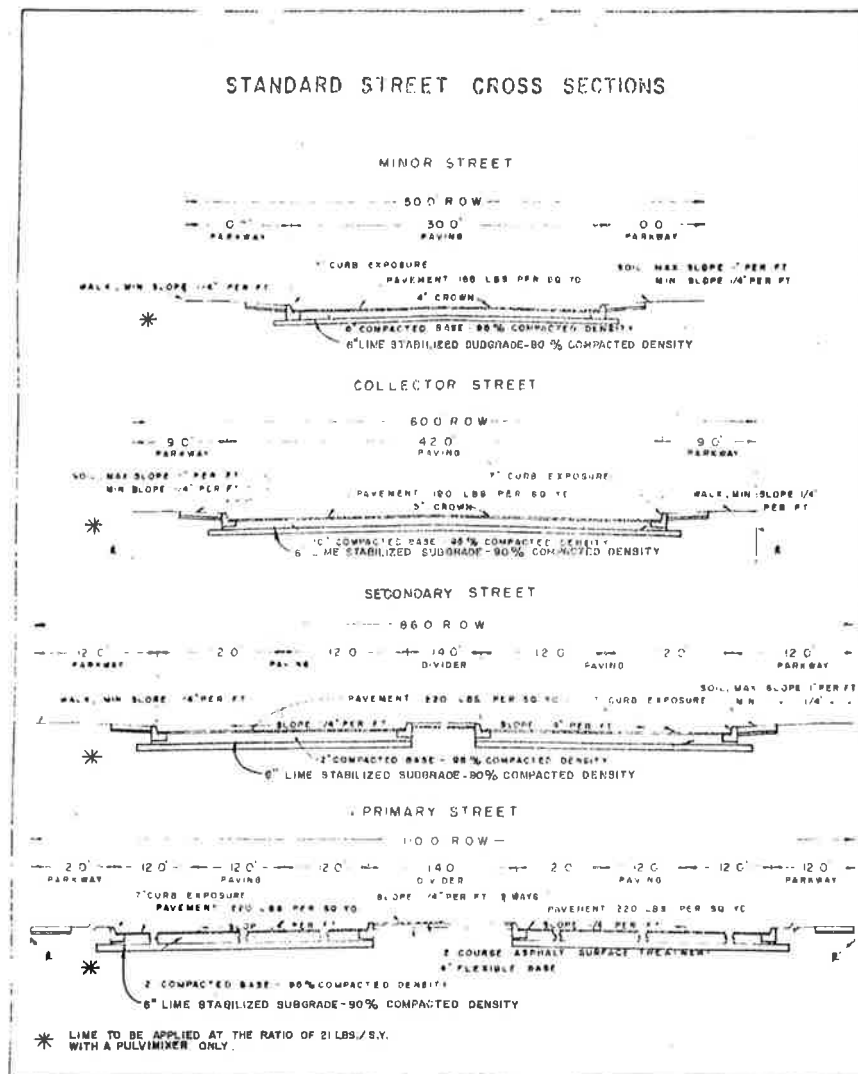


Figure III. Marginal Commercial Access Streets; Marginal Residential Access Streets

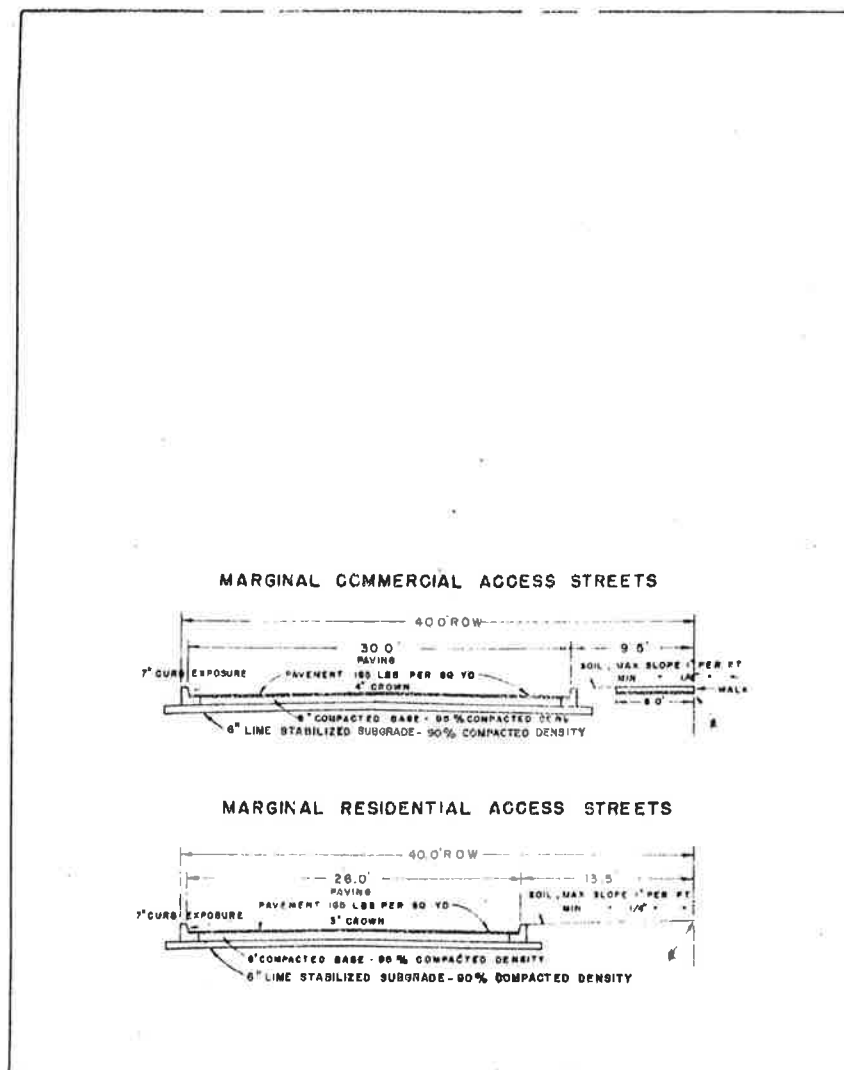
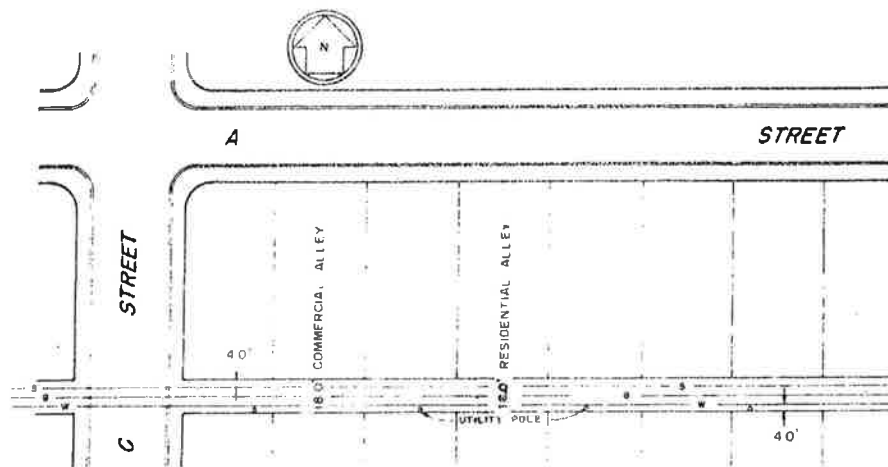


Figure IV. Typical Utility Arrangement Plan: Location of Utilities in Alleys



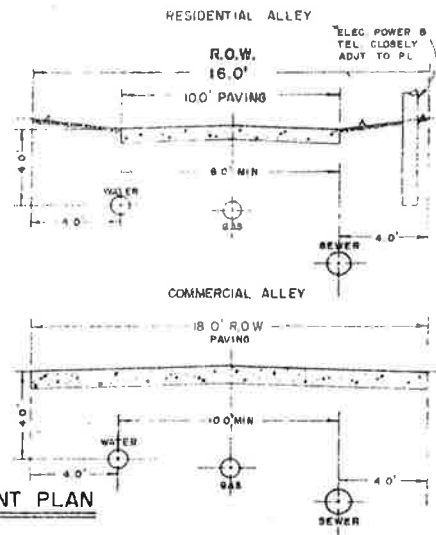
LOCATION OF UTILITIES IN ALLEYS

SEWER MAIN — 4' 0" FROM NORTH & EAST SIDE
WHERE CURVATURE IS INTRODUCED
INTO ALIGNMENT OF ALLEY, SEWER
TO BE PARALLEL AND 4' 0" DISTANT
FROM NORTH & WEST SIDES

WATER MAIN — 4' 0" FROM SOUTH & WEST SIDES

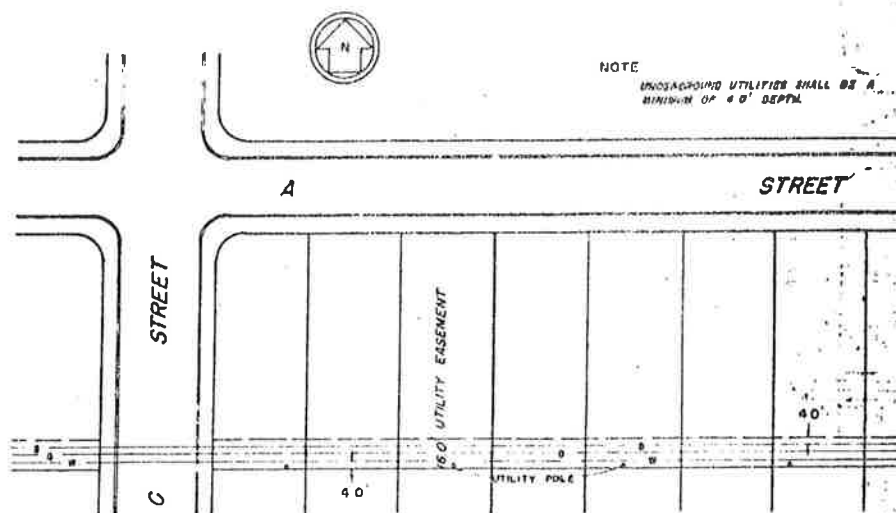
GAS MAIN — CENTER OF ALLEY

POLE LINE — CLOSELY ADJACENT TO EITHER SIDE



TYPICAL UTILITY ARRANGEMENT PLAN

Figure V. Typical Utility Arrangement Plan: Location of Utilities in Easements



LOCATION OF UTILITIES IN EASEMENTS

SEWER MAIN — 40' FROM NORTH & EAST SIDE
WHERE CURVATURE IS INTRODUCED
INTO ALIGNMENT OF EASEMENT,
SEWER TO BE PARALLEL AND 40'
DISTANT FROM NORTH & WEST SIDES

WATER MAIN — 40' FROM SOUTH & WEST SIDES

GAS MAIN — CENTER OF EASEMENT

POLE LINE — CLOSELY ADJACENT TO REAR LOT LINE

TYPICAL UTILITY ARRANGEMENT PLAN

Figure VI. Rainfall Intensities at San Antonio Area

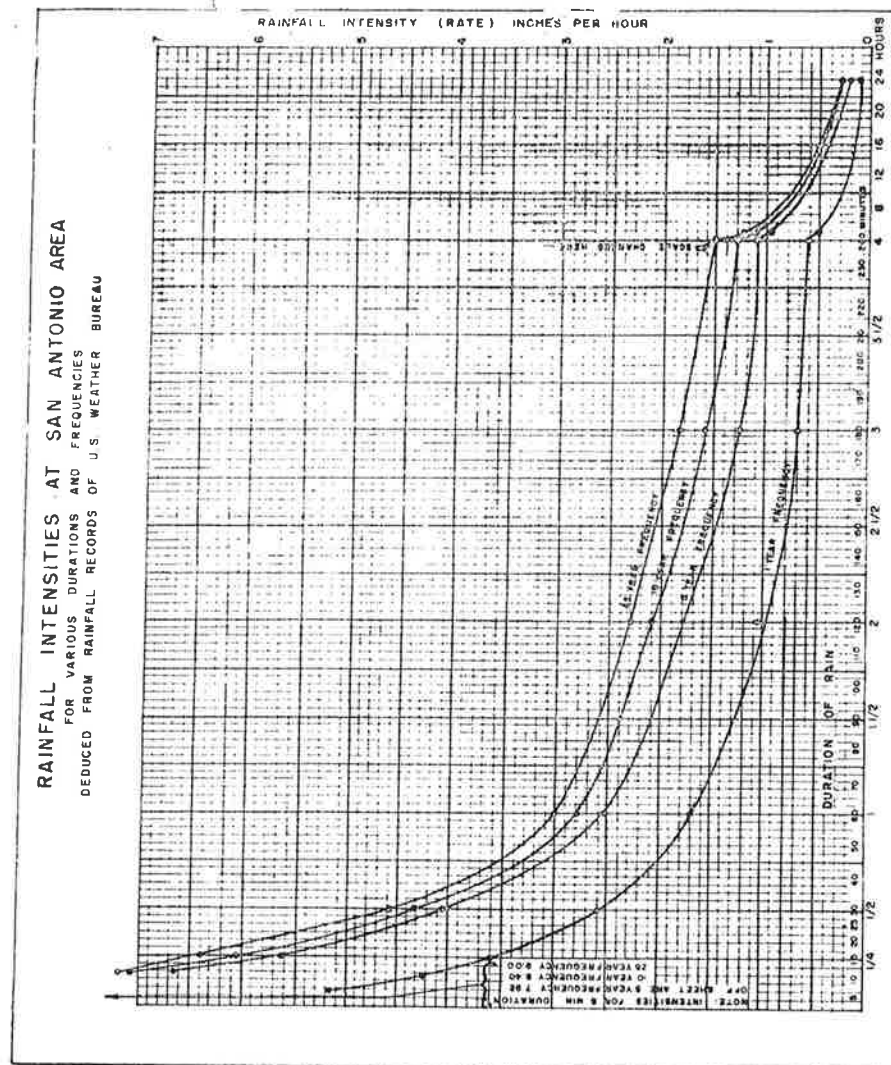
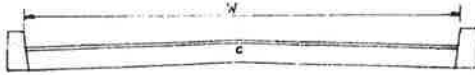



Figure VII. Storm Drainage

STORM DRAINAGE
Street velocities and capacities
Flowing curb full
Manning's N=0.018

					
	MINOR STREET	COLLECTOR STREET	MARGINAL RES. ACCESS STREET	SECONDARY STREET-1 SIDE	PRIMARY STREET-1 SIDE
	W=30'	W=42'	W=26'	W=24'	W=36'
Slope %	c=4" wp=31.16 A=12.45 r=.10	c=5" wp=43.16 A=15.54 r=.36	c=3" wp=27.16 A=11.83 r=.44	c=6" wp=24.66 A=7.92 r=.32	c=9" wp=28.52 A=8.12 r=.28
	V f/s Q cfs	V f/s Q cfs	V f/s Q cfs	V f/s Q cfs	V f/s Q cfs
0.10	1.42 17.88	1.32 20.51	1.51 17.86	1.22 9.66	1.12 9.09
0.15	1.74 21.66	1.62 25.17	1.85 21.89	1.50 11.88	1.37 11.12
0.20	2.00 24.90	1.87 29.06	2.13 25.20	1.73 13.70	1.58 12.83
0.25	2.24 27.89	2.09 32.48	2.39 28.27	1.93 15.29	1.77 14.37
0.30	2.46 30.63	2.29 35.59	2.61 30.88	2.12 16.79	1.94 15.75
0.35	2.65 32.99	2.47 38.38	2.82 33.36	2.29 18.14	2.09 17.17
0.40	2.84 35.36	2.64 41.03	3.02 35.73	2.44 19.32	2.24 18.19
0.45	3.01 37.47	2.80 43.51	3.20 37.86	2.59 20.51	2.37 19.24
0.50	3.17 39.47	2.95 45.84	3.32 39.37	2.73 21.62	2.50 20.10
0.55	3.32 41.33	3.10 48.17	3.54 41.28	2.87 22.73	2.62 21.27
0.60	3.47 43.20	3.24 50.35	3.70 43.77	2.99 23.68	2.74 22.29
0.65	3.61 44.94	3.37 52.37	3.85 45.55	3.12 24.71	2.86 23.14
0.70	3.75 46.69	3.50 54.39	3.99 47.20	3.23 25.58	2.96 24.04
0.75	3.88 48.31	3.62 56.25	4.13 48.86	3.35 26.53	3.06 24.85
0.80	4.01 49.92	3.74 58.12	4.27 50.51	3.46 27.40	3.16 25.66
0.85	4.13 51.42	3.85 59.83	4.40 52.05	3.56 28.20	3.26 26.47
0.90	4.25 52.91	3.96 61.54	4.53 53.59	3.67 29.07	3.35 27.20
0.95	4.37 54.41	4.07 63.25	4.65 55.01	3.77 29.86	3.44 27.93
1.00	4.48 55.28	4.18 64.96	4.77 56.43	3.86 30.57	3.53 28.66
1.50	5.49 68.35	5.12 79.56	5.85 69.21	4.73 37.46	4.33 35.16
2.00	6.34 78.93	5.91 91.84	6.75 79.85	5.46 43.24	5.00 45.60
2.50	7.09 88.27	6.61 102.72	7.54 89.20	6.11 48.39	5.59 49.39
3.00	7.76 96.61	7.24 112.51	8.27 97.83	6.69 52.98	6.12 49.69
3.50	8.39 104.46	7.82 121.52	8.93 105.64	7.23 57.26	6.61 52.67
4.00	8.97 111.68	8.36 129.91	9.54 112.86	7.73 61.22	7.07 57.41
4.50	9.51 118.40	8.86 137.68	10.12 119.72	8.20 64.94	7.50 60.90
5.00	10.02 124.75	9.34 145.14	10.67 126.23	8.64 68.43	7.90 64.15
5.50	10.51 130.85	9.80 152.29	11.19 132.38	9.06 71.76	8.29 67.31
6.00	10.98 136.70	10.23 158.97	11.69 138.29	9.46 74.92	8.65 70.24
6.50	11.43 143.30	10.65 165.50	12.17 143.97	9.85 78.01	9.01 73.16
7.00	11.86 147.66	11.05 171.72	12.63 149.41	10.22 80.94	9.35 75.92
7.50	12.28 152.89	11.44 177.78	13.07 154.62	10.58 83.79	9.68 78.60
8.00	12.68 157.85	11.82 183.68	13.50 159.71	10.93 86.57	9.99 81.12
8.50	13.07 162.72	12.18 189.28	13.91 164.56	11.26 89.18	10.30 83.64
9.00	13.45 167.45	12.53 194.72	14.32 169.41	11.59 91.79	10.60 86.07
9.50	13.82 172.06	12.88 200.16	14.71 174.02	11.91 94.33	10.89 88.43
10.00	14.18 176.54	13.21 205.28	15.09 178.51	12.22 96.78	11.17 90.70

<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

**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 17, 2025

AGENDA ITEM: 9.

9. Items for Individual Consideration

Discussion and Possible Action Amending Resolution 2024-791 to add City Secretary Christine Wilson to Additional Bank Accounts.

<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

**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 17, 2025

AGENDA ITEM: 9.

9. Items for Individual Consideration

Discussion regarding Planning and Zoning Comprehensive Plan

<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: April 17, 2025

AGENDA ITEM: 9.

9. Items for Individual Consideration

Discussion and possible action allotting \$10,000 to Marketing, Communication, and Engagement

<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"/>	CLOSED SESSION

CITY OF KIRBY CITY COUNCIL MEETING AGENDA ITEM SUMMARY

DATE: April 17, 2025

AGENDA ITEM: 10.

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:

Rogers Romens vs Kirby 5:24-CV-00964

- iii. 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

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

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

- vii. Pursuant to 551.074 (Personnel Matters) regarding employment, evaluation, and/or duties, including but not limited to extension of current contract for Interim City Manager.

<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"/>	OPEN SESSION

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

DATE: April 17, 2025

AGENDA ITEM: 10.

10. Open 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:

Rogers Romens vs Kirby 5:24-CV-00964

- iii. 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

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

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

- vii. Pursuant to 551.074 (Personnel Matters) regarding employment, evaluation, and/or duties, including but not limited to extension of current contract for Interim City Manager.

<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

**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 17, 2025

AGENDA ITEM: 12.

- 12. City Manager Update:**
70th Anniversary Events
Open Records Request Audit
Positions Available
GFOAT Training April 6-8, 2025
Planning & Zoning Training May 13, 2025 6:30pm