



Janeshia A. Grider, Mayor

Mike Grant
Sylvia Apodaca
Englan Sanchez

Maria Lozano
Joe Molina
Susan Street

**CITY COUNCIL AGENDA
REGULAR MEETING
THURSDAY, JANUARY 8, 2026 – 7:00 P.M.
CITY HALL COUNCIL CHAMBER
112 BAUMAN, KIRBY, TX 78219**

This notice is posted pursuant to the Texas Open Meetings Act. The location where a quorum of the governmental body will be physically present is Kirby City Hall, City Council Chambers at 112 Bauman Street, Kirby, Texas 78219 and it is the intent to have a quorum present at that location and for the member of the governmental body presiding over the meeting to be physically present at that location. If any members of the governmental body attend by videoconference, they will have two-way audio and video communication during the entire meeting and remain visible and audible. 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. Attendance by Other Elected or Appointed Officials: It is anticipated that members of other City boards, commissions and/or committees may attend the open meeting in numbers that may constitute a quorum. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of any other boards, commissions and/or committees of the City, whose members may be in attendance in numbers constituting a quorum. These members of other City boards, commissions, and/or committees may not deliberate or act on items listed on the agenda. [Attorney General Opinion – No. GA-0957 (2012)].

Topic: Regular Meeting

Date and Time: Thursday, January 8, 2026, at 7:00 P.M. (Central Time)

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

- i. *“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 and Action on Meeting Minutes

- a. Regular Meeting Minutes December 11, 2025

7. Presentation

- a. Pinning Ceremony for First Time Fire Fighter

8. Updates

- a. Ackerman Rd. Project
- b. Ackerman Culvert
- c. City of Kirby Park and Recreation Survey
- d. City of Kirby Master Plan Survey #1
- e. Water Leak Overview

9. Items for Individual Consideration

- a. Discussion and Possible Action Authorizing City Manager to Approve Ordinance 2026 – 5000 to open an interest-bearing banking account for open records requests at a federally insured bank in the state of Texas; providing for severability; and providing an effective date
 - a. Vote to Waive Second Reading
- b. Discussion and Possible Action Authorizing City Manager to Approve Ordinance 2026 – 6000 to call for the 2026 Statewide Texas Elections and to enter into an agreement with Bexar County Elections Department to oversee the elections; providing for time and dates; providing for severability; and providing an effective date

- a. Vote to Waive Second Reading
- c. Discussion and Possible Action Authorizing City Manager to Approve Ordinance 2026 – 2000 adopting the City of Kirby social media policy terms of use, establishing that the city of Kirby will disable public comments on all city-managed social media platforms; providing for severability; and providing an effective date
 - a. Vote to Waive Second Reading
- d. Discussion and Possible Action Authorizing City Manager to Approve Resolution 2026-792, to enter into an agreement with the City of Converse regarding surgical group pricing for the 2025-2026 fiscal year for sheltered animals
- e. Discussion and Possible Action increasing Public Works Director salary
- f. Discussion and Possible Action increasing Finance Director salary
- g. Discussion and Possible Action on Certificate of Appointment for a local Health Authority
- h. Discussion and Possible Action on Resolution 2026-1001 declaring one of the City Council offices vacant in accordance with Section 2.06 of Kirby City Charter
- i. Discussion and Possible Action to Reconsider Authorizing City Manager to Approve Resolution 2025-1305 Authorizing the City Manager to execute all documents to obtain and enter into an agreement with _____ for video surveillance equipment
- j. Discussion and Possible Action Authorizing City Manager to Approve Resolution 2026 - 1966 to enter into a water lease with Grossenbacher Farm and Wildlife Sanctuary, LLC for 50-acre feet at \$200 an acre foot; providing for severability; and providing an effective date
- k. Discussion and Possible Action Authorizing City Manager to partner with AARP Foundation - Tax Aide to provide free tax preparation and tax consulting services in the John Sterling building between February 3rd 2026 through April 15th 2026 on Tuesdays and Thursdays between 9:00 a.m. – 3:00 p.m

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

-Pursuant to Texas Government Code Section 551.071

-Discussion Regarding Pending Lawsuits

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:

- A B C 's
- Christmas Staff Luncheon
- Christmas Senior Center Party
- Christmas Parade
- Blue Santa
- Cookies with Santa

13. Request and Announcements

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

14. Adjournment



Christine Wilson
City Secretary

The City Council reserves the right to adjourn into executive session at any time to discuss any of the matters listed on this agenda if authorized by Texas Government Code Section 551.071, Consultation with Attorney; Texas Government Code Section 551.072, Deliberations about Real Property; Texas Government Code Section 551.074, Personnel Matters; Texas Government Code Section 551.076, Security Devices or Security Audits; and Section 551.087 of the Texas Government Code, Deliberation about Economic Development.

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

*The notice for the upcoming City Council meeting was posted on the 2nd day of January 2026, which is more than **three (3) business days** prior to the scheduled meeting on the 8th day of January 2026.*

ORDINANCE NO. 2026 - 5000

AN ORDINANCE OF THE CITY OF KIRBY, TEXAS, TO OPEN AN INTEREST-BEARING BANKING ACCOUNT FOR OPEN RECORDS REQUESTS AT A FEDERALLY INSURED BANK IN THE STATE OF TEXAS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Kirby (“City”) is authorized under state law to open an interest-bearing banking account for open records requests at a federally insured bank in the State of Texas; and

WHEREAS, the banking account will serve to deposit fees collected by the City from open records requests; and

WHEREAS, the City Council finds that opening a banking account for open records requests at a federally insured bank in the State of Texas will keep the fees for the open records requests collected separate from all other monies held by the City; and

WHEREAS, the City Council further orders the City Manager to open a banking account for open records requests to be deposited at a federally insured bank in the State of Texas; and

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

SECTION 1. OPEN AN INTEREST-BEARING BANKING ACCOUNT AT A FEDERALLY INSURED BANK IN THE STATE OF TEXAS

The City of Kirby hereby tasks the City Manager with opening an interest-bearing banking account for the open records requests collected by the City of Kirby.

SECTION 2. SEVERABILITY

If any section, subsection, clause, or phrase of this ordinance is found to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

SECTION 3. EFFECTIVE DATE

This ordinance shall take effect immediately upon its passage and approval.

PASSED AND APPROVED this ___ day of _____, 2026, by the City Council of the City of Kirby, Texas.

ORDINANCE NO. 2026 - 6000

AN ORDINANCE OF THE CITY OF KIRBY, TEXAS, TO CALL FOR THE 2026 STATEWIDE TEXAS ELECTIONS AND TO ENTER INTO AN AGREEMENT WITH BEXAR COUNTY ELECTIONS DEPARTMENT TO OVERSEE THE ELECTIONS; PROVIDING FOR TIME AND DATES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Kirby is authorized under state law to enter into an agreement with Bexar County, Texas to conduct the statewide Texas elections for the City of Kirby, Texas; and

WHEREAS, the City of Kirby has sought help from Bexar County, Texas in the past to oversee all of the elections taking place in the City of Kirby, Texas; and

WHEREAS, the City Council finds that Bexar County, Texas has expertise in overseeing and conducting elections so that the elections are fair, impartial, and lawful; and

WHEREAS, the City Council directs the City Manager to execute the agreement necessary to obtain the electoral services of Bexar County, Texas to conduct the 2026 statewide Texas elections on behalf of the City of Kirby; and

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

SECTION 1. BEXAR COUNTY, TEXAS WILL CONDUCT THE STATEWIDE TEXAS ELECTIONS FOR THE CITY OF KIRBY, TEXAS

The City of Kirby hereby directs the City Manager to enter into an agreement wherein Bexar County, Texas will conduct the statewide Texas election for the year 2026.

SECTION 2. TIME AND DATES

The Bexar County Elections Department will conduct the statewide Texas elections on the appropriate dates as dictated by the Texas Secretary of State for the City of Kirby, Texas.

SECTION 3. SEVERABILITY

If any section, subsection, clause, or phrase of this ordinance is found to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

SECTION 4. EFFECTIVE DATE

This ordinance shall take effect immediately upon its passage and approval.

PASSED AND APPROVED this ___ day of _____, 2026, by the City Council of the City of Kirby, Texas.

CITY OF KIRBY, TEXAS

Janeshia Grider
Mayor

ATTEST:

Christine Wilson
City Secretary

DRAFT

ORDINANCE NO. 2026 - 2000

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF KIRBY, TEXAS,
ADOPTING THE CITY OF KIRBY SOCIAL MEDIA POLICY TERMS OF USE,
ESTABLISHING THAT THE CITY OF KIRBY WILL DISABLE AND PROHIBIT
PUBLIC COMMENTS ON ALL CITY-MANAGED SOCIAL MEDIA PLATFORMS;
PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the City of Kirby maintains official social media accounts for the purpose of disseminating information to the public regarding City services, programs, events, and emergency notifications; and

WHEREAS, the City Council finds that enabling public comments on City-managed social media pages may create administrative burdens, potential misinformation, and challenges related to monitoring, moderation, and compliance with applicable laws; and

WHEREAS, the City Council seeks to ensure that information shared on official City platforms remains accurate, timely, and reflective of the City's official positions; and

WHEREAS, the City Council desires to establish a clear policy that public comments will not be permitted on any City of Kirby social media accounts in order to maintain these platforms as informational tools rather than public forums;

WHEREAS, the City Council finds that the City of Kirby's presence on social media sites and platforms is intended for informational purposes only; and

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

Section 1. The City of Kirby shall disable and prohibit public commenting features on all City-operated and City-authorized social media platforms.

Section 2. All City social media pages shall be used solely for the purpose of providing official information and announcements on behalf of the City.

Section 3. City staff are directed to ensure consistent implementation of this policy across all existing and future social media accounts maintained by the City.

Section 4. If any provision of this ordinance is determined to be invalid or unenforceable, the remaining provisions shall remain in full force and effect.

Section 5. If any section, subsection, clause, or phrase of this ordinance is found to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 6. This ordinance shall take effect immediately upon its passage and approval.

PASSED AND APPROVED this ____ day of _____, 2026, by the City Council of the City of Kirby, Texas.

CITY OF KIRBY, TEXAS

Janeshia Grider
Mayor

ATTEST:

Christine Wilson
City Secretary

DRAFT

City of Kirby Social Media Policy Terms of Use

The City of Kirby's presence on social media sites and platforms is intended for informational purposes only.

The City of Kirby hereby disables all comments from the city's social media sites and platforms in its entirety. No obligation exists for the City of Kirby to accept any public comments on its social media sites and platforms. By disabling all comments from the city's social media sites and platforms the city is not engaging in viewpoint discrimination against one person or another. No public comments apply to all citizens and residents of the City of Kirby and those who are not citizens or residents of the City of Kirby.

By disabling all public comments, the City of Kirby hereby creates government speech within its social media sites and platforms, and therefore, there are no First Amendment implications as a result.

The city's social media sites are maintained and moderated by city staff to ensure that the appropriate information is posted so that readers have access to the information.

On December 5, 2025, at 12:00 A.M., the city's social media sites shall no longer allow public comments and shall only be for informational purposes.

Council members may still have their own political or personal social media pages where they may discuss topics which are important to their constituents and the City of Kirby.

If you wish to contact city officials or to request city services, please visit the city's official website, <https://www.kirbytx.org/>, or call City Hall at 210-661-3198.

Under the Texas Public Information Law, all electronic messages created by the City of Kirby become city records and may be subject to disclosure to the public under the provisions of that statute.

Disclaimer: The City of Kirby does not warrant or make representations or endorsements as to the quality, content, suitability, accuracy or completeness of the information, text, graphics, links and other items contained on a social media site's server or any other server. Such materials have been compiled from a variety of sources and are subject to change without notice from the city. Except to the extent required by law, commercial use of the materials is prohibited without the written permission of the city. Some of the links on the city's social media pages may lead to resources outside the City of Kirby municipal government. The presence of these links should not be construed as an endorsement by the city of these sites or their content. The city is not responsible for the content of any such external link. The responsibility for content rests with the third-party organizations who are providing the information. Except to the extent required by law, communications made through e-mail and comments posted shall in no way be deemed to constitute legal notice to the City of Kirby or any of its agencies, officers, employees, agents or representatives with respect to any existing or potential claim or cause of action against the

agencies, officers, employees, agents or representatives where notice to the city is required by any federal, state or local laws, rules or its regulations. Notice of any claim must be filed in writing to the City Secretary for the City of Kirby, 122 Bauman St., Kirby, Texas.

DRAFT

RESOLUTION NO. 2026-792
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRBY, TEXAS,
AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS
NECESSARY TO ENTER INTO AN AGREEMENT WITH THE CITY OF CONVERSE,
TEXAS REGARDING SURGICAL GROUP PRICING FOR THE 2025-2026 FISCAL
YEAR FOR SHELTERED ANIMALS

WHEREAS, the City of Kirby wishes to enter into an agreement with the City of Converse regarding surgical group pricing for the 2025-2026 fiscal year for sheltered animals; and

WHEREAS, the City Council finds that the agreement will allow the City to get a better rate for the spay and neutering of the sheltered animals; and

WHEREAS, the City Council hereby authorizes the City Manager to execute all documents necessary to enter into an agreement with the City of Converse to obtain this surgical group pricing; and

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

1. The City of Kirby hereby tasks the City Manager with entering into this agreement with the City of Converse.
2. The City of Kirby further finds that this agreement will be good for its animal population.
3. If any provision of this Resolution is determined to be invalid or unenforceable, the remaining provisions shall remain in full force and effect.
4. This Resolution shall take effect immediately upon its adoption.

PASSED AND APPROVED this ___ day of _____, 2026.

CITY OF KIRBY, TEXAS

Janeshia Grider, Mayor

ATTEST:

Christine Wilson, City Secretary

RESOLUTION NO. 2026-1001
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRBY, TEXAS,
DECLARING ONE OF THE CITY COUNCIL OFFICES VACANT IN ACCORDANCE
WITH SECTION 2.06 OF THE KIRBY CITY CHARTER

WHEREAS, the City of Kirby wishes to declare one of the City Council Offices vacant in accordance with Section 2.06 of the Kirby City Charter; and

WHEREAS, the City Council finds that Councilman Grant has missed three regular meetings; and

WHEREAS, the City Council hereby vacates the office held by Councilman Grant; and

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

1. The City of Kirby hereby vacates the seat held by Councilman Grant.
2. The City of Kirby further finds that this seat is now open.
3. If any provision of this Resolution is determined to be invalid or unenforceable, the remaining provisions shall remain in full force and effect.
4. This Resolution shall take effect immediately upon its adoption.

PASSED AND APPROVED this ___ day of _____, 2026.

CITY OF KIRBY, TEXAS

Janeshia Grider, Mayor

ATTEST:

Christine Wilson, City Secretary

RESOLUTION 2025-1305

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRBY, TEXAS
AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS TO OBTAIN
AND ENTER INTO AN AGREEMENT WITH _____ FOR
VIDEO SURVEILLANCE EQUIPMENT**

WHEREAS, the City of Kirby needs to ensure the safety of its employees and citizens at its City Hall and other city owned properties; and

WHEREAS, the video surveillance equipment will enable the City of Kirby to better monitor its property; and

WHEREAS, it is in the best financial interests of the City of Kirby to enter said agreement in the amount of \$ _____ per year.

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

Section 1. The City Council of the City of Kirby, Texas hereby authorizes the City Manager to enter into an agreement with _____ for video surveillance equipment.

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. All resolutions or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 7. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

Passed and approved this the ____ day of _____ 2026

CITY OF KIRBY, TEXAS

Janeshia Grider, Mayor

ATTEST:

Christine Wilson, City Secretary

DRAFT

RESOLUTION NO. 2026-1966

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRBY,
TEXAS, APPROVING THE GROSSENBACHER FARM AND WILDLIFE
SANCTUARY, LLC; PROVIDING FOR SEVERABILITY; AND
PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the City of Kirby wishes to enter into a water lease with Grossenbacher Farm and Wildlife Sanctuary, LLC for water to be provided to the City of Kirby; and

WHEREAS, the City Council finds that the City of Kirby needs to purchase additional water to service the community; and

WHEREAS, Grossenbacher Farm and Wildlife Sanctuary, LLC are capable of providing the requested amount of water to the City of Kirby; and

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

1. The City of Kirby hereby approves the water lease agreement with Grossenbacher Farm and Wildlife Sanctuary, LLC;
2. The City of Kirby further finds that the water lease agreement is good for the City of Kirby and its' residents;
3. If any provision of this Resolution is determined to be invalid or unenforceable, the remaining provisions shall remain in full force and effect.
4. This Resolution shall take effect immediately upon its adoption.

PASSED AND APPROVED this ___ day of _____, 2026.

CITY OF KIRBY, TEXAS

Janeshia Grider, Mayor

ATTEST:

Christine Wilson, City Secretary