



Arts and Cultural Board Meeting Agenda
Wednesday, October 15, 2025 6:00 PM
Kyle City Hall, Minerva Falcon Community Room,
100 W. Center Street, Kyle, TX 78640

I. Call Meeting to Order and Roll Call

II. Annual Election of Officers

1. Consider nominations to select a Board Chair and a Board Vice Chair for the Arts and Cultural Board.
(Item Presenter: Tamara Aquino, Business & Strategic Planning Manager, Parks & Recreation)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)

III. Approval of Minutes

2. Consider approval of the Arts and Cultural Board September 17, 2025 meeting minutes.
(Item Presenter: Tamara Aquino, Business & Strategic Planning Manager, Parks & Recreation)
[Exhibit 1 - Minutes](#)

IV. Citizen Comment Period with Arts and Cultural Board

The Arts and Cultural Board welcomes comments from Citizens. Those wishing to speak are encouraged to sign in before the meeting begins. Speakers may be provided with an opportunity to speak during this time period on any agenda item or any other matter concerning Arts and Cultural Board business, and they must observe the three-minute time limit.

V. Staff Reports and Presentations

3. Receive a report, hold a discussion, and provide staff feedback regarding general updates on department announcements, public art and cultural related items, procedures, maintenance, and projects, such as the roundabout art, traffic box art program, tiny art gallery, sky blooms art sculpture, and the public art master plan.
(Item Presenter: Will Atkinson, Parks Planning & Project Manager)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)

VI. Adjourn

One or more members of the board may participate in the meeting by videoconference pursuant to Section 551.127, Texas Government Code, provided that a quorum of the board will be present at Kyle City Hall.

NOTE: There may be a quorum of the City Council of Kyle, Texas present at the meeting

who may participate in the discussion. No official action will be taken by the City Council members in attendance.

Posted this 8th day of October, 2025, prior to 5:00 p.m.



Arts & Cultural Board Regular Meeting

DEPARTMENT: Parks and Recreation

FROM: Tamara Aquino, Business and Strategic Planning Manager

MEETING: October 15, 2025

SUBJECT:

Consider nominations to select a board chair and a board vice chair of the Arts & Cultural Board.

SUMMARY:

According to Ordinance §2-117 Officers, at the first meeting of the board after annual term vacancies are filled, the board shall meet and elect one member as chairperson, one as vice-chairperson, and another as secretary. Each officer shall serve for one year and thereafter until their successor is selected and the board completes a determination of their qualifications for the position. Officers shall perform the duties prescribed by the board, and no member shall serve as an officer for more than two consecutive terms.

Rose Burke was appointed as Board Chair in October 2024.

Fabiana Melendez Ruiz was appointed as Board Vice Chair in April 2025.

OPTIONS:

The board must choose a board chair and a board vice chair to serve.

RECOMMENDATION:

Staff recommends that the board appoint a board chair and board vice chair.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

N/A

STAFF CONTACT:

Name: Tamara Aquino

Title: Business and Strategic Planning Manager

Email: taquino@cityofkyle.com

Phone: (737) 786-4749



Appointment of Arts and Cultural Board Officers

Parks and Recreation Department



Overview

- History
- Appointment of Officers
- Recommendation



History

- §2-117 Officers.
 - At the first meeting of the board after annual term vacancies are filled, the board shall meet and elect one member as chairperson, one as vice-chairperson, and another as secretary.
 - (a) **Each officer shall serve for one year** and thereafter until their successor is selected and the board completes a determination of their qualifications for the position.
 - (b) Officers shall perform the duties prescribed by the board.
 - (c) No member shall serve as an officer more than two consecutive terms.
- Rose Burke was appointed as Board Chair in October 2024.
- Fabiana Melendez Ruiz was appointed as Board Vice Chair in April 2025.



Appointment of Officers

- The Board shall appoint a Board Chair and a Board Vice Chair.
- The Board Vice Chair will serve as Board Chair in the absence of the Board Chair.



Recommendation

- City Staff recommends appointment of a board chair and a board vice chair.

ARTS AND CULTURAL BOARD MEETING MINUTES

The Arts and Cultural Board met in a regular scheduled meeting on September 17, 2025 at Kyle City Hall with the following present:

Board Chair Rose Burke
Board Vice Chair Fabiana Melendez Ruiz
Board Member Melissa Spence
Board Member Anabel Gomez
Ashley Gonzales, City Employee non-voting liaison
Will Atkinson, City Employee non-voting liaison
Rachel Acevedo, City Employee non-voting liaison
Todd Bressi, Consultant, virtual
Chris Escoto, City Employee non-voting liaison, virtual

I. Call Meeting to Order and Roll Call

Board Chair Rose Burke called the meeting to order at 6:02 P.M. All members were present with the exception of Board Member MacRae (no given reason for absence). A quorum was present.

Board Vice Chair Melendez Ruiz made a motion to excuse Board Member MacRae's absence. Board Member Spence seconded the motion. Motion passed 4-0.

II. Approval of Minutes

1. Consider approval of the Arts and Cultural Meeting August 20, 2025 meeting minutes. (Item Presenter: Tamara Aquino, Business & Strategic Planning Manager, Parks & Recreation)

Board Vice Chair Melendez Ruiz made a motion to approve the minutes from August 20, 2025. Board Member Spence seconded the motion. Motion passed 4-0.

III. Citizen Comment Period with Parks and Recreation Board

Board Chair Burke opened citizen comments at 6:03 P.M. With no one wishing to speak, Board Chair Burke closed citizen comments at 6:03 P.M.

IV. Staff Reports and Presentations

2. Receive a report, hold a discussion, and provide staff feedback regarding proposed implementation of a Traffic Box Vinyl Wrap Art Program.
(Item Presenter: Chris Escoto, Deputy Director of Parks & Recreation)

Will Atkinson presented the report. No action taken.

3. Receive a report, hold a discussion, and provide staff feedback regarding general updates on department announcements, public art and cultural related items, procedures, maintenance, and projects, such as the traffic box art program, sky blooms art sculpture, roundabout art, tiny art gallery, vacancies and reappointments, and the public art master plan.
(Item Presenter: Will Atkinson, Parks Planning & Project Manager)

Will Atkinson presented the report. No action taken.

V. Adjourn

With no other agenda items to discuss, Board Chair Burke made a motion to adjourn. Board Member Spence seconded the motion. Motion passed 4 - 0. The meeting was adjourned at 7:22 P.M.

Rose Burke, Board Chair

Prepared by:
Ashley Gonzales



Arts and Cultural Board Meeting

DEPARTMENT: Parks and Recreation

FROM: Chris Escoto, Deputy Director of Parks and Recreation

MEETING: October 15, 2025

SUBJECT:

Receive a report, hold a discussion, and provide staff feedback regarding general updates on department announcements, public art and cultural related items, procedures, maintenance, and projects, such as the roundabout art, traffic box art program, tiny art gallery, sky blooms art sculpture, and the public art master plan.

SUMMARY:

Staff will provide general updates and reports on the following as detailed below.

- Roundabout Art
- Traffic Box Art Program
- Tiny Art Gallery Boxes
- Sky Blooms Sculpture
- Public Art Master Plan

OPTIONS:

Provide staff feedback.

RECOMMENDATION:

N/A

PRIOR ACTION/INPUT (Council, Boards, Citizens):

N/A

FISCAL IMPACT:

No Cost Consideration

STAFF CONTACT:

Name: Chris Escoto

Title: Deputy Director of Parks and Recreation

Email: cescoto@cityofkyle.com

Phone: 512-909-5573



Monthly Report

Arts and Cultural Board - October Report



Overview

- Roundabout Art
- Traffic Box Art Program
- Tiny Art Gallery Boxes
- Sky Blooms Sculpture
- Public Art Master Plan
- Questions and Feedback

Roundabout Art

Status: **Paused**

- Still working with Planning and Engineering to finalize details and sequence to provide the board.
- Finalizing the project scope of work and will begin advertising for sculpture this Fall.
 - Max Weight: 3,500 lbs.
 - Foundation Size: 15' diameter

Art Roundabout Locations

- Roundabout #3
 - Veterans/ US History theme to tie with red, white and blue proposed signage and Hero Memorial Park
- Roundabout #4
 - Per comment in Council Meeting on May 6, 2025, art to have a theme of Celebrate Local History to mark the farming / ranching nature/character of this area of Kyle
- Roundabout #9
 - Embrace Community Growth theme
- Roundabout #12
 - Flora / Fauna theme
- Roundabout #18
 - Flora / Fauna theme





Traffic Box Art Program

- **Status: Paused**
- Project on pause to wait for the adoption of the Arts Master Plan
- Item discussed in September, based on feedback finalizing details discussed from meeting and will provide at November/December meeting.



Tiny Art Gallery Box

Status: **In Progress**

- Final boxes delivered and on hand.
- Finalizing program details and will provide at November meeting





Sky Blooms Sculpture Update

Status: **In Progress**

- Art in production
- Sculpture materials have been ordered and cnc files being prepared to fabricate parts. Early photos are anticipated in November of 2025.
- Estimated Install: January/February 2026



Public Art Masterplan

Status: **In Progress**

History:

- Preliminary plan presented at September Park Board Meeting
- Preliminary plan for City Council pushed from October to November
- Plan adoption still on schedule for approval in December, but due to timing it could be early January
- Consultant to provide current updates

Questions/Feedback

