



**MINUTES OF THE
CITY COUNCIL MEETING
MONDAY, JULY 24, 2023
CITY HALL COUNCIL CHAMBERS
209 S. WASHINGTON STREET
KAUFMAN, TEXAS 75142**

CALL WORK SESSION TO ORDER Mayor calls the Work Session to order, states the date and time, states Councilmembers present, and declares a quorum present.**

Mayor Jordan called the Work Session to order at 6:00 PM. Councilmembers present were Jeff Jordan, Matt Phillips, Charles Gillenwater, Lisa Parker, Quattro Borders, Ashlea Longenecker, and Jason Nelson. Mayor Jordan declared a quorum present. Also present were City Manager Mike Holder, Assistant City Manager Rachel Balthrop Mendoza, City Attorney Patricia Adams, City Secretary Jessie Hanks, Finance Director Mary Wennerstrom, Economic Development Director Stewart McGregor, Development Services Director Andrew Bogda, Human Resources Coordinator Sharna Ellis, Fire Chief Ronnie Davis, and Police Chief Les Edwards.

WORK SESSION A Work Session is used to explore matters of interest to one or more City Council Members or the City Manager for the purpose of giving staff direction on whether or not such matters should be placed on a future regular or special meeting of the Council for citizen's input, City Council deliberation and formal City action. Although Work Sessions are public meetings, and citizens have a legal right to attend, they are not public hearings, so citizens are not allowed to participate in the session.

1. Discuss the Proposed Fiscal Year 2023-2024 City of Kaufman Budget, valuations, and impact on tax rate and provide directions to Staff.

Mr. Holder outlined the proposed health insurance plans for the city and the effect of the increased rates on the budget for fiscal year 2023- 2024. There were discussions about the proposed adjustments to the city's contributions to employee health insurance, the city's health insurance provider, the employee retention aspect of providing full covered health insurance for city employees.

2. Discussion regarding items on the Regular Session Agenda, including the consideration of Executive Session items

Mr. Holder briefly reviewed items on the consent agenda.

WORK SESSION ADJOURNMENT

There being no further business, Mayor Jordan adjourned the work session at 6:17 PM.

PLEDGE OF ALLEGIANCE

CALL MEETING TO ORDER Mayor calls the Meeting to order, states the date and time, states Councilmembers present, and declares a quorum present.**

Mayor Jordan called the City Council meeting to order at 6:30 PM. Councilmembers present were Jeff Jordan, Matt Phillips, Charles Gillenwater, Lisa Parker, Quattro Borders, Ashlea Longenecker, and Jason Nelson. Mayor Jordan declared a quorum present. Also present were City Manager Mike

Holder, Assistant City Manager Rachel Balthrop Mendoza, City Attorney Patricia Adams, City Secretary Jessie Hanks, Finance Director Mary Wennerstrom, Economic Development Director Stewart McGregor, Development Services Director Andrew Bogda, Human Resources Coordinator Sharna Ellis, Fire Chief Ronnie Davis, and Police Chief Les Edwards.

CITIZENS COMMENTS / REQUEST TO SPEAK ON AGENDA ITEMS (5 MINUTES) Comments about any of the Council agenda items may be taken into consideration at this time or during the agenda item. Comments are limited to five (5) minutes per individual unless additional time is otherwise required by law for translation. Speaking time is not transferable. Citizens may address the City Council on any subject but must first complete a Request to Speak Form so that the Mayor may call your name to speak at the appropriate time on the Agenda. Comments must be directed to the Council as a whole. **When addressing the Council, please step forward to the speaker's podium, state your name and address, and direct your comments to the Mayor and City Council.**

David Wooldridge, 905 Royal Dr., Kaufman, Texas, 75142, stated he owns a building at the 34 and 243. He requested the council address the number of trees located in front of his buildings. He claimed they blocked the line of sight to the building located at the corner.

RECOGNITION

3. Business of the Month - CareVide

Mayor Jordan, Mr. McGregor, and Anne Glasscock, Kaufman Chamber of Commerce CEO, presented and recognized CareVide as the July Business of the Month.

4. Proclamation - National Health Center Week - August 6-12

Mayor Jordan proclaimed the week of August 6 through 12 as National Health Center Week.

5. Assistant City Manager - Rachel Balthrop Mendoza

Mr. Holder introduced Rachel Balthrop Mendoza as the City of Kaufman's new Assistant City Manager. He gave a brief background on her work history and expressed his excitement for the skills and knowledge she brings to the team.

6. ICMA Credentialed Manager Recognition - City Manager

Mayor Jordan recognized Mr. Holder for achieving the ICMA Credentialed Manager Recognition.

CONSENT AGENDA

7. Consider and take appropriate action on the minutes from the June 26, 2023, Work Session and Regular City Council Meeting.

8. Consider and take appropriate action to reschedule the Regular City Council Meeting set for Monday, August 28, 2023, to Monday, August 21, 2023.

9. Consider and take appropriate action to reschedule the Regular City Council Meeting set for Monday, November 27, 2023, to Monday, November 20, 2023, and the Regular City Council Meeting set for Monday, December 25, 2023, to Monday, December 18, 2023.
10. Consider and take appropriate action on Resolution R-19-23, a resolution of the City Council of the City of Kaufman, Texas, accepting public improvements for Shannon Park; and establishing the warranty period for the public improvements.
11. Consider and take appropriate action on Resolution R-20-23, a resolution of the City Council of the City of Kaufman, Texas, accepting public improvements for Melody Circle; and establishing the warranty period for the public improvements.
12. Consider and take appropriate action on Resolution R-21-23, a resolution of the City Council of the City of Kaufman, Texas, authorizing the City Manager to enter into an agreement with the Texas Department of Transportation to temporarily close portions of SH 243 (one-way traffic operation around the Kaufman County Courthouse), Business SH-34 (S. Washington Street from E. Mulberry St. to US 175) and East Fair Street (Westbound US 175 Frontage road from Bypass-34 to S. Washington St.) on Saturday, October 14, 2023, from 7:00 a.m. until 11:00 a.m. for the purpose of the 2023 Kaufman Harvest Fest Parade; and providing for an effective date.
13. Consider and take appropriate action on Resolution R-22-23, a resolution of the City Council of the City of Kaufman, Texas, authorizing the City Manager to enter into an agreement with the Texas Department of Transportation to temporarily close State Highway 243 from Jefferson Street to Washington Street on Saturday, October 14, 2023, from 5:00 a.m. until 11:59 p.m. for the 2023 Kaufman Harvest Fest Event; and providing an effective date.
14. Consider and take appropriate action on a proposal for professional services from Teague Nall & Perkins for the Surveying, Civil Engineering, and Construction Admin for NE Utilities – Water Line Improvements; and authorizing the Mayor or his designee to execute necessary documents.
15. Consider and take appropriate action on a proposal for professional services from Teague Nall & Perkins for the Surveying, Civil Engineering, and Construction Admin for Drainage Improvements near Phillips Elementary School.; and authorizing the Mayor or his designee to execute necessary documents.

Mayor Pro-Tem Phillips made a motion to approve consent agenda items 7 through 15 as presented. The motion was seconded by Councilmember Borders and passed 7/0.

END OF CONSENT AGENDA

PUBLIC HEARINGS

16. Conduct a public hearing, consider, and take appropriate action on Ordinance No. O-12-23, an ordinance of the City Council of the City of Kaufman, Texas, annexing the hereinafter described property of approximately 0.491 acres, generally located on the south side of SH 243 at Ola Road (portions of Property IDs 2268, 2278, and 11497), situated in the William Peters Survey, Abstract No. 407, and the Thomas Beedy Survey, Abstract No. 21, into the

City of Kaufman, Kaufman County, Texas and extending the boundary limits of said City so as to include the described property within the City limits; granting to all the inhabitants of the Property all the rights and privileges of other citizens and binding the inhabitants by all of the ordinances, resolutions, acts and regulations of the City, adopting a written services agreement; providing instructions for correcting the official map and boundaries of said City; and providing an effective date. (Case No. A-02-23)

a. Presentation

Mr. Bogda informed the Council that in March 2023, 105.923 acres adjacent to the subject property was annexed and zoned to accommodate the Highland Meadows development. He explained the subject property, consisting of 0.491 acres, was not under the developer's control at the time of annexation and zoning, but was necessary in order to accommodate the primary access to the development, as well as entryway features and utilities. He stated that now that the subject property has been acquired by the developer and the developer is moving forward with a preliminary plat for the development, the developer requests annexation of the subject 0.491 acres into the City. He added that the preliminary plat is expected to be considered in August 2023. He recommended that prior to or concurrent with the final plat of Phase 1 of the development, staff will recommend the expansion of PD-23 to include the subject property.

b. Public Hearing

Mayor Jordan opened the public hearing at 6:53 PM. There being no speakers present, Mayor Jordan closed the public hearing at 6:53 PM.

c. Consider and take appropriate action on Ordinance No. O-12-23

Councilmember Borders made a motion to approve Ordinance No. O-12-23, Case No. A-02-23, a petition requesting annexation by the landowner, Bill Wait of Kaufman One WW LLC, for approximately 0.491 acres, generally located on the south side of SH 243 at Ola Road (portions of Property IDs 2268, 2278, and 11497), and the Written Services Agreement. The motion was seconded by Councilmember Parker and passed 7/0.

DISCUSSION/ACTION ITEMS

17. Presentation and discussion regarding an update on South Pointe development, City Lakes Park Improvement project, and Kings Fort Park Improvement Project and provide any necessary direction to Staff.

Mr. Slye gave a presentation and update to the Council regarding the South Pointe Development, City Lakes Park Improvements, and Kings Fort Park Improvements. He reviewed the various public improvement projects that will occur at South Pointe. He outlined the schedules for City Lake Park and Kings Fort Park Improvements. He informed the Council about the TPWD grant funding updates.

18. Presentation and discussion regarding an overview of Section 3 in relation to the TxCDBG Grant No. CDV21-0088 and provide any necessary direction to Staff.

Ms. Mendoza gave a presentation regarding an overview of Section 3 in relation to the TxCDBG Grant No. CDV21-0088.

19. Consider and take appropriate action on Ordinance O-13-23, an Ordinance of the City Council of the City of Kaufman, Texas accepting and approving an Annual Service Plan Update and Assessment Roll 2023-2024 for the Kaufman Public Improvement District No. 1, in compliance with Chapter 372 of the Texas Local Government Code, as amended; accepting and approving the Annual Service Plan Update and Updated Assessment Roll for PID 1, and providing the applicable TIRZ Credit Calculation, as set forth in Exhibit "A" to the Ordinance providing for payment of the assessments in accordance with Chapter 372; providing for the method of assessment and the payment of the assessments, providing penalties and interest on delinquent assessments and compliance with all other legal requirements providing for severability, and providing an effective date. ("Georgetown")

Josh Arendt, Senior Vice President with Municap, Inc., presented the Annual Service Plan Update and Assessment Roll for 2023-2024 for Kaufman PID #1 (Georgetown at Kings Fort).

Councilmember Borders made a motion to approve Ordinance O-13-23, accepting and approving an Annual Service Plan Update and Assessment Roll 2023-2024 for the Kaufman Public Improvement District No. 1, in compliance with Chapter 372 of the Texas Local Government Code, as amended; accepting and approving the Annual Service Plan Update and Updated Assessment Roll for PID 1, and providing the applicable TIRZ Credit Calculation, as set forth in Exhibit "A" to the Ordinance providing for payment of the assessments in accordance with Chapter 372; providing for the method of assessment and the payment of the assessments, providing penalties and interest on delinquent assessments and compliance with all other legal requirements providing for severability, and providing an effective date. The motion was seconded by Councilmember Parker and passed 7/0.

20. Consider and take appropriate action on Ordinance O-14-23, an ordinance of the City Council of the City of Kaufman, Texas, approving a Service and Assessment Plan and assessment roll for authorized improvements for the Kaufman Public Improvement District No. 2 for an approximate 17.48 acres of real property identified as Prairie Creek Estates Phase III; making a finding of special benefit to certain property in the District; levying assessments against certain property within the District and establishing a lien on such property; providing for payment of the assessment in accordance with Chapter 372, Texas Local Government Code, as amended; providing for the method of assessment and the payment of the assessments; providing penalties and interest on delinquent assessments; providing for severability and providing an effective date. ("Prairie Creek Phase 3")

Josh Arendt, Senior Vice President with Municap, Inc., presented the Annual Service Plan Update and Assessment Roll for 2023-2024 for Kaufman PID #2 (Prairie Creek Phase 3).

Councilmember Parker made a motion to approve Ordinance O-14-23, accepting and approving a Service and Assessment Plan and assessment roll for authorized improvements for the Kaufman Public Improvement District No. 2 for an approximate 17.48 acres of real property identified as Prairie Creek Estates Phase III; making a finding of special benefit to certain property in the District; levying assessments against certain property within the District and establishing a lien on such property; providing for payment of the assessment in accordance with Chapter 372, Texas Local Government Code, as amended; providing for the method of assessment and the payment of the

assessments; providing penalties and interest on delinquent assessments; providing for severability and providing an effective date. The motion was seconded by Councilmember Nelson and passed 7/0.

21. Consider and take appropriate action on an interlocal cooperative agreement for Kaufman Public Improvement District No. 2 Assessment Collection between the City of Kaufman, Texas, and Kaufman County, Texas; and authorizing the Mayor or his designee to execute necessary documents.

Mr. Holder outlined the purpose of the proposed interlocal agreement for the collection of assessments for Kaufman PID #2.

Mayor Pro-Tem Phillips made a motion to approve an interlocal cooperative agreement for Kaufman Public Improvement District No. 2 Assessment Collection between the City of Kaufman, Texas, and Kaufman County, Texas; and authorizing the Mayor or his designee to execute necessary documents. The motion was seconded by Councilmember Nelson and passed 7/0.

22. Consider and take appropriate action on Ordinance O-15-23, an ordinance of the City Council of the City of Kaufman, Texas, providing for the issuance and sale of the City of Kaufman, Texas Combination Tax and Revenue Certificates of Obligation, Series 2023 in the amount of \$9,500,000.00 to fund all or a portion of the City's contractual obligations incurred in connection with (i) acquiring, constructing, and equipping additions, improvements, extensions, and equipment for the City's waterworks and sewer system; (ii) constructing, reconstructing and improving streets, roads, and sidewalks, including related drainage, utility relocation, signalization, landscaping, lighting and signage; (iii) acquiring, constructing, installing and equipping improvements to the City's stormwater and drainage system; and (iv) legal, fiscal and engineering fees in connection with such projects; and ordaining other matters relating to the subject.

Nick Bulaich, Managing Director of Hilltop Securities Inc., informed the Council about the rating reports and financial obligations for the issuance of these combination tax a revenue certificates of obligations.

Councilmember Gillenwater made a motion to approve Ordinance O-15-23, Combination Tax and Revenue Certificates of Obligation, Series 2023 in the amount of \$9,500,000.00 to fund all or a portion of the City's contractual obligations incurred in connection with (i) acquiring, constructing, and equipping additions, improvements, extensions, and equipment for the City's waterworks and sewer system; (ii) constructing, reconstructing and improving streets, roads, and sidewalks, including related drainage, utility relocation, signalization, landscaping, lighting and signage; (iii) acquiring, constructing, installing and equipping improvements to the City's stormwater and drainage system; and (iv) legal, fiscal and engineering fees in connection with such projects; and ordaining other matters relating to the subject. The motion was seconded by Councilmember Borders and passed 7/0.

ANNOUNCEMENTS AND REPORTS FROM CITY MANAGER

23. Receive an update and discussion regarding the following:
 - a. Budget Workshop- August 7th at 6 pm

- b. Discussion Items Report (DIR)
- c. STAR Transit Ridership Report- June 2023
- d. Careflite Compliance Report- June 2023
- e. Fire Department Monthly Report - June 2023
- f. Police Department Monthly Report- June 2023
- g. Development Services Monthly Report- June 2023
- h. Monthly Calendars Attached

Mr. Holder gave the Council an update on the above-stated items.

ADJOURNMENT

There being no further business, Mayor Jordan adjourned the meeting at 7:49 PM.

ATTEST:

JEFF JORDAN
MAYOR

JESSIE HANKS
CITY SECRETARY

