



AGENDA
MONDAY, SEPTEMBER 25, 2023
WORK SESSION – 6:00 PM
REGULAR CITY COUNCIL MEETING – 6:30 PM
CITY HALL COUNCIL CHAMBERS
209 S. WASHINGTON STREET
KAUFMAN, TEXAS 75142
AND VIA VIDEOCONFERENCE/TELECONFERENCE

**This meeting will be held using
videoconferencing/teleconferencing
technology with public access via:
[WWW.ZOOM.US/JOIN](https://www.zoom.us/join) OR
(888)788-0099 (TOLL-FREE)
MEETING/WEBINAR ID: 883 6927 8412
PASSWORD: 562304**

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.**

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 a text amendment to the City of Kaufman Comprehensive Zoning Ordinance O-02-07, as amended, and Chapter 118, "Zoning" of the City of Kaufman's Code of Ordinances, to add the use "Donation Box" to certain Zoning Districts by amending Chart 3 "Accessory & Incidental Uses" of Section 33.4 "Use Regulations"; adding "Donation Box" to Section 33.5 "Definitions"; and adding "Donation Box" specifications to Section 37.5 "Accessory Building and Use Regulations" (Case No. Z-03-23)
2. Discussion regarding items on the Regular Session Agenda, including the consideration of Executive Session items

WORK SESSION ADJOURNMENT

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.**

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.**

PROCLAMATION

3. Community Planning Month - October 2023
4. World Teachers' Day - October 5, 2023

RECOGNITION

5. Business of the Month - John Mosley Attorney at Law
6. Tony Collins Art- Donation of City Hall Sign

CONSENT AGENDA

7. Consider and take appropriate action on the minutes from the August 21, 2023, Regular City Council Meeting.
8. Consider and take appropriate action on the minutes from the August 28, 2023, Special City Council Meeting.
9. Consider and take appropriate action to approve the transfer of aged bills to Collection of Delinquent Utility Billing Accounts Receivable Balances.
10. Consider and take appropriate action on Resolution R-27-23, a resolution of the City Council of the City of Kaufman, Texas, approving the annual review of the City of Kaufman Investment Policy pursuant to the Public Funds Investment Act; approving the adoption of an amended City of Kaufman Investment Policy; and providing for an effective date.
11. Consider and take appropriate action on Resolution R-28-23, a resolution of the City Council of the City of Kaufman, Texas, accepting Public Improvements for the City of Kaufman's AMI Meter Project and establishing the date for a two (2) year warranty period.
12. Consider and take appropriate action on the second amendment to the Installation Contract with Performance Services regarding the management and installation of the Smart Water Meter project; and authorizing the Mayor or his designee to execute necessary documents.
13. Consider and take appropriate action on the award of bid and contract for street maintenance materials for Fiscal Year 2024 and authorizing the Mayor or his designee to execute necessary documents.
14. Consider and take appropriate action on the award of bid and contract for motor fuel and oil for Fiscal Year 2024 and authorizing the Mayor or his designee to execute necessary documents.

15. Consider and take appropriate action on a Jurisdictional Memorandum of Understanding between the City of Kaufman Police Department and the Kaufman Independent School District Police Department; and authorizing the Mayor or his designee to execute necessary documents.
16. Consider and take appropriate action to update the designation of authorized signatories on City depository accounts to designate the Assistant City Manager as an authorized signer for the City of Kaufman depository accounts.
17. Consider and take appropriate action regarding Ordinance O-24-23, an ordinance of the City Council of the City of Kaufman, amending the City of Kaufman Personnel Policies Manual, adopted as Exhibit "A" by Subsection (a) "Adoption of City of Kaufman Personnel Policies Manual" of Section 2.03.001 "Personnel policies manual adopted; repeal of conflicting provisions", of Article 2.03, "Personnel Regulations" of Chapter 2, "Administration and Personnel" of the Code of Ordinances by amending Exhibit "A", to add section 7.09.01 providing for "Tuition Reimbursement" as part of Section 7.0, "Employee Benefits", by amending Section 5.20. "Classification and Compensation Plan", Subsection "E", "Within Grade Steps", to add Subparagraph 5(f) to address maximum steps and to adopt an updated Exhibit "B" to Section 2.03.001, the "City of Kaufman Job Grade Classification, Compensation Plan and Step Schedule"; and providing an effective date.
18. Consider and take appropriate action on the **Final Plat of Five Points Addition Phase 1B, Block B, Lot 1**, being a tract of land containing 8.403 acres, situated in the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman County, Texas (Property ID 54862). The property is zoned Planned Development-22 ("PD-22") and is generally located on the northwest side of S. Washington St. at Five Points Dr. The final plat is for 1 multi-family residential lot. (Case No. FP-12-23)

END OF CONSENT AGENDA

PUBLIC HEARING

19. Conduct a public hearing and consider and take appropriate action on Resolution R-29-23, a Resolution of the City Council of the City of Kaufman, Texas, approving an update to the City's 5-year Capital Improvement Plan.
 - a. Presentation
 - b. Public Hearing
 - c. Consider and take appropriate action on Resolution R-29-23
20. Conduct a Public Hearing on the advisability of Public Improvements and Creation of the Kaufman Public Improvement District No. 4 ("PID No. 4") within the City of Kaufman, pursuant to Chapter 372 of the Texas Local Government Code on an approximate 106.417 acres of land which is generally located at the south side of SH 243 at Ola Road and identified as the Highland Meadows development and located within the corporate limits of the City of Kaufman, and Consider and take appropriate action on Resolution R-30-23 creating PID No. 4 pursuant to a by petition filed by Kaufman One WW, LLC, a Texas limited liability company requesting creation of PID No. 4; and providing an effective date. (Highland Meadows)

- a. Presentation
 - b. Public Hearing
 - c. Consider and take appropriate action on Resolution R-30-23
21. Conduct a public hearing and consider and take appropriate action on a **Replat of Lot 8, Block A, of La Vega Ranch** to subdivide the lot to create Lots 8-R1 and 8-R2 on approximately 9.676 acres out of the T. Lowery Survey, Abstract No. 285, City of Kaufman ETJ, Kaufman County, TX, generally located at 2222 La Vega Road and 2075 County Road 4104, Crandall, TX (Property ID 208803). The replat is for 2 residential lots. (Case No. FRP-03-23)
- a. Presentation
 - b. Public Hearing
 - c. Consider and take appropriate action on a Replat of Lot 8, Block A, of La Vega Ranch to subdivide the lot to create Lots 8-R1 and 8-R2
22. Conduct a public hearing, consider, and take appropriate action on Ordinance No. O-25-23, an Ordinance of the City Council of the City of Kaufman, Texas, amending Ordinance No. O-02-07 and Chapter 118, "Zoning" of the Kaufman Code of Ordinances and the Official Zoning Map of the City to authorize a **Specific Use Permit (SUP-55)** to allow a **truck stop** on approximately 4.091 acres out of the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman County, TX, generally located at the **northwest corner of SH 34 and Kings Fort Pkwy.** (Case No. Z-07-23)
- a. Presentation
 - b. Public Hearing
 - c. Consider and take appropriate action on Ordinance No. O-25-23
23. Conduct a public hearing, consider, and take appropriate action on Ordinance No. O-26-23, an ordinance of the City Council of the City of Kaufman, Texas, amending the City of Kaufman Comprehensive Zoning Ordinance O-02-07, as amended, and Chapter 118, "Zoning" of the City of Kaufman's Code of Ordinances, and the official Zoning Map to **rezone** an approximate **7.781-acre** tract of land (Property ID 219551) out of the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman County, Texas, from PD Planned Development District-1 to **PD Planned Development District-25 for retail, restaurant, office, commercial, and multi-family residential uses**, said property being generally located at the **southwest corner of S. Washington St. and S. Houston St.** (Case No. Z-08-23)
- a. Presentation
 - b. Public Hearing
 - c. Consider and take appropriate action on Ordinance No. O-26-23

DISCUSSION/ACTION ITEMS

24. Consider and take appropriate action on the **Site Plan of Childcare Facility**, situated on 0.452 acres out of the Kaufman Revised Plat, Block 386, Lot 1R, City of Kaufman, Kaufman County, Texas, said property is located at **250 N. Shannon St.** (Property ID 28829). The property is zoned Commercial (C) for a childcare facility. (Case No. SP-08-23)
25. Consider and take appropriate action on Resolution R-25-23, a resolution of the City Council of the City of Kaufman, Texas, establishing a naming policy guideline for city buildings, facilities, land, or any portion thereof; and providing an effective date.
26. Consider and take appropriate action regarding Ordinance O-27-23, an ordinance of the City Council of the City of Kaufman, Texas, amending the City's 2022-2023 Fiscal Year Budget to balance Revenue Surplus, Expense Surplus, and Shortfall; and providing an effective date.
27. Consider and take appropriate action regarding Ordinance O-28-23, an ordinance of the City Council of the City of Kaufman, amending the KEDC 2022-2023 Fiscal Year Budget to balance Revenue Surplus, Expense Surplus, and Shortfall; and providing an effective date.
28. Consider and take appropriate action on Ordinance O-29-23, an ordinance of the City Council of the City of Kaufman, Texas, amending Appendix A, "Fee Schedule", of the Code of Ordinances of the City of Kaufman by amending Article A4.000, "Building and Development Fees" relative to fees for zoning and platting applications and related land development applications, Article A7.000, "Park and Recreation Fees" to amend park usage fees for various facility rentals and fees for league and tournament recreation, Article A8.000, "Utilities" to amend tap fees, meter fees, and related within the City and to amend for water and sewer service outside of the City limits, amending Article A8.000, "Utilities" amending pavement cut and replacement charges and adopting a new subsection A8.019 of thereof providing fees for solid waste services provided by the City's solid waste franchisee; and providing an effective date.

APPOINTMENT

29. Consider and take appropriate action on the appointment of one (1) member to the Kaufman Parks and Recreation Board for the remainder of an unexpired term to expire in March 2025.

ANNOUNCEMENTS AND REPORTS FROM CITY MANAGER

30. Receive an update and discussion regarding the following:
 - a. Kaufman Area Community Leaders' Prayer Lunch
 - b. ICMA Conference- October 1-4
 - c. TML Conference- Dallas- October 4 -6
 - d. Discussion Items Report (DIR)
 - e. STAR Transit Ridership Report- August 2023

- f. Careflite Compliance Report- August 2023
- g. Fire Department Monthly Report- August 2023
- h. Police Department Monthly Report- August 2023
- i. Development Services Monthly Report- August 2023
- j. Monthly Calendars Attached

EXECUTIVE SESSION

31. The City Council will recess into Executive Session pursuant to Texas Government Code for an executive session regarding the following:
- a. Sec. 551.071(1) and (2); CONSULTATION WITH ATTORNEY. (1) To consult with the City Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act and (2) for the Council to seek the advice of its attorney about pending or contemplated litigation: Donation Bins; Water Utilities
 - b. Sec. 551.072. DELIBERATION REGARDING REAL PROPERTY. To deliberate the purchase, exchange, lease, or value of real property regarding: Project Pie; Project Range; The Trails Development
 - c. Sec. 551.074: PERSONNEL MATTERS. To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: City Secretary Evaluations

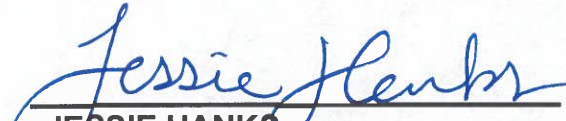
RECONVENE INTO OPEN SESSION In accordance with Texas Government Code, Chapter 551, the City Council will reconvene into Regular Session.

32. Consider and take appropriate action, if any, on matters discussed in Executive Session.
33. Consider and take appropriate action regarding a Resolution approving (1) the Resolution Of the Board of Directors of the Kaufman Economic Development Corporation ("Corporation") regarding a Loan to finance the costs of an Economic Development Project in the amount of \$2,791,250.00 for the purchase of property by the Kaufman Economic Development Corporation; (li) A Sales Tax Remittance Agreement Between the City and the Corporation; (lii) Resolving Other Matters incident and related to the Project and the Loan; and (lv) the Authority of the Mayor to Execute, on behalf of the City, a General Certificate of the City, and the Agreements Contemplated in the Resolution (Project Range).

ADJOURNMENT

I, JESSIE HANKS, CITY SECRETARY, DO HEREBY CERTIFY THAT THIS NOTICE OF MEETING WAS POSTED ON THE WINDOW AT KAUFMAN MUNICIPAL COMPLEX, 209 S. WASHINGTON,

KAUFMAN, TEXAS, A PLACE CONVENIENT AND READILY ACCESSIBLE TO THE GENERAL PUBLIC AT ALL TIMES AND SAID NOTICE WAS POSTED AT THE KAUFMAN MUNICIPAL COMPLEX, 209 S. WASHINGTON, KAUFMAN, TEXAS AT 5:30 P.M. ON FRIDAY, SEPTEMBER 22, 2023, AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULE TIME OF SAID MEETING.


JESSIE HANKS
CITY SECRETARY



THE CITY COUNCIL RESERVES THE RIGHT TO ADJOURN INTO ~~EXECUTIVE~~ SESSION AT ANY TIME DURING THE COURSE OF THIS MEETING TO DISCUSS ANY OF THE MATTERS LISTED ABOVE, AS AUTHORIZED BY THE TEXAS GOVERNMENT CODE. SECTION 551.071 (CONSULTATION WITH ATTORNEY).

****PURSUANT TO SECTION 551.127, TEXAS GOVERNMENT CODE, ONE OR MORE COUNCILMEMBERS OR EMPLOYEES MAY ATTEND THIS MEETING REMOTELY USING VIDEOCONFERENCING TECHNOLOGY. THE VIDEO AND AUDIO FEED OF THE VIDEOCONFERENCING EQUIPMENT CAN BE VIEWED AND HEARD BY THE PUBLIC BY ACCESSING [WWW.ZOOM.US/JOIN](https://www.zoom.us/join) OR (888)788-0099 (TOLL FREE) MEETING/WEBINAR ID: 883 6927 8412 PASSWORD: 562304**

THE BUILDING IN WHICH THE ABOVE MEETING WILL BE CONDUCTED IS WHEELCHAIR ACCESSIBLE AND PARKING SPACES FOR THE MOBILITY IMPAIRED ARE AVAILABLE. PERSONS WITH DISABILITIES WHO PLAN TO ATTEND THIS MEETING AND WHO MAY NEED AUXILIARY AIDS OR SERVICES SUCH AS INTERPRETERS FOR PERSONS WHO ARE DEAF OR HEARING IMPAIRED, READERS, OR LARGE PRINT ARE REQUESTED TO CONTACT THE CITY SECRETARY'S OFFICE AT 972-932-2216 AT LEAST TWO (2) WORKING DAYS PRIOR TO THE TIME OF THE MEETING SO THAT APPROPRIATE ARRANGEMENTS CAN BE MADE.



City of Kaufman

Proclamation

WHEREAS, change is constant and affects all cities, towns, suburbs, counties, boroughs, townships, rural areas, and other places; and

WHEREAS, community planning and plans can help manage this change in a way that provides better choices for how people work and live; and

WHEREAS, community planning provides an opportunity for all residents to be meaningfully involved in making choices that determine the future of their community; and

WHEREAS, the full benefits of planning require public officials and citizens who understand, support, and demand excellence in planning and plan implementation; and

WHEREAS, the month of October is designated as National Community Planning Month throughout the United States of America and its territories, and

WHEREAS, the celebration of National Community Planning Month gives us the opportunity to publicly recognize the participation and dedication of the members of planning commissions and other citizen planners who have contributed their time and expertise to the improvement of the City of Kaufman; and

WHEREAS, we recognize the many valuable contributions made by the professional community and regional planners of the City of Kaufman and extend our heartfelt thanks for the continued commitment to public service by these professionals;

NOW, THEREFORE, I, Jeff Jordan, Mayor of the City of Kaufman, and on behalf of the Kaufman City Council, do hereby proclaim the month of October, 2023, as:

Community Planning Month

IN WITNESS WHEREOF, I have set my hand and caused the Seal of the City to be affixed this 25th day of September, 2023.

Jeff Jordan, Mayor, City of Kaufman



City of Kaufman

Proclamation

WHEREAS, the City of Kaufman's future strength depends on providing a high-quality education to all students; and

WHEREAS, the quality of teachers matters more to student achievement than any other school-related factors; and

WHEREAS, teachers spend countless hours preparing lesson plans and supporting students; and

WHEREAS, the teachers of Kaufman have demonstrated great resilience, adaptability, and creativity during the COVID-19 crisis; and

WHEREAS, our community recognizes and supports its teachers in educating the children of this community; and

WHEREAS, #TeachersCan is a statewide movement supported by more than 150 partnering businesses and organizations committed to elevating the teaching profession and honoring the critical role teachers play in the success of Texas; and

WHEREAS, the City of Kaufman joins #TeachersCan and its partnering entities across Texas in celebrating World Teachers' Day;

NOW, THEREFORE, I, Jeff Jordan, Mayor of the City of Kaufman, and on behalf of the Kaufman City Council, do hereby proclaim October 5, 2023, as:

World Teacher's Day

IN WITNESS WHEREOF, I have set my hand and caused the Seal of the City to be affixed this 25th day of September, 2023.

Jeff Jordan, Mayor, City of Kaufman



Meeting
Date: 9/25/2023

Date: 09/05/2023

Item #: 7.

Dept.: Administration

Consent Agenda

SUBJECT:

Consider and take appropriate action on the minutes from the August 21, 2023, Regular City Council Meeting.

BACKGROUND:

See the attached minutes.

Author:

Jessie Hanks, City Secretary

Reviewed:

Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation: Staff recommends approval of the August 21, 2023, Regular City Council Meeting as presented.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☐



**MINUTES OF THE
CITY COUNCIL MEETING
MONDAY, AUGUST 21, 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, Ashlea Longenecker, Jason Nelson, Lisa Parker, and Quattro Borders. 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, Finance Manager Lajohnna Wells, Development Services Andrew Bogda, Human Resources Coordinator Sharna Ellis, and Police Captain Colter Leftwich.

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. Presentation and discussion regarding an update on the City of Kaufman's website redesign.

Ms. Hanks presented the new design for the City of Kaufman's website. There were discussions regarding the process, the timeline, and new steps for the launch of the new website.

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

Mr. Holder reviewed various items on the Regular Session Agenda.

WORK SESSION ADJOURNMENT

There being no further business, Mayor Jordan adjourned the Work Session at 6:14 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, Ashlea Longenecker, Jason Nelson, Lisa Parker, and Quattro Borders. Councilmember Charles Gillenwater was absent. 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, Finance Manager Lajohnna Wells, Development Services Andrew Bogda, Human Resources Coordinator Sharna Ellis, Fire Captain Ferris Watson, Police Officer Eric Gutierrez, Police Sergeant Ryan Wagner, Police Sergeant Ty Bolden, Police Captain Colter Leftwich, 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.**

No comments were given.

RECOGNITION

3. Business of the Month- The Mercantile on Grove

Anne Glasscock, CEO with the Kaufman Chamber of Commerce, presented Kellie Stalusky, owner of The Mercantile on Grove, with the Business of the Month award.

4. Life-Saving Award- Eric Gutierrez

Chief Edwards informed the Council about the incident with Officer Gutierrez that occurred that warranted him being recognized with the Life-Saving Award.

5. Police Department Promotions

Chief Edwards presented Sergeant Wagner who was promoted to Detective Sergeant and Officer Bolden who was promoted to Patrol Sergeant.

CONSENT AGENDA

6. Consider and take appropriate action on the minutes from the July 24, 2023, Work Session and Regular City Council Meeting.
7. Consider and take appropriate action on the minutes from the August 7, 2023, Special City Council Meeting and Budget Work Session.
8. Consider and take appropriate action on Resolution R-23-23, a Resolution of the City of Kaufman, Texas, approving a negotiated settlement between the Atmos Cities Steering Committee ("ACSC") and Atmos Energy Corp., Mid-Tex Division regarding the Company's 2023 rate review mechanism filing; declaring existing rates to be unreasonable; adopting tariffs that reflect rate adjustments consistent with the negotiated settlement; finding the rates to be set by the attached settlement tariffs to be just and reasonable and in the public interest; approving an attached exhibit establishing a benchmark for pensions and retiree medical benefits; approving an attached exhibit regarding amortization of regulatory liability; requiring the Company to reimburse ACSC's reasonable rate-making expenses; determining that this Resolution was passed in accordance with the requirements of the Texas Open Meetings Act; adopting a savings clause; declaring an effective date; and requiring delivery of this

Resolution to the Company and the ACSC's legal counsel.

9. Consider and take appropriate action on a proposal for professional services from Teague Nall & Perkins for the Surveying, Civil Engineering, and Construction Admin for paving, drainage, water, and sanitary sewer line improvements for Royal Drive and Crestview Drive Reconstruction; and authorizing the Mayor or his designee to execute necessary documents.
10. Consider and take appropriate action on an expenditure of \$140,000.00 in regard to the construction of an outdoor fitness court as part of the 2023 National Fitness Campaign Grant.

Mayor Pro-Tem Phillips made a motion to approve consent agenda items 6 to 10 as presented. The motion was seconded by Councilmember Parker and passed 6/0.

END OF CONSENT AGENDA

PUBLIC HEARING

11. Conduct a Public Hearing and receive comments regarding the adoption of the proposed City of Kaufman Fiscal Year 2023-2024 Budget, including the Budget for the City of Kaufman Economic Development Corporation. (Ordinance No. O-17-23).

Mr. Holder presented the proposed budget including the KEDC budget. There were discussions regarding the additional proposed expenses for the upcoming budget.

Mayor Jordan opened the public hearing at 6:49 PM. There being no speakers present, Mayor Jordan closed the public hearing at 6:49 PM.

12. Conduct a Public Hearing and receive comments regarding the adoption of the proposed 2023 property tax rate of \$.7600000 per \$100 of assessed valuation (Ordinance No. O-18-23).

Mr. Holder outlined the proposed tax rate of \$0.7600000 versus the current rate, no new revenue rate, voter approval rate and de minimus rate. He informed the council about the estimated effect of the proposed tax rate on the citizens and the tax history of the last 5 years.

Mayor Jordan opened the public hearing at 6:52 PM. There being no speakers present, Mayor Jordan closed the public hearing at 6:53 PM.

13. Conduct a public hearing, consider, and take appropriate action on Ordinance No. O-19-23, an Ordinance of the City Council of the City of Kaufman, Texas, amending Ordinance No. O-02-07 and Chapter 118, "Zoning" of the Kaufman Code of Ordinances and the Official Zoning Map of the City to authorize a **Specific Use Permit (SUP-53)** to allow the **sale of alcoholic beverages in conjunction with a restaurant** on an approximate 1.162-acre tract of land (Property ID 191050) located at **1917 S. Washington St.** on Lot 1 of Block 1 of Kaufman Retail Partners Center, City of Kaufman, Kaufman County, Texas and approving the Site Plan for the property to be zoned Commercial with SUP-53. The property is currently zoned Commercial (C). (Case No. Z-04-23)

a. Presentation

Mr. Bogda presented the proposed SUP for alcohol sales and outlined the recommended conditions for approval of the SUP.

b. Public Hearing

Mayor Jordan opened the public hearing at 6:56 PM. There being no speakers present, Mayor Jordan closed the public hearing at 6:56 PM.

c. Consider and take appropriate action on Ordinance O-19-23

Councilmember Parker made a motion to approve Ordinance O-19-23 with the conditions that the Applicant must have, and keep, a current Texas Alcoholic Beverage Commission (TABC) Private Club license for this property, the Applicant must have, and keep, a current City of Kaufman Alcohol Permit for this property, all sales of alcoholic beverages are for on-premise consumption only, no building, premise, or land used under SUP-53 (alcoholic beverage sales in conjunction with a restaurant) may be enlarged, modified, structurally altered, or otherwise significantly changed unless an amendment to SUP-53 is first approved by City Council, the current size of the inside and patio floor area of the establishment is 3,357 SF, and not less than fifty percent (50%) of sales shall be from food. The motion was seconded by Councilmember Nelson and passed 6/0.

14. Conduct a public hearing, consider, and take appropriate action on Ordinance No. O-20-23, an Ordinance of the City Council of the City of Kaufman, Texas, amending Ordinance No. O-02-07 and Chapter 118, "Zoning" of the Kaufman Code of Ordinances and the Official Zoning Map of the City to authorize a **Specific Use Permit (SUP-54)** to allow **portable buildings sales (outdoor display) and light manufacturing and assembly processes** on an approximate 5.00-acre tract of land (Property ID 375) out of the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas, located at **3458 E. Highway 175** and approving the Site Plan for the Property to be zoned as Highway Commercial with SUP-54. The property is zoned Commercial (C). (Case No. Z-05-23)

a. Presentation

Mr. Bogda informed the Council about the requested SUP for portable building sales and light manufacturing and assembly processes for the property located at 3458 E. Highway 175. He outlined the proposed conditions for approval.

b. Public Hearing

Mayor Jordan opened the public hearing at 7:01 PM. There being no speakers present, Mayor Jordan closed the public hearing at 7:01 PM.

c. Consider and take appropriate action on Ordinance O-20-23

Mayor Pro-Tem Phillips made a motion to approve Ordinance O-20-23 with the following conditions: No building, premise, or land used under an SUP may be enlarged, modified, structurally altered, or otherwise significantly changed unless an amended SUP is granted for such enlargement, modification, structural alteration, or change, Tract 2 is not included in this SUP and can't be utilized and all parking of vehicles and trailers is to be on concrete. The motion was seconded by

Councilmember Parker and passed 6/0.

15. Conduct a public hearing, consider, and take appropriate action on Ordinance No. O-21-23, an ordinance of the City Council of the City of Kaufman, amending the City of Kaufman Comprehensive Zoning Ordinance O-02-07, as amended, and Chapter 118, "Zoning" of the City of Kaufman's Code of Ordinances, and the official Zoning Map to **rezone** an approximate **10.282-acre** tract of land (Property ID 9366 & 9380) out of the C.A. Lovejoy Survey, Abstract No. 303, City of Kaufman, Kaufman County, Texas, from Agricultural/Open District (A-O) and Single-Family Residential District-10 (SF-10) to **Planned Development District-24 (PD-24) for a church and associated uses**, said property being located at **27 Oak Creek Dr.** (Case No. Z-06-23)

- a. Presentation

Mr. Bogda reviewed the requested re-zoning to Planned Development for a church and associated uses, including a household care home. He outlined the Planned Development Standards for this request, the location of the property, and the proposed concept plan.

- b. Public Hearing

Mayor Jordan opened the public hearing at 7:07 PM. There being no speakers present, Mayor Jordan closed the public hearing at 7:07 PM.

- c. Consider and take appropriate action on Ordinance O-21-23

Councilmember Borders made a motion to approve Ordinance O-21-23 as presented. The motion was seconded by Mayor Pro-Tem Phillips and passed 6/0.

DISCUSSION/ACTION ITEMS

16. Consider and take appropriate action on the **Land Study and Preliminary Plat of Highland Meadows**, which will create 435 single-family residential lots, 1 fire station lot, 21 open space lots, and right-of-way on 106.417 acres out of the Thomas Beedy Survey, Abstract No. 21, and the William Peters Survey, Abstract No. 407, City of Kaufman, Kaufman County, Texas, generally located on the south side of State Highway 243 at Ola Road (Property IDs 2252, 2267, 2268, 2269, 2270, 2278, and 11497). (Case No. PP-04-23)

Mr. Bogda informed Council about the proposed land study and the Preliminary Plan of Highland Meadows for the purpose of creating 435 single-family residential lots, 1 fire station lot, 21 open space lots, and right-of-way on 106.417 acres.

Councilmember Parker made a motion to approve the **Land Study and Preliminary Plat of Highland Meadows** as presented. The motion was seconded by Councilmember Nelson and passed 6/0.

17. Consider and take appropriate action on the **Site Plan of Steve's Diesel Addition**, being a tract of land containing 2.0 acres (Property ID 190785), situated in the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas. The property is zoned Light

Industrial ("LI") and is generally located 3736 East Highway 175. (Case No. SP-05-23)

Mr. Bogda presented the proposed Site plan of Steve's Diesel Addition.

Councilmember Parker made a motion to approve the **Site Plan of Steve's Diesel Addition** as presented. The motion was seconded by Mayor Pro-Tem Phillips and passed 6/0.

18. Consider and take appropriate action on the **Final Plat of Lot 1, Block 1 of Steve's Diesel Addition**, being a tract of land containing 2.0 acres (Property ID 190785), situated in the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas. The property is zoned Light Industrial ("LI") and is generally located 3736 East Highway 175. The final plat is for 1 non-residential lot. (Case No. FP-07-23)

Mr. Bogda reviewed the final plat of lot 1 for Steve's Diesel Addition.

Councilmember Borders made a motion to approve the **Final Plat of Lot 1, Block 1 of Steve's Diesel Addition** as presented. The motion was seconded by Councilmember Parker and passed 6/0.

19. Consider and take appropriate action on the **Preliminary Plat of TLH Business Park, Block 1, Lots 1 and 2**, being a tract of land containing 4.09 acres (Property ID 49003 & 187999), situated in the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas. The property is zoned Commercial ("C") and is generally located 3250 & 3260 East Highway 175. The preliminary plat is for 2 non-residential lots. (Case No. PP-05-23)

Mr. Bogda presented the preliminary plat of TLH business park for block 1, lots 1 and 2 for the purpose of developing a Rent-A-Center.

Councilmember Nelson made a motion to approve the **Preliminary Plat of TLH Business Park, Block 1, Lots 1 and 2** as presented. The motion was seconded by Councilmember Parker and passed 6/0.

20. Consider and take appropriate action on the **Site Plan of Rent-A-Center**, situated on 1.08 acres (Property ID 49003) out of the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas. The property is zoned Commercial ("C") and is generally located at 3250 E. U.S. Highway 175. (Case No. SP-03-23)

Mr. Bogda reviewed the proposed Site Plan for Rent-A-Center.

Mayor Pro-Tem Phillips made a motion to approve the **Site Plan of Rent-A-Center** as presented. The motion was seconded by Councilmember Parker and passed 6/0.

21. Consider and take appropriate action on the **Final Plat of TLH Business Park, Block 1, Lot 1**, being a tract of land containing 1.08 acres (Property ID 49003), situated in the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas. The property is zoned Commercial ("C") and is generally located 3250 East Highway 175. The Final Plat is for 1 non-residential lot. (Case No. FP-06-23)

Councilmember Parker made a motion to approve the **Final Plat of TLH Business Park, Block 1, Lot 1** as presented. The motion was seconded by Councilmember Borders and passed 6/0.

22. Consider and take appropriate action on the **Site Plan of Jiffy Lube**, situated on 1.214 acres (Property ID 202752) out of the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman County, Texas. The property is zoned Planned Development 15 – Highway Commercial (“PD-15-HC”) and is generally located at 730 E. U.S. Highway 175. (Case No. SP-07-23)

Mr. Bogda informed the Council about the proposed site plan for Jiffy Lube.

Councilmember Borders made a motion to approve the **Site Plan of Jiffy Lube** as presented. The motion was seconded by Mayor Pro-Tem Phillips and passed 6/0.

23. Consider and take appropriate action on the **Final Plat of Kings Fort Addition, Phase IV, Block E, Lot 4**, being a tract of land containing 1.214 acres (Property ID 202752), situated in the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman County, Texas. The property is zoned Planned Development 15 – Highway Commercial (“PD-15-HC”) and is generally located at 730 E. U.S. Highway 175. The final plat is for 1 non-residential lot. (Case No. FP-10-23)

Mr. Bogda reviewed the proposed Final Plat for a property in the Kings Fort Addition and outlined the recommended conditions for approval.

Councilmember Parker made a motion to approve the Final Plat of Kings Fort Addition, Phase IV, Block E, Lot 4 with the condition that the recording information for the off-site portions of the access easement and fire lane easement will be added to the plat prior to plat recordation. The motion was seconded by Councilmember Nelson and passed 6/0.

24. Consider and take appropriate action on the **Five Points Facilities Agreement** between the City and Cope Equities, LLC, for the installation of public improvements and facilities within the Five Points development; and authorizing the Mayor or designee to execute necessary documents.

Mr. Bogda outlined the Facilities Agreement for the Five Points Development, including the background on the project, and the scope of work.

Councilmember Borders made a motion to approve the **Five Points Facilities Agreement** between the City and Cope Equities, LLC, for the installation of public improvements and facilities within the Five Points development; and authorizing the Mayor or designee to execute necessary documents. The motion was seconded by Councilmember Parker and passed 6/0.

25. Consider and take appropriate action regarding a standard **Professional Services Agreement** form to be used with development projects to require the developer/property owner to pay the fees for professional services provided by the City of Kaufman and its third-party consultants for negotiating and processing development agreements and related applications; and authorizing the City Manager to execute such document as needed for projects.

Mr. Holder informed the Council about the need to implement a standard Professional Services Agreement for the purpose of requiring developers for pay fees for professional services.

Mayor Pro-Tem Phillips made a motion to approve a standard **Professional Services Agreement** form to be used with development projects to require the developer/property owner to pay the fees for professional services provided by the City of Kaufman and its third-party consultants for negotiating and processing development agreements and related applications; and authorizing the City Manager to execute such document as needed for projects. The motion was seconded by Councilmember Parker and passed 6/0.

26. Consider and take appropriate action regarding Ordinance O-17-23, an ordinance of the City Council of the City of Kaufman, Texas, making appropriations for the support of the City; appropriating money to a sinking fund to pay interest and principal on the City's indebtedness; approving and adopting the annual budget of the City of Kaufman, Texas for the 2023-2024 Fiscal Year, including the Budget for the City of Kaufman Economic Development Corporation; providing for emergency expenditures and expenditures as otherwise allowed by law; providing for the filing of the budget in the Office of the City Secretary; and providing an effective date.

Mr. Holder briefly reviewed the budget summary from the presentation during the public hearing.

Mayor Pro-Tem Phillips made a motion to approve Ordinance O-17-23, an ordinance of the City Council of the City of Kaufman, Texas, making appropriations for the support of the City; appropriating money to a sinking fund to pay interest and principal on the City's indebtedness; approving and adopting the annual budget of the City of Kaufman, Texas for the 2023-2024 Fiscal Year, including the Budget for the City of Kaufman Economic Development Corporation; providing for emergency expenditures and expenditures as otherwise allowed by law; providing for the filing of the budget in the Office of the City Secretary; and providing an effective date. The motion was seconded by Councilmember Borders. Ms. Hanks called for a record vote, at which point Council Member Lisa Parker, Mayor Pro-Tem Matt Phillips, Council Member Ashlea Longenecker, Council Member Quattro Borders, Council Member Jason Nelson, Mayor Jeff Jordan voted AYE, None voted NAY, and passed 6/0.

27. Consider and take appropriate action regarding Ordinance O-18-23, an ordinance of the City Council of the City of Kaufman, Texas, levying taxes and fixing and adopting the tax rate on all taxable property for the year 2023 at the rate of \$0.7600000 per one hundred dollars (\$100.00) assessed value on all taxable property within the corporate limits of the City of Kaufman, Texas as of January 1, 2024; the said tax rate having a maintenance and operations component and a debt service component; providing when taxes shall become due and when same shall become delinquent if not paid together with penalties and interest thereon; and providing an effective date.

Councilmember Parker made a motion to table Ordinance O-18-23 until Monday, August 28, 2023 at 6:00 PM at City Hall. The motion was seconded by Councilmember Nelson and passed 6/0.

28. Consider and take appropriate action on Ordinance O-22-23, an Ordinance of the City Council of the City of Kaufman, Texas, repealing Ordinance No. O-35-22 and amending Section A8.002, "Water Rates", Section A8.003, "Sewer Rates", of Article A8.000, "Utilities", of Appendix A, "Fee Schedule", of the Code of Ordinances of the City of Kaufman to adopt increased rates for water and sewer services; providing for the incorporation of premises;

providing amendments; providing a severability clause; providing a cumulative repealer/savings clause; providing for enforcement; and providing for publication and an effective date.

Angie Flores, Raftills, conducting the rate study for the water and sewer rates for the City of Kaufman. She reviewed the purpose of the rate study, the enterprise fund, and financial plans. She informed the council about the revenue requirements to support the city's financial costs. She presented the proposed rates for both the water and sewer rates. There were discussions regarding the proposed increased rates, the comparison of the proposed rates with other cities, and the purpose of the rate increase.

Councilmember Borders made a motion to approve Ordinance O-22-23 as presented. The motion was seconded by Mayor Pro-Tem Phillips and passed 6/0.

29. Consider and take appropriate action on Resolution R-26-23, a resolution of the City Council of the City of Kaufman, Texas, setting a Public Hearing under Sec. 372.009 of the Texas Local Government Code for the creation of the City of Kaufman Public Improvement District Number Four within the City of Kaufman, Texas, on an approximate 106.417 acres of land generally located within the city limits of the City and as more particularly described by a metes and bounds description available at Kaufman City Hall; authorizing the issuance of notice by the City Secretary of Kaufman, Texas regarding the Public Hearing; and providing an effective date. (Highland Meadows)

Ms. Balthrop Mendoza presented the proposed Public Improvement District petition and reviewed the process for creating this district.

Councilmember Longenecker made a motion to approve Resolution R-26-23, setting a Public Hearing under Sec. 372.009 of the Texas Local Government Code for the creation of the City of Kaufman Public Improvement District Number Four, with the amendment to the public notice section to a \$25,000,000 bond issuance and that the property is located within the city limits. The motion was seconded by Councilmember Parker and passed 6/0.

APPOINTMENT

30. Consider and take appropriate action on the appointment of two (2) members to the Kaufman Economic Development Corporation Board of Directors, each for a two (2) year term to expire in August 2025.

Mayor Jordan made a motion to appoint Ben Brashear and Jane Lucus to the Kaufman Economic Development Corporation, each for a two (2) year term to expire in August 2025. The motion was seconded by Councilmember Parker and passed 6/0.

ANNOUNCEMENTS AND REPORTS FROM CITY MANAGER

31. Receive an update and discussion regarding the following:
- a. Discussion Items Report (DIR)
 - b. STAR Transit Ridership Report- July 2023

- c. Careflite Compliance Report- July 2023
- d. Fire Department Monthly Report- July 2023
- e. Police Department Monthly Report- July 2023
- f. Development Services Monthly Report- July 2023
- g. Monthly Calendars Attached

Mr. Holder reviewed the above-stated items.

ADJOURNMENT

There being no further business, Mayor Jordan adjourned the meeting at 8:16 PM.

ATTEST:

JEFF JORDAN
MAYOR

JESSIE HANKS
CITY SECRETARY



Meeting
Date: 9/25/2023

Date: 09/05/2023

Item #: 8.

Dept.: Administration

Consent Agenda

SUBJECT:

Consider and take appropriate action on the minutes from the August 28, 2023, Special City Council Meeting.

BACKGROUND:

See the attached minutes.

Author:

Jessie Hanks, City Secretary

Reviewed:

Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation: Staff recommends approval of the minutes from the August 28, 2023, Special City Council Meeting as presented.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☐



MINUTES OF THE
CITY COUNCIL MEETING
MONDAY, AUGUST 28, 2023
CITY HALL COUNCIL CHAMBERS
209 S. WASHINGTON STREET
KAUFMAN, TEXAS 75142

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 6:00 PM. Councilmembers present were Jeff Jordan, Ashlea Longenecker, Quattro Borders, Jason Nelson, and Charles Gillenwater. Mayor Pro-Tem Matt Phillips was absent. Mayor Jordan declared a quorum present. Also present were City Manager Mike Holder, Assistant City Manager Rachel Balthrop Mendoza, City Secretary Jessie Hanks, Finance Director Mary Wennerstrom, Economic Development Director Stewart McGregor, Development Services Director Andrew Bogda, Fire Chief Ronnie Davis, and Police Captain Colter Leftwich.

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.**

No comments were given.

DISCUSSION/ACTION ITEMS

1. Consider and take appropriate action regarding Ordinance O-18-23, an ordinance of the City Council of the City of Kaufman, Texas, levying taxes and fixing and adopting the tax rate on all taxable property for the year 2023 at the rate of \$0.7600000 per one hundred dollars (\$100.00) assessed value on all taxable property within the corporate limits of the City of Kaufman, Texas as of January 1, 2024; the said tax rate having a maintenance and operations component and a debt service component; providing when taxes shall become due and when same shall become delinquent if not paid together with penalties and interest thereon; and providing an effective date.

Mr. Holder informed the Council about the process of approving the proposed tax rate.

Councilmember Jason made a motion that the property tax rate be increased by the adoption of a tax rate of \$0.7600000, which is effectively a 1.15 percent increase in the tax rate and approving Ordinance Number O-18-23 fixing and levying municipal ad valorem taxes for the fiscal year beginning October 1, 2023, and ending on September 30, 2024, and for each fiscal year thereafter

until otherwise provided. The motion was seconded by Councilmember Parker. Ms. Hanks called for a record vote, at which point Jeff Jordan, Lisa Parker, Charles Gillenwater, Quattro Borders, Ashlea Longenecker, and Jason Nelson, voted AYE, None voted NAY, and passed 6/0.

2. Consider and take appropriate action on Resolution R-24-23, a resolution of the City Council of the City of Kaufman, Texas, acknowledging and ratifying that the adoption of the Fiscal Year 2023-2024 Annual Budget will require raising more revenue from property taxes than in the previous Fiscal Year; and providing an effective date.

Mr. Holder stated this item is the ratify the tax rate that the Council just approved.

Councilmember Parker made a motion to ratify the property tax increase reflected in the 2023-2024 (FY24) budget and adopt Resolution No. R-24-23. The motion was seconded by Councilmember Borders. Ms. Hanks called for a record vote, at which point Jeff Jordan, Lisa Parker, Charles Gillenwater, Quattro Borders, Ashlea Longenecker, and Jason Nelson voted AYE, None voted NAY, and passed 6/0.

3. Consider and take appropriate action on Ordinance O-23-23, an ordinance of the City Council of the City of Kaufman, Texas, amending Article 4.000, "Building and Development Fees" of Section A4.001, "Zoning/Development Fees" of Appendix "A", "Fee Schedule" of the Code of Ordinances to adopt fees for review of engineering and construction plans and inspection services for subdivisions; and providing an effective date.

Ms. Mendoza gave an overview of the state legislation that was adopted that triggered the need to amend the city's ordinance in regard to the building and development fees for developments.

Councilmember Borders made a motion to approve Ordinance O-23-23 as presented. The motion was seconded by Councilmember Parker and passed 6/0.

4. Consider and take appropriate action on the **Freeman Farm Facilities Agreement** between the City and Freeman Farm A Series of Development II, LLC, for the installation of public improvements and facilities within the Freeman Farm development; and authorizing the Mayor or designee to execute necessary documents.

Mr. Bogda informed the Council regarding the details and history of Freeman Farm Development. He outlined the facilities agreement.

Councilmember Gillenwater made a motion to approve the **Freeman Farm Facilities Agreement** between the City and Freeman Farm A Series of Development II, LLC, for the installation of public improvements and facilities within the Freeman Farm development; and authorizing the Mayor or designee to execute necessary documents. The motion was seconded by Councilmember Nelson and passed 6/0.

EXECUTIVE SESSION

Mayor Jordan stated the executive session item was no longer needed.

5. The City Council will recess into Executive Session pursuant to Texas Government Code for

an executive session regarding the following:

- a. Sec. 551.072. DELIBERATION REGARDING REAL PROPERTY; CLOSED MEETING. T deliberate the purchase, exchange, lease, or value of real property regarding: "Project Pie

RECONVENE INTO OPEN SESSION In accordance with Texas Government Code, Chapter 551, the City Council will reconvene into Regular Session.

6. Consider and take appropriate action, if any, on matters discussed in Executive Session.

There were no actions required due to not convening into Executive Session.

ADJOURNMENT

There being no further business, Mayor Jordan adjourned the meeting at 6:10 PM.

ATTEST:

JEFF JORDAN
MAYOR

JESSIE HANKS
CITY SECRETARY



Meeting
Date: 9/25/2023

Date: 09/05/2023

Item #: 9.

Dept.: Finance

Consent Agenda

SUBJECT:

Consider and take appropriate action to approve the transfer of aged bills to Collection of Delinquent Utility Billing Accounts Receivable Balances.

BACKGROUND:

The last date delinquent utility billing receivables were submitted for collection was 9/26/2022. The report sent to collections included delinquent accounts for the quarter ending 9/30/22. Staff requests the Council to approve the transfer of aged utility bills to the collection of delinquent utility billing accounts receivable balances (annual write-off of aged utility bills) for the period of 10/1/2021 to 9/30/2022, in the amount of \$23,759.33.

Author:

Mary Wennerstrom, Finance Director

Reviewed:

Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation: Staff recommends approval of the transfer of aged utility bills to the collection of delinquent utility billing accounts receivable balances.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☐

Account Number	Name	Service/Billing Address	End Date	Total Due	Customer Type	Date of Last Bill
Billing Due Date						
001-0003500-009	DENSON, ANNETTE	1315 CRESTVIEW DR 2033 RIVER BROOK HEARTLAND TX 75126	04/21/22	331.87	Owner	04/22/2022
001-0007300-010	CHRISTY VATES	400 E NINTH ST 400 E NINTH ST KAUFMAN TX 75142	01/31/22	361.61	Renter	02/25/2022
001-0014400-008	MICHAEL J SEWELL	144 CIRCLE DR 144 CIRCLE DR KAUFMAN TX 75142	07/26/22	474.72	Owner	08/23/2022
001-0016500-007	MOCHA LLC / FREDRICK BURRELL JR	1305 MAIN ST 2030 N. ADAMS ST. ARLINGTON VA 22201	05/23/22	351.96	Owner	05/24/2022
001-0022000-014	SHANTQUA M LINDSEY	106 E ELEVENTH ST HAVERWOOD LN APT. 4201 DALLAS TX 75287	02/08/22	21.62	Owner	02/25/2022
001-0033200-025	JOSEPH RIVERA	105 E ELEVENTH ST #A 105 E ELEVENTH ST #A KAUFMAN TX 75142	08/17/22	198.20	Renter	08/23/2022
001-0033400-010	RUSTY COBB	1705 S WASHINGTON ST #A 1705 S. WASHINGTON ST #B KAUFMAN TX 75142	05/18/22	251.22	Renter	05/24/2022
001-0033900-027	DAKOTA RICE	104 E TENTH ST 104 E TENTH ST KAUFMAN TX 75142	03/02/22	295.86	Renter	03/23/2022
002-0008000-014	JAVIER TREJOS	309 CARVER ST 309 CARVER ST KAUFMAN TX 75142	02/11/22	779.93	Renter	02/25/2022
002-0008000-015	REBECCA SAMPLES	309 CARVER ST 309 CARVER ST KAUFMAN TX 75142	04/11/22	74.29	Renter	04/22/2022
002-0002500-000	JONES, NANCY	116 S SHANNON ST 534 E SIXTH KAUFMAN TX 75142	10/21/21	520.08	Undetermined	11/23/2021

Account Number	Name	Service/Mailing Address	End Date	Total Due	Customer Type	Date of Last Bill
002-0002500-001	FREEDOM HOME SOLUTIONS/ REDA CHORFI	116 S SHANNON ST	12/20/21	164.01	Owner	12/21/2021
01/10/2022		5000 ELDORADO PKWY #150 FRISCO TX 75033				
002-0013500-008	GININDA A ANDERSON	100 E EIGHTH ST	02/25/22	456.17	Undetermined	02/25/2022
03/10/2022		100 EAST EIGHTH STREET KAUFMAN TX 75142				
002-0014400-007	STACY JOHNSON	307 E EIGHTH ST	00/24/22	1,234.68	Owner	09/23/2022
10/11/2022		307 E EIGHTH ST KAUFMAN TX 75142				
002-0015800-014	AMBER MANCILLAS	303 E SEVENTH ST	03/28/22	460.11	Renter	04/22/2022
05/10/2022		303 E SEVENTH ST KAUFMAN TX 75142				
002-0016100-007	JOSE NERIO	307 E SEVENTH ST	07/26/22	218.66	Renter	08/23/2022
09/12/2022		307 E SEVENTH ST KAUFMAN TX 75142				
002-0016400-008	RYAN ESTES	400 E SIXTH ST	09/28/22	248.76	Renter	10/24/2022
11/10/2022		400 E. SIXTH ST KAUFMAN TX 75142				
002-0017400-019	GRISelda PEDROZA	1007 S WILSON ST	03/10/22	284.41	Renter	03/23/2022
04/11/2022		1592 ANTHONY STREET KAUFMAN TX 75142				
002-0018400-018	CODY RIDDLE	206 E FIFTH ST	02/08/22	95.51	Renter	02/25/2022
03/10/2022		206 E FIFTH ST KAUFMAN TX 75142				
002-0021200-010	NIDIA F FLORES GARCIA	1710 S JACKSON ST	03/28/22	150.26	Renter	04/22/2022
05/10/2022		1710 S JACKSON ST KAUFMAN TX 75142				
003-0002100-005	MARVIN HAYES	404 S JEFFERSON ST	12/22/21	166.17	Renter	01/24/2022
02/10/2022		RICHARDS, SHERRY 404 S. JEFFERSON KAUFMAN TX 75142				
003-0002600-003	CARLOS R SOLIS	504 S JEFFERSON ST	02/28/22	519.01	Undetermined	03/23/2022
04/11/2022		504 SOUTH JEFFERSON STREET KAUFMAN TX 75142				

Account Number	Name	Service/Mailing Address	End Date	Total Due	Customer Type	Date of Last Bill
Billing Due Date						
003-0007800-009	ANNA SOTO	905 S JEFFERSON ST	10/19/21	18.66	Renter	10/20/2021
11/10/2021		907 PHILLIPS CIR KAUFMAN TX 75142				
003-0009000-016	ERIC WREN	1106 S JACKSON ST	05/13/22	167.32	Renter	05/24/2022
06/10/2022		1003 E. GROVE ST. KAUFMAN TX 75142				
003-0010200-014	SOPHIA CHAIRZ	1107 S JEFFERSON ST	11/05/21	81.61	Renter	11/23/2021
12/10/2021		1107 S JEFFERSON ST KAUFMAN TX 75142				
003-0010200-015	MIRYSSA MAIRSTON	1107 S JEFFERSON ST	04/18/22	181.66	Renter	04/22/2022
05/10/2022		1433 HILLCREST MESQUITE TX 75149				
003-0010600-018	JENNIFER CAMP	1101 S JEFFERSON ST	08/01/22	260.99	Renter	08/23/2022
09/12/2022		1101 S JEFFERSON ST KAUFMAN TX 75142				
004-0002520-009	SARAH CERVANTES	605 PRIDMORE ST	06/27/22	264.45	Renter	07/22/2022
08/10/2022		605 PRIDMORE ST KAUFMAN TX 75142				
004-0002800-003	DELOIS B STOLUSKY	600 S HOUSTON ST	01/24/22	66.05	Undetermined	01/24/2022
02/10/2022		602 SOUTH HOUSTON STREET KAUFMAN TX 75142				
004-0005500-002	MATTHEW L SHELTON	1710 S HOUSTON ST	11/17/21	267.32	Renter	11/23/2021
12/10/2021		9705 CR 114 KAUFMAN TX 75142				
004-0008300-014	RAY LAFITTE	1606 AUSTIN DR #8	10/06/21	95.48	Renter	10/20/2021
11/10/2021		405 W EIGHTH ST KAUFMAN TX 75142				
004-0008350-012	WESLEY J BAILEY	1606 AUSTIN DR #A	08/11/22	39.38	Renter	08/23/2022
09/12/2022		18091 BRIARWOOD DR KEMP TX 75143				
004-0008800-020	KAELYNNE MCALPIN	1703 S CLAY ST	07/06/22	28.98	Renter	07/22/2022
08/10/2022		8779 S. FM 148 SQUIRRY TX 75158				

Account Number	Name	Service/Mailing Address	End Date	Total Due	Customer Type	Date of Last Bill
Billing Due Date						
004-0009150-016	BNR INVESTING, LLC	1809 S CLAY ST	05/19/22	155.50	Owner	05/24/2022
06/10/2022		235 VALTIE DAVIS RD COMBINE TX 75159				
004-0009905-021	MICHELLE K WALL	1907 S JEFFERSON ST	03/17/22	25.98	Renter	03/23/2022
04/11/2022		1907 S JEFFERSON ST KAUFMAN TX 75142				
004-0010200-012	RODRIGUEZ, SIRIA TRIANA/LUIS	1904 S JEFFERSON ST	05/10/22	119.77	Renter	05/24/2022
06/10/2022		1904 S JEFFERSON ST KAUFMAN TX 75142				
004-0015400-018	ELIZABETH GONZALEZ	904 S JACKSON ST	08/30/22	110.84	Renter	09/23/2022
10/11/2022		1199 JOHN WAYNE RD. KAUFMAN TX 75142				
004-0016600-003	EAGLE QUICK LUBE	806 S WASHINGTON ST	12/28/21	134.82	Undetermined	01/24/2022
02/10/2022		C/O TOMMY GENE MCCOY 806 SOUTH WASHINGTON STREET KAUFMAN TX 75142				
004-0016700-004	EAGLE CAR WASH	804 S WASHINGTON ST	12/28/21	142.85	Undetermined	01/24/2022
02/10/2022		C/O TOMMY GENE MCCOY 804 SOUTH WASHINGTON STREET KAUFMAN TX 75142				
005-0001700-022	CHELSE A TEEL	101 HILLCREST ST #A	06/08/22	50.60	Renter	06/23/2022
07/11/2022		101 HILLCREST ST #A KAUFMAN TX 75142				
005-0010100-017	EMMALIE KENNEDY	1607 LEON ST	03/11/22	31.18	Renter	03/23/2022
04/11/2022		1607 LEON ST KAUFMAN TX 75142				
005-0011100-002	MARY HAYNES	1580 ANTHONY ST	03/01/22	735.59	Undetermined	03/23/2022
04/11/2022		1580 ANTHONY STREET KAUFMAN TX 75142				
005-0012000-003	ANTHONY T CALDERON	1604 LEON ST	07/13/22	118.74	Renter	07/22/2022
09/10/2022		800 HOLIDAY ST PLAINVIEW TX 79072				
005-0012200-009	JUSTIN HARRIS	1608 LEON ST	09/13/22	108.68	Owner	09/23/2022
10/11/2022		1608 LEON ST KAUFMAN TX 75142				

Account Number	Name	Service/Mailing Address	End Date	Total Due	Customer Type	Date of Last Bill
Billing Due Date						
005-0014600-007	BRADY WILL	1604 LEE ST	04/04/22	202.41	Renter	04/22/2022
05/10/2022		1105 ALEXANDRA DR FORNEY TX 75126				
005-0018600-000	ROBERT S GREENWOOD	3331 FM 1836	04/29/22	267.90	Undetermined	05/24/2022
06/10/2022		3331 FM 1836 KAUFMAN TX 75142				
006-0002100-000	EMMETT COLLIER	1111 E 1ST N ST	02/28/22	674.93	Undetermined	03/23/2022
04/11/2022		1111 EAST 1ST NORTH STREET KAUFMAN TX 75142				
006-0004200-009	NEW IMAGE	1200 E 1ST N ST	07/25/22	63.82	Undetermined	08/23/2022
09/12/2022		C/O DONNA BROWN 1200 EAST 1ST NORTH STREET KAUFMAN TX 75142				
006-0006000-005	WILLEAN SALTERS	402 JENKINS ST	07/20/22	47.79	Owner	07/22/2022
08/10/2022		1742 KANDY LANE KAUFMAN TX 75142				
006-0007000-007	ANTHONY SMITH	1101 E HICKORY ST	04/04/22	155.24	Undetermined	04/22/2022
05/10/2022		807 DAKOTA LN SEAGOVILLE TX 75159				
006-0009000-004	CLAYTON CAMERON	506 W HICKORY ST	09/09/22	172.58	Renter	09/23/2022
10/11/2022		506 W HICKORY ST KAUFMAN TX 75142				
006-0011600-008	AMY CARTER	610 N SHANNON ST	05/02/22	23.39	Renter	05/24/2022
06/10/2022		610 N SHANNON ST KAUFMAN TX 75142				
006-0012000-003	TAYLOR GOODSON	610 W PYLE ST	08/05/22	261.01	Renter	08/23/2022
09/12/2022		610 W PYLE ST KAUFMAN TX 75142				
006-0012300-000	JENKINS, ETTA LEE	706 W PYLE ST	11/01/21	61.42	Undetermined	11/23/2021
12/10/2021		706 WEST PYLE STREET KAUFMAN TX 75142				
007-0002400-003	MERGERSOON, EULA	300 TERRELL HWY	02/25/22	423.25	Undetermined	02/25/2022
03/10/2022		300 TERRELL HIGHWAY KAUFMAN TX 75142				

Account Number	Name	Service/Mailing Address	End Date	Total Due	Customer Type	Date of Last Bill
Billing Due Date						
007-0002400-004	ROBERT OMWERI	300 TERRELL HWY PO BOX 670354 DALLAS TX 75367	09/02/22	79.40	Owner	09/23/2022
007-0006900-006	JACOB YVON	1606 DELLIS ST 191 ALBANY DR MABANK TX 75156	07/12/22	100.00	Renter	07/22/2022
007-0009500-000	BERTHA G BONILLA	1811 PARK ST 1811 PARK STREET KAUFMAN TX 75142	02/25/22	789.11	Undetermined	02/25/2022
007-0013500-008	BRENDA BROWN	2117 OLA RD 2117 OLA RD KAUFMAN TX 75142	02/08/22	199.15	Renter	02/25/2022
007-0014200-011	CHEYENNE N MAYHEM	1899 FM 2727 #1 6503 RAYMOND RD KAUFMAN TX 75142	07/14/22	99.41	Undetermined	07/22/2022
007-0015600-002	JOSE MARTINEZ	102 DEBRA ST 6001 JEANELL LN ARLINGTON TX 76001	12/03/21	76.92	Owner	12/21/2021
008-0002400-023	JEFFREY JOHNSON	303 E TEMPLE ST #D 303 E TEMPLE ST #D KAUFMAN TX 75142	09/27/22	303.35	Renter	10/24/2022
008-0003400-009	RACHEL A JONES	509 S MADISON ST 509 S MADISON ST KAUFMAN TX 75142	04/14/22	258.86	Renter	04/22/2022
008-0006800-005	COLIN JONES	204 E FOURTH ST 204 E. FOURTH ST. KAUFMAN TX 75142	06/14/22	123.05	Renter	06/23/2022
008-0007500-021	IRIS R MANASRA	212 E FOURTH ST 8026 WIGFALL ST SCURRY TX 75158	12/28/21	169.21	Renter	01/24/2022
008-0009600-001	CHAD RAY	801 S WILSON 801 S WILSON KAUFMAN TX 75142	09/14/22	34.76	Renter	09/23/2022

Account Number	Name	Service/Mailing Address	End Date	Total Due	Customer Type	Date of Last Bill
Billing Due Date						
008-0013880-000	TERESA PEREZ	607 S DALLAS ST	08/17/22	239.44	Undetermined	08/23/2022
09/12/2022		921 BENS DR AINA TX 75409				
008-0016100-003	DUSTY SEARCY	703 S MONROE ST	11/01/21	170.93	Undetermined	11/23/2021
12/10/2021		703 S MONROE ST KAUFMAN TX 75142				
008-0016100-004	JENNIFER ROYSE	703 S MONROE ST	03/29/22	634.52	Renter	04/22/2022
05/10/2022		703 S MONROE ST KAUFMAN TX 75142				
008-0016600-016	RYAN DILDAY	701 S MADISON ST	06/21/22	361.94	Renter	06/23/2022
07/11/2022		701 S MADISON ST KAUFMAN TX 75142				
009-0006900-016	RICO MOBILE HOME / JORGE RICO	502 W GROVE ST	12/06/21	155.24	Undetermined	12/21/2021
01/10/2022		2615 N W 20TH ST FORT WORTH TX 76106				
009-0007790-022	ABIGAIL COUCH	509 W GROVE ST	12/09/21	146.16	Renter	12/21/2021
01/10/2022		509 W GROVE ST KAUFMAN TX 75142				
009-0007790-023	DIANA PONCE	509 W GROVE ST	09/28/22	478.10	Renter	10/24/2022
11/10/2022		509 W GROVE ST KAUFMAN TX 75142				
009-0009100-018	GARY HALL	705 ED HALL DR	06/01/22	80.92	Renter	06/23/2022
07/11/2022		705 ED HALL DR KAUFMAN TX 75142				
009-0012900-026	NEKEYA WEBSTER	205 E GROVE ST	07/18/22	240.90	Owner	07/22/2022
08/10/2022		1010 APRIL SHOWERS LANE LANCASTER TX 75134				
010-0001850-001	JORDAN A BERRUDEZ	506 E HICKORY ST	06/27/22	111.77	Owner	07/22/2022
08/10/2022		100 MEADOWCREST DR TERRELL TX 75160				
010-0002400-017	MAKALA MILTON	501 N WILSON ST	04/06/22	258.67	Renter	04/22/2022
05/10/2022		307 E EIGHTH ST KAUFMAN TX 75142				

Account Number	Name	Service/Mailing Address	End Date	Total Due	Customer Type	Date of Last Bill
Billing Due Date						
010-000650-003	THORN, CARL WAYNE	402 N WASHINGTON ST	04/29/22	213.69	Renter	05/24/2022
06/10/2022		402 N WASHINGTON ST KAUFMAN TX 75142				
010-000820-014	DEHNIS C GRAY	702 N DALLAS ST	07/16/22	293.77	Renter	07/22/2022
06/10/2022		702 N DALLAS ST KAUFMAN TX 75142				
010-001530-014	KATHRYN L HOPKINS	700 N JEFFERSON ST	08/01/22	152.54	Renter	08/23/2022
09/12/2022		1723 ELK RIVER RD TYLER TX 75703				
010-001710-021	KALYN VILLANUEVA	402 N JEFFERSON ST	06/27/22	297.64	Renter	07/22/2022
08/10/2022		402 N JEFFERSON ST KAUFMAN TX 75142				
011-000240-009	COMAGUNGA COFFEE	106 N WASHINGTON ST	07/18/22	253.62	Owner	07/22/2022
06/10/2022		6825 CR 203 TERRELL TX 75160				
011-000420-031	STEPHEN WILLETT	208 S DALLAS ST #C	02/01/22	119.96	Renter	02/25/2022
03/10/2022		1440 OAK BEND DR KAUFMAN TX 75142				
011-001220-009	CHAMPION TOTAL RESTORATION	307 E GROVE ST	11/10/21	45.01	Owner	11/23/2021
12/10/2021		8400 SUNSET BLVD #4409 ROWLETT TX 75088				
011-001240-014	MISTY R LANE	305 E GROVE ST	08/31/22	357.98	Renter	09/23/2022
10/11/2022		305 E GROVE ST KAUFMAN TX 75142				
011-001260-011	JOAN RIVERA-MARTINEZ	400 E HICKORY ST	07/06/22	161.02	Undetermined	07/22/2022
08/10/2022		400 E HICKORY ST KAUFMAN TX 75142				
011-001350-010	AIWEE J MORALES	304 E HICKORY ST #A	05/10/22	156.83	Undetermined	05/24/2022
06/10/2022		1190 COUNTRY OAKS DRIVE KAUFMAN TX 75142				
011-001560-005	MARIA SANDOVAL	302 N WASHINGTON ST	04/12/22	44.60	Renter	04/22/2022
05/10/2022		302 N WASHINGTON ST KAUFMAN TX 75142				

Account Number	Name	Service/Mailing Address	End Date	Total Due	Customer Type	Date of Last Bill
Billing Due Date						
012-0001300-001	JOHN MORRISON	1750 CROWELL RD	12/28/21	24.34	Owner	01/24/2022
02/10/2022		16746 COUNTY RD. 221 FORNEY TX 75126				
012-0003700-004	MARIA RAMIREZ	1654 FRIERSON RD	07/29/22	285.16	Renter	08/23/2022
09/12/2022		1654 FRIERSON RD KAUFMAN TX 75142				
013-0000400-005	JORDAN L ROBBINS	103 MELODY CR	04/13/22	31.98	Owner	04/22/2022
05/10/2022		103 MELODY CR KAUFMAN TX 75142				
013-0002400-013	PATRICIA ESPINOZA	405 MELODY CR	08/01/22	291.79	Renter	08/23/2022
09/12/2022		405 MELODY CR KAUFMAN TX 75142				
013-0021200-002	TERRI L PETTMAY	2005 MELODY CR	07/21/22	281.34	Owner	07/22/2022
08/10/2022		2005 MELODY CR KAUFMAN TX 75142-2006				
013-0026500-001	KIM CHAUVIN	2025 CHAPEL CREEK DR	08/19/22	154.98	Owner	08/23/2022
09/12/2022		2025 CHAPEL CREEK DR KAUFMAN TX 75142				
014-0006000-002	RHONDA RAMSON	407 CATES DR	02/25/22	991.14	Undetermined	02/25/2022
03/10/2022		407 CATES DRIVE KAUFMAN TX 75142				
015-0001600-005	LONDON CAPEHART	1406 CHANCELLOR DR	02/28/22	157.80	Owner	03/23/2022
04/11/2022		PO BOX 183 KAUFMAN TX 75142				
016-0005500-024	BRANSEN TAYLOR	1604 PHILLIPS CR	12/29/21	160.24	Renter	01/24/2022
02/10/2022		1604 PHILLIPS CR KAUFMAN TX 75142				
016-0006100-004	VALERIE SMITH	501 PHILLIPS CR	08/08/22	102.27	Undetermined	08/23/2022
09/12/2022		13500 PLAIN LANE KEMP TX 75143				
017-0006000-000	GREENWOOD, ROBERT S.	FM 1836-TRASH	05/25/22	84.65	Undetermined	06/23/2022
07/11/2022		3331 FM 1836 KAUFMAN TX 75142				

Account Number	Name	Service/Mailing Address	End Date	Total Due	Customer Type	Date of Last Bill
017-0006900-000	GREENWOOD, ROBERT S.	3331 FM 1836-TRASH ONLY	06/23/22	112.64	Undetermined	07/22/2022
08/10/2022		3331 FM 1836 KAUFMAN TX 75142				
018-0002800-008	CASEY BROTHERS CONSTRUCTION	5962 FAIR RD	04/06/22	145.45	Undetermined	04/22/2022
05/10/2022		PO BOX 1323 RED OAK TX 75154				
019-0005350-001	CARSON JOHNSON	4851 LIONS DEN TRAIL	08/30/22	45.98	Renter	09/23/2022
10/11/2022		7083 COUNTY RD. 4023 KEMP TX 75143				
019-0005375-001	AMANDA CARTER	4863 LIONS DEN TRAIL	02/28/22	71.90	Renter	03/23/2022
04/11/2022		4863 LIONS DEN TRAIL KAUFMAN TX 75142				
019-0005600-008	TAYLOR MAYFIELD	4815 LIONS DEN TRAIL	09/30/22	291.39	Renter	10/24/2022
11/10/2022		4815 LIONS DEN TRAIL KAUFMAN TX 75142				
022-0000860-001	ASHLEY KINES	4107 FORTNER CIR	06/28/22	118.63	Owner	07/22/2022
08/10/2022		1836 PURTIS CREEK DR FORNEY TX 75126				
999-0011000-000	ANDREA REINSMITH	1592 ANTHONY ST	12/16/21	59.88	Owner	12/21/2021
01/10/2022		1026 COUNTRY BEND DR KAUFMAN TX 75142				

Number of Accounts: 106

23,759.33

*** These accounts have been selected to be written off. ***

10/1/2021 to 9/30/2022
(For FY 2023)

23,759.33



Meeting
Date: 9/25/2023

Date: 09/05/2023

Item #: 10.

Dept.: Finance

Resolution

SUBJECT:

Consider and take appropriate action on Resolution R-27-23, a resolution of the City Council of the City of Kaufman, Texas, approving the annual review of the City of Kaufman Investment Policy pursuant to the Public Funds Investment Act; approving the adoption of an amended City of Kaufman Investment Policy; and providing for an effective date.

BACKGROUND:

The City's Investment Policy requires an annual review. City Staff recommends renewing this policy as written.

No further modifications are necessary at this time.

The investment policy is attached for review.

Author:

Mary Wennerstrom, Finance Director

Reviewed:

Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation: Staff recommends approval of Resolution R-27-23 as presented.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☐

RESOLUTION NO. R-27-23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KAUFMAN, TEXAS, APPROVING THE ANNUAL REVIEW OF THE CITY OF KAUFMAN INVESTMENT POLICY PURSUANT TO THE PUBLIC FUNDS INVESTMENT ACT, AS AMENDED; APPROVING THE ADOPTION OF AN AMENDED CITY OF KAUFMAN INVESTMENT POLICY; PROVIDING FOR THE INCORPORATION OF PREMISES; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the 1999 Legislature of the State of Texas enacted House Bill 3009 amending the Public Funds Investment Act; and

WHEREAS, the Public Funds Investment Act, as amended, requires the City to adopt an investment policy by rule, order, ordinance, or resolution and review that policy annually; and

WHEREAS, the attached investment policy was amended and approved by the City Council on July 18, 2005, by Resolution R-18-05, and further amended by Council action on January 24, 2011, and July 23, 2012; and

WHEREAS, furthermore, the Public Funds Investment Act, as amended, requires the Treasurer, or the Director of Finance if not the Treasurer, and the Investment Officer of the City to attend investment training; and

WHEREAS, the City of Kaufman approves of the investment training course sponsored by the University of North Texas Center for Public Management and the Government Treasurers' Organization of Texas (GTOT); and

WHEREAS, the Treasurer, or the Director of Finance if not the Treasurer, and the Investment Officer of the City have attended an investment training course sponsored by the University of North Texas Center for Public Management and the Government Treasurers' Organization of Texas (GTOT) and such training is in compliance with the Public Funds Investment Act; and

WHEREAS, the current City of Kaufman Investment Policy was reviewed on September 1, 2023; and

WHEREAS, based on that review, the City desires to amend its current investment policy; and

WHEREAS, the attached investment policy and incorporated revisions comply with the Public Funds Investment Act, as amended, and authorize the investment of City funds in safe and prudent investments.

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

SECTION 1. That the foregoing recitals are true and correct and are incorporated herein.

SECTION 2. That the City Council of the City of Kaufman has complied with the requirements of the Public Funds Investment Act, as amended, and the City of Kaufman Investment Policy, as amended, attached as "Exhibit A" and incorporated as if set forth fully herein, is hereby adopted as amended in its entirety to be the official investment policy of the City of Kaufman, effective September 25, 2023.

SECTION 3. This Resolution shall be cumulative of all other resolutions and shall not repeal any of the provisions of such resolutions except for those instances where there are direct conflicts with the provisions of this Resolution. Resolutions or parts thereof in force at the time this Resolution shall take effect and that are inconsistent with this Resolution are hereby repealed to the extent that they are inconsistent with this Resolution. Provided, however, that any complaint, action, claim, or lawsuit, which has been initiated or has arisen under or pursuant to such resolution on the date of adoption of this Resolution shall continue to be governed by the provisions of that resolution and for that purpose the resolution shall remain in full force and effect.

SECTION 4. This Resolution becomes effective immediately upon its passage and approval.

PASSED AND APPROVED this the 25th day of September, 2023.

CITY OF KAUFMAN

JEFF JORDAN
MAYOR

ATTEST:

JESSIE HANKS
CITY SECRETARY

APPROVED AS TO FORM:

PATRICIA ADAMS
CITY ATTORNEY

**EXHIBIT A
CITY OF KAUFMAN
INVESTMENT POLICY**

CITY OF KAUFMAN INVESTMENT POLICY

EXHIBIT A

I. POLICY

It is the policy of the City of Kaufman (City) that after allowing for the anticipated cash flow requirements of the City and giving due consideration to the safety and risk of investment, all available funds shall be invested in conformance with these legal and administrative guidelines and to the maximum extent possible, at the highest rates obtainable at the time of investment.

Effective cash management is recognized as essential to good fiscal management. Investment interest is a viable and material source of revenue to City funds. The City's investment portfolio shall be designed and managed in a manner designed to maximize this revenue source, to be responsive to public trust, and to be in compliance with legal requirements and limitations.

II. PURPOSE

The purpose of this investment policy is to comply with Public Funds Investment Act, Chapter 2256, Texas Local Government Code which requires each city to adopt a written investment policy regarding the investment of its funds and funds under its control. The Investment Policy addresses the methods, procedures and practices that must be exercised to ensure effective and judicious fiscal management of the City of Kaufman funds.

III. SCOPE

This Investment Policy shall govern the investment of all financial assets of the City of Kaufman. These funds are accounted for in the City's Comprehensive Annual Financial Report (CAFR) and include:

1. General Fund
2. Special Revenue Funds
3. Capital Projects Funds
4. Enterprise Funds
5. Trust and Agency Funds, to the extent not required by law or existing contract to be kept segregated and managed separately
6. Debt Service Funds, including reserves and sinking funds, to the extent not required by law or existing contract to be kept segregated and managed separately
7. Any new fund created by the City, unless specifically exempted from this Policy by the City Council or by law.

CITY OF KAUFMAN INVESTMENT POLICY

EXHIBIT A

This policy shall also govern the investment of the financial assets of the Fire Pension Fund of the City of Kaufman, which is a separate legal and accounting entity, and is not accounted for in the City's CAFR.

This Investment Policy shall apply to all transactions involving the financial assets and related activity for all the foregoing funds.

This policy shall not govern funds that are managed under separate investment programs. Such funds currently include the City's participation in the Texas Municipal Retirement System and any deferred compensation programs administered for the benefit of the city by outside agencies. The City shall maintain responsibility for these funds only as required by State Law and the City Charter.

IV. PRUDENCE

The standard of prudence to be applied by the investment officer shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. This rule states that "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

In determining whether an investment officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

- The investment of all funds, or funds under the City's control, over which the officer had responsibility rather than a consideration as to the prudence of a single investment.
- Whether the investment decision was consistent with the written investment policy of the City.

Investment Officers shall seek to act responsibly as custodians of the public trust and should avoid any transaction that might impair public confidence in the City's ability to govern effectively.

V. INVESTMENT OBJECTIVES

The City of Kaufman shall manage and invest its cash with four primary objectives, listed in order of priority: **safety, liquidity, public trust and yield, expressed as optimization of interest earnings**. The safety of the principal invested always remains the primary objective. All investments shall be designed and managed in a manner responsive to the public trust and consistent with state and local law.

CITY OF KAUFMAN INVESTMENT POLICY

EXHIBIT A

The City shall maintain a comprehensive cash management program which includes collection of accounts receivable, vendor payments in accordance with invoice terms, and prudent investment of available cash. Cash management is defined as the process of managing monies in order to insure maximum cash availability and maximum earnings on short-term investment of pooled idle cash.

Safety

Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit and interest rate risk.

- ❑ Credit Risk – The City will minimize credit risk, the risk of loss due to the failure of the security issuer or backer, by:
 - Limiting investments to the safest types of securities
 - Pre-qualifying the financial institutions and broker/dealers with which the City will do business
 - Diversifying the investment portfolio so that potential losses on individual securities will be minimized.
- ❑ Interest Rate Risk – the City will minimize the risk that the interest earnings and the market value of investments in the portfolio will fall due to changes in general interest rates, by:
 - Structuring the investment portfolio so that investments mature to meet cash requirements for ongoing operations, thereby avoiding the need to liquidate investments prior to maturity
 - Investing operating funds primarily in certificates of deposits, shorter-term securities, money market mutual funds, or local government investment pools functioning as money market mutual funds.
 - Diversifying maturities and staggering purchase dates to minimize the impact of market movements over time.

Liquidity

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that investments mature concurrent with cash needs to meet anticipated demands. Because all possible cash demands cannot be anticipated, a portion of the portfolio will be invested in shares of money market mutual funds or local government investment pools that offer same-day liquidity.

Yield (Optimization of Interest Earnings)

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment

CITY OF KAUFMAN INVESTMENT POLICY

EXHIBIT A

risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed.

VI. RESPONSIBILITY AND CONTROL

Delegation of Authority

Management responsibility for the Investment Program is assigned to the City Manager, with designation by him, as provided for in the City's Home Rule Charter. The Director of Finance is hereby designated as the primary Investment Officer and is responsible for establishing a system of controls to regulate the activities of investment.

Investment procedures should include reference to the following: safekeeping agreements, repurchase agreements, wire transfer agreements, collateral agreements, depository service contracts and agreements, broker/dealer selection criteria, and security bidding and purchase processes. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions.

No person may engage in an investment transaction or the management of funds except as provided under the terms of this Investment Policy as approved by the City Council. The Director of Finance shall be responsible for routine authorization and accounting of investments, with approvals by either the City Manager or Assistant City Manager. The Director of Finance shall establish a system of controls to regulate the activities of subordinates. The investment authority granted to the investing officers is effective until rescinded by the governing body.

The City Council shall designate by resolution one or more officers or employees as members of the Investment Advisory Committee assigned to review investment policies and procedures, investment strategies, and investment performance. Members of the committee shall demonstrate knowledge and expertise in the area of finance, investments, or cash management. The Committee shall elect the Chairman, and meetings shall be called as needed.

Quality and Capability of Investment Management

The City shall provide periodic training in investments for the designated investment officers and other investment personnel through courses and seminars offered by professional organizations, associations, and other independent sources in order to insure the quality and capability of investment management in compliance with the Public Funds Investment Act.

CITY OF KAUFMAN INVESTMENT POLICY

EXHIBIT A

Training Requirement

The Director of Finance and any other designated investment officers must attend ten (10) hours of training not less than once in a two-year period that begins on the first day of the City's current fiscal year and ends two consecutive fiscal years after that date. The investment training session shall be provided by an independent source approved by the City Council. For purposes of this policy, an "independent source" from which investment training shall be obtained shall include a professional organization, an institute of higher learning or any other sponsor other than a business organization with whom the City of Kaufman may engage in an investment transaction. The Director of Finance and any other designated investment officers shall also comply with any continuing education or retraining requirement prescribed by law. Thereafter, ten hours of training must be completed every two years.

Internal Controls

The Director of Finance is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from loss, theft, or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

Accordingly, the Director of Finance shall establish a process for annual independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points.

- Control of collusion.
- Separation of transactions authority from accounting and record keeping.
- Custodial safekeeping.
- Avoidance of physical delivery securities.
- Clear delegation of authority to subordinate staff members.
- Written confirmation for telephone (voice) transactions for investments and wire transfers.
- Development of a wire transfer agreement with the depository bank or third party custodian.

Indemnification

The investment officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific security's credit risk or market price changes, provided that these deviations are reported immediately and the appropriate action is taken to control adverse developments.

CITY OF KAUFMAN INVESTMENT POLICY

EXHIBIT A

Ethics and Conflicts of Interest

Officers and employees involved in the investment process shall refrain from personal business activity that would conflict with the proper execution and management of the investment program, or that would impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio.

An investment officer of the City who has a personal business relationship with an organization seeking to sell an investment to the City shall file a statement disclosing that personal business interest. An investment officer who is related within the second degree by affinity or consanguinity to an individual seeking to sell an investment to the City shall file a statement disclosing that relationship. A statement required under this subsection must be filed with the Texas Ethics Commission and the governing body of the entity.

VII. SUITABLE AND AUTHORIZED INVESTMENTS

Portfolio Management

The City currently has a “buy and hold” portfolio strategy. Maturity dates are matched with cash flow requirements and investments are purchased with the intent to be held until maturity. However, investments may be liquidated before they mature if market conditions present an opportunity for the City to benefit from the trade. Investments may be liquidated for the following reasons:

- An investment with declining credit may be liquidated early to minimize loss of principal.
- An investment swap would improve the quality, yield, or target duration in the portfolio.
- Cash flow needs of the portfolio require that the investment be liquidated.

Investments

Assets of the City of Kaufman may be invested in the following instruments; provided, however, that at no time shall assets of the City be invested in any instrument or security not authorized for investment under the Act, as the Act may from time to time be amended.

CITY OF KAUFMAN INVESTMENT POLICY

EXHIBIT A

I. Authorized

1. Obligations of the United States of America, its agencies and instrumentalities, rated not less than A or its equivalent by at least one nationally recognized investment rating firm.
2. Certificates of Deposit issued by a bank organized under Texas law, the laws of another state, or federal law, that has its main office or branch office in Texas, or by a savings and loan association or a savings bank organized under Texas, the laws of another state, or federal law, that has its main office or a branch office in Texas and that is guaranteed or insured by the Federal Deposit Insurance Corporation or its successor or secured by obligations in a manner and amount provided by law for deposits of the City.
3. Fully collateralized direct repurchase agreements with a defined termination date secured by obligations of the United States or its agencies and instrumentalities. These shall be pledged to the City, held in the City's name, and deposited at the time the investment is made with the City or with a third party selected and approved by the City. Repurchase agreements must be purchased through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in Texas. A Master Repurchase Agreement must be signed by the bank/dealer prior to investment in a repurchase agreement. All repurchase agreement transactions will be on a delivery vs. payment basis. Securities received for repurchase agreements must have a market value greater than or equal to 110 percent at the time funds are disbursed.
4. Money Market Mutual funds that are 1) registered and regulated by the Securities and Exchange Commission, 2) have a dollar weighted average stated maturity of 90 days or less, 3) maintain a net asset value of \$1 for each share and 4) rated AAA by at least one nationally recognized rating service.
5. Local government investment pools which 1) meet the requirements of Chapter 2256.019 of the Public Funds Investment Act 2) are rated no lower than AAA or an equivalent rating by at least one nationally recognized rating service and 3) are authorized by resolution or ordinance by the City Council.

All prudent measures will be taken to liquidate an investment that is downgraded to less than the required minimum rating. The City is not required to liquidate investments that were authorized investments at the time of purchase. Credit rating monitoring procedures shall be performed on a monthly basis; liquidation of investments may be required under provisions of the PFIA should rating drop below minimum requirement.

CITY OF KAUFMAN INVESTMENT POLICY

EXHIBIT A

II. Not Authorized

Under no circumstances shall investments be made in interest-only or principal-only strips of obligations with underlying mortgage-backed security collateral, or in collateralized mortgage obligations with an inverse floating interest rate or a final maturity date of over 2 years. Neither shall investments be made in obligations that are secured by these prohibited investments.

III. Certification

Investments shall only be made with business organizations that have provided the City with a written instrument, executed by a qualified representative of the firm, acknowledging that the organization has:

- Received and reviewed the City's Investment Policy, and
- Implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the City and the organization that are not authorized by the City's Investment Policy, except to the extent that this authorization is dependent on an analysis of the makeup of the City's entire portfolio or requires an interpretation of subjective investment standards.

VIII. INVESTMENT PARAMETERS

Maximum Maturities

The longer the maturity of investments is, the greater its price volatility. Therefore, it is the City's policy to concentrate its investment portfolio in shorter-term securities in order to limit principal risk caused by changes in interest rates.

The City attempts to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturing more than twenty-four (24) months from the date of purchase. Because no secondary market exists for repurchase agreements, the maximum maturity shall be 120 days except in the case of a flexible repurchase agreement for bond proceeds. The maximum maturity for such an investment shall be determined in accordance with project cash flow projections and the requirements of the governing bond ordinance.

Each Fund portfolio will have a weighted average maturity of one (1) year or less. This dollar weighted average maturity will be calculated using the stated final maturity dates of each security.

CITY OF KAUFMAN INVESTMENT POLICY

EXHIBIT A

Diversification

The City of Kaufman recognizes that investment risks can result from issuer defaults, market price changes or various technical complications leading to temporary illiquidity. Risk is controlled through portfolio diversification that shall be achieved by the following general guidelines:

- Limiting investments to avoid overconcentration in securities from a specific issuer or business sector (excluding U.S. Treasury securities and certificates of deposits that are fully insured and collateralized in accordance with state and federal law),
- Limiting investment in securities that have higher credit risks,
- Investing in securities with varying maturities, and
- Continuously investing a portion of the portfolio in readily available funds such as local government investment pools (LGIPs), money market funds or overnight repurchase agreements to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

The following maximum limits, by instrument, are established for the City's total portfolio:

1. U.S. Treasury Securities	100%
2. Agencies and Instrumentalities	80%
3. Certificates of Deposit	50%
4. Repurchase Agreements	50%
5. Money Market Mutual Funds	50%
6. Authorized Pools	100%

VIII. INVESTMENT STRATEGY BY FUND TYPE

Operating Funds and Commingled Funds Containing Operating Funds

Operating funds will have as their primary objective to support the goals of the investment policy on these funds for safety and assure that cash flows are matched with adequate liquidity while obtaining reasonable market yields. This will be accomplished by purchasing quality, short-term securities, liquid-securities in a ladder structure, or utilizing an investment pool. The dollar-weighted average will be 180 days or less to accomplish this goal. The portfolio shall be diversified to protect against credit and market risk in any one sector. Diversification requirements can be fully met through use of an authorized pool. Operating fund reserves or fund balances shall only be invested in securities that have a maximum maturity of 24 months or less, except when otherwise approved by council action.

Debt Service

CITY OF KAUFMAN INVESTMENT POLICY

EXHIBIT A

Investment strategies for debt service funds shall have as the primary objective the guarantee of investment liquidity adequate to cover the debt service obligation on the required payment date. Investments will be made that will promise safety of principal and liquidity first and yield and diversification second. Securities purchased will not have maturity dates that exceed the next debt service payment date until the next debt service payment is fully funded, and in no instance will have a maximum weighted average maturity of six months.

Debt Service Reserves

Investments will have as the primary objective the ability to generate a dependable revenue stream to the appropriate debt service fund within the limits set forth by the bond ordinance or debt covenants specific to each individual bond issue.

Since this is one of the highest priorities of the City, securities will be chosen with the highest priorities of safety. Securities will be chosen for their maturity dates and not require the highest degree of diversification.

Securities purchased shall not have a stated final maturity date which exceeds the next debt service payment date until fully funded and shall be chosen secondarily with regard to yield and diversification.

Reserve funds will have the same primary objective but shall be further controlled with the purchase of securities carrying the highest yield available, within the desired maturity and quality range with a maximum weighted average maturity of six months.

Capital Project and Special Purpose Funds

These funds will have as their primary objective to ensure that anticipated cash outflows are matched with adequate investment liquidity. No funds will be invested longer than the related anticipated expenditures.

These portfolios should have liquid securities to allow for unanticipated project expenditures or accelerated project outlays due to a better than expected or changed construction schedule. The dollar weighted average life of the portfolio should match the weighted expenditures of the liabilities. Funds invested for capital projects may be from bond proceeds that are subject to arbitrage rebate regulations.

The City will have an arbitrage rebate calculation performed annually to determine the income, if any, that has exceeded the arbitrage yield of the bonds. Any positive arbitrage income will be averaged over a five-year period and rebated to the Federal Government according to arbitrage regulations. A secondary objective of these funds is to achieve a yield equal to or greater than the arbitrage yield of the applicable bond.

CITY OF KAUFMAN INVESTMENT POLICY

EXHIBIT A

X. SELECTION OF BANKS AND DEALERS

Depository

At least every five years, as allowed by State Law, a Depository shall be selected through the City's banking services procurement process, which shall include a formal request for proposal (RFP). The term of said banking services shall be for a maximum of an initial three (3) year term, with options to renew for either one (1) two-year term, or two (2) one-year terms. The selection of a depository will be determined by competitive bid and evaluation of bids will be based on the following selection criteria:

- The ability to qualify as a depository for public funds in accordance with state and local laws.
- The ability to provide requested information or financial statements for the periods specified.
- The ability to meet all requirements in the banking RFP and the investment policy.
- Complete response to all required items on the bid form
- Lowest net banking service cost, consistent with the ability to provide an appropriate level of service.
- The credit worthiness and financial stability of the bank.

Authorized Brokers/Dealers

Authorized firms may include primary dealers, or regional dealers that qualify under Securities and Exchange Commission (SEC) Rule 15C3-1 (Uniform Net Capital Rule.) and qualified depositories.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the following as appropriate:

- Audited financial statements
- Completed broker/dealer questionnaire
- Certification of having read and understood the City's investment policy and agreeing to comply with the policy

The governing body must annually review, revise and adopt a list of qualified broker/dealers and financial institutions authorized to engage in investment transactions with the City.

Competitive Bids

It is the policy of the City to require competitive bidding for any investment transaction, other than the investment of funds in a) an authorized pool, b) certificate of deposit

CITY OF KAUFMAN INVESTMENT POLICY

EXHIBIT A

through the depository bank, c) transactions with money market mutual funds, or d) treasury and agency securities purchased at issue through an approved broker/dealer or financial institution. The Director of Finance shall develop and maintain procedures for ensuring a competition in the investment of the City's funds. Investment transactions may be done orally, but followed by electronic or written confirmation. Funds will be authorized to be released after notification that the purchased security has been received. Written confirmation shall be received from the financial institution or broker/dealer. All investments purchased will be held in safekeeping at a third party custodial institution with a safekeeping receipt being sent to the City.

Delivery vs. Payment

Securities shall be purchased using the **delivery vs. payment** method with the exception of local government investment pools and mutual fund transactions. Funds shall not be wired or paid until verification has been made that the Trustee received the correct security. The security shall be held in the name of the City or held on behalf of the City. The Trustee's records shall assure the notation of the City's ownership of or explicit claim on the securities. The original copy of all safekeeping receipts shall be delivered to the City.

XI. SAFEKEEPING OF SECURITIES

Safekeeping Agreement

The City shall contract with a bank or banks for the safekeeping of securities either owned by the City as part of its investment portfolio or held as collateral to secure demand or time deposits.

Safekeeping

All securities owned by the City shall be held by its safekeeping agent, except the collateral for certificates of deposits in banks. The collateral for certificates of deposit in banks will be registered in the City's name in the bank's trust department or, alternatively, in a Federal Reserve Bank account in the City's name, or a third party bank in the City's name, at the City's discretion. Original safekeeping receipts shall be obtained.

Collateralization

Consistent with the requirements of the Public Funds Collateral Act, it is the policy of the City to require full collateralization of all City investments and funds on deposit with a depository bank, other than investments which are obligations of the U.S. government and its agencies and instrumentalities. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 105% of market

CITY OF KAUFMAN INVESTMENT POLICY

EXHIBIT A

or par, whichever is lower. The market value of collateral will always equal or exceed the principal plus accrued interest of deposits at financial institutions. At its discretion, the City may require a higher level of collateralization for certain investment securities. Securities pledged as collateral shall be held by an independent third party with whom the City has a current custodial agreement. The Director of Finance is responsible for entering into collateralization agreements with third party custodians in compliance with this Policy. The agreements are to specify the acceptable investment securities for collateral, including provisions relating to possession of the collateral, the substitution or release of investment securities, ownership of securities, and the method of valuation of securities. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the City and retained. Collateral shall be reviewed at least weekly to assure that the market value of the pledged securities is adequate. Financial institutions, with which the City invests or maintains other deposits, shall provide monthly, and as requested by the Investment Officer, a listing of the collateral pledged to the City, marked to current market prices. The listing shall include total pledged securities itemized by name, type, description, par value, current market value, maturity date, and Moody's or Standard & Poor's rating, if applicable. The City and the financial institution shall jointly assume the responsibility for ensuring that the collateral is sufficient by type, description, par value, current market value, maturity date, and Moody's or Standard & Poor's rating.

Collateral Defined

The City of Kaufman shall accept only the following securities as collateral:

- FDIC insurance coverage.
- A bond, certificate of indebtedness, including Mortgage-Backed Agency Securities guaranteed or insured by the United States or its Agencies and Instrumentalities, Treasury Notes of the United States, or other evidence of indebtedness of the United States that is guaranteed as to principal and interest by the United States.
- Obligations, the principal and interest on which, are unconditionally guaranteed or insured by the State of Texas.
- A bond of the State of Texas or of a county, city or other political subdivision of the State of Texas having been rated as investment grade (investment rating no less than "A" or its equivalent) by a nationally recognized rating agency with a remaining maturity of two (2) years or less.
- Surety Bonds that meet the requirements of the Public Funds Investment Act; or
- Federal Home Loan Bank Letters of Credit as defined by Chapter 116, Subchapter C of the Local Government Code and by Chapter 726, Acts of the 67th Legislature, Regular Session, 1981 (Article 2529b-1, Vernon's Texas Civil Statutes).

CITY OF KAUFMAN INVESTMENT POLICY

EXHIBIT A

Subject to Audit

All collateral shall be subject to inspection and audit by the Director of Finance or the City's independent auditors.

XII. PERFORMANCE

Performance Standards

The City's investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio shall be designed with the objective of obtaining a rate of return through budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow requirements of the City.

Performance Benchmark

It is the policy of the City to purchase investments with maturity dates coinciding with cash flow needs. Through this strategy, the City attempts to optimized interest earnings utilizing allowable investments available on the market at that time. Market value will be calculated on a quarterly basis on all securities owned and compared to current book value of those securities to determine portfolio performance during that period of time. The City's portfolio shall be designed with the objective of regularly meeting or exceeding the average rate of return on U.S. Treasury Bills at a maturity level comparable to the City's weighted average maturity in days.

XIII. REPORTING

Methods

The Investment Officer shall prepare an investment report on no less than a quarterly basis that summarizes investment strategies employed in the most recent quarter and describes the portfolio in terms of investment securities, maturities, and shall explain the total investment return for the quarter.

The quarterly investment report shall include a summary statement of investment activity prepared in compliance with generally accepted accounting principals. This summary will be prepared in a manner which will allow the City to ascertain whether investment activities during the reporting period have conformed to the Investment Policy. The report will be provided to the City Manager and City Council. The report will include the following:

- A listing of individual securities held at the end of the reporting period.

CITY OF KAUFMAN INVESTMENT POLICY

EXHIBIT A

- Unrealized gains or losses resulting from appreciation or depreciation by listing the beginning and ending book and market value of securities for the period.
- Additions and changes to the market value during the period.
- Average weighted yield to maturity of portfolio as compared to applicable benchmark.
- Listing of investments by maturity date.
- Fully accrued interest for the reporting period
- The percentage of the total portfolio which each type of investment represents.
- Statement of compliance of the City's investment portfolio with state law and the investment strategy and policy approved by the City Council.

An independent auditor will perform a formal annual review of the quarterly reports with the results reported to the governing body.

Marking to Market

Market value of all securities in the portfolio will be determined on a quarterly basis. These values will be obtained from a reputable and independent source and disclosed to the governing body quarterly in a written report.

XIII. INVESTMENT POLICY ADOPTION

The City of Kaufman investment policy shall be adopted by resolution of the City Council. It is the City's intent to comply with state laws and regulations. The City's investments policies shall be subject to revisions to stay current with changing laws, regulations, and needs of the City. The policy shall be reviewed annually by the City Council and any changes or modifications must be approved by the City Council.



Meeting
Date: 9/25/2023

Date: 09/05/2023

Item #: 11.

Dept.: Public Works

Consent Agenda

SUBJECT:

Consider and take appropriate action on Resolution R-28-23, a resolution of the City Council of the City of Kaufman, Texas, accepting Public Improvements for the City of Kaufman's AMI Meter Project and establishing the date for a two (2) year warranty period.

BACKGROUND:

This resolution is for the acceptance on all public utility improvements made by Performance Services, Inc. for the AMI Metering Installation Project.

Resolution R-28-23 and the acceptance letter are attached.

Author:

Tim Hopwood, Public Works Director

Reviewed:

Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation: Staff recommends approval of Resolution R-28-23 as presented.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☐

RESOLUTION NO. R-28-23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KAUFMAN, TEXAS ACCEPTING PUBLIC IMPROVEMENTS FOR AMI METER PROJECT; ESTABLISHING THE WARRANTY PERIOD FOR THE PUBLIC IMPROVEMENTS; PROVIDING FOR THE INCORPORATION OF PREMISES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City and Performance Services, Inc., (“Contractor”), entered into an agreement dated August 23, 2021, (the “Agreement”), pursuant to which Contractor was to manage and install and AMI Smart Water Meter Project (the “Public Improvements”); and

WHEREAS, Contractor has constructed all required Public Improvements and City Council accepts the actual quantities and construction of said Public Improvements pursuant to final estimate; and

WHEREAS, having accepted the Public Improvements via the adoption of this Resolution, the City Council hereby establishes that the two (2) year warranty period for said Public Improvements commences as of the date of this Resolution; and

WHEREAS, a two (2) year maintenance bond covering the Public Improvements has been received by the City.

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

SECTION 1. Incorporation of Premises. That the foregoing recitals are true and correct and are incorporated herein.

SECTION 2. Acceptance of Improvements. That effective as of the date of this Resolution, the City accepts the Public Improvements as approved by final inspection of the City of Kaufman Public Works Department.

SECTION 3. Warranty Period. That the City establishes the warranty period to be in effect commencing on September 25, 2023, the effective date of this Resolution, and remaining in full force and effect until September 25, 2025, at 12:00 a.m., midnight (24 months from the effective date of this Resolution). Further, pursuant to the terms of the Agreement, the City has received a maintenance bond that shall remain in effect throughout the warranty period established herein and shall guarantee repairs to the Public Improvements occurring within the warranting period.

SECTION 4. Effective Date. This Resolution becomes effective immediately upon its passage and approval.

PASSED AND APPROVED this 25th day of September, 2023.

JEFF JORDAN
MAYOR

ATTEST:

JESSIE HANKS
CITY SECRETARY

APPROVED AS TO FORM:

PATRICIA A. ADAMS
CITY ATTORNEY



CERTIFICATE OF SUBSTANTIAL COMPLETION

Project No: 40P-C21-3106

Contract Date: 08/23/2021

Owner: City of Kaufman
209 S. Washington St.
Kaufman, TX 75142

**Qualified Provider/
Contractor:** *Performance Services, Inc. ("PSI")*
4670 Haven Point Boulevard, Suite 200
Indianapolis, IN 46280-2747

Project: City of Kaufman AMI Meter Project

Project or portion of the Project designated for Substantial Completion shall include:

Water Meter AMI System Installation Completion

The Work referenced above has been reviewed and found, to the Owner's best knowledge, information and belief, to be substantially complete. Substantial Completion is defined as the stage in the progress of the Work when the Work is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use.

The date of Substantial Completion of the Infrastructure Installation portion of the Project designated above shall be:
06/01/2022

The date of commencement of the applicable warranties required by the Contract Documents for the Infrastructure Installation portion of the Project designated above shall be:
06/01/2022

The date of Substantial Completion of the Water Meter Installation portion of the Project designated above shall be:
05/09/2023

The date of commencement of the applicable warranties required by the Contract Documents for the Water Meter Installation portion of the Project designated above shall be:
05/09/2023

Cost estimate of punch list work related to the Project or portion of the Project designated above is:
\$0.00

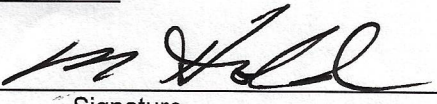


The Owner accepts the Project or portions of the Project designated above as substantially complete and assumes full possession on dates listed above.

WATER METER AMI SYSTEM SUBSTANTIAL COMPLETION

OWNER:

City of Kaufman

By: 
Signature

Mike Holder – City Manager

QUALIFIED PROVIDER/CONTRACTOR:

PERFORMANCE SERVICES, INC.

By: 
Signature

Jackie Gilcrease – Project Manager



Meeting
Date: 9/25/2023

Date: 09/12/2023

Item #: 12.

Dept.: Administration

Consent Agenda

SUBJECT:

Consider and take appropriate action on the second amendment to the Installation Contract with Performance Services regarding the management and installation of the Smart Water Meter project; and authorizing the Mayor or his designee to execute necessary documents.

BACKGROUND:

Author:
Mike Holder, City Manager

Reviewed:
Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation: Staff recommend approval of the second amendment to the Installation Contract with Performance Services regarding the management and installation of the Smart Water Meter project; and authorizing the Mayor or his designee to execute necessary documents.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☐



Second Amendment to Installation Contract

Contract No.: _____

This Second Amendment to Installation Contract (the "Second Amendment") is made as of the ____ day of August, 2023, by and between Performance Services, Inc. ("PSI") and City of Kaufman ("Owner") with respect to that certain Installation Contract entered into by and between PSI and Owner, dated August 23, 2021, as amended, in the amount of Two Million Six Hundred Eighty-Five Thousand Nine Hundred Ninety and 00/100 Dollars (\$2,685,990.00) (the "Installation Contract"). All capitalized terms contained herein and not otherwise defined shall have the meaning ascribed to them in the Installation Contract.

PSI and Owner hereby agree that the Installation Contract shall be amended as follows:

Pursuant to the terms of Section 9 of the Installation Contract, Owner desires to modify the Scope of Work as illustrated on the attached Exhibit "A" (the "Reduced Scope of Work") in the amount of Two Thousand Four Hundred Ninety-Four and 00/100 Dollars (\$2,494.00) (the "Reduced Scope of Work Price"). Therefore, the Contract Price of the Installation Contract is hereby amended to Two Million Six Hundred Eighty-Three Thousand Four Hundred Ninety-Six and 00/100 Dollars (\$2,683,496.00).

All other terms and provisions of the Installation Contract shall remain in full force and effect.

"OWNER":

CITY OF KAUFMAN

By: _____
Printed/Title: _____

"PSI":

PERFORMANCE SERVICES, INC.

By: _____
Printed/Title: _____

Exhibit "A"

City of Kaufman

40P-C21-3106

Reduced Scope of Work:

There were 5 meters in the original SOW that could not be changed because they required the City's assistance for us to install and the City has not been able to assist. I spoke with the Public Works director, and he is ok with the deductive CO and understands that it is the City's responsibility to install the meters.

1. 1) 5/8"X3/4" water meter. \$73.00
2. 3) 2" water meters. \$1,080.00
3. 1) 6" water meter. \$1,341.00

Total amount of deduction. -\$2,494.00



Meeting
Date: 9/25/2023

Date: 09/12/2023

Item #: 13.

Dept.: Public Works

Consent Agenda

SUBJECT:

Consider and take appropriate action on the award of bid and contract for street maintenance materials for Fiscal Year 2024 and authorizing the Mayor or his designee to execute necessary documents.

BACKGROUND:

Staff prepared, published, and requested bids for the City's Annual Street Maintenance Materials Bid. The bid packets were mailed to nine (9) vendors, and the City received three (3) responses. The total estimated cost for street maintenance for FY 2023-2024 is \$92,000.00. Staff reviewed all bids received and concluded that the following companies submitted the most responsible bids:

VENDOR	LOCATION	MATERIAL	Estimated Tons	COST PER TON
TX Bit (Apac)	Irving, TX	Type D Cold Mix Asphalt	800	\$150.00
		Type D Hot Mix Asphalt	300	\$ 95.00
		UPM Cold Patch Material	250	\$155.00
RK Hall	Paris, TX	Type D Cold Mix Asphalt	800	\$101.00
		Type D Hot Mix Asphalt	300	\$ 0.00
		UPM Cold Patch Material	250	\$141.00

Author:

Tim Hopwood, Public Works Director

Reviewed:

Mike Holder, City Manager

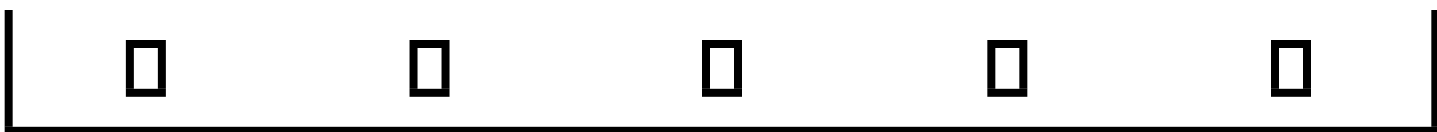
Cost:

Funds Available:

Source:

Recommendation: Staff recommends that Council award the bid and subsequent contract for the FY 2023-2024 Annual Street Maintenance Materials Bid to Texas Bit, Irving, TX to furnish and deliver Hot Mix Asphalt, and to RK Hall, Paris, TX to furnish and deliver Cold Mix Asphalt and Cold Patch Material. No Bids were received for the Masonry Sand, Rock, and Pea Gravel. Arcosa Inc., Arlington, TX submitted a bid for the purchase and pickup of crushed concrete. The prices submitted are FOB Plant only (\$19.00-\$20.00) and the vendor does not deliver. All contracts will become effective October 1, 2023 and will end September 30, 2024.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
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2023/2024 STREET MAINTENANCE MATERIALS
BID OPENING : August 25, 2023 AT 2:30 P.M.
BID TABULATION SHEET

VENDORS	1500 TN ROCK DELIVERY & FURNISH	50 TN MASONRY SAND DELIVERY & FURNISH	300 TN SELECT FILL (TOPSOIL)	50 TN STANDARD PEA GRAVEL	200 TN SCREENED SANDY LOAM	800 TN COLD MIX ASPHALT	300 TN HOT MIX ASPHALT	200 TN COLD PATCH MATERIAL	CRUSHED CONCRETE	DELIVERY
Texas Bit/ APAC 420 Decker Drive Suite 200 Irving, Texas	NO BID	NO BID	NO BID	NO BID	NO BID	\$ 150.00	\$ 95.00	\$ 155.00		24 Hour Minimum order for delivery is 10 Tons
Arcosa Inc. 1112 E. Copeland Rd. Suite 500 Arlington, TX 76011									CRUSHED CONCRETE TYPE D GR I-II FLEX BASE PRICES FOB PLANT \$19-\$20	Plant Pickup Only
Rk Hall 5020 Southeast loop 286 Paris, TX 75460	NO BID	NO BID	NO BID	NO BID	NO BID	\$ 101.00	NO BID	\$ 141.00		24 Hours



Meeting Date: 9/25/2023 Date: 09/12/2023 Item #: 14. Dept.: Public Works

Consent Agenda

SUBJECT:

Consider and take appropriate action on the award of bid and contract for motor fuel and oil for Fiscal Year 2024 and authorizing the Mayor or his designee to execute necessary documents.

BACKGROUND:

Staff prepared and requested bids for the Annual Motor Fuel and Oil Bid. There were three (3) bids received from Borders and Long, Kaufman, TX, Sun Coast Resources Inc., Houston, TX, and Douglas Distributing, Sherman, TX.

City Staff reviewed the bids received and concluded that Borders & Long, Inc., in Kaufman, Texas, submitted the most responsible bid. Borders & Long, Inc. submitted a total bid amount based on the City's estimated amounts of fuel and oil usage of \$151,340.91 and on the quantities for the FY 2022-2023 usage. The FY 2022-2023 estimated annual fuel and oil amounts were \$118,801.20. The overall dollar amount may change due to constant changes in fuel rack rates and actual gallons used.

The FY 2023-2024-bid tabulation including the annual usage quantities is attached for review.

Author: Tim Hopwood, Public Works Director Reviewed: Mike Holder, City Manager
Cost: \$151,340.91 **Funds Available:** FY24 Budget **Source:** PW, PD, FD, DS

Recommendation: Staff recommends that Council award the bid and subsequent contract for the FY 2023-2024 Annual Motor Fuel and Oil to Borders & Long, Inc., in Kaufman, Texas for the estimated amount of \$151,340.91. This contract term becomes effective October 1, 2023 and ends September 30, 2024.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☒

2023-2024 Motor Fuel and Oil Bid Tabulation
Bid Opening: Thursday, August 24, 2023 @ 2:00 p.m.

VENDOR #1								
Borders & Long Oil P.O. Box 657 Kaufman, TX 75142								
	Rack Rate	Freight	UPA	Mark-Up	Price	Estimated Annual Quantity	Estimated Annual Total Cost	Delivery
Mid Grade Unleaded Gasoline	\$ 2.6405	\$ 0.0624	0.007	\$ 0.05	\$ 2.7599	40,000	\$ 110,396.00	12-18 hours
Low Sulfur Diesel Fuel	\$ 3.1510	\$ 0.0608	0.007	\$ 0.05	\$ 3.2688	10,000	\$ 32,688.00	12-18 hours
30 Weight Motor Oil (THD)	\$ 10.8273			15%	\$ 12.4514	330	\$ 4,108.95	12-18 hours
Hydraulic Oil (Supertrac)(TDH)	\$ 7.0513			15%	\$ 8.109	330	\$ 2,675.96	12-18 hours
Motor Oil 15w40 (TDH)	\$ 11.6364			15%	\$ 13.3818	110	\$ 1,472.00	12-18 hours
						TOTAL:	151,340.91	
VENDOR #2								
Sun Coast Resources, Inc. 6405 Cavalcade Street Bld #1 Houston, TX 77026								
	Rack Rate	Freight	UPA	Mark-Up	Price	Estimated Annual Quantity	Estimated Annual Total Cost	Delivery
Mid Grade Unleaded Gasoline	\$ 2.8025	\$ 0.2200	0.0040	0.0400	\$ 3.0665	40,000	\$ 122,660.00	24-48 hrs
Low Sulfur Diesel Fuel	\$ 3.0760	\$ 0.2200	0.0040	0.0400	\$ 3.3400	10,000	\$ 33,400.00	24-48 hrs
30 Weight Motor Oil (drum)	NO BID	N/A	N/A	N/A	NO BID	330	\$ -	24-48 hrs
Hydraulic Oil (drum)	NO BID	N/A	N/A	N/A	NO BID	330	\$ -	24-48 hrs
Mobil Delvac MX 15W40	NO BID	N/A	N/A	N/A	NO BID	110	\$ -	24-48 hrs
						TOTAL:	156,060.00	
Note:								

2023-2024 Motor Fuel and Oil Bid Tabulation
Bid Opening: Thursday, August 24, 2023 @ 2:00 p.m.

VENDOR #								
Douglas Distributing 325 E. Forest Ave. Sherman, TX 75090								
	Rack Rate	Freight	UPA	Mark-Up	Price	Estimated Annual Quantity	Estimated Annual Total Cost	Delivery
Mid Grade Unleaded Gasoline	\$ 2.7930	\$ -	\$ -	\$ 0.20	\$ 2.9930	40,000	\$ 119,720.00	48 Hours
Low Sulfur Diesel Fuel	\$ 3.1120	\$ -	\$ -	\$ 0.20	\$ 3.1120	10,000	\$ 33,120.00	48 Hours
30 Weight Motor Oil (THD)	\$ 10.70	\$ -	\$ -	0%	\$ 20.70	330	\$ 6,831.00	48 Hours
Hydraulic Oil (Supertrac)(TDH)	\$ 11.64	\$ -	\$ -	0%	\$ 11.64	330	\$ 3,841.20	48 Hours
Motor Oil 15w40 (TDH)	\$ 11.73	\$ -	\$ -	0%	\$ 11.73	110	\$ 1,290.30	48 Hours
						TOTAL:	164,802.50	
Additional charge of \$150.00 per generator filled if applicable.								
	Rack Rate	Freight	UPA	Mark-Up	Price	Estimated Annual Quantity	Estimated Annual Total Cost	Delivery
						TOTAL:	0.00	
Note:								



Meeting
Date: 9/25/2023

Date: 08/22/2023

Item #: 15.

Dept.: Police

Action Item

SUBJECT:

Consider and take appropriate action on a Jurisdictional Memorandum of Understanding between the City of Kaufman Police Department and the Kaufman Independent School District Police Department; and authorizing the Mayor or his designee to execute necessary documents.

BACKGROUND:

The most recent Memorandum of Understanding between the Kaufman ISD Police Department and the City of Kaufman Police Department was approved by City Council on June 27, 2022. Due to the changes in the Kaufman ISD Superintendent and Board of Trustees President, a new agreement should be approved. There are no substantive changes to the content of the new agreement from the 2022 agreement. Upon approval, the MOU will be signed by the Mayor, KISD Chief of Police, KISD Superintendent, Dr. Joshua Garcia, and Kaufman ISD Board of Trustee President, Drew Peterson.

The MOU is valid for one (1) year and will automatically renew at that time. The Kaufman Police Department recommends this MOU be approved by the City Council.

Author:
Les Edwards, Police Chief

Reviewed:
Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation: Staff recommends approval of the Jurisdictional Memorandum of Understanding between the City of Kaufman Police Department and the Kaufman Independent School District Police Department.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☒	☐	☐	☐	☐

JURISDICTIONAL MEMORANDUM OF UNDERSTANDING BETWEEN KAUFMAN INDEPENDENT SCHOOL DISTRICT POLICE DEPARTMENT AND CITY OF KAUFMAN POLICE DEPARTMENT

The Texas Education Code Section 37.081 requires a school district police department and the law enforcement agencies with which it has overlapping jurisdiction enter into a memorandum of understanding ("MOU") that outlines reasonable communication and coordination of efforts between the department and the agencies. This document shall serve as the MOU addressing those requirements between the Kaufman ISD Police Department and the City of Kaufman Police Department.

The primary duties of police officers commissioned by the Kaufman Independent School District are as follows:

- Endeavor to provide a safe and secure environment for students, staff, and citizens while those persons that are participating in or attending school sponsored activities which include, but not limited to, extra-curricular activities, students in transit to and from school in a District vehicle, or any other school-sponsored or school related activity on or off campus.
- Protect the property of the District including real and personal property located inside and outside the boundaries of the District that is owned, leased, rented, or otherwise under the control of the District (hereinafter "Kaufman ISD property").
- Endeavor to protect the personal property of those individuals engaged in school sponsored or school related activities.
- To enforce all laws, including municipal ordinances, county ordinances, and federal, state, and local laws.

These duties shall be performed throughout the entire territory within the geographical boundaries or jurisdiction of the Kaufman Independent School District or within the State of Texas while those individuals are under the direct supervision of the District. This Agreement includes all current and future schools that are located within the overlapping jurisdiction of the City of Kaufman, Texas.

1. Kaufman Independent School District Police Department and the City of Kaufman will have concurrent jurisdiction on Kaufman ISD property within the city limits of the City of Kaufman, Texas. If (1) circumstances require an immediate response within the KISD boundaries, (2) the City of Kaufman Police are present, and (3) the Kaufman ISD Police are not available, then the City of Kaufman Police Department shall assume primary control of the response until otherwise directed by the Kaufman ISD Police.

2. Except as stated herein, Kaufman ISD Police will have primary jurisdiction and responsibility for all offenses that occur on property located within the geographical boundaries of the Kaufman ISD. In addition, Kaufman ISD Police will be primarily responsible for investigating all traffic accidents that occur on school property.

3. The Kaufman ISD Police Department has primary jurisdiction over all bomb threats to Kaufman ISD property. These threats will only be reported to the Kaufman Police Department if assistance is needed in disposing of any suspicious incendiary devices.

4. If any assistance is needed, the City of Kaufman Police Department will have primary control over the incident in all cases where it has assumed primary jurisdiction. The City of Kaufman Police Department retains all command and authority during these types of incidents. Kaufman ISD Police will remain available for assistance at the request of the City of Kaufman Police Incident Commander.

5. The City of Kaufman Police Department agrees to comply with notification of criminal activities involving students enrolled in Kaufman ISD schools pursuant to Article 15.27 of the Texas Code of Criminal Procedures.

6. The City of Kaufman Police Department shall retain primary jurisdiction over property or areas not owned, leased, rented, or otherwise under the control of Kaufman ISD.

7. In the event that any person performing law enforcement, police protection or detention services pursuant to this Agreement shall be cited as a party to any civil lawsuit, state or federal, arising out of the performance of those services, such person shall be entitled to the same benefits that he would be entitled to receive if such civil action had arisen out of the performance of his duties as a

member of the department where he is regularly employed and in the jurisdiction of the member by which he is regularly employed.

8. To the extent provided by law, each party to this Agreement expressly waives all claims against every other party for compensation for any loss, damage, personal injury, or death occurring as a consequence of the performance of the Agreement, except for acts in violation of law.

9. It is expressly understood and agreed that, in the execution of this Agreement, no party waives, nor shall be deemed hereby to waive, an immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions.

10. The term of this Agreement shall be for a period of one (1) calendar year from the date of execution of this Agreement by both parties. This Agreement shall renew annually for successive one (1) year periods, unless otherwise terminated in writing by either party with at least thirty (30) days written notice prior to the renewal date. This particular Agreement may be terminated at any time with or without cause, subject to Texas Education Code 37.081 (g) which requires a school district police department and the law enforcement agencies with which it has overlapping jurisdiction to enter a memorandum of understanding outlining reasonable communication and coordination efforts between the department and the agency.

11. It is understood that nothing in this agreement impacts the jurisdiction of the criminal courts, including the Kaufman Municipal Court, as it relates to the filing and prosecution of offenses occurring on the property of Kaufman ISD campuses in the city limits of Kaufman, Kaufman County, Texas.

12. Except where prohibited by law, both parties agree to exchange such information as may be necessary to secure the effective enforcement of the law and protect the property and persons within their jurisdiction.

13. Each party to this Agreement expressly waives the right granted by Texas Local Government Code, Section 362.003 to request reimbursement for services performed under this Agreement.

The renewal date shall be calculated using the last date of execution of the Agreement by both parties. Notice, for the purpose of termination shall be to the Chief of Police for the City of Kaufman and the Superintendent for the Kaufman ISD, Pursuant to Section 37.081(f) of the Texas Education Code. Notice shall also be provided to the Kaufman ISD Chief of Police

AGREED TO:

By: _____ Mayor, City of Kaufman, TX

Date: _____

By: _____ Chief of Police, City of Kaufman, TX

Date: _____

By: _____ President, Board of Trustees, Kaufman ISD

Date: _____

By: _____ Superintendent, Kaufman ISD

Date: _____

By: _____ Chief of Police, Kaufman ISD

Date: _____



Meeting
Date: 9/25/2023

Date: 09/12/2023

Item #: 16.

Dept.: Finance

Consent Agenda

SUBJECT:

Consider and take appropriate action to update the designation of authorized signatories on City depository accounts to designate the Assistant City Manager as an authorized signer for the City of Kaufman depository accounts.

BACKGROUND:

The bank needs Council action to add Assistant City Manager Rachel Balthrop Mendoza as an authorized signer to the City's depository accounts.

Author:

Mary Wennerstrom, Finance Director

Reviewed:

Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation: Staff recommends adding Rachel Balthrop Mendoza as a designated signer for the City of Kaufman depository accounts.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☐



Meeting
Date: 9/25/2023

Date: 09/05/2023

Item #: 17.

Dept.: Administration

Ordinance

SUBJECT:

Consider and take appropriate action regarding Ordinance O-24-23, an ordinance of the City Council of the City of Kaufman, amending the City of Kaufman Personnel Policies Manual, adopted as Exhibit "A" by Subsection (a) "Adoption of City of Kaufman Personnel Policies Manual" of Section 2.03.001 "Personnel policies manual adopted; repeal of conflicting provisions", of Article 2.03, "Personnel Regulations" of Chapter 2, "Administration and Personnel" of the Code of Ordinances by amending Exhibit "A", to add section 7.09.01 providing for "Tuition Reimbursement" as part of Section 7.0, "Employee Benefits", by amending Section 5.20. "Classification and Compensation Plan", Subsection "E", "Within Grade Steps", to add Subparagraph 5(f) to address maximum steps and to adopt an updated Exhibit "B" to Section 2.03.001, the "City of Kaufman Job Grade Classification, Compensation Plan and Step Schedule"; and providing an effective date.

BACKGROUND:

This item adds the tuition reimbursement and maxed-out employee policies as discussed during the budget process. This will also update and amend the Job Classification Plan to add new job titles as approved in the budget process. Also, all pay ranges have been updated to reflect the new amounts approved in the FY24 Budget and the Step Pay Plan.

Author:

Mike Holder, City Manager

Reviewed:

Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation: Staff recommends approval of Ordinance O-24-23 as presented

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☐

ORDINANCE NO. O-24-23

AN ORDINANCE OF THE CITY OF KAUFMAN, TEXAS AMENDING SUBSECTION (A) "ADOPTION OF PERSONNEL POLICIES MANUAL," OF SECTION 2.03.001 "PERSONNEL POLICIES MANUAL ADOPTED; REPEAL OF CONFLICTING PROVISIONS" OF ARTICLE 2.03 "PERSONNEL REGULATIONS" OF CHAPTER 2 "ADMINISTRATION AND PERSONNEL" OF THE CODE OF ORDINANCES OF THE CITY OF KAUFMAN, TEXAS TO PROVIDE FOR AN AMENDMENT TO EXHIBIT "A", THE "CITY OF KAUFMAN PERSONNEL POLICIES MANUAL" TO SUBSECTION 2.03.001(A), BY ADDING SECTION 7.09.01, "TUITION REIMBURSEMENT" TO SECTION 7.0, "EMPLOYEE BENEFITS" AND BY ADDING SUBSECTION E, "WITHIN GRADE STEPS", SUBPARAGRAPH (5)(F) OF SECTION 5.20 "CLASSIFICATION AND COMPENSATION PLAN" OF THE KAUFMAN PERSONNEL POLICY MANUAL REGARDING EMPLOYEE COMPENSATION, THE TERMS OF SECTION 7.09.01, "TUITION REIMBURSEMENT" AND SUBSECTION 5.20(E)(5)(F) ARE SET FORTH IN EXHIBIT "A-1" TO THIS ORDINANCE; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING FOR CUMULATIVE REPEALER, SAVINGS, AND SEVERABILITY CLAUSES; PROVIDING FOR READINGS AND PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 4.06 of the City of Kaufman Home Rule Charter provides that the City Manager shall prepare personnel rules and the Council may, by ordinance, adopt them without amendment; and

WHEREAS, Section 4.06 further provides that the rules shall provide for the classification of all City positions, based upon duties, authority and responsibility of each position, provision for reclassification of any position and a pay plan for all City positions; and

WHEREAS, Section 2.03.001, entitled "Personnel Policies Manual Adopted; Repeal of Conflicting Provisions", of Article 2.03 "Personnel Regulations", of Chapter 2 "Administration and Personnel" of the Code of Ordinances of the City currently provides for the adoption of the Kaufman Personnel Policies Manual (Subsection 2.03.001(a)) and

WHEREAS, upon review of the existing Personnel Manual, the City Manager determined that an amendment is necessary to add a policy for Tuition Reimbursement to Exhibit "A" the City of Kaufman Personnel Policies Manual. adopted pursuant to Section 2.03.001(a) as Exhibit "A" to Ordinance No. O-27-19 and subsequently amended by the adoption of Ordinance No. O-14-20, Ordinance No. O-44-21, Ordinance No. O-27-22, and Ordinance No. O-36-22 of the City of Kaufman (the "Personnel Policies Manual"; and

WHEREAS, in order to adopt the "Tuition Reimbursement" policy as part of the "Personnel Policies Manual", Exhibit "A" is hereby amended to add section 7.09.01 providing for "Tuition Reimbursement" as part of Section 7.0, "Employee Benefits" as set

forth in Exhibit "A-1" hereto; and

WHEREAS, the City Manager has also reviewed the Job Classification Plan for all City positions which are adopted as Exhibit "B" in Section 2.03.001(b); therefore it is necessary to amend Exhibit "B" to Subsection (b) "Adoption of City Job Grade Classification, Compensation Plan, and Step Schedule" of Section 2.03.001, "Personnel Policies Manual Adopted; Repeal of Conflicting Provisions", of Article 2.03 "Personnel Regulations", of Chapter 2 "Administration and Personnel" of the Code of Ordinances; and

WHEREAS, in order to amend Section 5.20, "Classification and Compensation Plan", Subsection E, "Within Grade Steps", Subparagraph 5(F) as provided in Exhibit "A-1" hereto.

WHEREAS, the City Council having reviewed the proposed amendments to the Personnel Policy Manual, finds that the Personnel Policy Manual should be amended to add Subsection 7.09.01, "Tuition Reimbursement" to Section 7.0 "Employee Benefits" as set forth in its entirety as Exhibit "A" to this should be adopted and incorporated into Exhibit "A" adopted pursuant to Subsection (a) "Adoption of City of Kaufman Personnel Policies Manual" of Section 2.03.001 "Personnel policies manual adopted; repeal of conflicting provisions", of Article 2.03, "Personnel Regulations" of Chapter 2, "Administration and Personnel" of the Code of Ordinances and the amended Personnel Policies Manual shall remain on file in the office of the City Secretary of the City of Kaufman, Texas.

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

Section 1: Incorporation of Premises. That all of the above premises are found to be true and correct and are incorporated into the body of this Ordinance as if copied in their entirety.

Section 2: Amendments.

2.1. That **Exhibit "A"** adopted pursuant to Subsection (a) "Adoption of City of Kaufman Personnel Policies Manual." of Section 2.03.001, "Personnel Policies Manual Adopted; Repeal of Conflicting Provisions", of Article 2.03 "Personnel Regulations", of Chapter 2 "Administration and Personnel" of the Code of Ordinances of the City of Kaufman is hereby amended to add the following:

- (A) Subsection 5.20, "Classification and Compensation Plan", "Tuition Reimbursement" Subsection E, "Within Grade Steps", Subparagraph 5(F) shall be and read in its entirety as set forth in to Exhibit "A-1", hereto and all other provisions of Exhibit "A", adopted pursuant to Article 2.03 of the Code of Ordinances not expressly amended hereby shall remain in full force and effect.
- (B) Subsection 7.09.01, "Tuition Reimbursement" to Section 7.0 "Employee Benefits" to Exhibit "A-1", with Subsection 7.09.01 thereof to be and read in

its entirety as set forth in Exhibit "A-1" to this Ordinance, and all other provisions of Exhibit "A", adopted pursuant to Article 2.03 of the Code of Ordinances not expressly amended hereby shall remain in full force and effect.

2.2. That the City of Kaufman Job Grade Classification, Compensation Plan and Step Schedule, attached hereto and incorporated herein as Exhibit "B" to this Ordinance, amend Exhibit "B" to Subsection (a) "Adoption of City of Kaufman Personnel Policies Manual." of Section 2.03.001, "Personnel Policies Manual Adopted; Repeal of Conflicting Provisions", of Article 2.03 "Personnel Regulations", of Chapter 2 "Administration and Personnel" of the Code of Ordinances and is hereby adopted and shall be incorporated by reference as if written entirely into Subsection 2.03.001(a) "Adoption of City of Kaufman Personnel Policies Manual." of Section 2.03.001, "Personnel Policies Manual Adopted; Repeal of Conflicting Provisions", of Article 2.03 "Personnel Regulations", of Chapter 2 "Administration and Personnel" of the Code of Ordinances of the City of Kaufman and shall remain on file in the Office of the City Secretary of the City of Kaufman, Texas.

Section 3. Cumulative Repealer. This Ordinance shall be cumulative of all other Ordinances of the City of Kaufman and shall not repeal any of the provisions of such Ordinances except for those instances where there are direct conflicts with the provisions of this Ordinance. Ordinances or parts thereof in force at the time this Ordinance shall take effect and that are inconsistent with this Ordinance are hereby repealed to the extent that they are inconsistent with this Ordinance. Provided; however, that any complaint, action, claim or lawsuit which has been initiated or has arisen under or pursuant to such Ordinance on the date of adoption of this Ordinance is saved and shall continue to be governed by the provisions of that Ordinance and for that purpose the Ordinance shall remain in full force and effect.

Section 4. Severability. If any section, article, paragraph, sentence, clause, phrase or word in this Ordinance or application thereof to any person or circumstance is held invalid or unconstitutional by a Court of competent jurisdiction, such holdings shall not affect the validity of the remaining portions of this Ordinance, and the City Council hereby declares it would have passed such remaining portions of this Ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

Section 5. Readings and Publication. In accordance with the City Charter, this Ordinance has been read at a City Council meeting properly noticed and open to the public as required by law. The City Secretary of the City of Kaufman is hereby directed to publish the Caption of this Ordinance or to publish this Ordinance or a summary as required by state law and Charter.

Section 6. Effective Date. That this Ordinance shall become effective on and after its passage and adoption.

PASSED AND APPROVED this 25th day of September, 2023.

JEFF JORDAN
MAYOR

ATTEST:

JESSIE HANKS
CITY SECRETARY

APPROVED AS TO FORM:

PATRICIA A. ADAMS
CITY ATTORNEY

EXHIBIT A-1
CITY OF KAUFMAN PERSONNEL POLICY MANUAL

Section 5.20, Classification and Compensation Plan

E. “Within Grade Steps”

...

5. ...

f. Each year after an employee reaches the maximum step of the employee’s current position grade, the employee will receive the equivalent of an additional step on their anniversary date, subject to their satisfactory performance.”

Section 7.0, Employee Benefits:

“Section 7.09. Education and Training

...

Section 7.09.01. Tuition Reimbursement.

Tuition Reimbursement

This policy is designed to encourage and assist eligible employees to obtain a higher level of education with reimbursement from the City of Kaufman (the “City”), per this policy. The availability of the tuition reimbursement program is subject to funding approved each Fiscal Year by the City Council and will be established annually as part of the budget process, based on anticipated employee participation.

To be eligible for consideration of tuition reimbursement, an individual must be a regular full-time employee and have completed probation with the City prior to application approval. In cases where an employee is currently under a designated Performance Improvement Plan (PIP) for a disciplinary matter or for performance improvement issues, the employee will not be eligible for tuition assistance while on the PIP. To retain eligibility for assistance, an employee must remain an active full-time employee in good standing from the time of application to the time the course is completed.

Courses offered by accredited colleges, universities, business institutes, or trade schools are eligible for tuition assistance if they are:

1. required by a degree plan which is related to a city career field, or
2. required by a business institute or trade school which is related to a city career field.

The institution must be accredited by an appropriate accrediting agency.

Educational Degree Plan Approval Process

Only those full-time employees with an approved degree plan will be considered for tuition reimbursement. To be eligible, full-time employees must provide the Human Resources Department with evidence of an approved degree plan (or comparable documentation) in a course area intended to broaden their knowledge of their current position, or to prepare them for possible assumption of new job responsibilities within the City. The approved degree plan will be kept in the employee's personnel file in Human Resources.

Any changes to a degree plan must be submitted to Human Resources and approved prior to registration.

Tuition reimbursement will be distributed on a first-come, first-served basis, limited to funds approved in the budget.

An employee will be eligible for tuition assistance for only one Associate's degree, one undergraduate Bachelor's degree, and one Master's degree.

Tuition Reimbursement Registration Form

A completed Tuition Reimbursement Registration Form must be approved by employee's Department Director and submitted to the Human Resources Department for approval no later than fourteen (14) calendar days prior to scheduled course registration.

Employees will be responsible for scheduling classes that are taken as a part of the tuition reimbursement program so that they do not conflict with their work schedule.

Reimbursement Program Procedures

The full-time employee will pay all costs. At the end of the semester, the full-time employee shall submit legible copies of the following to the Human Resources Department within 30 days for reimbursement:

- Institution's invoice or a statement indicating fees charged and the amount paid (the invoice must contain the school's name and address).
- Institution's grade card/transcript with the applicant's name, course name(s) and grade(s) for the semester.
- Completed and executed Tuition Reimbursement Form.

All receipts are due within sixty (60) days of the end of the school term. Copies of cancelled checks and credit card receipts will not be accepted.

Costs of the course and related technology and lab fees shall be eligible for reimbursement, after approval by the employee's Department Director and the Human Resources Coordinator. The City will reimburse an employee up to a maximum reimbursement of \$3,000 per fiscal year.

Tuition reimbursement will be paid only once for each approved course. The city will not provide reimbursement for repeated courses or courses for which tuition reimbursement

has already been received.

Reimbursement will be provided when a grade of "C" or above is achieved in college undergraduate courses and grade of a "B" in Masters' courses. If course grades are not assigned (i.e., Pass/Fail system), a certificate of completion stating "PASS" will serve as proof of course completion. Original official grade reports and transcripts are the only acceptable documentation of course completion for college earned credit courses. Copies will be made, and original grade reports and transcripts will be returned.

Tuition Reimbursement Service Agreement

Employees requesting tuition reimbursement will be asked to sign a Tuition Reimbursement Service Agreement (the "Agreement"). The terms of the agreement stipulate that employees who terminate from the City within 12 months after completing a course for which reimbursement was received will pay back all reimbursements received during the 12-month period prior to termination. Employees who terminate from the City within 24 months after completing a reimbursed course will pay back a pro-rated amount, as calculated and detailed in the Agreement.

As a recipient of Tuition Reimbursement, and as approved in the Agreement, the employee authorizes the city to deduct the balance owed for reimbursement monies from his/her paycheck or any other final payments due to the employee. The employee understands that if sufficient funds are not available to satisfy the reimbursement monies owed to the City, the employee will pay the balance owed to the City by cash or money order within 30 days of the date of the final paycheck.

If an employee resigns or is terminated, except for a reduction in force, prior to course completion, the City shall not be obligated to reimburse any part of the expense. Employees terminated due to a reduction in force shall not be required to repay reimbursement monies.

If an employee sustains a Bona fide, on the job related injury or is injured while on military active duty and must involuntarily leave employment (including a disability retirement with TMRS due to injury or illness) during the timeframes outlined above, a waiver would be given for any reimbursement monies the employee would otherwise be obligated to pay back to the city."

EXHIBIT “B
JOB GRADE CLASSIFICATION, COMPENSATION PLAN AND STEP SCHEDULE”

CITY OF KAUFMAN
JOB CLASSIFICATION PLAN (GRADE ORDER)
FISCAL YEAR 2024
Effective 10/01/2023

GRADE	ANNUAL SALARY RANGE			TITLE
	MINIMUM	MID-POINT	MAXIMUM	
11	33072	36888	41976	Maintenance Technician - Public Works
12	33072	38160	43248	Civic Center/Event Coordinator Equipment Operator - Public Works Municipal Court Clerk Permit Technician Customer Relations Clerk Utility Billing Clerk
13	33390	41022	55014	Administrative Assistant Animal Services Officer Asst Wastewater Plant Operator Community Compliance Officer Finance Technician Planning Technician Public Service Officer
14	44100	56700	71190	Reserve for future use

GRADE	ANNUAL SALARY RANGE			TITLE
	MINIMUM	MID-POINT	MAXIMUM	
15	46725	59325	74445	Accountant Building Inspector Chief Wastewater Plant Operator Construction Inspector Human Resources Coordinator Marketing and Community Relations Planner Superintendent - Public Works
16	52920	63630	76230	Fire Fighter Driver Police Officer
16B	49875			Police Training
16C	47250			Police Cadet
17	56100	67116	80376	Police Sergeant Fire Lieutenant/Fire Marshal
18	61200	73440	88740	Building Official Finance Manager Fire Captain Planning Manager Police Captain
19	71400	89760	114240	City Secretary Director of Development Services Director of Economic Development Director of Finance Director of Public Works Fire Chief Police Chief
20	76500	100980	129540	Assistant City Manager

GRADE	FY 2024 STRUCTURED PAY PLAN													
	1	2	3	4	5	6	7	8	9	10	11	12	13	14
11	33072	34344	35616	36888	38160	39432	40704	41976						
12	33072	34344	35616	36888	38160	39432	40704	41976	43248					
13	33390	34662	35934	37206	38478	39750	41022	42294	44838	47382	49926	52470	55014	
14	44100	46620	49140	51660	54180	56700	59220	61740	64890	68040	71190			
15	46725	49245	51765	54285	56805	59325	61845	64995	68145	71295	74445			
16	52920	55440	57960	60480	63630	66780	69930	73080	76230					
16B	47250													
16C	49875													
17	56100	58548	60996	64056	67116	70176	73236	76296	80376					
18	61200	64260	67320	70380	73440	76500	80580	84660	88740					
19	71400	74460	77520	81600	85680	89760	93840	97920	102000	106080	110160	114240		
20	76500	80580	84660	88740	92820	96900	100980	105060	109140	113220	117300	121380	125460	129540



Meeting
Date: 9/25/2023

Date: 09/08/2023

Item #: 18.

Dept.: Development
Services

Consent Agenda

SUBJECT:

Consider and take appropriate action on the **Final Plat of Five Points Addition Phase 1B, Block B, Lot 1**, being a tract of land containing 8.403 acres, situated in the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman County, Texas (Property ID 54862). The property is zoned Planned Development-22 ("PD-22") and is generally located on the northwest side of S. Washington St. at Five Points Dr. The final plat is for 1 multi-family residential lot. (Case No. FP-12-23)

BACKGROUND:

See the attached September 5, 2023 Planning and Zoning Commission Report and attachments.

Author:

Reviewed:

Andrew Bogda, Director of Development Services Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation: On September 5, 2023, the Planning and Zoning Commission recommended approval, by a vote of 6-0, of the Final Plat of Lot 1 of Block B of Five Points Addition, Phase 1B.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☒	☐	☒	☐



Planning and Zoning Commission Report

Meeting Date: September 5, 2023

SUBJECT: Consider and make a recommendation to City Council on the **Final Plat of Five Points Addition Phase 1B, Block B, Lot 1**, being a tract of land containing 8.403 acres, situated in the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman County, Texas (Property ID 54862). The property is zoned Planned Development-22 ("PD-22") and is generally located on the northwest side of S. Washington St. at Five Points Dr. The final plat is for 1 multi-family residential lot. (Case No. FP-12-23)

BACKGROUND/SUMMARY:

The subject property is located on the northwest side of S. Washington St. at Five Points Dr. It includes 8.403 acres for the development of The Rivers at Five Points, a 180-unit multi-family residential development. This represents the first phase of development of the 99.5-acre Five Points mixed-use development, which received Planned Development zoning approval and preliminary plat approval in 2022. In February 2023, the site plan for The Rivers at Five Points and the final plat for the right-of-way for the spine road (Five Points Dr. and Roundup Dr.) were approved. The associated civil construction plans have been approved, the facilities agreement has been approved, and the construction on the public infrastructure associated with the spine road has commenced (grading, streets, utilities, drainage, etc.).

The final plat includes a 26' fire lane and access easement that provides full circulation and emergency access through the property, as well as a small water easement in the southeast corner of the property. The remainder of the easements for water, drainage, and detention have already been dedicated by separate instrument and their locations are indicated on the plat. A 30' building setback is provided along Five Points Dr. and S. Washington St., while a 15' building setback is provided along the east property line.

The final plat conforms to the approved preliminary plat of the Five Points Addition and the approved site plan for The Rivers at Five Points multi-family residential development.

THOROUGHFARE PLAN:

The subject property is located on the northwest side of S. Washington St., which is classified as a major arterial (Type A; 4 – 6 lanes), with an ultimate right-of-way of 120'. The necessary rights-of-way already exists for S. Washington St. Five Points Dr. is not identified on the Thoroughfare Plan, but will function as a minor collector (Type D; 2-3 lanes) with a right-of-way of 60'; the right-of-way for this street has already been platted.

RECOMMENDATION:

Staff recommends approval of the Final Plat of Lot 1 of Block B of Five Points Addition Phase 1B.

ATTACHMENTS:

1. Location Map
2. Land Study of Five Points Addition
3. Phasing Plan of Five Points Addition
4. Preliminary Plat of Five Points Addition (Sheet 3 of 4)
5. Site Plan of The Rivers at Five Points
6. Final Plat of Five Points Addition Phase 1B, Block B, Lot 1

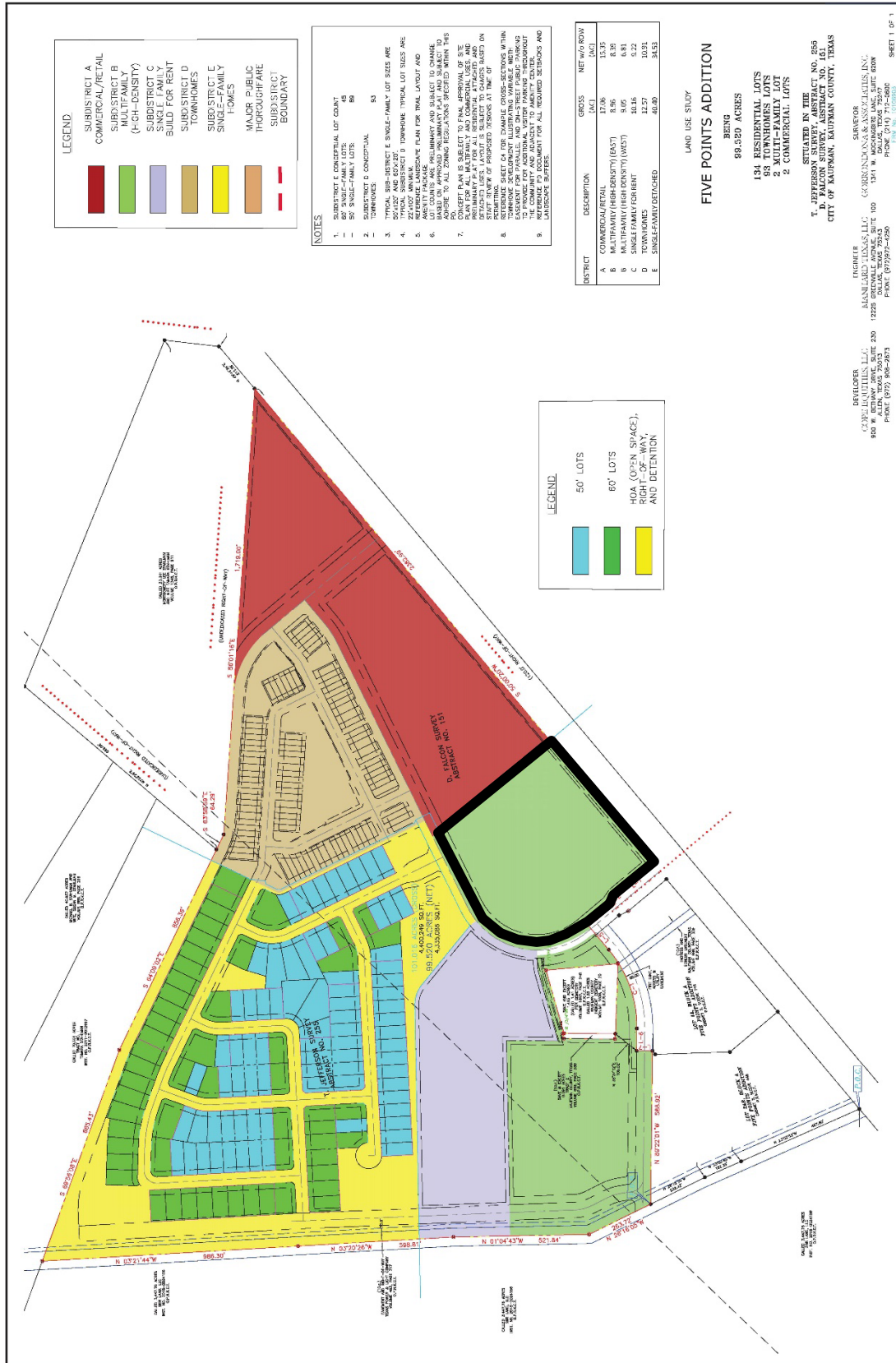
Andrew Bogda, AICP
Director of Development Services
972-932-2216 ext. 117
abogda@kaufmantx.org

Location Map

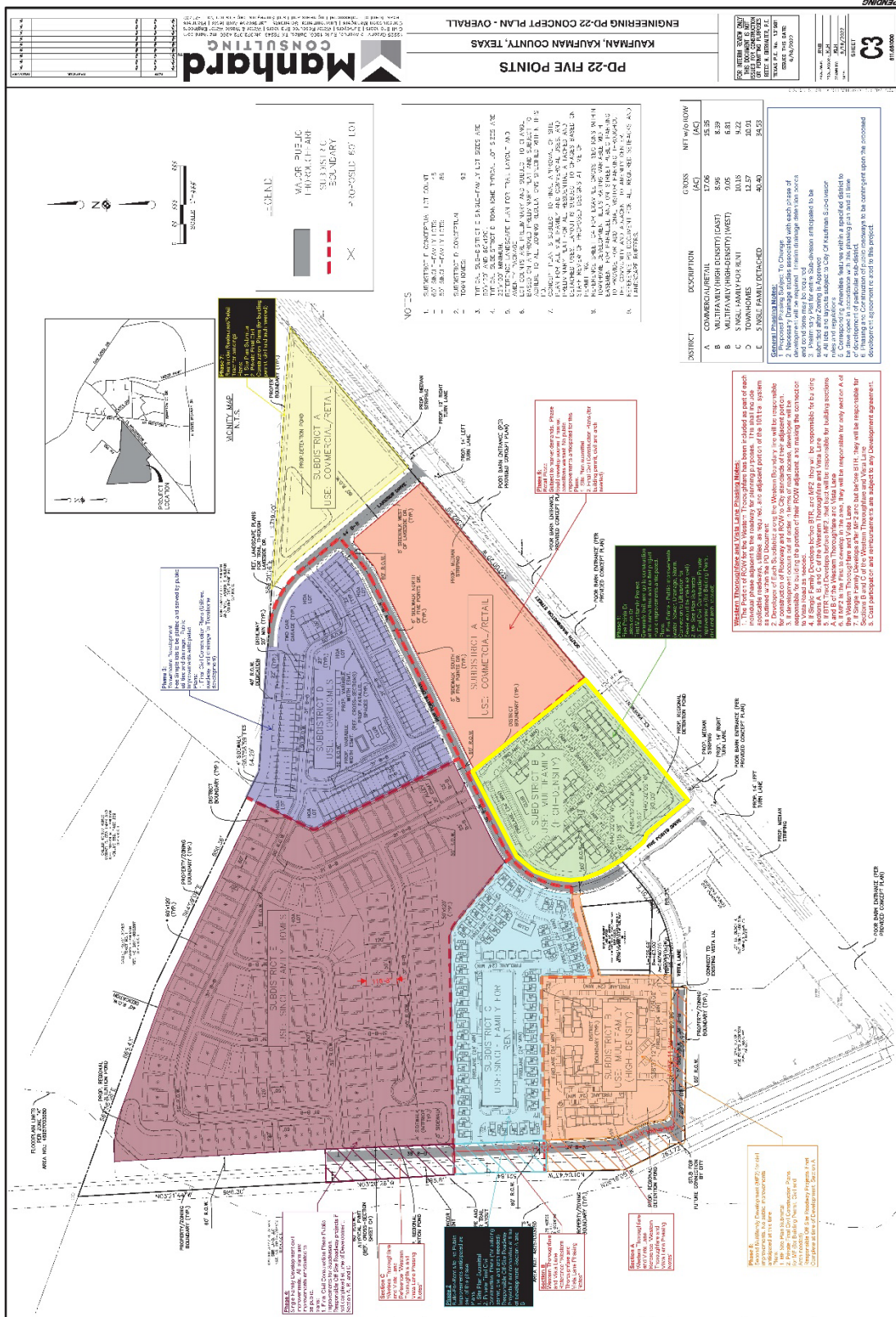
The Rivers at Five Points



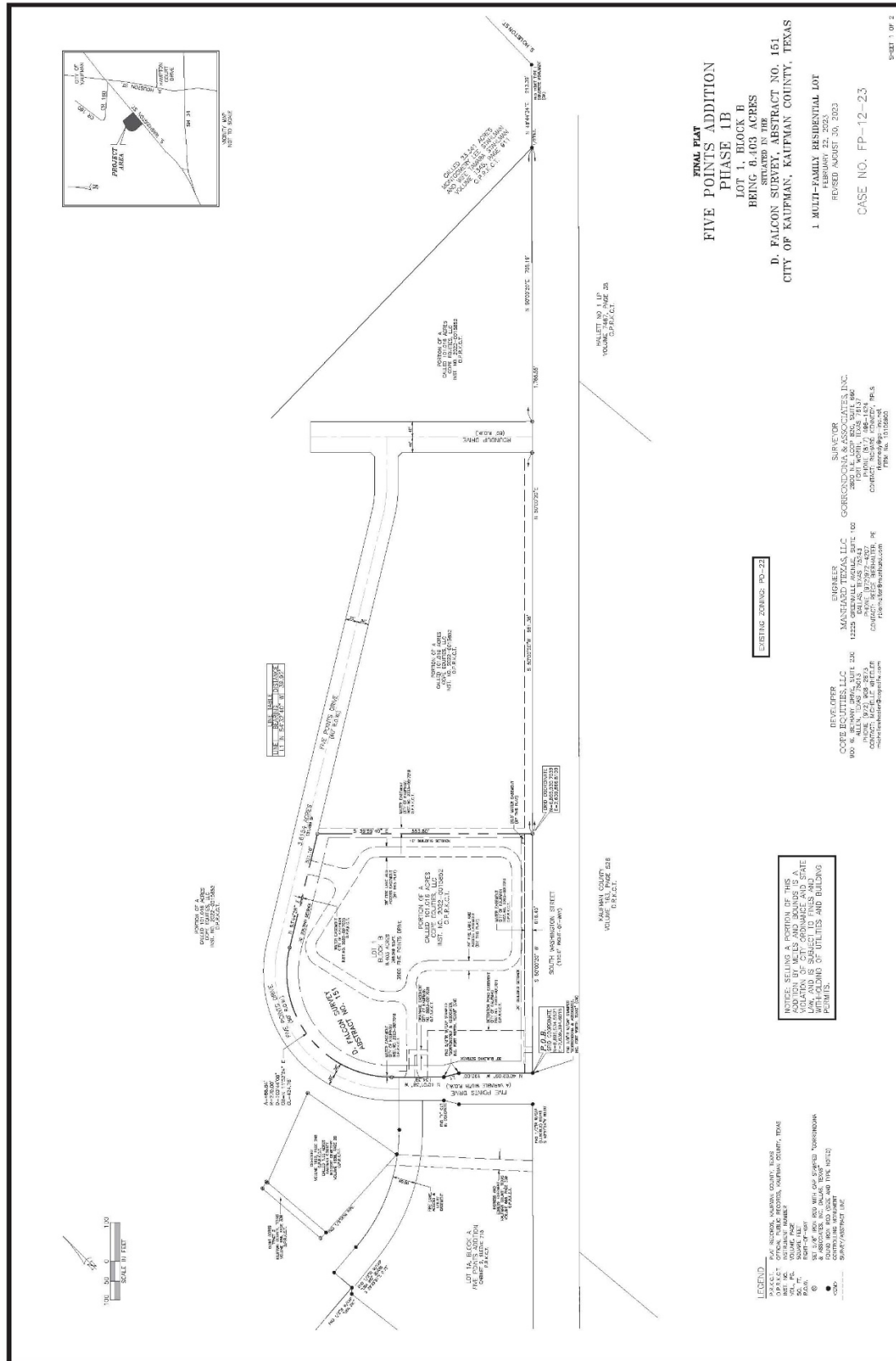
Land Study of Five Points Addition



Phasing Plan of Five Points Addition



[illegible]



g:\development services\planning & zoning\p&z reports\2023 pz reports\fp-12-23 the rivers at five points 09-05-23\fp-12-23 pzs the rivers at five points.docx

THE G

CASE NO. FP-12-2



Meeting
Date: 9/25/2023

Date: 09/05/2023

Item #: 19.

Dept.: Administration

Resolution

SUBJECT:

Conduct a public hearing and consider and take appropriate action on Resolution R-29-23, a Resolution of the City Council of the City of Kaufman, Texas, approving an update to the City's 5-year Capital Improvement Plan.

BACKGROUND:

Author:

Reviewed:

Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation:

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☐

RESOLUTION NO. R-29-23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KAUFMAN, TEXAS APPROVING THE CITY'S UPDATED CAPITAL IMPROVEMENTS PLAN FOR FISCAL YEARS 2024 THROUGH 2028; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, in accordance with Chapter 395 of the Texas Local Government Code, as amended, the City Council of the City of Kaufman adopted land use assumptions, capital improvement plans, and established impact fees for fiscal years 2024-2028; and

WHEREAS, the City Council now desires to update the Capital Improvements Plan; and

WHEREAS, the City Council has investigated and determined that the City has fully complied with Chapter 395, Tex. Loc. Government Code ("Code"), concerning the publication of notices, adoption, promulgation, and methodology necessary to amend a Capital Improvements Plan establishing impact fees; and

WHEREAS, the City has set a public hearing to discuss and review the updated Capital Improvements Plan; and

WHEREAS, on or before the date of the first publication of the notice of the hearing, the updated Capital Improvements Plan was made available to the public; and

WHEREAS, the City Council held a public hearing to discuss the amendments to the Capital Improvements Plan; and

WHEREAS, the City Council has further investigated and determined and hereby finds that it is in the best interests of the citizens of Kaufman to adopt such amendments to the Capital Improvements Plan.

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

SECTION 1. The above and foregoing premises are true and correct and are incorporated herein and made a part hereof for all purposes.

SECTION 2. The City Council hereby approves the updated Fiscal Year 2024-2028 City of Kaufman Capital Improvements Plan, attached hereto and incorporated as if set forth fully herein as Exhibit "A".

SECTION 3. If any section, subsection, clause, phrase, or provision of this Resolution, or any application thereof to any person or circumstance, shall to any extent be held by a court of competent jurisdiction to be invalid, void, or unconstitutional, the

remaining sections, subsections, clauses, phrases and provisions of this Resolution, or any application thereof to any person or circumstance, shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

SECTION 4. This Resolution shall become effective immediately upon its passage and adoption in accordance with state law and Charter.

PASSED AND APPROVED this 25th day of September, 2023.

JEFF JORDAN
MAYOR

ATTEST:

JESSIE HANKS
CITY SECRETARY

APPROVED AS TO LEGAL FORM:

PATRICIA A. ADAMS
CITY ATTORNEY

Exhibit A
FY 2024-2028 City of Kaufman Capital Improvements Plan

5-YEAR CAPITAL IMPROVEMENT PROGRAM											
PROJECT	PRELIMINARY COST	2024	FUNDING SOURCE	2025	FUNDING SOURCE	2026	FUNDING SOURCE	2027	FUNDING SOURCE	2028	FUNDING SOURCE
STREET OVERLAY/REHAB (SALES TAX)											
E. FIRST NORTH, EAST SECTION	\$ 945,000	\$ 945,000	4								
E. SOUTH	\$ 48,000										
S. CLAY	\$ 90,000										
2ND STREET	\$ 48,000										
4TH STREET	\$ 40,000										
W. SIXTH ST	\$ 62,000										
S. JACKSON ST PHASE 2	\$ 90,000										
W. MULBERRY	\$ 30,000										
HAMPTON CT	\$ 40,000										
W 1ST NORTH	\$ 62,000										
E. FIRST	\$ 24,000										
GROVE	\$ 449,000										
CRESTVIEW & ROYAL	\$ 6,400,000	\$ 3,457,500	17	\$ 2,942,500	17						
S. DALLAS (MULBERRY TO 9TH)	\$ 186,000	\$ 186,000	4								
DRAINAGE IMPROVEMENTS											
PARK STREET	\$ 1,250,000			\$ 250,000		\$1,000,000					
PHILLIPS STREET	\$ 1,500,000	\$ 750,000	17	\$ 750,000	17						
HOUSTON ST WIDENING	\$ 2,000,000			\$ 800,000	7	\$1,200,000	9				
10th/Clay/Austin	\$ 4,723,240	\$ 2,361,620	16/17	\$ 2,361,620	16/17						
WATER IMPROVEMENTS											
EXISTING WATER TOWER REHAB x 2	\$ 1,000,000	\$ 594,000	11/12								
34 BYPASS ELEVATED WATER TOWER	\$ 1,870,000							\$ 500,000	9	\$1,370,000	9
HWY 175 WATERLINE	\$ 50,000			\$ 50,000	18						
SEWER IMPROVEMENTS											
LIFT STATIONS/GENERATORS	\$ 1,447,905	\$ 361,975	19/17	\$ 1,085,930	19/17						
WWTP IMPROVEMENTS											
ADD COVER OVER FILTER	\$ 45,000										
SLUDGE HOLDING PUMP TO SLUDGE BEDS	\$ 58,000										
SLUDGE BED REHAB	\$ 55,000										
SLUDGE HOLDING COARSE BUBBLE AERATION	\$ 195,000										
WWTP IMPROVEMENTS 2A	\$ 2,055,000										
WWTP IMPROVEMENTS 2B	\$ 15,000,000									\$7,500,000	
WWTP IMPROVEMENTS 3A	\$ 15,000,000										
FACILITIES											
FIRE STATION REMODEL	\$ 4,000,000									\$4,000,000	
PUBLIC WORKS	\$ 8,000,000									\$8,000,000	
PARKS											
HIKE/BIKE TRAIL	\$ 500,000	\$ 500,000	10/5/6								
TOWNS PROPERTY DEMO	\$ 75,000			\$ 75,000							
KINGSFORT PARK	\$ 2,150,000	\$ 500,000	6	\$ 750,000	6	\$750,000	6/15				
CITY LAKES PARK	\$ 1,500,000	\$ 700,000	20	\$ 800,000	20						
DEVELOPMENT PROJECTS											
NORTHEAST UTILITY PROJECT (\$3,859,152)											
WATER	\$ 1,849,080	\$ 318,595	17	\$ 400,000	17						
SEWER	\$ 81,405	\$ 81,405	17								
ROAD IMPROVEMENTS	\$ 1,862,000					\$1,862,000					
SIGNAL	\$ 66,667					\$66,667					
FREEMAN FARM (\$268,000)											
FREEMAN FARM THOROUGHFARE	\$ 100,000	\$ 100,000	15								
FREEMAN FARM WATER LINE UPSIZE	\$ 168,000	\$ 168,000	14								
TOTAL	\$ 89,150,757	\$ 11,024,095		\$ 10,265,050		\$4,878,667					

5-YEAR CAPITAL IMPROVEMENT PROGRAM											
PROJECT	PRELIMINARY COST	2024	FUNDING SOURCE	2025	FUNDING SOURCE	2026	FUNDING SOURCE	2027	FUNDING SOURCE	2028	FUNDING SOURCE
AVAILABLE FUNDS											
FUNDING SOURCES:											
1-2018 CO (WWTP)	\$ 117,910										
2-2020 CO	\$ 133,372										
3-TxDOT OVERRUN REIMBURSEMENT	\$ 814,000										
4-STREET MAINT SALES TAX (5 year revenue forecast)	\$ 3,452,230										
5-TPWD PARK GRANT x2	\$ 1,500,000										
6-PID PARK Dev. Contribution (JWS - Kingsfort Park)	\$ 1,470,750										
7-PARK DEDICATION FUNDS	\$ 924,000										
8-COUNTY ROAD BOND PROCEEDS	\$ 800,000										
9-TIRZ #2 REIMBURSEMENT	\$ 19,192,865										
10-2022 CO (PARK IMPROVEMENTS)	\$ 2,737,572										
11-CDBG (WATER TOWER IMPROVEMENTS)	\$ 339,630										
12-WATER FUND FB	\$ 1,905,253										
13-GENERAL FUND FB	\$ 3,114,153										
14-WATER IMPACT FEES	\$ 513,885										
15-STREET IMPACT FEES	1,267,317										
16-FEMA DRAINAGE GRANT	\$ 4,250,918										
17-2023 C.O. (STREETS, UTILITIES, STORM DRAINAGE)	\$ 9,400,000										
18-Utility Fund Capital Fund (new FY2024)	\$ 50,000										
19-FEMA LIFT STATION & GENERATORS GRANT	\$ 1,303,115										
20-INCLUSIVE PARK SPONSORSHIPS & DONATIONS	\$ 150,321										
TOTAL	\$ 53,437,292										



Meeting
Date: 9/25/2023

Date: 09/05/2023

Item #: 20.

Dept.: Administration

Resolution

SUBJECT:

Conduct a Public Hearing on the advisability of Public Improvements and Creation of the Kaufman Public Improvement District No. 4 ("PID No. 4") within the City of Kaufman, pursuant to Chapter 372 of the Texas Local Government Code on an approximate 106.417 acres of land which is generally located at the south side of SH 243 at Ola Road and identified as the Highland Meadows development and located within the corporate limits of the City of Kaufman, and Consider and take appropriate action on Resolution R-30-23 creating PID No. 4 pursuant to a by petition filed by Kaufman One WW, LLC, a Texas limited liability company requesting creation of PID No. 4; and providing an effective date. (Highland Meadows)

BACKGROUND:

On August 8, 2023, staff received a petition for the creation of a Public Improvement District for the Highland Meadows Development. At the August 21 Regular City Council meeting, the Council set up a public hearing for the petition for the September 25 Regular City Council meeting. This property is an approximate 106.4-acre tract of land generally located on the south side of SH 243 at Ola Road and is identified as the Highland Meadows Development. This development is a single-family residential development of approximately 435 lots.

Author:
Mike Holder, City Manager

Reviewed:
Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation: Staff recommend approval of Resolution R-30-23 creating PID No. 4.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☐

RESOLUTION NO. R-30-23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KAUFMAN, TEXAS, AUTHORIZING AND CREATING A PUBLIC IMPROVEMENT DISTRICT IN ACCORDANCE WITH CHAPTER 372 OF THE TEXAS LOCAL GOVERNMENT CODE (CITY OF KAUFMAN PUBLIC IMPROVEMENT DISTRICT NO. 4); PROVIDING FOR RELATED MATTERS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Kaufman, Texas (the "*City*"), is authorized under Chapter 372 of the Texas Local Government Code, as amended (the "*Act*"), to create a public improvement district ("*PID*") within its corporate limits; and

WHEREAS, the City received a petition from the owner of approximately 106.417 acres within the corporate limits of the City (the "*Petitioner*"), submitted and filed with the City Secretary of the City a petition (the "*Petition*") requesting the establishment of a PID (the "*District*") within the corporate limits of the City, such District to include the property described by metes and bounds in Exhibit "A" and depicted in Exhibit "B" (the "*Property*"), each attached hereto and incorporated herein for all purposes; and

WHEREAS, the City Council of the City (the "*City Council*") received the Petition which was signed by the owners of more than 50% of the appraised value of the taxable real property liable for assessment and the record owners of more than 50% of the area of all taxable real property within the District that is liable for assessment, and as such, the Petition complies with the Act; and

WHEREAS, on August 21, 2023, the City Council accepted the Petition and called a public hearing for September 25, 2023, on the creation of the District and the advisability of the improvements; and

WHEREAS, notice of the hearing was published in a newspaper of general circulation in the City in which the District is to be located on September 7, 2023; and,

WHEREAS, on September 7, 2023, notice to the owners of property within the proposed District was sent by first-class mail to the owners of 100% of the property subject to assessment under the proposed District containing the information required by the Act such that such owners had actual knowledge of the public hearing to be held on September 25, 2023; and

WHEREAS, on September 25, 2023, the City Council held such public hearing on the creation of the District and heard any comments or objection thereto;

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

SECTION 1. That the findings set forth in the recitals of this Resolution are found to be true and correct.

SECTION 2. That the Petition submitted to the City by the Petitioner was filed with the City Secretary and complies with the Act.

SECTION 3. That pursuant to the requirements of the Act, including, without limitation, Sections 372.006, 372.009(a), and 372.009(b), the City Council, after considering the Petition and any evidence and testimony presented at the public hearing on September 25, 2023, hereby finds and declares:

- (a) *Advisability of the Proposed Improvements.* It is advisable to create the District to provide the Authorized Improvements (as described below). The Authorized Improvements are feasible and desirable and will promote the interests of the City and will confer a special benefit on the Property.
- (b) *General Nature of the Authorized Improvements.* The general nature of the proposed public improvements (collectively, the "Authorized Improvements"): (i) street and roadway improvements, including related sidewalks, drainage, utility relocation, signalization, landscaping, lighting, signage, off-street parking and right-of-way; (ii) establishment or improvement of parks and open space, together with the design, construction and maintenance of any ancillary structures, features or amenities such as trails, playgrounds, walkways, lighting and any similar items located therein; (iii) sidewalks and landscaping, including entry monuments and features, fountains, lighting and signage; (iv) acquisition, construction and improvement of water, wastewater and drainage improvements and facilities (v) projects similar to those listed in subsections (i) - (iv) above authorized by the Act, including similar off-site projects that provide a benefit to the property within the District; (vi) special supplemental services for improvement and promotion of the District as approved by the City; (vii) payment of costs associated with operating and maintaining the public improvements listed in subparagraphs (i) - (vi) above; and (viii) payment of costs associated with developing and financing the public improvements listed in subparagraphs (i) - (vi) above, and costs of establishing, administering and operating the District. These Authorized Improvements shall promote the interests of the City and confer a special benefit upon the Property.
- (c) *Estimated Costs of the Authorized Improvements and Apportionment of Costs.* The estimated cost to design, acquire, and construct the Authorized Improvements, together with bond issuance costs, eligible legal and financial fees, eligible credit enhancement costs, and eligible costs incurred in the establishment, administration, and operation of the PID is \$25,000,000 plus the annual cost of operation and maintenance and supplemental services, if any. The City will pay no costs of the Authorized Improvements or operation and maintenance costs from funds other than assessments levied on property within the PID. The remaining costs of the proposed improvements will be paid from sources other than those described above.

- (d) *Boundaries of the District.* Approximately 106.417 acres of land within the City of Kaufman, Texas. Said property being generally located at the south side of SH 243 at Ola Road and is identified as the Highland Meadows Development. A metes and bounds description is available from the City Secretary at Kaufman City Hall, 209 South Washington, Kaufman, Texas 75142. The boundaries of the District are set forth in Exhibits “A” and “B” attached hereto.
- (e) *Proposed Method of Assessment:* The City shall levy assessments on each parcel within the PID in a manner that results in the imposition of an equal share of the costs of the Authorized Improvements on property similarly benefitted by such Authorized Improvements. The proposed method of assessment shall be based upon (i) an equal apportionment per lot, per front foot, or per square foot of property benefiting from the Authorized Improvements, as determined by the City, (ii) the ad valorem taxable value of the property benefiting from the Authorized Improvements, with or without regard to improvements on the property, or (iii) in any manner that results in imposing equal shares of the cost on property similarly benefitted.
- (f) *Proposed Apportionment of Costs Between the City and the District:* The City will not be obligated to provide any funds to finance the Authorized Improvements. All of the costs of the Authorized Improvements will be paid from assessments levied on properties in the District and from other sources of funds available to the Petitioners.
- (g) *Management of the District.* The District shall be managed by the City, with the assistance of a consultant, who shall, from time to time, advise the City regarding certain operations of the District.
- (h) *Advisory Board.* The District shall be managed without the creation of an advisory body.

SECTION 4. That a Public Improvement District to be known as “**City of Kaufman Public Improvement District No. 4**” is hereby authorized and created as a public improvement district under the Act in accordance with the findings of the City Council as to the advisability of the Authorized Improvements contained in this Resolution, the nature and the estimated costs of the Authorized Improvements, the boundaries of the District, the method of assessment and the apportionment of costs as described herein; and the conclusion that the District is needed to fund such Authorized Improvements.

SECTION 5. That notice of this Resolution authorizing the District shall be given by publishing such notice once in a newspaper of general circulation in the City in

which the District is to be located. Effective upon the publication of such notice, the District shall be established.

SECTION 6. That City staff is directed to cause to be prepared a Service and Assessment Plan for the District and to present it to the City Council for review and approval.

SECTION 7. That this Resolution shall take effect immediately from and after its passage and publication as required by law.

DULY RESOLVED by the City Council of the City of Kaufman, Texas, on the _____ day of _____, 2023.

Jeff Jordan
Mayor

ATTEST:

Jessie Hanks
City Secretary

APPROVED AS TO FORM:

Patricia A. Adams, City Attorney

STATE OF TEXAS §

COUNTY OF KAUFMAN §

Before me, the undersigned authority, on this day personally appeared Jeff Jordan, Mayor of the City of Kaufman, Texas, known to me to be such persons who signed the above and acknowledged to me that such persons executed the above and foregoing Ordinance in my presence for the purposes stated therein.

Given under my hand and seal of office this
_____.

Notary Public, State of Texas

[NOTARY STAMP]

EXHIBIT A

Property Description

EXHIBIT A

Metes and Bounds Description

106.417 Acres
Thomas Beedy Survey, Abstract No. 21
Kaufman County, Texas

BEING a tract or parcel of land situated in the Thomas Beedy Survey, Abstract No. 21, Kaufman County, Texas, being part of a called 17.084 acre tract of land described in Warranty Deed to Eugen M. Walther and Gayle Howell as recorded in Volume 558, Page 313, Deed Records of Kaufman County, Texas, (D.R.K.C.T.), and part of a called 15.00 acre tract described in Warranty Deed to Eugen M. Walther and Gayle Howell as recorded in Volume 547, Page 519, D.R.K.C.T., a called 78.821 acre tract described in General Warranty Deed to Kaufman WW One, LLC, as recorded in Volume 7853, Page 589, D.R.K.C.T., and a called 0.491-acre tract described in Special Warranty Deed to Kaufman WW One, LLC, as recorded in Volume 8069, Page 225, D.R.K.C.T., and being more particularly described by metes and bounds to follow;

BEGINNING at a found 3/4-inch iron pipe for the most southerly corner of said Walther 15.00 acre tract and for the southwesterly corner of said Walther 17.084 acre tract, and the southeast corner of a called 6.728 acre tract described in a Warranty Deed to Kaufman County Electric Coop as recorded in Volume 605, Page 364, D.R.K.C.T., and bring in the northeasterly line of a called 23.656 acre tract described in Special Warranty Deed to Trinity Valley Electric Cooperative, Inc. as recorded in Volume 1984, Page 617, D.R.K.C.T.;

THENCE North 11°56'26" East with the west line of said 17.084-acre tract and the east line of said Kaufman County Electric tract, a distance of 483.07 feet to a 3/8-inch iron rod with orange plastic cap stamped "5244" for the southwest corner of a called 2.00-acre tract described in Warranty Deed to Eugene M. Walther and Carol Ann Walther as recorded in Volume 4007, Page 256, D.R.K.C.T.;

THENCE South 85°58'46" East with the south line of said Walther 2.00-acre tract, a distance of 453.80 feet to a 3/8-inch iron rod with orange plastic cap stamped "5244" found for the southeast corner of said Walther 2.00-acre tract;

THENCE North 11°08'58" West with the east line of said Walther tract and a called 2.02 acre tract described in a Warranty Deed to Roy W. Ferrell as recorded in Volume 645, Page 45, D.R.K.C.T., a distance of 517.18 feet to a point for the northeast corner of said Ferrell tract and in the south right-of-way line of State Farm to Market Highway 243 (FM. 243 - a variable width right-of-way), from which a found 3/8-inch iron rod with orange plastic cap stamped "5411" bears South 82°25' West, a distance of 9.6 feet.

THENCE South 86°09'59" East with the north line of said 17.084-acre tract and the south right-of-way line of FM. 243 a distance of 474.13 feet to a found 3-inch brass disk stamped "TXDOT" in concrete for being at the beginning of a non-tangent curve;

THENCE continuing with said right of way and along the arc of said curve to the right, having a central angle of 7°43'25", a radius of 3759.72 feet, an arc distance of 506.82 feet, and a chord of South 82°10'23" East, 506.44 feet to a found 1/2" iron rod at the northwest corner of a called 0.808 acre tract as described in Special Warranty Deed to Gayle Howell as recorded in Volume 912, Page 169, D.R.K.C.T.;

THENCE South 43°27'51" West leaving said right of way and with the northwesterly line of said Howell tract a distance of 83.64 feet to a found 3/8-inch iron rod for the west corner of said Howell 0.808-acre tract;

THENCE South 48°27'57" East with the southwesterly line of said Howell 0.808-acre tract, a distance of 249.41 feet to a 3/8-inch iron rod found for the south corner of said Howell tract and in the northwesterly line of said Walther 78,821-acre tract and in the southeasterly line of said Walther 15.00-acre tract;

THENCE North 43°25'44" East with the northwesterly line of said Kaufman WW One, LLC, 78.821-acre tract and the southeasterly line of said Howell 0.808-acre tract, a distance of 155.84 feet to a found 1/2-inch iron rod for the north corner of said Kaufman WW One, LLC, 78.821-acre tract and being in the southwesterly line of that called 0.491-acre tract described in Special Warranty Deed as recorded in Volume 8069, Page 225, Official Public Records of Kaufman County, Texas, (O.P.R.K.C.T.);

THENCE N 40°23'41" W, a distance of 95.06 feet to a point on the aforesaid right of way line for FM 243, the beginning of a curve;

THENCE easterly with the arc of said curve to the right, having a central angle of 01°34'59", a radius of 3759.72 feet, an arc length of 103.87 feet, and a chord of S 74°47'12" E, 103.87 feet to a found iron rod;

THENCE generally easterly with said right of way line as follows:

S 73°59'43" E, a distance of 59.13 feet to a point for corner;

N 16°00'17" E, a distance of 10.52 to a found TxDOT broken concrete monument;

S 73°59'43" E, a distance of 80.00 feet to a point for corner;

THENCE S 16°00'17" W leaving said right of way line, a distance of 51.94 feet to a point for the beginning of a curve;

THENCE southerly with the arc of said curve, having a central angle of 17°03'15", a radius of 460.00 feet, an arc length of 136.92 feet, and a chord of S 07°28'40" W, 136.42 feet to a point for corner on the most easterly line of the aforesaid Kaufman WW One, LLC tract, same being the southwesterly line of that called 33.307 acre tract described in Warranty Deed with Vendors Lien to Iron Hills, LLC as recorded in Volume 7617, Page 232, O.P.R.K.C.T.;

THENCE South 40°23'41" East with the northeasterly line of said Kaufman WW One, LLC, 78.821-acre tract and the southwesterly line of said Iron Hills tract and near a barbed wire fence line a distance of 1,847.62 to the south corner of a square wood fence corner post found for the common corner of said tracts;

THENCE North 44°29'49" East continuing with the common line for said tracts and near a barbed wire fence, a distance of 213.94 feet to a found 3/4-inch iron pipe for a north corner of said Kaufman WW One, LLC, 78.821 acre tract and being at a West corner of a called 127.45 acre tract as described in General Warrant Deed to Robert Kyle Mitchell, Cathie Michelle Allen, Morgan Ashley Lambert and Mitchell Family Trust as recorded in Volume 4263, Page 273, O.P.R.K.C.T.;

THENCE South 45°30'26" East with a northeasterly line of said Kaufman WW One, LLC, tract and a southwesterly line of said Mitchell Family Trust tract a distance of 105.42 feet to a found 1/2-inch iron rod for a east corner of said Kaufman WW One, LLC. tract and an ell corner of said Mitchell Family Trust tract;

THENCE South 43°23'21" West with the southeasterly line of said Kaufman WW One, LLC, tract and the northwesterly line of said Mitchell Family Trust tract a distance of 259.91 feet to a found 3/8-inch iron rod for a west corner of said Mitchell Family Trust tract and the north corner of a called 85.00-acre tract described in a Warranty Deed with Vendors Lien to Kutty Enterprises LLC as recorded in Volume 3859, Page 416, O.P.R.K.C.T.;

THENCE South 43°14'04" West with the southeasterly line of said Kaufman WW One, LLC, tract and the northwesterly line of said Kutty tract, near a barbed wire fence, a distance of 1422.52 feet to a found 3/4-inch iron pipe for the south corner of said Kaufman WW One, LLC, tract, being the east corner of a called 9.994-acre tract described in Warranty Deed to William A. Tackett Jr. as recorded in Volume 577, Page 305, D.R.K.C.T.;

THENCE North 46°10'42" West with the southwesterly line of said Kaufman WW One, LLC, 78.821-acre tract and the northeasterly line of said Tackett tract, at a distance of 192.15 feet pass a found 3/4-inch iron pipe 0.4 feet south, continuing for a total distance of 593.60 feet to a 1/2-inch iron rod found for the north corner of a called 10.00-acre tract described in Warranty Deed to Joseph Ortillo and Emely Ortillo as recorded in Volume 5222, Page 223,

Exhibit A – Page 2

Exhibit B

O.P.R.K.C.T., same being the east corner of Harmony Estates, an Addition to Kaufman County as recorded in Cabinet 1, Envelope 652, O.P.R.K.C.T.;

THENCE North 46°23'06" West with the southwesterly line of said Kaufman WW One, LLC, tract and with the northeasterly line of said Addition, a distance of 604.14 feet to a found 3/8-inch iron rod with orange plastic cap stamped "5244" for the north corner of said Harmony Estates Addition and the east corner of a called 19.0 acre tract described in Warranty Deed to Ezequiel Arriaga and Martha Leicia Arriaga as recorded in Volume 4961, Page 63 O.P.R.K.C.T.

THENCE North 46°35'57" West with the southwesterly line of said Kaufman WW One, LLC, tract and the northeasterly line of said Arriaga tract, a distance of 506.28 feet to a found 1-inch iron pipe for the north corner of said Arriaga tract and the east corner the aforesaid Trinity Valley Electric Cooperative 23.656-acre tract;

THENCE North 45°55'36" West with the southwesterly line of said Kaufman WW One, LLC, tract and the northeasterly line of said Trinity Valley Electric Cooperative tract, a distance of 466.45 feet to a found 1/2-inch iron rod for the west corner of said Kaufman WW One, LLC, 78.821-acre tract and the south corner of said Walther 15.00-acre tract;

THENCE North 46°11'02" West continuing with the southwesterly line of said Kaufman WW One, LLC, tract and the northeasterly line of said Trinity Valley Electric Cooperative tract a distance of 703.76 feet to the POINT OF BEGINNING containing 106.417 acres of land, more or less.

EXHIBIT B
PROPERTY DEPICTION

EXHIBIT B
Property Depiction

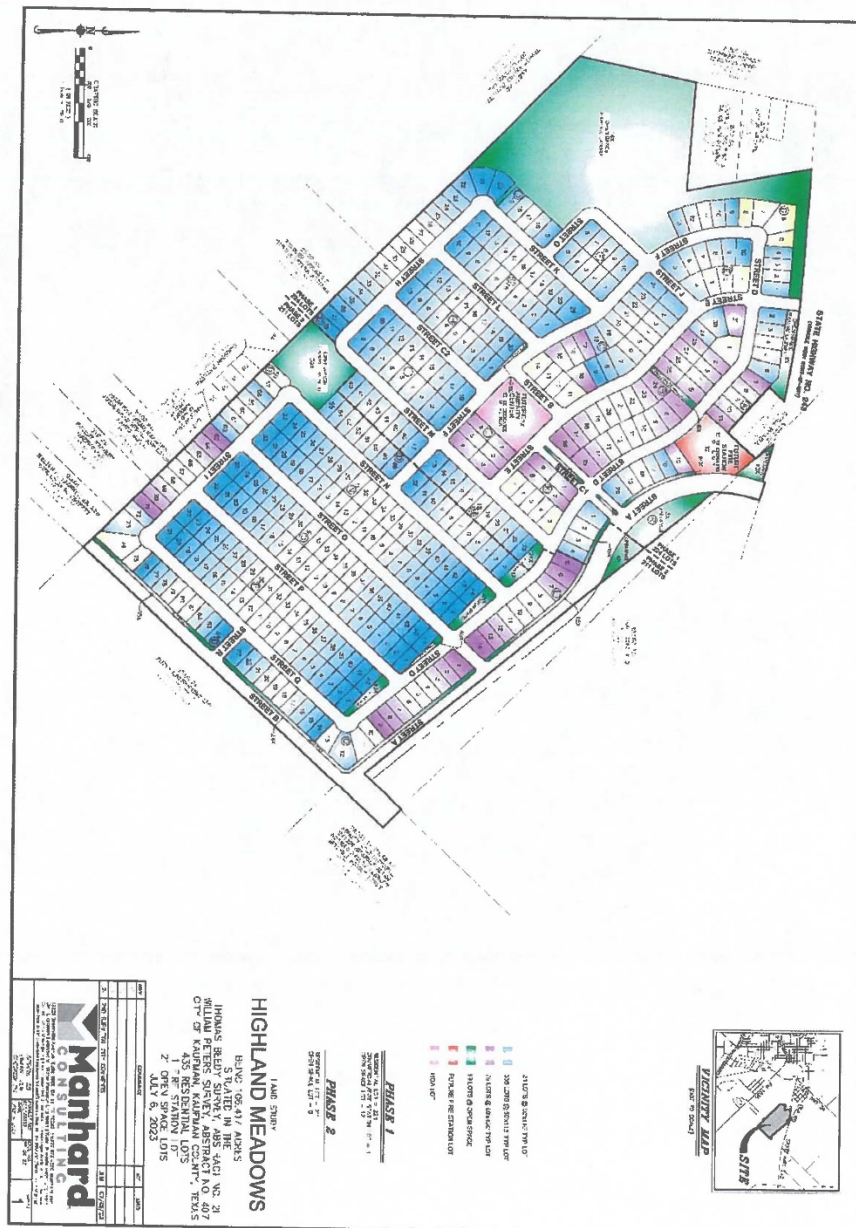


Exhibit B – Page 1



Meeting
Date: 9/25/2023

Date: 09/08/2023

Item #: 21.

Dept.: Development
Services

PZ Item

SUBJECT:

Conduct a public hearing and consider and take appropriate action on a **Replat of Lot 8, Block A, of La Vega Ranch** to subdivide the lot to create Lots 8-R1 and 8-R2 on approximately 9.676 acres out of the T. Lowery Survey, Abstract No. 285, City of Kaufman ETJ, Kaufman County, TX, generally located at 2222 La Vega Road and 2075 County Road 4104, Crandall, TX (Property ID 208803). The replat is for 2 residential lots. (Case No. FRP-03-23)

BACKGROUND:

See the attached September 5, 2023 Planning and Zoning Commission Report and attachments.

Author:

Reviewed:

Andrew Bogda, Director of Development Services Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation: On September 5, 2023, the Planning and Zoning Commission held a public hearing and recommended approval, by a vote of 6-0, of the Replat of Lots 8-R1 & 8-R2 of Block A of La Vega Ranch with the following condition:

1. Letters from water and electricity providers confirming availability of service to each lot shall be provided to the City by the applicant.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☒	☐	☒	☐



Planning and Zoning Commission Report

Meeting Date: September 5, 2023

SUBJECT: Conduct a public hearing and make a recommendation to City Council for a request for a **Replat of Lot 8, Block A, of La Vega Ranch** to subdivide the lot to create Lots 8-R1 and 8-R2 on approximately 9.676 acres out of the T. Lowery Survey, Abstract No. 285, City of Kaufman ETJ, Kaufman County, TX, generally located at 2222 La Vega Road and 2075 County Road 4104, Crandall, TX (Property ID 208803). The replat is for 2 residential lots. (Case No. FRP-03-23)

SUMMARY:

The subject property includes 9.676 acres located at the southwest corner of La Vega Road and County Road 4104 and comprises Lot 8, Block A of La Vega Ranch. La Vega Ranch is located in the Kaufman ETJ, just under a mile southwest of US 175

La Vega Ranch was final platted in December 2022 and the conditions of the development agreement allowed for lots to be subdivided down to a minimum size of 2.5 acres. The applicant is proposing to subdivide the existing 9.676-acre Lot 8 into one 2.5-acre lot (Lot 8-R1) and one 7.176-acre lot, both of which meet the minimum lot size requirement.

Lot 8-R1 will be located at the hard corner of La Vega Road and County Road 4104 and has at least 300' of frontage on both streets. Lot 8-R2 will wrap around this lot and has at least 200' of frontage on County Road 4104 and over 460' of frontage on La Vega Road. A 25' building setback is located along the frontage of each road.

A 15' utility easement and 30' electric easement are located along the frontage of County Road 4104, while a 15' water easement is located along the frontage of La Vega Road. 15' drainage easements run along the sides of each property.

THOROUGHFARE PLAN:

La Vega Road is a private street with gated access, situated within a 50'-wide private lot, with a 24'-wide paved section to meet the requirements for fire access. While the street is required to be paved in asphalt, it remains gravel. The homeowners' association is requesting it remain gravel while housing construction continues, with paving to be completed in early 2024.

RECOMMENDATION:

Staff recommends approval of the Replat of Lots 8-R1 & 8-R2 of Block A of La Vega Ranch with the following condition:

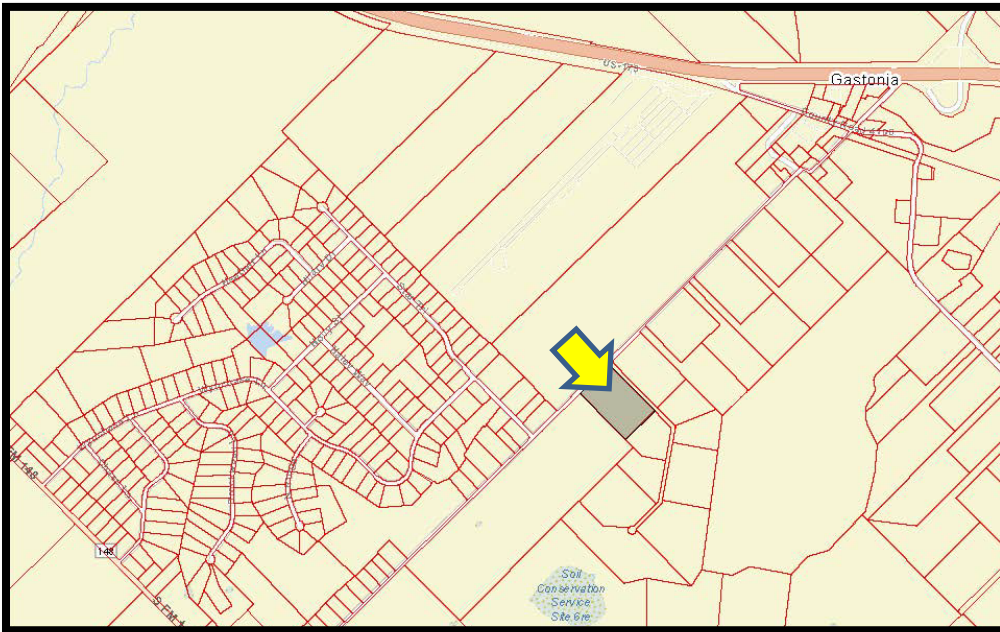
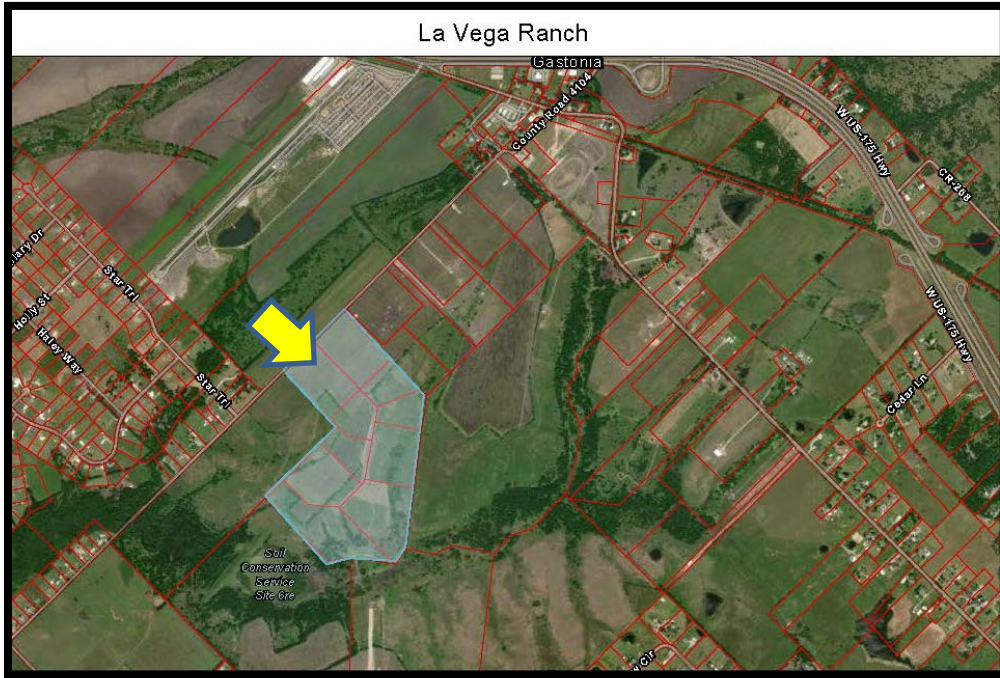
1. Letters from water and electricity providers confirming availability of service to each lot shall be provided to the City by the applicant

ATTACHMENTS:

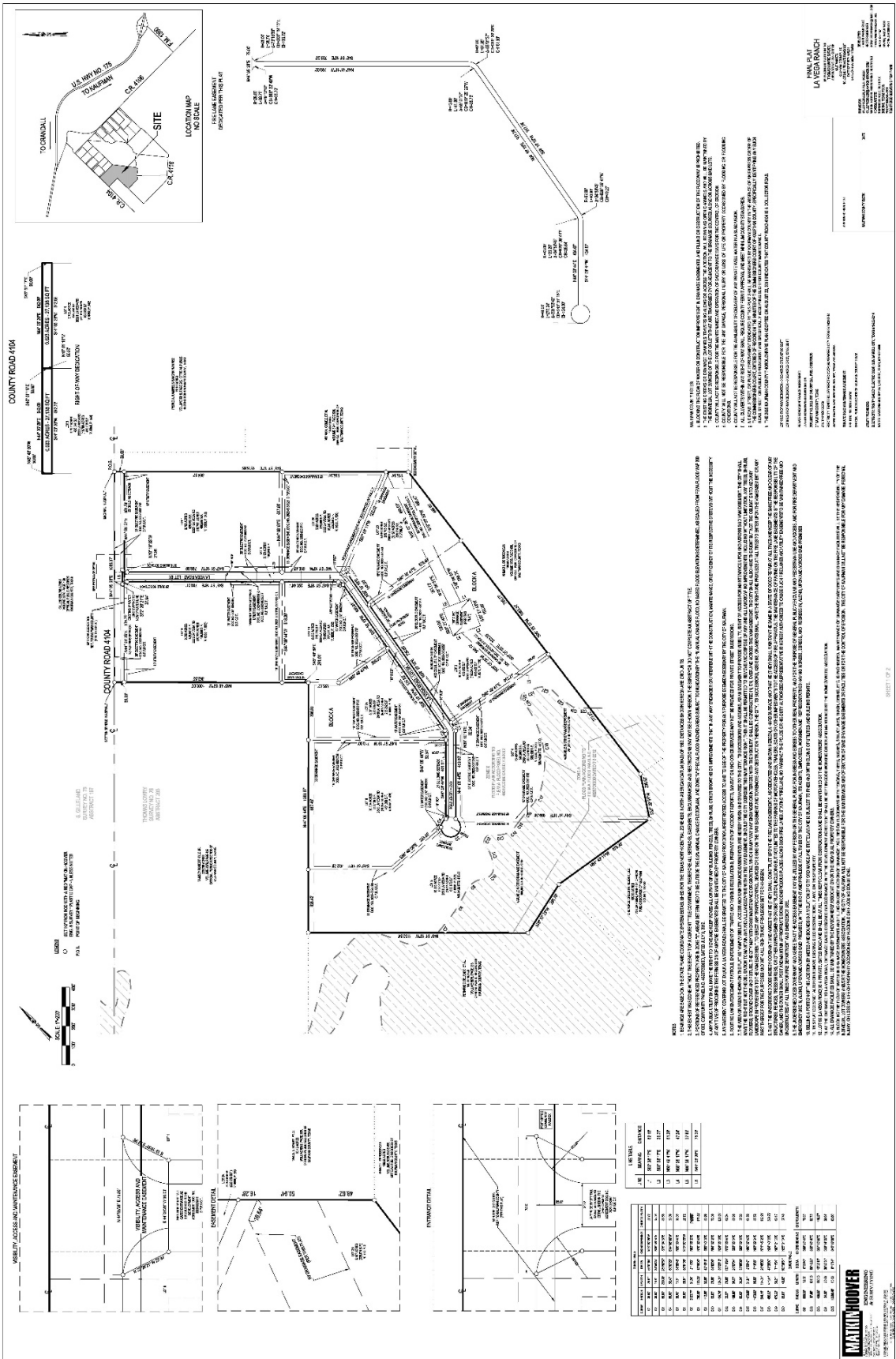
1. Location Map
2. Approved Final Plat of La Vega Ranch
3. Replat of La Vega Ranch, Block A, Lots 8-R1 & 8-R2

Andrew Bogda, AICP
Director of Development Services
972-932-2216 ext. 117
abogda@kaufmantx.org

Location Map



Approved Final Plat of La Vega Ranch



g:\development services\planning & zoning\p&z reports\2023 pz reports\frp-03-23 2222 la vega saucedo & sainz 09-05-23\frp-03-23 p2r la vega ranch lots 8-r1 & 8-r2.docx





Meeting
Date: 9/25/2023

Date: 09/08/2023

Item #: 22.

Dept.: Development
Services

Ordinance

SUBJECT:

Conduct a public hearing, consider, and take appropriate action on Ordinance No. O-25-23, an Ordinance of the City Council of the City of Kaufman, Texas, amending Ordinance No. O-02-07 and Chapter 118, "Zoning" of the Kaufman Code of Ordinances and the Official Zoning Map of the City to authorize a **Specific Use Permit (SUP-55)** to allow a **truck stop** on approximately 4.091 acres out of the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman County, TX, generally located at the **northwest corner of SH 34 and Kings Fort Pkwy.** (Case No. Z-07-23)

BACKGROUND:

See the attached September 5, 2023 Planning and Zoning Commission Report and attachments.

Author:

Andrew Bogda, Director of Development Services

Reviewed:

Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation: On September 5, 2023, the Planning and Zoning Commission held a public hearing, and recommended approval, by a vote of 6-0, of Z-07-23 for Specific Use Permit-55 (SUP-55) for a truck stop at the northwest corner of SH 34 and Kings Fort Pkwy. with the following conditions:

1. The Property, including all buildings, premise, or land used pursuant to this SUP-55 shall not be enlarged, modified, structurally altered, added to, or otherwise significantly changed in size nor form from the layout on the approved Site Plan and associated exhibits (Floor Plan, Elevations, Landscape Plan, Sign Plan, Photometric Plan) unless an amendment to SUP-55 is first approved by the City Council specifically authorizing such enlargement, modification, structural alteration, or change to the Property, Site Plan, or associated exhibits.
2. The columns on the truck fueling canopy and the passenger vehicle fueling canopy shall be wrapped in brick.
3. The Traffic Impact Analysis is subject to review and approval by City staff; any recommendations included in the analysis shall be incorporated into the plans.
4. A variance is authorized for one (1) pole sign with a maximum height of 75', a maximum sign area of 229 sq. ft., at least 468' from the other pole sign on the property, at the location indicated on the Site Plan (Exhibit B) and with the design as indicated on the Sign Plan (Exhibit E).

After further review and discussion with the applicant, Staff no longer recommends requiring brick on the columns of the truck fueling canopy and the applicant has agreed to wrap the columns of the passenger vehicle fueling canopy with brick. The applicant has provided revised elevations which show the columns for the passenger vehicle fueling canopy wrapped in brick, as well as awnings added to all sides of the convenience store. In addition, the applicant has provided dimensioned renderings for the building and canopy signage.

Staff has also had an opportunity to review the Traffic Impact Analysis and has received review comments from the City Engineer, which are attached. Staff recommends that these comments be addressed. Staff is particularly concerned about the visibility for traffic exiting the property onto Kings Fort Parkway, as well as the lack of a right-turn lane from SH 34 directly into the development. TxDOT has reviewed the plans and will not require the right-turn lane, however Staff is requesting and recommending that one be installed, subject to TxDOT approval. Staff recommends approval of Specific Use Permit-55 (SUP-55) with the following conditions:

1. The Property, including all buildings, premise, or land used pursuant to this SUP-55 shall not be enlarged, modified, structurally altered, added to, or otherwise significantly changed in size nor form from the layout on the approved Site Plan and associated exhibits (Floor Plan, Elevations, Landscape Plan, Sign Plan, Photometric Plan) unless an amendment to SUP-55 is first approved by the City Council specifically authorizing such enlargement, modification, structural alteration, or change to the Property, Site Plan, or associated exhibits.
2. The Traffic Impact Analysis is subject to review and approval by City staff; any recommendations included in the analysis shall be incorporated into the plans. Comments have been provided by the City Engineer that will need to be addressed.
3. A variance is authorized for one (1) pole sign with a maximum height of 75', a maximum sign area of 229 sq. ft., at least 468' from the other pole sign on the property, at the location indicated on the Site Plan (Exhibit B) and with the design as indicated on the Sign Plan (Exhibit E).

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☒	☐	☒	☐



Planning and Zoning Commission Report

Meeting Date: September 5, 2023

SUBJECT: Conduct a public hearing and make a recommendation to City Council on a request for a **Specific Use Permit (SUP-55)** for a truck stop on approximately 4.091 acres out of the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman County, TX, generally located at the northwest corner of SH 34 and Kings Fort Pkwy. (Case No. Z-07-23)

SUMMARY:

The subject property consists of 4.091 acres located at the northwest corner of SH 34 and Kings Fort Pkwy. The property was zoned Planned Development 15 – Highway Commercial (“PD-15-HC”) in 2017 and the Preliminary Plat for the undeveloped portions of the Kings Fort development (including this property) was revised in January 2023. The subject property represents the southern portion of Property ID 202753, with the northern remainder of the tract to be developed in the future.

The applicant is requesting a Specific Use Permit (SUP) for a truck stop in order to accommodate a 4-bay truck fueling center as part of a QuikTrip convenience store with gas station. The convenience store and gas station are allowed by right in this zoning district, but the truck fueling center requires approval of an SUP.

Site Plan

Access to the site is provided via three full-access drives on Kings Fort Parkway, and one right-in-only access point on SH 34. In addition, two stubs to accommodate future shared access to the property to the north have been provided. A fire lane will wrap around the east and north sides of the building, connecting two of the access points on Kings Fort Parkway. 63 parking spaces have been provided, which exceeds the 47 parking spaces that are required. In addition, 5 truck parking spaces have been provided. The parking areas are generally located on the north, south, and east sides of the building. There are existing sidewalks along Kings Fort Parkway and SH 34 and a pedestrian connection (with benches) will be made into the site from Kings Fort Parkway near the location of the convenience store.

The convenience store is 5,312 sq. ft. in size and is located roughly in the center of the lot. A sidewalk will be provided on the north, east, and south sides of the building to provide customer access from the parking areas. A passenger vehicle fueling canopy with 20 fueling stations is located in front of the convenience store facing SH 34, while the truck fueling canopy with 4 fueling stations is located behind the convenience store along Kings Fort Parkway. The service bays will be accessed from the south and the vehicles will exit to the north and then west. The trash enclosure will be located on the south side of the property along Kings Fort Parkway.

Notes have been added to the plans prohibiting the outside storage of materials or merchandise (unless specified on the plans), prohibiting overnight or long-term parking, requiring all paving to

be concrete, requiring all sidewalks to be 5' in width, requiring lighting to adhere to the Zoning Ordinance, and requiring the screening of all rooftop and ground equipment.

Floor Plan

A floor plan has been provided, showing the layout of the convenience store. Customer entrances are located on the north, south, and east sides of the building, while employee and maintenance entrances are located on the rear. The customer service counter and kitchen is situated in the center of the building, with sales areas on the north and south sides of the building, restrooms on the south side of the building, and coolers, workrooms, and maintenance areas in the rear of the building.

Building Elevations and Perspectives

Elevations have been provided for the convenience store and the fuel station canopies. The convenience store will include predominantly brick materials, with stone columns to enhance the corners and entrances to the building, as well as metal capping, cornices, and awnings. To provide for four-sided architecture, horizontal banding elements and false windows will be provided on all elevations. The building will include a mix of red, black, white, and brushed aluminum coloring consistent with the branding of the company.

The fuel station canopies will be metal, with brick wrapping the columns of the passenger vehicle canopy to match the building. Staff is recommending that the columns of the truck canopy also be wrapped in brick. The trash enclosure walls are brick to match the building, with black mesh gates to provide screening and also accommodate employee security.

Perspectives have also been provided, showing the future-developed site from multiple vantage points around the perimeter of the property.

Landscaping and Screening

Landscaping will include a dense row of shrubs along SH 34 and Kings Fort Parkway, and a row of shrubs to screen the truck parking area. In addition, rows of trees will be planted at regular intervals along SH 34, while a more dense distribution of trees will be planted along Kings Fort Parkway to provide for enhanced screening of the truck fueling area from future multi-family residential development across Kings Fort Parkway. Trees will also be planted in the parking lot islands. Many of the proposed trees are 4"-caliper, which will provide for more mature trees at the time of planting, above and beyond the City's typical requirements.

A new retaining wall will be provided near the entrance to the property off SH 34, which will be comprised of decorative stone. In addition, a black vinyl chain link fence will be located along the north property line to be removed at the time of development of the property to the north.

Sign Plan

Two pole signs will be provided on the property, both of which will include brick bases to match the building. A 35'-tall pole sign will be provided at the intersection of SH 34 and Kings Fort Parkway and will include a 104 sq. ft. sign area. A 75'-tall pole sign will be provided at the northeast corner of the property, which will require variances for the sign height and sign area:

- The maximum sign height is 35' and the applicant is requesting a 40' variance due to the hardship created by the site sitting several feet below the grade of U.S. Highway 175.

- The maximum sign area is 200 sq. ft. and the applicant is requesting a 29 sq. ft. variance due to the hardship created by the site sitting several hundred feet away from and several feet below the finished grade of U.S. Highway 175.

Wall signage will be provided on all sides of the building, on the east and west sides of the truck fueling canopy, and on the north and south sides of the passenger vehicle fueling canopy per the elevations. Detailed specifications for the wall signs have not been provided, but a note has been added to the site plan requiring all building and canopy signage to adhere to the zoning regulations.

Signs prohibiting overnight parking, parking and truck parking along Kings Fort Parkway, and truck traffic on Kings Fort Parkway west of Meara Drive will also be installed, as shown on the plans.

Photometric Plan

A photometric plan has been provided, showing the lighting levels throughout the property and on adjacent properties. There is some light trespass along Kings Fort Parkway and SH 34 associated with light fixtures at the entrances, but it does not trespass to surrounding properties. There is also some light trespass to the property to the north, but it only extends a few dozen feet at most and this property will be developed for commercial uses.

Traffic Impact Analysis

A traffic impact analysis (TIA) is required for this development. The latest version was submitted on August 30, 2023 and is still in review by staff. Staff recommends that any action be conditioned on approval of the TIA by City staff and that any recommended changes or mitigation measures be incorporated into the plans.

SURROUNDING ZONING AND EXISTING LAND USES:

	Zoning	Existing Land Use
North:	PD-15-HC	Vacant land
South:	PD-17R-MF-2	Vacant land
East:	LI (across SH 34)	Numo Manufacturing
West:	PD-17R-MF-2	Vacant land



COMPREHENSIVE PLAN:

Land Use Plan:

The 2014 Future Land Use Plan designates the future land use of the subject property as Future Commercial uses. The property is zoned PD-15-HC, which generally allows for highway commercial uses. A gas station with convenience store is allowed by the right at this location, but the truck stop component requires Specific Use Permit approval.

Thoroughfare Plan:

The Thoroughfare Plan designates SH 34 as a principal arterial (Type AA; 4 – 6 lanes), with a right-of-way width of 120 – 140 feet. Kings Fort Parkway is designated as a major collector (Type C; 4 lanes), with a right-of-way width of 80'. The necessary right-of-way for both thoroughfares already exists at this location.

DETERMINATIONS NECESSARY FOR CONSIDERING SPECIFIC USE PERMITS

Sec 30.2. – SPECIFIC USE PERMIT REGULATIONS:

- A. In recommending that a Specific Use Permit for the premises under consideration be granted, the City shall determine that such uses are harmonious and adaptable to building structures and uses of abutting property and other property in the vicinity of the premises under consideration, and shall make recommendations as to requirements for the paving of streets, alleys and sidewalks, means of ingress and egress to public streets, provisions for drainage, adequate off-street parking, screening and open space, heights of structures, and compatibility of buildings. In approving a requested SUP, the Planning and Zoning Commission and City Council may consider any or all of the following:
1. The use is harmonious and compatible with surrounding existing uses or proposed uses;
 2. The activities requested by the applicant are normally associated with the permitted uses in the base district;
 3. The nature of the use is reasonable;
 4. Any negative impact on the surrounding area has been mitigated; and/or
 5. That any additional conditions specified ensure that the intent of the district purposes are being upheld.
- B. In granting a Specific Use Permit, the Planning and Zoning Commission and City Council may impose conditions which shall be complied with by the owner or grantee before a certificate of occupancy may be issued by the Building Official, or his designee, for use of the building on such property pursuant to such Specific Use Permit and such conditions precedent to the granting of the certificate of occupancy. Any special conditions shall be set forth in writing by the City Council prior to issuance of the Certificate of Occupancy, and shall be incorporated into the amending ordinance establishing the SUP.

PROPERTY OWNER RESPONSES:

The City of Kaufman mailed out notification letters to 5 property owners within 300 feet of the property. The results are as follows:

- Number of property owners who returned letter in agreement of the request: 0
- Number of property owners who returned letter in opposition of the request: 0
- Number of property owners have not responded: 5

The 20% percent rule for rezoning is if 20% of the area (located within the city limits) within 200 feet of the request objects to the application, then a favorable vote of $\frac{3}{4}$ of all members of the City Council (which is 6 members) shall be required to approve any change in zoning. The zoning change 20% rule is a State law.

The City received 1 letter of opposition from a property owner located outside the 300-foot buffer:

Date:	<u>8/21/2023</u>	RE:	Conduct a public hearing and make a recommendation to City Council for a Specific Use Permit request (SUP-55) for a truck stop on approximately 4.091 acres out of the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman County, Texas, generally located at the northwest corner of SH 34 & Kings Fort Pkwy. (Property ID 202753). (Case Z-07-23)
Name:	<u>Konrad Rudnicki</u>		
Address:	<u>710 E US-175 Hwy</u>		
City & State:	<u>Kaufman TX</u>		
Phone #:	<u>469-416-5328</u>	☐ I AM IN FAVOR	☒ I OBJECT
COMMENTS:	Email Address: <u>krudnicki@lakewoodcapitalpartners.com</u>		
<u>We object to a truck stop on the corner as it will stop all development for a commercial zone and will have a negative impact for all the adjacent resident areas /comm</u> <u>Konrad Rudnicki</u> NAME PRINTED <u>/K</u> SIGNATURE			

RECOMMENDATION:

The applicant has provided multiple enhancements to help mitigate the concerns of the proposed use. Staff recommends approval of Z-07-23 for a Specific Use Permit-55 (SUP-55) for a truck stop at the northwest corner of SH 34 and Kings Fort Pkwy. with the following conditions:

1. The Property, including all buildings, premise, or land used pursuant to this SUP-55 shall not be enlarged, modified, structurally altered, added to, or otherwise significantly changed in size nor from the layout on the approved Site Plan and associated exhibits (Floor Plan, Elevations, Landscape Plan, Sign Plan, Photometric Plan) unless an amendment to SUP-55 is first approved by the City Council specifically authorizing such enlargement, modification, structural alteration, or change to the Property, Site Plan, or associated exhibits.
2. The columns on the truck fueling canopy and the passenger vehicle fueling canopy shall be wrapped in brick.
3. The Traffic Impact Analysis is subject to review and approval by City staff; any recommendations included in the analysis shall be incorporated into the plans.
4. A variance is authorized for one (1) pole sign with a maximum height of 75', a maximum sign area of 229 sq. ft., at least 468' from the other pole sign on the property, at the location indicated on the Site Plan (Exhibit B) and with the design as indicated on the Sign Plan (Exhibit E).

ATTACHMENTS:

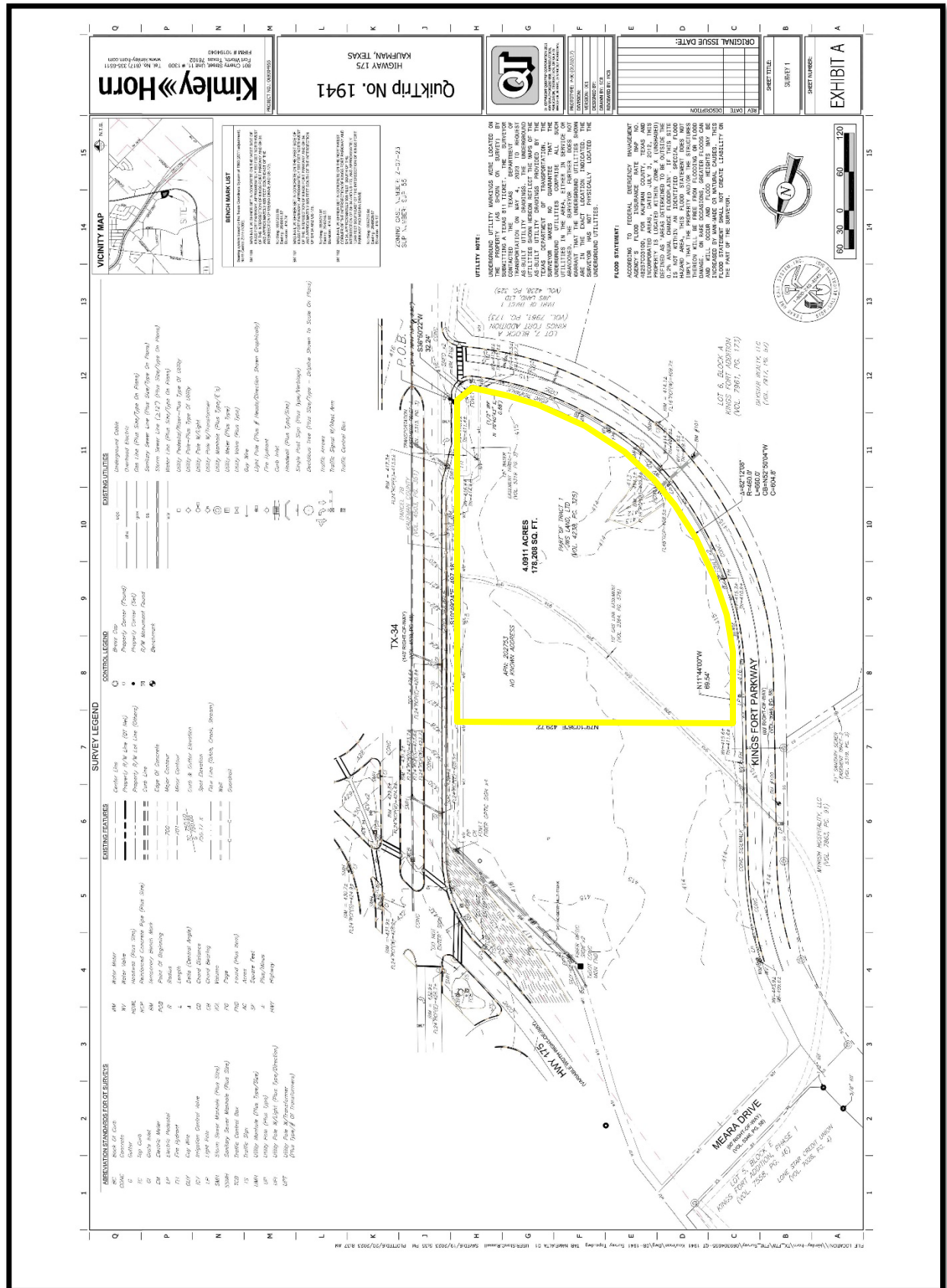
Location Map
Exhibit A – Property Description
Exhibit B – Site Plan
Exhibit C – Elevations, Perspectives, and Floor Plan
Exhibit D – Landscape Plan
Exhibit E – Sign Plan
Photometric Plan

Andrew Bogda, AICP
Director of Development Services
972-932-2216 ext. 117
abogda@kaufmantx.org

Location Map



Exhibit A – Survey



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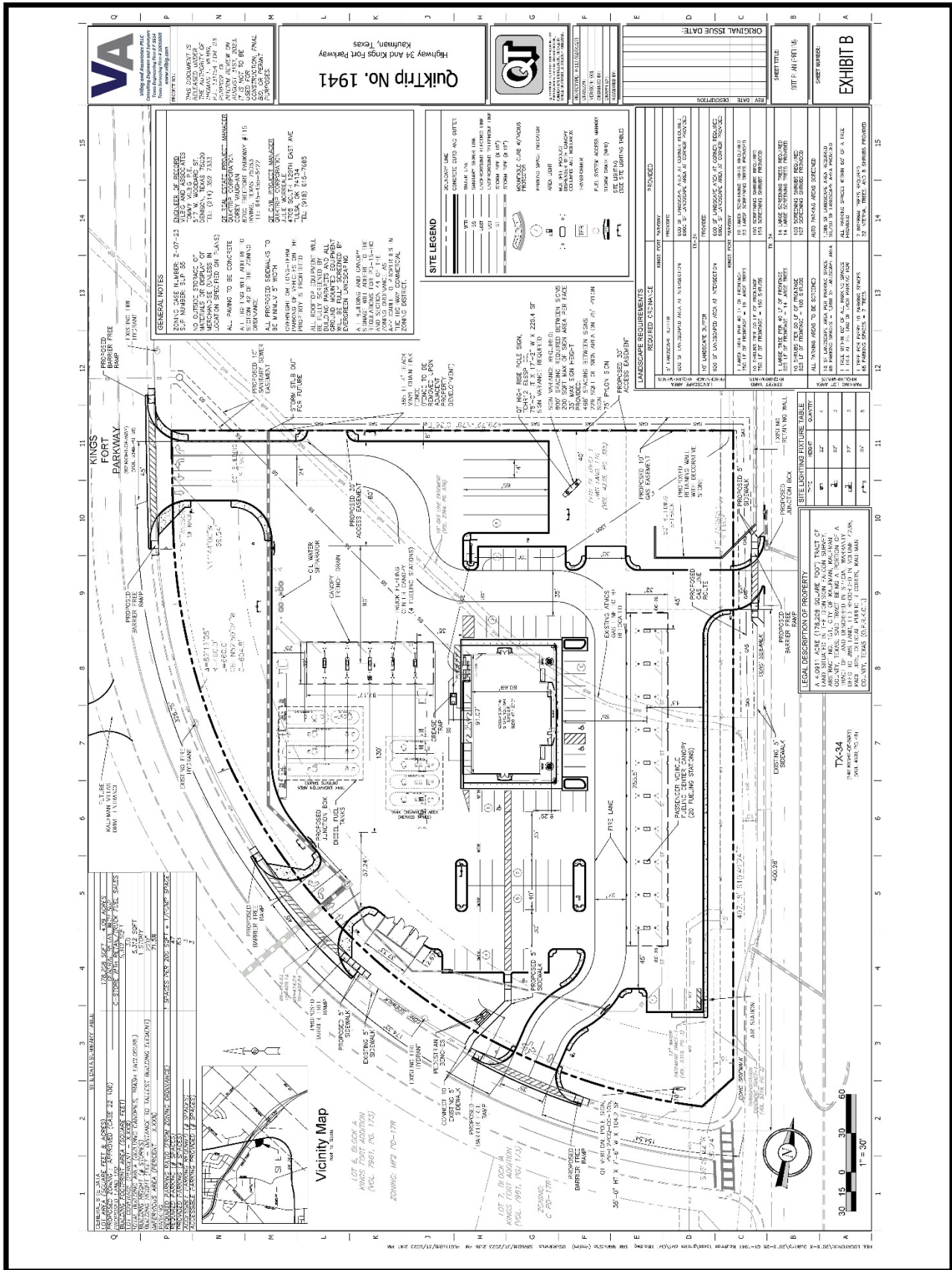
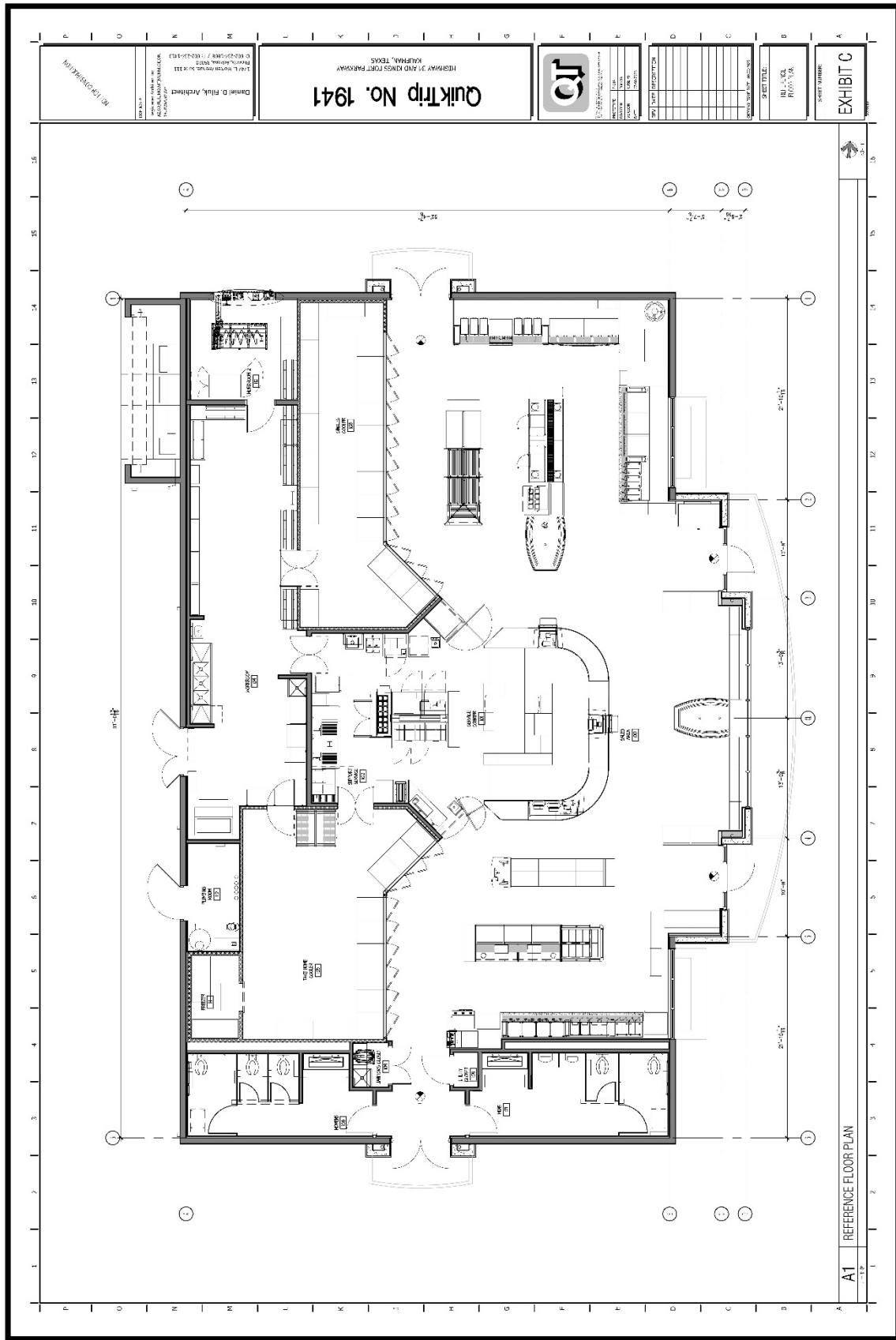


Exhibit C – Floor Plan



Architectural elevation drawings of the QuikTrip building, showing four views: Front Elevation (East), Right Elevation (North), Left Elevation (South), and Rear Elevation (West). The drawings include dimensions and material specifications.

Front Elevation (East): Dimensions: 35'-0" (Total), 14'-0" (Top of canopy), 10'-0" (Below canopy). Materials: 35'-0" (Total), 14'-0" (Top of canopy), 10'-0" (Below canopy).

Right Elevation (North): Dimensions: 35'-0" (Total), 14'-0" (Top of canopy), 10'-0" (Below canopy).

Left Elevation (South): Dimensions: 35'-0" (Total), 14'-0" (Top of canopy), 10'-0" (Below canopy).

Rear Elevation (West): Dimensions: 35'-0" (Total), 14'-0" (Top of canopy), 10'-0" (Below canopy).

Materials: 35'-0" (Total), 14'-0" (Top of canopy), 10'-0" (Below canopy).

EXHIBIT C
ZONING CASE NUMBER: Z-07-23
SUP NUMBER: SUP-55



4212 Hwy 219, Unit 244
Ft. Worth, TX 76116
Tel: 817-414-7000
Fax: 817-414-7001

Store # 1941 **G3SE Fuel Stop Elevations**

Serial # 08-1941-G3SE **Score** 1/16" = 1'-0"

Scale 08.08.23 **Drawn By** JK

Address SWC of Hwy 34 & Kings Fort Pkwy

City, State Kaufman, TX

Operator (B) 3031 (C) NEW CONSTRUCTION **Station** 00000

Survey 08-1941-G3SE **Drawn By** JK

Scale 08.08.23 **Drawn By** JK

Store # 1941 **G3SE Fuel Stop Elevations**

Serial # 08-1941-G3SE **Score** 1/16" = 1'-0"

Scale 08.08.23 **Drawn By** JK

Operator (B) 3031 (C) NEW CONSTRUCTION **Station** 00000

Survey 08-1941-G3SE **Drawn By** JK

Scale 08.08.23 **Drawn By** JK

Exhibit C – Elevations and Perspectives



QuikTrip.
4470 South 28th, Unit 400
 Fort Worth, TX 76116
 (817) 412-7100

EXHIBIT C

ZONING CASE NUMBER: Z-07-23
 SLIP NUMBER: SUP-55

West Facing Perspective

Store # 1941 G3SE Fuel Stop Elevations

Address: SWC of Hwy 34 & Kings Fort Pkwy City, State: Kaufman, TX

Scale: 1/16" = 1'-0"

Project # 08-1941-G3SE Date: 08.08.23

Drawn By: JK

NO.	DESCRIPTION	DATE	BY	CHECKED	APPROVED
1	ISSUED FOR PERMIT	08/08/23	JK		
2	ISSUED FOR PERMIT	08/08/23	JK		
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Exhibit C – Elevations and Perspectives

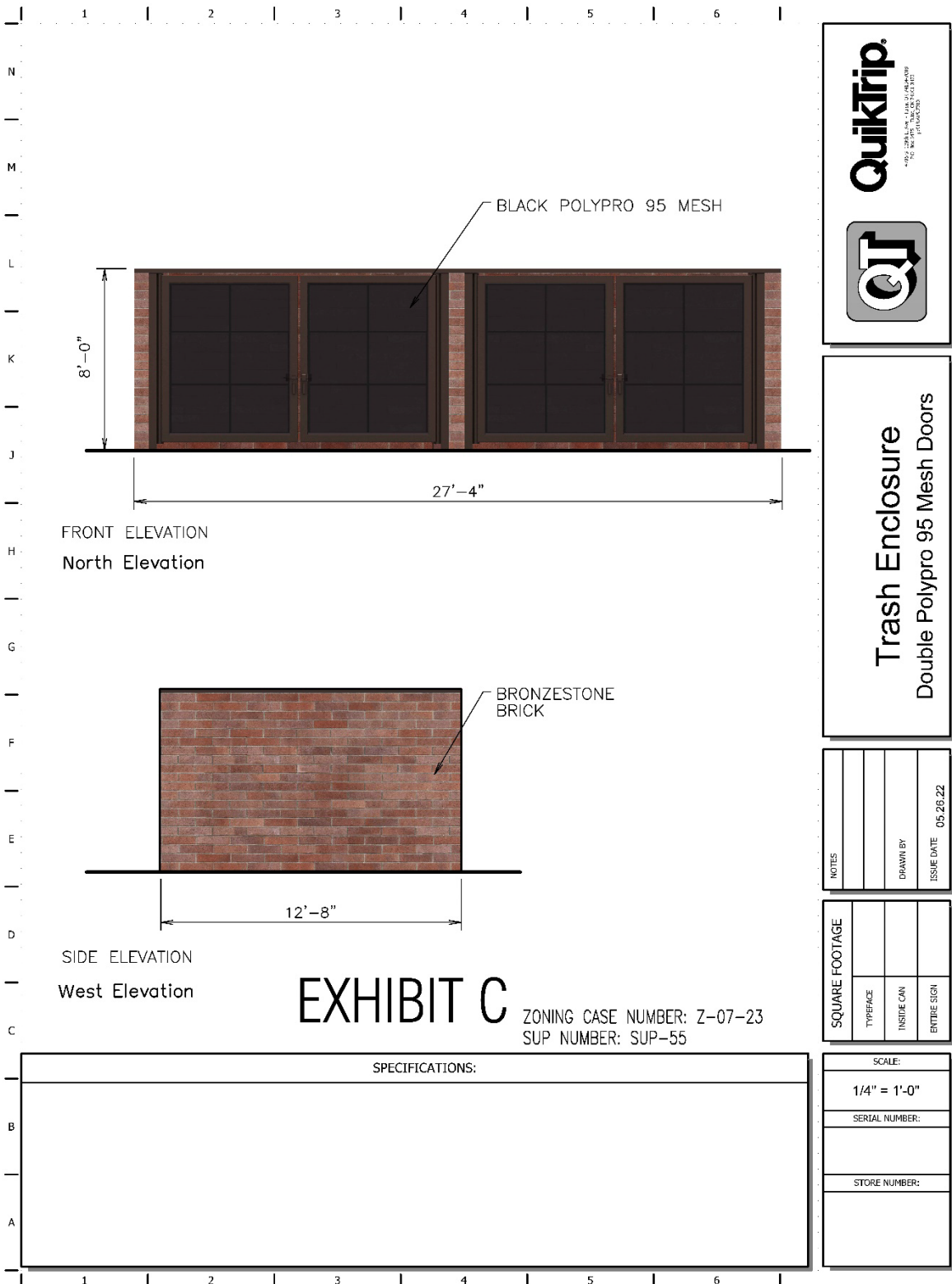


Exhibit C – Elevations and Perspectives

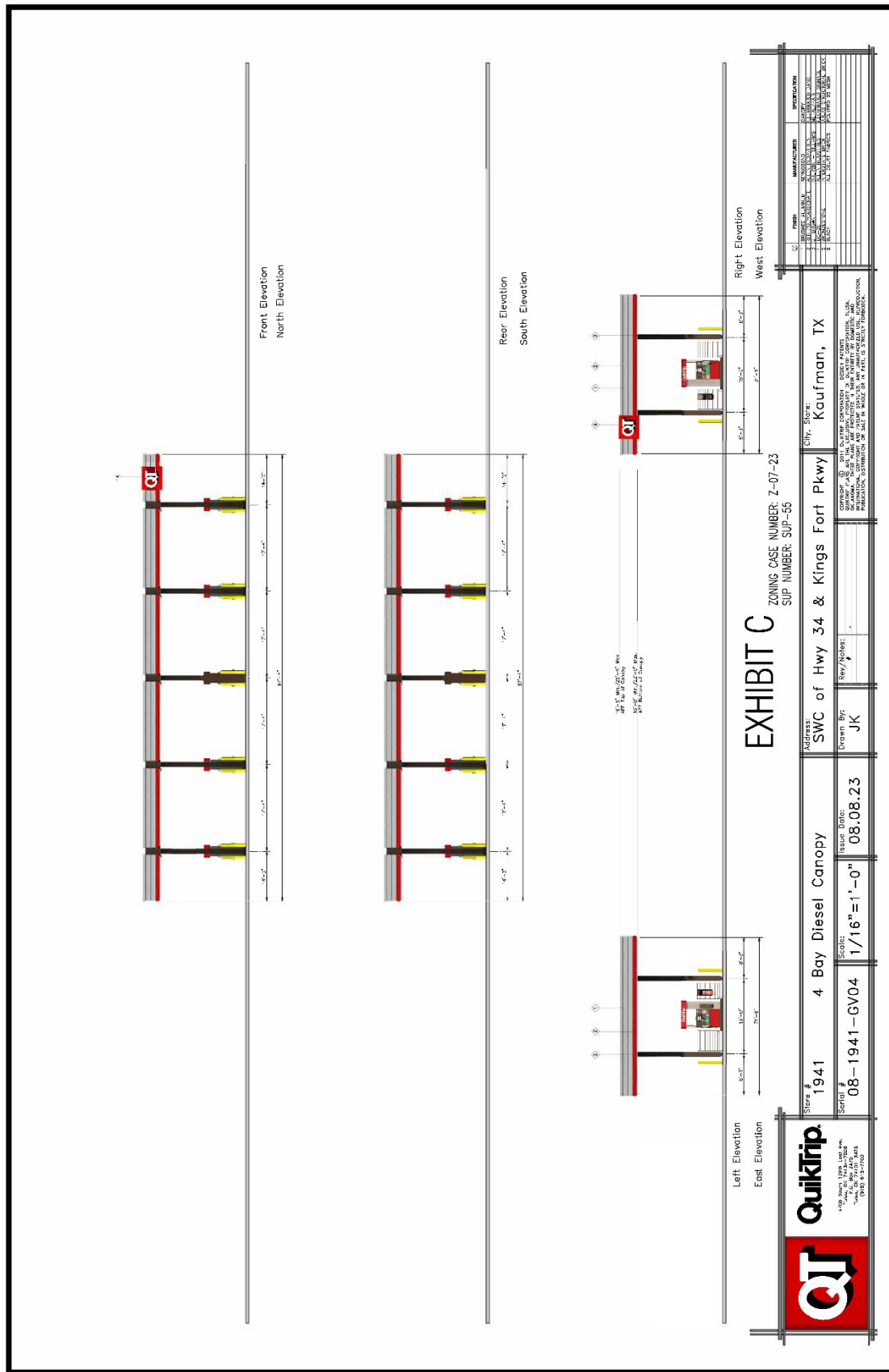


Exhibit C – Elevations and Perspectives



QuikTrip
4700 South 124th East Ave.
Tulsa, OK 74116-1208
Tel: 918-437-7700
Fax: 918-437-7700

QT

Store # 1941
Serial # 08-1941-GV04

4 Bay Diesel Canopy
Issue Date: 08.08.23
Scale: 1/16" = 1'-0"

Address: SWC of Hwy 34 & Kings Fort Pkwy
City, State: Kaufman, TX

ZONING CASE NUMBER: Z-07-23
SUP NUMBER: SUP-55

Project: 1. SWC of Hwy 34 & Kings Fort Pkwy
2. 4 Bay Diesel Canopy
3. 4 Bay Diesel Canopy
4. 4 Bay Diesel Canopy
5. 4 Bay Diesel Canopy
6. 4 Bay Diesel Canopy
7. 4 Bay Diesel Canopy
8. 4 Bay Diesel Canopy
9. 4 Bay Diesel Canopy
10. 4 Bay Diesel Canopy

South Facing Perspective

Exhibit C – Elevations and Perspectives

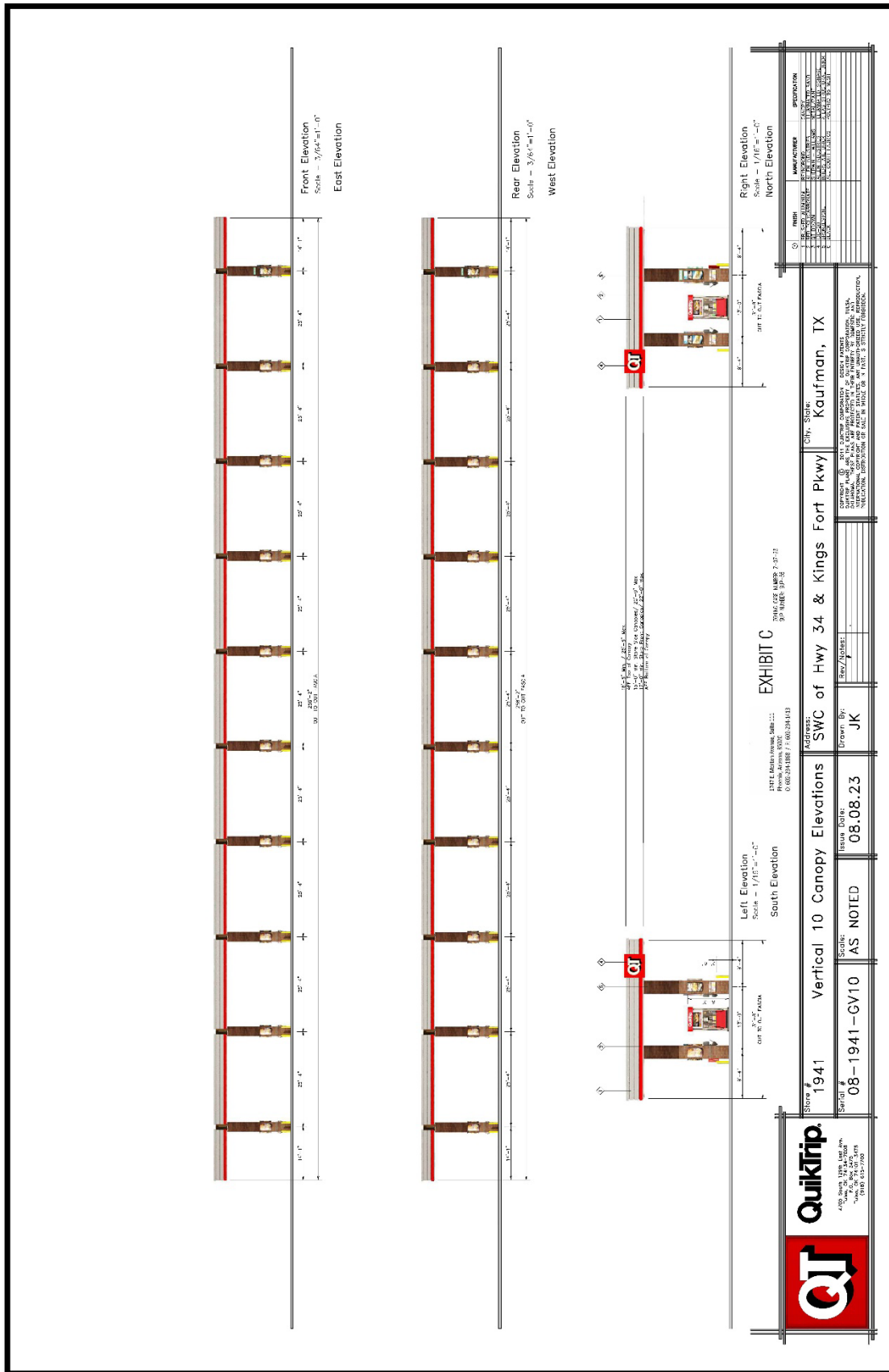


Exhibit C – Elevations and Perspectives

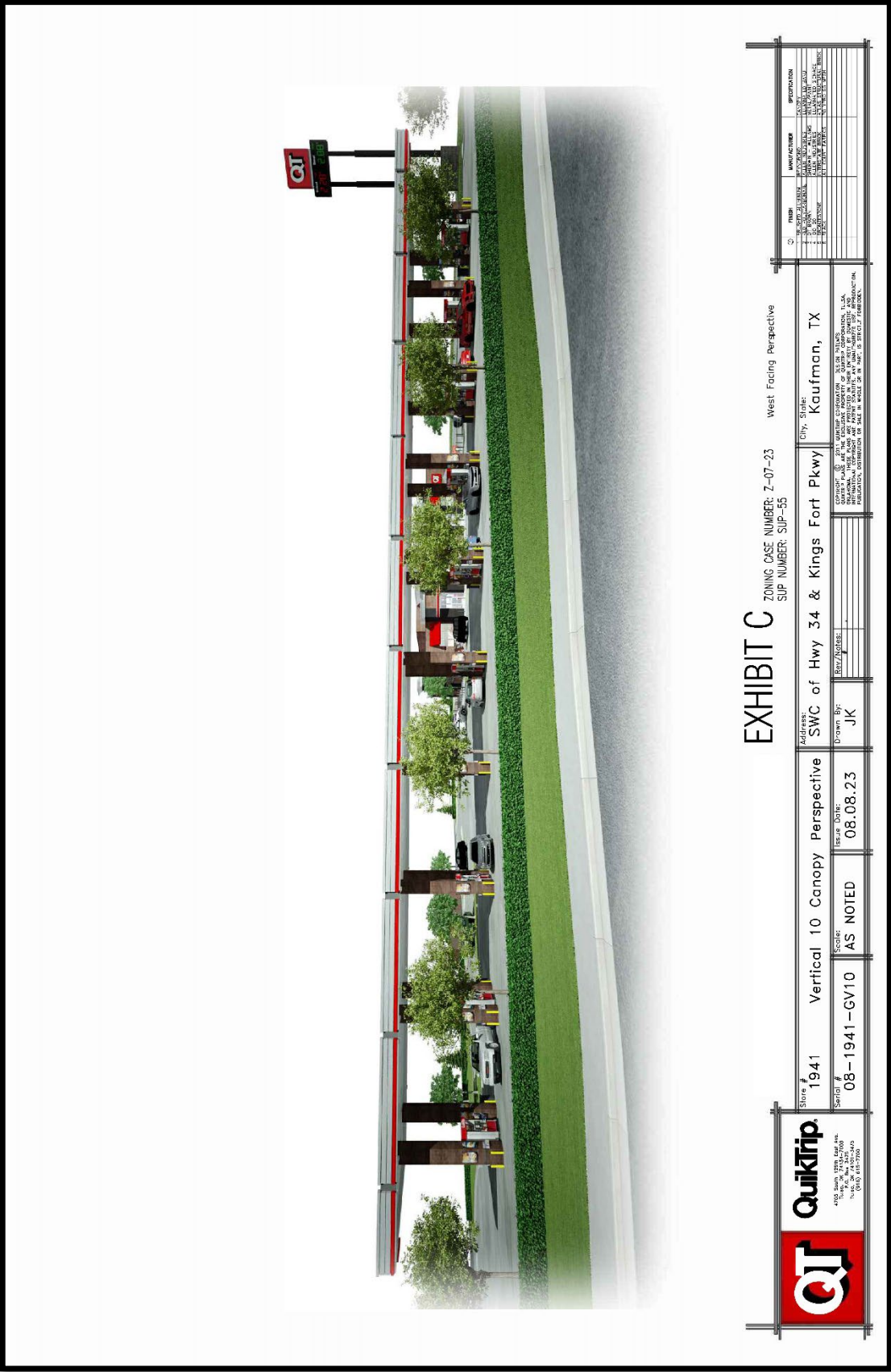


Exhibit C – Elevations and Perspectives



Exhibit C – Elevations and Perspectives



Exhibit C – Elevations and Perspectives



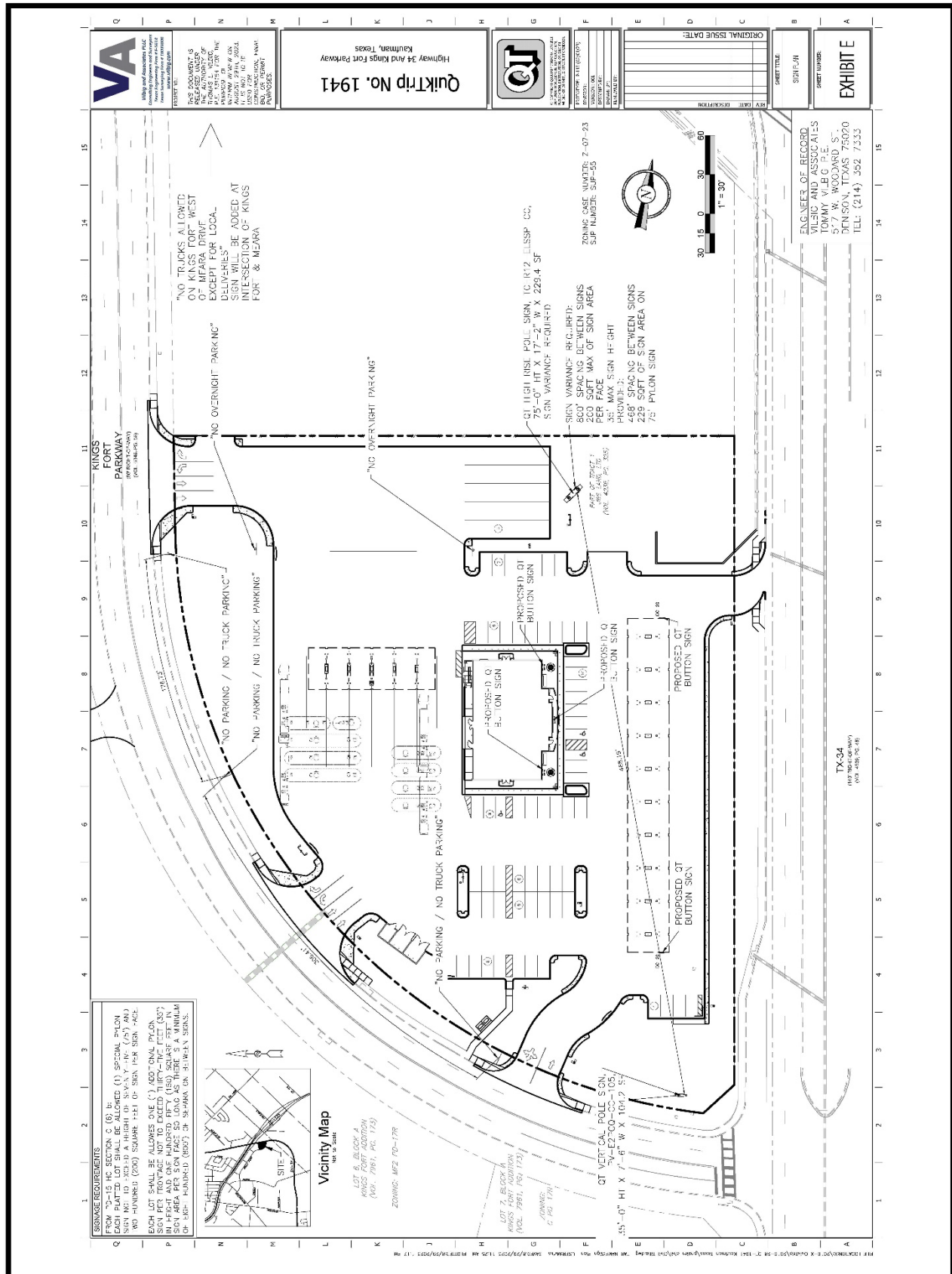
Exhibit C – Elevations and Perspectives



Exhibit C – Elevations and Perspectives



Exhibit E – Sign Plan



1941 -PV-E2PGQ-CC-105
Vertical Pole Sign

- QT Logo
- Two (2) Product LED Gas Price Sign with Cash & Credit
- QT Kitchens
- Guaranteed Gasoline
- 104.2 Square Feet Sign Area

Notes:

- notes.**
- 1.) Engineering provided by QT.
 - 2.) Steel supports provided by sign installer.

EXHIBIT E

ZONING CASE NUMBER: Z-07-23
SUP NUMBER: SUP-55

1941 -PV-E2PGQ-CC-105

Project Information

Client:

Location	Quick Trip
----------	------------

[illegible]

Notes

APPROVED
08/04/2023

08/04/2023

Client Review Status

1941

Declaration

Declaration

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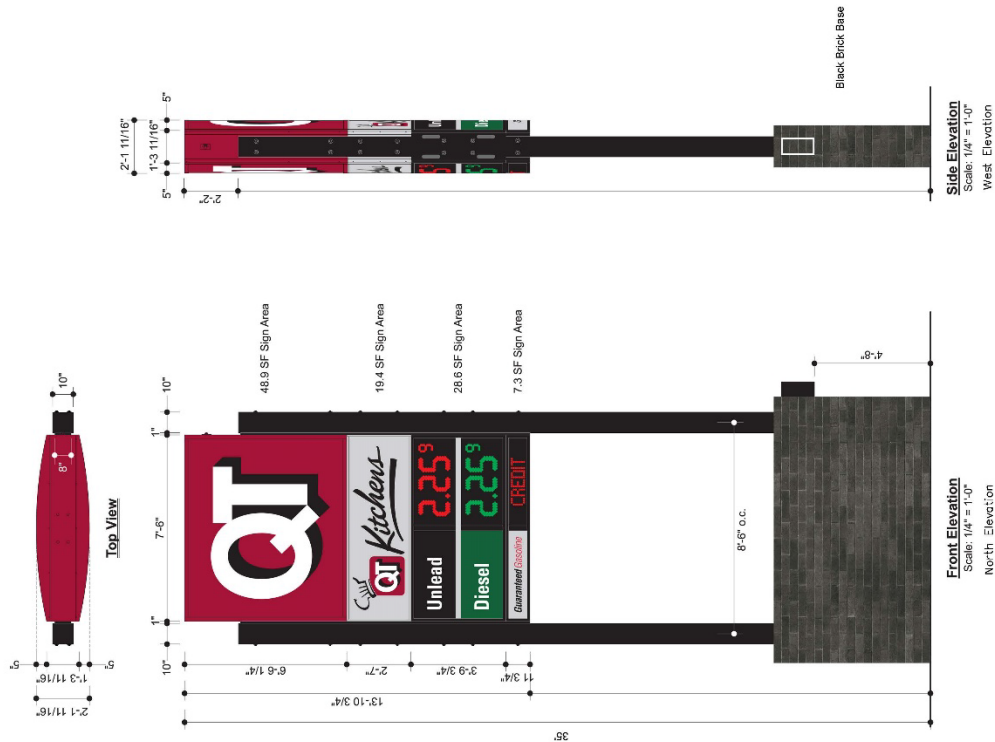
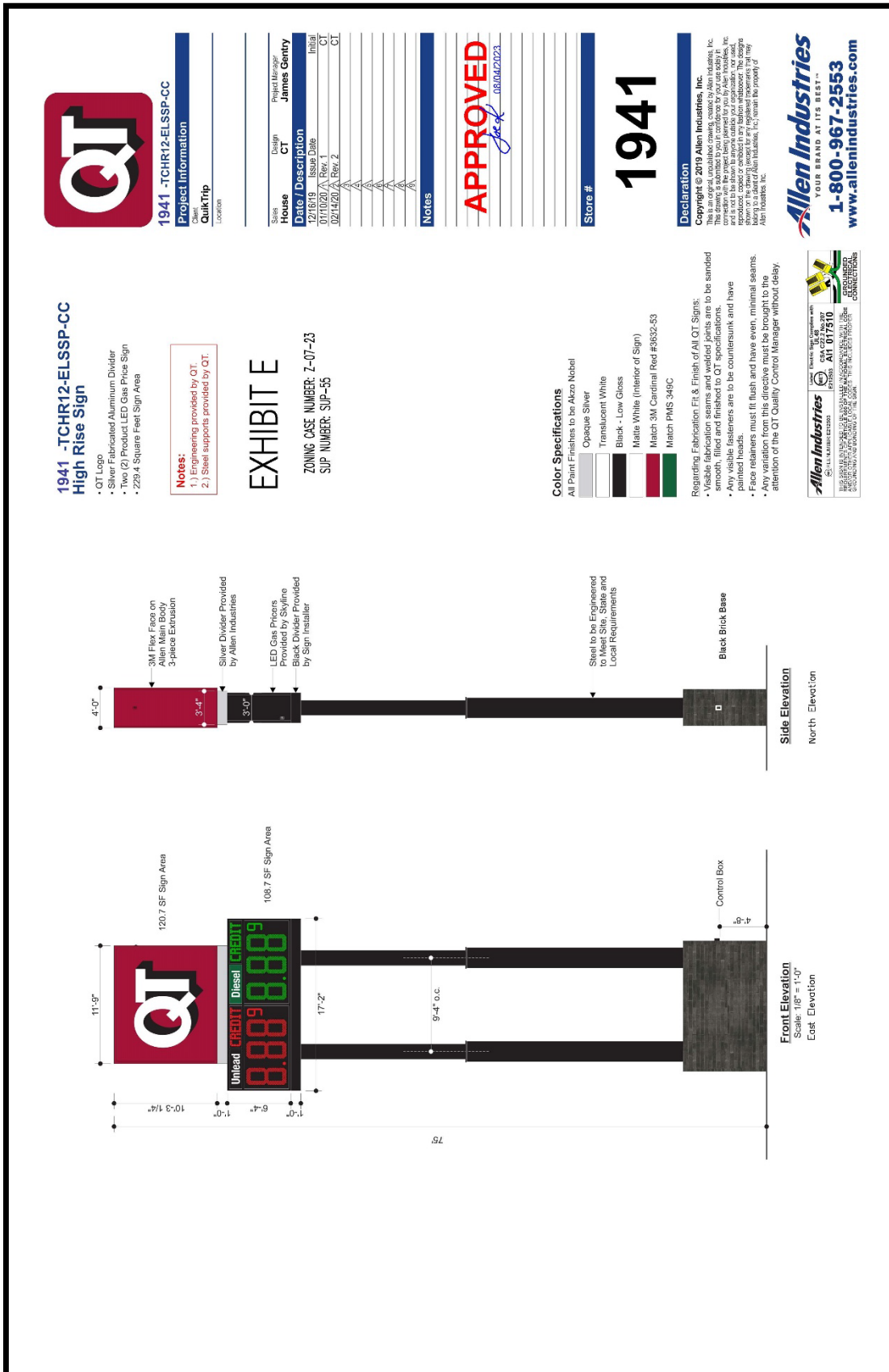


Exhibit E – Sign Plan



Front Elevation

Scale: 1/8" = 1'-0"
East Elevation

Side Elevation

North Elevation

Revised 07/2006



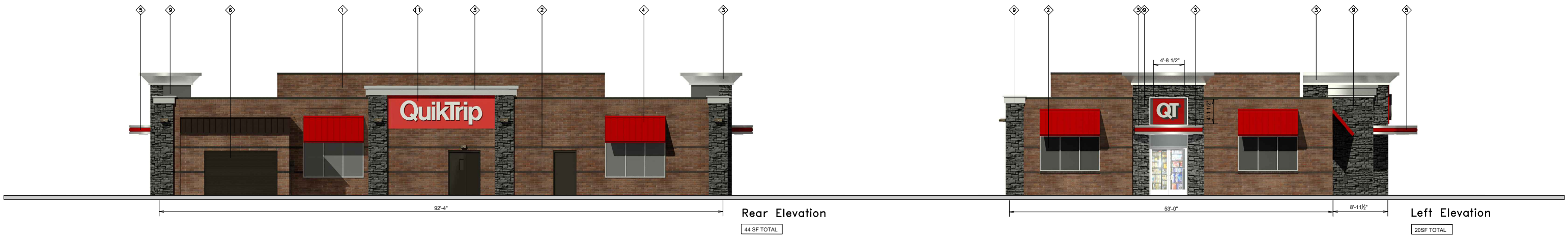
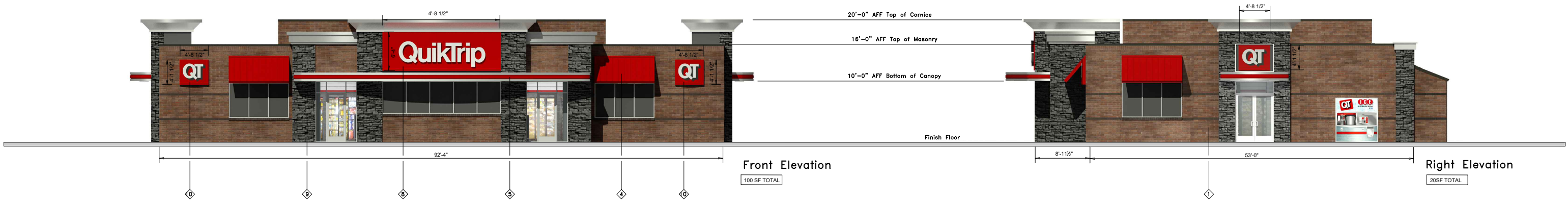


EXHIBIT C

ZONING CASE NUMBER: Z-07-23
SUP NUMBER: SUP-55

APPROVED
Joe K...
09/19/2023

 QuikTrip. 4705 South 129th East Ave. Tulsa, OK 74134-7008 P.O. Box 3475 Tulsa, OK 74101-3475 (918) 615-7700	Store # 1941		G3SE Fuel Stop Elevations		Address: SWC of Hwy 34 & Kings Fort Pkwy		City, State: Kaufman, TX		<table><thead><tr><th>①</th><th>FINISH</th><th>MANUFACTURER</th><th>SPECIFICATION</th></tr></thead><tbody><tr><td>1</td><td>BRONZESTONE</td><td>INTERSTATE BRICK</td><td>ATLAS STRUCTURAL BRICK</td></tr><tr><td>2</td><td>MIDNIGHT</td><td>INTERSTATE BRICK</td><td>ATLAS STRUCTURAL BRICK</td></tr><tr><td>3</td><td>BRUSHED ALUMINUM</td><td>REYNOLDS</td><td>FASCIA</td></tr><tr><td>4</td><td>QT RED</td><td>SHERWIN-WILLIAMS</td><td>STANDING SEAM AWNING</td></tr><tr><td>5</td><td>RED POLYCARBONATE</td><td>ALLEN INDUSTRIES</td><td>ILLUMINATED BAND</td></tr><tr><td>6</td><td>QT BROWN</td><td>SHERWIN - WILLIAMS</td><td>METAL PAINT</td></tr><tr><td>7</td><td>BLACK</td><td>ALL COURT FABRICS</td><td>POLYPRO 95 MESH</td></tr><tr><td>8</td><td>CL-60R</td><td>ALLEN INDUSTRIES</td><td>SIGNAGE</td></tr><tr><td>9</td><td>BLACK</td><td>GLEN GERY</td><td>STACKED STONE</td></tr><tr><td>10</td><td>IDB-20</td><td>ALLEN INDUSTRIES</td><td>ILLUMINATED SIGNAGE</td></tr><tr><td>11</td><td>CL-44</td><td>ALLEN INDUSTRIES</td><td>ILLUMINATED SIGNAGE</td></tr></tbody></table>	①	FINISH	MANUFACTURER	SPECIFICATION	1	BRONZESTONE	INTERSTATE BRICK	ATLAS STRUCTURAL BRICK	2	MIDNIGHT	INTERSTATE BRICK	ATLAS STRUCTURAL BRICK	3	BRUSHED ALUMINUM	REYNOLDS	FASCIA	4	QT RED	SHERWIN-WILLIAMS	STANDING SEAM AWNING	5	RED POLYCARBONATE	ALLEN INDUSTRIES	ILLUMINATED BAND	6	QT BROWN	SHERWIN - WILLIAMS	METAL PAINT	7	BLACK	ALL COURT FABRICS	POLYPRO 95 MESH	8	CL-60R	ALLEN INDUSTRIES	SIGNAGE	9	BLACK	GLEN GERY	STACKED STONE	10	IDB-20	ALLEN INDUSTRIES	ILLUMINATED SIGNAGE	11	CL-44	ALLEN INDUSTRIES	ILLUMINATED SIGNAGE
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Serial # 08-1941-G3SE	Scale: 1/16"=1'-0"	Issue Date: 09.19.23	Drawn By: JK	Rev/Notes: #	COPYRIGHT © 2011 QUIKTRIP CORPORATION DESIGN PATENTS QUIKTRIP PLANS ARE THE EXCLUSIVE PROPERTY OF QUIKTRIP CORPORATION, TULSA, OKLAHOMA. THESE PLANS ARE PROTECTED IN THEIR ENTIRETY BY DOMESTIC AND INTERNATIONAL COPYRIGHT AND PATENT STATUTES. ANY UNAUTHORIZED USE, REPRODUCTION, PUBLICATION, DISTRIBUTION OR SALE IN WHOLE OR IN PART, IS STRICTLY FORBIDDEN.																																																				

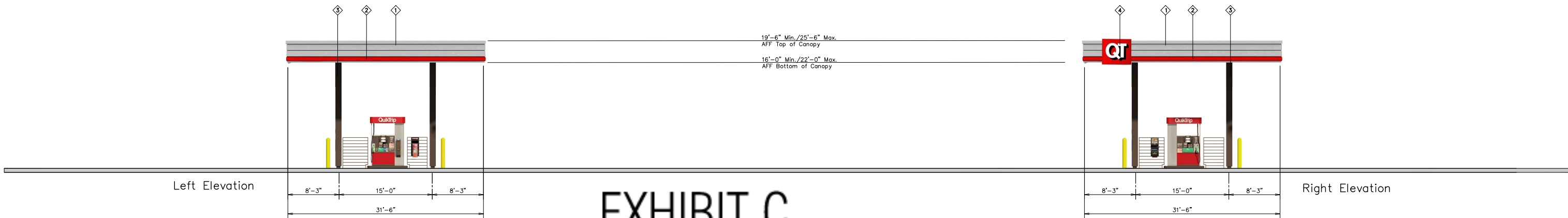
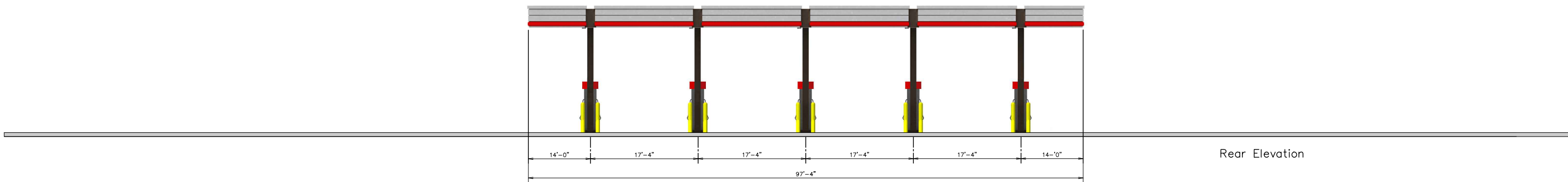
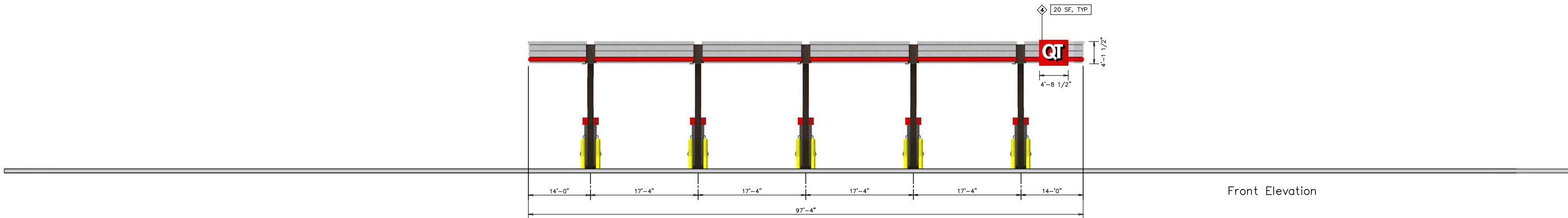


EXHIBIT C

ZONING CASE NUMBER: Z-07-23
SUP NUMBER: SUP-55



QuikTrip.

4705 South 129th East Ave.
Tulsa, OK 74134-7008
P.O. Box 3475
Tulsa, OK 74101-3475
(918) 615-7700

Store #
1941

4 Bay Diesel Canopy

Serial #
08-1941-GV04

Scale:
1/16"=1'-0"

Issue Date:
09.19.23

Address:
SWC of Hwy 34 & Kings Fort Pkwy

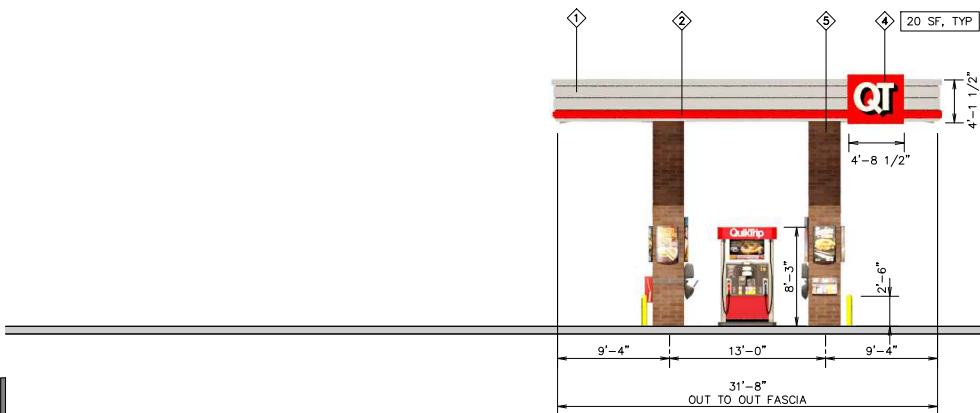
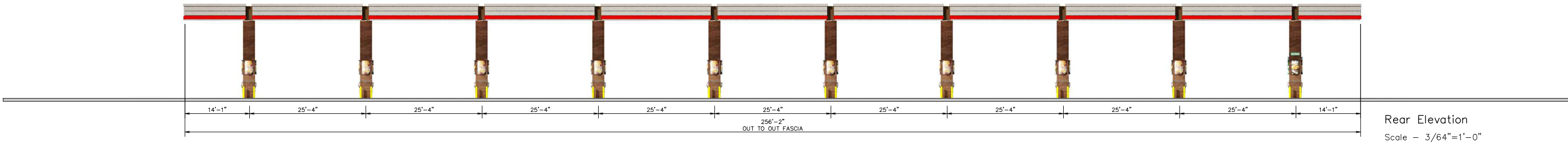
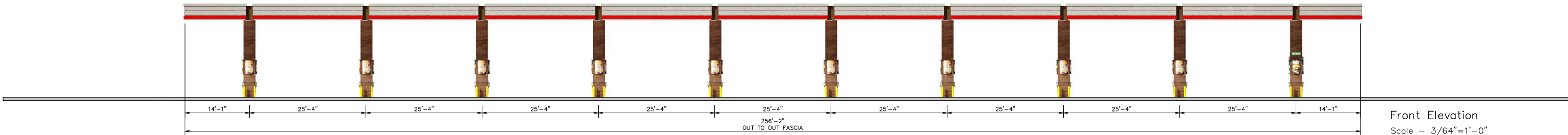
Drawn By:
JK

Rev/Notes:
#

City, State:
Kaufman, TX

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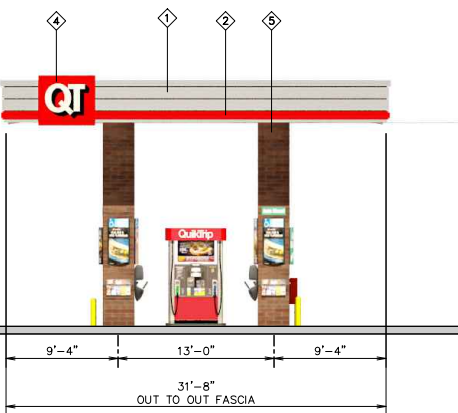
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1	BRUSHED ALUMINUM	REYNOLDBOND	CANOPY
2	RED POLYCARBONATE	ALLEN INDUSTRIES	ILLUMINATED BAND
3	QT BROWN	SHERWIN - WILLIAMS	METAL/PAINT
4	IDC-20	ALLEN INDUSTRIES	ILLUMINATED SIGNAGE
5	BRONZESTONE	INTERSTATE BRICK	ATLAS STRUCTURAL BRICK
6	BLACK	ALL COURT FABRICS	POLYPRO 55 MESH



Left Elevation
Scale - 1/16"=1'-0"

EXHIBIT C

ZONING CASE NUMBER: Z-07-23
SUP NUMBER: SUP-55



Right Elevation
Scale - 1/16"=1'-0"

4705 South 129th East Ave.
Tulsa, OK 74134-7008
P.O. Box 3475
Tulsa, OK 74101-3475
(918) 615-7700

Store # 1941 Vertical 10 Canopy Elevations

Address: SWC of Hwy 34 & Kings Fort Pkwy

City, State: Kaufman, TX

Serial # 08-1941-GV10

Scale: AS NOTED

Issue Date: 09.19.23

Drawn By: JK

Rev/Notes:

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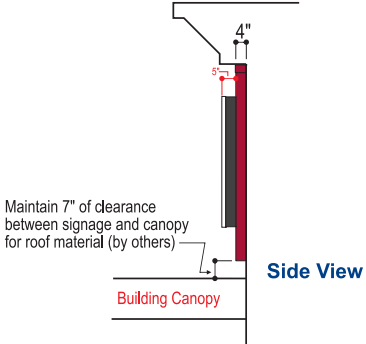
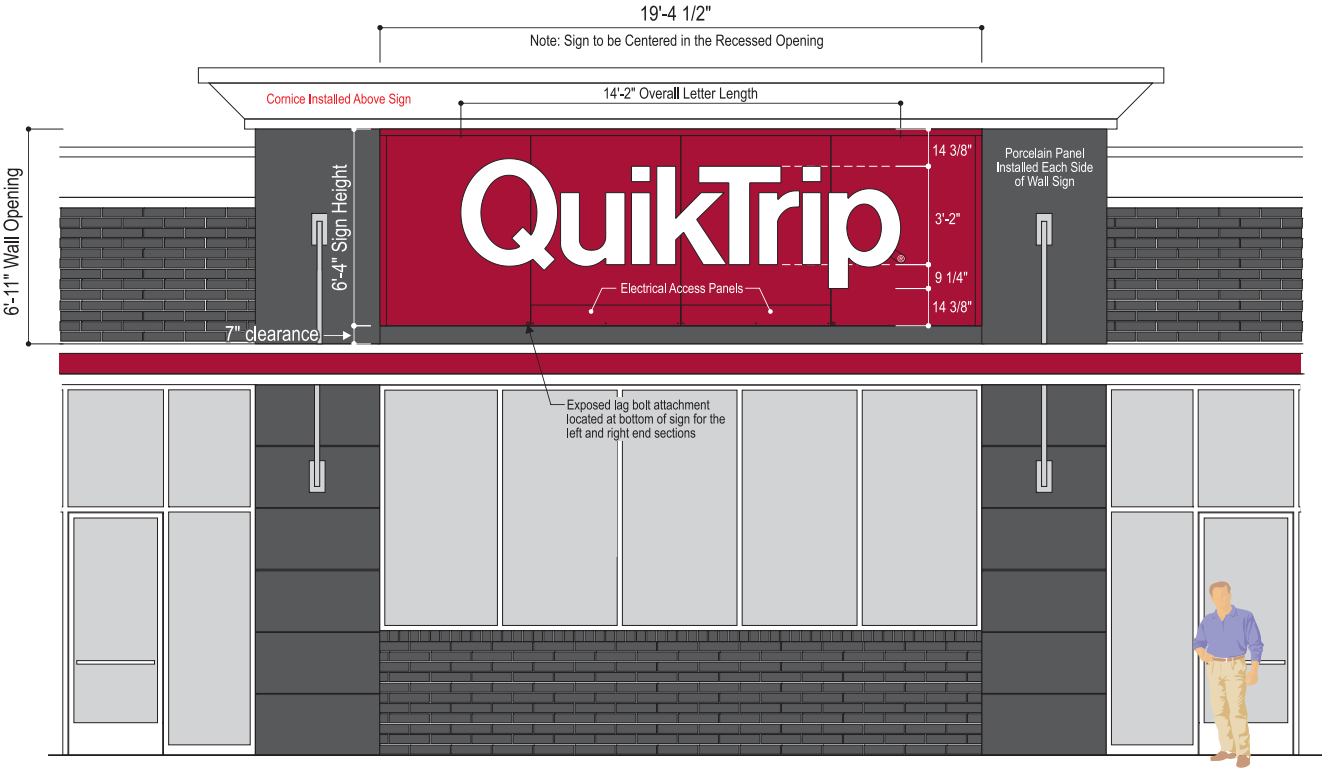
①	FINISH	MANUFACTURER	SPECIFICATION
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2	RED POLYCARBONATE	ALLEN INDUSTRIES	ILLUMINATED BAND
3	QT BROWN	SHERWIN - WILLIAMS	METAL PAINT
4	IDC-20	ALLEN INDUSTRIES	ILLUMINATED SIGNAGE
5	BRONZESTONE	INTERSTATE BRICK	ATLAS STRUCTURAL BRICK
6	BLACK	ALL COURT FABRICS	POLYPRO 95 MESH

24V Max LED

Gen III Sign Design

Raised Panel Design:
Two (2) Section Sign Frame with
Removable Break Formed
Aluminum Face Panels
Each of the Two (2) Sign Sections to be
installed to the Wall with final electrical
connection thru the provided access panels
located at the bottom center sign sections.

Sign Manufactured in Two (2) Equal Half Sections.
Fabricated Aluminum Wall Sign with Projected Aluminum Channel Letters
Internally Illuminated White LED Formed Evonik Cyro SG-7328 Face Panels



COLOR REFERENCE:
NOTE: AKZO NOBLE PAINT SPECIFIED
FOR ALL PAINTED SURFACES

- EMBOSSD FACE PANELS: TRANSLUCENT WHITE
EVONIK CYRO SG-7328 NON-GLARE FINISH
- QT RED, AKZO NOBLE PAINT MATCH 3M CARDINAL
RED TRANSLUCENT VINYL #3632-53, SATIN FINISH
- LETTER RETURNS TO BE AKZO NOBLE PAINT MATCH
TO BENJAMIN MOORE #2134-30 IRON MOUNTAIN

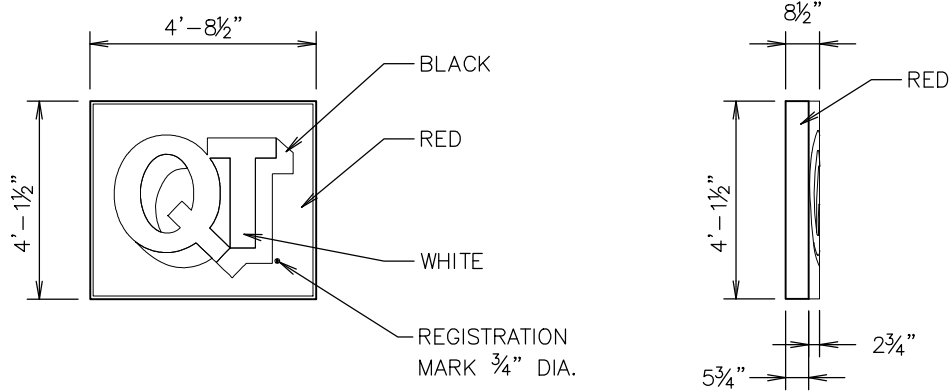
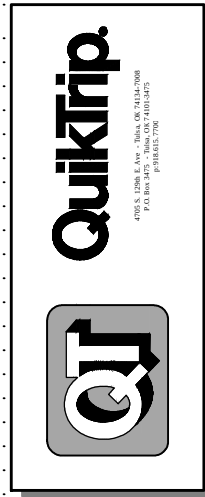
Front View - Sign Type G3S CL-60-F
Projected Channel Letters with White LED Illuminated Evonik Cyro SG-7328 Faces
Scale 1/4" = 1'-0"

EXHIBIT C ZONING CASE NUMBER: Z-07-23
SUP NUMBER: SUP-55



Client Review Status	Declaration	Date / Description	Project Information
Allen Industries, Inc. requires that an "Approved" drawing be obtained from the client prior to any production release or production release revision. ☐ Approved ☐ Approved as Noted ☐ Revise & Resubmit	The Drawing / Design illustrated is the property of QuikTrip Corporation and Allen Industries, Inc. The production, copying, or use hereof is prohibited without written consent. Any infringement will be subject to legal action.	11/27/17 Issue Date 05/27/18 Revised panel dimensions 12/13/17 Revised to flat face & flush ltrs. 05/30/18 Various revisions 02/04/18 Revised size 06/01/18 Various revisions 02/21/18 Corrected detail 01/25/19 Various revisions 03/02/18 Added LED layouts	Client QuikTrip Corporation - Gen III Exterior Sign Program File QT G3S-CL-60-F Sales Tom Allen Design CT PM James Gentry
Name _____ Title _____ Date _____			

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Building ID
IDB-20

NOTES
DRAWN BY
ISSUE DATE 11/07/12

SQUARE FOOTAGE	
TYPEFACE	12
INSIDE CAN	
ENTIRE SIGN	20

EXHIBIT C

ZONING CASE NUMBER: Z-07-23
SUP NUMBER: SUP-55

SPECIFICATIONS:

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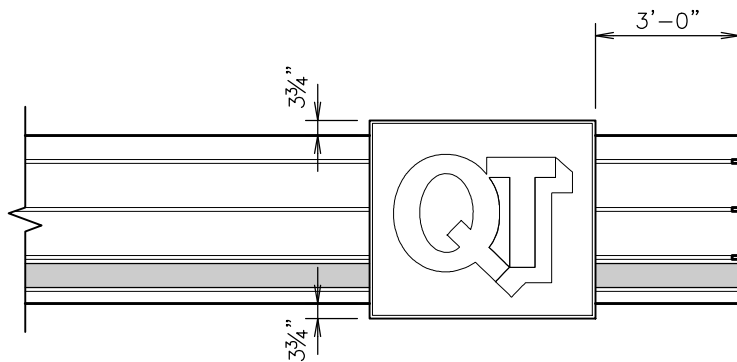
LOGO Cabinet

Aluminum Construction, Internally illuminated with GE Tetra PowerStrip DS65/GE PS24 Power Supplies. Painted Akzo Noble, QT Red SIGN9141 Low Gloss.

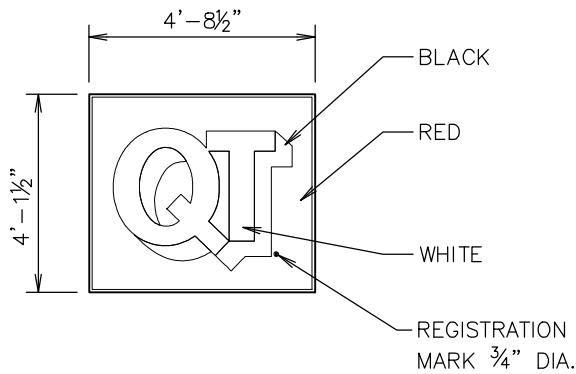
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1/4" = 1'-0"
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IDB-20
STORE NUMBER:
1881



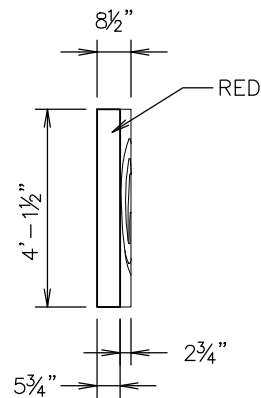
QuikTrip.
4705 S. 122nd, L. Ave. - Tulsa, OK 74134-7008
P.O. Box 1475 - Tulsa, OK 74101-1475
918.582.1200



CANOPY ELEVATION



FRONT ELEVATION



SIDE ELEVATION

Canopy ID
IDC-20

NOTES	
DRAWN BY	
ISSUE DATE	11/07/12

SQUARE FOOTAGE	
TYPEFACE	10
INSIDE CAN	
ENTIRE SIGN	20

SPECIFICATIONS:

LOGO

Flat Solar grade, Clear Cyro Face, .177 thickness, painted on 2nd surface to match 3M Cardinal Red Translucent #3632-53 with Akzo Nobel, no embossment.

LOGO Cabinet

Aluminum Construction, Internally illuminated with GE Tetra PowerStrip DS65/GE PS24 Power Supplies. Painted Akzo Noble, QT Red SIGN9141 Low Gloss.

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ZONING CASE NUMBER: Z-07-23
SUP NUMBER: SUP-55

SCALE:

1/4" = 1'-0"

SERIAL NUMBER:

IDC-20

STORE NUMBER:

1881

TIA REVIEW

To: City of Kaufman
From: Chris Edwards, P.E., and Philip C. Varughese, P.E.
Date: September 12, 2023
RE: Review of the Traffic Impact Analysis for QT 1941

Teague Nall and Perkins, Inc. (TNP), on behalf of the City of Kaufman, has performed a review of the above referenced Traffic Impact Analysis (TIA), dated August 30, 2023. It is our opinion that the developer should revise the report, provide responses to the comments below, and resubmit for another review prior to City acceptance of the TIA.

TIA Comments

1. **TIA pg. 41 (PDF pg. 48) and Appendix I-1 (PDF pg. 251):** The next to last paragraph of the *Sight Distance Analysis* section acknowledges landscaping needs to be considered to avoid restricting site distance, as several of the sight triangles go thru the landscaping area. Based on Exhibit I-1, however, the sight triangle to the left for trucks from Driveway 1 passes thru the landscape area, the drive pavement leading up to the truck fueling positions, and the drive approach for Driveway 2. As it is proposed in the TIA that trucks will utilize Driveway 2 as an entrance and Driveway 3 as an exit from the site, it is a reasonable assumption that this sight triangle will often be blocked by trucks entering Driveway 2 or making their way to the truck fueling stations. I believe this could create potentially dangerous conflicts between trucks turning out of the site and vehicles traveling west on Kings Fort Pkwy.
2. **TIA pg. 45 (PDF pg. 52):** The last paragraph of the *Right Turn Deceleration Lane Analysis* section states a southbound right turn into the site from SH 34 would be “infeasible”. However, the right turning volume in the AM peak hour is almost double the TxDOT threshold for consideration of a deceleration lane, and the PM peak hour volume is over the threshold as well. While it would be expensive to construct because of the need for retaining walls, TxDOT may still require a right-turn deceleration lane at this location. I recommend the City point this issue out to TxDOT for further discussion.
3. **Synchro Reports:** It does not appear any left turns from the US 175 EBFR or WBFR are included in the LOS modeling of these intersections. I understand the U-turns being left out due to the free turnaround, but please explain the lack of left turn volumes or add them to the modeling. Adjust Table 9 and 10 as necessary for any changes to the approach delays and LOS.
4. **General:** The City should require TxDOT review and approval of the LOS analysis of the intersection of US 175 and SH 34, the access spacing of Driveway 4, and the requirement or waiving of a right-turn deceleration lane at Driveway 4 prior to accepting the TIA.

If you have any questions regarding these review comments, please contact Chris Edwards at (817) 665-7111 or cedwards@tnpinc.com. We are available to meet with you or the engineer should you desire.

Sincerely,

tnp
teague nall & perkins



Chris Edwards, PE

Senior Engineer, Associate

 817.336.5773 main | 817.665.7111 direct | 817.713.8614 mobile

 5237 N. Riverside Drive, Suite 100 | Fort Worth, TX 76137

cedwards@tnpinc.com

ORDINANCE O-25-23

AN ORDINANCE OF THE CITY OF KAUFMAN, TEXAS, AMENDING ORDINANCE NO. O-02-07 AND CHAPTER 118, "ZONING", OF THE CODE OF ORDINANCES OF THE CITY OF KAUFMAN, COLLECTIVELY, "THE COMPREHENSIVE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP" OF THE CITY, TO APPROVE SPECIFIC USE PERMIT NO. FIFTY-FIVE, ("SUP-55"), AND ITS SITE PLAN, TO PERMIT A TRUCK STOP, SUBJECT TO CONDITIONS, ON AN APPROXIMATE 4.091 ACRE TRACT OF LAND (PROPERTY ID 202753) ZONED PLANNED DEVELOPMENT 15 – HIGHWAY COMMERCIAL "PD-15-HC", SUCH PROPERTY BEING GENERALLY LOCATED AT THE NORTHWEST CORNER OF STATE HIGHWAY 34 & KINGS FORT PARKWAY, SITUATED IN THE D. FALCON SURVEY, ABSTRACT NO. 151, CITY OF KAUFMAN, KAUFMAN COUNTY, TEXAS; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING AMENDMENTS AND ZONING MAP AMENDMENTS THAT IMPOSE CONDITIONS UPON THE PROPERTY, INCLUDING RESTRICTIONS ON USE OR BUILDING EXPANSION OR MODIFICATION, REQUIRING A TRAFFIC IMPACT ANALYSIS AND FOR ALL RECOMMENDATIONS THEREIN TO BE INCORPORATED INTO THE PLANS AND ALL STAFF REVIEW COMMENTS TO BE ADDRESSED, AND AUTHORIZING A VARIANCE TO THE HEIGHT AND AREA OF A POLE SIGN; PROVIDING ASSIGNABILITY AND EXPIRATION/RECISSION; PROVIDING LAND USE REGULATIONS; PROVIDING A CUMULATIVE REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE, AND A SEPARATE OFFENSE SHALL BE DEEMED COMMITTED UPON EACH DAY DURING OR ON WHICH A VIOLATION OCCURS OR CONTINUES; AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

WHEREAS, at its regular meeting held on the 5th day of September, 2023, the Planning and Zoning Commission, after holding a public hearing, did consider and make a recommendation to City Council for approval of SUP-55, and its Site Plan (Z-07-23), to allow a truck stop with the conditions listed in Section 2 of this Ordinance on an approximate 4.091 acre tract of land, Kaufman CAD Property ID 202753, zoned Planned Development 15 – Highway Commercial "PD-15-HC", generally located at the northwest corner of State Highway 34 & Kings Fort Parkway, situated in the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman County, Texas; and more specifically described and depicted on **Exhibit "A"**, a copy of which is attached hereto and incorporated herein as, (the "Property"); and

WHEREAS, at its regular meeting held on the 25th day of September, 2023, the City Council held a public hearing to consider approving SUP-55, and its Site plan as noted above and: (1) determined that all legal requirements of notice and hearings were met; (2) considered the recommendations of the Planning and Zoning

Commission; (3) provided the public an opportunity to provide input; (4) considered public input; (5) considered the compatibility of the proposed SUP-55 zoning with surrounding properties and the goals and objectives of the Comprehensive Zoning Ordinance and Zoning Map of the City; and (6) determined that the proposed amendment to the Zoning Ordinance and Zoning Map of the City set forth herein below is consistent with the goals of land development as set forth in the Comprehensive Plan of the City, would allow orderly development of the Property which would serve the best interest of the health safety, and general welfare of the public.

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

SECTION 1. INCORPORATION OF PREMISES. The above and foregoing premises are true and correct and are incorporated herein and made a part hereof for all purposes.

SECTION 2. AMENDMENT. That Ordinance No. O-25-23 and Chapter 118, “Zoning”, of the Code of Ordinances of the City of Kaufman, collectively, “The Comprehensive Zoning Ordinance and The Official Zoning Map”, is hereby amended to reflect a change in zoning to the Property, described and depicted in **Exhibit “A”**, attached hereto and incorporated herein, from Planned Development 15 – Highway Commercial “PD-15-HC” to Planned Development 15 – Highway Commercial “PD-15-HC” with Specific Use Permit-55 (“SUP-55”).

Pursuant to the zoning designation of Planned Development 15 – Highway Commercial “PD-15-HC” with SUP-55, the Property shall only be used as allowed by the Planned Development 15 – Highway Commercial “PD-15-HC” zoning district of the City of Kaufman, as amended by SUP-55 which hereby authorizes a truck stop with the following conditions, each of which shall be included on the Site Plan for SUP-55, and such use shall be subject to the conditions set forth below:

- a. The Property, including all buildings, premise, or land used pursuant to this SUP-55 shall not be enlarged, modified, structurally altered, added to, or otherwise significantly changed in size nor from the layout on the approved Site Plan and associated exhibits (Floor Plan, Elevations, Landscape Plan, Sign Plan, Photometric Plan) unless an amendment to SUP-55 is first approved by the City Council specifically authorizing such enlargement, modification, structural alteration, or change to the Property, Site Plan, or associated exhibits.
- b. The Traffic Impact Analysis is subject to review and approval by City staff; any recommendations included in the analysis shall be incorporated into the plans. Comments have been provided by the City Engineer that will need to be addressed.
- c. A variance is authorized for one (1) pole sign with a maximum height of 75’, a maximum sign area of 229 sq. ft., at least 468’ from the other pole sign on the property, at the location indicated on the Site Plan (Exhibit B) and with the design as indicated on the Sign Plan (Exhibit E).

SECTION 3. ZONING MAP AMENDMENT. In addition, the official Zoning Map of the City of Kaufman, Texas shall be amended and annotated to show the change in zoning classification of the Property from Planned Development 15 – Highway Commercial “PD-15-HC” to Planned Development 15 – Highway Commercial “PD-15-HC” with Specific Use Permit-55 (“SUP-55”), thereon and the updated map shall be on file with the Office of the City Secretary.

SECTION 4. SITE PLAN. The Site Plan for SUP-55 attached hereto and incorporated as if set forth fully herein as **Exhibit “B”**, is hereby approved by the City Council. The approved Site Plan meeting the requirements of this Section shall be adhered to in its entirety for the duration of the uses authorized by SUP-55.

SECTION 5. ASSIGNABILITY; TERMINATION/RECISSION. SUP-55 is non-transferrable. SUP-55 shall expire or terminate when the Planning and Zoning Commission and the City Council take proper zoning action to rescind the SUP, with appropriate publication notification and public hearing, pursuant to Section 30.1 of the City’s Comprehensive Zoning Ordinance.

SECTION 6. LAND USE REGULATIONS. The regulations contained in the City’s Comprehensive Zoning Ordinance for Planned Development 15 – Highway Commercial “PD-15-HC” zoning, as amended, shall control, except as expressly modified by SUP-55.

SECTION 7. CUMULATIVE REPEALER/SAVINGS This Ordinance shall be cumulative of all other Ordinances and shall not repeal any of the provisions of such Ordinances except for those instances where there are direct conflicts with the provisions of this Ordinance. Ordinances or parts thereof in force at the time this Ordinance shall take effect and that are inconsistent with this Ordinance are hereby repealed to the extent that they are inconsistent with this Ordinance. Provided however, that any complaint, action, claim, or lawsuit, which has been initiated or has arisen under or pursuant to such Ordinance on the date of adoption of this Ordinance shall continue to be governed by the provisions of that Ordinance and for that purpose the Ordinance shall remain in full force and effect.

SECTION 8. SEVERABILITY. If any section, subsection, clause, phrase or provision of this Ordinance, or any application thereof to any person or circumstance, shall to any extent be held by a court of competent jurisdiction to be invalid, void or unconstitutional, the remaining sections, subsections, clauses, phrases and provisions of this Ordinance, or any application thereof to any person or circumstance, shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

SECTION 9. PENALTY. Any person who violates any provision of this Ordinance, upon conviction, shall be deemed guilty of a misdemeanor and shall be fined a sum not to exceed two thousand dollars (\$2,000.00) for each offense, and a separate offense shall be deemed committed upon each day during or on which a violation occurs or continues.

SECTION 10. PUBLICATION AND EFFECTIVE DATE. This Ordinance shall become effective immediately upon its passage and publication as required by law and Charter.

PASSED AND APPROVED this 25th day of September, 2023.

**JEFF JORDAN
MAYOR**

ATTEST:

**JESSIE HANKS
CITY SECRETARY**

APPROVED AS TO FORM:

**PATRICIA A. ADAMS
CITY ATTORNEY**

“EXHIBIT A” Legal Description

Z-07-23
Northwest corner of SH 34 & Kings Fort Pkwy. –
Kaufman CAD Property ID 202753

QuikTrip



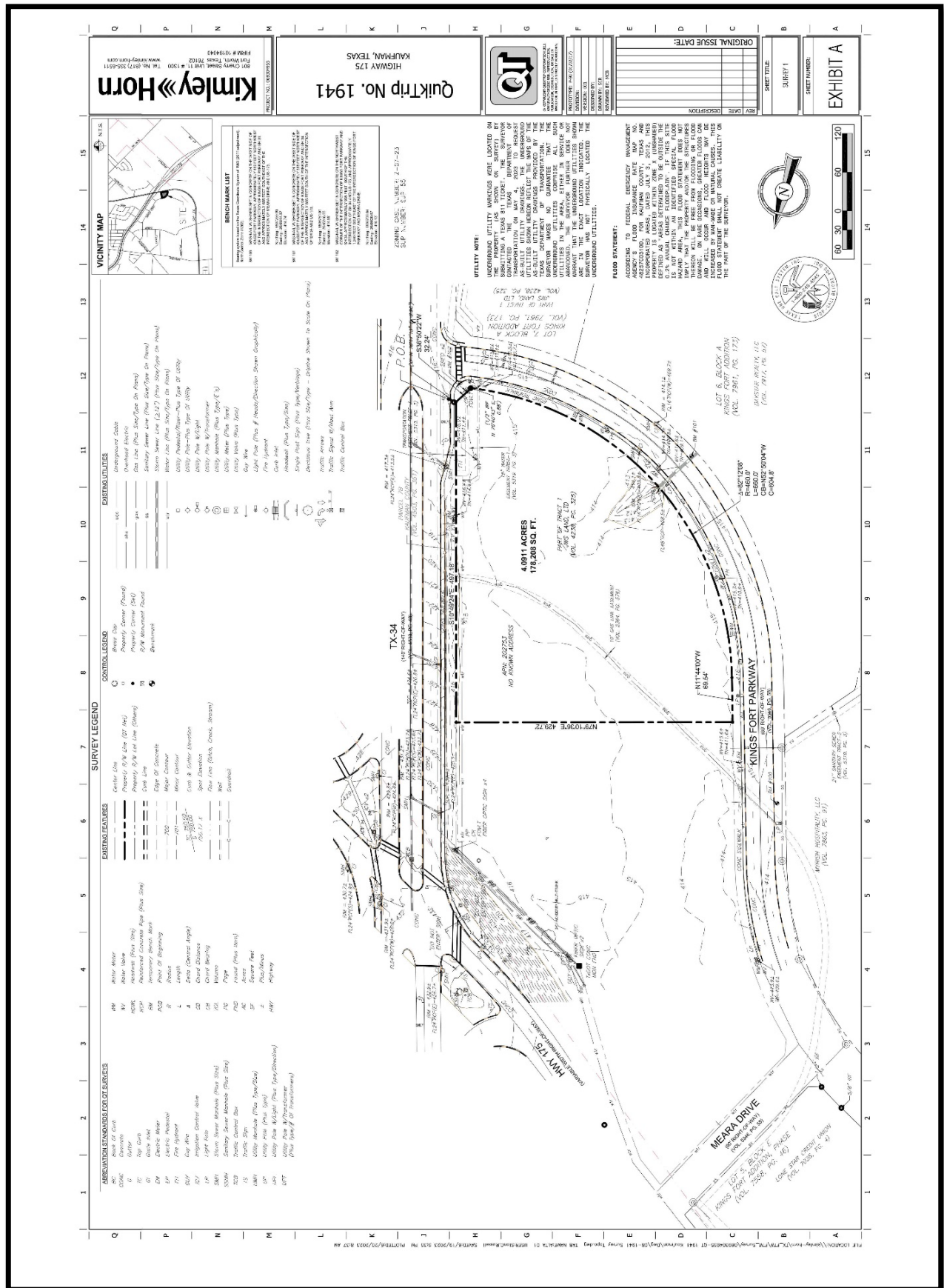
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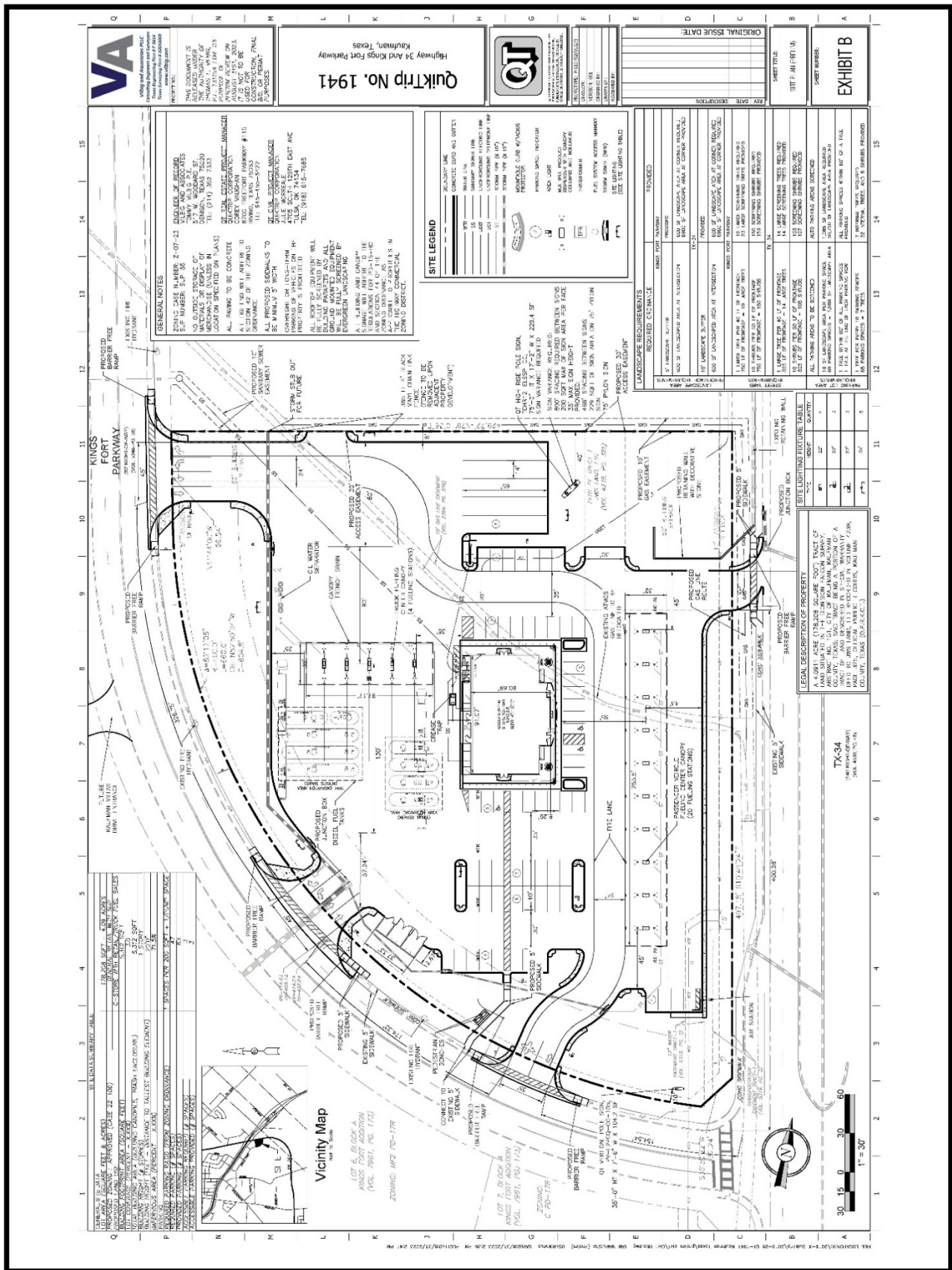
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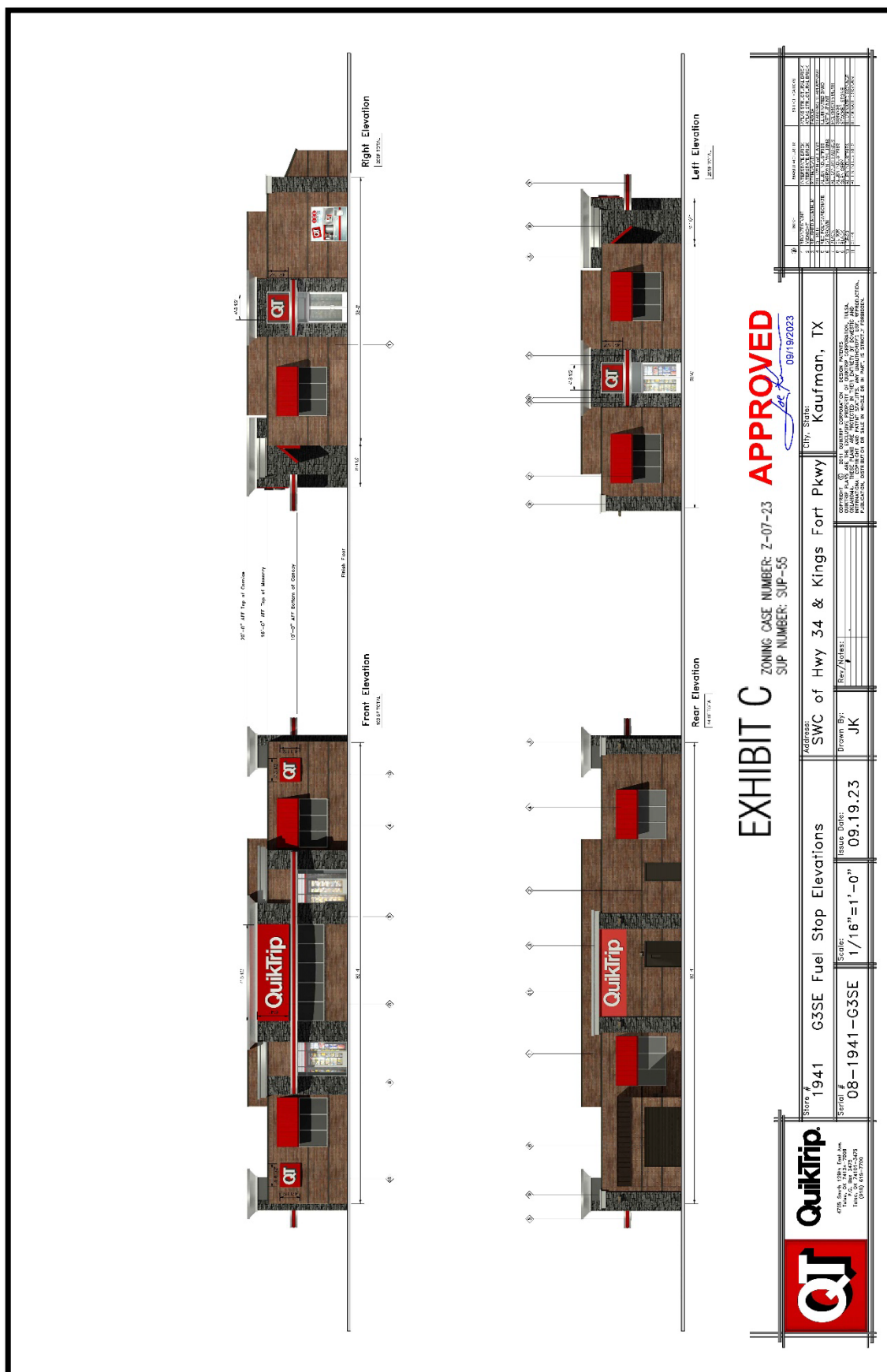
Kaufman County Appraisal District, BIS Consulting - www.bisconsulting.com

“EXHIBIT A” Legal Description





Architectural floor plan of the QuikTrip No. 1941 building. The plan shows a large, irregularly shaped building with multiple rooms, including a main retail area, a service counter, a drive-thru lane, and a parking lot. The building is oriented with its long side running horizontally. The plan includes detailed interior layouts, furniture, and fixtures. A north arrow is located in the top right corner. The plan is labeled "EXHIBIT C" and "REFERENCE FLOOR PLAN".







Store #

1941

Serial #

08-1941-03SE

Score

1/16"=1'-0"

Issue Date

08.08.23

Address

SWC of Hwy 34 & Kings Fort Pkwy

City, State

Kaufman, TX

Rev/Notes

JK

Drawn By

JK

Issue Date

08.08.23

EXHIBIT C

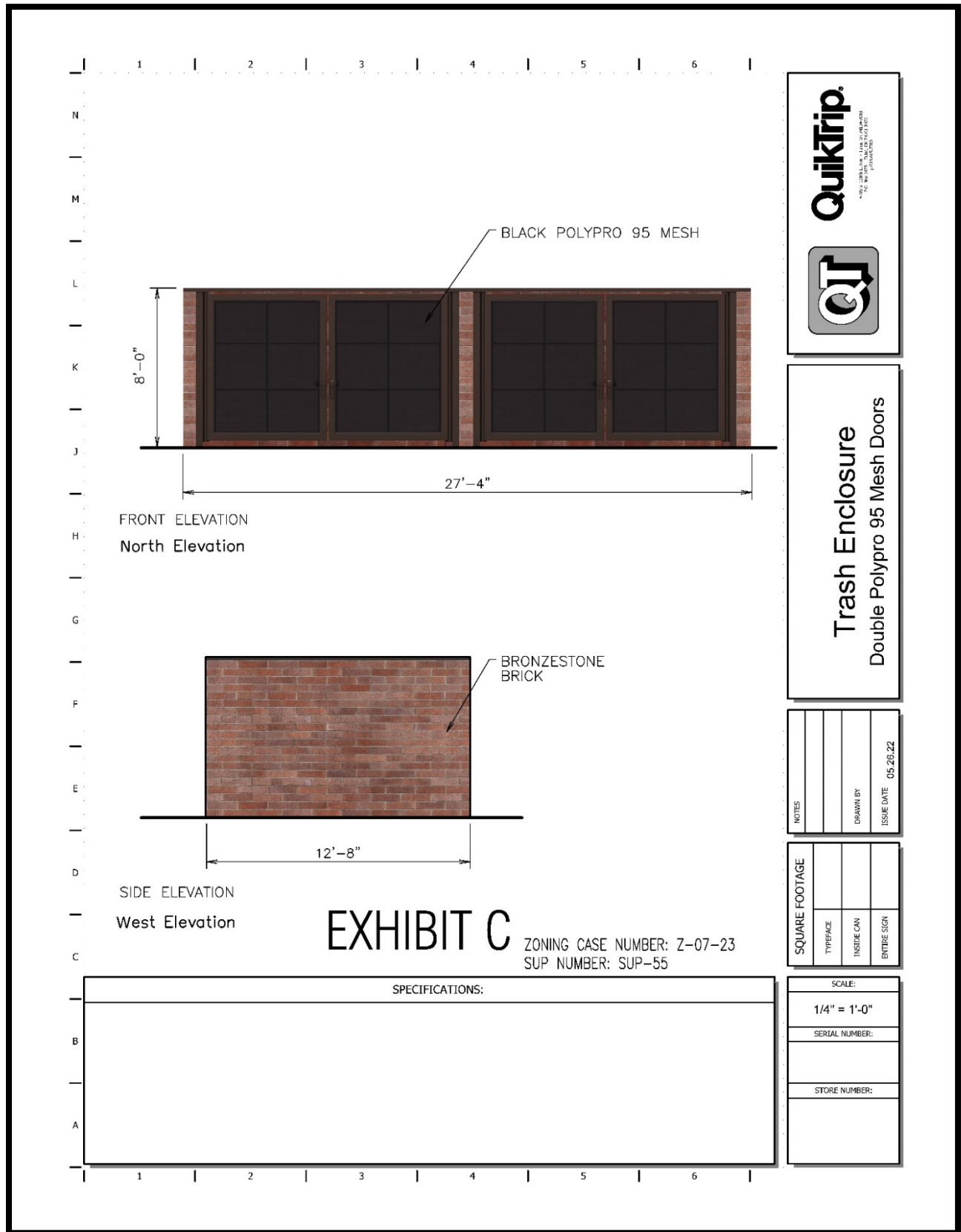
ZONING CASE NUMBER: Z-07-23

SUP NUMBER: SUP-55

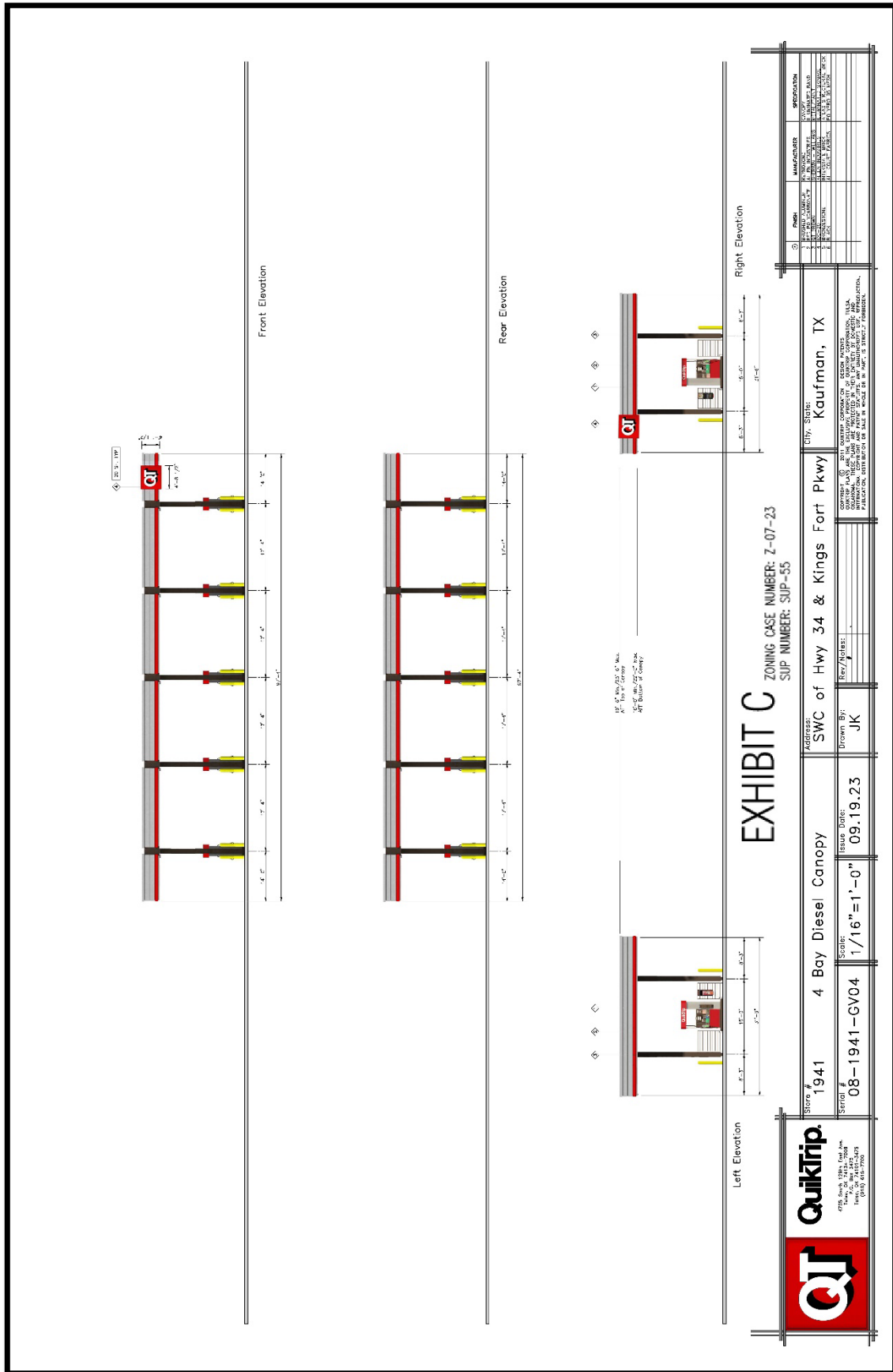
West Facing Perspective

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"EXHIBIT C" Elevations and Perspectives

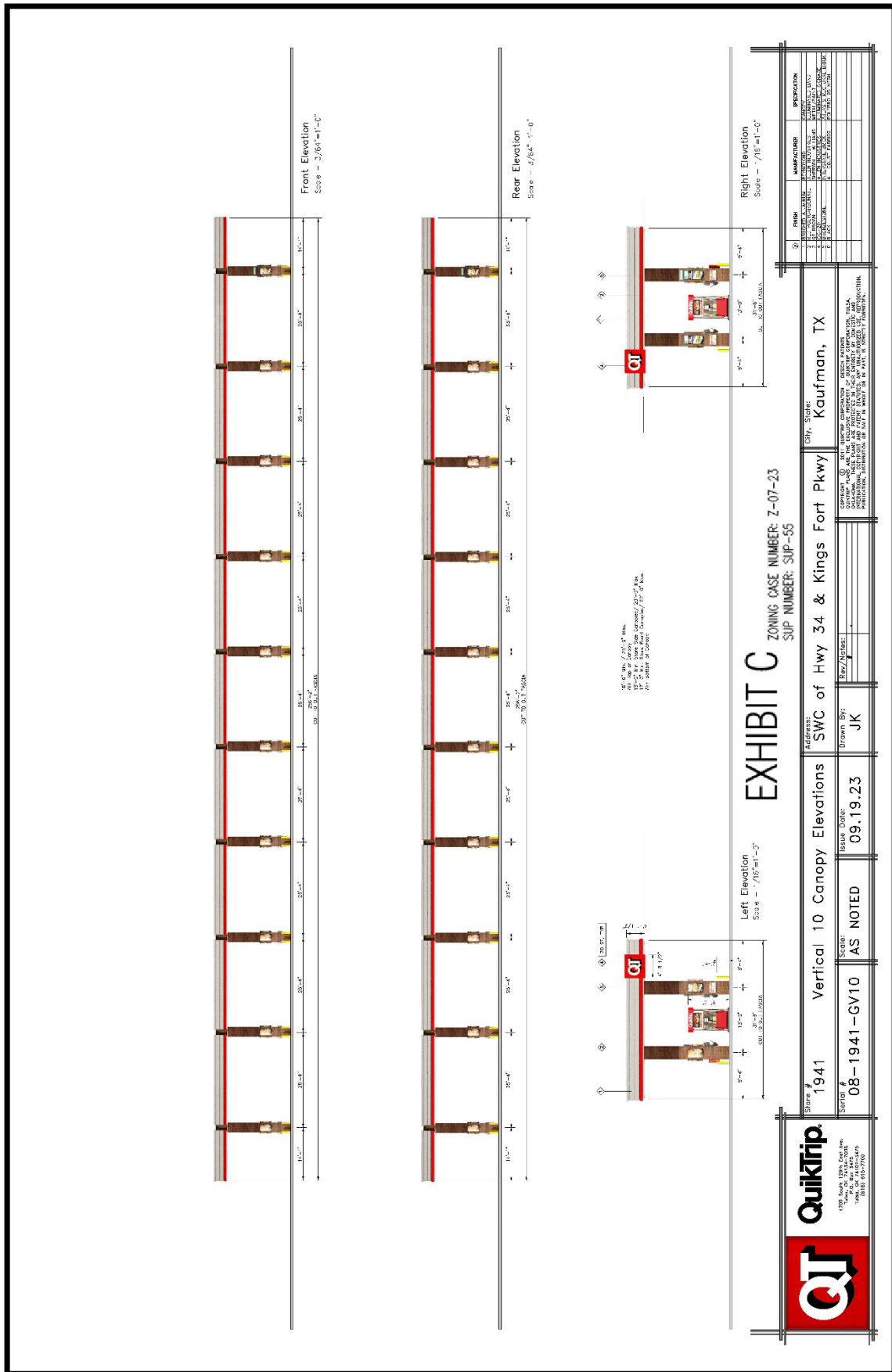


"EXHIBIT C" Elevations and Perspectives





Ordinance O-25-23





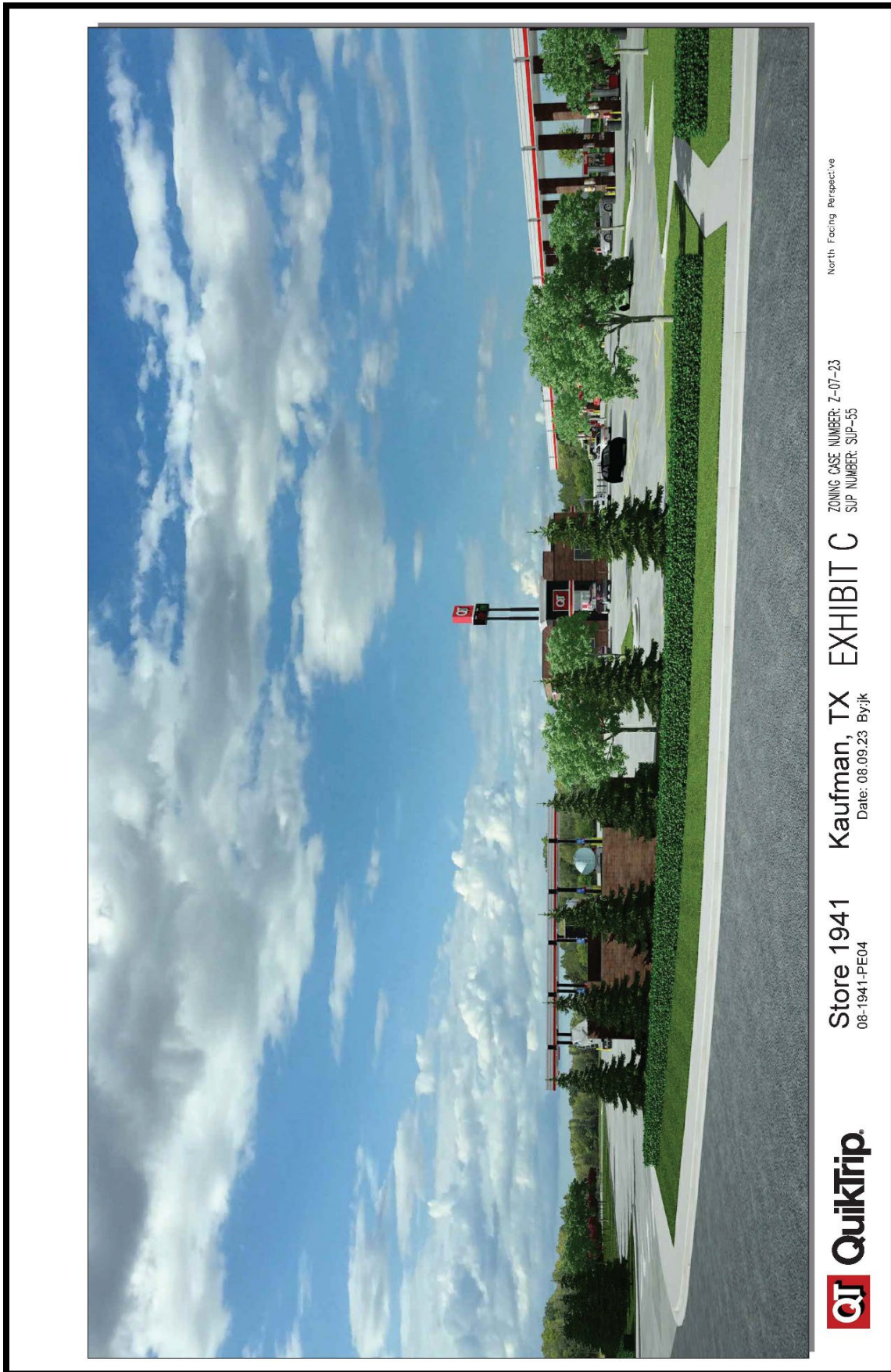
"EXHIBIT C" Elevations and Perspectives



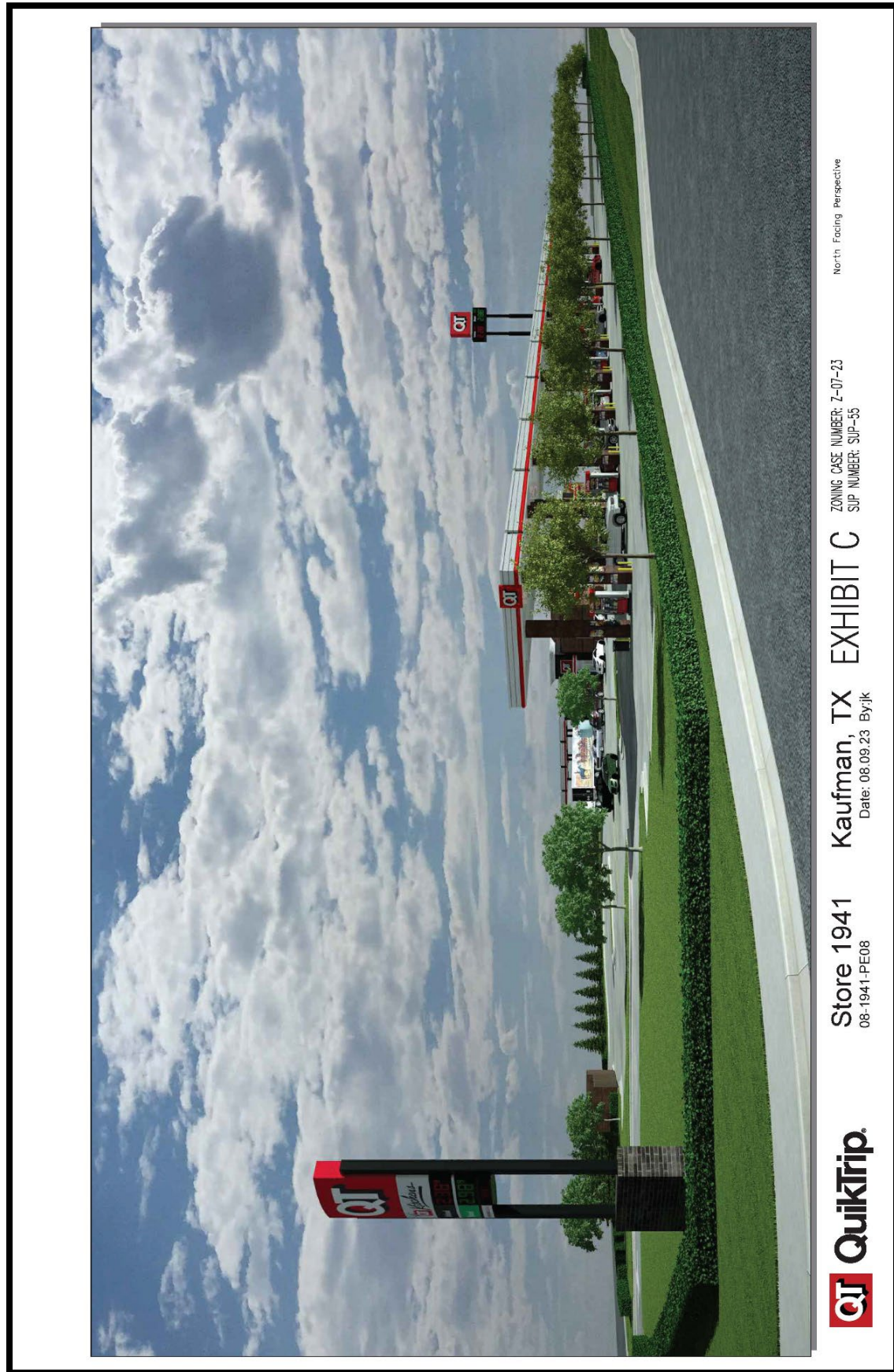
"EXHIBIT C" Elevations and Perspectives



"EXHIBIT C" Elevations and Perspectives

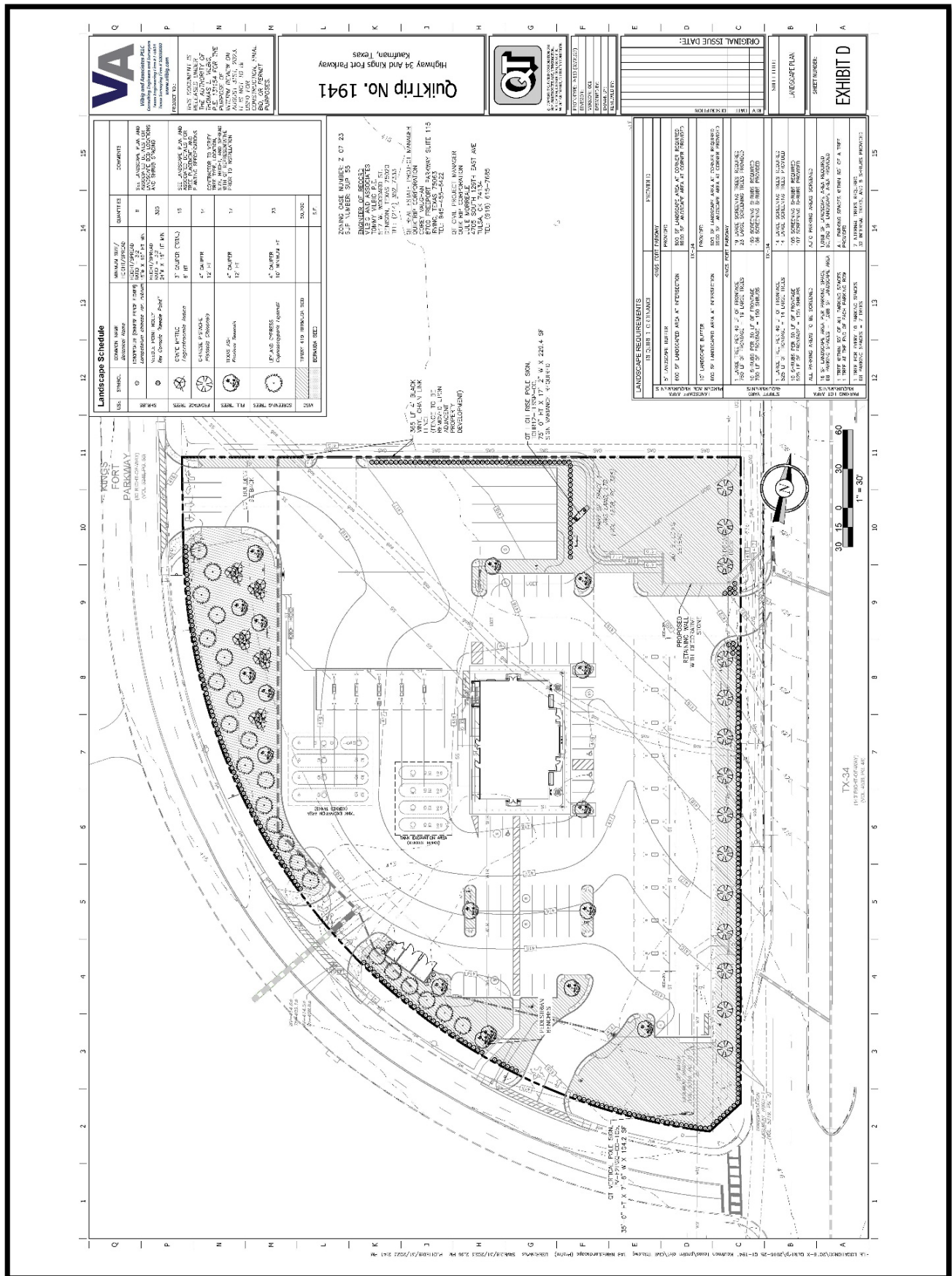


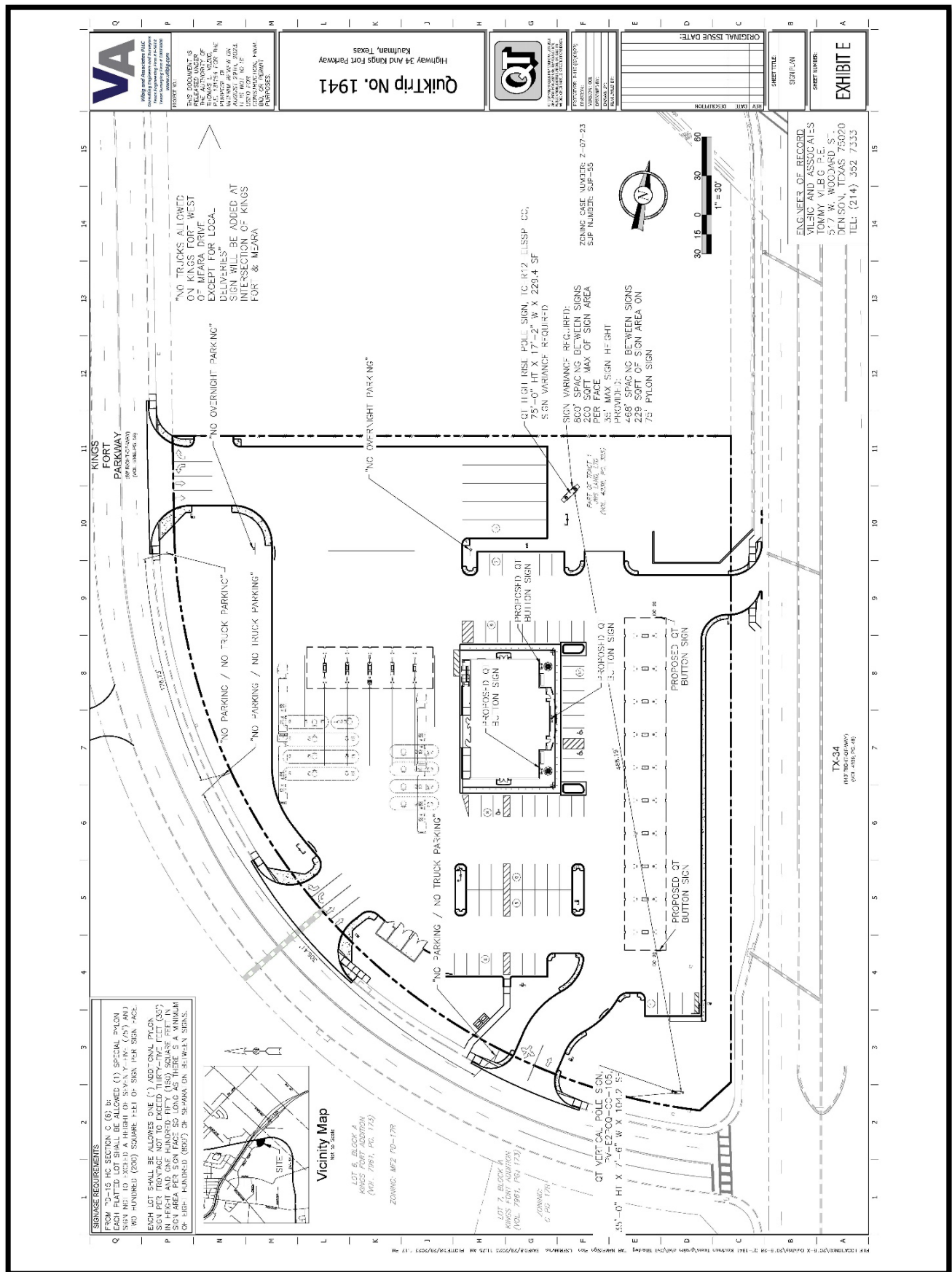
"EXHIBIT C" Elevations and Perspectives



"EXHIBIT C" Elevations and Perspectives







QT G3S CL-60-F
Building Channel Letters
White Lettering
Page 1 of 6

24V Max LED

Sign Manufactured In Two (2) Equal Half Sections.

Fabricated Aluminum Wall Sign with Projected Aluminum Channel Letters
Internally Illuminated White LED Formed Evonik Cyro SG-7328 Face Panels

Gen III Sign Design

Raised Panel Design:
Two (2) Section Sign Frame with
Removable Break Formed
Aluminum Face Panels

Each of the Two (2) Sign Sections to be
connected to the main power source
connection thru the provided access panels
located at the bottom center sign sections.

Top View

19'-4 1/2"

Note: Sign to be Centered in the Recessed Opening

14'-2" Overall Letter Length

Comics Installed Above Sign

6'-11" Wall Opening

6'-4" Sign Height

7" Clearance

Exposed led bolt attachment
located at bottom of sign for the
left and right end sections

Electric Access Panels

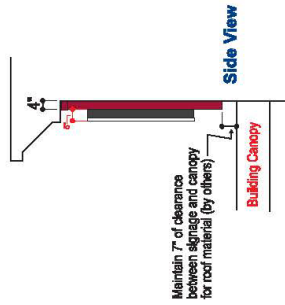
14.38"

3'-2"

9 1/4"

14.38"

Recessed Panel
Installed Each Side
of Wall Sign



Side View

COLOR REFERENCE:

NOTE: ACCO NOBLE PAINT SPECIFIED
FOR ALL PAINTED SURFACES

- EMBOSSSED FACE PANELS, TRANSLUCENT WHITE
EVONIK CYRO SG-7328 NON-GLARE FINISH
- QT RED, ACCO NOBLE PAINT MATCH 3M CARDINAL
EVONIK CYRO TINTL #6632-SL SATIN FINISH
- RED TRANSLUCENT VINYL #6632-SL SATIN FINISH
LETTER RETURNS TO BE ACCO NOBLE PAINT MATCH
TO BENJAMIN MOORE #2134-30 IRON MOUNTAIN

EXHIBIT C

Front View - Sign Type G3S CL-60-F Projected Channel Letters with White LED Illuminated Evonik Cyro SG-7328 Faces

Scale 1/4" = 1'-0"

ZONING CASE NUMBER: Z-07-23
SUP NUMBER: SUP-55



Client Review Status

The Drawing (Design) is the property of
Allen Industries, Inc. and is not to be
reproduced, copied, or used in any way
without the written consent of Allen Industries, Inc.
Any use of this drawing without the written consent of Allen Industries, Inc. is strictly prohibited.

Declaration

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Any use of this drawing without the written consent of Allen Industries, Inc. is strictly prohibited.

Date / Description

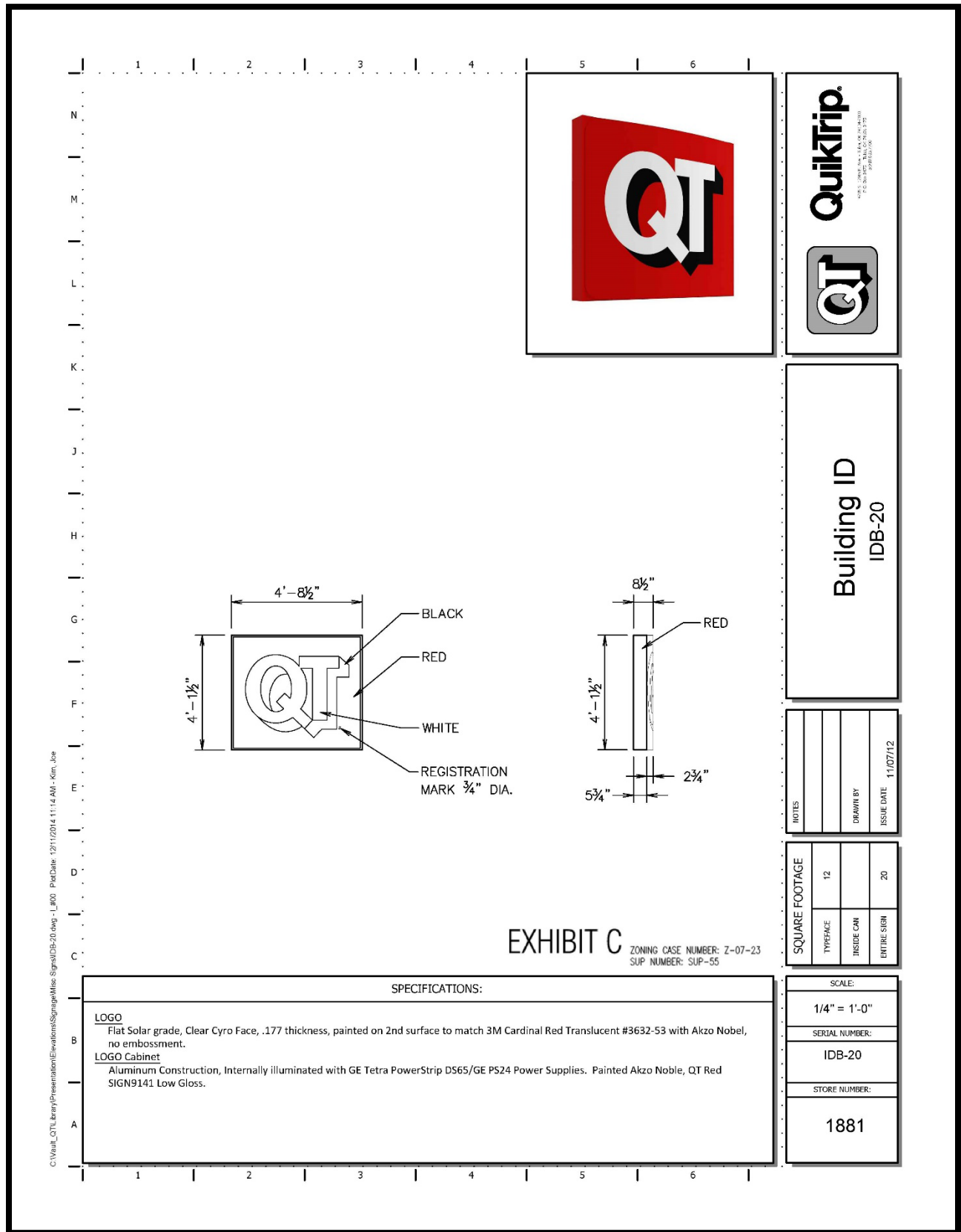
Date	Description
12/17/17	Issue Date
05/21/18	Revised panel dimensions
06/01/18	Various revisions
06/01/18	Various revisions
01/25/18	Various revisions

Project Information

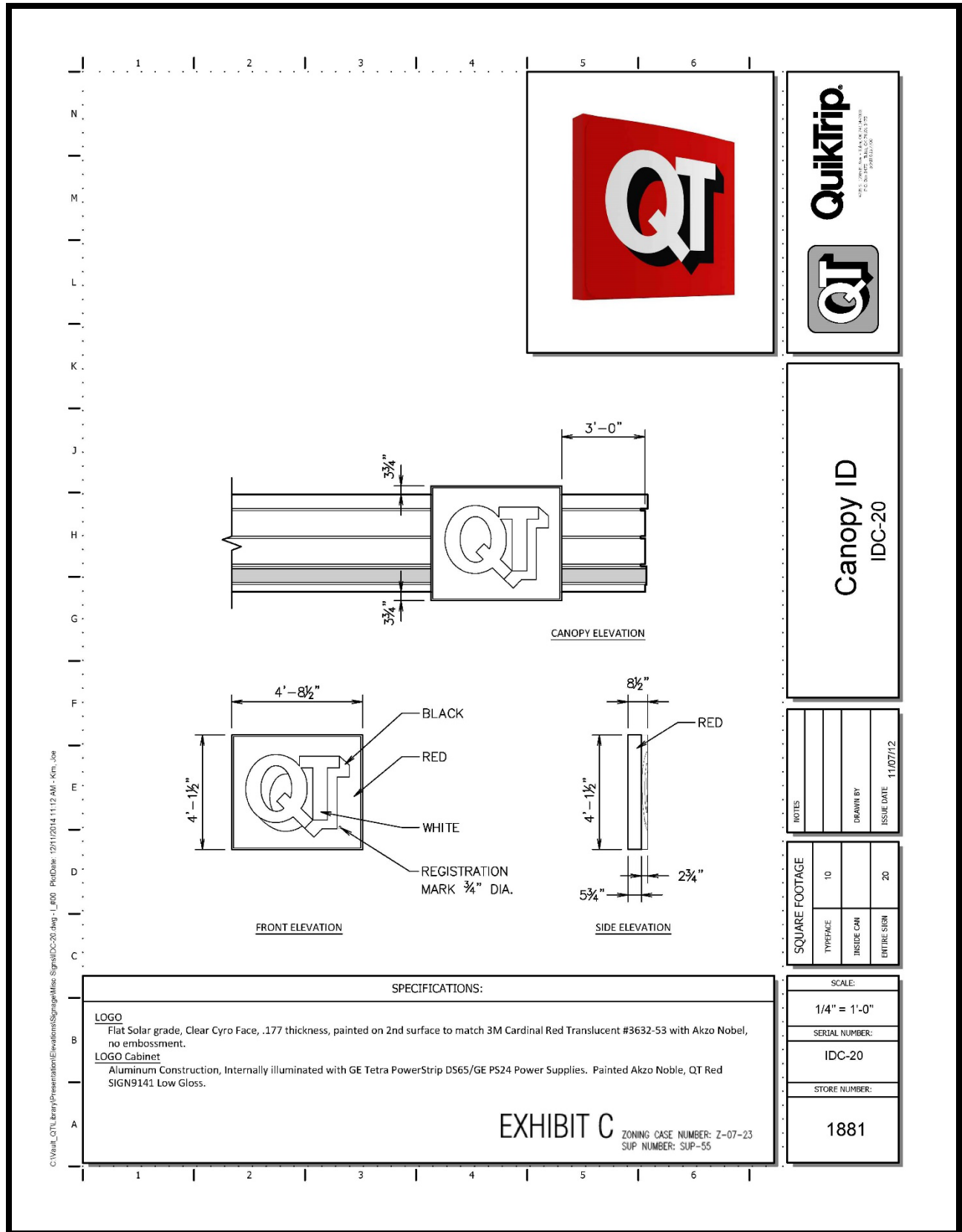
Client	QuikTrip Corporation - Gen III Exterior Sign Program
File	QT G3S-CL-60-F
Drawn	Tom Allen
Design	CT
Design	CT
Design	CT

Allen Industries
YOUR BRAND AT ITS BEST™
1-800-967-2553
www.allenindustries.com

"EXHIBIT E" Sign Plan



"EXHIBIT E" Sign Plan



[illegible]



Meeting
Date: 9/25/2023

Date: 09/08/2023

Item #: 23.

Dept.: Development
Services

Ordinance

SUBJECT:

Conduct a public hearing, consider, and take appropriate action on Ordinance No. O-26-23, an ordinance of the City Council of the City of Kaufman, Texas, amending the City of Kaufman Comprehensive Zoning Ordinance O-02-07, as amended, and Chapter 118, "Zoning" of the City of Kaufman's Code of Ordinances, and the official Zoning Map to **rezone** an approximate **7.781-acre** tract of land (Property ID 219551) out of the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman County, Texas, from PD Planned Development District-1 to **PD Planned Development District-25 for retail, restaurant, office, commercial, and multi-family residential uses**, said property being generally located at the **southwest corner of S. Washington St. and S. Houston St.** (Case No. Z-08-23)

BACKGROUND:

See the attached September 5, 2023 Planning and Zoning Commission Report and attachments.

Author:

Andrew Bogda, Director of Development Services

Reviewed:

Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation: On September 5, 2023, the Planning and Zoning Commission held a public hearing and recommended approval, by a vote of 6-0, of Z-08-23 to rezone approximately 7.781 acres out of the D. Falcon Survey, Abstract No. 151, City of Kaufman, Texas, generally located at the southwest corner of S. Washington St. and S. Houston St., from Planned Development-1 ("PD-1") to Planned Development-25 for retail, resaurant, office, commercial, and multi-family residential uses ("PD-25").

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☒	☐	☒	☐



Planning and Zoning Commission Report

Meeting Date: September 5, 2023

SUBJECT: Conduct a public hearing and make a recommendation to City Council for a request for a change of zoning from PD Planned Development District-1 to **PD Planned Development District-25** for retail, restaurant, office, commercial, and multi-family residential uses on approximately 7.781 acres out of the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman County, TX, generally located at the southwest corner of S. Washington St. and S. Houston St. (Property ID 219551) (Case No: Z-08-23)

BACKGROUND/SUMMARY:

The subject property consists of 7.781 acres located at the southwest corner of S. Washington St. and S. Houston St. The property is currently zoned PD-1, which was established in 1983 to accommodate the needs of Kaufman County, which previously owned the property as part of a larger acreage. The subject property has since been sold to a developer that plans to develop a restaurant on the site as part of a unique mixed-use development to anchor a significant intersection in the community. The mixed-use development will accommodate a mix of retail, restaurant, personal service, office, and multi-family residential uses, as well as allow for the flexibility of land owners to develop the land while ensuring high-quality standards and amenities.

Development Controls:

The property will use the base zoning of C Commercial for the commercial portions of the development and MF-2 Multi-Family Residential for the multi-family residential portions of the development. PD-25 provides for regulations wherein the case of a conflicting provision, the regulations of the PD shall govern.

The PD requires all development to undergo site plan review and approval to ensure compliance with the regulations of PD-25 and the base zoning requirements, as applicable.

In addition, regulations have been established to provide for one or more property owners' associations to provide for maintenance of common elements, as well as a architectural review committee to review all proposed site plans, enforce the provisions of the PD, and enforce all deed restrictions.

Lot, Height, and Area Restrictions:

PD-25 will include the following lot, area, height, and setback regulations:

- Minimum Lot Area: 10,000 sq. ft.
- Front Build-to-Line: 80 ft.
- Minimum Rear Yard: 10 ft.
- Minimum Side Yard: 10 ft.

- Maximum Height (Commercial): 3 stories, 45 feet
- Maximum Height (Multi-Family): 4 stories, 50 feet
- Maximum Lot Coverage (area covered by structures): 60%

There are no minimum requirements for lot width, depth, or dwelling size.

Permitted Uses:

The permitted uses include most retail, personal service, restaurant, office, and other commercial uses allowed in the C Commercial zoning district, except for some that would be inappropriate at this location, as well as some educational and church uses (which are typically allowed in any zoning district). Multi-family residential (MF-2) uses are also allowed. Uses requiring a Specific Use Permit (SUP) include appliance sales and repair, massage therapist, uses involving the sale of alcoholic beverages, business schools, and day care centers.

Off-Street Parking, Loading, and Access:

The off-street parking and loading requirements shall be determined based on the base zoning and use in accordance with the City's applicable off-street parking requirements as stated in the Zoning Ordinance. Shared parking in non-residential sub-districts is also permitted, subject to City approval and pursuant to the Zoning Ordinance.

All shared drives and access points shall comply with all federal, state, and local requirements relating to turnarounds, vehicle stacking, emergency access, and similar design requirements.

Landscaping and Tree Preservation:

All development shall generally comply with the City's landscaping requirements applicable to the base zoning district, as well as the City's tree preservation requirements. In addition, foundation landscaping or planter boxes are required around the buildings, evergreen shrubs shall screen all parking and maneuvering areas from perimeter thoroughfares and surrounding properties, the distribution of trees in the parking areas shall be in accordance with the zoning requirements, the planting of 4"+ caliper trees is encouraged, and all ground equipment shall be screened by dense evergreen landscaping. Detention pond areas shall also be landscaped. Usable open space shall be provided in accordance with the City's Zoning Ordinance. Screening walls or fences between different land uses is not required, but is allowed; screening between uses shall use open-style decorative fencing with masonry columns.

Signage:

Each lot will be allowed one monument sign and any lot on two street frontages will be allowed two monument signs. Pole signs or pylon signs are prohibited. In addition, a large development sign advertising the name, logo, or other branding associated with the development will be allowed at the intersection of S. Washington St. and S. Houston St. Smaller branding columns will also be allowed at the entrances to the development. All other business signage on the buildings shall adhere to the base zoning requirements. Murals are also encouraged.

Architectural Design Standards:

To provide for a unified and enhanced level of design throughout the development, a combination of the following proposed architectural elements are encouraged, to be determined at the site plan review process for each lot:

- Enhanced building corner treatments.

- Four-sided architecture, with similar architectural elements repeating on all facades.
- Windows, awnings, false windows, decorative shutters, or other elements.
- Building articulation, with wall plane recesses and projections at regular intervals.
- Roof line articulation and parapets to screen flat roofs and rooftop equipment from view.
- At least 70% masonry materials (brick and/or stone) on each elevation.
- Accent features or materials (i.e. stucco/EIFS, metal, cementitious fiber, etc.)
- Ground-floor design and programming for any three-story multi-family residential buildings, should include commercial uses, live-work units, storefront treatments, leasing office, amenities (community room, fitness center, etc.), etc.
- Balconies or patios for all residential units.
- A maximum of five (5) Drive-thru facilities will be allowed and are subject to site plan approval.
- A maximum of six (6) outdoor patios will be allowed and are subject to site plan approval. This limit only applies to patios that function as part of the building use and does not apply to open play area, common seating areas or recreational elements.

Concept Plan:

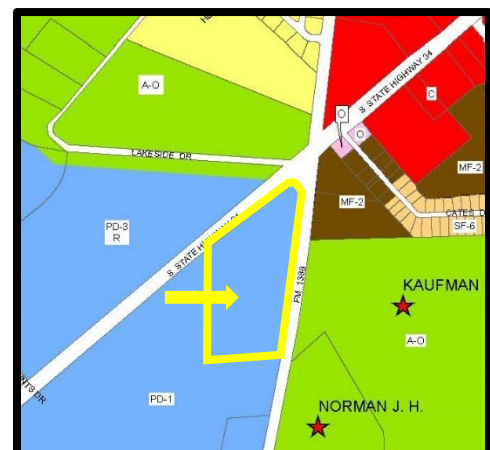
Two concept plans (C-1 and C-2) have been provided, showing the intended development of the property. C-1 shows a mostly commercial development, while C-2 shows commercial uses on the northern part of the property and a multi-family residential building on the southern part of the property. Both plan show commercial buildings parallel to S. Washington St. and S. Houston St. in the northern part of the development, with a mix of patio areas and drive-thrus for restaurant uses, as well as a central amenity area that could include a plaza, play area, and seating areas. One access point is proposed off S. Washington St., one access point is proposed off S. Houston St., and connection is provided to the off-site access drive along the south side of the property. To provide for circulation and inter-connectivity, shared access drives abound throughout the development.

Photos:

A representative photo has been provided showing the intended style of architecture of the planned initial building in the development, a Soulman's BBQ. It is intended for the remainder of the development to be consistent with and build off that style.

SURROUNDING ZONING AND EXISTING LAND USES:

	Zoning	Existing Land Use
North:	PD-22 (across street)	Vacant land
West:	PD-1	County law enforcement bldg.
South:	PD-1	Appraisal District bldg.
East:	A-O & MF-2 (across street)	Kaufman High School & church



COMPREHENSIVE PLAN:

Land Use Plan:

The 2014 Future Land Use Plan designates the future land use of the subject property for Future Commercial uses. The requested Planned Development zoning is for predominantly commercial uses, with some allowances for multi-family residential uses on the southern half of the property, which is appropriate near other planned developments with multi-family residential components, as well as MF-2 zoning and a large school campus to the east.

Thoroughfare Plan:

S. Washington St. is designated as a "Type A" major arterial (4 – 6 lanes), with an ultimate right-of-way width of 120'. S. Houston St. is designated as a "Type B" minor arterial (4 lanes), with an ultimate right-of-way width of 100'. The necessary right-of-way already exists at this location. If needed, any additional necessary right-of-way dedication is done during the platting process.

PROPERTY OWNER RESPONSES:

The City of Kaufman mailed out notification letters to 7 property owners within 300' of the subject property. The results are as follows:

- Property owners returned letters in opposition to the request = 0
- Property owners returned the letter in agreement to the request = 0
- Property owners who have not responded = 7

If 20% of the area within 300 feet of the request objects to the application, then a favorable vote of $\frac{3}{4}$ of all members of the City Council (which is 6 members) shall be required to approve any change in zoning. The 20% rule is a State law.

RECOMMENDATION:

Staff recommends approval of Z-08-23, a zoning request for Planned Development for retail, restaurant, office, commercial, and multi-family residential uses (PD-25) on approximately 7.781 acres located at the southwest corner of S. Washington St. and S. Houston St.

ATTACHMENTS:

Location Map

Exhibit A – Property Description

Exhibit B – Planned Development Standards

Exhibit C – Concept Plan

Exhibit D – Photos

Andrew Bogda, AICP

Director of Development Services

972-932-2216 ext. 117

abogda@kaufmantx.org

Center Point

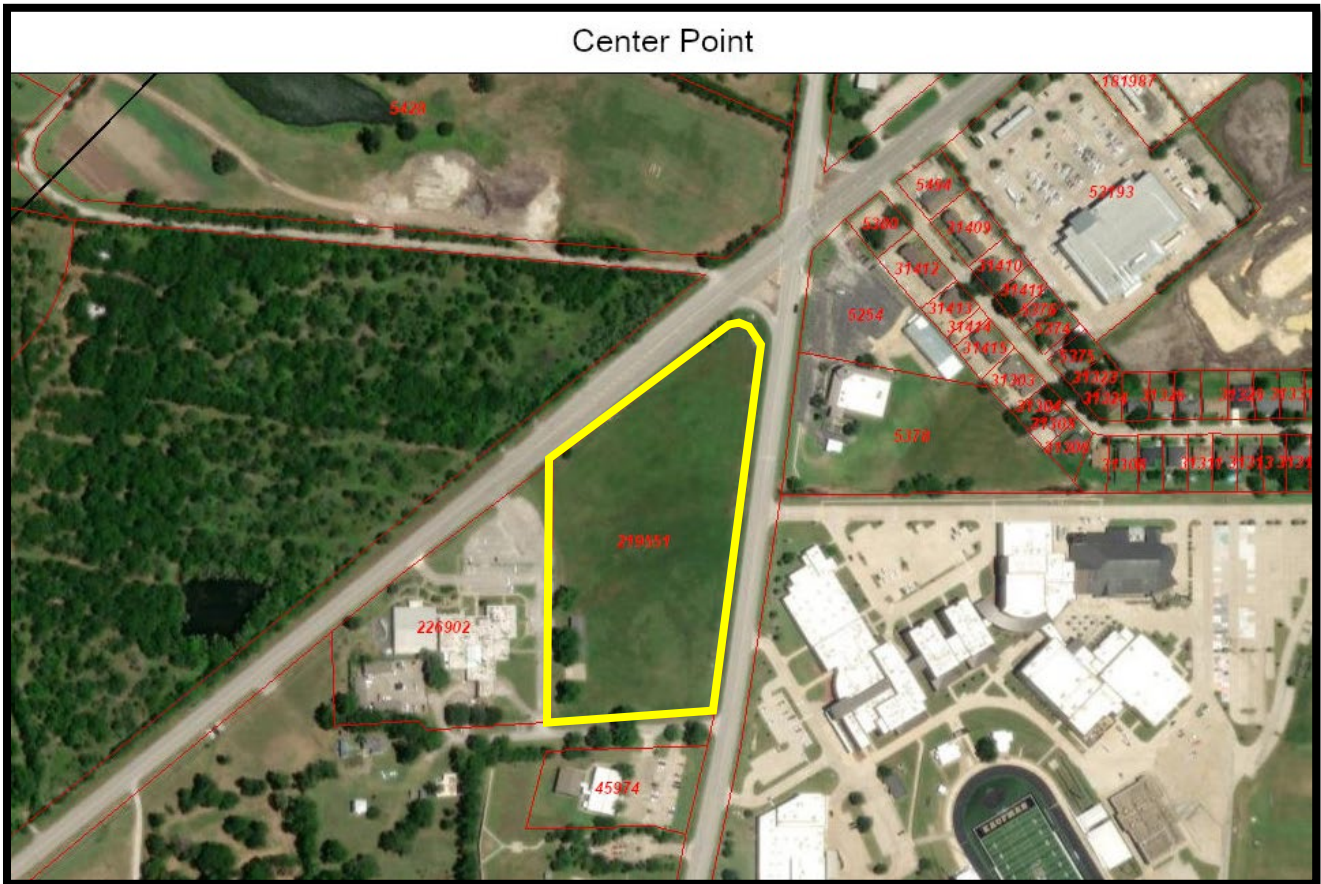


Exhibit A – Property Description/Survey

Exhibit “A” Legal Description of Planned

STATEWIDE SURVEYING SERVICES REGISTERED PROFESSIONAL LAND SURVEYORS

GREG SJERVEN, R. P. L. S.
208 N. WASHINGTON

KAUFMAN, TEXAS 75142

METRO PHONE: (972) 962-6481
FAX: (972) 962-6480

80 FT. ACCESS EASEMENT
FIELD NOTES FOR HALLETT NO. 1 LP
D. FALCON SURVEY, ABSTRACT NO. 151
CITY OF KAUFMAN
KAUFMAN COUNTY, TEXAS

All that certain lot, tract or parcel of land situated within the corporate limits of the City of Kaufman, Kaufman County, Texas, part of the D. Falcon Survey, Abstract No. 151 and part of that certain called 408 1/3 acre tract conveyed to Kaufman County by E. J. Thompson on July 6, 1883, recorded in Vol. 32 page 543 of the Deed Records of Kaufman County, Texas and being more completely described as follows, to-wit:

BEGINNING at a 3/8" Iron rod set at the Southwest corner of a certain 7.781 acre tract and being N 50 deg. 00 min. 57 sec. E-1738.30 ft., N 49 deg. 58 min. 27 sec. E-682.71 ft. and S 0 deg. 57 min. 37 sec. E-640.44 ft. from a 3/8" Iron rod found at the Westerly North corner of the City of Kaufman 54.000 acre tract, recorded in Vol. 1945 page 213 of the Deed Records of Kaufman County, Texas.

THENCE N 85 deg. 12 min. 45 sec. E, with the South line of said 7.781 acre tract, a distance of 364.60 ft. to a 3/8" Iron rod set at the Southeast corner of same, in the West Right of Way line of Farm to Market Road No. 1388 and being in a curve to the right, the radius point of which bears N 81 deg. 14 min. 08 sec. W-5674.86 ft.

THENCE, with the West Right of Way line of Farm to Market Road No. 1388 and with said curve to the right, the angle of which is 0 deg. 49 min. 56 sec., the radius is 5674.86 ft. and the tangent is 41.22 ft., a distance of 82.44 ft. to a 3/8" Iron rod found at the Northeast corner of that certain 1.961 acre Kaufman County Single Appraisal District tract.

THENCE S 85 deg. 12 min. 45 sec. W, with the North line of said 1.961 acre tract, a distance of 350.05 ft. to a 3/8" Iron rod set for corner.

THENCE N 0 deg. 57 min. 37 sec. W, a distance of 80.18 ft. to the point of beginning, containing 0.656 of an acre of land.

I, Greg Sjerven, Registered Professional Land Surveyor No. 5244, do hereby certify that the above field notes and companion plat were prepared from an actual survey made by me on the ground during the month of August, 2021.

This survey was performed for the benefit of Hallett No. 1 LP, FNF Lawyers Title of Texas, Inc. (GF No. LT-19124-1901242100517), Fidelity National Title Insurance Company and The American National Bank of Texas. Use of these field notes by any other person or for any other purpose is prohibited and the undersigned is not responsible for any loss resulting therefrom.

GIVEN UNDER MY HAND AND SEAL this the 10th day of January, 2022.

NOTE: FIELD NOTES VOID IF NOT SIGNED IN BLUE.


REGISTERED PROFESSIONAL LAND SURVEYOR NO. 5244
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Statewide Surveying Service
county7e.wp2



Exhibit A

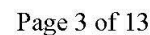


Exhibit B – Planned Development Standards

Exhibit “B” Development Standards Z-08-23 PD-25

1.1 GENERAL PURPOSE AND DESCRIPTION:

The boundaries of Planned Development District No. 25 (“PD-25”) are described by the metes and bounds included as **Exhibit “A”** to this Ordinance, for an area of approximately 7.781 acres of land being generally developed southwest of the intersection of SH 34 and S. Houston Street. The purpose of this planned development district is to accommodate a mix of master-planned land uses such as retail, restaurant, personal services, office and multi-family residential, and to allow for flexibility of owners to develop the land while ensuring high-quality standards and amenities.

1.2 DISTRICT REGULATIONS (GENERAL):

- A. Development occurring within PD-25 shall be subject to all adopted City Ordinances, adopted City building codes, State laws, procedures, and applicable zoning ordinances as they presently exist as of the approval date of this Ordinance, or amended in the future, except as modified herein. In the case of any conflicting provision, this PD-25 shall govern.
- B. Any Concept Plan adopted for PD-25 shall be illustrative of the planned developments and land uses described herein. However, in the event that (i) the requirements of this PD-25, (ii) any subsequently approved preliminary plat, (iii) any subsequently approved site plan, or (iv) approved variance conflicts with the Concept Plan or depictions thereof, the conflicting provision shall govern.

1.3 BASE ZONING

Subdistrict PD-25 is established with the base zoning district **Commercial (C) and Multi-Family Residential -2 (MF-2)** as established by the City of Kaufman Zoning Ordinance. Unless specified herein, all development located within this Subdistrict shall be governed by City Codes and regulations applicable to this base zoning district.

1.4 MINIMUM DEVELOPMENT STANDARDS APPLICABLE:

- A. Landscaping shall be maintained by the individual property owner as applicable. All landscaping shall conform to City Code requirements.
- B. In no case shall outside storage be allowed in PD-25.

Exhibit B – Planned Development Standards

- C. Building height shall be determined by measuring the distance between the top of the building foundation slab (or bottom framing plate, if pier-and-beam construction) and the top plate of the tallest vertical building wall.
- D. Unless specified in PD-25 standards herein, parking requirements shall be determined based on the base zoning and use, in accordance with the City's applicable off-street parking requirements. Shared parking in non-residential subdistricts shall be permitted subject to City approval, pursuant to Chapter 35 of the City's Zoning Ordinance.

1.5 PROPERTY OWNER'S ASSOCIATIONS

- A. One or more property owners' associations (each a "POA") may be established for PD-25 pursuant to the requirements of the City and State of Texas. Property owners or POAs shall be the responsible entity for the maintenance of the access drives, shared parking, common areas, greenbelt easements, and general quality and character of the developments with PD-25. Any POA entity must be established before the first building permit issued for the development.
- B. At a minimum, an Architectural Review Committee will be established to review all site plans, enforce the provisions of this PD-25, and all deed restrictions. All maintenance for elements shown on concept plan or required by the City will be the responsibility of the individual lot owner of the property containing the feature.
- C. All public rights-of-way and alleys dedicated for public and municipal use shall be maintained by the City.

1.6 SIGNAGE

- A. Each lot shall be allowed one monument sign not to exceed 10' in overall height, 10' in overall width, or 50 sq. ft. in sign area. Each monument sign shall include a masonry base to match the building at least 2' in height that is included in the overall height of the sign. Any lot with frontage on two streets shall be allowed two monument signs, one on each street. Each monument sign shall be setback at least 5' from the front property line and at least 15' from any side property line and shall not be located in any utility or visibility easement. Each monument sign shall include landscaping around the base of the sign.
- B. Pole signs or pylon signs shall be prohibited.
- C. A development sign including the name, logo, and other branding associated with the development, shall be allowed at the intersection of S. Washington St. and S. Houston St. The sign shall be setback at least 5' from the front property line and shall not be located within any utility or visibility easement. The maximum height of the sign shall be 15' and the maximum width shall be 15'. The maximum sign area shall be limited to 100 sq. ft., with at least 50% of the sign area devoted to the name/logo/branding of the development and the remainder allowed to advertise anchor tenants for the development. The development shall include a masonry base at least 2' in height that is included in the overall height of the sign. [Note: You are welcome to come up with alternate standards for this one]

Exhibit B – Planned Development Standards

- D. The development shall also be allowed two smaller branding columns at the entrances to the development off S. Washington St. and S. Houston St. The columns shall be comprised of at least 70% masonry materials and include only the name and/or logo of the development. The columns are limited to a maximum height of 10' and a maximum width of 2'.
- E. All other business signage, including building signage, window signage, promotional signage, etc., shall adhere to the regulations for the "C" Commercial zoning district as specified in the City of Kaufman Zoning Ordinance, as amended.
- F. Murals on the sides or rear of buildings is encouraged. The location, size, and design of any mural will be determined during the site plan review process for each lot.

1.7 LANDSCAPING AND TREE PRESERVATION

- A. All development in PD-25 shall comply with the City landscape regulations, unless noted herein or in specific subdistrict standards.
 - i Foundation landscaping (any combination of shrubs, grasses, ornamental trees, or groundcovers) or planter boxes with flowering plants shall be used around the buildings.
 - ii Evergreen shrubs shall screen all parking and maneuvering areas from perimeter thoroughfares and surrounding properties.
 - iii The distribution of trees throughout the parking lot and along perimeter thoroughfares shall be in accordance with the typical zoning requirements for C – Commercial or MF-2 Multi-Family Residential-2, as applicable.
 - iv The planting of 4"+ caliper trees is encouraged.
 - v All ground equipment shall be fully screened by dense evergreen landscaping.
- B. All development in PD-25 shall comply with the City tree preservation regulations.
- C. Detention/retention pond areas (if required) shall be landscaped with trees and shrubs around the perimeter, with planting distribution to be determined at the site planning stage.
- D. Screening walls otherwise required between land uses shall not be required but are expressly permitted. Between uses, open-style fence (i.e., wrought iron, decorative steel, etc.) with masonry columns shall be used.

1.8 USABLE OPEN SPACE

- A. Except as provided below, all development in PD-25 required to provide usable open space shall comply with the requirements of Section 18.5 of the City's Zoning Ordinance and parkland and tree preservation requirements.

Exhibit B – Planned Development Standards

- B. All development in PD-25 required to provide usable open space may achieve standards in Section 18.5(D)(4) by alternatively preserving or planting trees (greater than three caliper inches) within the usable open space so that the minimum number of cumulative caliper inches of preserved or planted trees shall be 3 inches or greater per 1,000 square-foot of open space area.

1.9 ACCESS DRIVES

All shared drives and access points shall comply with federal, State, and local requirements pertaining to turnarounds, vehicle stacking, emergency access, and similar design requirements. In the event that an approved Concept Plan for PD-25 depicts elements in conflict with these design requirements, this conflicting provision shall prevail over the Concept Plan.

1.10 TEMPORARY STRUCTURES

Temporary structures for the construction of the developments, sales, leasing, and other marketing and development uses are an allowed use in this PD-25, in accordance with City codes.

1.11 LAND USES PERMITTED

All of the following land uses shall be permitted within Subdistrict PD-25, by right. Where indicated below, or with respect to other allowable land uses permitted in Commercial (C) districts, such use shall require a specific use permit or authorization from the City.

- A. Retail stores, general merchandise, or services
- B. Food stores
- C. Convenience stores without gasoline sales
- D. Dry cleaners
- E. Donut, bakery or confectionery shop
- F. Consignment shop (indoors)
- G. Antiques (indoors)
- H. Appliance sales and repair (no outside storage) – subject to SUP approval
- I. Appliance, tool or furniture rental (indoors)
- J. Building materials, hardware/home improvement (indoor only)

Exhibit B – Planned Development Standards

- K. Multi-family residential (MF-2)
- L. Personal service uses (barber/beauty shop, tailor, shoe repair, seamstress, etc.)
- M. Massage therapist (state-licensed) – subject to SUP approval
- N. Pet shop and grooming (no outside kenneling, no overnight boarding)
- O. Pharmacy/drug store
- P. Restaurant with or without drive-through service
- Q. Brewery or brewpub – subject to SUP approval
- R. Winery or wine bar – subject to SUP approval
- S. Cocktail bar or lounge – subject to SUP approval
- T. Cigar lounge – subject to SUP approval
- U. Alcoholic beverage sales in conjunction with a restaurant – subject to SUP approval
- V. Studio for decorator, artist, or photographer
- W. Studio for music, dance, or drama
- X. General business and professional office use
- Y. Medical, dental, or optician clinic, laboratory, or office
- Z. Financial institution with or without drive-through service
- AA. Telemarketing agency
- BB. Day care center (childcare for 7+ unrelated children) or day camp for children – subject to SUP approval
- CC. School (business or commercial trade) – subject to SUP approval
- DD. School (private, public, or parochial)
- EE. Church, rectory or temple
- FF. Civic/community center (public)
- GG. Theater or playhouse (indoor)
- HH. Commercial amusement (indoor) or amusement arcade
- II. Health, fitness, sports club (indoors only)
- JJ. Auto parts or accessory sales (indoor)

Exhibit B – Planned Development Standards

1.12 LOT, HEIGHT AND AREA RESTRICTIONS:

Minimum Lot Area	10,000 sf
Minimum Dwelling Size	N/A
Minimum Lot Width	N/A
Minimum Lot Depth	N/A
Front Build-to-Line	80 ft
Minimum Rear Yard	10 ft
Minimum Side Yard	10 ft
Maximum Height Commercial	3 Stories/45 feet
Maximum Height Multi-family	4 stories / 50 feet
Maximum Lot Coverage (area covered by buildings and other structures)	60%

*Note – Covered patios may encroach the required building setbacks up to 5'. Uncovered patios are not subject to the setback requirements.

Exhibit B – Planned Development Standards

1.13 ARCHITECTURAL DESIGN STANDARDS

The following minimum standards for architectural design will provide a unified and enhanced level of design throughout the development. Specific elements to be included will be determined during the site plan review process for each lot. Elements may include a combination of the following:

- A. Enhanced building corner treatments.
- B. Four-sided architecture, with similar architectural elements repeating on all facades of each building.
- C. Windows, awnings, false windows, decorative shutters, or other elements on all elevations of a building.
- D. Building articulation, with wall plane recesses and projections at regular intervals.
- E. Roof line articulation and parapets to screen flat roofs and rooftop equipment from view.
- F. At least 70% masonry materials (brick and/or stone) on each elevation.
- G. Accent features or materials (i.e. stucco/EIFS, metal, cementitious fiber, etc.)
- H. Ground-floor design and programming for any three-story multi-family residential buildings, should include commercial uses, live-work units, storefront treatments, leasing office, amenities (community room, fitness center, etc.), etc.
- I. Balconies or patios should be provided for all residential units.
- J. A maximum of five (5) Drive-thru facilities will be allowed and are subject to site plan approval.
- K. A maximum of six (6) outdoor patios will be allowed and are subject to site plan approval. This limit only applies to patios that function as part of the building use and does not apply to open play area, common seating areas or recreational elements.
- L. All Development must undergo site plan review and approval to ensure compliance with the regulations of PD-25 and the base zoning requirements, as applicable.

Exhibit C-1 – Concept Plan 1

Exhibit “C-1” Concept Plan 1 -

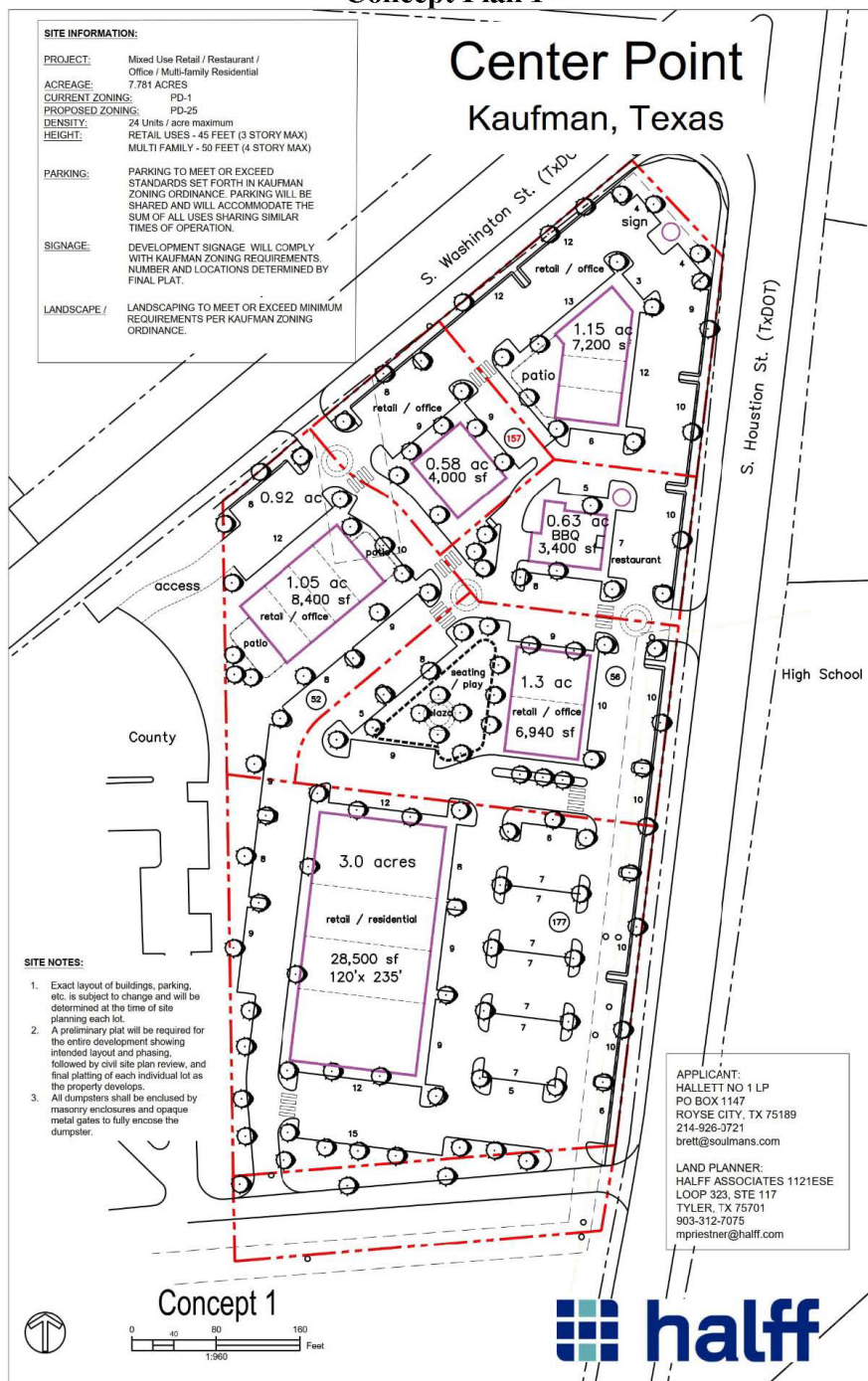
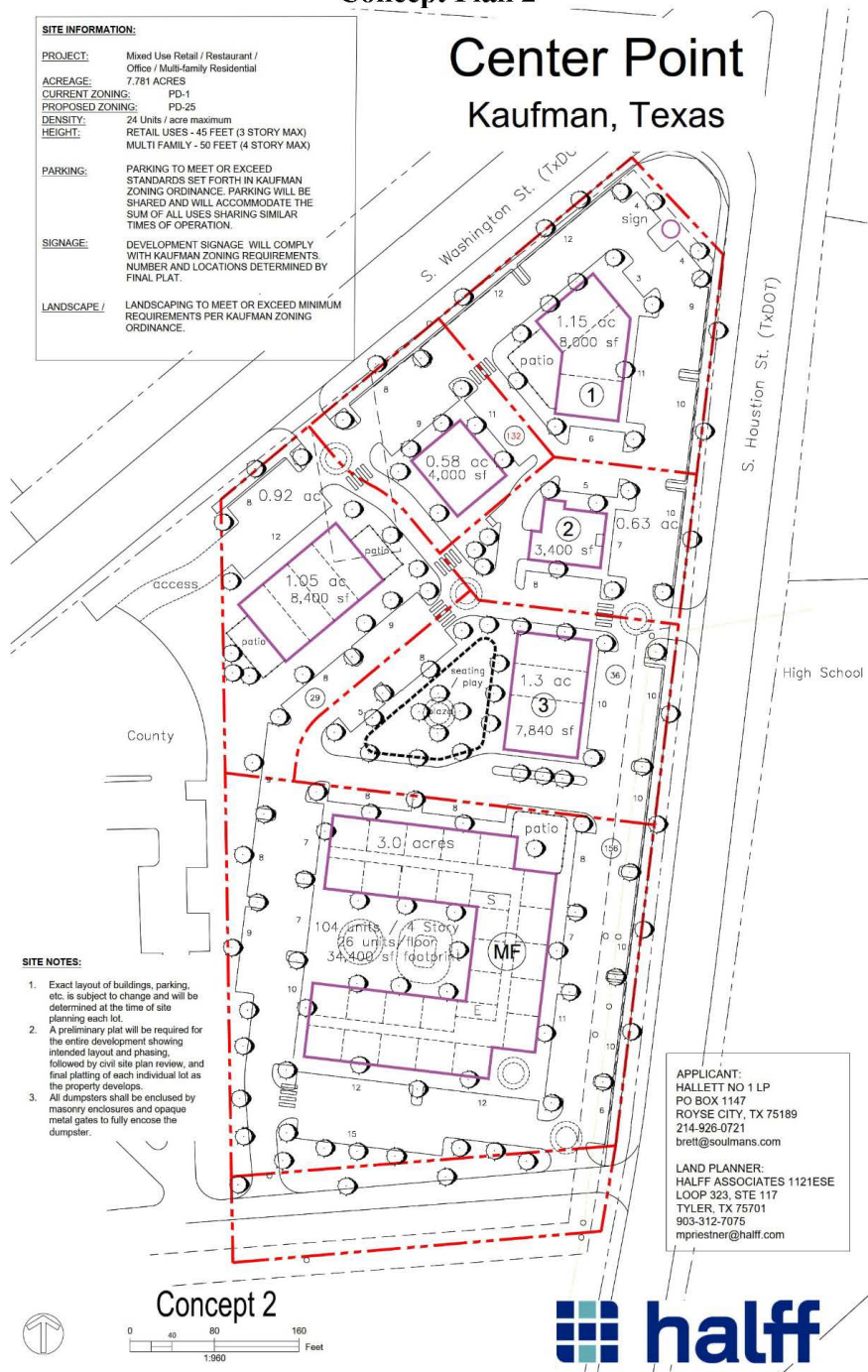


Exhibit C-2 – Concept Plan 2

Exhibit “C-2” Concept Plan 2 -



Z-08-23 PD-25

Page 12 of 13

Exhibit D – Photos

**Exhibit “D”
Photos**



ORDINANCE O-26-23

AN ORDINANCE OF THE CITY OF KAUFMAN, TEXAS, AMENDING ORDINANCE NO. O-02-07, AS AMENDED, AND CHAPTER 118, "ZONING", OF THE CODE OF ORDINANCES OF THE CITY OF KAUFMAN, TEXAS, COLLECTIVELY "THE COMPREHENSIVE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP" OF THE CITY IN ORDER TO CHANGE THE ZONING CLASSIFICATION ON AN APPROXIMATE 7.781 ACRE TRACT OF LAND (PROPERTY ID 219551) FROM PLANNED DEVELOPMENT-1 ("PD-1") TO PLANNED DEVELOPMENT-25 ("PD-25") FOR RETAIL, RESTAURANT, OFFICE, COMMERCIAL, AND MULTI-FAMILY RESIDENTIAL USES, THE PROPERTY BEING GENERALLY LOCATED AT THE SOUTHWEST CORNER OF S. WASHINGTON ST. & S. HOUSTON ST., BEING A TRACT OF LAND SITUATED IN THE D. FALCON SURVEY, ABSTRACT NO. 151, CITY OF KAUFMAN, KAUFMAN COUNTY, TEXAS; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING AMENDMENTS AND A ZONING MAP AMENDMENT; PROVIDING A CUMULATIVE REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE, AND A SEPARATE OFFENSE SHALL BE DEEMED COMMITTED UPON EACH DAY DURING OR ON WHICH A VIOLATION OCCURS OR CONTINUES; AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

WHEREAS, at its regular meeting held on the 5th day of September, 2023, the Planning and Zoning Commission did hold a public hearing and did consider and make a recommendation for approval of a request to rezone an approximate 7.781 acre tract of land (Property ID 219551) from Planned Development-1 ("PD-1") to Planned Development-25 ("PD-25") for a retail, restaurant, office, commercial, and multi-family residential uses, the property being generally located at the southwest corner of S. Washington St. & S. Houston St., such tract being a part of the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman County, Texas, and being more particularly described and depicted in **Exhibit "A"**, a copy of which is attached hereto and incorporated herein (the "Property"); and

WHEREAS, Planned Development-25 includes specific Planned Development Standards, as depicted on **Exhibit "B"**; the Concept Plan as depicted on **Exhibit "C"**; and Photos as depicted on **"Exhibit D"**; each of which are attached hereto and incorporated herein, and reviewed as part of Case No. Z-08-23 by the Planning and Zoning Commission; and

WHEREAS, at its regular meeting held on the 25th day of September, 2023, the City Council held a public hearing for the proposed request to rezone the Property from Planned Development-1 ("PD-1") to Planned Development-25 ("PD-25"); and

WHEREAS, after determining that all legal requirements of notice and hearings were met, considering the recommendations of the Planning and Zoning Commission, providing the public an opportunity to provide input, considering public input, and considering the compatibility of the proposed Planned Development-25 ("PD-25") zoning with surrounding properties and the goals and objectives of the Comprehensive Zoning Ordinance and Zoning Map of the City and the Future Land Use Plan, the City Council determined that the proposed amendment to the Zoning Ordinance and Zoning Map of the City set forth herein below is consistent with the goals of land development as set forth in the Comprehensive Plan and Future Land Use Plan of the City, and would allow orderly development of the Property which would serve the best interest of the health, safety, and general welfare of the public;

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

SECTION 1. INCORPORATION OF PREMISES. The above and foregoing premises are true and correct and are incorporated herein and made a part hereof for all purposes.

SECTION 2. AMENDMENT. That Ordinance No. O-02-07, as amended, and Chapter 118, "Zoning", of the Code of Ordinances of the City of Kaufman, Texas, collectively, "The Comprehensive Zoning Ordinance and The Official Zoning Map", are hereby amended to reflect the change in zoning for an approximate 7.781 acre tract of land (Property ID 219551) generally located at the southwest corner S. Washington St. & S. Houston St., such tract being a part of the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman County, Texas, and being more particularly described and depicted in **Exhibit "A"**, a copy of which is attached hereto and incorporated herein (the "Property"). The Property shall be developed and uses shall be allowed in accordance with specific Planned Development Standards as depicted on **Exhibit "B"**, in accordance with the Concept Plan as depicted on **Exhibit "C"**, and in accordance with the Photos as depicted on **"Exhibit D"**. Each of the foregoing Exhibits are attached hereto and incorporated herein.

SECTION 3. ZONING MAP AMENDMENT. In addition, the official Zoning Map of the City of Kaufman, Texas shall be amended and annotated to show the establishment of the zoning classification of the Property as Planned Development-25, ("PD-25"), thereon.

SECTION 4. CUMULATIVE REPEALER. This Ordinance shall be cumulative of all other Ordinances and shall not repeal any of the provisions of such Ordinances except for those instances where there are direct conflicts with the provisions of this Ordinance. Ordinances or parts thereof in force at the time this Ordinance shall take effect and that are inconsistent with this Ordinance are hereby repealed to the extent that they are inconsistent with this Ordinance. Provided however, that any complaint, action, claim, or lawsuit, which has been initiated or has arisen under or pursuant to such Ordinance on the date of adoption of this Ordinance shall continue to be governed by the provisions of that Ordinance and for that purpose the Ordinance shall remain in full force and effect.

SECTION 5. SEVERABILITY. If any section, subsection, clause, phrase or provision of this Ordinance, or any application thereof to any person or circumstance, shall to any extent be held by a court of competent jurisdiction to be invalid, void or unconstitutional, the remaining sections, subsections, clauses, phrases and provisions of this Ordinance, or any application thereof to any person or circumstance, shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

SECTION 6. PENALTY. Any person who violates any provision of this Ordinance, upon conviction, shall be deemed guilty of a misdemeanor and shall be fined a sum not to exceed two thousand dollars (\$2,000.00) for each offense, and a separate offense shall be deemed committed upon each day during or on which a violation occurs or continues.

SECTION 7. PUBLICATION AND EFFECTIVE DATE. This Ordinance shall become effective immediately upon its passage and publication as required by law and Charter.

PASSED AND APPROVED this 25th day of September, 2023.

JEFF JORDAN
MAYOR

ATTEST:

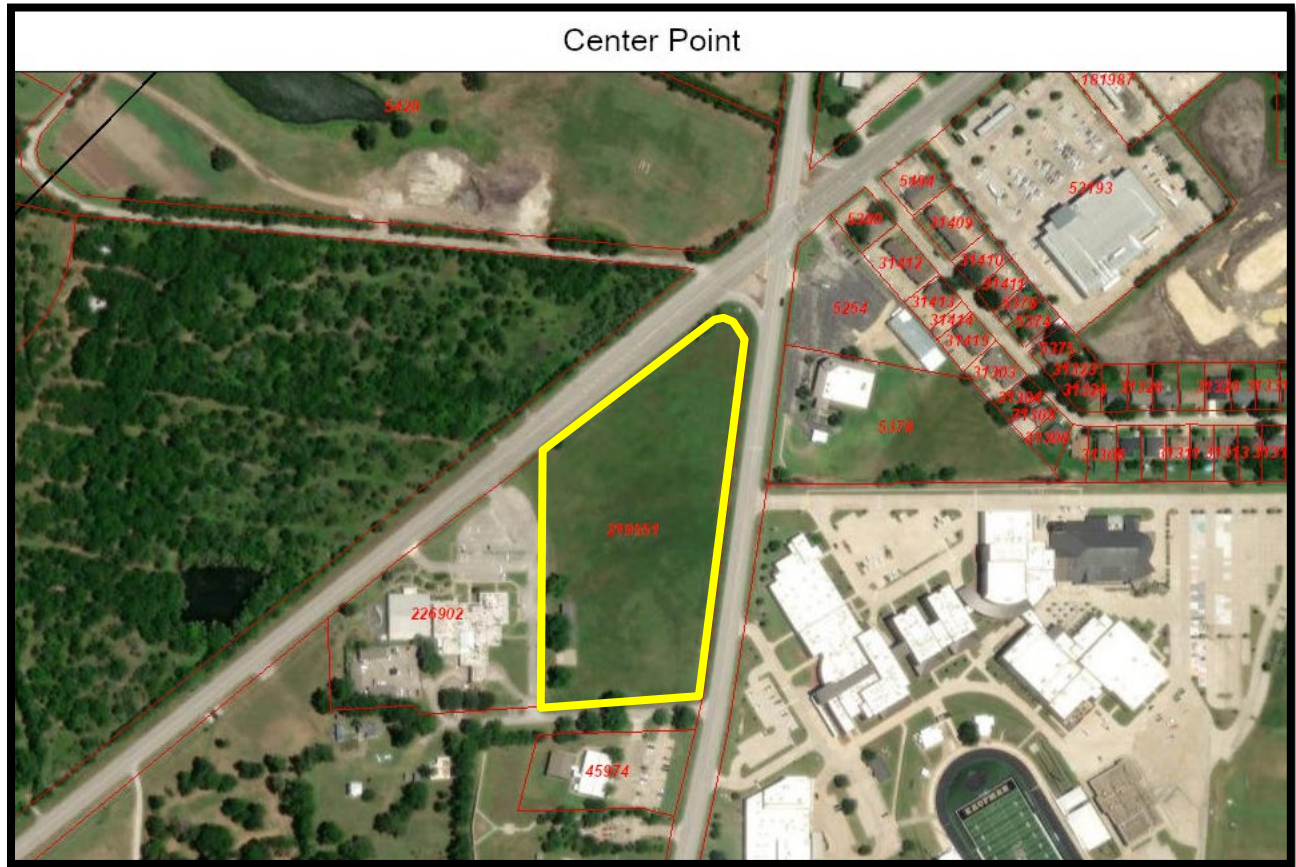
JESSIE HANKS
CITY SECRETARY

APPROVED AS TO FORM:

PATRICIA A. ADAMS
CITY ATTORNEY

“EXHIBIT A” Property Description

Z-08-23
Property ID 219551
Location Map



“EXHIBIT A” Property Description

Z-08-23

Property ID 219551 Property Description

Exhibit “A”

Legal Description of Planned

STATEWIDE SURVEYING SERVICES
REGISTERED PROFESSIONAL LAND SURVEYORS

GREG SJERVEN, R. P. L. S.
208 N. WASHINGTON

KAUFMAN, TEXAS 75142

METRO PHONE: (972) 962-6481
FAX: (972) 962-6480

80 FT. ACCESS EASEMENT
FIELD NOTES FOR HALLETT NO. 1 LP
D. FALCON SURVEY, ABSTRACT NO. 151
CITY OF KAUFMAN
KAUFMAN COUNTY, TEXAS

All that certain lot, tract or parcel of land situated within the corporate limits of the City of Kaufman, Kaufman County, Texas, part of the D. Falcon Survey, Abstract No. 151 and part of that certain called 408 1/3 acre tract conveyed to Kaufman County by E. J. Thompson on July 6, 1883, recorded in Vol. 32 page 543 of the Deed Records of Kaufman County, Texas and being more completely described as follows, to-wit:

BEGINNING at a 3/8" Iron rod set at the Southwest corner of a certain 7.781 acre tract and being N 50 deg. 00 min. 57 sec. E-1738.30 ft., N 49 deg. 58 min. 27 sec. E-682.71 ft. and S 0 deg. 57 min. 37 sec. E-640.44 ft. from a 3/8" Iron rod found at the Westerly North corner of the City of Kaufman 54.000 acre tract, recorded in Vol. 1945 page 213 of the Deed Records of Kaufman County, Texas.

THENCE N 85 deg. 12 min. 45 sec. E, with the South line of said 7.781 acre tract, a distance of 364.60 ft. to a 3/8" Iron rod set at the Southeast corner of same, in the West Right of Way line of Farm to Market Road No. 1388 and being in a curve to the right, the radius point of which bears N 81 deg. 14 min. 08 sec. W-5674.86 ft.

THENCE, with the West Right of Way line of Farm to Market Road No. 1388 and with said curve to the right, the angle of which is 0 deg. 49 min. 56 sec., the radius is 5674.86 ft. and the tangent is 41.22 ft., a distance of 82.44 ft. to a 3/8" Iron rod found at the Northeast corner of that certain 1.961 acre Kaufman County Single Appraisal District tract.

THENCE S 85 deg. 12 min. 45 sec. W, with the North line of said 1.961 acre tract, a distance of 350.05 ft. to a 3/8" Iron rod set for corner.

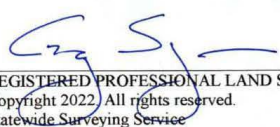
THENCE N 0 deg. 57 min. 37 sec. W, a distance of 80.18 ft. to the point of beginning, containing 0.656 of an acre of land.

I, Greg Sjerven, Registered Professional Land Surveyor No. 5244, do hereby certify that the above field notes and companion plat were prepared from an actual survey made by me on the ground during the month of August, 2021.

This survey was performed for the benefit of Hallett No. 1 LP, FNF Lawyers Title of Texas, Inc. (GF No. LT-19124-1901242100517), Fidelity National Title Insurance Company and The American National Bank of Texas. Use of these field notes by any other person or for any other purpose is prohibited and the undersigned is not responsible for any loss resulting therefrom.

GIVEN UNDER MY HAND AND SEAL this the 10th day of January, 2022.

NOTE: FIELD NOTES VOID IF NOT SIGNED IN BLUE.


REGISTERED PROFESSIONAL LAND SURVEYOR NO. 5244
Copyright 2022. All rights reserved.
Statewide Surveying Service
county7e.wp2

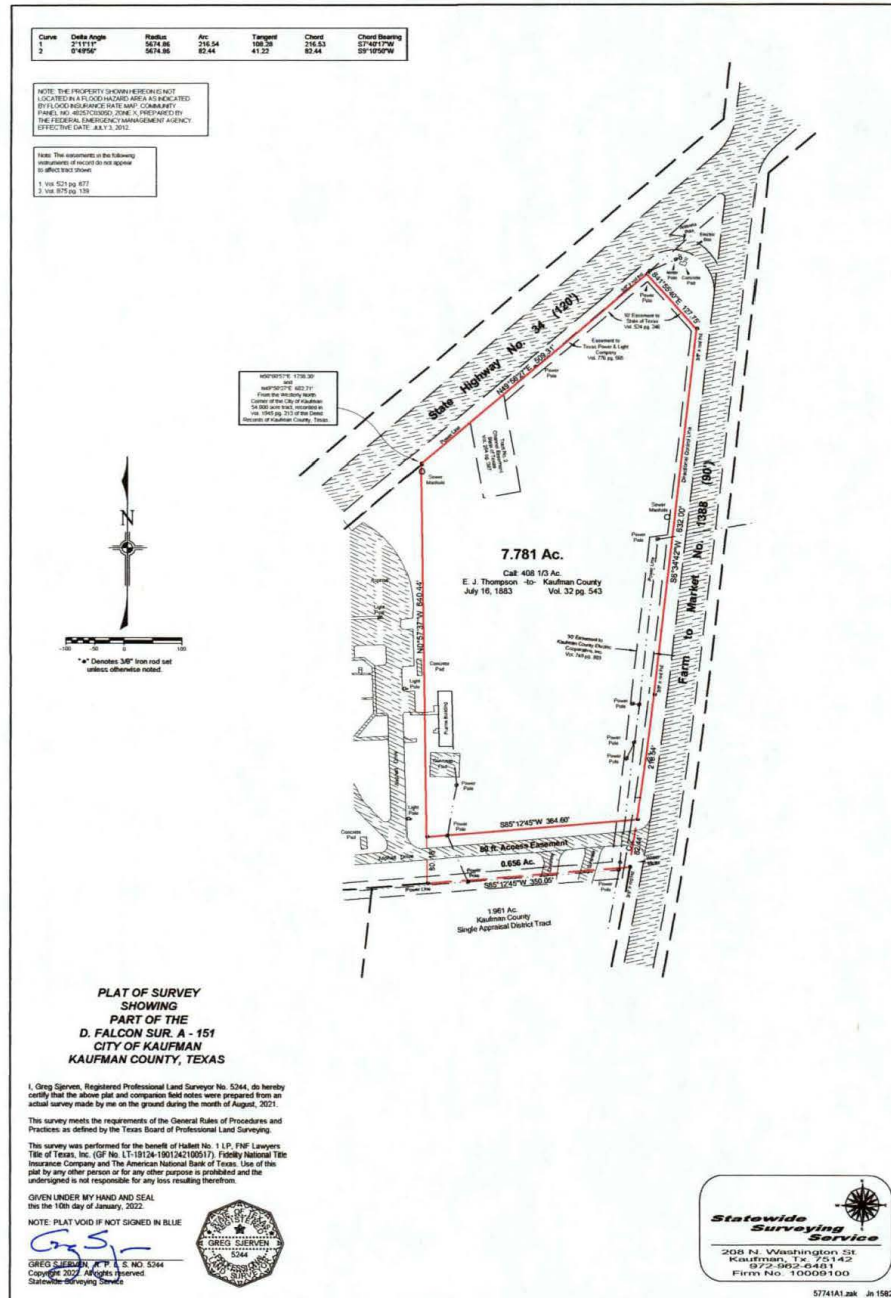


“EXHIBIT A” Property Description

Z-08-23

Property ID 219551
Property Description

Exhibit A



Z-08-23 PD-25

Page 3 of 13

“EXHIBIT B” Planned Development Standards

Exhibit “B” Development Standards Z-08-23 PD-25

1.1 GENERAL PURPOSE AND DESCRIPTION:

The boundaries of Planned Development District No. 25 (“PD-25”) are described by the metes and bounds included as **Exhibit “A”** to this Ordinance, for an area of approximately 7.781 acres of land being generally developed southwest of the intersection of SH 34 and S. Houston Street. The purpose of this planned development district is to accommodate a mix of master-planned land uses such as retail, restaurant, personal services, office and multi-family residential, and to allow for flexibility of owners to develop the land while ensuring high-quality standards and amenities.

1.2 DISTRICT REGULATIONS (GENERAL):

- A. Development occurring within PD-25 shall be subject to all adopted City Ordinances, adopted City building codes, State laws, procedures, and applicable zoning ordinances as they presently exist as of the approval date of this Ordinance, or amended in the future, except as modified herein. In the case of any conflicting provision, this PD-25 shall govern.
- B. Any Concept Plan adopted for PD-25 shall be illustrative of the planned developments and land uses described herein. However, in the event that (i) the requirements of this PD-25, (ii) any subsequently approved preliminary plat, (iii) any subsequently approved site plan, or (iv) approved variance conflicts with the Concept Plan or depictions thereof, the conflicting provision shall govern.

1.3 BASE ZONING

Subdistrict PD-25 is established with the base zoning district **Commercial (C) and Multi-Family Residential -2 (MF-2)** as established by the City of Kaufman Zoning Ordinance. Unless specified herein, all development located within this Subdistrict shall be governed by City Codes and regulations applicable to this base zoning district.

1.4 MINIMUM DEVELOPMENT STANDARDS APPLICABLE:

- A. Landscaping shall be maintained by the individual property owner as applicable. All landscaping shall conform to City Code requirements.
- B. In no case shall outside storage be allowed in PD-25.

“EXHIBIT B” Planned Development Standards

- C. Building height shall be determined by measuring the distance between the top of the building foundation slab (or bottom framing plate, if pier-and-beam construction) and the top plate of the tallest vertical building wall.
- D. Unless specified in PD-25 standards herein, parking requirements shall be determined based on the base zoning and use, in accordance with the City’s applicable off-street parking requirements. Shared parking in non-residential subdistricts shall be permitted subject to City approval, pursuant to Chapter 35 of the City’s Zoning Ordinance.

1.5 PROPERTY OWNER’S ASSOCIATIONS

- A. One or more property owners’ associations (each a “POA”) may be established for PD-25 pursuant to the requirements of the City and State of Texas. Property owners or POAs shall be the responsible entity for the maintenance of the access drives, shared parking, common areas, greenbelt easements, and general quality and character of the developments with PD-25. Any POA entity must be established before the first building permit issued for the development.
- B. At a minimum, an Architectural Review Committee will be established to review all site plans, enforce the provisions of this PD-25, and all deed restrictions. All maintenance for elements shown on concept plan or required by the City will be the responsibility of the individual lot owner of the property containing the feature.
- C. All public rights-of-way and alleys dedicated for public and municipal use shall be maintained by the City.

1.6 SIGNAGE

- A. Each lot shall be allowed one monument sign not to exceed 10’ in overall height, 10’ in overall width, or 50 sq. ft. in sign area. Each monument sign shall include a masonry base to match the building at least 2’ in height that is included in the overall height of the sign. Any lot with frontage on two streets shall be allowed two monument signs, one on each street. Each monument sign shall be setback at least 5’ from the front property line and at least 15’ from any side property line and shall not be located in any utility or visibility easement. Each monument sign shall include landscaping around the base of the sign.
- B. Pole signs or pylon signs shall be prohibited.
- C. A development sign including the name, logo, and other branding associated with the development, shall be allowed at the intersection of S. Washington St. and S. Houston St. The sign shall be setback at least 5’ from the front property line and shall not be located within any utility or visibility easement. The maximum height of the sign shall be 15’ and the maximum width shall be 15’. The maximum sign area shall be limited to 100 sq. ft., with at least 50% of the sign area devoted to the name/logo/branding of the development and the remainder allowed to advertise anchor tenants for the development. The development shall include a masonry base at least 2’ in height that is included in the overall height of the sign. [Note: You are welcome to come up with alternate standards for this one]

“EXHIBIT B” Planned Development Standards

- D. The development shall also be allowed two smaller branding columns at the entrances to the development off S. Washington St. and S. Houston St. The columns shall be comprised of at least 70% masonry materials and include only the name and/or logo of the development. The columns are limited to a maximum height of 10’ and a maximum width of 2’.
- E. All other business signage, including building signage, window signage, promotional signage, etc., shall adhere to the regulations for the “C” Commercial zoning district as specified in the City of Kaufman Zoning Ordinance, as amended.
- F. Murals on the sides or rear of buildings is encouraged. The location, size, and design of any mural will be determined during the site plan review process for each lot.

1.7 LANDSCAPING AND TREE PRESERVATION

- A. All development in PD-25 shall comply with the City landscape regulations, unless noted herein or in specific subdistrict standards.
 - i Foundation landscaping (any combination of shrubs, grasses, ornamental trees, or groundcovers) or planter boxes with flowering plants shall be used around the buildings.
 - ii Evergreen shrubs shall screen all parking and maneuvering areas from perimeter thoroughfares and surrounding properties.
 - iii The distribution of trees throughout the parking lot and along perimeter thoroughfares shall be in accordance with the typical zoning requirements for C – Commercial or MF-2 Multi-Family Residential-2, as applicable.
 - iv The planting of 4”+ caliper trees is encouraged.
 - v All ground equipment shall be fully screened by dense evergreen landscaping.
- B. All development in PD-25 shall comply with the City tree preservation regulations.
- C. Detention/retention pond areas (if required) shall be landscaped with trees and shrubs around the perimeter, with planting distribution to be determined at the site planning stage.
- D. Screening walls otherwise required between land uses shall not be required but are expressly permitted. Between uses, open-style fence (i.e., wrought iron, decorative steel, etc.) with masonry columns shall be used.

1.8 USABLE OPEN SPACE

- A. Except as provided below, all development in PD-25 required to provide usable open space shall comply with the requirements of Section 18.5 of the City’s Zoning Ordinance and parkland and tree preservation requirements.

“EXHIBIT B” Planned Development Standards

- B. All development in PD-25 required to provide usable open space may achieve standards in Section 18.5(D)(4) by alternatively preserving or planting trees (greater than three caliper inches) within the usable open space so that the minimum number of cumulative caliper inches of preserved or planted trees shall be 3 inches or greater per 1,000 square-foot of open space area.

1.9 ACCESS DRIVES

All shared drives and access points shall comply with federal, State, and local requirements pertaining to turnarounds, vehicle stacking, emergency access, and similar design requirements. In the event that an approved Concept Plan for PD-25 depicts elements in conflict with these design requirements, this conflicting provision shall prevail over the Concept Plan.

1.10 TEMPORARY STRUCTURES

Temporary structures for the construction of the developments, sales, leasing, and other marketing and development uses are an allowed use in this PD-25, in accordance with City codes.

1.11 LAND USES PERMITTED

All of the following land uses shall be permitted within Subdistrict PD-25, by right. Where indicated below, or with respect to other allowable land uses permitted in Commercial (C) districts, such use shall require a specific use permit or authorization from the City.

- A. Retail stores, general merchandise, or services
- B. Food stores
- C. Convenience stores without gasoline sales
- D. Dry cleaners
- E. Donut, bakery or confectionery shop
- F. Consignment shop (indoors)
- G. Antiques (indoors)
- H. Appliance sales and repair (no outside storage) – subject to SUP approval
- I. Appliance, tool or furniture rental (indoors)
- J. Building materials, hardware/home improvement (indoor only)

“EXHIBIT B” Planned Development Standards

- K. Multi-family residential (MF-2)
- L. Personal service uses (barber/beauty shop, tailor, shoe repair, seamstress, etc.)
- M. Massage therapist (state-licensed) – subject to SUP approval
- N. Pet shop and grooming (no outside kenneling, no overnight boarding)
- O. Pharmacy/drug store
- P. Restaurant with or without drive-through service
- Q. Brewery or brewpub – subject to SUP approval
- R. Winery or wine bar – subject to SUP approval
- S. Cocktail bar or lounge – subject to SUP approval
- T. Cigar lounge – subject to SUP approval
- U. Alcoholic beverage sales in conjunction with a restaurant – subject to SUP approval
- V. Studio for decorator, artist, or photographer
- W. Studio for music, dance, or drama
- X. General business and professional office use
- Y. Medical, dental, or optician clinic, laboratory, or office
- Z. Financial institution with or without drive-through service
- AA. Telemarketing agency
- BB. Day care center (childcare for 7+ unrelated children) or day camp for children – subject to SUP approval
- CC. School (business or commercial trade) – subject to SUP approval
- DD. School (private, public, or parochial)
- EE. Church, rectory or temple
- FF. Civic/community center (public)
- GG. Theater or playhouse (indoor)
- HH. Commercial amusement (indoor) or amusement arcade
- II. Health, fitness, sports club (indoors only)
- JJ. Auto parts or accessory sales (indoor)

“EXHIBIT B” Planned Development Standards

1.12 LOT, HEIGHT AND AREA RESTRICTIONS:

Minimum Lot Area	10,000 sf
Minimum Dwelling Size	N/A
Minimum Lot Width	N/A
Minimum Lot Depth	N/A
Front Build-to-Line	80 ft
Minimum Rear Yard	10 ft
Minimum Side Yard	10 ft
Maximum Height Commercial	3 Stories/45 feet
Maximum Height Multi-family	4 stories / 50 feet
Maximum Lot Coverage (area covered by buildings and other structures)	60%

*Note – Covered patios may encroach the required building setbacks up to 5'. Uncovered patios are not subject to the setback requirements.

“EXHIBIT B” Planned Development Standards

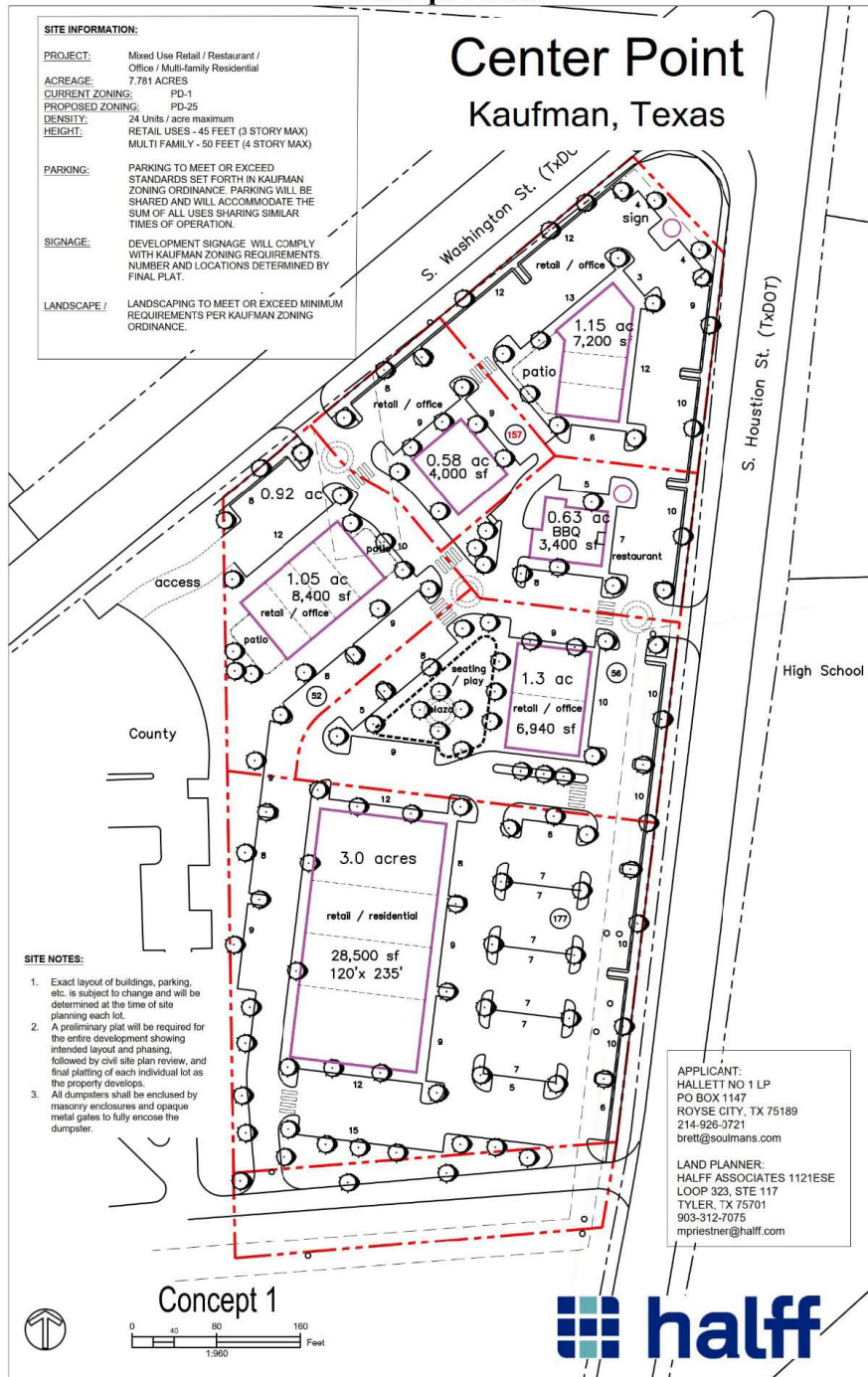
1.13 ARCHITECTURAL DESIGN STANDARDS

The following minimum standards for architectural design will provide a unified and enhanced level of design throughout the development. Specific elements to be included will be determined during the site plan review process for each lot. Elements may include a combination of the following:

- A. Enhanced building corner treatments.
- B. Four-sided architecture, with similar architectural elements repeating on all facades of each building.
- C. Windows, awnings, false windows, decorative shutters, or other elements on all elevations of a building.
- D. Building articulation, with wall plane recesses and projections at regular intervals.
- E. Roof line articulation and parapets to screen flat roofs and rooftop equipment from view.
- F. At least 70% masonry materials (brick and/or stone) on each elevation.
- G. Accent features or materials (i.e. stucco/EIFS, metal, cementitious fiber, etc.)
- H. Ground-floor design and programming for any three-story multi-family residential buildings, should include commercial uses, live-work units, storefront treatments, leasing office, amenities (community room, fitness center, etc.), etc.
- I. Balconies or patios should be provided for all residential units.
- J. A maximum of five (5) Drive-thru facilities will be allowed and are subject to site plan approval.
- K. A maximum of six (6) outdoor patios will be allowed and are subject to site plan approval. This limit only applies to patios that function as part of the building use and does not apply to open play area, common seating areas or recreational elements.
- L. All Development must undergo site plan review and approval to ensure compliance with the regulations of PD-25 and the base zoning requirements, as applicable.

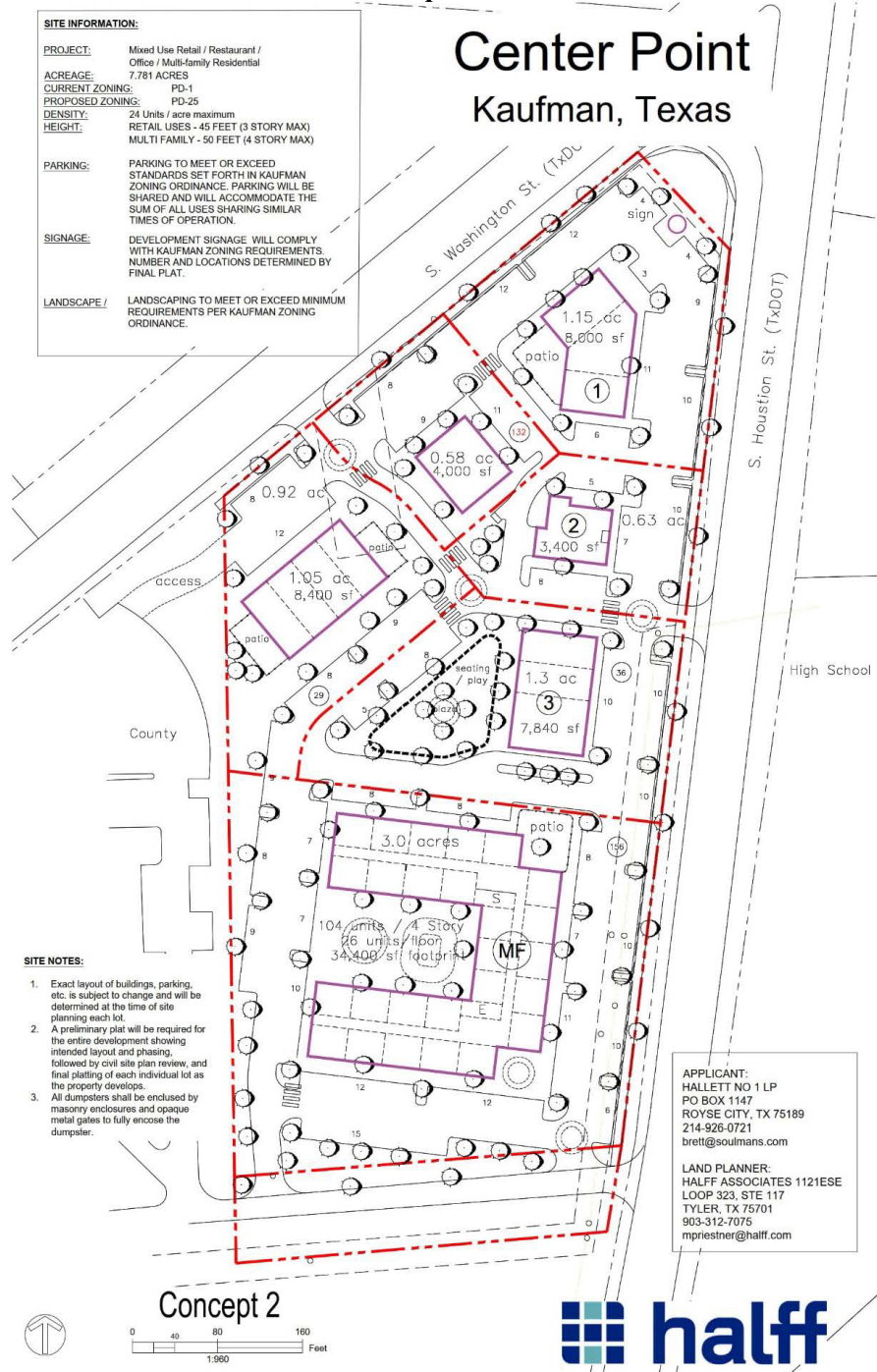
“EXHIBIT C-1” Concept Plan

Exhibit “C-1” Concept Plan 1 -



“EXHIBIT C-2” Concept Plan

Exhibit “C-2” Concept Plan 2 -



“EXHIBIT D” Photos

Exhibit “D” Photos





Meeting
Date: 9/25/2023

Date: 09/08/2023

Item #: 24.

Dept.: Development
Services

PZ Item

SUBJECT:

Consider and take appropriate action on the **Site Plan of Childcare Facility**, situated on 0.452 acres out of the Kaufman Revised Plat, Block 386, Lot 1R, City of Kaufman, Kaufman County, Texas, said property is located at **250 N. Shannon St.** (Property ID 28829). The property is zoned Commercial (C) for a childcare facility. (Case No. SP-08-23)

BACKGROUND:

See the attached September 5, 2023 Planning and Zoning Commission report and attachments.

Author:

Reviewed:

Andrew Bogda, Director of Development Services Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation: On September 5, 2023, the Planning and Zoning Commission recommended approval, by a vote of 6-0, of the Site Plan to accommodate a childcare facility at 250 N. Shannon St. The applicant has provided revised plans, which are attached; the plans include a note that the playground will be provided with Phase I of the development if the State of Texas Health & Human Services requires it. Staff reviewed the revised plans and recommends approval.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☒	☐	☒	☐



Planning and Zoning Commission Report

Meeting Date: September 5, 2023

SUBJECT: Consider and make a recommendation to City Council on the **Site Plan of Childcare Facility**, situated on 0.452 acres out of the Kaufman Revised Plat, Block 386, Lot 1R, City of Kaufman, Kaufman County, Texas, said property is located at **250 N. Shannon St.** (Property ID 28829). The property is zoned Commercial (C) for a childcare facility. (Case No. SP-08-23)

BACKGROUND/SUMMARY:

The subject property includes 0.452 acres located at 250 N. Shannon St. The property is zoned (C) Commercial District and currently has one building, which has been vacant since July 2012, when it lost its nonconforming status. The property was previously zoned as "GI" General Industrial on the 1988 and 1992 zoning map. The City Wide Rezoning in 1999 changed the zoning to "C" Commercial.

The applicant is requesting approval of a site plan for the purposes of occupying an existing building with a childcare facility, which is an approved use for that zoning district.

Site Plan

A site plan has been prepared, with the following items to take place prior to the building being occupied:

Phase 1 – Before the building is occupied

- The existing 1,603 sq. ft. building will remain and will be revised with a remodel permit to accommodate a childcare facility.
- The elevations of the building will not change.
- A parking lot will be installed with 8 regular parking spaces and 1 handicapped parking space. This parking lot will be used by staff and customers dropping off or picking up kids.
- The trash enclosure area will be located at the back of the parking lot and will be enclosed by a masonry wall and metal gate.
- A 5' wide concrete sidewalk will be installed on Hickory Street and Shannon Street.
- Additional landscaping will be added as a buffer between the parking lot and W. Hickory Street.

Phase 2 – Between 6 months to 12 months after Phase 1 is completed

- The playground will be located at the back of the building near the parking lot. This location allows flexibility on the growth of the playground area.
- A fence will be required with the playground.
- Texas Health and Human Services Section 746.4301 requires playground areas and fencing for childcare facilities.

The childcare facility will not prepare any food at this location, but will have the food delivered by a contracted company. If there is a change in the food service or change in ownership, then a grease trap may be required.

SURROUNDING ZONING AND EXISTING LAND USES:

	Zoning	Existing Land Use
North:	PD-4	Vacant Land
South:	C	Vacant Land
East:	SF-10	Mt. Arie Baptist Church
West:	C	Vacant Land



COMPREHENSIVE PLAN:

Land Use Plan:

The 2014 Future Land Use Plan designated the land use of the subject property as Future Neighborhood Services. The proposed site plan of a childcare facility is compatible with the 2014 Future Land Use Plan designation.

Thoroughfare Plan:

The Thoroughfare Plan designates North Shannon Street as a Minor Collector with a right-of-way width of 60 feet. The Thoroughfare Plan does not have a designation for the 500 block of West Hickory Street. No additional right-of-way is required. Any additional necessary right-of-way dedication is done during the platting process (if required).

RECOMMENDATION:

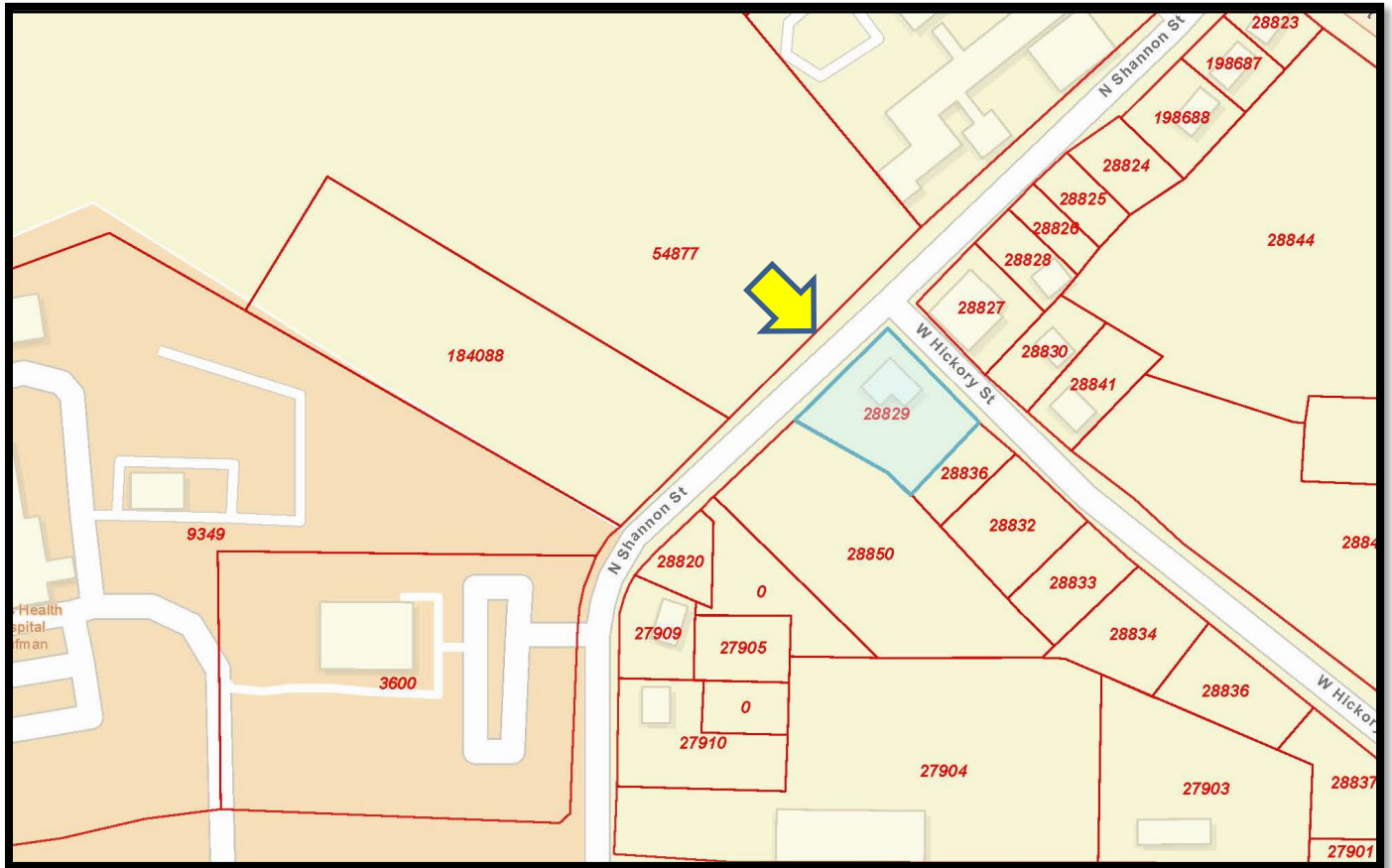
The proposed site plan is consistent with the zoning requirements. Staff recommends approval of the Site Plan for 250 N. Shannon St. to accommodate a childcare facility.

ATTACHMENTS:

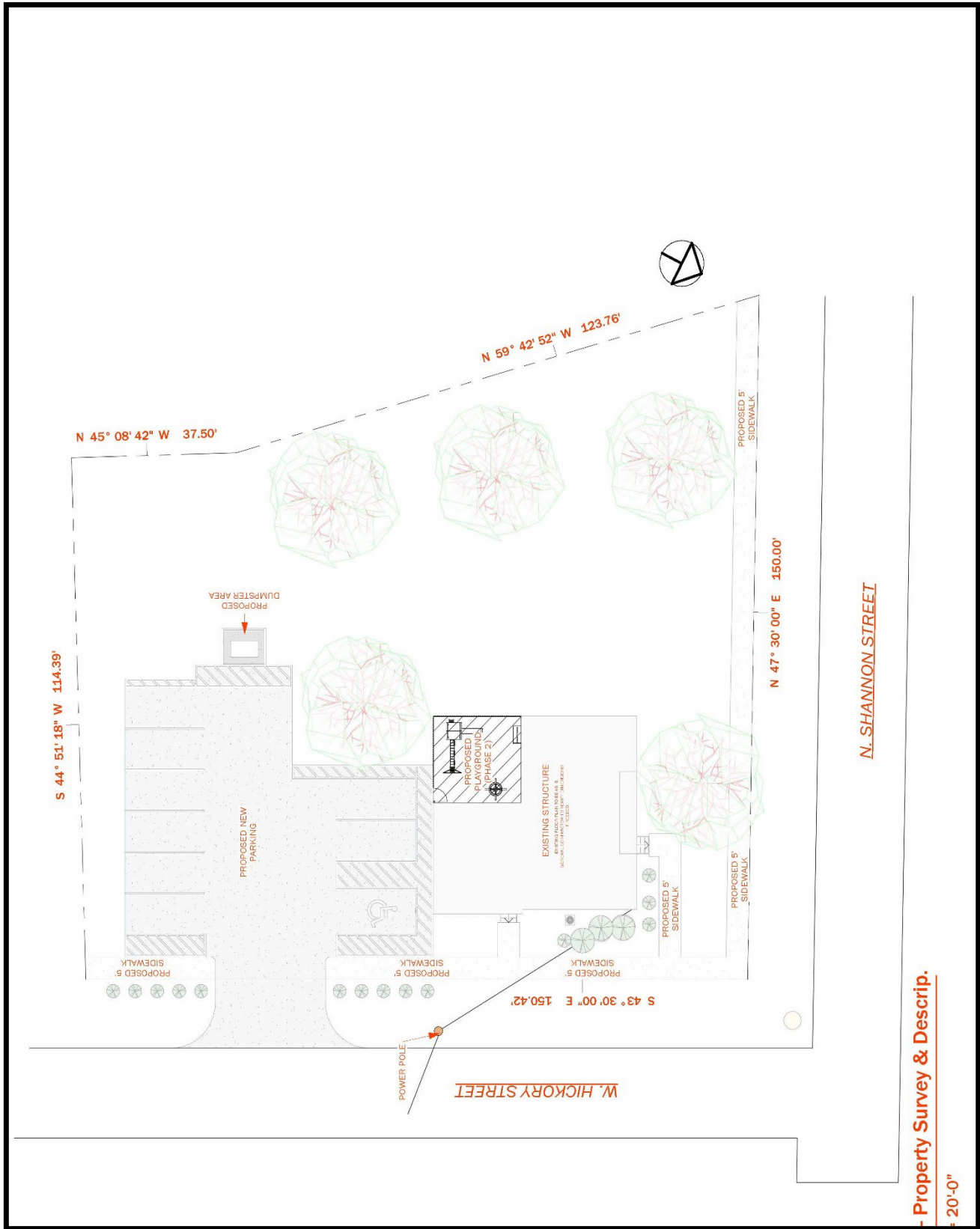
- Location Map
- Survey & Description
- Site Plan
- Elevations
- Landscape Plan

Joy Henderson
Planner 1
972-932-2216 ext. 115
jhenderson@kaufmantx.org

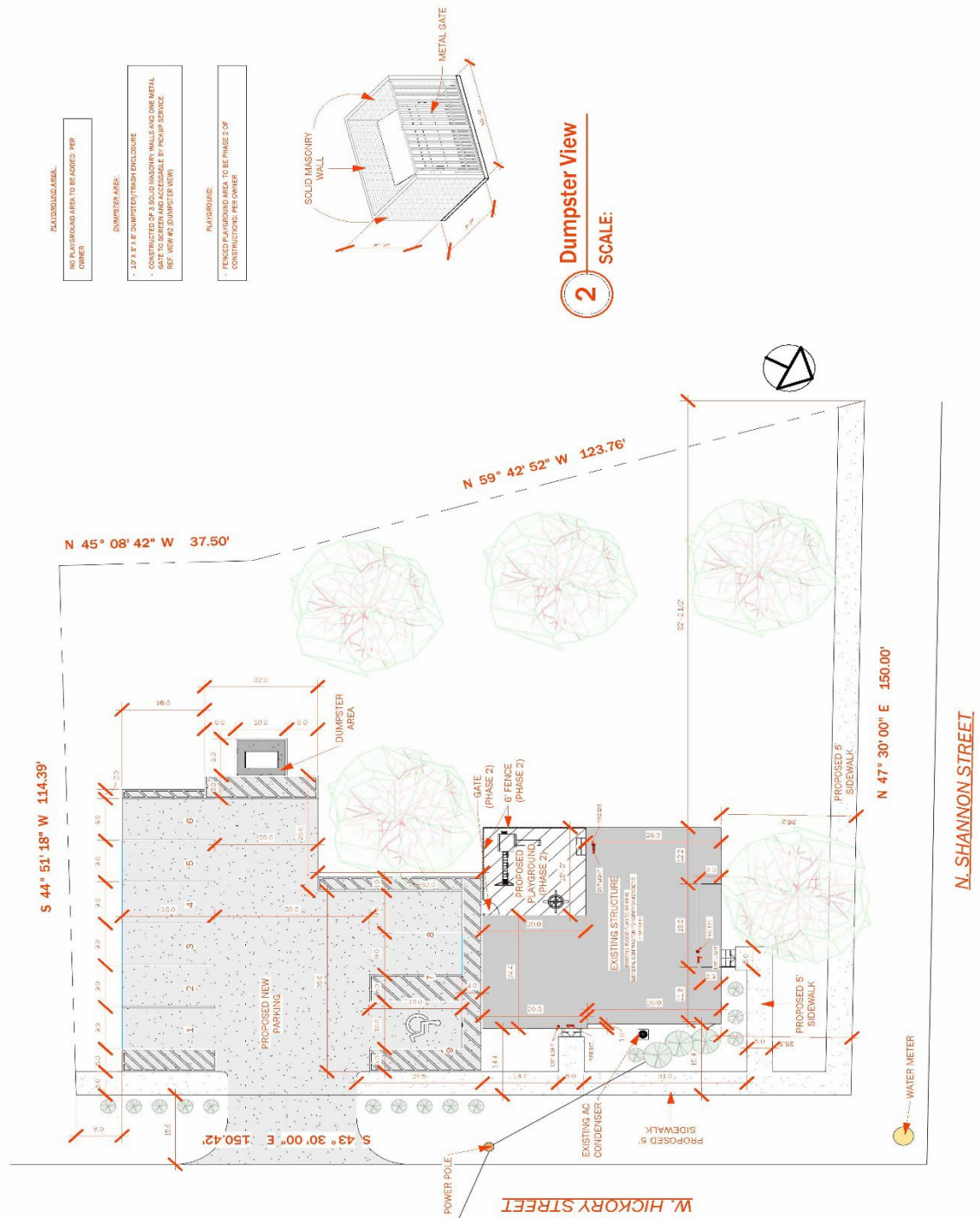
Location Map



Survey & Description

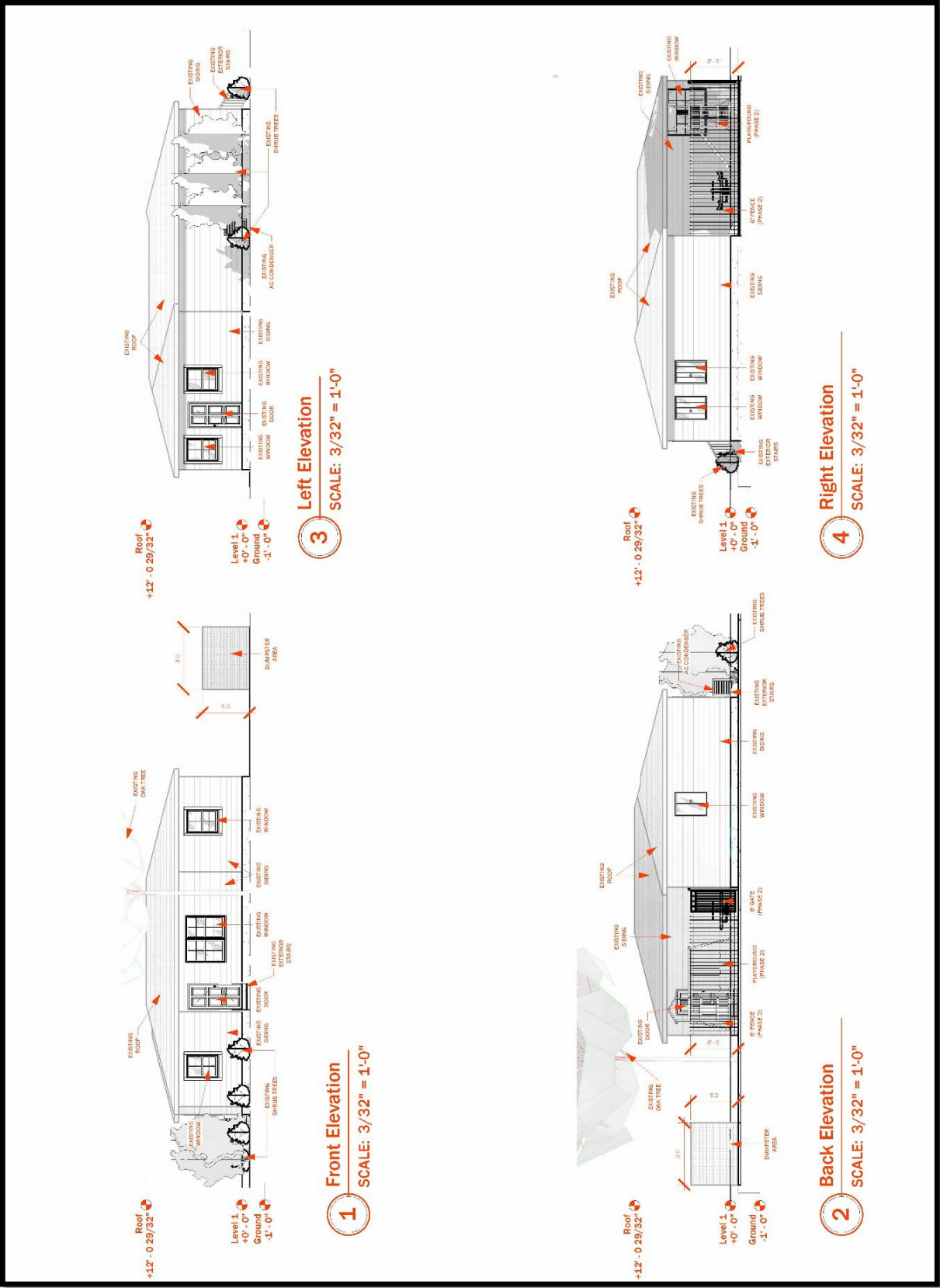


Site Plan



1 Exhibit B - Site Plan
SCALE: 1" = 20'-0"

Elevations



Drainage and Landscape Plan



PROJECT INFORMATION

PROJECT ADDRESS

250 N. Shannon St.
Kaufman, TX 75142

PROJECT DESCRIPTION

SITE PLAN PARKING ADDITION FOR
FUTURE DAYCARE CENTER

LOT # & DESCRIPTION

LOT 1R, BLOCK 386

ZONING: COMMERCIAL

OWNERS

NICOLE THOMPSON

PHONE: (972) 513-6741

EMAIL: KOKONUTS.KIDS@OUTLOOK.COM

ADDRESS: 250 N. SHANNON ST. KAUFMAN TX, 75142

AREA CALCULATIONS

BUILDING AREA (TOTAL UNDER ROOF) :

1,603 SQ.FT.

PROPERTY AREA :

19,692 SQ.FT.

PARKING AREA :

3,853 SQ.FT.

INDEX

- A000 Title Sheet
- A101.1 Exhibit A - Property Survey and Descrip.
- A101.2 Exhibit B - Site Plan
- A101.3 Exhibit C - Exterior Elevations
- A101.4 Exhibit D - Landscaping Plan
- A101.5 Existing Floor Plan
- A101.6 Existing Dimensions

PROJECT NOTES

- 1. ALL DIMS TO CENTER OF STUD WALL U.N.O.
- 2. ALL NEW INTERIOR WALLS TO BE 2X4 CONSTRUCTION WITH ONE LAYER OF 1/2" GYP. BD. AT EACH SIDE. U.N.O.
- 3. ALL WALLS TO BE TAPED & BEDDED GYP. BD. WITH SMOOTH PAINTED FINISH, OWNER TO SELECT COLOR.
- 4. PROVIDE BRACING AND BLOCKING AS REQUIRED.

DRAWINGS IN THIS PACKAGE SHOW ONLY THE GENERAL DESIGN INTENT. IT IS THE CLIENTS RESPONSIBILITY TO PROVIDE ADDITIONAL DETAIL INFORMATION ABOVE AND BEYOND THESE DRAWINGS. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO PROVIDE NECESSARY MATERIAL AND FINISH INFORMATION THAT IS NOT PROVIDED IN THE CONSTRUCTION DOCUMENTS.

DRAWINGS IN THIS PACKAGE ARE INSTRUMENTS OF SERVICE AND THE INTELLECTUAL PROPERTY OF CHRISTIAN SERRANO CONSTRUCTION GROUP. TRANSFER OR REPRODUCTION OF THE DOCUMENTS BY PARTIES OTHER THAN THE OWNER INDICATED ON THESE DOCUMENTS OR THEIR AUTHORIZED CONTRACTORS FOR THE SOLE PURPOSE OF CONSTRUCTION OF THE STRUCTURE DESCRIBED WITHIN IS HEREBY PROHIBITED WITHOUT THE WRITTEN CONSENT OF CHRISTIAN SERRANO DESIGN GROUP.

SITE CHART

ZONING	COMMERCIAL
USAGE	DAY NURSERY
PARKING REQUIRED	ONE (1) SPACE PER TEN (10) PUPILS (BASED UPON MAXIMUM OCCUPANCY AND/OR LICENSING CAPACITY), PLUS ONE (1) SPACE PER TEACHER, PLUS ONE (1) FOR EACH BUS OR VAN
PROPOSED PARKING	- 6 STANDARD PARKING SPACES - 1 ADA PARKING SPACE - 1 BUS - 1 TEACHER
LANSCAPE REQUIRED	- SHORT SHRUBS TO BE ADDED TO PARKIN AREA FROM HICKORY ST.
PROPOSED LANSCAPE	- EXISTING LANDSCAPE TO REMAIN. - (10) ADDITIONAL SHORT SHRUBS ADDED TO SCREEN PARKING AREA FROM HICKORY ST.
MAXIMUM ACCUPANCY CALCULATED	46
PLAYGROUND	OUTDOOR PLAY AREA MAY BE REQUIRED WITH PHASE 1. IF THE STATE OF TEXAS HEALTH AND HUMAN SERVICES REQUIRE IT.
SIGN	NO SIGN TO BE ADDED - PER OWNER
GREASE TRAP	NO GREASE TRAP REQUIRED - MEALS WILL NOT BE PREPARED ON-SITE - THERE WILL BE NO OVEN/STOVE IN THE BUILDING - PER OWNER

GENERAL NOTES

- ALL CONSTRUCTION SHALL CONFORM TO BUILDING CODES REQUIRED BY ALL AUTHORITIES HAVING JURISDICTION OVER THE PROJECT.
- ALL IRC SECTIONS AND TABLES REFERENCED REFER TO THE 2015 IBC.

1. BUILDER SHALL VERIFY: ALL LOT DIMENSIONS, EASEMENTS, BUILDING LINES, AERIAL EASEMENTS, HEIGHT RESTRICTIONS, ROOF OVERHANG & GUTTER LIMITATIONS, FINISH FLOOR HEIGHTS (w/ RESPECT TO DRAINAGE & FLOOD PLAIN ISSUES), COVERAGE % AND ALL DEED RESTRICTIONS PRIOR TO COMMENCING CONSTRUCTION.

2. BUILDER & ALL SUBCONTRACTORS SHALL VERIFY ALL DIMENSIONS & NOTIFY ARCHITECT OF ANY DISCREPANCIES IMMEDIATELY BEFORE COMMENCING ADDITIONAL WORK.

3. THE GARAGE SHALL BE SEPARATED FROM THE RESIDENCE AND ITS ATTIC AREA BY NOT LESS THAN 1/2" GYP. BD. & FROM HABITABLE ROOMS ABOVE GARAGE BY 5/8" TYPE X GYP. BD. AND COMPLY WITH IBC SEC. R302.

4. ESCAPE/RESCUE WINDOW FROM SLEEPING AREAS SHALL HAVE A MINIMUM OF 5.7 SQ.FT. CLEAR NET OPENING AND A MINIMUM CLEAR OPENING HEIGHT OF 24" AND A MINIMUM CLEAR OPENING WIDTH OF 20". FINISHED SILL HEIGHT SHALL BE A MAXIMUM OF 44" ABOVE THE FLOOR & PER IBC SEC 310.

5. CONTRACTOR IS TO PROVIDE STEEL LINTELS ABOVE ALL OPENINGS WITH MASONRY ABOVE PER IBC SEC. 703.8

6. ONE-HOUR RATED GYPSUM BOARD SHALL BE INSTALLED UNDER STAIRS.

7. PROVIDE CROSS VENTILATION AT ENCLOSED ATTICS PER IBC R806.

8. ELECTRICAL CONTRACTOR TO LOCATE 110V OUTLET WITHIN 25'-0" OF A/C COMPRESSOR (GFI).

9. FIREPLACE CHIMNEY TO BE 2'-0" HIGHER THAN ANY STRUCTURE WITHIN 10'-0" (& 3'-0" MIN. HEIGHT AT RIDGE).

10. FACTORY BUILT FIREPLACES SHALL BE INSTALLED IN ACCORDANCE w/ IBC SECTION R1004 & SHALL BE TESTED IN ACCORDANCE w/ UL 127.

11. SMOKE ALARMS SHALL BE HARD WIRED IN SERIES WITH BATTERY BACKUP POWER AS PER IBC SEC. R314.

12. HANDRAILS SHALL BE INSTALLED ALONG ALL STEPS/STAIRS WITH 4 OR MORE RISERS AND CONFORM TO IBC SEC R311.
13. ALL HORIZONTAL GUARD RAILS WILL BE A MINIMUM OF 36" IN HEIGHT & COMPLY TO IBC SEC R312.

14. WALLS SHALL BE BRACED IN ACCORDANCE OF IBC SEC R602.10.

15. GLAZING SHALL COMPLY WITH IBC SEC. R308.

16. ROOF OVERHANGS SHALL NOT EXTEND INTO ANY UTILITY EASEMENTS.

17. IN C.O.S.A., VENTS IN GARAGE PER C.O.S.A. AMENDMENTS TO I.B.C.

18. IN AREAS UNDER IBC 2006 OR LATER, PROJECTIONS LESS THAN 5' FROM PROP. LINE SHALL HAVE A 1-HOUR MIN. FIRE RESISTANCE RATING ON THE UNDERSIDE & SHALL NOT EXTEND TO WITHIN 4' OF PROP. LINE PER R302 & TABLE 302.1.

19. ALL DETAILS SHOWN ARE GENERAL AND ILLUSTRATIVE IN NATURE. BUILDER SHALL BE RESPONSIBLE FOR OVERSEEING AND INSURING ALL WATER-PROOFING, STRUCTURAL, AND OTHER CONSTRUCTION IS BUILT PROPERLY, PER CODES, INDUSTRY STANDARDS, AND MANUFACTURER'S SPECIFICATIONS.

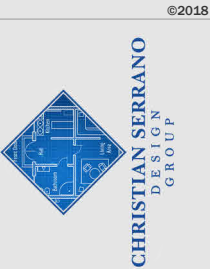
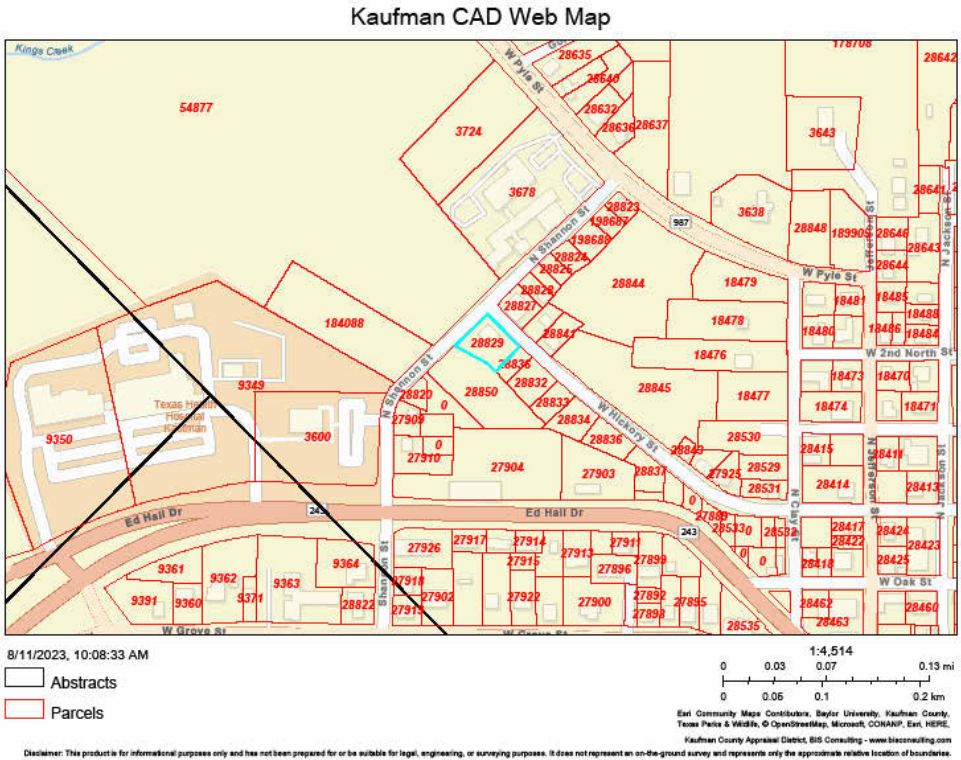
20. REFER TO ATTACHED RESIDENTIAL DETAIL SHEET FOR STANDARD DETAILS. NOTIFY ARCHITECT IMMEDIATELY IF NOT INCLUDED IN THIS SET OF DRAWINGS.

21. ALL SITE & SURVEY INFORMATION PROVIDED BY OTHERS.

22. SITE GRADING AND DRAINAGE PLANS BY OTHERS.

23. ALL ENGINEERING DESIGNS INCLUDING, BUT NOT LIMITED TO, CIVIL, GEOTECHNICAL, STRUCTURAL, MECHANICAL, ELECTRICAL, AND PLUMBING SHALL BE PROVIDED BY OTHERS.

LOCATION MAP



250 N Shannon

250 N. Shannon St.
Kaufman, TX 75142

Project No. CSC - 23037

08-31-2023

Revisions

Notes

CASE # SP-08-23

CHRISTIAN SERRANO
DESIGN GROUP

(469) 383-6084
WWW.CHRISTIANSERRANOCONSTRUCTION.COM

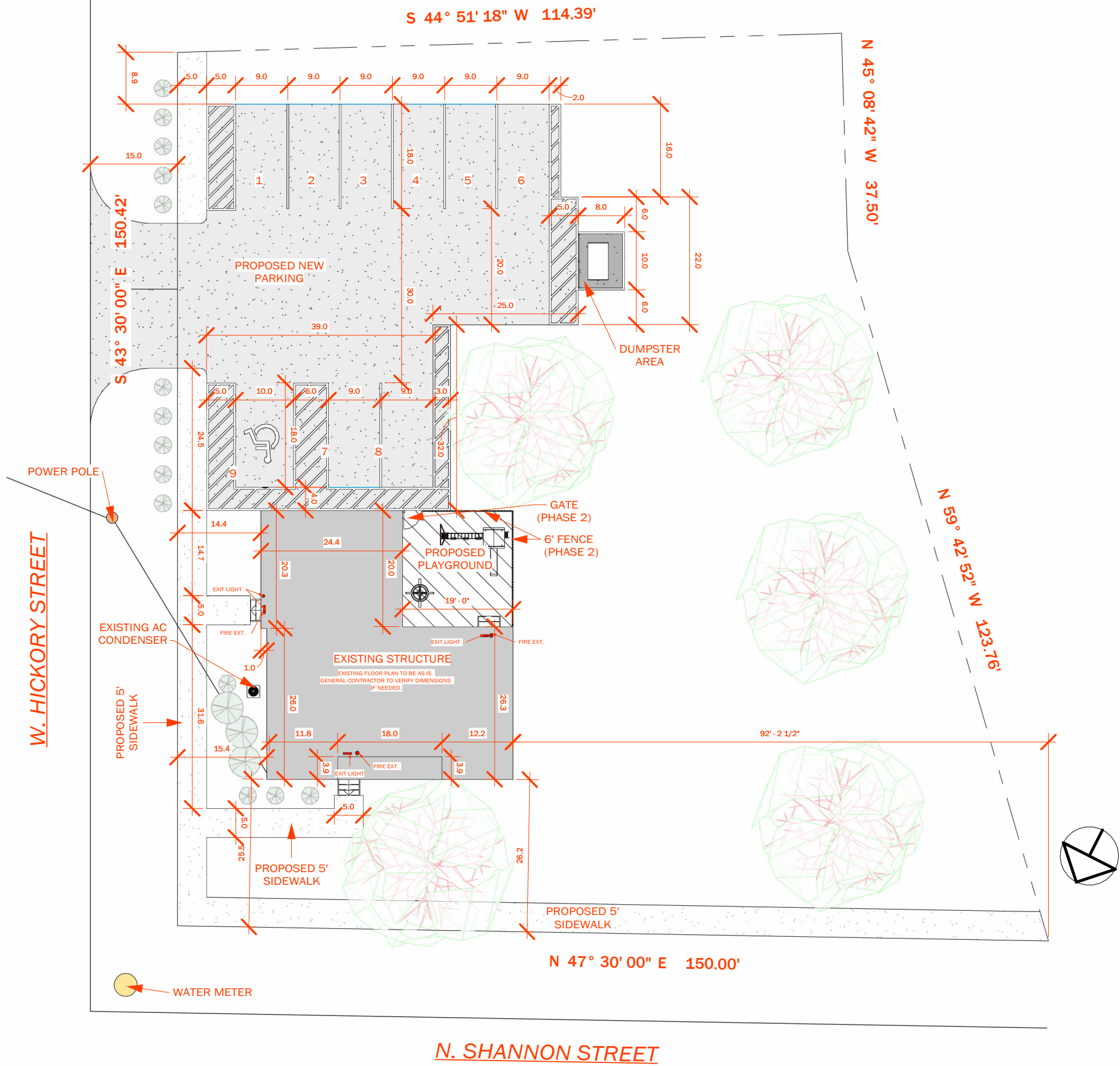


Scale

Title Sheet

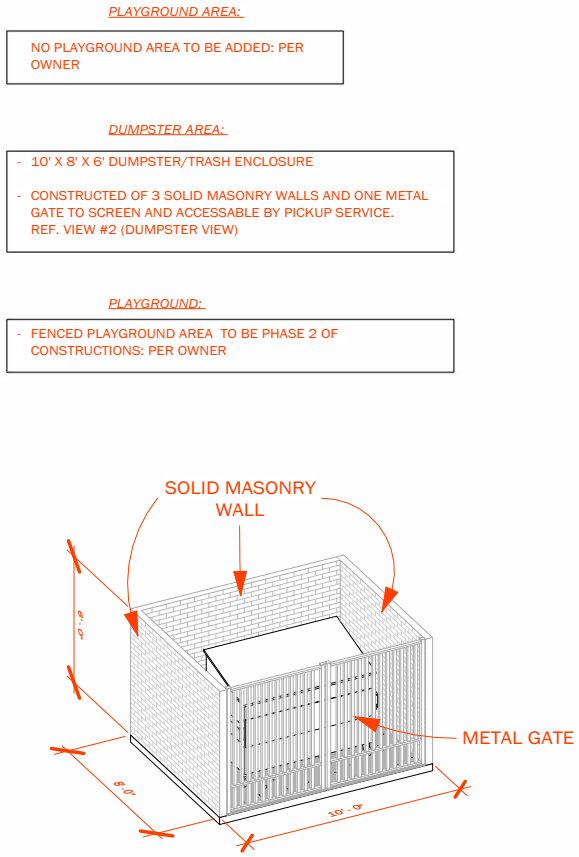
A000

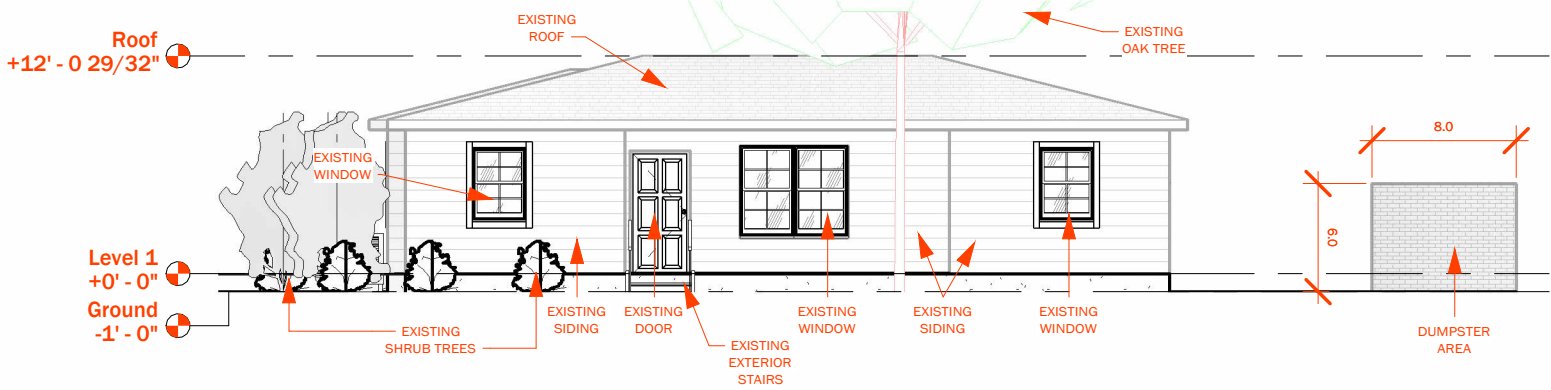




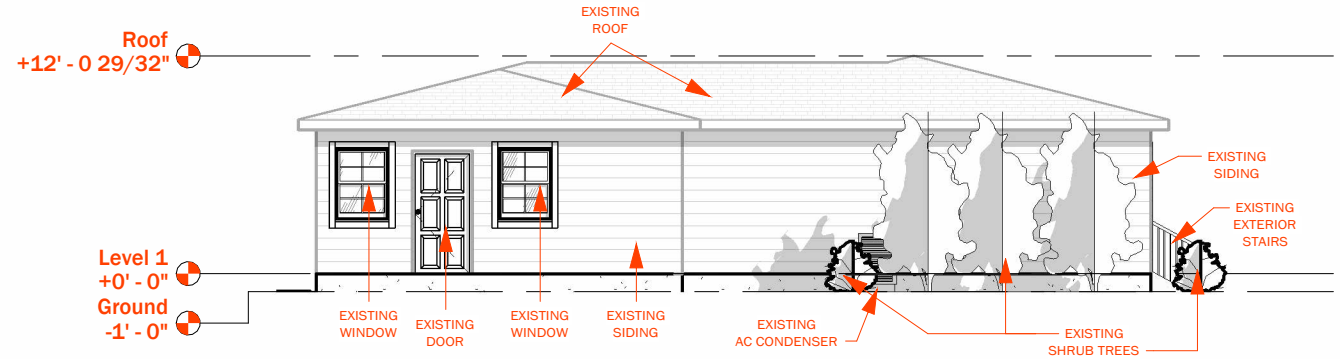
2

Dumpster View
SCALE:

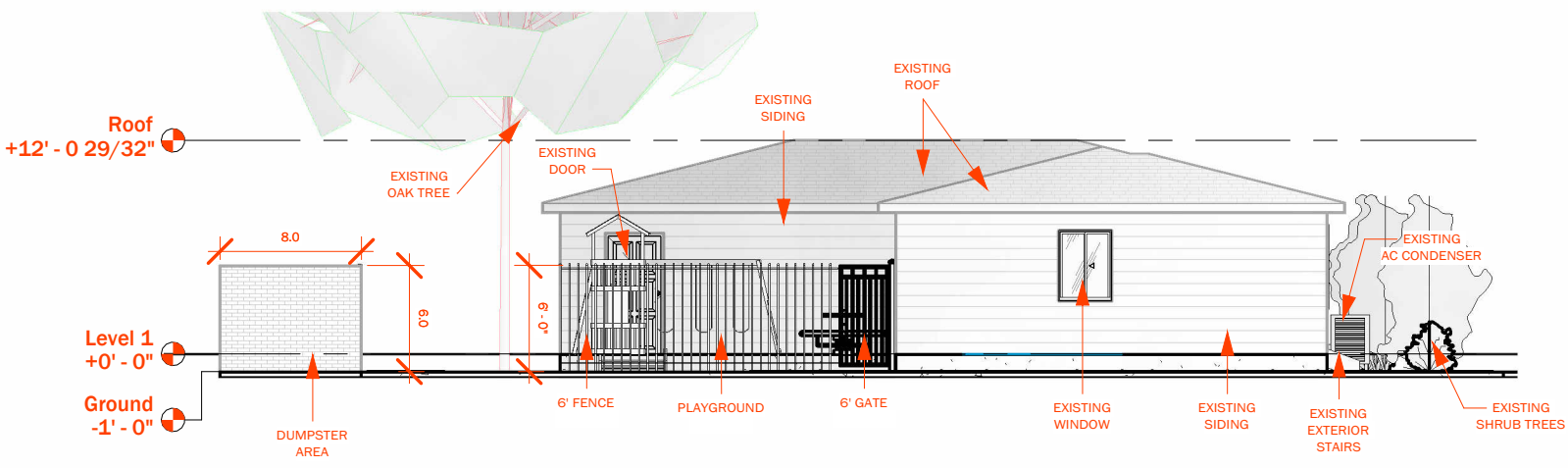




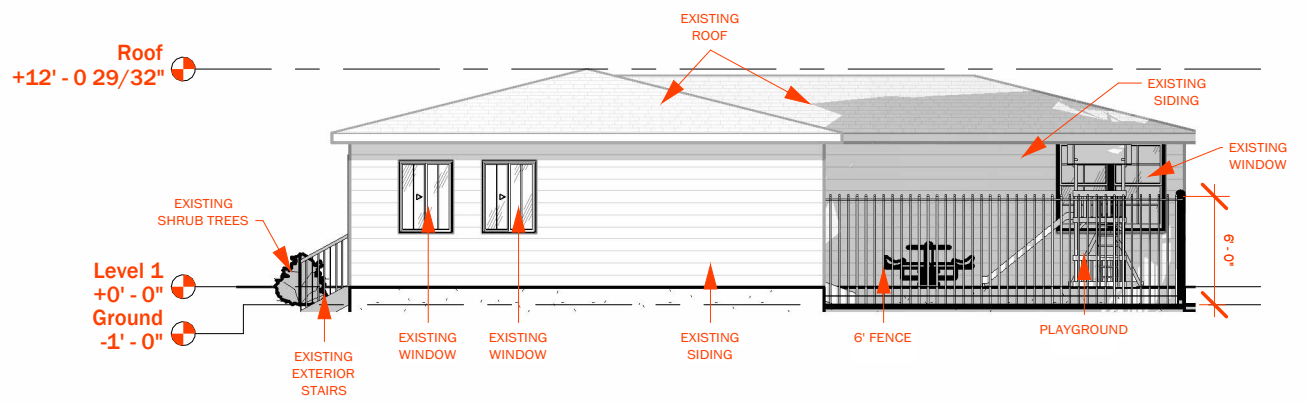
1 Front Elevation
SCALE: 3/32" = 1'-0"



3 Left Elevation
SCALE: 3/32" = 1'-0"



2 Back Elevation
SCALE: 3/32" = 1'-0"



4 Right Elevation
SCALE: 3/32" = 1'-0"



250 N Shannon

250 N. Shannon St.
Kaufman, TX 75142

Project No. CSC - 23037

09-18-2023

Revisions

Notes

CHRISTIAN SERRANO
DESIGN GROUP

(469)383-6084
WWW.CHRISTIANSERRANOCONSTRUCTION.COM

NAHB
National Association
of Home Builders

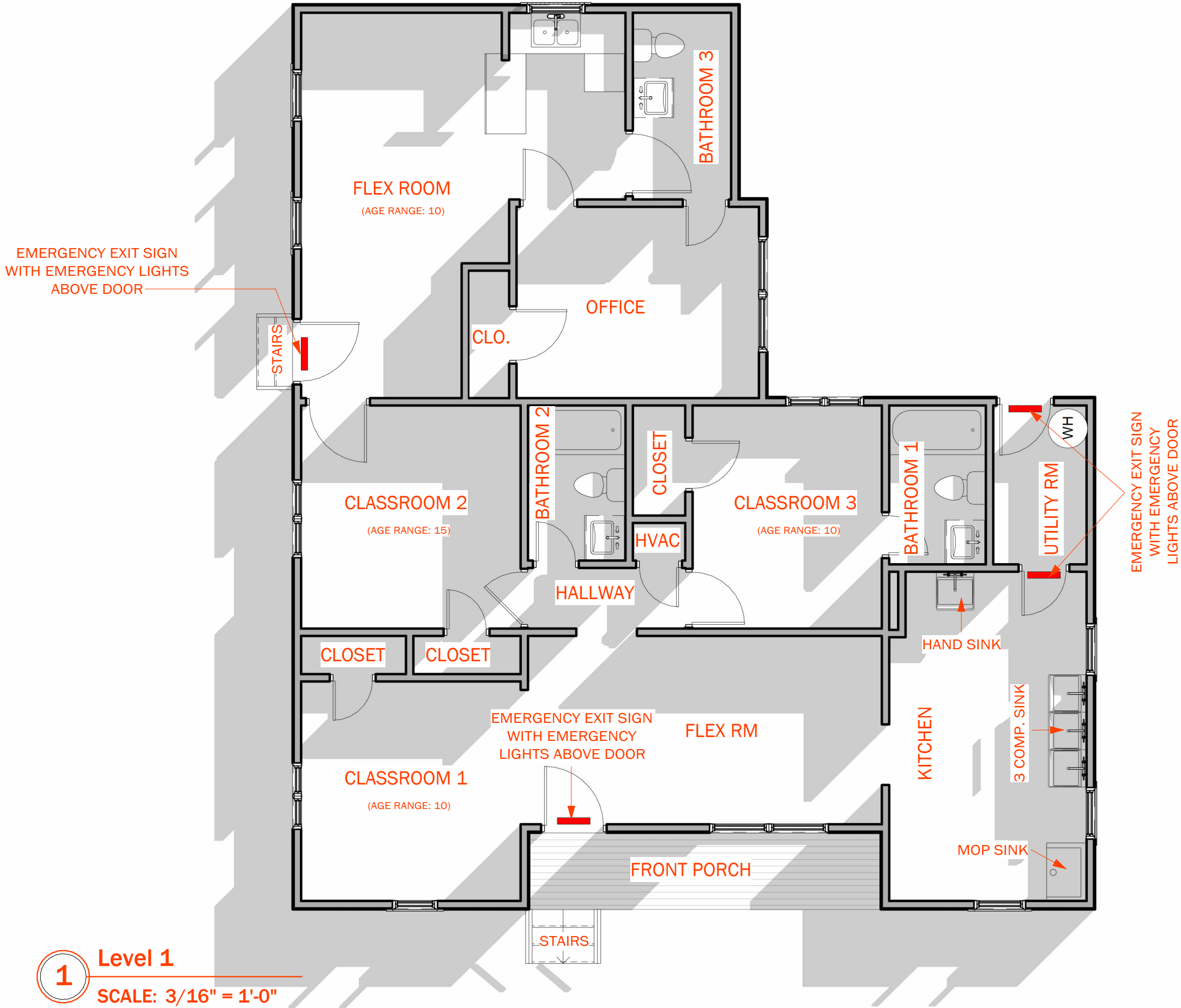
DallasBuilders
Association

IBAC
Texas

Scale 3/16" = 1'-0"

Existing Floor Plan

A101.5



1 Level 1
SCALE: 3/16" = 1'-0"



SCALE: 3/16" = 1'-0"



Meeting
Date: 9/25/2023

Date: 08/17/2023

Item #: 25.

Dept.: Administration

Resolution

SUBJECT:

Consider and take appropriate action on Resolution R-25-23, a resolution of the City Council of the City of Kaufman, Texas, establishing a naming policy guideline for city buildings, facilities, land, or any portion thereof; and providing an effective date.

BACKGROUND:

Staff seeks to implement a policy for naming any building, facility, land, or any portion of the property. This policy will provide guidelines for staff to follow as it relates to the topic of naming city property.

Author:

Mike Holder, City Manager

Reviewed:

Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation: Staff recommends approval of Resolution R-25-23 as presented.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☐

RESOLUTION NO. R-25-23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KAUFMAN, TEXAS ESTABLISHING THE CITY OF KAUFMAN NAMING POLICY GUIDELINES FOR CITY BUILDINGS, CITY FACILITIES, CITY LAND, AND FUNDED OR NON-FUNDED PROJECTS; PROVIDING PROCEDURES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Kaufman desires to adopt the policy and guidelines for naming City buildings, facilities, land, or any portion thereof, funded and non-funded projects as set forth in **Exhibit “A”**, hereto; and

WHEREAS, the City Council deems it in the public interest to adopt the policy as set forth herein.

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

SECTION 1. The *City of Kaufman Naming Policy Guidelines for City Facilities*, as set forth in Exhibit “A”, a copy of which is attached hereto and incorporated herein, is hereby approved and adopted.

SECTION 2. If any section, subsection, clause, phrase or provision of this *City of Kaufman Naming Policy Guidelines for City Facilities*, as set forth in Exhibit “A”, a copy of which is attached hereto and incorporated herein, or any application thereof to any person or circumstance, shall to any extent be held by a court of competent jurisdiction to be invalid, void or unconstitutional, the remaining sections, subsections, clauses, phrases and provisions of Exhibit “A”, or any application thereof to any person or circumstance, shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

SECTION 3. This Resolution shall become effective immediately upon its passage and approval.

[Signature page follows]

PASSED AND APPROVED this 25th day of September, 2023.

JEFF JORDAN
MAYOR

ATTEST:

JESSIE HANKS
CITY SECRETARY

APPROVED AS TO FORM:

PATRICIA A. ADAMS
CITY ATTORNEY

CITY OF KAUFMAN NAMING POLICY GUIDELINES

I. FOR CITY BUILDINGS, CITY FACILITIES, CITY LAND, FUNDED PROJECTS OR NON-FUNDED PROJECTS GENERAL

These policy guidelines are intended to address public naming opportunities when a citizen, group, or organization submits a nomination to name a City building, facility, land, or any portion thereof. The City Council may initiate the public naming of any building, facility, land, or any portion thereof owned or controlled by the City at its sole discretion and may apply the following guidelines in such Council initiated naming process. The Council may choose to waive any part of this guideline upon approval of such waiver by a vote of three fourths of the members of the City Council qualified and eligible to vote. These policy guidelines do not address the naming of streets, fire or police stations, or naming based on advertising.

II. DEFINITIONS

City Buildings. City owned facilities, or portion thereof, which are open to the public and used to conduct City business. Buildings may include, but are not limited to, City Halls, civic/community centers, conference/convention centers, and public utility buildings/structures.

City Facilities. City owned structures, amenities, or features, or portion thereof, which are open to the public and used for City business, or public attractions of any kind, including, but not limited to, athletic fields, bridges, fountains, gymnasiums, parks, meeting rooms, picnic shelters, playground equipment, recreation facilities, tennis courts and basketball courts.

City Land. Real estate, or portion thereof, owned and/or managed by the City, including park property or other open space areas.

Funded Project. Any project or portion thereof, that the City has fully funded prior to the start of construction.

Non-Funded Project. Any project or portion thereof that the City wishes to construct, but for which it lacks designated funding.

Collectively, City Buildings, City Facilities, City Land, Funded Project and/or Non-Funded Project shall be referred to as "City Facility".

III. NAMING OF A CITY FACILITY AFTER AN INDIVIDUAL

All decisions under this Policy shall be at the sole discretion of the Kaufman City Council. It is intended that all the criteria in this section be satisfied when considering naming a City Facility after an individual.

A. Posthumous Naming After an Individual

1. The individual must be deceased at least five (5) years prior to the date such individual's name is submitted; and
2. The individual must have been a resident of the City of Kaufman;
3. The individual must not have been convicted of a felony, or Class A or B misdemeanor; and
4. The individual should have made exceptional contributions to the City of Kaufman, the State of Texas, or the United States of America; and the individual's achievements should represent a lasting legacy to the mission of the City building, facility, land, or any portion thereof.

B. Posthumous Naming After an Individual Who Performed Outstanding or Heroic Service

A City Facility may also be named in memory of individuals who died in the line of duty serving the City of Kaufman, the State of Texas, or the United States of America; or died performing a heroic act, such as saving the life of another person; or a deceased individual who has made a significant and lasting contribution to humanitarian causes on a world or national level. In these instances, as appropriate, the City may elect to obtain or attempt to make contact for approval from living family members of the individual recommended for having a City building, facility, land, or any portion thereof named in their honor. If permission is not obtained, the City may decline consideration of the proposed name.

C. Naming After a Foundation, Business, or Organization

1. If consideration is given to naming a City Facility after a foundation, business, or organization, the foundation, business, or organization considered should have made exceptional local, state, national, or world contributions; and their achievements should represent a lasting legacy to the mission of the City building, facility, land, or any portion thereof.
2. In selected instances, a City Facility may be named after a foundation, business, or organization that makes a unique and extraordinary contribution to the development and or usage of the City building, facility, land, or any portion thereof being named. The merits and value of each such naming shall be evaluated on a case-by-case basis.

IV. NAMING A CITY FACILITY THROUGH FUND RAISING OR BY PURCHASING NAMING RIGHTS OR DONATION

- #### A.
- Any individual for which a City Facility may be named, must not have been convicted of a felony, or Class A or B misdemeanor. Any foundation, business, or

organization must have a prior history of, and must at the time of nomination be compliant with, all federal, State and local laws, rules, and regulations.

- B. A City Facility may be named as part of a public fundraising campaign, donation, or by purchasing naming rights. The City Council may approve other non-monetary donations for naming rights.
- C. Naming rights for a Funded Project can be accepted at any point during construction.
- D. A funding agreement for the naming rights of a Non-Funded Project must be in place prior to the start of construction.
- E. The required donation to acquire the naming rights of a City Facility shall be substantial as determined by the City Council on a case-by-case basis.
- F. All funds donated or used for the purchase of the right to name a City Facility shall be nonrefundable.
- G. In the event a donor fails to meet the total required commitment pledged for naming rights under this policy, the City Council may reconsider the naming of the City Facility.
- H. It should not be assumed that a past financial contribution to the City will guarantee that the City will name a City Facility after an individual or a business, foundation, or organization making such donation.

V. PLAQUES, MARKERS AND MEMORIALS

- A. Plaques, markers, and memorials requested to be located on a City Facility, must be reviewed and approved by the City as to design and maintenance requirements. Final design and approval shall be at the sole discretion of the City Council.
- B. Total costs for purchasing plaques, markers, and memorials involved in the naming of a new City Facility, as well as up to five (5) years of maintenance costs, shall be paid by the nominating individual or organization, unless City Council waives such funding requirement. This provision has no application in those instances where the costs of plaques, markers, or memorials are included in the design and construction costs of a project or are specifically addressed in a funding agreement.

VI. RENAMING OF A CITY FACILITY TO HONOR THE DECISIONS OF PREVIOUS CITY COUNCILS AND DESCENDANTS OF INDIVIDUALS AFTER WHOM A CITY FACILITY HAS BEEN NAMED, RENAMING SHALL NOT OCCUR EXCEPT BY THREE-FOURTHS VOTE OF THE

MEMBERS OF THE CITY COUNCIL QUALIFIED AND ELIGIBLE TO VOTE.

- A. If it is determined that circumstances and/or qualifications have changed since a naming decision was made by the City such that the criteria set forth in Sections III.A.3. or IV.A. are no longer met, the City Council may elect to remove the name from the City Facility. Further, if a foundation, business, or organization, after which a City Facility has been named, dissolves, is convicted of criminal acts for which it would have initially been disqualified under this Policy, or for other good and valid basis which causes the City Council to conclude that the name is not consistent with City of Kaufman values, history and/or heritage, such City Facility may be renamed by the City Council.

VII. PROCEDURES FOR NAMING A CITY FACILITY

- A. Groups or individuals may submit nominations for naming a City Facility by submitting a nomination to the City Manager utilizing the City of Kaufman Name Application Form for City Buildings, Facilities, Land, or any portion thereof.
- B. The City Manager, upon the receipt of the City of Kaufman Name Application Form for City Buildings, City Facilities, City Land, Funded Project, or Non-Funded Project, shall refer such naming request to the City Council.
- C. The final decision for naming a City Facility shall rest in the sole discretion of the City Council.



Meeting
Date: 9/25/2023

Date: 09/05/2023

Item #: 26.

Dept.: Finance

Ordinance

SUBJECT:

Consider and take appropriate action regarding Ordinance O-27-23, an ordinance of the City Council of the City of Kaufman, Texas, amending the City's 2022-2023 Fiscal Year Budget to balance Revenue Surplus, Expense Surplus, and Shortfall; and providing an effective date.

BACKGROUND:

Last year, the City Council approved \$20,145,650.00 for the fiscal year 2022-2023 budget. Upon a recent review, staff indicated the need to amend several significant and unexpected revenue and expense line items within the budget that were incurred throughout the year. The attached chart details those recommendations and explanations for each suggested line item amendment. Additional funds are not being requested.

Author:

Mary Wennerstrom, Finance Director

Reviewed:

Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation: Staff recommends approval of Ordinance O-27-23 as presented.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☐

**CITY OF KAUFMAN, TEXAS
ORDINANCE NO. O-27-23**

**AN ORDINANCE OF THE CITY OF KAUFMAN, TEXAS
AMENDING ORDINANCE NO. O-24-22, ADOPTING THE 2022-
2023 FISCAL YEAR BUDGET, TO BALANCE REVENUE
SURPLUS, EXPENSE SURPLUS, AND SHORTFALL;
PROVIDING FOR THE INCORPORATION OF PREMISES;
PROVIDING FOR AMENDMENT TO THE 2022-2023 FISCAL
YEAR BUDGET IN ACCORDANCE WITH EXHIBIT “A” HERETO;
AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, Section 7.09 of the Home Rule City Charter of the City of Kaufman, Texas authorizes the City Council to amend or change the budget for any additional expense; and

WHEREAS, Section 7.07 of the Home Rule City Charter of the City of Kaufman, Texas authorizes the City Council to transfer unused appropriations to any item for the same general purpose; and

WHEREAS, the City Council adopted Ordinance No. O-24-22 adopting the 2022-2023 Fiscal Year Budget of the City of Kaufman, Texas (the “2021- 2022 Budget”) and the City has been making expenditures and operating under the 2022-2023 Budget as required by law; and

WHEREAS, City Staff has submitted various amendments to the 2022-2023 Budget set forth in Exhibit “A”, “FY 2023 Budget Amendments”, a copy of which is attached hereto and incorporated herein; and

WHEREAS, the City Council has reviewed the proposed FY 2023 Budget Amendments and has determined that the proposed amendments are necessary and appropriate in order to accurately reflect revenue surplus, expense surplus, shortfalls, and expenditures and should therefore be adopted;

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

SECTION 1. That all of the above premises are found to be true and correct and are incorporated into the body of this Ordinance as if copied in their entirety.

SECTION 2. That the 2022-2023 Budget adopted by Ordinance No. O-24-22 is hereby amended as set forth more specifically in **Exhibit “A”** hereto, and all line items, expenditures, and revenues not expressly amended as set forth in Exhibit “A” shall remain in full force and effect without amendment.

SECTION 3. That this Ordinance shall become effective on and after its passage and adoption in accordance with state law and Charter.

PASSED AND ADOPTED this 25th day of September, 2023.

JEFF JORDAN
MAYOR

ATTEST:

JESSIE HANKS
CITY SECRETARY

APPROVED AS TO FORM:

PATRICIA A. ADAMS
CITY ATTORNEY

Exhibit “A”
FY 2023 Budget Amendments



Meeting
Date: 9/25/2023

Date: 09/05/2023

Item #: 27.

Dept.: Economic
Development
Corporation

Ordinance

SUBJECT:

Consider and take appropriate action regarding Ordinance O-28-23, an ordinance of the City Council of the City of Kaufman, amending the KEDC 2022-2023 Fiscal Year Budget to balance Revenue Surplus, Expense Surplus, and Shortfall; and providing an effective date.

BACKGROUND:

The proposed FY 2023 budget amendments for the Kaufman Economic Development Corporation were presented to the Board of Directors of the KEDC and approved on September 12, 2023.

Author:

Stewart McGregor , Executive Director

Reviewed:

Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation: Staff recommends approval of Ordinance O-28-23 as presented.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☐

**CITY OF KAUFMAN, TEXAS
ORDINANCE NO. O-28-23**

AN ORDINANCE OF THE CITY OF KAUFMAN, TEXAS AMENDING ORDINANCE NO. O-26-22 ADOPTING THE CITY OF KAUFMAN ECONOMIC DEVELOPMENT CORPORATION (KEDC) 2022-2023 FISCAL YEAR BUDGET TO BALANCE REVENUE SURPLUS, EXPENSE SURPLUS, AND SHORTFALL; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING FOR AMENDMENT OF THE KEDC 2022-2023 FISCAL YEAR BUDGET IN ACCORDANCE WITH EXHIBIT "A" HERETO; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 7.09 of the Home Rule City Charter of the City of Kaufman, Texas authorizes the City Council to amend or change the budget for any additional expense; and

WHEREAS, Section 7.07 of the Home Rule City Charter of the City of Kaufman, Texas authorizes the City Council to transfer unused appropriations to any item for the same general purpose; and

WHEREAS, the City Council adopted Ordinance No. O-26-22 adopting the 2022-2023 Fiscal Year Budget of the Kaufman Economic Development Corporation (the "2022-2023 KEDC Budget") and the City has been making expenditures and operating under the 2022-2023 Budget as required by law; and

WHEREAS, Staff has submitted various amendments to the 2022-2023 Budget as set forth in **Exhibit "A"**, ("FY 2023 KEDC Budget Amendments"), a copy of which is attached hereto and incorporated herein; and

WHEREAS, the City Council has reviewed the proposed FY 2023 KEDC Budget Amendments and has determined that the proposed amendments are necessary and appropriate in order to accurately reflect revenue surplus, expense surplus, shortfalls and expenditures and should therefore be adopted;

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

SECTION 1. That all of the above premises are found to be true and correct and are incorporated into the body of this Ordinance as if copied in their entirety.

SECTION 2. That the 2022-2023 KEDC Budget adopted by Ordinance No. O-26-22 is hereby amended as set forth more specifically in **Exhibit "A"** hereto, and all line items, expenditures and revenues not expressly amended as set forth in Exhibit "A" shall remain in full force and effect without amendment.

SECTION 3. That this Ordinance shall become effective on and after its passage and adoption in accordance with state law and Charter.

PASSED AND ADOPTED this 25th day of September, 2022.

JEFF JORDAN
MAYOR

ATTEST:

JESSIE HANKS
CITY SECRETARY

APPROVED AS TO FORM:

PATRICIA A. ADAMS
CITY ATTORNEY

Exhibit "A"
FY 2023 KEDC Budget
Amendments

LINE ITEM	NEW AMOUNT	NOTES
Sales Tax Revenue (4105)	\$587,835	Increased \$22,005
Salary & Benefits (5101)	\$151,048.91	Increased \$13,474.91 (Accounting Error – see spreadsheet)
Meetings (5213)	\$7,000	Decreased \$2,000
Licenses, Dues & Subscriptions (5305)	\$3,918.25	Increased \$538.25
Tuition & Education (5322)	\$3,275	Decreased \$3,000
Maintenance (5352)	\$10,000	Decreased \$2,000
Matching Grants (5500)	\$77,000	Decreased \$28,000
Incentives/Intergovernmental (5501)	\$50,000	Decreased \$50,000 (Galleher Incentive – moved to FY 2024 Budget)
TOTAL NET ADJUSTMENT (EXCLUDING SALES TAX REVENUES)		\$70,986.84



Meeting
Date: 9/25/2023

Date: 09/12/2023

Item #: 28.

Dept.: Administration

Ordinance

SUBJECT:

Consider and take appropriate action on Ordinance O-29-23, an ordinance of the City Council of the City of Kaufman, Texas, amending Appendix A, "Fee Schedule", of the Code of Ordinances of the City of Kaufman by amending Article A4.000, "Building and Development Fees" relative to fees for zoning and platting applications and related land development applications, Article A7.000, "Park and Recreation Fees" to amend park usage fees for various facility rentals and fees for league and tournament recreation, Article A8.000, "Utilities" to amend tap fees, meter fees, and related within the City and to amend for water and sewer service outside of the City limits, amending Article A8.000, "Utilities" amending pavement cut and replacement charges and adopting a new subsection A8.019 of thereof providing fees for solid waste services provided by the City's solid waste franchisee; and providing an effective date.

BACKGROUND:

Author:

Reviewed:

Mike Holder, City Manager

Cost:

Funds Available:

Source:

Recommendation:

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☐

**CITY OF KAUFMAN, TEXAS
ORDINANCE NO. O-29-23**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF KAUFMAN, TEXAS, AMENDING APPENDIX A “FEE SCHEDULE” OF THE CITY OF KAUFMAN’S CODE OF ORDINANCE TO AMEND SECTIONS A.4001 OF ARTICLE A4.000 “BUILDING AND DEVELOPMENT FEES”; TO AMEND SECTION A7.003 OF ARTICLE A7.000, “PARK AND RECREATION FEES”; TO AMEND SECTIONS A8.010 AND A8.011 OF ARTICLE A8.000 “UTILITIES”; AND TO ADD SECTION A.8019 TO ARTICLE A8.000 “UTILITIES”; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING FOR REPEAL AND ADOPTION; PROVIDING A PENALTY; PROVIDING A CUMULATIVE REPEALER AND SAVINGS CLAUSE; PROVIDING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Kaufman, Texas, has the authority to adopt and amend fees; and

WHEREAS, the City Council finds that a consistent and ongoing review of the City’s fee schedule is necessary; and

WHEREAS, upon review of the City’s current fees and increased costs incurred by the City, the City Council determined it appropriate to amend building and development fees, park usage fees, and utility fees; and

WHEREAS, the City Council finds that the fees proposed herein are not excessive; rather, the fees are determined to be reasonable and necessary to fairly reimburse the City for costs incurred; and

WHEREAS, the City Council finds it to be in the best interest of the citizens of Kaufman to adopt this Ordinance.

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

Section 1. The above and foregoing premises are true and correct and are incorporated herein and made a part hereof for all purposes.

Section 2. That Sections A4.001 of Article A4.000 “Building and Development Fees”, of Appendix A “Fee Schedule”, of the City’s Code of Ordinances is hereby repealed and replaced to be and read as follows:

“A4.001 Zoning/Development Fees.

Zoning Applications			
	0-5 acres	5-20 acres	Over 20 acres
Zoning change	\$400 + \$20 per acre		
Planned development	\$500 + \$20 per acre		
Specific use permit	\$500 + \$20 per acre		
Site plan	\$300	\$400	\$500
Land use plan amendment	\$300 + \$20 per lot	\$400 + \$20 per lot	\$500 + \$20 per lot
Code amendments	\$250		
Board of adjustment	\$250		
Zoning verification letter	\$25 each		

Platting Applications				
		0-5 acres	5-20 acres	Over 20 acres
Preliminary plat	Residential	\$150 + \$10 per lot	\$200 + \$10 per lot	\$300 + \$10 per lot
	Commercial	\$150 + \$10 per acre	\$200 + \$10 per acre	\$300 + \$10 per acre
Final plat	Residential	\$200 + \$10 per lot	\$300 + \$10 per lot	\$400 + \$10 per lot
	Commercial	\$200 + \$10 per acre	\$300 + \$10 per acre	\$400 + \$10 per acre
Development plat		\$200 + \$10 per lot		
Minor plat		\$150 + \$10 per lot		
Replat		\$300 + \$10 per lot		
Amending plat		\$150 + \$10 per lot		
Vacating plat		\$100 + \$10 per lot		
Traffic impact analysis		Actual cost of the review by the city contracted engineering company		
Civil construction plans		Actual cost of the review by the city contracted engineering company		
Flood study review		Actual cost of the review by the city contracted engineering company		
Street name change after plat recording		\$200 plus cost of signage		
Subdivision name change after plat recording		\$500		
Subdivision regulations waiver		\$250		

...”

[The remainder of this page intentionally left blank]

Section 3. That Section A7.003, “Park Usage Fees”, of Article A7.000 “Park and Recreation Fees”, of Appendix A “Fee Schedule”, of the City’s Code of Ordinances is hereby repealed and replaced to be and read as follows:

“A7.003 PARK USAGE FEES

<u>PAVILION</u>		
Resident		\$ 30
Nonresident		\$ 60
Group Reservation Fee (Refundable)		\$125
Electricity		\$ 25
Water		Min. per 1000 gallons
<u>PRACTICE AND GENERAL BALL FIELD USE</u>		
Refundable Deposit		\$100 per field
Light Usage Fee		\$40 per field/ per night
<u>ADULT LEAGUES</u>		
Adult team fee / per Team		\$75 per field per night
Refundable field Deposit		\$100 per field
Light Usage Fee		\$40 per field
<u>TOURNAMENTS</u>		
Youth per team fee (Kaufman Teams)		\$125 per field per day
Light Usage Fee		No charge
Refundable Field Deposit		\$100 per field
<u>SPORTS CAMPS</u>		
Non-Refundable Reservation Fee		\$100
Refundable Deposit		\$100 per field
Per Field Usage Fee		\$50 for 1-3 hours
Light Usage Fee		\$40 per field/per night
<u>ASSOCIATIONS, YOUTH SPORTS, LEAGUES (BASEBALL, SOCCER, FOOTBALL)</u>		
Residential Player Fee		\$5 per person
Non-residential Player Fee		\$10 per person
Tournaments		\$125 per field per day
Refundable Deposit		\$100
Light Usage Fee		No charge
Practice No Charge		No Charge

TENNIS		
Light Usage Fee		\$10 per night
KEYS		
All Key Deposits		\$20

Section 4. That Section A8.010, “Tap fees; maintenance of water lines”, of Article A8.000 “Utilities”, of Appendix A “Fee Schedule”, of the City’s Code of Ordinances is hereby repealed and replaced to be and read as follows:

A8.010. Tap fees; maintenance of water lines.

The amounts to be charged and collected by the city for connection to the water system and to the sanitary sewer system shall be as follows:

<i>DESCRIPTION</i>	TAP SIZE	FEE
<i>SEWER:</i>		
Residential Sewer tap with cleanout	4” inch	\$2,711
Commercial Sewer tap with cleanout	4” inch	\$3,700
Taps larger than 4” shall be installed by the property owner at their expense.		
<i>WATER SERVICE IN CITY LIMITS:</i>		
Install water tap with meter & box (Short services up to 15 linear ft.)	¾” inch	\$1,275
	1” inch	\$1,325
	1 ½ ” inch	\$2,760
	2” inch	\$2,760
Taps that exceed 30 linear ft.		Labor, Materials and Equipment
Taps, meters & vaults larger than 2 inch shall be installed by the property owner at their own expense.		
Install meter & box only	¾” inch	\$500
	1” inch	\$550
	1 ½” inch	\$1,985
	2” inch	\$1,985
Install meter only	¾” inch	\$350
	1” inch	\$450
	1 ½” inch	\$1,575
	2” inch	\$1,575
<i>WATER/SEWER SERVICE OUTSIDE</i>		Add \$50 to

<i>CITY LIMITS:</i>		service fees listed above.
Small Road Bore	2 inch and smaller	\$500
Large Road Bore	Larger than 2 inch	Cost of bore
Temporary water service for existing residential/commercial plumbing inspection.		\$ 35 non-refundable

Section 5. That Section A8.011, “Pavement cut and replacement charges”, of Article A8.000 “Utilities”, of Appendix A “Fee Schedule”, of the City’s Code of Ordinances is hereby repealed and replaced to be and read as follows:

A8.011. Pavement cut and replacement charges.

Where street pavement, sidewalks or any areas paved with concrete, asphaltic or hard-surfaced materials are cut and replaced by the city, to install a water or sewer service line or replace and/or install a water or sewer tap, the customer shall pay a fee of \$1,750 for up to 3 yards for concrete or \$2,150 for asphalt.

Section 6. That Section A8.019, “Solid waste fees and charges”, of Article A8.000 “Utilities”, of Appendix A “Fee Schedule”, of the City’s Code of Ordinances is hereby added and shall read as follows:

A8.019. Solid waste fees and charges.

Solid waste fees and charges will be assessed as per the current contracted rates with Republic Services. Customers shall pay a fee of \$10.00 for a convenience station ticket.

Section 7. The City Secretary is hereby directed to include the new fees adopted by this Ordinance within Appendix A “Fee Schedule” of the City of Kaufman’s Code of Ordinances, to be on file in the Office of the City Secretary.

Section 8. Penalty. Any person who intentionally, knowingly, recklessly, or negligently violates any provision of this Ordinance, upon conviction, shall be deemed guilty of a Class C Misdemeanor and shall be fined a sum not to exceed Five Hundred Dollars (\$500.00) for each offense, and a separate offense shall be deemed committed upon each day during or on which a violation occurs or continues.

Section 9. Severability. It is hereby declared to be the intention of the City Council of Kaufman, Texas that the sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any section, paragraph, sentence, clause or phrase of this Ordinance shall be declared unconstitutional or invalid by the judgment or decree of any court of competent jurisdiction, such constitutionality or invalidity shall not affect any of the remaining sections, paragraphs, sentences, clauses or phrases of this Ordinance, since they would have been entered by the City Council without the incorporation of this Ordinance of unconstitutional or invalid sections, paragraphs, sentences, clauses or phrases.

Section 10. Cumulative Repealer/Savings. This Ordinance shall be cumulative of all other Ordinances, except as provided within, and shall not repeal any of the provisions of such Ordinances except for those instances where there are direct conflicts with the provisions of this Ordinance. Ordinances or parts thereof in force at the time this Ordinance shall take effect and that are inconsistent with this Ordinance are hereby repealed to the extent that they are inconsistent with this Ordinance. Provided however, that any complaint, action, claim, or lawsuit which has been initiated or has arisen under or pursuant to such Ordinance on the date of adoption of this Ordinance shall continue to be governed by the provisions of that Ordinance and for that purpose the Ordinance shall remain in full force and effect.

Section 11. If any section, subsection, clause, phrase, or provision of this Ordinance, or any application thereof to any person or circumstance, shall to any extent be held by a court of competent jurisdiction to be invalid, void, or unconstitutional, the remaining sections, subsections, clauses, phrases, and provisions of this Ordinance, or any application thereof to any person or circumstance, shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

Section 12. Effective Date. This Ordinance shall become effective immediately upon its passage and publication of its caption as required by law and Charter.

PASSED AND APPROVED this 25th day of September, 2023.

JEFF JORDAN
MAYOR

ATTEST:

**JESSIE HANKS
CITY SECRETARY**

APPROVED AS TO FORM:

**PATRICIA A. ADAMS
CITY ATTORNEY**



Meeting
Date: 9/25/2023

Date: 08/16/2023

Item #: 29.

Dept.: Administration

Action Item

SUBJECT:

Consider and take appropriate action on the appointment of one (1) member to the Kaufman Parks and Recreation Board for the remainder of an unexpired term to expire in March 2025.

BACKGROUND:

Lori Gutierrez submitted her resignation from the Parks and Recreation Board. Therefore, there is currently one (1) vacancy on the board. Staff solicited applications for appointment to the board and received applications from Joann Ford, Alexis Santana, and Steven Letlow. Staff reviewed the applications to ensure each applicant meets the qualifications and determined all applicants meet the requirements. Staff seeks Council direction on appointment.

Author:
Jessie Hanks, City Secretary

Reviewed:
Mike Holder, City Manager

Cost: **Funds Available:** **Source:**

Recommendation: Staff is seeking council direction on appointment.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☐



BOARD OR COMMISSION
CANDIDATE APPLICATION FOR APPOINTMENT

Which of the City's Boards/Commissions are you interested in serving on?

- | | |
|--|---|
| ☐ Kaufman Economic Development Corp. | ☐ Keep Kaufman Beautiful Board |
| ☐ Planning and Zoning Commission | ☐ Other (Please specify in space below.) |
| ☐ Board of Adjustment | |
| ☒ Parks and Recreation Board | |
| ☐ Downtown Development Advisory Board | |

Name: <u>JoAnn Ford</u>	Date Submitted: <u>6/15/2023</u>
Home Address: <u>5698 Cheryl Ln</u>	Occupation: <u>Office Admin.</u>
Home Phone #: <u>469-552-8710</u>	Employer: <u>United Ag + Turf</u>
*E-mail Address: <u>richjof4@gmail.com</u>	Work Phone #: _____

Kaufman resident for <u>20</u> years.	Qualified Voter: Yes ☒ No ☐
---------------------------------------	--

Are you related to any of the City Council members or the City Manager? Yes ☐ No ☒
If so, please give the name of the person you are related to and your relation to that person.

Name

Relationship

Highest Education Level Completed, School Attended and Year Graduated: (High School/College)

High School Graduate

Boards/Commissions/Committees you have previously served on:	Dates
<u>KSA - President</u>	<u>2016 - 2023</u>
<u>KSA - Girls Commissioner</u>	<u>2014 - 2016</u>
_____	_____

Professional and/or Community (Civic) Activities:

Skills, Hobbies, or Talents:

JoAnn M Ford
Signature



BOARD OR COMMISSION
CANDIDATE APPLICATION FOR APPOINTMENT

Which of the City's Boards/Commissions are you interested in serving on?

- | | |
|--|---|
| ☐ Kaufman Economic Development Corp. | ☐ Keep Kaufman Beautiful Board |
| ☐ Planning and Zoning Commission | ☐ Other (Please specify in space below.) |
| ☐ Board of Adjustment | |
| ☒ Parks and Recreation Board | |
| ☐ Downtown Development Advisory Board | |

Name: Alexis Santana
Home Address: 4110 Sublett Way, Kaufman
Home Phone #: (817) 673-7153
*E-mail Address: alexis1020santana@gma

Date Submitted: 09/15/2023
Occupation: Homemaker
Employer: _____
Work Phone #: _____

Kaufman resident for 2.5 years.

Qualified Voter: Yes ☒ No ☐

Are you related to any of the City Council members or the City Manager? Yes ☐ No ☒
If so, please give the name of the person you are related to and your relation to that person.

Name

Relationship

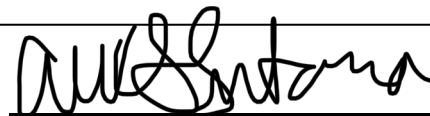
Highest Education Level Completed, School Attended and Year Graduated: (High School/College)
High School, Martin High School 2014

Boards/Commissions/Committees you have previously served on:

Dates

Professional and/or Community (Civic) Activities:

Skills, Hobbies, or Talents:
Bilingual, event planning



Signature



BOARD OR COMMISSION
CANDIDATE APPLICATION FOR APPOINTMENT

Which of the City's Boards/Commissions are you interested in serving on?

- ☐ Kaufman Economic Development Corp.
☐ Planning and Zoning Commission
☐ Board of Adjustment
☒ Parks and Recreation Board
☐ Downtown Development Advisory Board

- ☐ Keep Kaufman Beautiful Board
☐ Other (Please specify in space below.)

Name: Steven Letlow
Home Address: 207 E Elmo st
Home Phone #: Kaufman TX 75142
*E-mail Address: stevenletlow@mai

Date Submitted: 08/15/2023
Occupation: garage door repair
Employer: prolift garage door
Work Phone #: 9038021311

Kaufman resident for 13 years.

Qualified Voter: Yes ☒ No ☐

Are you related to any of the City Council members or the City Manager? Yes ☐ No ☒
If so, please give the name of the person you are related to and your relation to that person.

Name

Relationship

Highest Education Level Completed, School Attended and Year Graduated: (High School/College)
high school

Boards/Commissions/Committees you have previously served on:

Dates

Professional and/or Community (Civic) Activities:

Skills, Hobbies, or Talents:

spending time with family

Steven Letlow

Signature

Kaufman Area Community Leaders' Prayer Lunch

We are leading in an unprecedented moment in the history of Kaufman County. If ever there were a season for the leaders of our community to stay connected and pray for the future, this is surely it. Here's a humbly submitted plan for a year of prayer for our city.

Dates: First Thursday of Each Month at noon.

October 5th, 2023 - Hosted by FBC Kaufman

- **Presenter:** Kaufman ISD

November 2nd, 2023 - Hosted by Kaufman Church of Christ

- **Presenter:** Bee Happy

December 7th, 2023 - Hosted by The Kaufman Civic Center

- **Presenter:** Texas Health Kaufman

January 11th, 2024 (delayed because of Christmas break)

- Hosted by The Assembly of God

- **Presenter:** Kaufman Economic Development Corporation

February 1st, 2024 - Hosted by Texas Health Kaufman

- **Presenter:** Child Advocacy Center/The Genesis Center

March 7th, 2024 - Hosted by Kaufman County Christian Center

- **Presenter:** Kaufman County

April 4th, 2024 - Hosted by Community Life

- **Presenter:** City of Kaufman

May 2nd, 2024 - Hosted by Country Bible Church

- **Presenter:** The Center

We will gather in a different part of our community to share achievements, dream for the future, and share specific prayer requests. These events will be an excellent opportunity to connect with fellow leaders, exchange ideas, and offer support through prayer. You are welcome to invite any community leader in your organization or any other to attend. We will contact participating organizations in the coming month to establish a guest list for our hosts who will be providing lunch free of charge. Meetings will dismiss by 1:00 PM.

DISCUSSION ITEMS REPORT (DIR)

Project Title	Department	Agenda Date	Entered Date	Status/Notes	Strategy Map
Thoroughfare Plan Update	Development Serv	TBD	10/23/2018	In Progress	2,5
Bldg Standards Commission Ordinance	Development Serv	9/1/2019	10/23/2018	BSC to review	4
South Pointe	Development Serv		2/3/2021	Ground breaking occurred 10/22	2,3,4
Subdivision Ordinance Update	Development Serv	1/27/2020	10/23/2018	In progress	5
Fire Department Facility Improvements	Admin/Public Safety			Drainage improvements completed	1,2,5
City Lakes Emer Action Plan	Public Works	TBD	8/7/2019		5
Film Friendly Designation	Admin/KEDC	TBD	9/1/2023	Working w/ Chamber of Commerce	2,3
Washington Street Utility Relocation	Admin/PW	TBD	10/1/2019	SUE forwarded to TxDOT	2,5
TPW Grant for City Lake Park	Parks & Rec	TBD	12/10/2019	TPWD Grant Awarded	4,5
Comprehensive Plan	Admin		8/26/2020	Need to update plan/Exploring Grant Opportunities	2,3,4,5
Street Maintenance Program	Public Works		1/29/2021	Budget Approved, Phase 1 & 2 complete. Start Phase 3.	2,4,5
Storm Drainage Projects	Public Works		1/29/2021	Phase 2 Under Construction	2,4,5
North & South Water Tower Rehab	Public Works		1/29/2021	South Tower Rehab Completed	4,5
Crestview/Royal Reconstruction	Public Works		9/1/2023	Bid in April 24	5
Connector Road	Admin		4/29/2021	County has project under design	2,3,5
Phillip's Drainage	Public Works		9/1/2023	Bid April 24	5
Northeast Utility Project	Admin/PW		9/17/2021	Developer's agreements approved	1,2,3,4,5
City Lakes Park/Lower Lake Improvements	Admin/PW		9/23/2021	Working on Cost Estimate and Scope	4
E. 1st North	Public Works		9/1/2023	Discussing Scope of Project	5
Kings Fort Park	PW/Admin		7/27/2022	TPWD Grant Awarded	3,4,5
Hike & Bike Trail	Admin		7/27/2022	Master Concept Plan & First Segment complete	3,4,5
Arts Council	Admin	TBD	3/15/2023	Public Private Partnership	3,4
City Hall Front Plaza	Admin	TBD	5/15/2023	CM Contingency	4,5

DISCUSSION ITEMS REPORT (DIR)

COMPLETED

Project Title	Project Lead	Agenda Date	Entered Date	Status/Notes	
PID Creation Resolution	Dev Svc/Admin	11/13/2018	10/24/2018	Complete	
TIRZ Creation Ordinance Amendment	Dev Svc/Admin	11/13/2018	10/24/2018	Complete	
TIRZ Project Reprioritization Resolution	Dev Svc/Admin	11/13/2018	10/24/2018	Complete	
Home Improvement Incentive Program	Development Serv	11/13/2018	10/23/2018	Complete	
Budget Book Submission to GFOA	Finance		10/23/2018	Complete	
Interlocal Agreement w/County for PID	Finance		10/30/2018	PID Assessment for Georgetown in 2020	
WWTP Priority Project List	Public Works	11/13/2018	10/23/2018	Mark Hill - Consultant	
2600 Commerce Way Permit Ready	Development Serv	NA	11/6/2018	Complete Permit Issued 11/26/2018	
600 N Nash KC Street Barn Permit Issued	Development Serv	NA	11/6/2018	Complete Finaled 01/04/2019	
Rev Ch 22 & 46 7500SF F Sprinkler Req	elopment Serv	11/28/2019 02/25/2019	1/21/2019	Complete 02/25/2019	
Realtor PID Training	Admin	NA		Complete 4/23/2019	
Fee Schedule Update	Development Serv		6/4/2019	Approved by Council	
Bureau Veritas Contract Update	Development Serv		6/4/2019	Approved by Council	
Park Master Plan Update	Parks &Rec	8/5/2019	10/23/2018	Approved by Council	
34/243 Signal Installation	Public Works		10/23/2018	Complete	
HR Coordinator	Admin		12/17/2018	Admin/HR Assistant Full-Time Sept. 30	
Agenda Software Installation/Training	Admin		10/23/2018	Complete	
5 Year CIP	Admin	11/25/2019	11/25/2019	Work Session 12/16/19	
Water & Street Impact Fee Update	Development Serv		6/10/2019	Council approved 12/16/19	
Intern Program	HR	TBD	12/10/2019	Policy to Council 3/30/20	3,5
WWTP Finance Application	Finance	11/13/2018	10/23/2018	GTUA Approval	5
PD/FD Safety Equipment Grant	Public Safety	TBD	3/3/2020	Application Submitted	1
Street Maintenance Priorities	PW/Admin		2/27/2019	List Presented to Council/Incorporated into 5 Year CIP	5
Traffic Signal 1388@34 ByPass	Admin		1/28/2020	Final Construction Underway	1
Solid Waste RFP	Admin	TBD	5/18/2020	Contract Finanlized and Approved	4,5
PD Body Camera Grant	PD	4/27/2020	5/19/2020	Grant not awarded	1,5
Civic Center	Admin	7/22/2019		Accepted 01/25/21	2,3
Phase II - Street Bond	Public Works	10/28/2019	10/23/2018	Accepted 01/25/21	5
TxDOT Turnback	Admin	12/17/2018	11/6/2018	Accepted 01/25/21	2,3,5
City Lakes Park Fence	Public Works		1/26/2021	Complete	
Building Official	Development Serv		12/10/2020	Hired	
54-Acre Development	Development Serv	5/18/2020	10/23/2018	PD to Council 05/18/2020	2,3,4
Building Code Update	Development Serv	10/28/2019	6/4/2019	Approved O-28-19	5
Park Dedication Ordinance	Development Serv	1/25/2021	10/23/2018	PH continued to 2/22/2021	4,5
Police Department Server	PD		1/29/2021	Ordered thru TSM	1,5
Tree Mitigation Ordinance	Development Serv		2/24/2021	Approved	4,5
Kaufman Lake	Admin/PW		1/8/2019	Sold April 2021	2,4,5
Downtown Parking	Admin		1/16/2019	2 Hour Parking Signs going up	2
Fire Engine Replacement	FD	1/25/2021	1/25/2021	Lease Approved	1,5
Greenlight City/EDC Marketing	Admin/EDC		6/16/2020	Greenlight Retainer	1,2
Kaufman Square Speakers	Admin/PW	TBD	10/22/2019	Installation Complete	2,3
Fire Department 5 Year Plan	FD		8/26/2020	Presented at Council Retreat 4/2021	2,5
TIRZ #2	Admin		8/6/2020	PPFP Approved 082420	2,3,4
Tabor Parkway Expansion	PW/Admin			Complete	2,3,5
IT Services RFP	Admin		1/6/2022	Contract award 2/28/22	1,5
Marlow Development	Development Serv	4/22/2019	10/23/2018	Construction Underway	2
Recodification of City Ordinances	Admin	11/13/2018	10/23/2018	Franklin Review	5
Kaufman Estates	PW/Admin	10/28/2019		No Action	5
Sports Complex Parking Lot Paving	PW/Admin	4/25/2022	4/26/2022	Completed	4
Digital Gateway Signage	Admin	TBD	8/17/2020	Could not get an approved site	2,3
Former Senior Center Demo	Development Serv		11/8/2021	Property sold and closed 12/29/22	4
Sports Complex Football Fields/Lighting/S	PW/Admin		9/23/2022	Complete	3,4
High Speed Internet	Admin			Suddenlink live/CIP installing	2,3,5
COVID - 19	Admin/Public Safety	TBD	3/11/2020	Action Plan in Place	4,5
Splash Pad	Parks &Rec	TBD	10/23/2018	Completed	2,3,4
Body Cameras	PD		2/2/2021	Completed	1,3,5
Shannon Park Updates	Admin/PW	4/26/2021	4/26/2021	Completed	3,4,5
AMI	Admin/PW		4/29/2021	Installation complete	4,5
Website Update	Admin		1/26/2021	Planning Phase- kick off meeting on 1/30/2023	2,3



DATE: September 5, 2023

TO: Kaufman County

FROM: Teresa Elliott; Project Manager

RE: August 2023 Ridership Report | FY23 YTD

Demand Reponse	September	October	November	December	January	February	March	April	May	June	July	August	YTD
Total Trips	2,590	2,625	2,453	2,434	2,436	2,396	3,244	2,540	2,732	2,921	2,890	3,431	32,692
Days of Service	21	21	20	20	18	17	23	19	22	21	20	23	245
Avg. Daily Trips	123	125	123	122	135	141	141	134	124	139	145	149	133
Elderly & Disabled Trips	1,713	1,737	1,693	1,769	1,732	1,685	2,300	1,992	1,646	2,472	2,569	2,880	24,188
E&D Percentage	66%	66%	69%	73%	71%	70%	71%	78%	60%	85%	89%	84%	74%

STARNow	September	October	November	December	January	February	March	April	May	June	July	August	YTD
Total Trips	949	831	750	763	759	557	737	809	708	539	558	720	8,680
Days of Service	21	21	20	20	18	17	23	19	22	21	20	23	245
Avg. Daily Trips	45	40	38	38	42	33	32	43	32	26	28	31	35
Median Wait Time (mins)	21.50	26.23	31.45	31.28	18.50	26.37	24.68	34.00	26.47	30.82	35.34	37.88	28.71

Completed Boardings ⓘ	Avg. Boardings Per Service Hr. ⓘ	Boarding Cancellations ⓘ	Boarding Cancellations (No-Show) ⓘ	Cancellation Percentage ⓘ	Cancellation Percentage (No Show) ⓘ	Total Requests ⓘ
720	0.95	284	36	28.29 %	3.59 %	946

Completed Requests ⓘ	No Drivers Available Requests ⓘ	Request Cancellations ⓘ	Request Cancellations (No Show) ⓘ	Avg. # of Requests per Rider ⓘ	Avg. Travel Duration ⓘ	Avg. Travel Distance ⓘ
673	1	272	34	7.42	14.87 min	3.65 mi

Mean Wait Time ⓘ	Median Wait Time ⓘ	Bookings from Admin Panel ⓘ	Bookings from Rider Mobile App ⓘ	Bookings from Rider Web ⓘ	Flag Down Bookings ⓘ	Avg. # Riders per Request ⓘ
67.19 min	37.88 min	75 %	25 %	0 %	0 %	1.07

STARNow Trips By City	September	October	November	December	January	February	March	April	May	June	July	August	YTD
Terrell	832	748	652	682	662	491	636	720	668	539	558	720	7,908

City of Kaufman Monthly Compliance Reporting



August 2023

CareFlite

Authored by: Corey Barker



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City of Kaufman Response Summary

	<i>Responses</i>	<i>Transports</i>	<i>Exceptions</i>	<i>Compliance %</i>	<i>Transport %</i>
<i>Priority 1 <8:59</i>	29	24	5	83%	83%
<i>Priority 2 <11:59</i>	80	48	2	98%	60%
<i>Priority 3 <14:59</i>	11	9	0	100%	82%
<i>Emergency Transfers<0:59:59</i>	81	79	36	56%	98%
<i>Non-Emergency Transfers<0:15</i>	53	45	12	77%	85%
<i>Helicopter</i>	20	20		100.00%	100.00%
Totals	274	225			74.86%

City of Kaufman Transport Summary

	<i>Number</i>	<i>Percentage</i>
<i>Baylor Scott and White Dallas</i>	5	2%
<i>Baylor Scott and White Sunnyvale</i>	7	3%
<i>Baylor Scott and White Lakepointe</i>	0	0%
<i>Rowlett</i>		
<i>Baylor Scott and White Lakepointe</i>	0	0%
<i>Forney</i>		
<i>Children's Medical Center</i>	7	3%
<i>Dallas Regional Medical Center</i>	4	2%
<i>Medical City Dallas</i>	1	0%
<i>Parkland</i>	0	0%
<i>Texas Health-Dallas</i>	72	35%
<i>Texas Health- Kaufman</i>	58	28%
<i>Texas Health -Plano</i>	3	1%
<i>Texas Health-Rockwall</i>	3	1%
<i>UT Health- Athens</i>	1	0%
<i>UT Health- Tyler</i>	1	0%
<i>UT Health- Cedar Creek</i>	1	0%
<i>VA Medical Center Dallas</i>	0	0%
<i>Other Hospitals</i>	11	5%
<i>Nursing home, residence, other</i>	31	15%
	205	100%

City of Kaufman Non-Transport Summary

	<i>Number</i>	<i>% of Total</i>
<i>Patient Refusal/Treat No Transport</i>	17	35%
<i>Pt is DOS</i>	1	2%
<i>Cancellation- No Patient</i>	31	63%
	49	100%

City of Kaufman Average Response Time

Average Response Time
City Wide--Emergency Calls

0:05:51

City of Kaufman Last 100 Summary

	<i>Responses</i>	<i>Exceptions</i>	
<i>Priority 1</i>	100	9	91%
<i>Priority 2</i>	100	3	97%
<i>Priority 3</i>	100	3	97%
<i>Total</i>			95%



KAUFMAN FIRE DEPARTMENT MONTHLY DASHBOARD REPORT AUGUST 2023

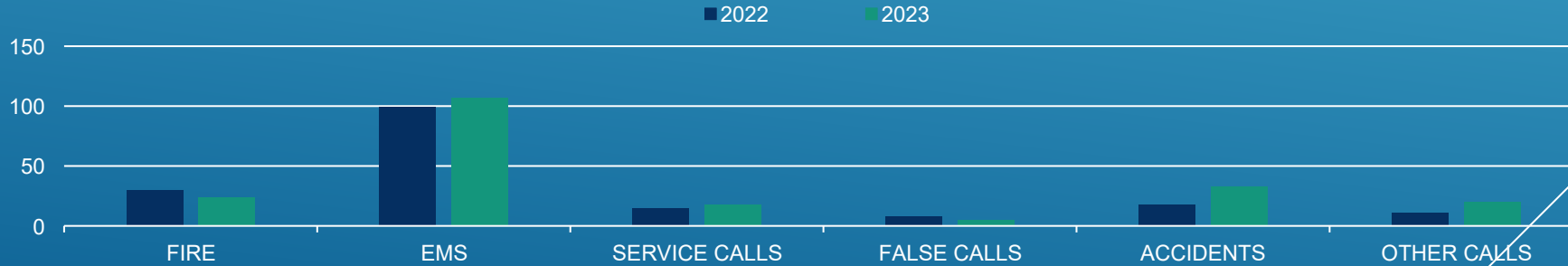


FIRE AUGUST 2023

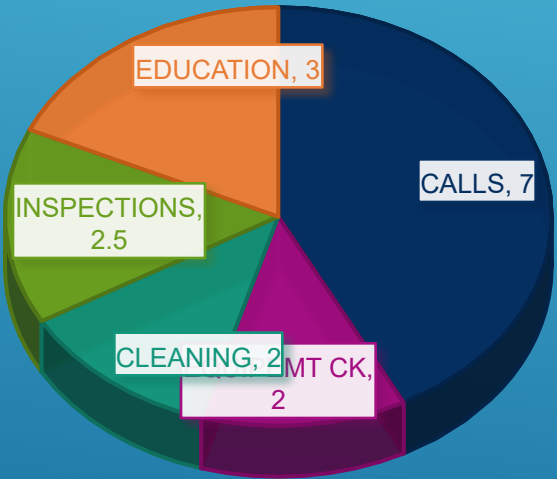
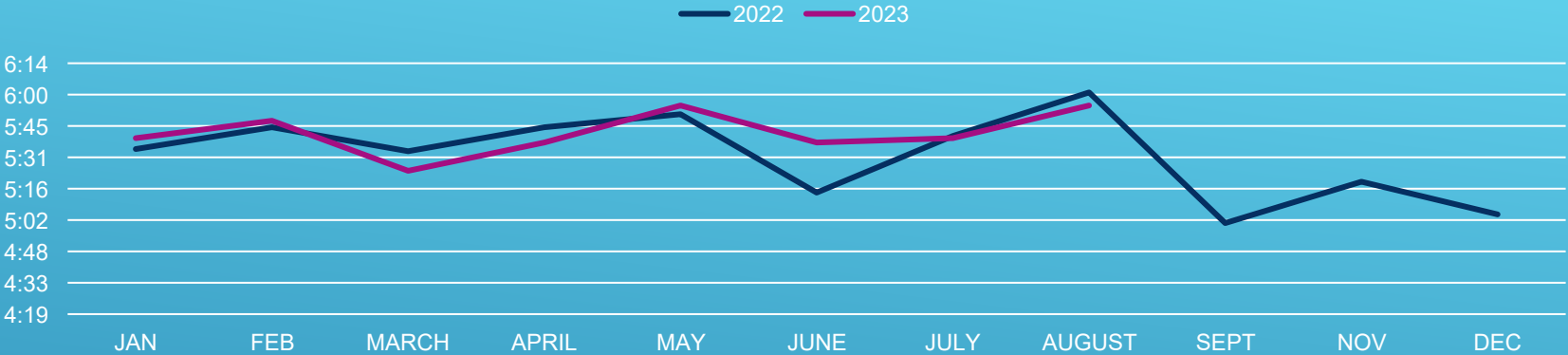
	2022 AUGUST	2023 AUGUST	MONTHLY INCREASE / DECREASE %	FISCAL YTD OCT. 21 TO AUG. 22	FISCAL YTD OCT. 22 to AUG. 23	FISCAL YTD INCREASE/ DECREASE %
FIRE CALLS	30	24	-6%	187	173	-7%
RESCUE & EMERGENCY MEDICAL SERVICES	99	107	8%	1092	1197	10%
HAZARDOUS CONDITIONS	12	17	42%	208	206	-1%
SERVICE / GOOD INTENT CALLS	15	18	20%	171	179	4%
FALSE ALARMS & FALSE CALLS	8	5	-3%	101	97	-4%
ACCIDENTS	18	33	83%	414	353	-17%
OTHER INCIDENTS	11	20	82%	89	83	-7%
TOTAL CALLS	193	206	7%	2262	2288	1%



AUGUST 2023



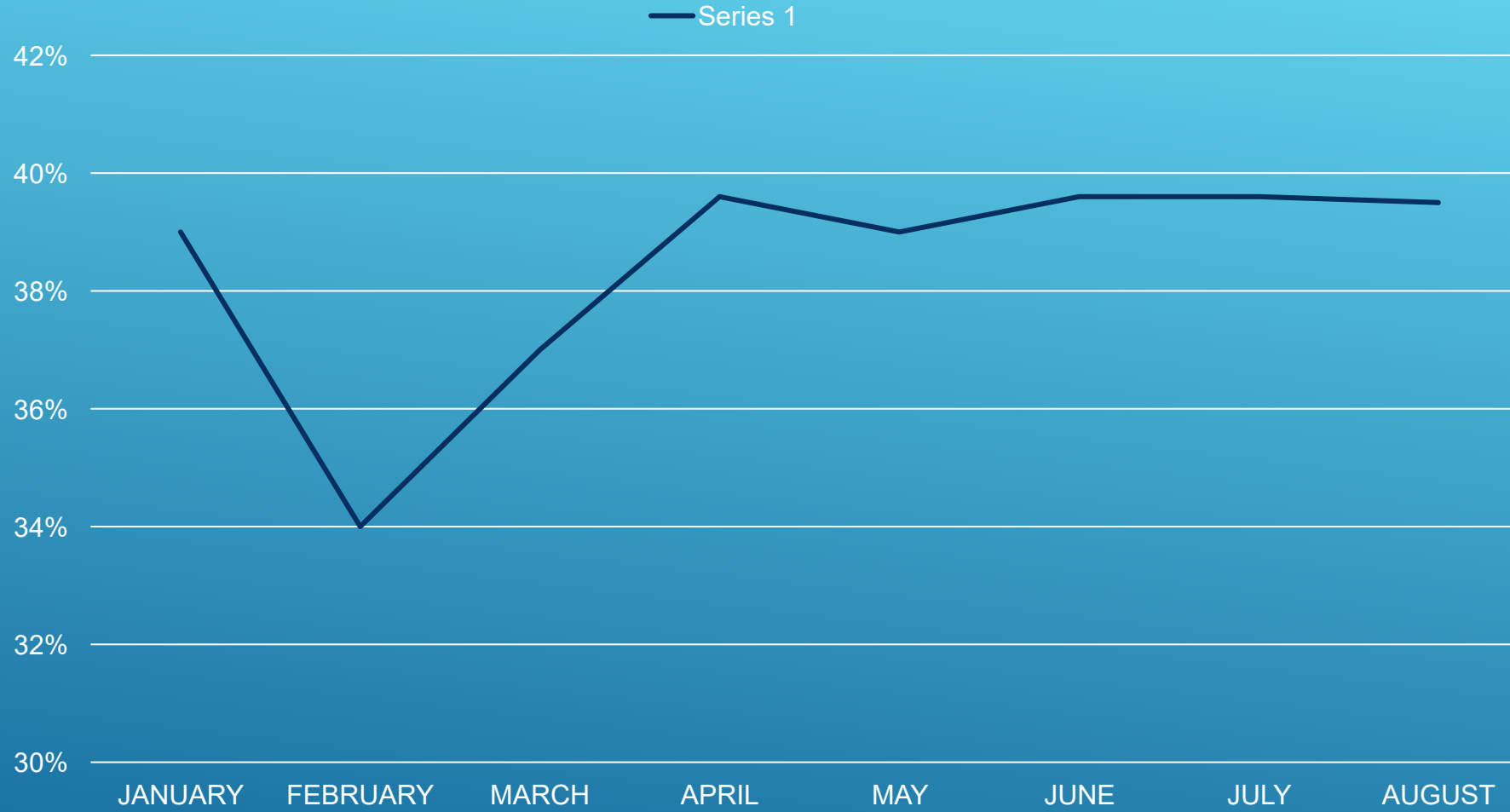
MONTHLY RESPONSE TIMES



SHIFT HOURLY UTILIZATION 39.6 %

NFPA NATIONAL STANDARDS 25% TO 30% MAXIMUM

MONTHLY HOURLY UTILIZATION



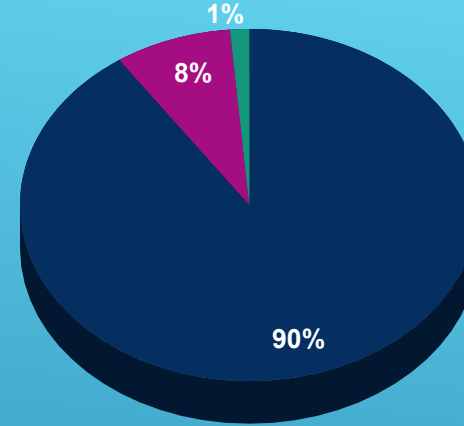
AUGUST PREVENTION REVIEW

3 DEVELOPMENT PLANS REVIEWED

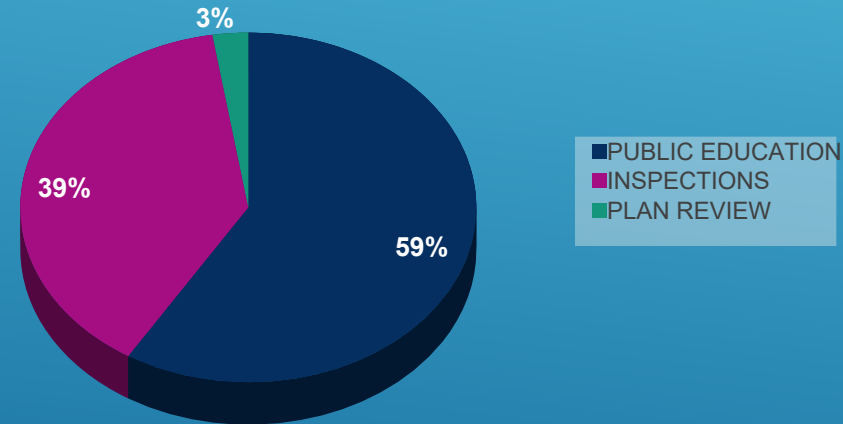
CONDUCTED 46 FIRE SAFETY
INSPECTIONS

PASSED OUT FIRE PREVENTION
MATERIALS TO APPROX. 70
CITIZENS

YEARLY 2022



AUGUST 2023



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PERSONNEL CONTINUING EDUCATION

FIRE

WILDLAND FIRE WEATHER

EMS

REVIEW OF HEAT RELATED EMERGENCIES

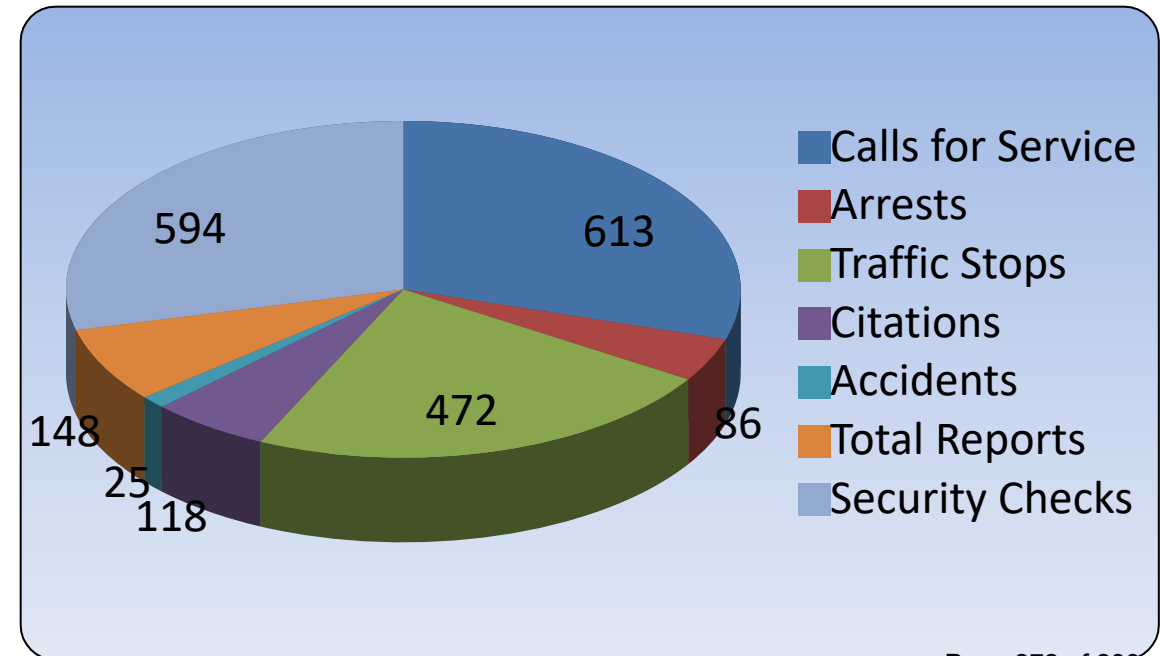
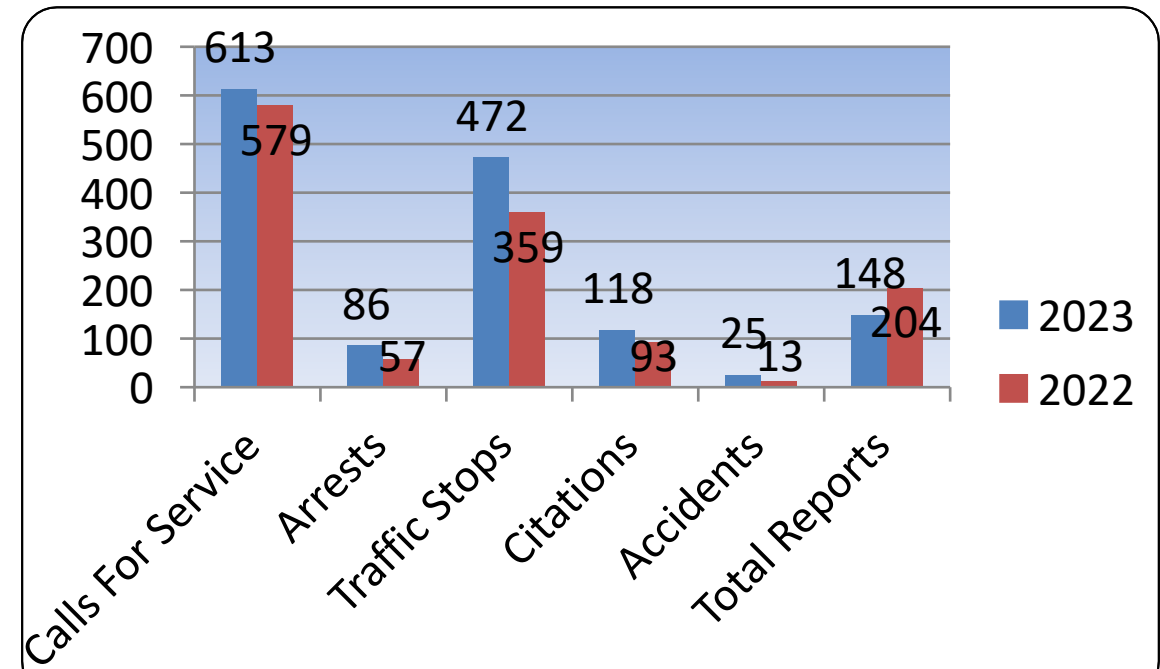


KAUFMAN POLICE DEPARTMENT

PATROL ACTIVITY AUGUST 2023

August 2023, Kaufman Police Department's Patrol Division Activity:

- **613** Calls For Service, Including Accidents
- **25** Traffic Accidents
- Completed **594** Homes, Parks, & Business Checks
- Completed **472** Traffic Stops
- Completed **33** Offense Reports
- Completed **105** Incident Reports
- Completed **148** Reports
- Made **86** Arrests
- Average monthly response time to calls is **4:30** minutes.



Community Engagement August 2023



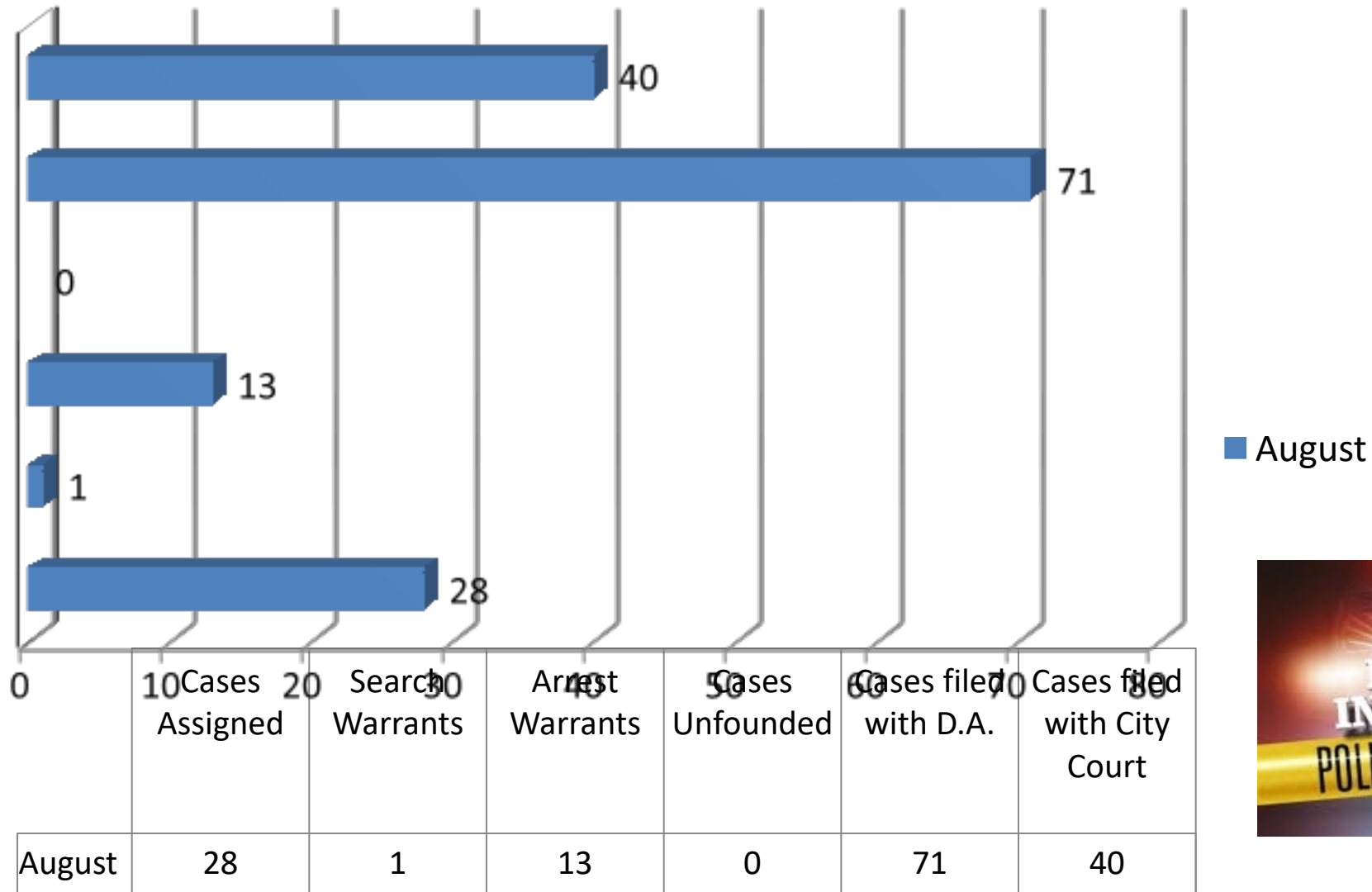
Social Media Posts, Facebook Followers 12,953.

Events attended by Kaufman Police Department employees:

- Facebook posts alerting the community about the burn ban that was in effect due to the dangerously dry conditions.
- Facebook posts alerting the community about symptoms of heat exhaustion and heat stroke and what actions should be taken if it occurs.
- Facebook post advising the community of the CPR classes that are provided by Texas Health Kaufman Hospital.
- Facebook post reminding the community of School Bus safety due to school starting back.
- Facebook, shared the city's post about National Safe Digging Day on August 11th reminding the community to call “811” to have the area checked before they dig for buried utility lines.
- August 11th the Kaufman Police and Fire Department participated in the funeral procession of Dallas Police Officer Matthew Bacon through the City of Kaufman.
- Facebook, shared the city’s post reminding the community about the brush pick-up information.
- Mr. Robert Quinn of REM Cleaning Services of Kaufman provided lunch for the Police Department from Raising Cane’s Chicken Fingers.
- Facebook posts reminding the community of water conservation and we notified the community about SCAMS occurring around the metroplex.

Training

- Sgt. R. Wagner and Sgt. J. Stastny successfully completed the ALERRT – Train the Trainer training for them to become additional trainers to assist the Kaufman County Active Shooter Training Team that is needed due to the new Texas State Law that requires all Police Officers successfully complete the Active Shooter Training every two (2) year training cycles.
- Captain C. Leftwich instructed two (2) ALERRT – Active Shooter training classes during this month.
- All Kaufman Police Department Officers successfully completed all State of Texas, TCOLE mandatory training prior to the August 31, 2023, deadline for the 2022 & 2023.

Kaufman Criminal Investigations Division
August 2023



Year to Date Comparison Report

Printed On: 09/15/2023

Beginning Date: 01/01/2023

Ending Date: 08/31/2023

Page 1 of 3

Offenses Known to Police

Agency: KAUFMAN PD

Classification of Offenses	Offenses Reported	Offenses Cleared	Projected Rate/1000	Last YTD Reported	Percent Change
Animal Cruelty, Total	0	0	0.00	0	-
Arson, Total	0	0	0.00	0	-
Assault Offenses, Total	50	31	6.39	31	61.29%
Aggravated Assault	7	4	0.89	14	-50.00%
Intimidation	4	4	0.51	0	-
Simple Assault	39	23	4.98	17	129.41%
Bribery, Total	0	0	0.00	0	-
Burglary/Breaking and Entering, Total	13	0	1.66	3	333.33%
Counterfeiting/Forgery, Total	14	1	1.79	2	600.00%
Destruction/Damage/Vandalism of Property, Total	18	5	2.30	10	80.00%
Drug/Narcotic Offenses, Total	215	202	27.46	131	64.12%
Drug Equipment Violations	72	72	9.20	47	53.19%
Drug/Narcotic Violations	143	130	18.27	84	70.24%
Embezzlement, Total	7	4	0.89	1	600.00%
Extortion/Blackmail, Total	0	0	0.00	1	-100.00%
Fraud Offenses, Total	7	3	0.89	2	250.00%
False Pretense/Swindle/Confidence Game	1	1	0.13	0	-
Credit Card/Automatic Teller Machine Fraud	1	0	0.13	0	-
Welfare Fraud	0	0	0.00	0	-
Wire Fraud	0	0	0.00	0	-
Hacking/Computer Invasion	0	0	0.00	0	-
Identity Theft	0	0	0.00	0	-
Impersonation	5	2	0.64	2	150.00%
Gambling Offenses, Total	1	1	0.13	0	-
Betting/Wagering	0	0	0.00	0	-
Operating/Promoting/Assisting Gambling	1	1	0.13	0	-
Sports Tampering	0	0	0.00	0	-



Year to Date Comparison Report

Printed On: 09/15/2023

Beginning Date: 01/01/2023

Ending Date: 08/31/2023

Page 2 of 3

Offenses Known to Police

Agency: KAUFMAN PD

Classification of Offenses	Offenses Reported	Offenses Cleared	Projected Rate/1000	Last YTD Reported	Percent Change
Gambling Equipment Violations	0	0	0.00	0	-
Homicide Offenses, Total	2	0	0.26	0	-
Murder and Nonnegligent Manslaughter	2	0	0.26	0	-
Negligent Manslaughter	0	0	0.00	0	-
Human Trafficking, Total	0	0	0.00	0	-
Human Trafficking, Commercial Sex Acts	0	0	0.00	0	-
Human Trafficking, Involuntary Servitude	0	0	0.00	0	-
Kidnapping/Abduction, Total	0	0	0.00	1	-100.00%
Larceny/Theft Offenses, Total	68	19	8.69	26	161.54%
Motor Vehicle Theft, Total	16	4	2.04	4	300.00%
Pornography/Obscene Material, Total	6	0	0.77	2	200.00%
Prostitution Offenses, Total	0	0	0.00	0	-
Assisting or Promoting Prostitution	0	0	0.00	0	-
Prostitution	0	0	0.00	0	-
Purchasing Prostitution	0	0	0.00	0	-
Robbery, Total	0	0	0.00	2	-100.00%
Sex Offenses, Total	5	1	0.64	5	0.00%
Fondling	4	1	0.51	4	0.00%
Rape	1	0	0.13	1	0.00%
Sexual Assault with an Object	0	0	0.00	0	-
Sodomy	0	0	0.00	0	-
Sex Offenses, Non-Forcible, Total	0	0	0.00	0	-
Statutory Rape	0	0	0.00	0	-
Incest	0	0	0.00	0	-
Stolen Property Offenses, Total	1	1	0.13	1	0.00%
Weapons Law Violations, Total	14	14	1.79	2	600.00%
Group A Offense, Total	437	286	55.82	224	95.09%



Year to Date Comparison Report

Printed On: 09/15/2023

Page 3 of 3

Beginning Date: 01/01/2023 Ending Date: 08/31/2023

Offenses Known to Police

Agency: KAUFMAN PD

Classification of Offenses	Offenses Reported	Offenses Cleared	Projected Rate/1000	Last YTD Reported	Percent Change
Crimes Against Person, Total	57	32	7.28	37	54.05%
Crimes Against Property, Total	144	37	18.39	52	176.92%
Crimes Against Society, Total	236	217	30.14	135	74.81%
Officers Killed or Assaulted YTD	4			3	33.33%

KAUFMAN POLICE DEPARTMENT CODE ENFORCEMENT AUGUST 2023

August 2023, Kaufman Code Enforcement Located or Responded To-

- Total Violations – 153
- Cases Opened/First Notice Sent – 72
- Second Notice of Violation Sent – 12
- Cases Sent To Court – 0
- Cases Closed – 60
- Current Active Cases - 60



August 2023, Kaufman Animal Control Responded To-

- 65 Calls For Service
- 2 Follow-up Calls
- Warnings Issued – 12
- Citations Issued – 2
- Traps Set – 1

Animals Captured

On Calls – 15

On View – 0

Animals Turned Over

To Owner – 1

To Humane Society – 11

Dead Animals Recovered: - 4

Non-Domestic Animals Captured – 2





Development Services
August Monthly Report
Permits Issued: 08/01/2023 - 08/31/2023

Permit Title	Project Address	Credential Contacts	Permit Issued Date	Project SQ. FT.	Valuation	Project SQ. FT.	Total Fees Collected
22-000102	Residential New Permit	903 Melody Cir.	Oscar San Martin (General	08/18/2023 at 4:39 PM	\$150,000.00	0.00	\$6,426.45
22-000543	Residential Addition, Remo	406 N Nash St.	Ignacio Rodriguez (General	08/21/2023 at 9:20 AM	\$125,000.00	0.00	\$1,233.23
23-000038	2023 Food Permits - Expir	9 Oak Creek Dr , B	Daniel Valdez Taco Loco Re	08/17/2023 at 11:21 AM	\$0.00	0.00	\$250.00
23-000041	Banners and Temporary Si	2600 Tabor Pkwy.	Teresa Lambeth-Chavez Ju	08/18/2023 at 2:02 PM	\$0.00	0.00	\$51.50
23-000263	Residential Addition, Remo	1413 Highglen Trl.	Danny Nappier Transform	08/22/2023 at 4:54 PM	\$11,571.00	0.00	\$82.40
23-000273	Fire Alarm, Fire Lane, Fire	91 Oak Creek Dr.	William Moore AmerirPro	08/22/2023 at 4:33 PM	\$31,000.00	0.00	\$465.41
23-000287	Residential New Permit	219 W Mulberry St.	Christian Serrano Christian	08/29/2023 at 1:43 PM	\$56,854.00	1243.00	\$1,647.90
23-000322	Commercial Minor Additio	91 Oak Creek Dr.	Walter Smith World Action	08/30/2023 at 2:23 PM	\$5,000.00	12.00	\$267.80
23-000351	Fence Permit	1608 Knoll Crest Dr.	Mark Spradlin T-Bar Fence	08/03/2023 at 2:06 PM	\$3,560.00	0.00	\$82.40
23-000356	Foundation Repair	1100 E Hickory St.	Hayden Slack G.L. HUNT FC	08/04/2023 at 8:22 AM	\$6,305.00	0.00	\$82.40
23-000395	Residential Addition, Remo	203 E Elmo St.	Victor Gonzalez (Home Ow	08/25/2023 at 12:38 PM	\$6,000.00	0.00	\$287.37
23-000404	Multi-Family New Permit	27 OAK CREEK DR.	Johnny McFarlin (General	08/25/2023 at 1:57 PM	\$66,000.00	1418.00	\$1,478.43
23-000415	Residential New Permit	4102 Berry Ln.	Ruben Reyna Bloomfield H	08/04/2023 at 10:59 AM	\$578,000.00	3466.00	\$5,429.51
23-000421	Roof (Repair or Replace)	1607 Anthony St.	Isaac Rodriguez DFW Turn	08/01/2023 at 9:57 AM	\$7,800.00	0.00	\$82.40
23-000422	Roof Replace	701 S Madison St.	JUAN HINOJOSA Hinojosa H	08/01/2023 at 9:57 AM	\$4,500.00	0.00	\$82.40
23-000424	Mechanical Permit	501 Cates Dr.	Robert Smith Accurate Hor	08/03/2023 at 9:35 AM	\$9,100.00	0.00	\$82.40
23-000426	Mechanical Permit	1613 Anthony St.	Robert Smith Accurate Hor	08/10/2023 at 8:40 AM	\$8,900.00	0.00	\$82.40
23-000429	Sign Permit	510 E Hwy 175 , Suite D	James Decicco SIGNBUILDE	08/08/2023 at 3:27 PM	\$1,600.00	0.00	\$148.32
23-000430	Fence Permit	3830 Myrtle Way	Bryan Mendez BLM Fence	08/14/2023 at 9:08 AM	\$700.00	0.00	\$82.40
23-000431	Roof (Repair or Replace)	1509 Highglen Trl.	Francis Lopez Hammertime	08/14/2023 at 12:03 PM	\$12,000.00	0.00	\$82.40
23-000432	Plumbing Permit	1603 Lee St.	Robert Trevino Robbie Rob	08/10/2023 at 9:18 AM	\$1,200.00	0.00	\$82.40
23-000434	Roof (Repair or Replace)	1509 S Houston St.	Steve Carter Carter Builder	08/08/2023 at 12:17 PM	\$10,000.00	0.00	\$80.00
23-000435	Roof (Repair or Replace)	1207 Royal Dr.	Rodney Lawson Tiger Roof	08/08/2023 at 1:28 PM	\$10,000.00	0.00	\$82.40
23-000436	Sign Permit	510 E Hwy 175 , Suite D	James Decicco SIGNBUILDE	08/08/2023 at 3:29 PM	\$1,600.00	0.00	\$148.32
23-000437	Roof (Repair or Replace)	201 W Mulberry St.	Tony Collins Tony Collins A	08/08/2023 at 2:19 PM	\$60,000.00	0.00	\$82.40
23-000438	Foundation Repair	800 Adams Ln.	Phillip Pieri Brown Foundat	08/09/2023 at 3:28 PM	\$8,000.00	0.00	\$82.40
23-000439	Plumbing Permit	1706 Rand Rd.	Randy Staggs Randy Staggs	08/14/2023 at 2:27 PM	\$6,140.00	0.00	\$82.40
23-000440	Fence Permit	1612 Knoll Crest Dr.	Mark Spradlin T-Bar Fence	08/11/2023 at 9:20 AM	\$3,556.00	0.00	\$82.40
23-000441	Fence Permit	1614 Knoll Crest Dr.	Mark Spradlin T-Bar Fence	08/11/2023 at 9:19 AM	\$2,525.00	0.00	\$82.40
23-000442	Fence Permit	1616 Knoll Crest Dr.	Mark Spradlin T-Bar Fence	08/11/2023 at 9:02 AM	\$1,267.00	0.00	\$82.40
23-000443	Residential Addition, Remo	1602 Lantz	Kyle Wilson Renewal by An	08/11/2023 at 9:22 AM	\$8,257.00	0.00	\$82.40
23-000444	Residential Addition, Remo	8 CLIMBING TREE Ln.	Kyle Wilson Renewal by An	08/11/2023 at 9:21 AM	\$23,143.00	0.00	\$82.40
23-000445	Solar Panel Permit	10 CLIMBING TREE Ln.	Greg Albright Freedom For	08/16/2023 at 9:35 AM	\$67,552.00	0.00	\$545.90
23-000447	Residential Addition, Remo	1607 Anthony St.	Isaac Rodriguez DFW Turn	08/24/2023 at 5:46 PM	\$192,000.00	0.00	\$1,026.91
23-000448	Foundation Repair	1300 Overlook Dr.	April Drury (Foundation Co	08/18/2023 at 9:48 AM	\$12,900.00	0.00	\$82.40
23-000449	Roof (Repair or Replace)	1429 Main St.	Francis Lopez Hammertime	08/17/2023 at 9:57 AM	\$6,000.00	0.00	\$82.40
23-000450	Sign Permit	100 Old Rail Road , C	Ricky Bates Neon Signs & D	08/18/2023 at 11:15 AM	\$5,500.00	0.00	\$267.80
23-000451	Fence Permit	3831 Myrtle Way	Bryan Mendez BLM Fence	08/21/2023 at 9:22 AM	\$700.00	0.00	\$82.40
23-000453	Accessory/Carport Permit	700 S Washington St.	Ron Hatch Home Depot U.S	08/23/2023 at 10:18 AM	\$4,500.00	0.00	\$82.40
23-000455	Residential Accessory/Carp	1814 Ola Rd.	Lupe Ruiz (Home Owner)	08/21/2023 at 3:34 PM	\$8,000.00	0.00	\$80.00
23-000458	Commercial Minor Additio	500 E Chestnut St.	Floyd Choyce (General Con	08/24/2023 at 10:34 AM	\$350,000.00	4090.00	\$400.00
23-000465	Residential Accessory/Carp	207 E 6Th St.	Savas Chavez Jr. Owner (Ho	08/24/2023 at 10:44 AM	\$5,000.00	400.00	\$148.32
23-000470	Roof (Repair or Replace)	2108 LA JOLLA Dr.	Rodney Lawson Tiger Roof	08/25/2023 at 9:49 AM	\$30,539.30	0.00	\$82.40
23-000471	Fence Permit	1606 Knoll Crest Dr.	Mark Spradlin T-Bar Fence	08/29/2023 at 9:19 AM	\$6,373.00	0.00	\$82.40
23-000472	Fence Permit	1826 Pecan Valley Dr.	Mark Spradlin T-Bar Fence	08/29/2023 at 9:18 AM	\$3,673.00	0.00	\$82.40
23-000477	Electrical Permit	3001 S Houston St.	Randall Gardner (Electrical	08/30/2023 at 8:19 AM	\$1,000.00	0.00	\$82.40
23-000478	Roof (Repair or Replace)	203 E 5Th St.	Francis Lopez Hammertime	08/31/2023 at 1:56 PM	\$11,000.00	0.00	\$82.40
					\$1,924,315.30	10,629.00	\$22,690.37

October 2023						
◀ September					November ▶	
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3 Planning & Zoning Meeting	4 TML Conference	5 TML Conference	6 TML Conference	7
8	9 City Hall Closed- Columbus Day	10 KEDC	11	12	13	14 Harvest Fest
15	16	17	18	19 Parks & Rec Meeting	20	21 Children's Shelter Casino Night
22	23 Regular City Council Meeting	24	25	26	27	28 KISD Edu. Found. Havana Nights
29	30	31 Halloween on Houston St.				

November 2023						
◀ October					December ▶	
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7 Planning & Zoning Meeting	8	9	10	11 TX Health Kaufman- Masquarad
12	13	14 KEDC	15 City's Employee Thanksgiving Lunch	16 Parks & Rec Meeting	17	18
19	20 Regular City Council Meeting	21	22	23 City Hall Closed- Thanksgiving	24 City Hall Closed- Thanksgiving	25
26	27	28	29	30		

December 2023						
◀ November					January ▶	
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 Bee Happy- The Greatest Show	2 Christmas on the Square
3	4	5 Planning & Zoning Meeting	6	7	8	9
10	11	12 KEDC	13 City's Employee Christmas Lunch	14	15	16
17	18 Regular City Council Meeting	19	20	21 Parks & Rec Meeting	22 City Hall Closed- Christmas	23
24	25 City Hall Closed- Christmas	26	27	28	29	30
31						