



**MINUTES OF THE
CITY COUNCIL MEETING
MONDAY, JANUARY 22, 2024
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, Quattro Borders, Ashlea Longenecker, Jason Nelson, Charles Gillenwater, and Lisa Parker. Mayor Jordan declared a quorum present. Also, present were City Manager Mike Holder, Assistant City Manager Rachel Balthrop Mendoza, City Attorney Patricia Adams, City Secretary Jessie Hanks, Finance Director Mary Wennerstrom, Economic Development Director Stewart McGregor, Fire Chief Ronnie Davis, Police Captain Colter Leftwich, and Police Chief Les Edwards.

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

1. Discussion regarding the proposed rewrite of the City of Kaufman Subdivision Regulations.

Ms. Balthrop Mendoza presented the proposed rewrite of the City of Kaufman Subdivision Regulations. She highlighted the changes addressed since the last meeting regarding this topic. She reviewed the proposed timeline for the consideration process. There were discussions regarding various proposed amendments.

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 6:27 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, Quattro Borders, Ashlea Longenecker, Jason Nelson, Charles Gillenwater, and Lisa Parker. Mayor Jordan declared a quorum present. Also, present were City Manager Mike Holder, Assistant City Manager Rachel Balthrop Mendoza, City Attorney Patricia Adams, City

Secretary Jessie Hanks, Finance Director Mary Wennerstrom, Economic Development Director Stewart McGregor, Fire Chief Ronnie Davis, 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. KISD Fall Semester State Qualifiers

Mayor Jordan and the City Council recognized all the KISD Fall Semester State Qualifiers for various sports including cheerleading, tennis, and cross-country teams.

4. Business of the Month - Fred's Muffler & Automotive

Mayor Jordan, Mr. McGregor, and Anne Glasscock, Executive Director of the Kaufman Chamber of Commerce, presented and recognized Fred's Muffler & Automotive as the January Business of the Month.

REPORTS

5. Receive an update and discussion regarding the following:

a. The Annual Report for the Kaufman Fire Department for the Calendar Year 2023.

Chief Davis presented the Kaufman Fire Department's 2023 annual report. He reviewed the various calls for service, and daily activities for the Fire Department in 2023. He compared the call numbers from 2022 to 2023, the calls for service from inside the city and out in the county, and reviewed the department highlights.

b. The Annual Crime Report for the Kaufman Police Department for the Calendar Year 2023.

Chief Edwards presented the Kaufman Police Departments annual report for 2023. He outlined the Part 1 crime numbers, service activities and enforcement activities for 2023. He reviewed the 10-year comparison for part 1 crimes, CID cases filed with the District Attorney's office, and the 20-year crime trend.

CONSENT AGENDA

6. Consider and take appropriate action on the minutes from the December 11, 2023, joint meeting of the Planning and Zoning Commission and City Council.
7. Consider and take appropriate action on the minutes from the December 18, 2023, Tax Increment Reinvestment Zone #3 and Regular City Council Meeting.
8. Consider and take appropriate action to schedule a Special City Council Meeting for Wednesday, May 15, 2024, for the purpose of canvassing the Election Returns.
9. Consider and take appropriate action to reschedule Regular City Council Meetings from Monday, March 25, 2024, to Monday, March 18, 2024, due to Kaufman County Day, and Monday, May 27, 2024, to Monday, May 20, 2024, due to Memorial Day.

Councilmember Nelson made a motion to approve consent agenda items 6-9 as presented. The motion was seconded by Councilmember Parker and passed 7/0.

END OF CONSENT AGENDA

DISCUSSION/ACTION ITEMS

10. Consider and take appropriate action regarding Ordinance O-01-24, an ordinance of the City Council of the City of Kaufman, amending the 2023-2024 Fiscal Year Budget to balance Revenue Surplus, Expense Surplus, and Shortfall; and providing an effective date.

Ms. Wennerstrom presented the proposed budget amendments for the first quarter of FY24, including the KEDC budget amendments.

Mayor Pro-Tem Phillips made a motion to approve Ordinance O-01-24, amending the 2023-2024 Fiscal Year Budget as presented. The motion was seconded by Councilmember Borders and passed 7/0.

11. Consider and take appropriate action on Ordinance O-02-24, an ordinance of the City Council of the City of Kaufman, Texas, ordering and calling the City's General Election to be held on May 4, 2024, for the purpose of electing three (3) people to serve as Council members for the City of Kaufman for a term of two (2) years each; providing notice of election; providing for the approval of a joint election and Contract for Election Services with Kaufman County; designating polling dates, times and locations for election day and early voting; and authorizing the Mayor or designee to execute necessary documents.

Ms. Hanks presented the Ordinance calling for the general election for the purpose of election of three councilmembers.

Councilmember Gillenwater made a motion to approve Ordinance O-02-24 as presented. The motion was seconded by Councilmember Nelson and passed 7/0.

12. Consider and take appropriate action on an interlocal agreement with the Harris County Department of Education for the purpose of authorizing cooperative purchasing for governmental functions and services; and authorize the Mayor or his designee to execute necessary documents.

Ms. Balthrop Mendoza presented the interlocal agreement with the Harris County Department of Education. She reviewed the purpose of the interlocal agreement.

Councilmember Parker made a motion to approve an interlocal agreement with the Harris County Department of Education for the purpose of authorizing cooperative purchasing for governmental functions and services; and authorize the Mayor or his designee to execute necessary documents. The motion was seconded by Councilmember Nelson and passed 7/0.

13. Consider and take appropriate action on Resolution R-01-24, a resolution of the City Council of the City of Kaufman, Texas, repealing Resolution R-07-23, providing a list of approved Cooperative Purchasing Programs for City participation, and adopting an updated list of Cooperative Purchasing Programs for City use.

Councilmember Gillenwater made a motion to approve Resolution R-01-24, a resolution of the City Council of the City of Kaufman, Texas, repealing Resolution R-07-23, providing a list of approved Cooperative Purchasing Programs for City participation, and adopting an updated list of Cooperative Purchasing Programs for City use. The motion was seconded by Councilmember Longenecker and passed 7/0.

14. Consider and take appropriate action on the award or rejection of a bid and contract for the Grant Administration of the 2024 GLO Grant Application and authorizing the Mayor or his designee to execute necessary documents.

Ms. Balthrop Mendoza presented the bid proposals for the 2024 GLO Grant Application process.

Councilmember Borders made a motion to award a bid and contract for the Grant Administration of the 2024 GLO Grant Application to Traylor and Associates and authorizing the Mayor or his designee to execute necessary documents. The motion was seconded by Councilmember Longenecker and passed 7/0.

ANNOUNCEMENTS AND REPORTS FROM CITY MANAGER

15. Receive an update and discussion regarding the following:
 - a. Kaufman Chamber of Commerce Banquet - February 20
 - b. Kaufman County Days - March 24 & 25
 - c. Filing period for Application for a Place on the Ballot for the City's General Election is Wednesday, January 17, 2024, through Friday, February 16, 2024.
 - d. Discussion Items Report (DIR)
 - e. STAR Transit Ridership Report - December 2023
 - f. Careflite Compliance Report - December 2023
 - g. Fire Department Monthly Report - December 2023

- h. Police Department Monthly Report - December 2023
- i. Development Services Monthly Report - December 2023
- j. Monthly Calendars Attached

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

EXECUTIVE SESSION

Mayor Jordan recessed into executive session at 7:30 P.M.

- 16. The City Council will recess into Executive Session pursuant to Texas Government Code for an executive session regarding the following:
 - a. Sec. 551.087(1 & 2). DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS. To discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations (Section 551.087(1)), and to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1). (Section 551.087(2)) regarding: "Project Snooze"
 - b. Sec. 551.072. DELIBERATION REGARDING REAL PROPERTY; CLOSED MEETING. To 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.

Mayor Jordan reconvened into open session at 8:08 PM.

- 17. Consider and take appropriate action on a Chapter 380 Economic Development and Incentive Agreement between the City and Myrish Hospitality, LLC providing economic development incentives for a Hampton Inn branded hotel; and authorizing the Mayor or his designee to execute necessary documents.

There was no action taken on this item.

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

There was no action taken on this item.

ADJOURNMENT

There being no further business, Mayor Jordan adjourned the meeting at 8:09 PM.

ATTEST:

JEFF JORDAN
MAYOR

JESSIE HANKS
CITY SECRETARY

