



**MINUTES OF THE
CITY COUNCIL MEETING
MONDAY, MARCH 30, 2020 - 6:00
PM
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, state Councilmembers present, and declares a quorum present.**

Mayor Jordan called the City Council meeting to order at 6:22 PM. Council members present were Jeff Jordan, Patty Patterson, Barry Ratcliffe, Carole Aga, Charles Gillenwater, Jeff Council, and Matt Phillips. Mayor Jordan declared a quorum present. Also present were City Manager Mike Slye, Assistant City Manager Mike Holder, City Attorney Patricia Adams, City Secretary Jessie Hanks, Finance Director Mary Wennerstrom, Development Services Director Marcy Ratcliff, and Police Chief Dana Whitaker.

COVID-19 UPDATE The City Manager will update the Council on any issues pertaining to COVID-19; discussion of same

Mr. Slye gave an update on the COVID-19 situation to the Council and public.

Dr. Ben Brashear gave an update of the 4 positive cases in Kaufman County. He stated our Hospital is holding up relatively well. There is not enough test kits locally to begin widespread testing in Kaufman County. He reminded everyone to continue social distancing, washing your hands, and avoiding touching your face. He gave some reassuring words to help ease the public regarding the virus.

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 citizens comments.

CONSENT AGENDA

1. Consider and take appropriate action on the minutes from the February 24, 2020, Regular City Council Meeting.
2. Consider and take appropriate action on the minutes from the March 16, 2020, Special City Council Meeting.

3. Consider and take appropriate action on Resolution R-10-20, a resolution of the City of Kaufman, accepting Public Improvements for Kaufman Water System Improvements Project 1- Fair Road Sewer Line Extension, authorizing the final payment in the amount of \$10,175, and establishing the date for a two (2) year warranty period.

Council Member Gillenwater made a motion to approve consent agenda items 1-3 as presented. The motion was seconded by Mayor Pro-Tem Patterson and passed 7/0.

END OF CONSENT AGENDA

PUBLIC HEARING

4. Hold a public hearing, consider and take appropriate action on Ordinance O-03-20, an ordinance of the City Council of the City of Kaufman, Texas, providing for the continuance of Ordinance O-19-99, as amended, codified as Division 2 – “Curfew Hours” of Article V. “Minors” of Chapter 66 “Offenses and Miscellaneous Provisions” of the Code of Ordinances of the City in order to continue and extend the curfew hours for minors in the City of Kaufman in accordance with Article V, such hours currently being from 12:01 a.m. on any day until 6:00 a.m. of the same day; providing for publication, providing a penalty not to exceed \$500 for each offense; and providing an effective date.

Chief Whitaker explained this ordinance was originally adopted in 1999 and renewed every 3 years. The Police Department hasn't had an issue enforcing this ordinance. He believes it is an essential tool to the police department.

Mayor Jordan opened the public hearing at 6:33 PM. With no one to speak, the public hearing is closed at 6:34 p.m.

Council Member Gillenwater made a motion to approve Ordinance O-03-30 as presented. The motion was seconded by Mayor Pro-Tem Patterson and passed 7/0.

PLANNING & ZONING ITEMS

5. Consider and take appropriate action on a site plan from TSKF II Ltd for development of four buildings for retail, restaurant and office development at 101 and 201 Kings Fort Parkway (across the street from Dickey's BBQ). The property is currently platted as Lots 1R-1 and Lot 2R-1, Block B, Kings Fort Addition, Phase 1. The two lot areas combined contain 2.394 acres. The lots are zoned Planned Development -14 for Commercial. (Case No. SP-01-20)

Ms. Ratcliff presented the site plan for the four buildings for retail, restaurant, and office development. She gave a detailed overview of the property, proposed site plan, and future use of the property.

Council Member Gillenwater made a motion to approve a site plan from TSKF II Ltd for development of four buildings for retail, restaurant and office development at 101 and 201 Kings Fort Parkway. The motion was seconded by Mayor Pro-Tem Patterson and passed 7/0.

6. Consider and take appropriate action on a site plan from Jorge Diez for redevelopment of 208 S. Washington from a church family life center to a grocery store/restaurant (across the street from City Hall) and 208 S. Jackson for an accessory parking lot. The proposed grocery store/restaurant is platted as Lots 5, 6, 7, and 8, Block 22, Kaufman Original Addition. The parking lot is platted as Lots 6, 7, and 8, Block 21, Kaufman Original Addition. The properties are zoned Washington Street Corridor (WSC). (Case No. SP-02-20)

Ms. Ratcliff presented the site plan for the proposed grocery store at the location of the old First Baptist Fellowship Hall. She outlined the development and the parking requirements.

Council Member Gillenwater made a motion to approve a site plan from Jorge Diez for redevelopment of 208 S. Washington from a church family life center to a grocery store/restaurant and 208 S. Jackson for an accessory parking lot. The motion was seconded by Mayor Pro-Tem Patterson and passed 7/0.

DISCUSSION/ACTION ITEMS

7. Presentation By Yeldell, Wilson, Wood, & Reeve and the acceptance of the City of Kaufman Fiscal Year 2018-2019 Financial Audit Report; discussion of the same.

Danny Strunc presented the FY 18-19 Financial Audit Report. He reviewed the financial statements, the analysis, and the location of where to find specific information throughout the document.

Council Member Gillenwater made a motion to accept the City of Kaufman Fiscal Year 2018-2019 Financial Audit Report by Yeldell, Wilson, Wood, & Reeve as presented. The motion was seconded by Mayor Pro-Tem Patterson and passed 7/0.

8. Consider and take appropriate action on Ordinance O-02-20, an ordinance of the City Council of the City of Kaufman, Texas, amending the City's Personnel Policies Manual, adopted as Section 2-62, "Personnel Policies; Job Classification" of Article III, "Officers and Employees" of Chapter 2, "Administration" of the Code of Ordinances of the City by adopting a new Section 4.03, "Internships" and amending Section 4.01, "Categories" in order to include Paid and Unpaid Internships and to establish requirements and guidelines for departments utilizing Paid and Unpaid Interns and to incorporate the new section into the existing Personnel Policies Manual; and providing an effective date.

Mr. Holder informed Council at the last City Council meeting Council received the draft internship program to be added to the personnel policy. He outlined the purpose to the addition.

Council Member Gillenwater made a motion to approve Ordinance O-02-20 as presented. The motion was seconded by Mayor Pro-Tem Patterson and passed 7/0.

9. Consider and take appropriate action on Ordinance O-04-20, an ordinance of the City Council of the City of Kaufman, Texas, ordering that the general election scheduled to be held on Saturday, May 2, 2020, be postponed to Tuesday, November 3, 2020; providing for the incorporation of premises; providing for postponement of the 2020 Kaufman General Election; providing for a cumulative clause; providing severability; and providing an effective date.

Mr. Slye informed Council due to COVID-19 the Governor allowed government bodies to postpone their elections until November 3, 2020.

Council Member Gillenwater made a motion to approve Ordinance O-04-20 as presented. The motion was seconded by Mayor Pro-Tem Patterson and passed 7/0.

10. Consider and take appropriate action on Ordinance O-05-20, an ordinance of the City Council of the City of Kaufman, Texas, approving and authorizing the execution and delivery of a "Water and Sewer Facilities Contract" with the Greater Texoma Utility Authority; and resolving other matter incident and related to the execution and delivery of such contract.

Mr. Slye stated this item is to finalize the relationship with GTUA to enter into a contract for planned improvements to the Wastewater Treatment Plant. He explained how the city would pay GTUA to allow them to service the debt that has been secured for this purpose.

Council Member Gillenwater made a motion to approve Ordinance O-05-20 as presented. The motion was seconded by Mayor Pro-Tem Patterson and passed 7/0.

11. Consider and take appropriate action on Ordinance O-06-20, an ordinance of the City Council of the City of Kaufman, Texas, relating to the issuance and sale of "Greater Texoma Utility Authority Contract Revenue Bonds, Series 2020 (City of Kaufman Project)", and approving the issuance thereof and the facilities to be constructed or acquired by the Authority

Mr. Slye informed Council the city has been approved to borrow \$2.2 million dollars at a .23% return. He explained all purpose of the financial transaction and the details of the bond issuance.

Council Member Gillenwater made a motion to approve Ordinance O-06-20 as presented. The motion was seconded by Mayor Pro-Tem Patterson and passed 7/0.

12. Consider and take appropriate action regarding Ordinance No. O-07-20, an ordinance of the City Council of the City of Kaufman, Texas, amending Article III, "Officers and Employees" of Chapter 2, "Administration" of the Code of Ordinances by adding Section 2-63, "Signature Authority of the City Manager" to provide authority to the City Manager to contract for expenditures without further approval of Council for budgeted items not exceeding limits set by the Council; and providing an effective date.

Ms. Adams informed Council of the purpose of the ordinance which is to provide the City Manager the signature authority for various expenditures as outlined in the Ordinance. Mr. Slye explained this will allow the city to run more efficiently but he would always bring any items to council's attention.

Council Member Gillenwater made a motion to approve Ordinance No. O-07-20 as presented. The motion was seconded by Mayor Pro-Tem Patterson and passed 7/0.

13. Consider and take appropriate action on Resolution R-11-20, a resolution of the City Council of the City of Kaufman, Texas, authorizing participation along with other Texas cities and other entities, in an intervention to the PUC Docket No. 46662 and SOAH Docket No. 473-17-4964.WS, which relates to the cost of services determination on the wholesale water rates imposed by the North Texas Municipal Water District.

Mr. Slye explained the resolution provides for the city's participation in the NTWMD Coalition intervention of the PUC case for the singular purpose of the subsequent Cost of Service study that has been ordered by the PUC. He stated this will provide the city a 'seat at the table' for future negotiations specifically related to the 'up-charge' of customer cities rates.

Council Member Gillenwater made a motion to approve Resolution R-11-20 as presented. The motion was seconded by Mayor Pro-Tem Patterson and passed 7/0.

14. Consider and take appropriate action on a review of the 5 year Capital Improvement Plan.

There was discussion about the priorities of the Council regarding the 5-year Capital Improvement Plan. Mr. Slye informed Council of his recommendations by applying for a loan through the Water Development Board.

Council Member Gillenwater made a motion to update the 5-year Capital Improvement Plan as discussed. The motion was seconded by Mayor Pro-Tem Patterson and passed 7/0.

15. Consider and take appropriate action on the amendment to the Potable Water Supply Contract with Oak Grove Water Supply Corporation.

Mr. Slye informed council the current wholesale water contract with Oak Grove Water Supply Corporation required an administrative change to increase the annual maximum amount of water the City of Kaufman would sell the Oak Grove to 77.6 million gallons per year in order to satisfy the TCEQ requirements of having the ability to provide 148 gallons per minute from their distribution system.

Council Member Charles Gillenwater made a motion to approve the amendment to the Potable Water Supply Contract with Oak Grove Water Supply Corporation as presented. The motion was seconded by Mayor Pro-Tem Patterson and passed 7/0.

APPOINTMENT

16. Consider and take appropriate action on the appointment of one (1) member to the Keep Kaufman Beautiful Board for a two (2) year term to expire March 2022 and the Parks and Recreation Board for a two (2) year term to expire March 2022.

Mayor Jordan made a motion to appoint Jessica Bethurum to the Keep Kaufman Beautiful Board for a two (2) year term to expire March 2022 and the Parks and Recreation Board for a two (2) year term to expire March 2022. The motion was seconded by Mayor Pro-Tem Patterson and passed 7/0.

ANNOUNCEMENTS AND REPORTS FROM CITY MANAGER

17. Receive an update and discussion regarding the following:

- a. Discussion Item Report (DIR)
- b. STAR Transit Ridership Report- February 2020
- c. Careflite Compliance Report- February 2020
- d. NTMWD Coalition Update
- e. Cancelled Events

Council Retreat- Thursday, April 2 at 12 PM & Friday, April 3 at 8 AM

Easter Event - Saturday, April 4

NEAT Neighborhoods - Saturday, April 18 - Area 5B

- f. Monthly Calendars Attached

Mr. Slye gave an update on the above items.

ADJOURNMENT

With no further business, Mayor Jordan adjourned the meeting at 7:44 PM

ATTEST:

JEFF JORDAN
MAYOR

JESSIE HANKS
CITY SECRETARY

