



**MINUTES OF THE
CITY COUNCIL MEETING
MONDAY, JUNE 24, 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 Pro-Tem Phillips called the Work Session to order at 6:00 PM. Councilmembers present were Matt Phillips, Lisa Parker, Charles Gillenwater, Quattro Borders, and Jason Nelson. Mayor Jeff Jordan and Councilmember Ashlea Longenecker were absent. Mayor Pro-Tem Phillips declared a quorum present. Also, present were City Manager Mike Holder, Assistant City Manager Rachel Balthrop Mendoza, City Attorney Patricia Adams, City Secretary Jessie Hanks, Finance Director Mary Wennerstrom, Economic Development Director Stewart McGregor, Development Services Director Andrew Bogda, Building Official Johnny Bray, Streets Superintendent Cris Murrey, Finance Technician Jennifer Cook, 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 a Waste Water Treatment Plant Planning update.

Mr. Holder gave the Council an update on the Waste Water Treatment Plant Planning. He outlined the proposed planning for the growth of the waste water treatment plant. He reviewed the timeline and costs for Phase 1 of this project.

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

There was a discussion regarding item 16 reviewing the storm damage and brush pickup plans for the City.

WORK SESSION ADJOURNMENT

There being no further business, Mayor Pro-Tem Phillips adjourned the Work Session at 6:17 PM.

PLEDGE OF ALLEGIANCE

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

Mayor Pro-Tem Phillips called the City Council meeting to order at 6:30 PM. Councilmembers present were Matt Phillips, Lisa Parker, Charles Gillenwater, Quattro Borders, and Jason Nelson.

Mayor Jeff Jordan and Councilmember Ashlea Longenecker were absent. Mayor Pro-Tem Phillips 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, Human Resources Coordinator Sharna Ellis, Development Services Director Andrew Bogda, Building Official Johnny Bray, Streets Superintendent Cris Murrey, Finance Technician Jennifer Cook, 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. Business of the Month - ARISE Gym

Mayor Pro-Tem Phillips and Anne Glasscock, President of the Kaufman Chamber of Commerce, announced ARISE Gym as the June Business of the Month.

4. Introduction of Building Official - Johnny Bray

Mr. Bogda introduced Johnny Bray as the City's new Building Official.

5. Certified Government Finance Officer - Jennifer Cook

Ms. Wennerstrom recognized Finance Technician Jennifer Cook for receiving her Certified Government Finance Officer Certification.

CONSENT AGENDA

6. Consider and take appropriate action on the minutes from the May 20, 2024, Work Session and Regular City Council meeting.

Councilmember Parker made a motion to approve consent agenda item 6 as presented. The motion was seconded by Councilmember Nelson and passed 5/0.

END OF CONSENT AGENDA

PUBLIC HEARING

7. Conduct a public hearing, consider, and take appropriate action on Ordinance No. O-08-24, 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 **1.1934-acre** tract of land (Property ID 409) out of the C. Askins Survey, City of Kaufman, Kaufman County, Texas, from **Agriculture/Open District (A-O)** to **Highway Commercial District (HC)**, said property being generally located in the 3300 block of East Highway 175, approximately 500 feet south of Fair Road; providing a penalty for violation; and providing an effective date. (Case No: Z-02-24)

- a. Presentation

Mr. Bogda presented the proposed rezoning case for a property located in the 3300 Block of East Highway 175. He reviewed the current zoning, proposed zoning, and the purpose for the requested change.

- b. Public Hearing

Mayor Pro-Tem opened the public hearing at 6:40 PM. There being no speakers present, Mayor Pro-Tem Phillips closed the public hearing at 6:41 PM.

- c. Consider and take appropriate action on Ordinance No. O-08-24

Councilmember Borders made a motion to approve Ordinance No. O-08-24 as presented. The motion was seconded by Councilmember Parker and passed 5/0.

8. Conduct a public hearing, consider, and take appropriate action on Ordinance No. O-09-24, an ordinance of the City of Kaufman, Texas, repealing Ordinance No. O-54-21 approving Specific Use Permit No. 49 ("SUP-49") and 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 and adopting **Specific Use Permit-49 Revised (SUP-49R)**, a Specific Use Permit for **light manufacturing and assembly processing of furniture and cabinetry in conjunction with a furniture office/showroom (with conditions)** and a Revised Site Plan on an approximate **1.879-acre** tract of land (Property ID 49846) located at **2400 Tabor Parkway**, being Lot 4 of the Heritage Park Addition, City of Kaufman, Kaufman County, Texas, and zoned Commercial District "C"; providing a penalty for violation; and providing an effective date. (Case No: Z-03-24)

- a. Presentation

Mr. Bogda reviewed the Specific Use Permit for a property located at 2400 Tabor Parkway for the use of light manufacturing and assembly processing of furniture and cabinetry in conjunction with a furniture office/showroom.

- b. Public Hearing

Mayor Pro-Tem opened the public hearing at 6:46 PM. There being no speakers present, Mayor Pro-Tem Phillips closed the public hearing at 6:46 PM.

- c. Consider and take appropriate action on Ordinance No. O-09-24

Councilmember Parker made a motion to approve Ordinance No. O-09-24 as presented. The motion was seconded by Councilmember Nelson and passed 5/0.

- 9. Conduct a public hearing, consider, and take appropriate action on Ordinance No. O-10-24, an ordinance of the City Council of the City of Kaufman, Texas, amending Ordinance No. O-13-02 creating Planned Development District-7-SF-6 (5000 Square Feet) 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 **41.00-acre** tract of land (Property ID 57208) out of the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman County, Texas, from **PD Planned Development District-7-SF-6 (5,000 sq. ft.)** to **PD Planned Development District-27** for **single-family residential uses**, adopting Development Standards and a Concept Plan, said property being generally located on the east side of Tabor Parkway, approximately 1,300 feet south of Kings Fort Parkway and 850 feet north of Dillard Lane; providing a penalty for violation; and providing an effective date. (Case No: Z-04-24)

- a. Presentation

Mr. Bogda presented the proposed rezoning for the Enclave at Kings Fort. He outlined all of the requirements associated with the developments Planned Development Zoning request.

- b. Public Hearing

Mayor Pro-Tem opened the public hearing at 6:51 PM. There being no speakers present, Mayor Pro-Tem Phillips closed the public hearing at 6:52 PM.

- c. Consider and take appropriate action on Ordinance No. O-10-24

Councilmember Gillenwater made a motion to approve Ordinance No. O-10-24 as presented. The motion was seconded by Councilmember Nelson and passed 5/0.

- 10. Conduct a public hearing, consider, and take appropriate action on Ordinance No. O-11-24, an ordinance of the City Council of the City of Kaufman, Texas, authorizing the **abandonment and relinquishment of Right-of-Way** on a portion of Block 28 in the Cottage Heights Addition, City of Kaufman, Kaufman County, Texas, comprising a called 30-foot-wide Alley and a portion of Third Street altogether containing **13,625 sq. ft.** (Tract 1) and a called 10-foot-wide Alley containing **1,544 sq. ft.** (Tract 2), said property being located in the T. Beedy Survey, Abstract No. 21, City of Kaufman, Kaufman County, Texas, generally **located on the south side of SH 243 between Third and Fourth Streets**; providing findings of compliance with State law and Subdivision Regulations; providing reservations; **providing for the conveyance of the vacated right of way by quitclaim deed to the single adjacent property owner**; authorizing the Mayor or designee to execute documents; and providing an effective date.

- a. Presentation

Mr. Bogda reviewed the proposed abandonment and relinquishment of a right-of-way on a portion of Block 28 in the Cottage Heights Addition.

b. Public Hearing

Mayor Pro-Tem opened the public hearing at 6:56 PM. There being no speakers present, Mayor Pro-Tem Phillips closed the public hearing at 6:56 PM.

c. Consider and take appropriate action on Ordinance No. O-11-24

Councilmember Nelson made a motion to approve Ordinance No. O-11-24 as presented. The motion was seconded by Councilmember Borders and passed 5/0.

11. Conduct a public hearing, consider, and take appropriate action on Ordinance O-12-24, an ordinance of the City Council of the City of Kaufman, Texas, designating a contiguous geographic area within the extraterritorial jurisdiction of the city as a reinvestment zone pursuant to Chapter 311 of the Texas Tax Code, to be known as Reinvestment Zone Number Four, City of Kaufman, Texas; describing the boundaries of the zone as an approximate 73.09 acres of land located in the Thomas Beedy Survey, Abstract No. 21, Kaufman County, Texas; providing a preliminary project and financing plan for the zone; creating a board of directors for the zone; establishing a tax increment fund for the zone; containing findings related to the creation of the zone; providing a date for the termination of the zone; providing that the zone take effect immediately upon passage of the ordinance; providing a severability clause; and providing an effective date and notices as required by law. ("The Trails")

a. Presentation

David Pettit, the City's TIRZ consultant with David Pettir Economic Development, reviewed the proposed TIRZ #4 zone, the participation assumptions, and the terms of the TIRZ.

b. Public Hearing

Mayor Pro-Tem opened the public hearing at 7:03 PM. There being no speakers present, Mayor Pro-Tem Phillips closed the public hearing at 7:04 PM.

c. Consider and take appropriate action on Ordinance No. O-12-24

Councilmember Nelson made a motion to approve Ordinance No. O-12-24 as presented. The motion was seconded by Councilmember Borders and passed 5/0.

DISCUSSION/ACTION ITEMS

12. Consider and take appropriate action on an emergency purchase order for a sewer repair on Rand Road and South Old Rail Road for an amount not to exceed \$61,775.00; and authorize the Mayor or his designee to execute necessary documents.

Mr. Holder reviewed the proposed emergency purchase order for a sewer repair on Rand Road and South Old Rail Road for an amount not to exceed \$61,775.00.

Councilmember Borders made a motion to approve an emergency purchase order for a sewer repair on Rand Road and South Old Rail Road for an amount not to exceed \$61,775.00; and authorize the Mayor or his designee to execute necessary documents. The motion was seconded by Councilmember Parker and passed 5/0.

13. Consider and take appropriate actions on an interlocal agreement with the Texas Municipal League Intergovernmental Risk Pool for Cyber Liability and Data Breach Response; and authorize the City Manager or his designee to execute necessary documents.

Mr. Holder informed the Council about the interlocal agreement with TMLIRP for a Cyber Liability and Date Breach Response coverage for the city.

Councilmember Gillenwater made a motion to approve an interlocal agreement with the Texas Municipal League Intergovernmental Risk Pool for Cyber Liability and Data Breach Response; and authorize the City Manager or his designee to execute necessary documents. The motion was seconded by Councilmember Parker and passed 5/0.

14. Consider and take appropriate action on Resolution R-14-24, a resolution of the City Council of the City of Kaufman, authorizing the submission of an application for Federal Assistance (SF-424) by the Kaufman-Van Zandt Soil Conservation District #505 for federal rehabilitation of the flood retarding structure for Cedar Creek site 60 TX03350 (Kaufman Lake); and authorize the Mayor or his designee to execute necessary documents.

Mr. Holder reviewed the proposed application for Federal Assistance for the rehabilitation of the flood-retarding structure for Kaufman Lake.

Councilmember Borders made a motion to approve Resolution R-14-24, a resolution of the City Council of the City of Kaufman, authorizing the submission of an application for Federal Assistance (SF-424) by the Kaufman-Van Zandt Soil Conservation District #505 for federal rehabilitation of the flood retarding structure for Cedar Creek site 60 TX03350 (Kaufman Lake); and authorize the Mayor or his designee to execute necessary documents. The motion was seconded by Councilmember Parker and passed 5/0.

15. Consider and take appropriate action on an Investment Grade Audit Agreement with Schneider Electric Buildings Americas, Inc.; and authorize the Mayor or his designee to execute necessary documents.

Mr. Holder outlined the proposed investment-grade audit Agreement with Schneider Electric Building Americas for the Waste Water Treatment Plant planning.

Councilmember Gillenwater made a motion to approve an Investment Grade Audit Agreement with Schneider Electric Buildings Americas, Inc., and authorize the Mayor or his designee to execute necessary documents. The motion was seconded by Councilmember Nelson and passed 5/0.

16. Consider and take appropriate action on the authorization for the City Manager to expend a cumulative amount of \$100,000.00 for brush removal due to storm clean up and execute necessary documents.

Mr. Holder informed the Council about the city's plan for brush removal due to storm cleanup.

Councilmember Nelson made a motion to authorize the City Manager to spend a cumulative amount of \$130,000.00 for brush removal due to storm clean up and execute necessary documents. The motion was seconded by Councilmember Parker and passed 5/0.

ANNOUNCEMENTS AND REPORTS FROM CITY MANAGER

17. Receive an update and discussion regarding the following:
 - a. Kaufman Red, White & BOOM Event - June 29th
 - b. Budget Work Session Meetings - August 5 & August 12 (if needed)
 - c. 2024 TML Conference - Houston - October 9-11, 2024
- d. Discussion Items Report (DIR)
- e. STAR Transit Ridership Report - May 2024
- f. Careflite Compliance Report - May 2024
- g. Fire Department Monthly Report - May 2024
- h. Police Department Monthly Report - May 2024
- i. Development Services Monthly Report - May 2024
- j. Monthly Calendars Attached

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

ADJOURNMENT

There being no further business, Mayor Pro-Tem Phillips adjourned the meeting at 7:27 PM.

ATTEST:

JEFF JORDAN
MAYOR

JESSIE HANKS
CITY SECRETARY

