



**MINUTES OF THE
CITY COUNCIL MEETING
MONDAY, JULY 22, 2024
CITY HALL COUNCIL CHAMBERS
209 S. WASHINGTON STREET
KAUFMAN, TEXAS 75142**

CALL TIRZ #4 MEETING TO ORDER TIRZ #4: Chairman calls the Meeting to order, states the date and time, state members present, and declares a quorum present.**

Chairman Jordan called the TIRZ #4 meeting to order at 6:00 PM. Board members present were Jeff Jordan, Matt Phillips, Jason Nelson, Quattro Borders, and Jason Nelson. Board member Charles Gillenwater arrived at 6:01 PM and Board Member Lisa Parker was absent. Chairman 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, and Development Services Director Andrew Bogda.

TIRZ #4 ITEMS

1. Consider and make a recommendation to the City Council on the Project and Financing Plan for Tax Increment Reinvestment Zone No. 4, City of Kaufman, Texas, established pursuant to Chapter 311 of the Texas Tax Code.

David Pettit, the City's TIRZ consultant with David Pettit Economic Development, presented the final Project and Financing Plan for Tax Increment Reinvestment Zone No. 4. He reviewed the creation process, gave an overview of the zone and proposed development, and outlined the participation assumptions and revenues.

Board Member Borders made a motion to recommend approval to the City Council on the Project and Financing Plan for Tax Increment Reinvestment Zone No. 4, City of Kaufman, Texas, established pursuant to Chapter 311 of the Texas Tax Code. The motion was seconded by Board Member Nelson and passed 6/0.

TIRZ #4 ADJOURNMENT

There being no further business, Chairman Jordan adjourned the meeting at 6:02 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 and Charles Gillenwater. Councilmember Lisa Parker 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, Economic Development Director Stewart McGregor, Development Services Director Andrew Bogda, Human Resources Coordinator Sharna Ellis, Fire Chief Ronnie Davis, Police Officer Ryan Reed, Police Officer Dreyton Munden, Police Officer Adam Wall, Police Sergeant Taylor Huddle, 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

2. Business of the Month - Ranger Title

Mayor Jordan, Mr. McGregor, and Anne Glasscock, President of the Kaufman Chamber of Commerce, announced Ranger Title as the July Business of the Month.

3. Police Department Promotion Recognition

Chief Edwards presented Taylor Huddle as the newly promoted Sergeant for the Kaufman Police Department. He gave a brief summary of Sergeant Huddle's tenure with the department and congratulated him on his accomplishment.

4. Kaufman Police Department

Chief Edwards recognized the Kaufman Police Department for Sergeant Ty Bolden, Officer Aaron Buccafurno, and Officer Ryan Reed for going above and beyond the call of duty by installing a window A/C unit for an elderly citizen.

CONSENT AGENDA

5. Consider and take appropriate action on the minutes from the June 24, 2024, Work Session and Regular City Council Meeting.
6. Consider and take appropriate action to reschedule the Regular City Council Meeting set for Monday, December 23, 2024, to Monday, December 16, 2024.
7. Consider and take appropriate action on Resolution R-15-24, a resolution of the City Council of the City of Kaufman, Texas, authorizing the City Manager to enter into an agreement with the Texas Department of Transportation to temporarily close portions of SH 243 (one-way traffic operation around the Kaufman County Courthouse), Business SH-34 (S. Washington Street from E. Mulberry St. to US 175) and East Fair Street (Westbound US 175 Frontage road from Bypass-34 to S. Washington St.) on Saturday, October 12, 2024, from 7:00 a.m. until 11:00 a.m. for the purpose of the 2023 Kaufman Harvest Fest Parade; and providing for an effective date.

8. Consider and take appropriate action on Resolution R-16-24, a resolution of the City Council of the City of Kaufman, Texas, authorizing the City Manager to enter into an agreement with the Texas Department of Transportation to temporarily close State Highway 243 from Jefferson Street to Washington Street on Saturday, October 12, 2024, from 5:00 a.m. until 6:00 p.m. for the 2024 Kaufman Harvest Fest Event; and providing an effective date.

Mayor Pro-Tem Philips made a motion to approve consent agenda items five through eight as presented. The motion was seconded by Councilmember Nelson and passed 6/0.

END OF CONSENT AGENDA

PUBLIC HEARING

9. Conduct a public hearing, consider, and take appropriate action on Ordinance No. O-13-24, an ordinance 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 and adopting Specific Use Permit-47 Revised (SUP-47R), a Specific Use Permit for private club in conjunction with a restaurant (with conditions) and a Revised Site Plan on an approximate 0.44-acre tract of land (Property ID 5300) located at 5962 Fair Road, located in the "HC" Highway Commercial District. (Case No. Z-06-24)

- a. Presentation

Mr. Bogda informed the Council the applicant had applied for a revision to Specific Use Permit-47 (SUP-47), primarily to authorize a covered patio and accessory building (storage shed) that were constructed without a permit. He reviewed the previous SUP, the location and business information, and the revised SUP plans.

- b. Public Hearing

Mayor Jordan opened the public hearing at 6:43 PM. There being no speakers present, Mayor Jordan closed the public hearing at 6:44 PM.

- c. Consider and take appropriate action on Ordinance No. O-13-24

Councilmember Gillenwater made a motion to approve Ordinance O-13-23, for Specific Use Permit-47R (SUP-47R) for a revision to Specific Use Permit-47 (SUP-47), being a Specific Use Permit for a private club in conjunction with a restaurant on 0.44 acres located at 5962 Fair Road, with the following conditions:

1. The Property, including all buildings, premise, or land used pursuant to this SUP-47R 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 unless an amendment to SUP-47R 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 Owner and/or Operator of the Property shall retroactively obtain all required building permits and receive and pass all inspections for the covered patio and storage shed; shall

remedy any defects, as directed by the Building Official or their designee, during the permitting and inspection process; and shall pay all required fees related to permitting, investigation, and inspection.

3. The Owner and/or Operator of the Property shall possess and continuously maintain a current Texas Alcoholic Beverage Commission (TABC) Private Club license for the continued operation of the Property for Central Business District with Specific Use Permit-47R zoning designation.
4. The Owner and/or Operator of the Property shall possess and continuously maintain a current City of Kaufman Alcohol Permit for the Property.
5. All sales of alcoholic beverages shall be allowed for on-premise consumption only.
6. Fifty percent (50%) or more of sales transacted upon the Property shall be from food.

The motion was seconded by Councilmember Longenecker and passed 6/0.

DISCUSSION/ACTION ITEMS

10. Consider and take appropriate action on Ordinance O-14-24, an ordinance of the City Council of the City of Kaufman, Texas, approving a Project and Financing Plan for Tax Increment Reinvestment Zone Number Four, City of Kaufman, Texas, pursuant to Chapter 311 of the Texas Tax Code, identifying project costs; and providing an effective date. ("The Trails")

Councilmember Longenecker made a motion to approve Ordinance O-14-24, approving a Project and Financing Plan for Tax Increment Reinvestment Zone Number Four, City of Kaufman, Texas. ("The Trails") The motion was seconded by Mayor Pro-Tem Phillips and passed 7/0.

11. Consider and take appropriate action on Ordinance O-15-24, an Ordinance of the City Council of the City of Kaufman, Texas accepting and approving an Annual Service Plan Update and Assessment Roll 2024-2025 for the Kaufman Public Improvement District No. 1, in compliance with Chapter 372 of the Texas Local Government Code, as amended; accepting and approving the Annual Service Plan Update and Updated Assessment Roll for PID 1, and including applicable TIRZ Credit Calculation, as set forth in Exhibit "A" to the Ordinance providing for payment of the assessments in accordance with Chapter 372; providing for the method of assessment and the payment of the assessments, providing penalties and interest on delinquent assessments and compliance with all other legal requirements providing for severability, and providing an effective date. ("Georgetown")

Joshua Arendt, Senior Vice President with Municap, Inc., presented the Annual Service Plan Update and Assessment Roll for 2024-2025 for Kaufman PID #1 (Georgetown at Kings Fort).

Councilmember Borders made a motion to approve Ordinance O-15-24, accepting and approving an Annual Service Plan Update and Assessment Roll 2024-2025 for the Kaufman Public Improvement District No. 1, in compliance with Chapter 372 of the Texas Local Government Code, as amended; accepting and approving the Annual Service Plan Update and Updated Assessment Roll for PID 1, and including applicable TIRZ Credit Calculation, as set forth in Exhibit "A" to the Ordinance providing for payment of the assessments in accordance with Chapter 372; providing for the method of assessment and the payment of the assessments, providing penalties and interest on delinquent assessments and compliance with all other legal requirements providing for severability, and providing an effective date. ("Georgetown") The motion was seconded by Councilmember Nelson

and passed 6/0.

12. Consider and take appropriate action on Ordinance O-16-24, an Ordinance of the City Council of the City of Kaufman, Texas accepting and approving an Annual Service Plan Update and Assessment Roll 2024-2025 for the Kaufman Public Improvement District No. 2, in compliance with Chapter 372 of the Texas Local Government Code, as amended; accepting and approving the Annual Service Plan Update and Updated Assessment Roll for PID 2 as set forth in Exhibit "A" to the Ordinance providing for payment of the assessments in accordance with Chapter 372; providing for the method of assessment and the payment of the assessments, providing penalties and interest on delinquent assessments and compliance with all other legal requirements providing for severability, and providing an effective date. ("Prairie Creek")

Joshua Arendt, Senior Vice President with Municap, Inc., presented the Annual Service Plan Update and Assessment Roll for 2024-2025 for Kaufman PID #2 (Prairie Creek).

Councilmember Gillenwater made a motion to approve Ordinance O-16-24, accepting and approving an Annual Service Plan Update and Assessment Roll 2024-2025 for the Kaufman Public Improvement District No. 2, in compliance with Chapter 372 of the Texas Local Government Code, as amended; accepting and approving the Annual Service Plan Update and Updated Assessment Roll for PID 2 as set forth in Exhibit "A" to the Ordinance providing for payment of the assessments in accordance with Chapter 372; providing for the method of assessment and the payment of the assessments, providing penalties and interest on delinquent assessments and compliance with all other legal requirements providing for severability, and providing an effective date. ("Prairie Creek") The motion was seconded by Councilmember Borders and passed 6/0.

13. Consider and take appropriate action on the Enclave at Kings Fort Phase I Facilities Agreement between the City and The Enclave at Kings Fort Inc., LLC, for the installation of public improvements and facilities within the Enclave at Kings Fort development located on 19.741 acres 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; and authorizing the Mayor or designer to execute necessary documents.

Mr. Bogda outlined the timeline for this development, including the plat process, development agreement, and property zoning. He reviewed the information and details in the Facilities Agreement.

Councilmember Nelson made a motion to approve the Enclave at Kings Fort Phase I Facilities Agreement between the City and The Enclave at Kings Fort Inc., LLC, for the installation of public improvements and facilities within the Enclave at Kings Fort development located on 19.741 acres 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 and authorize the Mayor or designer to execute necessary documents. The motion was seconded by Councilmember Gillenwater and passed 6/0.

14. Consider and take appropriate action on the award or rejection of a bid and contract for Audit Services for the City of Kaufman and Kaufman Economic Development Corporation and authorizing the Mayor or his designee to execute necessary documents.

Ms. Wennerstrom reviewed the bid received for Audit Services and gave an overview of the costs associated with the contract.

Councilmember Nelson made a motion to award the bid and contract for Audit Services to prepare the Annual Comprehensive Financial Report for FY 2024-2026 for the City of Kaufman and Kaufman Economic Development Corporation to YWRD, P.C. and authorizing the Mayor or his designee to execute necessary documents. The motion was seconded by Councilmember Lonenecker and passed 6/0.

15. Consider and take appropriate action on the award or rejection of a bid and contract for Fiscal Year 2025 health benefits plans and authorizing the Mayor or his designee to execute necessary documents.

Mr. Holder briefed the Council on the process the City went through to solicit and obtain bids for the City's Health Benefits plans. She outlined the proposals and staff's recommendations for selecting Texas Health Benefits to serve as the City's Health Benefits Plan provider for FY25.

Councilmember Borders made a motion to award the bid and contract for Fiscal Year 2025 health benefits plans to Texas Health Benefits and authorize the Mayor or his designee to execute necessary documents. The motion was seconded by Councilmember Longenecker and passed 5/0. Mayor Jordan abstained (on board fill out a conflict form)

16. Consider and take appropriate action on the award or rejection of a bid and contract for the paving, drainage, sanitary sewer, and water improvements for Crestview Drive and Royal Drive and authorizing the Mayor or his designee to execute necessary documents.

Ms. Balthrop Mendoza outlined the bid process and presented the bid tabulation report for the paving, drainage, sanitary sewer, and water improvements for Crestview Drive and Royal Drive. He stated staff recommended the award of a bid and contract for paving, drainage, sanitary sewer, and water improvements for Crestview Drive and Royal Drive to Pavecon Public Works, LP.

Mayor Pro-Tem Phillips made a motion to award the bid and contract for paving, drainage, sanitary sewer, and water improvements for Crestview Drive and Royal Drive to Pavecon Public Works, LP. The motion was seconded by Councilmember Nelson and passed 6/0.

17. Discussion regarding an update on City Lakes Park.

Ms. Balthrop Mendoza gave the Council an update on the improvements to City Lakes Park.

ANNOUNCEMENTS AND REPORTS FROM CITY MANAGER

18. Receive an update and discussion regarding the following:
 - a. November Council meeting date
 - b. Budget Workshop- August 5th at 6 pm
 - c. Kaufman Economic Summit - August 8th at 9 am
 - d. 2024 TML Conference - Houston - October 9-11, 2024

- e. Discussion Items Report (DIR)
- f. STAR Transit Ridership Report – June 2024
- g. Careflite Compliance Report – June 2024
- h. Fire Department Monthly Report – June 2024
- i. Police Department Monthly Report – June 2024
- j. Development Services Monthly Report – June 2024
- k. Monthly Calendars Attached

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

EXECUTIVE SESSION

Mayor Jordan recessed into Executive Session to discuss the following at 7:12 PM.

- 19. 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 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 conflict with the Texas Open Meetings Act and (2) for Council to seek the advice of its attorney about pending or contemplated litigation: South Pointe

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 7:32 PM.

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

There was no action to take on matters discussed in the Executive Session.

ADJOURNMENT

There being no further business, Mayor Jordan adjourned the meeting at 7:32 PM.

ATTEST:

JEFF JORDAN
MAYOR

JESSIE HANKS
CITY SECRETARY

