



**MINUTES OF THE
CITY COUNCIL MEETING
MONDAY, NOVEMBER 25, 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 meeting to order at 6:00 p.m. Councilmembers present were Jeff Jordan, Matt Phillips, Charles Gillenwater, Quattro Borders, Ashlea Longenecker, and Jason Nelson. 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, Public Works Director Tim Hopwood, Economic Development Director Stewart McGregor, Development Services Director Andrew Bogda, 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 and provide direction to staff regarding a conceptual site plan for a future City of Kaufman Public Works Facility.

Mr. Holder presented the conceptual site plan for a future City of Kaufman Public Works Facility. There were discussions regarding the location, the need, and the impact of the potential change to public works and the convenience station.

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

There were no additional items discussed during work session.

WORK SESSION ADJOURNMENT

There being no further business, Mayor Jordan adjourned the work session at 6:17 p.m.

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 p.m. Councilmembers present were Jeff Jordan, Matt Phillips, Charles Gillenwater, Quattro Borders, Ashlea Longenecker, and Jason Nelson. 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, Public Works Director Tim Hopwood, Economic Development Director Stewart McGregor, Development Services Director Andrew Bogda, 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 - Galleher Industries

Mayor Jordan, Mr. McGregor, and Anne Glasscock, Chief Executive Officer of the Kaufman Chamber of Commerce, presented Galleher Industries with the November 2024 Business of the Month recognition.

4. Certificate of Achievement for Excellence in Financial Reporting - Finance Department

Mayor Jordan recognized the Finance Department for receiving the Certificate of Achievement for Excellence in Financial reporting from the Government Finance Officers Association.

CONSENT AGENDA

5. Consider and take appropriate action on the minutes from the October 28, 2024, TIRZ #2, Work Session and Regular City Council Meeting.
6. Consider and take appropriate action on the **Final Plat of Five Points Addition, Block B, Lot 3**, situated on approximately 1.24 acres out of the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman County, Texas, said property being generally located at the southwest corner of S. Washington St. & Roundup Dr. (Property ID 235266). The property is zoned Planned Development-22, Sub-District A ("PD-22-A") for "C" Commercial uses. The final plat is for 1 non-residential lot. (Case No. FP-09-24)
7. Consider and take appropriate action on Resolution R-33-24, a resolution of the City Council of the City of Kaufman, Texas, repealing Resolution R-10-24, providing a list of approved Cooperative Purchasing Programs for City participation, and adopting an updated list of Cooperative Purchasing Programs for City use.

8. Consider and take appropriate action on an Interlocal Cooperative Agreement between Ellis County, Texas, and the City of Kaufman, Texas, for the purpose of establishing a cooperative purchasing program, which will allow each party to purchase goods and services under each other's competitively bid contracts; and authorizing the Mayor or his designee to execute necessary documents.
9. Consider and take appropriate action on a Contract between Texas Materials Group, Inc., and the City of Kaufman, Texas, for the purpose of utilizing the vendor's awarded contract with Ellis County for Pavement Rehabilitation and Resurfacing Services under RFB No 2024-010; and authorizing the Mayor or his designee to execute necessary documents.
10. Consider and take appropriate action on Resolution R-34-24, a resolution of the City Council of the City of Kaufman, Texas, adopting a City of Kaufman Procurement Policy; and providing an effective date.
11. Consider and take appropriate action on Resolution R-35-24, a resolution of the City of Kaufman, accepting the Public Improvements for Five Points Phase 1 and establishing the date for a two (2) year warranty period.

Councilmember Borders made a motion to approve consent agenda items 5 through 11 as presented. The motion was seconded by Councilmember Nelson and passed 6/0.

END OF CONSENT AGENDA

DISCUSSION/ACTION ITEMS

12. Receive an update and discussion regarding the Delinquent Tax Collection report by Linebarger Goggan Blair & Sampson LLP.

Wade Gent, with Linebarger Goggan Blair & Sampson, LLP, presented the Delinquent Tax Collection report for the City of Kaufman for the period of July 1, 2023, to June 30, 2024. He reviewed the process of the delinquent tax collections, the litigation LGBA has pursued on behalf of the city, and the status of accounts.

13. Consider and take appropriate action on Resolution R-30-24, a resolution of the City Council of the City of Kaufman, Texas, casting its vote for a member of the Board of Directors of the Kaufman Central Appraisal District; and providing an effective date.

Mr. Holder reviewed the voting process for the Board of Directors of the Kaufman Central Appraisal District. There was a discussion regarding the nominees listed and how the City Council would like to allocate their votes.

Councilmember made a motion to approve Resolution R-30-24, casting its vote of 77 votes for John Zaby of the Board of Directors of the Kaufman Central Appraisal District. The motion was seconded by Councilmember and passed 6/0.

14. Consider and take appropriate action on the **Revised Site Plan of Walmart (to accommodate drone delivery services)**, situated on approximately 17.92 acres out of the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman County, Texas, being Lot 2,

Block A of Kings Fort Addition Phase 2, said property located at 300 Kings Fort Parkway (Property ID 190030). The property is zoned Planned Development-7-C ("PD-7-C") for "C" Commercial uses. (Case No. SP-03-24)

Mr. Bogda presented the revised Walmart Site Plan for the purpose of accommodating drone delivery services. He reviewed the differences between the current site plan and the new proposed site plan.

Councilmember Gillenwater made a motion to approve the **Revised Site Plan of Walmart (to accommodate drone delivery services)**, as presented. The motion was seconded by Mayor Pro-Tem Phillips and passed 5/1.

15. Consider and take appropriate action on **The Trails First Amended and Restated Development Agreement** between the City of Kaufman, Texas and Tejas Wycliff Properties, LLC – 2727 Kaufman Series, a Texas limited liability company, GSI Baylor, LLC, a Texas limited liability company, Ezonya Incorporated, a California corporation, and Sam Goldman, for development of an approximate 132.10 acres (Property IDs 2199, 2206, 2207, 187114, 213257, and 213258) situated in the T. Beedy Survey, Abstract No. 21 in the City's Extra-Territorial Jurisdiction (ETJ), Kaufman County, Texas, generally located on the west side of Farm-to-Market Road 2727, approximately 1,200 feet south of County Road 143 and 1,100 feet north of Summerville Drive; and authorizing the Mayor or designee to execute necessary documents.

Mr. Bogda outlined the purpose of the amendment to The Trails Development Agreement. He also reviewed the proposed changes to the document from the original. He presented the revised development standards, including reducing it to two lot categories size, and the minimum home sizes.

Councilmember Borders made a motion to approve **The Trails First Amended and Restated Development Agreement** between the City of Kaufman, Texas, and Tejas Wycliff Properties, LLC – 2727 Kaufman Series, a Texas limited liability company, GSI Baylor, LLC, a Texas limited liability company, Ezonya Incorporated, a California corporation, and Sam Goldman, with the clarification regarding the Front porch set-back and verification of the numbers in Section 6.2 (e). The motion was seconded by Councilmember Gillenwater and passed 6/0.

PUBLIC HEARING

16. Conduct a public hearing, consider, and take appropriate action on Resolution R-31-24, a resolution of the City Council of the City of Kaufman, Texas, for the dissolution of the City of Kaufman Public Improvement District Number Five within the extraterritorial jurisdiction of the City of Kaufman, Texas, on an approximate 73.09 acres of land situated in the Thomas Beedy Survey, Abstract No. 21, Kaufman County, Texas and as more particularly described by a metes and bounds description available at Kaufman City Hall; setting a date for and authorizing the issuance of notice of Public Hearing by the City Secretary of Kaufman, Texas. (The Trails Development)

- a. Presentation

Mr. Bogda informed the Council about the history of the Public Improvement District and the reason for the petition of dissolution.

b. Public Hearing

Mayor Jordan opened the public hearing at 7:12 p.m. There being no speakers present, Mayor Jordan closed the public hearing at 7:13 p.m.

c. Consider and take appropriate action on Resolution R-31-24

Councilmember Nelson made a motion to approve Resolution R-31-24 as presented. The motion was seconded by Councilmember Longenecker and passed 6/0.

17. Conduct a public hearing, consider, and take appropriate action on Resolution R-32-24, a resolution of the City Council of the City of Kaufman, Texas, for the creation of the City of Kaufman Public Improvement District Number Five within the extraterritorial jurisdiction of the City of Kaufman, Texas, on an approximate 132.10 acres of land situated in the Thomas Beedy Survey, Abstract No. 21, Kaufman County, Texas, comprised of two tracts of land more particularly described by metes and bounds descriptions available at Kaufman City Hall; setting a date for and authorizing the issuance of notice of Public Hearing by the City Secretary of Kaufman, Texas. (The Trails Development)

a. Presentation

Mr. Bogda briefly summarized the request to create a new Public Improvement District #5.

b. Public Hearing

Mayor Jordan opened the public hearing at 7:13 p.m. There being on speakers present, Mayor Jordan closed the public hearing at 7:14 p.m.

c. Consider and take appropriate action on Resolution R-32-24

Councilmember Nelson made a motion to approve Resolution R-32-24 as presented. The motion was seconded by Councilmember Longenecker and passed 6/0.

18. Conduct a public hearing, consider, and take appropriate action on Ordinance No. O-27-24, 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-57)** for alcoholic beverage sales in conjunction with a restaurant (Eleanor's Coffee Shop) on approximately 0.19 acres out of the J.B. Cole Survey, Abstract No. 84, City of Kaufman, Kaufman County, Texas, being Lots 1 and 2 and part of Lot 3 of Block 19 of Kaufman Original, said property being located at 303 W. Mulberry St. (Property ID 28506). The property is zoned "C" Commercial District. (Case No. Z-09-24)

a. Presentation

Mr. Bogda presented the proposed SUP for the selling of alcohol at Eleanor's Coffee Shop. He reviewed the business owners' plans to incorporate alcohol into their business model.

b. Public Hearing

Mayor Jordan opened the public hearing at 7:18 p.m.

Avery Cantrell, 303 W. Mulberry St. Kaufman, TX 75142, explained her purpose for wanting to request the sale of alcohol into her business.

Mayor Jordan closed the public hearing at 7:20 p.m.

c. Consider and take appropriate action on Ordinance No. O-27-24

Councilmember Longenecker made a motion to approve Ordinance No. O-27-24 with the following conditions:

1. 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 Commercial District with Specific Use Permit-57 (SUP-57) zoning designation.
2. The Owner and/or Operator of the Property shall possess and continuously maintain a current City of Kaufman Alcohol Permit for the Property.
3. All sales of alcoholic beverages shall be allowed for on-premise consumption only.
4. Fifty-percent (50%) or more of sales transacted upon the Property shall be from food or non-alcoholic beverages.
5. The Property, including all buildings, premise, or land used pursuant to this SUP-57 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 (Elevations, Floor Plan, Landscape Plan) unless an amendment to SUP-57 is first approved by the City Council specifically authorizing such enlargement, modification, structural alteration, or change to the Property, Site Plan, or associated exhibits.
6. All building signage will adhere to the Zoning Ordinance requirements applicable to "C" Commercial zoning.
7. Hours of Coffee Shop operation will not exceed the hours of 5:00 a.m. to 11:00 p.m. 7 days per week. Hours of Sip & Shops will not exceed the hours of 9:00 a.m. to 7:00 p.m. Monday – Saturday, excluding Sunday. Hours of Cocktail Lounge will not exceed the hours of 5:00 p.m. – 11:00 p.m. Tuesday – Saturday.

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

APPOINTMENT

19. Consider and take appropriate action on the appointment of two (2) members to the Kaufman Zoning Board of Adjustments for a two (2) year term to expire September 2026.

Mayor Jordan made a motion to appoint John Elzner and Jimmy Reed to the Kaufman Zoning Board of Adjustments for a two (2) year term to expire September 2026 and Stephen Hulme as an alternate for a two (2) year term to expire September 2026. The motion was seconded by Councilmember Borders and passed 6/0.

20. Consider and take appropriate action on the appointment of four (4) members to the Kaufman Planning and Zoning Commission for a two (2) year term to expire November 2026.

Mayor Jordan made a motion to appoint Richard Dunn, Burton Brown, Kathy Thorpe, and Kathleen Sisson to the Kaufman Planning and Zoning Commission for a two (2) year term to expire November 2026. The motion was seconded by Councilmember Gillenwater and passed 6/0.

ANNOUNCEMENTS AND REPORTS FROM CITY MANAGER

21. Receive an update and discussion regarding the following:
- a. Small Business Summit - December 5th
 - b. Christmas on the Square - December 7th
 - c. Kaufman Volunteer Fire Banquet - December 10th
 - d. Public Meeting regarding Crestview & Royal Construction - December 12th
 - e. Employee Christmas Luncheon - December 18th
 - f. Discussion Items Report (DIR)
 - g. STAR Transit Ridership Report - October 2024
 - h. Careflite Compliance Report - October 2024
 - i. Fire Department Monthly Report - October 2024
 - j. Police Department Monthly Report - October 2024
 - k. Development Services Monthly Report - October 2024
 - l. Monthly Calendars Attached

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

EXECUTIVE SESSION

Mayor Jordan recessed into executive session to discuss the following items at 7:25 p.m.

22. The City Council will recess into Executive Session pursuant to Texas Government Code for an executive session regarding the following:
- a. Section 551.087. DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS; CLOSED MEETING. (1) 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; or (2) to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1): Project Pie

- b. Sec. 551.076. DELIBERATION REGARDING SECURITY DEVICES OR SECURITY AUDITS; CLOSED MEETING. (1) the deployment, or specific occasions for implementation, of security personnel or devices; or (2) a security audit: Security Protocol

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 7:46 p.m.

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

Councilmember Longenecker made a motion to authorize the City Manager to utilize existing funds to purchase the approximate 5.75 acres of land located generally at the corner of Houston St. and Washington St. for an amount not to exceed \$1,100,000.00 and authorize the City Manager to execute necessary documents. The motion was seconded by Councilmember Nelson and passed 6/0.

ADJOURNMENT

There being no further business, Mayor Jordan adjourned the meeting at 7:47 p.m.

ATTEST:

**JEFF JORDAN
MAYOR**

**JESSIE HANKS
CITY SECRETARY**