



**MINUTES OF THE
CITY COUNCIL MEETING
MONDAY, DECEMBER 16, 2024
CITY HALL COUNCIL CHAMBERS
209 S. WASHINGTON STREET
KAUFMAN, TEXAS 75142**

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 6:00 p.m. Councilmembers present were Jeff Jordan, Lisa Parker, Charles Gillenwater, Quattro Borders, Ashlea Longenecker, and Jason Nelson. Mayor Pro-Tem Matt Phillips joined the meeting at 6:10 p.m. Mayor Jordan declared a quorum present. Also, present were City Manager Mike Holder, Assistant City Manager Rachel Balthrop Mendoza, City Attorney Patricia Adams, City Attorney Cynthia Kirchoff, City Secretary Jessie Hanks, Economic Development Director Stewart McGregor, Development Services Director Andrew Bogda, Fire Chief Ronnie Davis, Police Chief Colter Leftwich, and Police Chief Les Edwards.

EXECUTIVE SESSION

Mayor Jordan recessed into Executive Session at 6:01 p.m.

1. The City Council will recess into Executive Session pursuant to Texas Government Code for an executive session regarding the following:
 - a. Sec. 551.087. DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS; (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 business prospect described by Subdivision (1): Project Blue; Project Olaf
 - b. Sec. 551.074. PERSONNEL MATTERS; to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: City Attorney

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 6:30 p.m.

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

Councilmember Nelson made a motion to approve the term sheet as discussed in Executive Session and authorize the City Manager and Mayor to execute necessary documents related to Project Olaf. The motion was seconded by Councilmember Borders and passed 7/0.

PLEDGE OF ALLEGIANCE

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 - Neighborhood Credit Union

Mayor Jordan, Mr. McGregor, and Anne Glasscock, Chief Executive Officer of the Kaufman Chamber of Commerce, presented Neighborhood Credit Union with the December 2024 Business of the Month recognition.

CONSENT AGENDA

4. Consider and take appropriate action on the minutes from the November 25, 2024, Work Session and Regular City Council Meeting.

Mayor Pro-Tem Phillips made a motion to approve consent agenda item 4 as presented. The motion was seconded by Councilmember Nelson and passed 7/0.

END OF CONSENT AGENDA

PUBLIC HEARING

5. Conduct a public hearing, consider, and take appropriate action on Ordinance No. O-28-24, an ordinance of the City Council of the City of Kaufman, Texas, authorizing the **abandonment and relinquishment of Right-of-Way** on portions of Blocks 24 and 29 in the Cottage Heights Addition, comprising Marshall Avenue, the 10-foot wide alley in Block 29, a 30-foot wide alley along the east side of Block 29 and a portion of Block 24, altogether containing 0.778 acres (Tract 1), as well as the **dedication of Right-of-Way** along Fourth Street on a 10-foot wide strip adjacent to Lot 18, Block 29, containing 0.028 acres (Tract 2) and a 10-foot wide strip adjacent to Lot 1, Block 29, containing 0.031 acres (Tract 3) in the Cottage Heights Addition, City of Kaufman, Kaufman County, Texas, said property being located in the T. Beedy Survey, Abstract No. 21, City of Kaufman, Kaufman County, Texas, generally located at the **southeast corner of State Highway 243 and Fourth Street**; 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; providing for the conveyance of the dedicated right-of-way by right-of-way deed to the City of Kaufman**; authorizing the Mayor or designee to execute documents; and providing an effective date.

a. Presentation

Mr. Bogda presented the right-of-way abandonment and dedication regarding the Rubio Property generally located in Cottage Height Addition.

b. Public Hearing

Mayor Jordan opened the public hearing at 6:40 p.m. There being no speakers present, Mayor Jordan closed the public hearing at 6:41 p.m.

c. Consider and take appropriate action on Ordinance No. O-28-24

Councilmember Nelson made a motion to approve Ordinance No. O-28-24 as presented. The motion was seconded by Councilmember Longenecker and passed 7/0.

7. Conduct a public hearing, consider, and take appropriate action on Ordinance No. O-30-24, an ordinance of the City Council of the City of Kaufman, Texas, **amending** Ordinance No. O-11-16 establishing **Planned Development-11R District ("PD-11R")** and Chapter 118, "Zoning" of the City of Kaufman's Code of Ordinances, collectively "the "Comprehensive Zoning Ordinance" of the City in order to amend the Development Standards and Concept Plan and add Details for the Baptismal/Patio and Signage on an approximate **42.319 acre** tract of land out of the C.A. Lovejoy Survey, Abstract No. 303, City of Kaufman, Kaufman County, Texas, and being generally located at **2000 W. Fair St.** (Property IDs 9373, 28821, 60586, 71676 and 185104). (Case No: Z-10-24)

a. Presentation

Mr. Bogda informed the Council about the proposed revision to an existing Planned Development for the First Baptist Church of Kaufman. He outlined the purpose of the request for the addition of a patio expansion, outdoor baptism, and additional signage.

b. Public Hearing

Mayor Jordan opened the public hearing at 6:46 p.m. There being no speakers present, Mayor Jordan closed the public hearing at 6:47 p.m.

c. Consider and take appropriate action on Ordinance No. O-30-24

Councilmember Gillenwater made a motion to approve Ordinance No. O-30-24 as presented. The motion was seconded by Councilmember Parker and passed 7/0.

6. Conduct a public hearing, consider, and take appropriate action on Ordinance No. O-29-24, 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 **3.95-acre** tract of land out of the J.B. Cole Survey, Abstract No. 84, City of Kaufman, Kaufman County, TX, being a portion of Block 24 of Kaufman Original, a portion of Block 7 of A.M. Moore Addition, a portion of Lot 9 of the Johnson Addition, and portions of Block 392, 393, and 395 of Kaufman Revised, from **Single-Family Residential-8 District**

(SF-8) to Planned Development-30 District (PD-30) for attached single-family residential (townhomes and/or duplexes) and detached single-family residential uses, said property being generally located on the west side of Clay St. and the north side of Hickory St. (Property IDs 18477, 28530, and 28845). (Case No: Z-08-24)

a. Presentation

Mr. Bogda reviewed the proposed concept plan and development standards for a town house development on a property located on Hickory St. and Clay St.

b. Public Hearing

Mayor Jordan opened the public hearing at 6:59 p.m.

Steven Smith, 6331 Highland Drive, Kaufman, Texas 75142, informed the Council that the townhomes are intended to be rentals, while the single-family homes plan to be sold.

Mayor Jordan closed the public hearing at 7:02 p.m.

c. Consider and take appropriate action on Ordinance No. O-29-24

Councilmember Parker made a motion to approve Ordinance No. O-29-24 as presented. The motion was seconded by Councilmember Gillenwater and passed 6/1.

DISCUSSION/ACTION ITEMS

8. Consider and take appropriate action on the award or rejection of a bid and contract for the replacement of shade covering structures at the Kaufman Sports Complex and authorizing the Mayor or his designee to execute necessary documents.

Mrs. Balthrop Mendoza informed the Council that City staff requested bids to obtain costs for replacing two existing shade structures at the Kaufman Sports Complex, located near the baseball fields and the playground. She stated that the bid packet was electronically transmitted to eight (8) vendors and one (1) complete bid was received from Ridgemark Roofing & Construction from Kaufman, Texas. She reviewed the awning replacement cost at the baseball fields area is \$26,500.00, and \$27,125.00 for the structure over the playground with the total replacement costs for both structures coming in under the \$60,000.00 budgeted amount at \$53,625.00.

Councilmember Borders made a motion to award the bid and contract for the replacement of shade-covering structures at the Kaufman Sports Complex to Ridgemark Roofing in an amount not to exceed \$ 53,625.00 and authorizing the Mayor or his designee to execute necessary documents. The motion was seconded by Councilmember and passed 7/0.

ANNOUNCEMENTS AND REPORTS FROM CITY MANAGER

9. Receive an update and discussion regarding the following:
 - a. Employee Christmas Luncheon - December 18th

- b. Kaufman County Days - February 17 & 18
- c. Filing period for Application for a Place on the Ballot for the City's General Election is Wednesday, January 15, 2025, through Friday, February 14, 2025.
- d. Discussion Items Report (DIR)
- e. STAR Transit Ridership Report - November 2024
- f. Careflite Compliance Report - November 2024
- g. Fire Department Monthly Report - November 2024
- h. Police Department Monthly Report - November 2024
- i. Development Services Monthly Report - November 2024
- j. Monthly Calendars Attached

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

ADJOURNMENT

There being no further business, Mayor Jordan adjourned the meeting at 7:08 p.m.

ATTEST:

JEFF JORDAN
MAYOR

JESSIE HANKS
CITY SECRETARY

