



**MINUTES OF THE  
KAUFMAN ECONOMIC DEVELOPMENT  
CORPORATION MEETING  
TUESDAY, MARCH 11, 2025  
CITY HALL COUNCIL CHAMBERS  
209 S. WASHINGTON STREET  
KAUFMAN, TEXAS 75142**

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

President Gillenwater called the KEDC meeting to order at 6:26 p.m. Directors present were Charles Gillenwater, Barry Ratcliffe, and Jane Lucas. Director Ben Brashear and Tommy Henricks were absent. President Gillenwater declared a quorum present. Also, present were Assistant City Manager Rachel Balthrop Mendoza, City Secretary Jessie Hanks, Economic Development Director Stewart McGregor, and Marketing and Community Relations Emily Golden.

**CITIZENS COMMENTS / REQUEST TO SPEAK ON AGENDA ITEMS (5 MINUTES)** Comments about any of the 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 KEDC on any subject but must first complete a Request to Speak Form so that the Chairman may call your name to speak at the appropriate time on the Agenda. Comments must be directed to the KEDC as a whole. **When addressing the KEDC, please step forward to the speaker's podium, state your name and address, and direct your comments to the Chairman and KEDC.**

No comments were given.

**CONSENT AGENDA**

1. Consider and take appropriate action on the monthly Financial Report from the Treasurer of the Corporation.

Director Ratcliffe presented the monthly Financial Report for the KEDC.

Director Lucas made a motion to approve the monthly Financial Report. The motion was seconded by President Gillenwater and passed 3/0.

2. Consider and take appropriate action on the minutes from the January 14, 2025 Kaufman Economic Development Corporation meeting.

Director Lucas made a motion to approve the minutes from the January 14, 2025, Kaufman Economic Development Corporation meeting as presented. The motion was seconded by Director Ratcliffe and passed 3/0.

**EXECUTIVE DIRECTOR'S REPORT** Receive an update and discussion regarding the following: a.) Meetings/Events of Interest; b.) Prospect Activity; c.) Staff Announcements

3. KEDC Executive Director's Report - Discussion Only (No Action Taken)

3.1) Staff Report on monthly Kaufman EDC marketing and prospect activities;

- 3.2) Staff Report on monthly business retention and expansion (BRE) activities;
- 3.3) Staff Report on monthly commercial development activities;
- 3.4) Staff Report on events attended by KEDC Staff
- 3.5) Introduction of Emily Golden, new KEDC Marketing & Community Relations Staff Member

Mr. McGregor presented the KEDC Executive Director's report about his activities for the previous month.

### **DISCUSSION/ACTION ITEMS**

- 4. Staff presentation and discussion regarding the planned development zoning ordinance (PD-31) for the Kaufman Commerce Park property, located near Fair Road and US Highway 175.

Mr. McGregor presented the specific details of the planned development zoning for the Kaufman Commerce Park.

- 5. Consider and take appropriate action on a mid-year budget amendment to the Fiscal Year 2025 Kaufman Economic Development Corporation Budget.

Mr. McGregor presented the proposed mid-year budget amendments for the KEDC's 2024-2025 budget.

Director Ratcliffe made a motion to approve the mid-year budget amendment to the Fiscal Year 2025 Kaufman Economic Development Corporation Budget as presented. The motion was seconded by Director Lucas and passed 3/0.

- 6. Staff presentation and discussion regarding economic development legislative issues during the 89th Texas Legislative Session and the legislative agenda for the Texas Economic Development Council.

Mr. McGregor reviewed various economic development legislative issues during the 89th Texas Legislative Session. Mr. McGregor gave an overview of the legislative agenda for the Texas Economic Development Council.

**EXECUTIVE SESSION** In accordance with Texas Government Code, Section 551.001, et seq., the KEDC will recess into Executive Session (closed meeting) to discuss the following:

President Gillenwater recessed into Executive Session at 6:58 p.m.

- 7. 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): Projects Pie, Blue, Jetson, Olaf, AC/DC, Kettle

**RECONVENE INTO OPEN SESSION**

President Gillenwater reconvened into open session at 7:25 p.m.

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

There was no action required on matters discussed in Executive Session.

**ITEMS OF COMMUNITY INTEREST** Pursuant to Texas Government Code Sec. 551.0415, a member of the Board or Kaufman EDC Staff may make an announcement about items of community interest during a meeting of the corporation without having given notice of the subject of the announcement. "Items of community interest" includes: (1) expression of thanks, congratulations or condolence; (2) information regarding holiday schedules; (3) an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutary recognition for purposes of this subdivision; (4) a reminder about an upcoming event organized or sponsored by the corporation; (5) information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the corporation that was attended or is scheduled to be attended by a board member or employee of the corporation.

No comments were given.

**BOARD INQUIRY** If a member of the Corporation makes a spontaneous inquiry about a subject not on this agenda, then the KEDC or an appropriate staff member may make a statement of factual information or policy in response to such an inquiry. However, in accordance with Open Meetings Act Section 551.042, the KEDC cannot discuss issues raised or make any decisions on that subject at that time. Issues raised may be referred to Staff for research and possible future action.

No comments were given.

**ADJOURNMENT**

There being no further business, President Gillenwater adjourned the meeting at 7:26 p.m.

**APPROVED:**

**ATTEST:**

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Charles Gillenwater, President

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Ben Brashear, Secretary/Treasurer