



**MINUTES OF THE
CITY COUNCIL MEETING
MONDAY, MAY 19, 2025
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 to order at 6:00 p.m. Councilmembers present were Jeff Jordan, Matt Phillips, Lisa Parker, Charles Gillenwater, Quattro Borders, Ashlea Longenecker, and Jason Nelson. Mayor Jordan declared a quorum present. Also present were City Manager Mike Holder, Assistant City Manager Rachel Balthrop Mendoza, City Attorney Ann Montgomery, City Secretary Jessie Hanks, Economic Development Director Stewart McGregor, Public Works Director Tim Hopwood, Utilities Superintendent Jordan Elder, Streets Superintendent Cris Murrey, Utilities Crew Lead Brandon Parsons, Utilities Maintenance Technician James Berryhill, Fire Chief Ronnie Davis, Police Captain Colter Leftwich, Police Chief Les Edwards, Officer Ryan Reed, and Officer Adam Wall.

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 legislative update on the 89th Texas Legislative Session.

Mr. McGregor gave the Council a legislative update on the 89th Texas Legislative Session. He informed the Council about various important dates through the legislative process. He reviewed the state's priorities, bills sent to the governor, and those that would not proceed. He discussed bills that would have a municipal impact, including taxation, development regulations, public safety, and economic development. Mayor Jordan encouraged the Council to be involved in the legislative process, including communicating their stance on specific bills to the state.

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

There was no discussion on items on the Regular Session Agenda.

WORK SESSION ADJOURNMENT

There being no further business, Mayor Jordan adjourned the work session at 6:28 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 6:31 p.m. Councilmembers present were Jeff Jordan, Matt Phillips, Lisa Parker, Charles Gillenwater, Quattro Borders, Ashlea Longenecker, and Jason Nelson. Mayor Jordan declared a quorum present. Also, present were City Manager Mike Holder, Assistant City Manager Rachel Balthrop Mendoza, City Attorney Ann Montgomery, City Secretary Jessie Hanks, Economic Development Director Stewart McGregor, Development Services Director Johnny Bray, Senior Planner, Martin Mares, Public Works Director Tim Hopwood, Utilities Superintendent Jordan Elder, Streets Superintendent Cris Murrey, Utilities Crew Lead Brandon Parsons, Utilities Maintenance Technician James Berryhill, Fire Chief Ronnie Davis, Police Captain Colter Leftwich, Police Chief Les Edwards, Officer Ryan Reed, Officer Adam Wall Fire Chief Ronnie Davis, Fire Lieutenant Wade Ballard, Firefighter Francious Welch, Firefighter Rusty Bateman, and Firefighter Brandon Kelsey.

6. Business of the Month - Brinson Chevrolet

Mayor Jordan, Mr. McGregor, and Anne Glasscock, Chief Executive Officer of the Kaufman Chamber of Commerce, presented Brinson Chevrolet as the March 2025 Business of the Month recognition.

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.

PROCLAMATION

3. Public Works Week - May 18 through May 23

Mayor Jordan proclaimed May 18, 2025, through May 23, 2025, as Public Works Week in the City of Kaufman.

RECOGNITION

4. Superior Water Designation

Mayor Jordan recognized the Kaufman Public Works Department for obtaining Superior Water Designation.

5. Life-Saving Award and Commendation - Public Safety

Chief Edwards, Captain Leftwich, and Chief Davis briefed the Council about the incident involving Officer Reed, Sergeant Turner, Fire Lieutenant Wade Ballard, Firefighter Rusty Bateman, Firefighter Francious Welch, and Firefighter Brandon Kelsey, which warranted their recognition with the Life-

Saving Award.

CONSENT AGENDA

7. Consider and take appropriate action on the minutes from the April 28, 2025, Work Session and Regular City Council meeting.
8. Consider and take appropriate action on Resolution R-12-25, a resolution of the City Council of the City of Kaufman, amending an emergency purchase order from No-Digtec, LLC for a sewer line repair on N. Washington St. between E. 1st North St. and E. Elmo St. for an amount not to exceed \$75,000.00; and authorize the City Manager to execute necessary documents.
9. Consider and take appropriate action on Resolution R-13-25, 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.
10. Consider and take appropriate action on an interlocal cooperative purchasing agreement between the City of Hurst and the City of Kaufman for mutual participation in various contracts for the purchase of various goods and services.
11. Consider and take appropriate action on Resolution R-14-25, a resolution of the City Council of the City of Kaufman, Texas, approving authorized signatories in matters pertaining to the Texas General Land Office and the City for the Community Development Block Grant – Disaster Recovery Program Grant No. 23-160-093-F090.

Councilmember Nelson made a motion to approve Consent Agenda items 7 -11 as presented. The motion was seconded by Councilmember Parker and passed 7/0.

END OF CONSENT AGENDA

DISCUSSION/ACTION ITEMS

12. Consider and take appropriate action on a **Site Plan for Kings Fort Retail Site** situated on **13.5068 acres** of land (Property ID 2252) out of the Kings Fort Addition, Block A, Lots 3 & 4, City of Kaufman, Kaufman County, Texas, said property being generally located in the 400 Block of Kings Fort Parkway. (Case No: SP-05-25)

Ms. Balthrop Mendoza presented the proposed site plan for a property located in Kings Fort.

Councilmember Gillenwater made a motion to approve the **Site Plan for Kings Fort Retail Site** situated on **13.5068 acres** of land (Property ID 2252) out of the Kings Fort Addition, Block A, Lots 3 & 4, City of Kaufman, Kaufman County, Texas. The motion was seconded by Councilmember Nelson and passed 7/0.

13. Consider and take appropriate action on a **Preliminary Plat for Tabor Plaza**, situated on **4.792 acres** of land (Property ID 190309) out of the D. Falcon Survey A-151, City of

Kaufman, Kaufman County, Texas, said property being generally located at the northeast corner of Tabor Parkway and State Highway 34. (Case No: PP-01-25)

Ms. Balthrop Mendoza presented the Preliminary Plat for the Tabor Plaza. She reviewed the proposed division of the property and potential uses.

Councilmember Longenecker made a motion to approve the **Preliminary Plat for Tabor Plaza**, situated on **4.792 acres** of land (Property ID 190309) out of the D. Falcon Survey A-151, City of Kaufman, Kaufman County, Texas with the following condition: revise lots 3 and 4's building setbacks, on the east side, from 60' to 72', and provide a diagram showing the fire hose coverage. The motion was seconded by Councilmember Nelson and passed 7/0.

14. Consider and take appropriate action regarding Ordinance O-14-25, an ordinance of the City Council of the City of Kaufman, amending Ordinance No. O-18-24, adopting the 2024-2025 Fiscal Year Budget to balance Revenue Surplus, Expense Surplus, and Shortfall; and providing an effective date.

Mr. McGregor outlined his proposed budget amendments for the KEDC FY 2025 budget.

Councilmember Nelson made a motion to approve Ordinance O-14-25, an ordinance of the City Council of the City of Kaufman, amending Ordinance No. O-18-24, adopting the 2024-2025 Fiscal Year Budget to balance Revenue Surplus, Expense Surplus, and Shortfall; and providing an effective date. The motion was seconded by Councilmember Gillenwater and passed 7/0.

ANNOUNCEMENTS AND REPORTS FROM CITY MANAGER

15. Receive an update and discussion regarding the following:
 - a. Discussion Items Report (DIR)
 - b. STAR Transit Ridership Report - April 2025
 - c. Careflite Compliance Report - April 2025
 - d. Fire Department Monthly Report - April 2025
 - e. Police Department Monthly Report - April 2025
 - f. Development Services Monthly Report - April 2025
 - g. Monthly Calendars Attached

Mr. Holder updated the Council on the above-stated items.

EXECUTIVE SESSION

Mayor Jordan recessed into executive session at 6:67 p.m.

16. 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 the 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 the Council to seek the advice of its attorney about pending or contemplated litigation: Oncor Franchise/ Contractual obligations
 - b. Sec. 551.072. DELIBERATION REGARDING REAL PROPERTY. To deliberate the purchase, exchange, lease, or value of real property regarding: Project Pie
 - c. Sec. 551.074. PERSONNEL MATTERS. To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: City Manager's Duties

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: 20 p.m.

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

There were no actions on matters discussed in Executive Session.

PUBLIC HEARING

18. First Reading: Conduct a public hearing, consider and take appropriate action on Ordinance O-06-25, an ordinance of the City Council of the City of Kaufman, Texas, granting to Oncor Electric Delivery Company LLC, its successors and assigns, a non-exclusive electric power franchise to use the present and future streets, alleys, highways, public utility easements, public ways and other public property of the City of Kaufman, Texas; providing conditions of franchise authority; providing for indemnification by the company; providing for compensation therefor; providing for an effective date and a term of said franchise; providing for the repeal of all existing franchise ordinances to Oncor Electric Delivery Company LLC, its predecessors and assigns; providing a severability clause; providing for written acceptance of this franchise; and finding that the meeting at which this ordinance is passed is open to the public.

- a. Presentation

There was no presentation for this item.

- b. Public Hearing

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

The Council inquired about the beautification clause of the franchise agreement. Brad Davis, Area Representative for Oncor Electric, outlined the purpose of the clause and the way it would impact their rates if amended.

There being no other speakers present, Mayor Jordan closed the public hearing at 7:30 p.m.

- c. Consider and take appropriate action on Ordinance O-06-25

Councilmember Borders made a motion to approve the first reading of Ordinance O-06-25 as presented. The motion was seconded by Councilmember Gillenwater and passed 7/0.

ADJOURNMENT

There being no further business, Mayor Jordan adjourned the meeting at 7:31 p.m.

ATTEST:

JEFF JORDAN
MAYOR

JESSIE HANKS
CITY SECRETARY

