



MINUTES OF THE
KAUFMAN CITY COUNCIL PLANNING RETREAT
COMMENCE ON THURSDAY, MAY 7, 2020 – 12:00 P.M.
CONTINUED ON FRIDAY, MAY 8, 2020 – 12:00 P.M.
CITY HALL COUNCIL CHAMBERS
209 S. WASHINGTON STREET
KAUFMAN, TEXAS 75142

COUNCIL/MANAGEMENT RETREAT

CALL MEETING TO ORDER Mayor calls the Meeting to order, states the date and time, state Councilmembers present and declares a quorum present.**

Mayor Jordan called the meeting to order at 12:33 p.m. Councilmember present were Charles Gillenwater, Barry Ratcliffe, Jeff Council, Patty Patterson, Carole Aga, and Jeff Jordan. Mayor Jordan declared a quorum present. Mayor Jordan left the meeting at 2:45 p.m. Councilmember Matt Phillips joined the meeting at 2:56 p.m. Also present were City Manager Mike Slye, Assistant City Manager Mike Holder, City Secretary Jessie Hanks, Development Services Director Marcy Ratcliff, Finance Director Mary Wennerstrom, Public Works Director Richard Underwood, Police Chief Dana Whitaker, Police Captain Les Edwards, and Fire Chief Ronnie Davis.

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 message the City Secretary your name, address, and the item or subject you wish to discuss 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 use the raise hand function in the Zoom meeting. Once recognized, please state your name and address, and direct your comments to the Mayor and City Council.**

No comments were given.

THURSDAY, MAY 7, 2020, 12:00 P.M

12:00 p.m. – Lunch

CONVENE TO COMMENCE COUNCIL RETREAT SESSION. Council will discuss items posted on this agenda, but no action will be taken by the Council.

1. 12:30 p.m. – Opening Comments/Council Expectations – *Mike Slye*

Opening comments provided by Mr. Slye. He reviewed the agendas, the items that will be discussed, and the layout for the day. Council discussed their expectations of the meeting and discussion.

2. 12:45 p.m. – Strategy Map, Performance Measures, Hits & Misses, DIR Review – Mike Holder

Mr. Holder outlined the purpose of the strategy map, performance measures, hits & misses, and discuss item report. He explained how these documents work in conjunction with each other. He reviewed each document in detail.

3. 1:30 p.m. – Financial Review

a. Current FY Operations & Fund Balance Review – Mary Wennerstrom

Ms. Wennerstrom presented the current fiscal year operations and fund balances. She outlined the General Fund Revenues and compared the budgeted amounts to actual revenues. There were discussions about the General Fund expenses, Utility Fund revenues and expenses, fund balance positions for all the funds. She reviewed the COVID-19 projected impact for the 2020 fiscal year.

b. KCAD Projections – FY21- Sarah Curtis

Sarah Curtis, Kaufman County Tax Assessor, outlined the property value projections for the City of Kaufman for 2021. There were discussions about the increases from last year's values, how the values are determined, and the requirements from the State that the Kaufman County Appraisal District has to follow.

c. FY21 Tax Rate Strategies – Mike Slye

Mr. Slye presented the Tax Rate History for the City of Kaufman. There were discussions about the potential tax rate for Fiscal Year 2021, the capital requests for the city's departments, and the various numbers that affect the tax rate.

2:30 p.m. – Break

4. 2:45 p.m. – Current Capital Improvement Projects

a. Civic Center – Mike Slye

Mr. Slye updated the Council of the Civic Center Project including the costs.

b. Streets Bond Phase II – Richard Underwood

Mr. Underwood provided an update of the construction of the project and the remaining items to be completed.

c. WWTP Improvements – *Richard Underwood*

Mr. Underwood explained the timeline for the Wastewater Treatment Plant Improvement. He outlined the project and the improvements that will be made.

d. Park Improvements & ROW Mowing – *Richard Underwood*

Mr. Underwood informed Council about the Boat Dock Grant through The Texas Parks and Wildlife and the assistance that could be provided. There was a discussion about the proposed improvements. Mr. Slye reviewed the new community park in the Georgetown Development. Mr. Underwood outlined the right of way maintenance, mowing, and landscape maintenance. The Future Capital Improvement Projects for consideration were discussed.

5. 3:30 p.m. – Storm Drainage Project Review and Financing Options – *Phillip Varughese, TNP & Nick Bulaich, Hilltop Security*

Philip Varughese, with Teague Nall Perkins, reviewed the six (6) areas that were identified in the Storm Drainage study and the repairs that need to be made in each area. Mr. Slye outlined the Council's priority list for these projects with the updated costs associated. Nick Bulaich, with Hilltop Securities, and Mr. Holder reviewed the various proposed financing options for these projects over the next several years.

RECESS MEETING – APPROXIMATELY 5:00 P.M. - 5:30 P.M.

Mayor Pro-Tem recessed the meeting at 4:22 p.m.

FRIDAY, MAY 8, 2020, 12:00 P.M.

12:00 p.m. – Lunch

RECONVENE TO CONTINUE COUNCIL RETREAT SESSION AND ANNOUNCE A QUORUM PRESENT. Council will discuss items posted on this agenda as well as continue discussion of those items posted on Thursday, May 7, 2020, meeting for which Council did not conclude discussion prior to declaring the Thursday, May 7, 2020, meeting in recess. No action will be taken by the Council on any agenda items.

Mayor Jordan reconvened the Council Retreat at 12:31 p.m. Councilmember present were Charles Gillenwater, Barry Ratcliffe, Jeff Council, Patty Patterson, Carole Aga, and

Jeff Jordan. Mayor Jordan declared a quorum present. Also present were City Manager Mike Slye, Assistant City Manager Mike Holder, City Secretary Jessie Hanks, Development Services Director Marcy Ratcliff, Finance Director Mary Wennerstrom, Public Works Director Richard Underwood, Police Chief Dana Whitaker, Police Captain Les Edwards, and Fire Chief Ronnie Davis.

1. 12:30 p.m. – KEDC Projects/COVID-19 Business Update – *Anne Glasscock*

Anne Glasscock, Executive Director of the Kaufman Economic Development Corporation, presented and reviewed the KEDC/Chamber of Commerce efforts regarding communications with businesses for COVID-19 assistance and effects. She outlined the way employers, restaurants, and other business were/are dealing with the effects of COVID-19. She informed Council about the business retention efforts the KEDC has been working on. The current projects of the KEDC were discussed.

2. 1:00 p.m. – Development Projects

a. Plum Tree Apartments – *Marcy Ratcliff*

Ms. Ratcliff updated the Council on the construction work for the Plum Tree Apartments.

b. Future Projects – *Mike Slye*

i. South Pointe

Mr. Slye updated the Council on the construction work, the progress, and resolutions of issues for the Kings Fort Development. There were discussions about the proposed development, potential TIRZ Zone, and the future plans of the South Pointe Park.

ii. Borders & Long

Mr. Slye reviewed the proposed site plan for the Borders & Long gas station for the South Pointe Park. He explained the process staff is going through to assist with obtaining a restaurant partner for the gas station.

iii. Art Browning

Mr. Holder presented the Art Browning Future Development and the purposed use for the property.

iv. Rubio Property

Ms. Ratcliff outlined the revised site plan for the Rubio Development.

2:00 p.m. – Break

3. 2:15 p.m. – Transportation Projects Review

a. SH34 Realignment – *John Polster*

John Polster, with Innovative Transportation Solutions, Inc., outlined the background, the existing location and configuration, and the alternatives of the Highway 34 realignment project.

The meeting was briefly interrupted due to internet issues and was recessed at 2:40 p.m. The internet was restored and the meeting reconvened at 2:49 p.m.

b. Outer Loop/ County Thoroughfare Plan Amendment – *John Polster*

Mr. Polster reviewed the 2035 Kaufman County Thoroughfare plan. He discussed the progress regarding the outer loop project.

c. Tabor Parkway Update/Timeline – *John Polster*

Mr. Slye stated unfortunately Mr. Polster isn't able to speak on an update or timeline for tabor parkway at this time.

d. TxDOT – *Mike Slye/ Lane Selman, TxDOT Area Engineer*

Lane Selman, Area Engineer with Texas Department of Transportation, presented the current construction projects, the projects that are in design, and the planned mobility projects in Kaufman County.

i. Turnback

Mr. Selman updated the council on the progress regarding the turnback of _____ to the City. Mr. Slye confirmed TxDOT's plan to turnback the road will be in segments instead of as a whole. There were discussions about the potential of TxDOT turning back the assets associated with the Downtown Square.

ii. Signalization

Mr. Selman reviewed the progress on the signalization on FM 1388 and the 34 bypass.

iii. Washington Street

Mr. Slye explained the City has agreed to begin the survey of Washington and TxDOT would handle the design. Mr. Selman stated this project is on the schedule for July 2023 which would require all utilities to be relocated.

4. 3:30 p.m. – Hits & Misses, Review of Retreat Topics, and City Council Comments

Mr. Slye outlined this take-aways from the retreat and discussion over the last two days. Council reviewed the Hits & Misses and compared 2019 to 2020.

ADJOURNMENT

With no further business, Mayor Jordan adjourned the City Council Planning Retreat at 3:39 p.m.

JEFF JORDAN, MAYOR

ATTEST:

**JESSIE HANKS
CITY SECRETARY**