



**AGENDA FOR
WORK SESSION - 6:00 PM
REGULAR CITY COUNCIL MEETING – 6:30 PM
MONDAY, SEPTEMBER 22, 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.**

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 review of the proposed City of Kaufman's 5-year Capital Improvement Plan.
2. Discussion and review regarding an update to the Job Classification & Step Pay Plan for fiscal year 2026.
3. Discussion regarding items on the Regular Session Agenda, including the consideration of Executive Session items

WORK SESSION ADJOURNMENT

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.**

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.**

PROCLAMATION

4. National Disability Employment Awareness Month - October 2025
5. Community Planning Month - October 2025
6. National Night Out - October 7, 2025
7. National Fire Prevention Week - October 5 - 11, 2025

RECOGNITION

8. Business of the Month - Taylor Automotive

CONSENT AGENDA

9. Consider and take appropriate action on the minutes from the August 18, 2025, Work Session and Regular City Council Meeting.
10. Consider and take appropriate action on the minutes from the September 8, 2025, Work Session and Special City Council Meeting.
11. Consider and take appropriate action to reschedule the Regular City Council Meeting set for Monday, November 24, 2025, to Monday, November 17, 2025, and the Regular City Council Meeting set for Monday, December 22, 2025, to Monday, December 15, 2025.
12. Consider and take appropriate action to approve the transfer of aged bills to Collection of Delinquent Utility Billing Accounts Receivable Balances.
13. Consider and take appropriate action on Resolution R-28-25, a resolution of the City Council of the City of Kaufman, Texas, approving the annual review of the City of Kaufman Investment Policy pursuant to the Public Funds Investment Act; approving the adoption of an amended City of Kaufman Investment Policy; and providing for an effective date.
14. Consider and take appropriate action on an administrative services contract between the Kaufman Economic Development Corporation and City of Kaufman for Fiscal Year 2025-2026.
15. Consider and take appropriate action on the purchase of a Compact Track Loader through Sourcewell Cooperative Purchasing for an amount not to exceed \$89,003.00; and authorize the City Manager or his designee to execute necessary documents.
16. Consider and take appropriate action on Resolution R-32-25, a resolution of the City Council of the City of Kaufman, Texas, approving an amendment to the City of Kaufman Purchasing Policy Guidelines ("Purchasing Policy"); and providing an effective date.

END OF CONSENT AGENDA

PUBLIC HEARING

17. Conduct a public hearing and consider and take appropriate action on Resolution R-29-25, a Resolution of the City Council of the City of Kaufman, Texas, approving an updated City of Kaufman Capital Improvements Plan for Fiscal Years 2026 through 2030.
 - a. Presentation
 - b. PUBLIC HEARING
 - c. Consider and take appropriate action on Resolution R-29-25

DISCUSSION/ACTION ITEMS

18. Consider and take appropriate action on the **Site Plan for Kaufman Middle School**, situated on 50.31 acres of land (Property ID 189566) out of the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman County. The property is generally located at the northeast corner of South Houston Street and State Highway 34. (Case No: SP-06-25)
19. Consider and take appropriate action on the **Final Plat for Kaufman Middle School Addition**, Lot 1, Block A situated on 50.31 acres of land (Property ID 189566) out of the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman County, said property being generally located at the north-east corner of South Houston Street and State Highway 34. (Case No: FP-06-25)
20. Consider and take appropriate action on the **Site Plan for The Center**, situated on 0.537 acres of land (Property ID 59775) out of the Kaufman Heads Over Heels Addition Final Plat, City of Kaufman, Kaufman County, Texas, generally located at 400 Terrell Highway. (Case No. SP-07-25)
21. Consider and take appropriate action on Chapter 380 Economic Development and Performance Agreement between the City of Kaufman, Texas and Lowe's Home Center, LLC; and authorizing the Mayor to execute necessary documents.
22. Consider and take appropriate action on a professional services engineering contract with Schaumburg & Polk, Inc. for the Texas Hazard Mitigation Assistance (HMA) project funded through the Texas Division of Emergency Management (TDEM) and/or Texas Water Development Board (TWDB); and authorize the City Manager and/or his designee to execute necessary documents.
23. Consider and take appropriate action on the award or rejection of bid and contract for motor fuel and oil for Fiscal Year 2026 and authorizing the Mayor or his designee to execute necessary documents.
24. Consider and take appropriate action regarding Ordinance O-31-25, an ordinance of the City Council of the City of Kaufman, amending the City of Kaufman Personnel Policies Manual, amending Subsection (b) "Adoption of city job classification, compensation plan and step schedule" of Section 2.03.001 "Personnel policies manual adopted; repeal of conflicting provisions", of Article 2.03, "Personnel Regulations" of Chapter 2, "Administration and Personnel" of the Code of Ordinances; and providing an effective date.
25. Consider and take appropriate action regarding Ordinance O-32-25, an ordinance of the City Council of the City of Kaufman, Texas, amending Ordinance No. O-18-24 adopting the City's and Kaufman Economic Development Corporation's 2024-2025 Fiscal Year Budget to balance Revenue Surplus, Expense Surplus, and Shortfall; and providing an effective date.
26. Consider and take appropriate action on Ordinance O-33-25, an Ordinance of the City Council of the City of Kaufman, Texas, amending Article A1.000, "Miscellaneous Fees"; amending Section A4.001, "Zoning/development fees", of Article A4.000, "Building and Development Fees"; and amending Section A7.003 "Park Usage Fees", of Article A7.000 "Park and Recreation Fees" of Appendix A, "Fee Schedule", of the Code of Ordinances of the City of Kaufman to adopt fees for new plat types, adjusted fees for building permit applications, adjusted fees for food service establishments, removal of language regarding Lake Kaufman, and adjusted fees for park usage; providing for the incorporation of premises;

providing amendments; providing a severability clause; providing a cumulative repealer/savings clause; providing for a penalty; and providing for publication and an effective date.

27. Consider and take appropriate action on Resolution R-30-25, a resolution of the City Council of the City of Kaufman, Texas, nominating candidates for election to the Board of Directors of Kaufman Central Appraisal District; and providing for an effective date.
28. Consider and take appropriate action on Resolution R-31-25, a resolution of the City Council of the City of Kaufman, Texas, approving the Amended and Restated Bylaws of the Kaufman Economic Development Corporation (KEDC) to reflect changes to qualifications of Directors and changing references from Articles of Incorporation to Certificate of Formation; and authorizing the Mayor or his designee to execute necessary documents.

APPOINTMENT

29. Consider and take appropriate action on the appointment of three (3) members to the Kaufman Zoning Board of Adjustments for a two (2) year term to expire September 2027.
30. Consider and take appropriate action on the appointment of three (3) members to the Kaufman Planning and Zoning Commission for a two (2) year term to expire November 2027.

ANNOUNCEMENTS AND REPORTS FROM CITY MANAGER

31. Receive an update and discussion regarding the following:
 - a. National Night Out - October 7
 - b. Kaufman Harvest Fest - October 11
 - c. 2025 TML Conference - Fort Worth - October 29-31, 2025
 - d. Discussion Items Report (DIR)
 - e. STAR Transit Ridership Report - August 2025
 - f. Careflite Compliance Report - August 2025
 - g. Fire Department Monthly Report - August 2025
 - h. Police Department Monthly Report - August 2025
 - i. Development Services Monthly Report - August 2025
 - j. Monthly Calendars Attached

EXECUTIVE SESSION

32. The City Council will recess into Executive Session pursuant to Texas Government Code for an executive session regarding the following:

- a. Sec. 551.074: PERSONNEL MATTERS. To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: City Secretary Evaluation

RECONVENE INTO OPEN SESSION In accordance with Texas Government Code, Chapter 551, the City Council will reconvene into Regular Session.

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

ADJOURNMENT

I, JESSIE HANKS, CITY SECRETARY, DO HEREBY CERTIFY THAT THIS NOTICE OF MEETING WAS POSTED ON THE WINDOW AT KAUFMAN MUNICIPAL COMPLEX, 209 S. WASHINGTON, KAUFMAN, TEXAS, A PLACE CONVENIENT AND READILY ACCESSIBLE TO THE GENERAL PUBLIC AT ALL TIMES AND SAID NOTICE WAS POSTED AT THE KAUFMAN MUNICIPAL COMPLEX, 209 S. WASHINGTON, KAUFMAN, TEXAS AT 4:30 P.M. ON TUESDAY, SEPTEMBER 16, 2025, AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST THREE (3) BUSINESS DAYS PRECEDING THE SCHEDULE TIME OF SAID MEETING.



JESSIE HANKS
CITY SECRETARY



THE CITY COUNCIL RESERVES THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION AT ANY TIME DURING THE COURSE OF THIS MEETING TO DISCUSS ANY OF THE MATTERS LISTED ABOVE, AS AUTHORIZED BY THE TEXAS GOVERNMENT CODE, SECTION 551.071 (CONSULTATION WITH ATTORNEY).

THE BUILDING IN WHICH THE ABOVE MEETING WILL BE CONDUCTED IS WHEELCHAIR ACCESSIBLE AND PARKING SPACES FOR THE MOBILITY IMPAIRED ARE AVAILABLE. PERSONS WITH DISABILITIES WHO PLAN TO ATTEND THIS MEETING AND WHO MAY NEED AUXILIARY AIDS OR SERVICES SUCH AS INTERPRETERS FOR PERSONS WHO ARE DEAF OR HEARING IMPAIRED, READERS, OR LARGE PRINT ARE REQUESTED TO CONTACT THE CITY SECRETARY'S OFFICE AT 972-932-2216 AT LEAST TWO (2) WORKING DAYS BEFORE THE TIME OF THE MEETING SO THAT APPROPRIATE ARRANGEMENTS CAN BE MADE.

Property Tax Fee on Median Valued Homestead

2025 Rate vs 2026 Proposed Rate vs 2026 No New Revenue Rate

	Rate per \$100 of Value	Median-Value Homestead Property	Tax Due
2025 Adopted Rate	0.7595000 per \$100	\$207,084.00	\$1,572.80
2026 Proposed Rate	0.7590000 per \$100	\$222,093.00	\$1,685.69
2026 No New Revenue Rate	0.7858543 per \$100	\$222,093.00	\$1,745.33