



**NOTICE OF MEETING & AGENDA
KAUFMAN ECONOMIC DEVELOPMENT
CORPORATION MEETING
TUESDAY, OCTOBER 14, 2025 AT 6:00 PM
KAUFMAN CITY HALL
EXECUTIVE CONFERENCE ROOM
209 S. WASHINGTON ST.
KAUFMAN, TEXAS 75142**

**ALL ITEMS ARE SUBJECT
TO ACTION BY THE BOARD**

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

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.**

CONSENT AGENDA

1. Consider and take appropriate action on the monthly Financial Report from the Treasurer of the Corporation.
2. Consider and take appropriate action on the minutes from the September 15, 2025 Kaufman Economic Development Corporation meeting.

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

DISCUSSION/ACTION ITEMS

4. Consider and take appropriate action on a site enhancement matching grant application from JuDo Properties, LLC for the property at 1407 S. Washington St., Kaufman, TX.
5. Consider and discuss an alternative date for the November 2025 KEDC Board Meeting.

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:

6. A. 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, Snooze, Jetson, AC/DC, Kettle, Reflection, Waco, Jersey, Cupboard, Spring Garden, Kaleidoscope, Flashlight, Grand Slam, Sandstone, Hanover

RECONVENE INTO OPEN SESSION

7. Consider and take appropriate action, if any, 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.

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.

ADJOURNMENT

I, STEWART McGREGOR, EXECUTIVE DIRECTOR, 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 6:00 P.M. ON MONDAY, OCTOBER 6, 2025, AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULE TIME OF SAID MEETING.

STEWART McGREGOR
EXECUTIVE DIRECTOR

THE KAUFMAN ECONOMIC DEVELOPMENT CORPORATION 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 PRIOR TO THE TIME OF THE MEETING SO THAT APPROPRIATE ARRANGEMENTS CAN BE MADE.

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 Page 1
 16:51 10/06/25
 Fund: 32 ECONOMIC DEVELOPMENT CORP.

City of Kaufman

Revenue & Expense Report

Department: Non departmental
 Period Ending: 10/2025

Account	Description	Current	Current	Encumbrances	Current	Budget	Budget	Prior Year
2 Years Prior		Year	Month		YTD Actual	Balance	Balance	Actual
Actual		Budget	Actual		& Encumbr		Percent	
Total								
32-4105-000-0	General Sales & Use	640,000.00				640,000.00	100.000	660,572.69-
632,608.46-								
Subtotal:		640,000.00				640,000.00	100.000	660,572.69-
632,608.46-								
32-4604-000-0	Interest Income	40,000.00				40,000.00	100.000	50,556.38-
43,852.63-								
32-4606-000-0	Miscellaneous Revenu							4,500.00-
3,685.72-								
32-4608-000-0	Loan Revenue	10,000.00				10,000.00	100.000	10,000.00-
32-4612-000-0	Intergovernmental Re							
80.09-								
32-4631-000-0	Other Fin Sources-No							
2,791,250.00-								
Subtotal:		50,000.00				50,000.00	100.000	65,056.38-
2,838,868.44-								
Program number:		690,000.00				690,000.00	100.000	725,629.07-
3,471,476.90-								
Department number: Non departmental		690,000.00				690,000.00	100.000	725,629.07-
3,471,476.90-								
Revenue	Subtotal -----	690,000.00				690,000.00	100.000	725,629.07-
3,471,476.90-								

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 Page 2
 16:51 10/06/25
 Fund: 32 ECONOMIC DEVELOPMENT CORP.

City of Kaufman

Revenue & Expense Report

Department: Non departmental
 Period Ending: 10/2025
 Program:

Account	Description	Current	Current	Encumbrances	Current	Budget	Budget	Prior Year
2 Years Prior		Year	Month		YTD Actual	Balance	Balance	Actual
Actual		Budget	Actual		& Encumbr		Percent	
Total								
32-5101-000-0	Salaries & Wages	162,485.00				162,485.00	100.000	143,600.99
143,942.11								
32-5177-000-0	Retention Pay	10,370.00				10,370.00	100.000	6,108.00
6,085.95								
Subtotal:		172,855.00				172,855.00	100.000	149,708.99
150,028.06								
32-5203-000-0	Operating Supplies	2,000.00				2,000.00	100.000	401.82-
4,779.18								
32-5213-000-0	Meetings	13,000.00				13,000.00	100.000	16,464.95
6,919.93								
32-5214-000-0	Promotional Material	5,900.00				5,900.00	100.000	2,068.06
10,488.40								
32-5220-000-0	Minor Tools & Equipm	7,150.00				7,150.00	100.000	7,936.98
7,442.16								
Subtotal:		28,050.00				28,050.00	100.000	26,068.17
29,629.67								
32-5302-000-0	Postage & Delivery	500.00				500.00	100.000	22.32
355.00								
32-5303-000-0	Advertising	13,660.00				13,660.00	100.000	10,825.85
23,255.00								
32-5305-000-0	Licenses, Dues & Sub	7,720.00				7,720.00	100.000	3,502.03
6,151.93								
32-5306-000-W	Utilities-Electric/W	550.00				550.00	100.000	589.92
500.36								
32-5309-000-0	Insurance & Bonds	560.00				560.00	100.000	511.00
511.00								
32-5322-000-0	Tuition & Education	6,200.00				6,200.00	100.000	3,380.59
4,585.42								

32-5330-000-0	Travel	12,950.00	12,950.00	100.000	7,806.78
6,429.10					
32-5352-000-0	Maintenance-Grounds	8,000.00	8,000.00	100.000	5,862.35
8,000.00					
32-5362-000-0	Professional Svcs-Ad	106,455.00	106,455.00	100.000	109,136.65
103,083.62					
32-5363-000-0	Professional Svcs-Te	10,500.00	10,500.00	100.000	12,275.00
9,500.00					
Subtotal:		167,095.00	167,095.00	100.000	153,912.49
162,371.43					
32-5487-000-0	Land Purchase				
2,745,759.10					
Subtotal:					
2,745,759.10					
32-5500-000-0	Matching Grants	75,000.00	75,000.00	100.000	50,000.00
82,519.11					
32-5501-000-0	Incentives / Intergo				
50,000.00					
32-5507-000-0	HWY 34 Bypass Fundin	100,000.00	100,000.00	100.000	100,000.00
100,000.00					
Subtotal:		175,000.00	175,000.00	100.000	150,000.00
232,519.11					
32-5607-000-0	Note - Principal	8,593.00	8,593.00	100.000	3,374.41
38,929.59					
32-5608-000-0	Note - Interest	178,407.00	178,407.00	100.000	178,625.59
11,070.41					
32-5651-000-0	Note - Issuance Cost				
41,250.00					
Subtotal:		187,000.00	187,000.00	100.000	182,000.00
91,250.00					
Program number:		730,000.00	730,000.00	100.000	661,689.65
3,411,557.37					

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Page 3 Revenue & Expense Report

16:51 10/06/25 Non departmental

Fund: 32 ECONOMIC DEVELOPMENT CORP. Department: Non departmental Program:

Period Ending: 10/2025

Account	Description	Current	Current	Encumbrances	Current	Budget	Budget	Prior Year
2 Years Prior		Year	Month		YTD Actual	Balance	Balance	Actual
Actual		Budget	Actual		& Encumbr		Percent	
Total								
Department number:	Non departmental	730,000.00				730,000.00	100.000	661,689.65
3,411,557.37								

Expenditure	Subtotal -----	730,000.00	730,000.00	100.000	661,689.65
3,411,557.37					
Fund number: 32 ECONOMIC DEVELOPMENT CORP.		1,420,000.00	1,420,000.00	100.000	63,939.42-
59,919.53-					

***** End of Report *****



**MINUTES OF THE
KAUFMAN ECONOMIC DEVELOPMENT
CORPORATION MEETING
MONDAY, SEPTEMBER 15, 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 6:05 p.m. Directors present were Charles Gillenwater, Ben Brashear, Tommy Henricks, and Jane Lucas. Vice President Barry Ratcliff was absent. President Gillenwater declared a quorum present. Also present were Assistant City Manager Rachel Balthrop Mendoza, City Secretary Jessie Hanks, and Economic Development Director Stewart McGregor.

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 Brashear presented the monthly Financial Report for the KEDC.

Director Brashear made a motion to approve the monthly Financial Report. The motion was seconded by Director Lucas and passed 4/0.

2. Consider and take appropriate action on the minutes from the August 12, 2025 Kaufman Economic Development Corporation meeting.

Director Lucas made a motion to approve the minutes from the August 12, 2025, Kaufman Economic Development Corporation meeting as presented. The motion was seconded by Director Henricks and passed 4/0.

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

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

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 6:16 p.m.

- 4. A. Section 551.074. PERSONNEL MATTERS; CLOSED MEETING. (1) To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: Executive Director Annual Review

- B. 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, Snooze, Jetson, AC/DC, Kettle, Reflection, Waco, Jersey, Spring Garden, Kaleidoscope, Flashlight, Thomas, Sandstone, Hanover

- C. Section 551.072. DELIBERATION REGARDING REAL PROPERTY; CLOSED MEETING. To deliberate the purchase, exchange, lease, or value of real property regarding: Prairie Creek Crossing Business Park

RECONVENE INTO OPEN SESSION

President Gillenwater reconvened into open session at 7:16 p.m.

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

President Gillenwater made a motion to authorize the issuance of a \$5,000 retention stipend as allowed by the Executive Directors contract. The motion was seconded by Director Lucas and passed 4/0.

DISCUSSION/ACTION ITEMS

- 6. Consider and take appropriate action on a site enhancement matching grant application for Thomas United Properties, LLC, for the Thomas & Sons Funeral Home located at 1114 E. 1st North Street, Kaufman, TX.

Director Brashear made a motion to approve a site enhancement matching grant application for Thomas United Properties, LLC, for the Thomas & Sons Funeral Home located at 1114 E. 1st North Street, Kaufman, TX for an amount not to exceed \$6,000.00. The motion was seconded by Director

Lucas and passed 4/0.

7. Consider and take appropriate action on a year-end budget amendment for the Kaufman Economic Development Corporation's Fiscal Year 2025 Budget.

Mr. McGregor informed the corporation regarding the proposed year-end amendments to the 2024-2025 KEDC Budget.

Director Brashear made a motion to approve a year-end budget amendment for the Kaufman Economic Development Corporation's Fiscal Year 2025 Budget. The motion was seconded by Director Henricks and passed 4/0.

8. Consider and take appropriate action on a bylaws amendment for the Kaufman Economic Development Corporation regarding contracted, administrative and legal services.

Mr. McGregor reviewed the proposed bylaw amendments for the KEDC regarding contracted, administrative, and legal services.

Director Brashear made a motion to approve a bylaws amendment for the Kaufman Economic Development Corporation regarding contracted, administrative, and legal services as presented. The motion was seconded by Director Henricks and passed 4/0.

9. Consider and take appropriate action on a business retention services contract between the Kaufman Economic Development Corporation and Kaufman Chamber of Commerce for Fiscal Year 2025-2026.

Mr. McGregor presented and reviewed the business retention services contract with the Kaufman Chamber of Commerce for the upcoming fiscal year.

Director Lucas made a motion to approve a business retention services contract between the Kaufman Economic Development Corporation and Kaufman Chamber of Commerce for Fiscal Year 2025-2026. The motion was seconded by Director Brashear and passed 4/0.

10. 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.

Mr. McGregor outlined the administrative services contract with the City of Kaufman for the upcoming fiscal year.

Director Henricks made a motion to approve an administrative services contract between the Kaufman Economic Development Corporation and City of Kaufman for Fiscal Year 2025-2026. The motion was seconded by Director Brashear and passed 4/0.

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 7:32 p.m.

APPROVED:

ATTEST:

Charles Gillenwater, President

Ben Brashear, Secretary/Treasurer

Executive Director's Report October 14, 2025

Calendar

- **9/16:** Film Friendly Certificate Presentation w/ Janie Havel, Governor's Office Economic Development Regional Representative
- **9/18:** Kaufman Chamber Monthly Board Meeting; Call w/ Project Kaleidoscope; The Real Estate Council of Dallas Evening Reception
- **9/19:** Meeting w/ TVCC Corporate Training Division
- **9/22:** Monthly City Council Meeting
- **9/23:** Meeting w/ Sean O'Neal (Chick-fil-A Seagoville Operator & Kaufman Resident)
- **9/24:** Kaufman Comprehensive Plan Initiation Day w/ Kimley-Horn
- **9/25:** Kaufman Leadership Prayer Lunch; Call w/ Project Grand Slam
- **9/30:** Meeting w/ Paul Byrne (JB Ranch); Meeting w/ Zipline Drone Delivery; End of FY 2025
- **10/1:** Call w/ Texoma Semiconductor Tech Hub (SMU); Meeting w/ Prospective Mixed-Use Development; Meeting w/ Prospective Hospitality Development; KEDC Website Photography; Start of FY 2026
- **10/3:** Call w/ Prospective Retail Developer
- **10/7-9:** Semicon Trade Show w/ Team Texas Delegation (Phoenix, AZ)
- **10/7-10:** Emily at TEDC Basic Economic Development Course (Frisco)
- **10/9:** TVCC Small Business Development Center Succession Planning & Business Valuation Seminar (Kaufman)
- **10/10:** Stewart Out of the Office (Vacation Day)
- **10/13:** Columbus Day Holiday (KEDC Office Closed)
- **10/14:** Project Grand Slam Site Visit; Charles Gillenwater's Birthday!

Prospect Lead Responses: Projects XPR, Window Frame & Grand Slam

Upcoming Events: Monthly City Council Meeting (9/22), TEDC Sales Tax Workshop (Richardson; 10/17), KISD Education Foundation Gala (10/25), Stewart at TEDC Annual Conference (San Antonio; 10/29-31)

Next Regular KEDC Board Meeting: TBD – Regularly Scheduled Meeting (11/11) is City Holiday (Veteran's Day)

Economic Development Prospects: Board to receive update on active prospects in Executive Session.



Meeting Date: 10-14-2025	Date: 10-6-2025	Item #: 4	Dept.: KEDC
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(Check one)

Consent

 Action

 Discussion

SUBJECT:
 Consider and take appropriate action on a site enhancement matching grant application from JuDo Properties, LLC for the property at 1407 S. Washington St., Kaufman, TX.

BACKGROUND:
 Judy Kurtz, co-owner of the former Headquarters salon property recently purchased the building with plans to renovate it into several executive office suites, a product our market needs. She plans to invest approximately \$200,000 into renovations. Below are the items she has requested assistance with through the site enhancement matching grant program:

- Exterior Paint: \$3,000 max. match
- Exterior Doors: \$1,500 max. match
- Windows: \$3,000 max. match
- Monument Sign: \$2,000 max. match
- Roof: \$5,000 max. match
- Siding: \$5,000 max. match
- Paving: \$5,000 max. match

The current maximum match based on the request would equal to no greater than \$24,500. The program allows applicants to receive a matching amount not to exceed \$25,000 on an annual basis based on each line item improvement.

Author: Stewart McGregor, KEDC Executive Director	Reviewed: Stewart McGregor, KEDC Executive Director
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Cost: \$24,500 (not to exceed)	Funds Available: FY 2026 Budget	Source: KEDC
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Recommendation:
 Approval

Safe & Secure <input type="checkbox"/>	Business Friendly/Economic Development <input checked="" type="checkbox"/>	Partnership & Community Involvement <input type="checkbox"/>	Healthy & Environmentally Cons. Comm. <input type="checkbox"/>	Financial & OPS Stewardship <input type="checkbox"/>
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SITE ENHANCEMENT MATCHING GRANT PROGRAM

INCENTIVE APPLICATION

NOTE: Application must be submitted and approved before any work is done on your project

Please return completed application with necessary attachments and signatures to the Kaufman Economic Development Corporation, 209 S. Washington St., Kaufman, TX 75142. If you have application questions, please contact Kaufman EDC staff at (972) 932-5332.

Applicant name: Judy Kurtz Date: 9/22/2025

Legal Business Entity Name: JuDo Properties, LLC

Type of Business: Office Site Address: 1407 S. Washington St.

Building Owner (if different from applicant): _____

Mailing address: 1580 Champions Drive, Rockwall, TX 75087

Phone Number: 469-323-0485 E-mail: judy@judykurtzcre.com

Project Information

Description of proposed eligible improvements: Asphalt parking lot replaced with concrete,
5 windows replaced and 5 new windows installed, roof replaced, monument sign updated,
2 new doors and siding replaced with new siding or different approved material.

Total Cost of Eligible Improvements: \$ 102,000

Requested grant amount: \$ 25,000

General or Main Contractor

Name: Mark Osborn Firm: T.I. Builders Phone: 214-476-0925

Contractor Address: 1980 McDonald Road, Rockwall, TX 75032

Estimated start date of construction: October 2025

Estimated completion date of construction: December 2025

Description of other improvements planned to property not eligible for grant funding (if applicable):

Remodeling the interior to create six office suites, an ADA restroom and another separate restroom, along with fixing the foundation issues.

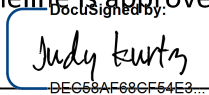
Source of matching funds: Loan with First State Bank

Attachments

- Photographs of structure showing existing facades, landscaping, drives, parking, etc.
- Project budget
- Written bids for work to be completed (minimum two requested)
- Drawings or renderings that illustrate improvements (if available)
- Other supporting plans or illustrations of improvements (if available)

I have met with Kaufman EDC Staff and have read and fully understand the Site Enhancement Matching Grant Program policies and procedures. I intend to use this grant program for the aforementioned renovation projects to improve my property and business. *I have not received, nor will I receive insurance monies for this redevelopment project.*

I understand that if awarded this grant, any deviation from the approved project may result in the partial or total withdrawal of the grant. Further, I understand that I will have six months to complete my project unless an amended project timeline is approved by the KEDC Board of Directors.

Applicant Signature:  DocuSigned by: DE668AF68CF64E9...

Applicant Name (printed): Judy Kurtz

Property Owner Signature (if different): _____

Property Owner Name (printed): JuDo Properties, LLC

Date: 10/1/2025

KEDC Staff Review: _____ **Date:** _____



Estimate based on sketch provided

10/3/2025

Client:

JuDo Properties, LLC
c/o Judy Kurtz
Director of Commercial
Rod Holland Real Estate Group
469.323.0485
judy@judykurtzcre.com

Project:

Office Remodel - Existing Building - Rev3
1407 S. Washington, Kaufman, TX
Approx 1,480 sf Misc interior work.

Estimator:

MARK OSBORN
Project Manager/Partner
TI Builders Texas LLC
Tenant Improvement Experts
214-476-0925 | Marko@tbuilders.biz / www.tbuilders.biz
1980 McDonald Road, Rockwall, TX 75032

SCOPE OF WORK

<u>CSI</u>	<u>Description</u>	<u>Unit</u>	<u>Quantity</u>	<u>Cost</u>
01000	GENERAL CONDITIONS			\$7,980
	Safety Meetings / Programs	MO	1	
	Debris Recycling / Debris Hauling / Dumpsters	MO	1	
	Project Supervision / Management	MO	1	
	Materials procurement / Delivery fees	LS	1	
	Pick Up Permit	LS	1	
01500	TEMPORARY CONTROLS, SPECIAL CONDITIONS			
	N/A			
02050	DEMOLITION			
	N/A - By owner			
02800	SITEWORK, ADA SITE UPGRADES			\$55,000
	R&R Asphalt and add 5" reinforced concrete paving	LS	1	
03000	CONCRETE			\$15,000
	Foundation leveling w/added air vents and scuttle.	LS	1	
04000	MASONRY			
	N/A			
05500	MISC METALS			
	N/A			
06100	ROUGH CARPENTRY			\$32,000
	Hardie Board and Batton system for siding, soffit and fascia.	LS	1	
	Includes removal of existing two layers of siding, soffit and fascia. No roof work or wall repairs included.			
06200	FINISH CARPENTRY			
	N/A			
06400	MILLWORK			
	N/A - No millwork or cabinets included.			
07200	INSULATION			\$600
	Insulation in new walls only.	LS	1	
07500	ROOFING			
	N/A - NOT IN THIS PHASE	incl		
08100	DOORS, FRAMES & HARDWARE			\$10,000
	Furnish and install new windows and doors per sketch.	LS	1	
08800	GLASS & GLAZING			
	by owner			
09250	WOOD STUD FRAMING & DRYWALL			\$7,500
	Frame in new walls, windows and doors	LS	1	

09300	TILE				
	N/A				
09500	SUSPENDED ACOUSTICAL CEILING				
	N/A				
09600	FLOORING				\$11,100
	Flooring allowance. \$7.50/SF	SF	1480		
09700	WALL FINISHES				
	N/A				
09900	DRYWALL FINISH / PAINTING				\$2,500
	Drywall new infills/walls	LS	1		
10000	SPECIALTIES				\$1,000
	Sign per Judy quote.	LS	1		
13850	FIRE ALARM				
	N/A				
13900	FIRE SPRINKLER				
	N/A - NOT REQUIRED				
15400	PLUMBING				\$7,500
	Add plumbing for toilet & sink in new restroom	LS	1		
15800	HVAC				\$4,500
	Clean up/relocate duct work as needed.	LS	1		
16000	ELECTRICAL				\$12,000
	Electrical as needed plus make safe for demo.	LS	1		
	Move electrical main service panel	LS	1		
16400	LOW VOLTAGE / DATA				
	N/A				
16750	SECURITY, ACCESS CONTROL				
	Excluded				
17000	DESIGN & PERMITTING				
	Permit Fees, by owner				

Subtotal **\$166,680**

OH&P **\$13,334**
Insurance **\$1,667**

Revised Total **\$181,681**

Sales Tax - State and City **\$14,989**

TOTAL

\$196,670

CLARIFICATIONS

Due to COVID impact and material price fluctuations this proposal is only valid for 30 days.

Site grade material to balance. Develop plan to grade to contours so no import/export.

Proposal is based on Standard wages, normal working hours.

No demolition is included per owner.

No roofing is included per owner.

No cabinets are included per owner.

No siding is included per owner.

All painting is by owner.

EXCLUSIONS

Utility fees / tap fees / building service upgrades.

Biological and/or hazardous material abatement.

Building retrofits, seismic upgrades.

Repairs or upgrades to existing building systems, equipment.

CASp Survey or ADA / path of travel upgrades not noted.

Tenant FF&E, appliances, contents manipulation.

Window coverings or treatments.



Prepared for
Judy Kurtz

chris@edpremierroofing.com
1407 South Washington Street
Kaufman, TX 75142

Proposal



Noe Gonzalez

EDPR

(469) 509-9686

noe@edpremierroofing.com

SEPTEMBER 29, 2025

Repair

Estimate Valid for 30 Days Any alterations or unforeseen repairs to original scope of work will require a change order. Payment Terms: Half of the agreed total is due upon agreeing to and signing this Work Order Agreement. The 2nd half of the total is due to E&D Premier Roofing immediately upon completion of all the work that has been agreed to in this work order.

Item

Initial inspection

1. Visible gaps & misalignment
 2. Compromised drip edge
 3. Warped metal fascia board due to deck shifting
 4. Roof line has visible dips due to shifting foundations
-

Gutters

- Detach & reset gutter(s) 32'LF
-

Kick-outs

- Install 2 metal flashing kick outs at bottom of wall flashing diverting water into existing gutters
-

Fascia

- Both options listed below
-

Misc.

- Clean up & debris clean up
- 1 year workmanship warranty

Warranty only valid for work preformed by EDPR

Important Limitations

Important Limitations:

- Foundation repair itself remains excluded
 - Cosmetic hump will remain permanent
 - Future settlement may require additional maintenance
 - Work limited to preventing weather-related damage
-

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Repair

Estimate subtotal

\$1,922.60

Upgrades

Fascia Option 1

Item

LP Smartside

- Cedar texture trim board
- Seal, prime, paint (color match)

board will go over existing fascia

Upgrade subtotal

\$646.15

Fascia Option 2

Item

Metal fascia

- Remove warped fascia board (32'LF)
- Fabricate & install new metal fascia

Metal will be color matched

Upgrade subtotal

\$738.46

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Summary

Please select the associated upgrade(s), then sign the proposal with any notes.

Repair

\$1,922.60

Estimate Valid for 30 Days Any alterations or unforeseen repairs to original scope of work will require a change order. Payment Terms: Half of the agreed total is due upon agreeing to and signing this Work Order Agreement. The 2nd half of the total is due to E&D Premier Roofing immediately upon completion of all the work that has been agreed to in this work order.

Upgrades	
<input type="checkbox"/> Fascia Option 1	\$646.15
<input type="checkbox"/> Fascia Option 2	\$738.46

Total **\$1,922.60**

Customer notes

Noe Gonzalez
EDPR
(469) 509-9686
noe@edpremierroofing.com



Summary

Judy Kurtz

Date

By signing this document you agree to the statement of works provided by EDPR and in accordance with any terms described within.

Noe Gonzalez
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noe@edpremierroofing.com



7:21

◀ Messages

























Meeting Date: 10-14-2025	Date: 10-6-2025	Item #: 5	Dept.: KEDC
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(Check one)

Consent

 Action

 Discussion

SUBJECT:
 Consider and discuss an alternative date for the November 2025 KEDC Board Meeting.

BACKGROUND:
 The KEDC Board Meeting for November 2025 is scheduled for November 11, 2025, which conflicts with the Veteran’s Day Holiday for City Hall. Staff requests an alternative date for the meeting around this time of the month for the KEDC’s board meeting.

Author: Stewart McGregor, KEDC Executive Director	Reviewed: Stewart McGregor, KEDC Executive Director
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Cost: N/A	Funds Available: N/A	Source: N/A
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Recommendation:
 Discussion & Staff Direction

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>