



AGENDA
KAUFMAN CITY COUNCIL PLANNING RETREAT
COMMENCE ON MONDAY, APRIL 14, 2025 – 6:00 P.M.
CONTINUED ON TUESDAY, APRIL 15, 2025 – 6:00 P.M.
CITY HALL COUNCIL CHAMBERS
209 S. WASHINGTON STREET
KAUFMAN, TEXAS 75142

COUNCIL/MANAGEMENT RETREAT

MONDAY, APRIL 14, 2025, 6:00 P.M

5:30 p.m. – Dinner

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 meeting to order at 6:00 p.m. Councilmembers Jeff Jordan, Lisa Parker, Quattro Borders, Jason Nelson, Ashlea Longenecker, and Matt Phillips were present. Councilmember Charles Gillenwater arrived at 6:01 p.m. Mayor Jordan declared a quorum present.

Also present were City Manager Mike Holder, Assistant City Manager Rachel Balthrop Mendoza, City Secretary Jessie Hanks, Human Resources Coordinator Sharna Ellis, Marketing and Community Relations Emily Golden, Finance Director Mary Wennerstrom, Finance Manager LaJohnna Wells, KEDC Executive Director Stewart McGregor, Development Services Director Johnny Bray, Public Works Director Tim Hopwood, Fire Chief Ronnie Davis, Fire Captain Ferris Watson, Police Captain Colter Leftwich, and Police Chief Les Edwards.

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.

Council will discuss items posted on this agenda and provide direction to Staff, but no action will be taken by the Council. Any item for which a vote of the Council is required will be posted on a future Council agenda to allow for public input.

1. Opening Comments

Mayor Jordan welcomed the Council and Staff and reiterated the importance of this planning retreat for the future of the city.

2. Organizational Accountability System – *Rachel Balthrop Mendoza*

Ms. Balthrop Mendoza gave an overview of the organizational accountability system. She outlined the strategy map and hits & misses chart with the Council.

3. Financial Review – *Mary Wennerstrom*

- a. Current FY Operations
- b. Fund Balance Review
- c. Debt Services Review

Ms. Wennerstrom gave the Council an update on the current Fiscal Year revenues, expenditures, operations, and Fund balances. She reviewed the City's debt capacity. There were discussions regarding the potential of issuing a street bond to assist in the repair of needed streets projects.

4. Public Safety Departmental Review – *Mike Holder*

- a. Staffing & Market Adjustment

Mr. Holder discussed the market for public safety salaries and highlighted a comparison between surrounding communities. He reviewed the Police Department and Fire Department salary ranges. He outlined the numbers for various options to address the need to increase the salaries for the Police and Fire Departments. There was a discussion regarding the Council's preference in the options presented.

5. City-wide Staffing Update – *Mike Holder*

- a. Employee Education Opportunities
- b. Additional Positions
 - i. Fire Marshall
 - ii. City Engineer
 - iii. PW Crew Leaders
 - iv. Procurement and Budget Analyst

Mr. Holder briefed the Council on the employee education opportunities provided by the city. He presented the additional positions requested for FY 2026. There was discussion regarding

6. City Hall Camera Review – *Mike Holder*

Mr. Holder reviewed the need to be transparent with the public in regards to recording meetings.

RECESS MEETING – APPROXIMATELY 8:30 – 9:00 P.M.

Mayor Jordan recessed the meeting at 7:13 p.m.

TUESDAY, APRIL 15, 2025, 6:00 P.M.

5:30 p.m. – Dinner

RECONVENE TO CONTINUE THE 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 Monday, April 14, 2025, meeting for which Council did not commence or conclude discussion prior to declaring the Monday, April 14, 2025, meeting in recess. No action will be taken by the Council on any agenda items unless the item is expressly posted for Council action.

Mayor Jordan reconvened the meeting at 6:01 p.m. Councilmembers Jeff Jordan, Lisa Parker, Quattro Borders, Jason Nelson, Charles Gillenwater, Ashlea Longenecker, and Matt Phillips were present. Jordan declared a quorum present.

Also present were City Manager Mike Holder, Assistant City Manager Rachel Balthrop Mendoza, City Secretary Jessie Hanks, Human Resources Coordinator Sharna Ellis, Marketing and Community Relations Emily Golden, Finance Director Mary Wennerstrom, Finance Manager LaJohnna Wells, KEDC Executive Director Stewart McGregor, Development Services Director Johnny Bray, Public Works Director Tim Hopwood, Fire Chief Ronnie Davis, Fire Captain Ferris Watson, Police Captain Colter Leftwich, and Police Chief Les Edwards.

COUNCIL RETREAT SESSION

7. City-owned Properties Future Planning – *Mike Holder*
 - a. South Pointe
 - b. Other City-owned Properties

Mr. Holder opened up the item for discussion with the Council regarding what potential uses they would want to see for this property development. He initiated a polling survey to receive feedback from the Council and reviewed the results with the Council. There were discussions regarding the Council's vision for this property.

8. KEDC Mid-year Update – *Stewart McGregor*
 - a. KEDC Recent/Upcoming Projects
 - b. Future & Current Commercial/Industrial Land Use & Major Land Tracts

Mr. McGregor updated the Council on the KEDC's recent accomplishments, the 2025 KEDC initiative, and the corporation's activities. Mr. McGregor and Mr. Bray presented an update regarding various commercial properties around the city, including, but not limited to, Agile Cold Storage, K-town Express, QT, Five Points, and KEDC/city-owned properties.

The council took a break at 7:06 p.m. and reconvened at 7:13 p.m.

9. Development Projects Update – *Johnny Bray*
 - a. Active and Other Developments
 - i. Georgetown at Kings Fort
 - ii. Five Points
 - iii. Freeman Farm
 - iv. Highland Meadows
 - v. The Trails
 - vi. Enclave at Kings Fort
 - b. Comprehensive Plan / Zoning Ordinance Update

Mr. Bray reviewed the statutes and site plans for active and future residential developments in the city. There was discussion regarding the Enclave at Kings Fort development and a potential amendment to the Development Agreement to decrease housing square footage requirements and remove front porch requirements.

10. Capital Improvement Projects – *Mike Holder*
 - a. Capital Improvement Plan
 - b. Current & Future Capital Improvement Projects
 - c. WWTP Plan Discussion
 - d. Streets Discussion
 - e. City Facilities
 - f. Parks Projects - *Rachel Balthrop Mendoza*

Mr. Holder updated on the status of the City's Comprehensive Plan, as well as presented the City of New Braunfels' Land Use Fiscal Analysis completed by Verdunity. There was discussion about how a similar study for the City of Kaufman could work in conjunction with the City's Comprehensive Plan to further assist with future planning.

Mr. Holder reviewed the 5-year Capital Improvement Plan, the current and future projects on the plan, and additional water and sewer line repairs. He also updated the Council on the proposed improvements to the Wastewater Treatment Plant and street maintenance projects.

Ms. Balthrop Mendoza discussed park improvements for Kings Fort Park, City Lakes Park, and the Sports Complex.

11. FY26 Budget and Tax Rate Strategies – *Mike Holder*

Mr. Holder reviewed the City's tax rate history for the last 10 years. There was a discussion regarding the desire to continue to try to decrease the rate.

12. Kaufman Marketing and Branding Strategies – *Mike Holder*

Ms. Golden updated the Council on the City's marketing and branding plans, including the changes that have already been made and future plans.

ADJOURNMENT

There being no further business, Mayor Jordan adjourned the meeting at 8:33 p.m.

ATTEST:

**JEFF JORDAN
MAYOR**

**JESSIE HANKS
CITY SECRETARY**