



**MINUTES OF THE  
WORK SESSION - 6:00 PM  
REGULAR CITY COUNCIL MEETING – 6:30 PM  
MONDAY, OCTOBER 27, 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, Quattro Borders, Ashlea Longenecker, Matt Phillips, Charles Gillenwater, and Jason Nelson. Councilmember Lisa Parker was absent. Mayor Jordan declared a quorum present. Also present were City Manager Mike Holder, City Attorney M. Ann Montgomery, City Secretary Jessie Hanks, Senior Planner Martin Mares, Fire Chief Rhea Cooper, Police Officer Adam Wall, and Police Chief Les Edwards.

**EXECUTIVE SESSION**

Mayor Jordan recessed into executive session at 6:01 p.m.

1. The City Council will recess into Executive Session pursuant to Texas Government Code for an executive session regarding the following:
  - a. Section 551.071(1): CONSULTATION WITH ATTORNEY. (1) to seek advice from the City attorney regarding:(A) pending or contemplated litigation; or (B) a settlement offer; or (2) 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 Board of Texas clearly conflicts the Texas Open Meetings Act; regarding city ordinance claims
  - b. Sec. 551.071(2): CONSULTATION WITH ATTORNEY, and Sec. 551.074: PERSONNEL MATTERS. Consultation with the City Attorney on a matter which the duty of the attorney to the governmental body under Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act; and, deliberation regarding the appointment, employment, evaluation, reassignment duties, discipline or dismissal of public officer or employee to hear a complaint or charge against an officer or employee: Police Chief

**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 6:43 p.m.

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

There was no action to take on matters discussed in Executive Session.

**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.

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

There were no items on the Regular Session Agenda discussed.

### **WORK SESSION ADJOURNMENT**

There being no further business, Mayor Jordan adjourned the work session at 6:44 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 6:44 p.m. Councilmembers present were Jeff Jordan, Matt Phillips, Charles Gillenwater, Quattro Borders, Ashlea Longenecker, and Jason Nelson. Councilmember Lisa Parker was absent. Mayor Jordan declared a quorum present. Also present were City Manager Mike Holder, City Attorney M. Ann Montgomery, City Secretary Jessie Hanks, Economic Development Director Stewart McGregor, Court Clerk Kari Fuller, Senior Planner Martin Mares, Fire Chief Rhea Cooper, Police Officer Adam Wall, 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.

### **RECOGNITION**

4. Business of the Month - Handprints Academy

Mayor Jordan, Mr. McGregor, and Anita Hurtado, President of the Kaufman Chamber of Commerce, presented Handprints Academy as the business of the month.

5. Court Clerk Level I Certification - Kari Fuller

Mr. Holder recognized Kari Fuller for receiving her Court Clerk Level I Certification.

6. Certified Residential Mechanical Inspector - Austin Goebel

Mr. Holder recognized Austin Goebel for receiving his Certified Residential Mechanical Inspector's License.

7. Texas Fire Service Hall of Honor - Chief Rhea Cooper

Mr. Holder recognized Chief Rhea Cooper for being inducted into the Texas Fire Service Hall of Honor.

**CONSENT AGENDA**

8. Consider and take appropriate action on the minutes from the September 22, 2025, Work Session and Regular City Council Meeting.
9. Consider and take appropriate action on Resolution R-33-25, a resolution of the City Council of the City of Kaufman, Texas, authorizing the City Manager to enter into an Agreement with the Texas Department of Transportation to close the Kaufman County Courthouse Square on Saturday, December 6, 2025, from 9:00 A.M. to 10:00 P.M. for the Kaufman "Christmas On The Square."
10. Consider and take appropriate action on Resolution R-34-25, a resolution of the City Council of the City of Kaufman, Texas, authorizing the City Manager to enter into an agreement with the Texas Department of Transportation to temporarily close portions of SH 243 (one-way traffic operation around the Kaufman County Courthouse), Business SH-34 (S. Washington Street from E. Mulberry St. to US 175) and East Fair Street (Westbound US 175 Frontage road from Bypass-34 to S. Washington St.) on Saturday, December 6, 2025, from 4:30 p.m. until 8:00 p.m. for the purpose of the 2025 Kaufman Christmas on the Square Parade; and providing for an effective date.
11. Consider and take appropriate action on an engagement letter with YWRD, P.C. to conduct audit services for the City of Kaufman for the year ended September 30, 2025; and authorize the Mayor or his designee to execute the necessary documents.

Mayor-Pro Phillips made a motion to approve consent agenda items 8 through 11 as presented. The motion was seconded by Councilmember Gillenwater and passed 6/0.

**END OF CONSENT AGENDA**

**PUBLIC HEARING**

12. Conduct a Public Hearing and consider and take appropriate action on a Replat of Snow's Second Addition, Lot 1R, Block B2 being a partial replat of Block B2 of Snow's Second Addition, to create one single-family residential lot. The subject property consists of approximately 0.492 acres, situated in the C.A. Lovejoy Survey, Abstract No. 303, City of Kaufman, Kaufman County, Texas, and is generally located at 1201 S. Houston Street (Parcel IDs 36520 and 36523). (Case No. RP-03-25)

a. Presentation

Mr. Mares presented the proposed replat and outlined the purpose of the replat.

b. PUBLIC HEARING

Mayor Jordan opened the public hearing at 6:52 p.m. There being no speakers present, Mayor Jordan closed the public hearing at 6:53 p.m.

c. Consider and take appropriate action on a Replat of Snow's Second Addition, Lot 1R, Block B2

Councilmember Borders made a motion to approve the Replat of Snow's Second Addition Block B2, Lot 1, with the condition that the secondary home, facing Austin Street, shall be demolished prior to recording the plat. The motion was seconded by Councilmember Nelson and passed 6/0.

13. Consider and take appropriate action on Ordinance O-34-25, an ordinance of the City Council of the City of Kaufman, Texas, approving the creation of Agile Cold Storage Reinvestment Zone located at 269 S.H. 34 Bypass, an addition to the City of Kaufman, Texas, according to the plat recorded in Volume 9014, Page 172 (Cabinet 4, Sleeve 517) of the Plat Records of Kaufman County, Texas, being 43.7570 acres, generally located at Rand Road and Highway 34. The site is located within Kaufman CAD Parcel ID #16826.

a. Presentation

Mr. McGregor informed the Council about the purpose of the Agile Cold Storage Reinvestment Zone. He reviewed the steps in the process for implementing the reinvestment zone.

b. PUBLIC HEARING

Mayor Jordan opened the public hearing at 6:56 p.m. There being no speakers present, Mayor Jordan closed the public hearing at 6:56 p.m.

c. Consider and take appropriate action on Ordinance O-34-25

Councilmember Longenecker made a motion to approve Ordinance O-34-25, approving the creation of Agile Cold Storage Reinvestment Zone located at 269 S.H. 34 Bypass. The motion was seconded by Councilmember Gillenwater and passed 6/0.

### **DISCUSSION/ACTION ITEMS**

14. 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 Section 4.13 titled "Board's Relationship with Administrative Department of the City" and Section 5.10.1 titled "Contract for Service; and authorizing the Mayor or his designee to execute necessary documents.

Mr. McGregor outlined the proposed amendments to the KEDC Bylaws in order to obtain an attorney to represent KEDC, as well as a few other amendments.

Councilmember Longenecker made a motion to approve Resolution R-31-25, approving the Amended and Restated Bylaws of the Kaufman Economic Development Corporation (KEDC) to reflect changes to Section 4.13 titled "Board's Relationship with Administrative Department of the City" and Section 5.10.1 titled "Contract for Service; and authorizing the Mayor or his designee to execute necessary documents. The motion was seconded by Councilmember Nelson and passed 6/0.

15. Consider and take appropriate action on Ordinance O-35-25, an ordinance of the City Council of the City of Kaufman, Texas, amending Appendix A "Fee Schedule" of the City of Kaufman's Code of Ordinance to amend Article A2.000 "Municipal Court Fees" and Article 1.04 titled "Municipal Court of Record" by amending Sections 1.04.41 and 1.04.42 and adopting Section 1.04.045 titled "Consolidated Security and Technology Fund."; and providing an effective date.

Ms. Montgomery reviewed the statutes that caused the city to need to amend the ordinance relating to municipal court fees.

Councilmember Longenecker made a motion to approve Ordinance O-35-25, amending Appendix A "Fee Schedule" of the City of Kaufman's Code of Ordinance to amend Article A2.000 "Municipal Court Fees" and Article 1.04 titled "Municipal Court of Record" by amending Sections 1.04.41 and 1.04.42 and adopting Section 1.04.045 titled "Consolidated Security and Technology Fund." The motion was seconded by Mayor Pro-Tem Phillips and passed 6/0.

#### **ANNOUNCEMENTS AND REPORTS FROM CITY MANAGER**

16. Receive an update and discussion regarding the following:
  - a. 2025 TML Conference - Fort Worth - October 29-31, 2025
  - b. Discussion Items Report (DIR)
  - c. STAR Transit Ridership Report - September 2025
  - d. Careflite Compliance Report - September 2025
  - e. Fire Department Monthly Report - September 2025
  - f. Police Department Monthly Report - September 2025
  - g. Development Services Monthly Report - September 2025
  - h. Monthly Calendars Attached

Mr. Holder informed the Council about the above-stated items.

**ADJOURNMENT**

There being no further business, Mayor Jordan adjourned the meeting at 7:02 p.m.

**ATTEST:**

---

**JEFF JORDAN  
MAYOR**

---

**JESSIE HANKS  
CITY SECRETARY**