



**AGENDA FOR  
WORK SESSION - 6:00 PM  
REGULAR CITY COUNCIL MEETING – 6:30 PM  
MONDAY, DECEMBER 15, 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 regarding an update to the City of Kaufman's Personnel Policy.
2. 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.**

**RECOGNITION**

3. Business of the Month - Especially for You Tea Room
4. Texas Municipal Human Resources Association Certified Professional — Sharna Ellis
5. Bachelor of Applied Arts and Sciences in Public Administration and City Planning — Jessie Hanks

## **CONSENT AGENDA**

6. Consider and take appropriate action on the minutes from the November 17, 2025, Work Session and Regular City Council Meeting.
7. Consider and take appropriate action on a purchase order from Texas Materials Group, Inc. for street repair on Dallas Street and 6th Street through an Interlocal Cooperative Purchasing Agreement with Ellis County for pavement rehabilitation and resurfacing services for an amount not to exceed \$210,382.40; and authorize the City Manager or his designee to execute necessary documents.
8. Consider and take appropriate action on a purchase order from Texas Materials Group, Inc. for street repair on Adams Lane through an Interlocal Cooperative Purchasing Agreement with Ellis County for pavement rehabilitation and resurfacing services for an amount not to exceed \$252,095.74; and authorize the City Manager or his designee to execute necessary documents.

## **END OF CONSENT AGENDA**

## **DISCUSSION/ACTION ITEMS**

9. Consider and take appropriate action on Resolution R-35-25, a resolution of the City of Kaufman, accepting Public Improvements for Phase I of the Enclave at Kings Fort Development; establishing the date for a two (2) year warranty period for all Phase I Improvements; approving the Enclave at Kings Fort Phase I Maintenance Agreement between the City and The Enclave at Kings Fort Inc., LLC, for the maintenance of sewer public improvements and facilities serving Phase I but located within future Phase II of the development; and authorizing the Mayor or designee to execute necessary documents. (Enclave at Kings Fort)
10. Consider and take appropriate action on Resolution R-36-25, a resolution of the City Council of the City of Kaufman, Texas, accepting the preliminary service and assessment plan for authorized improvements within the Kaufman Public Improvement District No. 6; setting a date for a public hearing on the proposed levy of assessments; authorizing notice; and enacting other provisions relating thereto. (Enclave at Kings Fort)
11. Consider and take appropriate action on an economic development agreement between the City and Georgetown KF, Ltd. for grant reimbursement pursuant to development agreements between the City of Kaufman, Texas, and Georgetown KF related to the Georgetown at Kings Fort development; and authorize the Mayor to execute necessary documents.

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

12. Receive an update and discussion regarding the following:
  - a. Kings Fort Park Update
  - b. Employee Christmas Luncheon - December 17
  - c. Kaufman Volunteer Fire Banquet - December 18
  - d. Discussion Items Report (DIR)

- e. STAR Transit Ridership Report – November 2025
- f. Careflite Compliance Report – November 2025
- g. Fire Department Monthly Report – November 2025
- h. Police Department Monthly Report – November 2025
- i. Development Services Monthly Report – November 2025
- j. Monthly Calendars Attached

**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 5:00 P.M. ON TUESDAY, DECEMBER 9, 2025, AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST THREE (3) BUSINESS DAYS PRECEDING THE SCHEDULE TIME OF SAID MEETING.

  
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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 PRIOR TO THE TIME OF THE MEETING SO THAT APPROPRIATE ARRANGEMENTS CAN BE MADE.