



**AGENDA
WORK SESSION AND
REGULAR CITY COUNCIL MEETING
MONDAY, NOVEMBER 15, 2021 - 5:30 PM
CITY HALL COUNCIL CHAMBERS
209 S. WASHINGTON STREET
KAUFMAN, TEXAS 75142
AND VIA VIDEOCONFERENCE/TELECONFERENCE**

**This meeting will be held using
videoconferencing/teleconferencing
technology with public access via:
WWW.ZOOM.US/JOIN OR
(888)788-0099 (TOLL FREE)
MEETING/WEBINAR ID: 839 1880 7526
PASSWORD: 708614**

WORK SESSION NOTE: 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 into whether or not such matters should be placed on a future regular or special meeting of the Council for citizens input, City Council deliberation and formal City action. At a work session, the City Council generally receives informal and preliminary reports and information from City staff, officials, members of City committees, and the individual or organization proposing Council action, if invited by City Council or City Manager to participate in the session. Participation by individuals and members of organizations invited to speak ceases when the Mayor announces the session is being closed to public input. 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 unless invited to do so by the Mayor. Any citizen may supply to the City Council, prior to the beginning of the session, a written report regarding the citizen's opinion on the matter being explored. Should the Council direct the matter be placed on a regular meeting agenda, the staff will generally prepare a final report defining the proposed action, which will be made available to all citizens prior to the regular meeting at which citizen input is sought. The purpose of this procedure is to allow citizens attending the regular meeting the opportunity to hear the views of their fellow citizens without having to attend two meetings.

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. **

1. Discuss and provide direction to staff regarding the City's capital improvements.

ADJOURNMENT

PLEDGE OF ALLEGIANCE

CALL MEETING TO ORDER Mayor calls the Meeting to order, states the date and time, state 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.**

PRESENTATION

2. PACE (Property Assessed Clean Energy) Financing Program Presentation and Discussion.
3. City Lakes Park Inclusive Playground Update and Discussion.

CONSENT AGENDA

4. Consider and take appropriate action on the minutes from September 27, 2021, Regular City Council meeting.
5. Consider and take appropriate action on the minutes from October 25, 2021, Regular City Council meeting.
6. Consider and take appropriate action on Resolution R-32-21, a resolution of the City Council of the City of Kaufman, Texas, accepting public improvements for Georgetown Phase 1B; and establishing the warranty period for the public improvements.
7. Consider and take appropriate action on Resolution R-33-21, 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 December 4, 2021, from 9:00 A.M. to 10:00 P.M. for the Kaufman "Christmas On The Square."
8. Consider and take appropriate action on Resolution R-34-21, 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 SH 34 (South Washington St) for the purpose of a Lighted Christmas Parade on December 4, 2021, from 6:00 p.m. to 8:00 p.m.

END OF CONSENT AGENDA

PUBLIC HEARING

9. Conduct a public hearing and take appropriate action on Ordinance O-52-21, an ordinance of the City Council of the City of Kaufman, Texas amending Ordinance No. O-02-07 and Chapter 118, "Zoning", of the Code of Ordinances of the City of Kaufman and amending the official Zoning Map to rezone an approximate 2.356 acres of land generally located at 3201 East Highway 175 (PID 408), situated in the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas from Agriculture-Open (A-O) to Light Industrial (L-I). (Owner/Applicant:

Glenn Group Investments, LLC.) (Case #Z-17-21)

- a. Presentation.
 - b. Public Hearing.
 - c. Consider and take appropriate action on Ordinance O-52-21.
10. Conduct a public hearing and take appropriate action on Ordinance O-53-21, an ordinance of the City Council of the City of Kaufman, Texas amending Ordinance No. O-02-07 and Chapter 118, "Zoning", of the Code of Ordinances of the City of Kaufman and amending the official Zoning Map by authorizing a Specific Use Permit (SUP-48) for propane distribution, storage and wholesale facilities on an approximate 2.356 acres of land generally located at 3201 East Highway 175 (PID 408), situated in the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas. (Owner/Applicant: Glenn Group Investments, LLC.) (Case #Z-18-21)
- a. Presentation.
 - b. Public Hearing.
 - c. Consider and take appropriate action on Ordinance O-53-21.

DISCUSSION/ACTION ITEMS

11. Consider and take appropriate action on Resolution R-38-21, a resolution of the City Council of the City of Kaufman, Texas, authorizing the renewal of an agreement with Linebarger Goggan Blair & Sampson, LLP for Delinquent Tax Collection Services and providing for Delinquent Utility Account Collection Services; authorizing an increase in the penalty on delinquent Personal Property Tax collection as provided in the Texas Tax Code; and authorizing the City Manager to execute necessary documents.
12. Consider and take appropriate action on the Site Plan of 3637 E Highway 175 (PIDs 417, 419 and 412) for a 2,337 square foot addition to the existing Faith Family Church fellowship hall. The 3.87 acre tract is located in the Charles Askins Survey, Abstract No.2, City of Kaufman, Kaufman County, Texas. The property is zoned Agriculture/Open District. (SP-06-21)
13. Consider and take appropriate action on Resolution R-35-21, a resolution of the City Council of the City of Kaufman, Texas, authorizing the selection of Traylor & Associates for administrative services in conjunction with the submittal of an application for funding through the Texas Department of Housing & Community Affairs (TDHCA) – Texas Community Development Block Grant (CDBG-CV) to provide application preparation, project administration, and project-related management services, if awarded; and authorizing the Mayor or his designee to execute necessary documents.
14. Consider and take appropriate action on Resolution R-36-21, a resolution of the City Council of the City of Kaufman, Texas, authorizing the selection of Teague Nall and Perkins Inc. as the engineering firm in conjunction with the submittal of an application for funding through the Texas

Department of Housing & Community Affairs (TDHCA) for the Texas Community Block Grant Program – Coronavirus (CDBG-CV) to provide application preparation and project implementation, if awarded; and authorizing the Mayor or his designee to execute necessary documents.

15. Consider and take appropriate action on Ordinance O-51-21, an ordinance of the City Council of the City of Kaufman, Texas, amending subsection 2-62(b), "Adoption of City of Kaufman Job Grade Classification and Compensation Plan", of Section 2-62, "Personnel Policies; Job Classification", of Article II, "Officers And Employees", of Chapter 2, "Administration" of the Code of Ordinances of the City of Kaufman to add Grade 15 to the Job Grade Classification, Compensation Plan, and Step Schedule as an amendment Exhibit "B" adopted by Section 2-62(b),; and providing an effective date.

APPOINTMENT

16. Consider and take appropriate action on the appointment of two (2) members to serve on the Planning and Zoning Commission for two (2) year terms through November 2023.

ANNOUNCEMENTS AND REPORTS FROM CITY MANAGER

17. Receive an update and discussion regarding the following:
 - a. South Water Tower Rehab Update
 - b. Special City Council Meeting- November 22, 2021 at 6 p.m.
 - c. Discussion Items Report (DIR)
 - d. STAR Transit Ridership Report- October 2021
 - e. Careflite Compliance Report- October 2021
 - f. Fire Department Monthly Report- October 2021
 - g. Police Department Monthly Report- October 2021
 - h. Development Services Monthly Report- October 2021
 - i. Monthly Calendars Attached

EXECUTIVE SESSION

18. The City Council will recess into Executive Session pursuant to Texas Government Code for an executive session regarding the following:
 - a. Sec. 551.072. DELIBERATION REGARDING REAL PROPERTY; CLOSED MEETING. A governmental body may conduct a closed meeting to deliberate the purchase, exchange,

lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person regarding: Melody Circle & County Owned Properties

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

19. 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 FRIDAY, NOVEMBER 12, 2021, AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS 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).

****PURSUANT TO SECTION 551.127, TEXAS GOVERNMENT CODE, ONE OR MORE COUNCILMEMBERS OR EMPLOYEES MAY ATTEND THIS MEETING REMOTELY USING VIDEOCONFERENCING TECHNOLOGY. THE VIDEO AND AUDIO FEED OF THE VIDEOCONFERENCING EQUIPMENT CAN BE VIEWED AND HEARD BY THE PUBLIC BY ACCESSING [WWW.ZOOM.US/JOIN](https://www.zoom.us/join) OR (888)788-0099 (TOLL FREE) MEETING /WEBINAR ID: 839 1880 7526 PASSWORD: 708614**

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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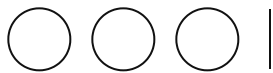
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NEWS // LOCAL

Keeping PACE with water reuse: Underused financing tool can help buildings buy less water

Elena Bruess, San Antonio Express-News

Oct. 25, 2021





1 of 10



Rainwater cisterns are featured prominently on the outdoor patio at the Credit Human building at 1703 Broadway St. The water is collected and treated for various nondrinking uses, which results in buying 97% less water than other buildings its size.

Sam Owens /San Antonio Express-News

Just north of downtown San Antonio in the Pearl district, the Credit Human building is hard to miss. Its blue and green lettering, solar-paneled roof and sleek exterior are highly visible from U.S. 281 and strike an impressive pose for passersby on Broadway. But what can't be seen from the outside is perhaps more notable.

Behind its energy-efficient windows and walls, the Credit Human building can store nearly 140,000 gallons of rainwater and condensate from its air-conditioning system to be used for irrigation, flushing toilets and cooling the building. The only water it buys from the San Antonio Water System is for consumption, resulting in the building using 97 percent less potable water than a typical building its size.

The building sets a lofty example of what's possible in water efficiency and reduced utility expenses. But the costs of equipping buildings with such infrastructure, particularly for existing buildings, can discourage commercial property owners from doing so — Credit Human designed its headquarters with water reuse from the onset.

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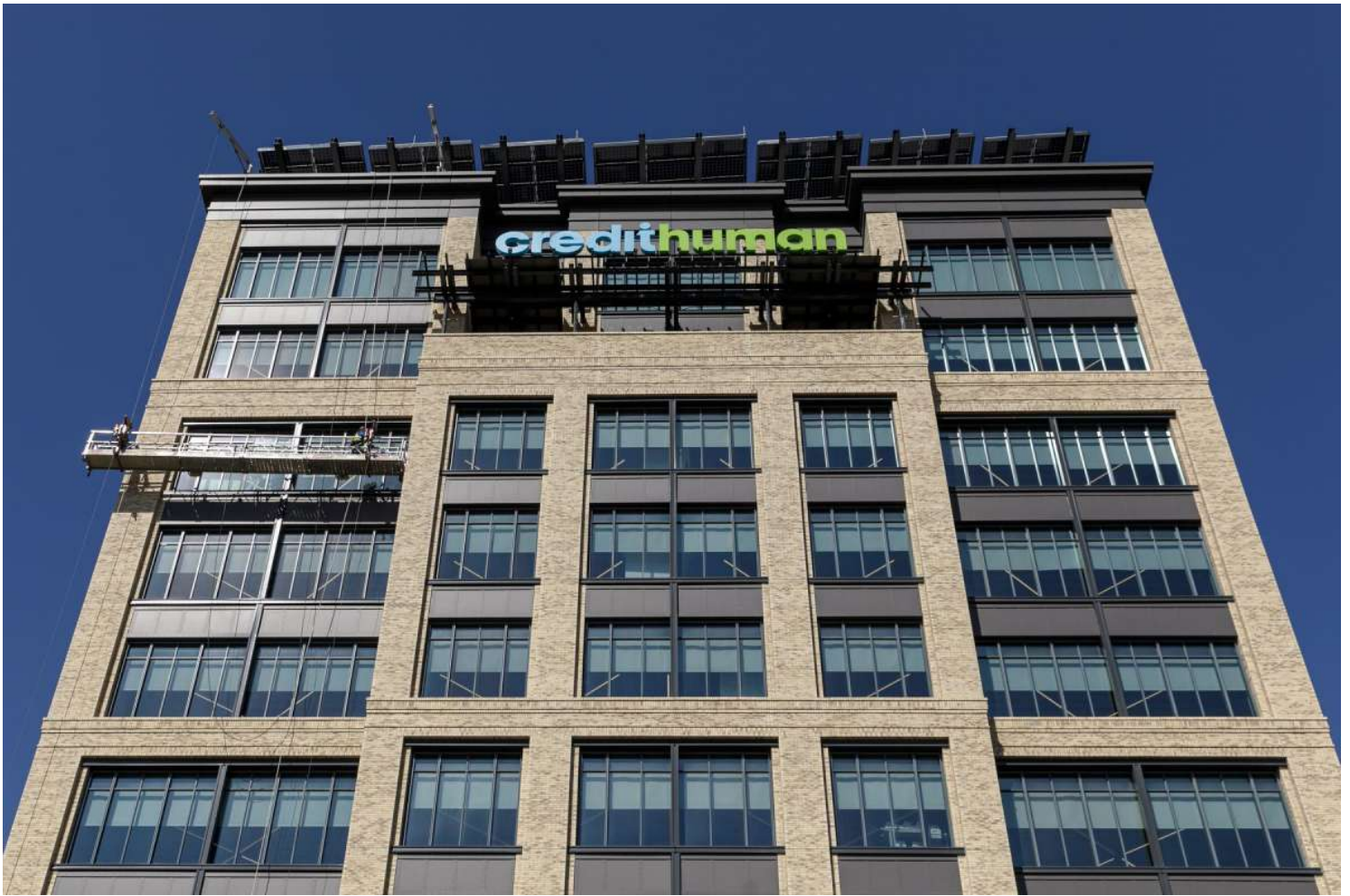
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The Property Assessed Clean Energy program, or PACE, was created as a financing mechanism to overcome that. But to date, the program, which has typically been used to finance energy-focused sustainability projects, has generally been vastly underutilized across Texas. And since its inception, no building has used PACE to pay for a water-reuse project.

Meanwhile, no projects of any kind have received PACE financing in San Antonio, which authorized the program for the city in April 2020, after the Credit Human building was designed and roughly seven years after the Legislature authorized its use in the state. The slow adoption here is largely attributed to a lack of awareness and understanding of the program, along with the COVID-19 pandemic.

The nature and scope of such missed opportunities are highlighted in a recent report titled “Rapidly Scaling Water Reuse Across Texas Using Property Assessed Clean Energy (PACE) Financing,” published by the National Wildlife Federation and Texas Water Trade, a nonprofit focused on making the state’s water supplies more durable and long-lasting. The report’s authors conclude that there is immense potential in Texas to finance infrastructure for water reuse via PACE.



The 12-story Credit Human building in downtown San Antonio uses solar and geothermal power for heating and cooling and collects rainwater to use around the building.

Sam Owens /San Antonio Express-News

Conservationists and PACE officials hope San Antonio and other Texas communities will invest the time and resources needed to make the program a well-used weapon in their development financing arsenal.

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“It’s an economic impact that filters all through the city’s economy,” said Charlene Heydinger, president of the Texas PACE Authority, a nonprofit that helps local governments administer the program. “The main goal is energy and water, but the entire community benefits from it as well.”

Ways to use PACE

PACE, which the Legislature approved for use in Texas in 2013, is a financing tool designed to incentivize owners of commercial — including industrial and agricultural — nonprofit and multifamily residential properties to make their facilities more energy- and water-efficient. The program can facilitate such upgrades with little or no capital outlay by enabling owners to access long-term, affordable financing and to use the savings from reduced operating costs to repay it.

Owners can apply for PACE financing to build new sustainable buildings or — more commonly — to retrofit existing ones. PACE-financed projects often involve energy-related improvements such as high-efficiency chillers or lighting, new heating and air-conditioning systems, insulation and solar panels, said Jonathon Blackburn, the co-founder and technical adviser for the Texas PACE Authority.

They can also improve water efficiency with upgrades such as wastewater reuse systems, water-efficient toilets and urinals, and systems that capture and treat rainwater or condensate.

In San Antonio, the City Council approved PACE in April 2020 with help from the Alamo Area Council of Governments as the program’s third-party operator.

“PACE is not something that has traditionally gotten a lot of focus in the spotlight,” Blackburn said, “but it’s going to come up more and more over the next few years, and we’re just trying to plan for that.”

Paying for PACE

While PACE must be adopted by local governmental entities, such as cities or counties, for use in their jurisdictions, the financing comes from private sector lenders, such as banks or investors.



Live plants adorn the sides of staircases throughout the Credit Human building.
Sam Owens /San Antonio Express-News

“Those entities will just help roll out the program, and then a private market of capital providers offers funding,” said Blackburn, who is a co-author of the PACE financing report. “The owner can pick who they want to work with.”

Cleanfund is one of [25 capital providers](#) available to Texans. Based in Stamford, Conn., the company financed the Historic Butler Brothers Building in Dallas for \$24 million in 2015, which is expected to save about \$2 million a year in utility costs. The building will also contribute to the creation of more than 100 jobs, remove

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nearly 700,000 gallons of water every year.

Lain Gutierrez, the CEO of Cleanfund, said the program is beneficial for developers and lenders.

Unlike typical financing sources, such as mezzanine financing, which can charge 10 to 15 percent interest, PACE financing is usually as low as 5 or 5.5 percent, which enables projects to be more fiscally stable, Gutierrez said. The program will also fund 100 percent of a project's cost.

Another key difference with PACE financing is how it's repaid. The debt is secured by a special assessment recorded on the title, meaning the payments are included in the owner's property tax bill — ideally, with the reduced operating costs compensating or exceeding the higher tax bill. So as long as the property owner pays their taxes, the lender will be repaid.

“We say that PACE runs with the land,” Gutierrez said. “Unlike a mortgage, which must be prepaid upon the sale of the property, PACE remains with the property, just the same way property taxes do.”



Two water tanks are located on a pair of towers on Broadway St. that house Credit Human and Bank of America. One tank is used for irrigation, and the other is for treated water, which is reused in the buildings, which results in buying 97% less water than other buildings its size.

Sam Owens /San Antonio Express-News

Also, while a typical bank loan must be repaid in four to five years, PACE financing is often repaid over 20 years or more.

When applying to the local PACE authority, property owners must prove that the benefits and savings from their projects will exceed their costs.

Several projects in San Antonio are seeking PACE financing, but none has been finalized, Blackburn said. His hope is that with proper education and outreach throughout the city, applications will increase over time.

“We want that balance between being environmentally and fiscally responsible,” Blackburn said.

Obstacles and solutions

Reclaiming and reusing water eliminates two of the three water distribution systems in commercial buildings, Credit Human CEO Steve Hennigan said.

“Water is a massive transportation effort,” he said. “When it rains, you have to get every gallon of water off your property through a stormwater system, and then you need to bring water back for drinking use. When you have a good reclamation process, those two systems are erased.”

The savings have been significant. Electricity and water at Credit Human’s two old buildings — 155,000 square feet combined — cost about \$44,000 a month. At the new building, which is 200,000 square feet, the monthly cost is about \$8,600.

And with CPS Energy and SAWS expected to raise rates in the next 10 to 15 years, Hennigan said businesses need to find ways to compensate for the increased costs.

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“Water and electricity are a huge opportunity for that,” he said.

Sharlene Leurig, CEO of Texas Water Trade and another co-author of the PACE financing report, agrees, saying water reuse infrastructure such as Credit Human’s is urgently needed in Texas.

And while she believes PACE can make it happen, there are obstacles to overcome, as well as solutions, according to the report.

Chief among the reasons that PACE has been unused for water reuse is that such projects generally can’t generate sufficient savings on their own. Water is not among the biggest operating costs for building owners, so retrofitting just for water reuse will likely not pass the program’s cost-benefit analysis.

Combining designs for water reuse and energy efficiency in one project, however, can improve an owner’s likelihood of securing PACE financing, Leurig said.

“Developers should be looking at retrofitting holistically,” she said. “Every kind of building we analyzed at every type of water reuse scenario we examined is coupled with energy efficiency because those savings are just so much more bang for your buck.”

The report also said incentives and rebates, such as SAWS' rainwater harvesting program, can boost a project's profile.

Another issue is getting the word out to owners that PACE financing is a viable option. The Texas PACE authority has been trying to address that challenge, said its president, Heydinger. The group hosts online and in-person events aimed at educating developers, utilities and local officials about PACE financing. A webinar conducted a week ago was co-hosted with Austin Water.

It's not a simple case to make.

Heydinger acknowledges that PACE "tends to be more work" and can take time to understand. But for those who make the effort, the benefits are worth it, she said.

"For the first time, property owners can do their lighting in their roof and their air conditioning and their boilers and their windows and their toilets all at the same time," she said. "It's just so new that when I'm making presentations, I know people are thinking, 'What is she not telling me?'"

Signs of increasing interest

In San Antonio, COVID-19 delayed some efforts to foster use of PACE. Online conversations with property owners are not as impactful as in-person meetings, Heydinger said. And as shopping malls and hotels were largely empty for months, developers of such properties were focused mainly on surviving rather than ambitious sustainability projects.

"We lost a huge amount of time, and it all got sidelined," Heydinger said.

Meanwhile, Gutierrez at Cleanfund said the number of applications from around the country has been increasing tremendously in the last year. From his

perspective, the pandemic accelerated interest in PACE. As the hospitality industry sought more capital amid its financial challenges, property owners found PACE. And now they're applying.

The program has been adopted by 59 local governments in Texas and has funded \$155 million worth of projects. While the projects completed to date don't include water reuse, Credit Human has shown they can be fruitful.

People just need to know that PACE funding is available, Leurig said.

"We may not anticipate what the next drought is going to be like," she said. "But we're going to have so many more people going after Texas water resources. This is a great opportunity for all of us to prepare for that."

Elena Bruess writes for the Express-News through Report for America, a national service program that places journalists in local newsrooms. [ReportforAmerica.org](https://reportforamerica.org). elena.bruess@express-news.net

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Written By
Elena Bruess

Reach Elena on

Elena Bruess joined the Express-News as the environment and water reporter in June 2021 through Report for America. Previously, she covered water issues for Circle of Blue in Michigan and wrote about COVID-19 in Chicago as a reporting fellow for the Pulitzer Center. She has a master's in science journalism

COVID-19 in Chicago as a reporting fellow for the Pulitzer Center. She has a master's in science journalism from Northwestern University and a degree from the University of Iowa's undergraduate writing program. She is originally from northeastern Iowa, but also grew up in central Greece.

[VIEW COMMENTS](#)

LOCAL



Expect a warm winter in Texas, NOAA says

Thanks to La Niña, a similar winter as last year is predicted, just without the freakish winter storm

BY TIMOTHY FANNING

Torchy's Tacos faces lawsuit after salmonella hospitalization

BY TIMOTHY FANNING



Underused financing tool can help buildings buy less water

BY ELENA BRUESS





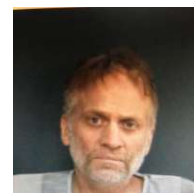
S.A. chef serves mix of culture, heritage at East Side food truck

BY VINCENT T. DAVIS



Troubled former SAPD lieutenant is city's top earner

BY BRIAN CHASNOFF



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**MINUTES OF THE
CITY COUNCIL MEETING
MONDAY, SEPTEMBER 27, 2021 - 6:00 PM
CITY HALL COUNCIL CHAMBERS
209 S. WASHINGTON STREET
KAUFMAN, TEXAS 75142**

PLEDGE OF ALLEGIANCE

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

Mayor Jordan called the City Council meeting to order at 6:01 PM. Councilmembers present were Jeff Jordan, Patty Patterson, Barry Ratcliffe, Carole Aga, Jeff Council, and Matt Phillips. Council Member Lisa Parker joined the meeting at 6:21pm. . Mayor Jordan declared a quorum present. Also present were City Manager Mike Slye, Assistant City Manager Mike Holder, City Attorney Emily Bowlin, City Secretary Jessie Hanks, Finance Director Mary Wennerstrom, Development Services Director Marcy Ratcliff, Police Chief Dana Whitaker, and Police Sergeant Jason Stastny.

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.**

Jana Ewing Syurud, 10626 FM 429, Kaufman, Texas 75142, wanted to thank the council for their donation to Jake E's Riding Round Up. She expressed her great appreciation for the support from the City Council.

PROCLAMATION

1. 38th Annual National Night Out

Mayor Jordan read and proclaimed October 5th as the 38th Annual National Night Out.

PRESENTATION

2. KEDC Executive Director

Mr. Slye introduced the new Economic Development Executive Director, Stewart McGregor, who starts October 4th 2021. Mr. McGregor presented himself to the council and stated he was excited to join the City of Kaufman and work with staff to grow the community.

3. PACE (Property Assessed Clean Energy) Financing Program

Mr. Slye informed the Council this item would need to be moved to another agenda.

CONSENT AGENDA

4. Consider and take appropriate action on the minutes from the August 23, 2021, Regular City Council Meeting.

5. Consider and take appropriate action on the minutes from the September 13, 2021, Special City Council Meeting.
6. Consider and take appropriate action on the award of bid and contract for the Motor Fuel and Oil for Fiscal Year 2022 and authorizing the Mayor or his designee to execute necessary documents.
7. Consider and take appropriate action on the award of bid and contract for the Street Maintenance Materials for Fiscal Year 2022 and authorizing the Mayor or his designee to execute necessary documents.
8. Consider and take appropriate action to approve the transfer of aged bills to Collection of Delinquent Utility Billing Accounts Receivable Balances.
9. Consider and take appropriate action on the Final Plat of Lot 1, Block 1, Whitfield Addition. The 5.00-acre tract of land (portion of PID 548) situated in the Charles Askins Survey, Abstract No. 2, generally located at 7726 County Road 151, in the Extraterritorial Jurisdiction (ETJ) of the City of Kaufman, Kaufman County, Texas. (Case No. FP-11-21)
10. Consider and take appropriate action on an assignment of a Chapter 380 Economic Development Incentive Agreement between the City of Kaufman and W & R Properties, Inc. from W&R Properties to Border & Long Properties, LLC -34 Loop Series; and authorize the Mayor to the assignment and any necessary modification.
11. Consider and take appropriate action on a three (3) year lease agreement with Johnny Perry for the property located at 1003 W. Grove Street, to serve as the Public Works Department's office; and authorize the City Manager to execute the agreement and any necessary counterparts.
12. Consider and take appropriate action to move the November, 2021 Regular Council meeting to November 15, 2021 and to move the December, 2021 Regular Council meeting to December 20, 2021.

Councilmember Jeff Council made a motion to approve Items 4-12 on the consent agenda. The motion was seconded by Mayor Pro-Tem Patty Patterson and passed 6/0.

END OF CONSENT AGENDA

PUBLIC HEARING

13. Conduct a public hearing and take appropriate action on Ordinance O-49-21, an ordinance of the City Council of the City of Kaufman, Texas amending Ordinance No. O-02-07 and Chapter 118, "Zoning", of the Code of Ordinances of the City of Kaufman to zone approximately 112 acres of newly annexed property to Agriculture-Open (A-O), such property being generally located at 3997 Farm to Market Road 1836 (PIDs 2195, 2196, and 2197), situated in the Thomas Beedy Survey, Abstract No. 21, City of Kaufman, Kaufman County, Texas. (Case No. Z-16-21)
 - a. Presentation

Ms. Ratcliff presented the re-zoning case to the Council and outlined the purpose. She read one letter of opposition into the record.

b. Public Hearing

Mayor Jordan opened the public hearing at 6:11pm.

There being no speakers present, Mayor Jordan closed the public hearing at 6:12pm.

c. Consider and take appropriate action on Ordinance O-49-21.

Council Member Jeff Council made a motion to approve Ordinance O-49-21 as presented. The motion was seconded by Council Member Matt Phillips and passed 6/0.

PLANNING & ZONING ITEMS

14. Consider and take appropriate action on the Site Plan of the proposed replat of Lot 1R & 2R, Block 1, Gregory Marlow Truck Stop Addition, being approximate 5.46 acres of land (PIDs 198186 and a portion of 16821), located at 1420 and 1430 East Mulberry (State Highway 243) and zoned Light Industrial("LI"), such Site Plan of two buildings; a liquor store and a convenience store/gas station with a restaurant with a drive-thru window service. (Case No. SP-03-21)

Ms. Ratcliff presented the council with the proposed site plan for the Marlow Truck Stop Addition. There were discussions regarding the additional properties, and the utilities.

Council Member Carole Aga made a motion to approve the Site Plan of the proposed replat of Lot 1R & 2R, Block 1, Gregory Marlow Truck Stop Addition, being approximate 5.46 acres of land (PIDs 198186 and a portion of 16821), located at 1420 and 1430 East Mulberry (State Highway 243) and zoned Light Industrial("LI"), such Site Plan of two buildings; a liquor store and a convenience store/gas station with a restaurant with a drive-thru window service (Case No. SP-03-21) as presented. The motion was seconded by Mayor Pro-Tem Patty Patterson and Passed 6/0.

15. Consider and take appropriate action on the Site Plan of Lot 2, Block C, Kings Fort Addition, Phase 1, being an approximate 1.00 acre tract of land (PID 187820), located in the 340 Block of East Highway 175 and zoned Planned Development No.7 ("PD-7"), such Site Plan a convenience store/gas station. (Case No. SP-04-21)

Ms. Ratcliff introduced the site plan for a convenience store/ gas station next to Whataburger. There were discussions regarding the building materials, and the means of egress to the property.

Mayor Pro-Tem Patty Patterson made a motion to approve the Site Plan of Lot 2, Block C, Kings Fort Addition, Phase 1, being an approximate 1.00 acre tract of land (PID 187820), located in the 340 Block of East Highway 175 and zoned Planned Development No.7 ("PD-7"), such Site Plan a convenience store/gas station (Case No. SP-04-21) as presented. The motion was seconded by Council Member Barry Ratcliffe and Passed 6/0.

16. Consider and take appropriate action on the Site Plan of proposed Lot 5, Block E, Kings Fort Addition, Phase 2, being approximate 2.054 acres tract of land (a portion of PID 202752), situated in the D. Falcon Survey, Abstract No.151 generally located in the 750 Block of East Highway 175 and zoned Planned Development No. 15 ("PD-15"), such Site Plan a credit union with drive-thru services. (Case No. SP-05-21)

Ms. Ratcliff presented the council with the site plan for a credit union with drive-thru services in the

Kings Fort Addition.

Council Member Jeff Council made a motion to approve the Site Plan of proposed Lot 5, Block E, Kings Fort Addition, Phase 2, being approximate 2.054 acres tract of land (a portion of PID 202752), situated in the D. Falcon Survey, Abstract No.151 generally located in the 750 Block of East Highway 175 and zoned Planned Development No. 15 ("PD-15"), such Site Plan a credit union with drive-thru services (Case No. SP-05-21) as presented. The motion was seconded by Council Member Matt Phillips and passed 7/0.

DISCUSSION/ACTION ITEMS

17. Consider and take appropriate action regarding Ordinance O-45-21, an ordinance of the City Council of the City of Kaufman, Texas, amending the City's 2020-2021 Fiscal Year Budget to balance Revenue Surplus, Expense Surplus, and Shortfall; and providing an effective date.

Mr. Wennerstrom explained the proposed FY21 budget amendments including to the balance revenues, expense surpluses, and shortfalls.

Council Member Lisa Parker made a motion to approve Ordinance O-45-21, an ordinance of the City Council of the City of Kaufman, Texas, amending the City's 2020-2021 Fiscal Year Budget to balance Revenue Surplus, Expense Surplus, and Shortfall as presented. The motion was seconded by Council Member Carole Aga and Passed 7/0.

18. Consider and take appropriate action regarding Ordinance O-46-21, an ordinance of the City Council of the City of Kaufman, amending the KEDC 2020-2021 Fiscal Year Budget to balance Revenue Surplus, Expense Surplus, and Shortfall; and providing an effective date.

Anne Glasscock presented the council with budget adjustments for KEDC.

Council Member Matt Phillips made a motion to approve Ordinance O-46-21, an ordinance of the City Council of the City of Kaufman, amending the KEDC 2020-2021 Fiscal Year Budget to balance Revenue Surplus, Expense Surplus, and Shortfall as presented. The motion was seconded by Council Member Carole Aga and Passed 7/0.

19. Consider and take appropriate action on Ordinance O-47-21, an ordinance of the City Council of the City of Kaufman, Texas, amending the City's Code of Ordinances by amending Subsection 102-162(b) of Division 2, "Speed Limits", of Article V, "Traffic Schedules", of Chapter 102, "Traffic and Vehicles", to establish additional school zones to be located on South Dallas, Royal, Phillips Circle, South Houston, South Madison, Ninth, Main, and Shannon Streets; providing for the incorporation of premises; providing for amendments; providing a savings clause and cumulative repealer clause; providing a severability clause; providing a penalty in an amount not to exceed \$200 for each violation with a separate violation committed upon each day during or on which a violation occurs or continues and providing an effective date.

Mr. Slye presented the proposed ordinance to add a school zone on Pyle Street for Kaufman Christian School.

Council Member Carole Aga made a motion to approve Ordinance O-47-21 as presented. The motion was seconded by Council Member Jeff Council and Passed 7/0.

20. Consider and take appropriate action on Ordinance O-48-21, an ordinance of the City Council of the City of Kaufman, Texas, amending the City's Code of Ordinances by amending Division 2, "Parking Control Zone", of Article VII, "Parking", of Chapter 102, "Traffic and Vehicles", to correct

a numbering error in the Codification and to rename and amend Section 102.271, "Definitions; Zone Established" by amending the definition of Recreational Vehicle to include boats, and to rename and amend Section 102.273 to include Recreational Vehicles in order to establish a violation of law for any person to leave, park or stand any recreational vehicle, including boats, upon any public street, alley, parkway, boulevard, or public place or upon property within any area zoned as either a single-family residential district or multifamily residential district according to the City's zoning ordinance, providing exceptions for temporary loading and unloading, road maintenance and work done by public utilities or for mechanical failures as well as other temporary conditions; providing for the incorporation premises; providing for amendments; providing a savings clause and cumulative repealer clause; providing a severability clause; providing a penalty in an amount not to exceed \$500 for each violation with a separate violation committed upon each day during or on which a violation occurs or continues; and providing an effective date.

Mr. Slye informed the council the proposed ordinance would help with public safety issues on the street. There were discussions about the location of these types of vehicles, the enforcement of the ordinance, and the amount of time a RV or Trailer could be parked before in violation.

Mayor Pro-Tem Patty Patterson made a motion to approve Ordinance O-48-21 as presented. The motion was seconded by Council Member Lisa Parker and Passed 7/0.

21. Consider and take appropriate action on the award of bid and contract for the Elevated Water Tank Repair and Repaint and authorize the Mayor or his designee to execute necessary documents

Mr. Slye outlined the contract for the Elevated Water tank repair and repaint. There were discussions regarding the logo for the water tower and the potential addition of lights.

Council Member Jeff Council made a motion to approve the award of bid and contract for the Elevated Water Tank Repair and Repaint and authorize the Mayor or his designee to execute the necessary documents. The motion was seconded by Council Member Barry Ratcliffe and Passed 7/0.

ANNOUNCEMENTS AND REPORTS FROM CITY MANAGER

22. Receive an update and discussion regarding the following:
 - a. ARPA Update
 - b. Discussion Items Report (DIR)
 - c. STAR Transit Ridership Report- August 2021
 - d. Careflite Compliance Report- August 2021
 - e. Fire Department Monthly Report- August 2021
 - f. Police Department Monthly Report- August 2021

- g. Development Services Monthly Report- August 2021
- h. Monthly Calendars Attached

Mr. Slye gave an update on the above-stated items.

EXECUTIVE SESSION

Mayor Jordan recessed into the Executive Session at 7:12 pm

- 23. The City Council will recess into Executive Session pursuant to Texas Government Code for an executive session regarding the following:
 - a. Sec. 551.072. DELIBERATION REGARDING REAL PROPERTY; CLOSED MEETING. A governmental body may conduct a closed meeting to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person regarding:

Kaufman County Properties

South Pointe Development

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 7:32 pm.

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

There was no action required from the Executive Session Items.

ADJOURNMENT

There being no further business, Mayor Jordan adjourned the meeting at 7:34 pm.

ATTEST:

JEFF JORDAN
MAYOR

JESSIE HANKS
CITY SECRETARY



**MINUTES OF THE
CITY COUNCIL MEETING
MONDAY, OCTOBER 25, 2021 - 6:00 PM
CITY HALL COUNCIL CHAMBERS
209 S. WASHINGTON STREET
KAUFMAN, TEXAS 75142**

PLEDGE OF ALLEGIANCE

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

Mayor Jordan called the City Council meeting to order at 6:00 PM. Councilmembers present were Patty Patterson, Jeff Council, Jeff Jordan, Carole Aga, Barry Ratcliffe, and Matt Phillips. Councilmember Lisa Parker arrived at 6:04 PM. Mayor Jordan declared a quorum present. Also present were City Manager Mike Slye, Assistant City Manager Mike Holder, City Attorney Patricia Adams, City Secretary Jessie Hanks, Development Services Director Marcy Ratcliff, Police Captain Les Edwards, and Police Chief Dana Whitaker.

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.

CONSENT AGENDA

1. Consider and take appropriate action regarding final acceptance of infrastructure for Phase 1B of the Georgetown development
2. Consider and take appropriate action to approve Change Order #2 for the Kaufman WWTP Improvements Project with GTUA as submitted by Red River Construction Company.
3. Consider and take appropriate action on the Final Plat of Lot 1, Block 1, Juniper Pointe Addition, being a tract of land containing 9.008-acres (PIDs 5373, 5377), situated in the D. Falcon Survey, Abstract No. 151, Kaufman County, Kaufman, Texas, and generally located in the 2600 Block of Tabor Parkway. A one lot residential subdivision for a Multi-Family-2 development is proposed. (Case No. FP-12-21)

Councilmember Council made a motion to approve Consent Agenda items 1 through 3 as presented. The motion was seconded by Councilmember Aga and passed 6/0.

END OF CONSENT AGENDA

PUBLIC HEARING

4. Conduct a public hearing and consider and take appropriate action on Resolution R-30-21

approving the 5 year update to the City's Capital Improvement Plan.

a. Presentation

Mr. Holder presented the updated 5 year Capital Improvement Plan. He reviewed the various changes through FY 2026.

b. Public Hearing

Mayor Jordan opened the public hearing at 6:09 PM.

There were no speakers present. Mayor Jordan closed the public hearing at 6:09 PM.

c. Consider and take appropriate action on Resolution R-30-21

Councilmember Ratcliffe made a motion to approve Resolution R-30-21, approving the City's 5-year Capital Improvement Plan as presented. The motion was seconded by Councilmember Parker and passed 7/0.

PLANNING AND ZONING COMMISSION ITEMS

5. Consider and take appropriate action on the Preliminary Plat of Oakdale Estates (requesting to be renamed to Freeman Farm), being a tract of land containing 25.402 acres (PIDs 184130 and 16871) generally located in the 1500 Block of East Highway 175, situated Levi York Survey, Abstract No.609, City of Kaufman, Kaufman County, Texas, and zoned Planned Development - 21 (PD-21). The preliminary plat is for 123 residential lots and 4 common areas. (Case No. PP-04-21)

Ms. Ratcliff informed Council about the proposed preliminary plat for Oakdale Estates.

Mayor Jordan made a motion to approve the preliminary plat PP-04-21 with the condition that a traffic impact analysis approved by TxDOT and the name changed from Oakdale Estates to Freeman Farms. The motion was seconded by Councilmember Council and passed 7/0.

DISCUSSION/ACTION ITEMS

6. Consider and take appropriate action to renew the City's contract with the law firm of Linebarger Goggan Blair & Sampson, LLP, for the firm's provision of all legal services necessary to collect delinquent property taxes and utility bills within the City.

Mayor Jordan turned this item over to Mayor Pro-Tem Patterson.

Mr. Slye informed the Council there was a notice published in the paper which incorrectly stated this item would be heard at this meeting. The Firm was unable to attend this meeting so the item needed to be tabled until the November 15th meeting.

Mayor Pro-Tem Patterson made a motion to table item 6 until the November 15th Regular City Council Meeting. The motion was seconded by Councilmember Parker and passed 7/0.

7. Consider and take appropriate action on Resolution R-31-21 approving the City's participation in the global opioid settlement; discussion of potential uses for settlement funds and estimated allocation for the City; directing the Mayor or his designee to execute necessary documents related to the opioid settlement; and providing an effective date.

Mr. Slye outlined the purpose of the resolution and how the money could be used.

Councilmember Aga made a motion to approve Resolution R-31-21 approving the City's participation in the global opioid settlement. The motion was seconded by Mayor Pro-Tem Patterson and passed 7/0.

8. Consider and take appropriate action on Ordinance O-50-21 amending the City of Kaufman's Code of Ordinances by repealing Article XI, "Unsafe Buildings", of Chapter 22, "Buildings and Building Regulations", and adopting a new Article IX, "Unsafe Buildings" of Chapter 22, establishing updated standards for the Building Standards Commission, authorizing the Commission to hear and determine cases concerning alleged violations of City ordinances regulating buildings codes, fire safety of a building, dangerously damaged or deteriorated buildings, and substandard buildings; providing minimum property standards; providing procedures for proceedings of the Commission; providing for an appeal; authorizing the Commission to assess civil penalties; providing a criminal penalty not to exceed \$2,000 for each day or part thereof when a violation exists; and providing an effective date

Ms. Ratcliff outlined the various changes to the ordinance and how it would affect the function of the Building Standards Commission.

Councilmember Aga made a motion to approve Ordinance O-50-21 as presented. The motion was seconded by Councilmember Phillips and passed 7/0.

9. Consider and provide staff direction regarding the issuance of a request for proposals to obtain professional services to assist with procurement action for TxCDBG- Coronavirus Community Resiliency Program Grant.

Mr. Slye reviewed the TxCDBG- Coronavirus Community Resiliency Program Grant. He outlined the timeline and the purpose of the funds.

Councilmember Ratcliffe made a motion to direct staff to move forward with a Request for Proposals to obtain professional services for the TXCDBG-Coronavirus Community Resiliency Program. The motion was seconded by Councilmember Council and passed 7/0.

ANNOUNCEMENTS AND REPORTS FROM CITY MANAGER

10. Receive an update and discussion regarding the following:
 - a. CDGG-CV grant timeline
 - b. Discussion Items Report (DIR)
 - c. STAR Transit Ridership Report- September 2021
 - d. Careflite Compliance Report- September 2021
 - e. Fire Department Monthly Report- September 2021
 - f. Police Department Monthly Report- September 2021
 - g. Development Services Monthly Report- September 2021

- h. Monthly Calendars Attached

Mr. Slye updated the Council about the above-stated items.

EXECUTIVE SESSION

Mayor Jordan recessed into the Executive Session at 6:31 PM.

11. The City Council will recess into Executive Session pursuant to Texas Government Code, Chapter 551, for an executive session regarding the following:
- a. Sec. 551.072. DELIBERATION REGARDING REAL PROPERTY; CLOSED MEETING. A governmental body may conduct a closed meeting to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person regarding: Kaufman County Properties

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 6:48 PM.

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

There was no action needed regarding the Executive Session item.

ADJOURNMENT

There being no further business, Mayor Jordan adjourned the meeting at 6:50 PM.

ATTEST:

JEFF JORDAN
MAYOR

JESSIE HANKS
CITY SECRETARY



Meeting
Date: 11/15/2021

Date: 10/25/2021

Item #: 6.

Dept.: Administration

Consent Agenda

SUBJECT:

Consider and take appropriate action on Resolution R-32-21, a resolution of the City Council of the City of Kaufman, Texas, accepting public improvements for Georgetown Phase 1B; and establishing the warranty period for the public improvements.

BACKGROUND:

This resolution is to reconfirm the action taken at the October 25th City Council meeting. The City has always accepted public improvements via Resolution, so it is simple to clean that up.

Author:
Jessie Hanks, City Secretary

Reviewed:
Mike Slye, City Manager

Cost:

Funds Available:

Source:

Recommendation: Staff recommends approval of resolution R-32-21 as presented.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☐

RESOLUTION NO. R-32-21

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KAUFMAN, TEXAS ACCEPTING PUBLIC IMPROVEMENTS FOR GEORGETOWN PHASE 1B; ESTABLISHING THE WARRANTY PERIOD FOR THE PUBLIC IMPROVEMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City and Georgetown KF, Ltd. (“Developer”) entered into an agreement dated November 13, 2018, (the “Agreement”), pursuant to which Developer was to construct certain public improvements in Georgetown Phase 1B (the “Public Improvements”); and

WHEREAS, Developer has constructed all required Public Improvements and City Council accepts the actual quantities and construction of said Public Improvements pursuant to final estimate; and

WHEREAS, having accepted the Public Improvements via the adoption of this Resolution, the City Council hereby establishes that the two (2) year warranty period for said Public Improvements commences as of the date of this Resolution; and

WHEREAS, a two (2) year maintenance bond covering the Public Improvements has been received by the City.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KAUFMAN, TEXAS,

SECTION 1. That the foregoing recitals are true and correct and are incorporated herein.

SECTION 2. That effective as of October 25, 2021, the City accepts the Public Improvements as approved by final inspection of City of Kaufman Public Works Department.

SECTION 3. That the City establishes the warranty period to be in effect commencing on October 25, 2021, the effective date of this Resolution, and remaining in full force and effect until October, 25, 2023, at 12:00 a.m., midnight (24 months from the effective date of this Resolution). Further, pursuant to the terms of the Agreement, the City has received a maintenance bond that shall remain in effect throughout the warranty period established herein and shall guarantee repairs to the Public Improvements occurring within the warranting period.

PASSED AND APPROVED this 15th day of November, 2021.

JEFF JORDAN
MAYOR

ATTEST:

JESSIE HANKS
CITY SECRETARY

APPROVED AS TO FORM:

PATRICIA A. ADAMS
CITY ATTORNEY



Meeting
Date: 11/15/2021

Date: 10/29/2021

Item #: 7.

Dept.: Administration

Resolution

SUBJECT:

Consider and take appropriate action on Resolution R-33-21, 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 December 4, 2021, from 9:00 A.M. to 10:00 P.M. for the Kaufman "Christmas On The Square."

BACKGROUND:

The City of Kaufman will be hosting the Christmas on the Square. Saturday's events will begin at Noon and conclude at approximately 8:00 p.m. We anticipate +/- 5,000 people to be in attendance at the festival. This year there will be vendors including arts/crafts vendors, food vendors, business exhibits, demonstration booths, games, movie viewing, a small stage with local entertainment around the Courthouse Square. The Lighted Christmas Parade will take place at 6:00 p.m.

Author:
Jessie Hanks, City Secretary

Reviewed:
Mike Slye, City Manager

Cost:

Funds Available:

Source:

Recommendation: Staff recommends approval of Resolution R-33-21 as presented.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☐

RESOLUTION R-33-21

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 STATE HIGHWAY 243 FROM JEFFERSON STREET TO WASHINGTON STREET ON SATURDAY, DECEMBER 4, 2021 FROM 9:00 A.M. UNTIL 10:00 P.M. FOR THE KAUFMAN "CHRISTMAS ON THE SQUARE" EVENT.

WHEREAS, the City Council desires to formally enter into an agreement with the Texas Department of Transportation to close SH-243 one-way traffic operation around the Kaufman County Courthouse in Kaufman, Texas; and

WHEREAS, the event will be located within the City of Kaufman's incorporated area; and

WHEREAS, this event serves a public purpose to the City of Kaufman, its citizens and visitors to our City.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KAUFMAN, TEXAS THAT:

SECTION 1. The City Council does hereby authorize the City Manager to enter into an Agreement with the Texas Department of Transportation for the Temporary Closure of State Right of Way.

SECTION 2. The Agreement of the Temporary Closure of State Right of Way is attached hereto and incorporated herein as "Exhibit A".

SECTION 3. This Resolution shall become effective immediately upon its passage and approval.

PASSED AND APPROVED on this the 15th day of November, 2021.

**JEFF JORDAN
MAYOR**

ATTEST:

**JESSIE HANKS
CITY SECRETARY**

APPROVED AS TO FORM:

**PATRICIA ADAMS
CITY ATTORNEY**

STATE OF TEXAS §
COUNTY OF KAUFMAN §

**AGREEMENT FOR THE TEMPORARY CLOSURE
OF STATE RIGHT OF WAY**

THIS AGREEMENT is made by and between the State of Texas, acting by and through the Texas Department of Transportation, hereinafter called the “State,” and the City of Kaufman, a municipal corporation, acting by and through its duly authorized officers, hereinafter called the “local government.”

W I T N E S S E T H

WHEREAS, the State owns and operates a system of highways for public use and benefit, including SH 243, in Kaufman, County; and

WHEREAS, the local government has requested the temporary closure of SH 243 (One way traffic operation around the Kaufman County Courthouse) for the purpose of the Christmas On the Square, from Jefferson St. to Washington St. as described in the attached “Exhibit A,” hereinafter identified as the “Event;” and

WHEREAS, the Event will be located within the local government’s incorporated area; and

WHEREAS, the State, in recognition of the public purpose of the Event, wishes to cooperate with the City so long as the safety and convenience of the traveling public is ensured and that the closure of the State’s right of way will be performed within the State’s requirements; and

WHEREAS, on the 15th day of November, 2021, the Kaufman City Council passed Resolution No. R-33-21, attached hereto and identified as “Exhibit B,” establishing that the Event serves a public purpose and authorizing the local government to enter into this agreement with the State; and

WHEREAS, 43 TAC, Section 22.12 establishes the rules and procedures for the temporary closure of a segment of the State highway system; and

WHEREAS, this agreement has been developed in accordance with the rules and procedures of 43 TAC, Section 22.12;

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties hereto, to be by them respectively kept and performed as hereinafter set forth, it is agreed as follows:

A G R E E M E N T

Article 1. CONTRACT PERIOD

This agreement becomes effective upon final execution by the State and shall terminate upon completion of the Event or unless terminated or modified as hereinafter provided.

Article 2. EVENT

DESCRIPTION

The physical description of the limits of the Event, including county names and highway numbers, the number of lanes the highway has and the number of lanes to be used, the proposed schedule of start and stop times and dates at each location, a brief description of the proposed activities involved, approximate number of people attending the Event, the number and types of animals and equipment, planned physical modifications of any man-made or natural features in or adjacent to the right of way involved shall be attached hereto along with a location map and identified as "Exhibit C."

Article 3. OPERATIONS

OF

THE

EVENT

A. The local government shall assume all costs for the operations associated with the Event, to include but not limited to, plan development, materials, labor, public notification, providing protective barriers and barricades, protection of highway traffic and highway facilities, and all traffic control and temporary signing.

B. The local government shall submit to the State for review and approval the construction plans, if construction or modifications to the State's right of way is required, the traffic control and signing plans, traffic enforcement plans, and all other plans deemed necessary by the State. The State may require that any traffic control plans of sufficient complexity be signed, sealed and dated by a registered professional engineer. The traffic control plan shall be in accordance with the latest edition of the Texas Manual on Uniform Traffic Control Devices. All temporary traffic control devices used on state highway right of way must be included in the State's Compliant Work Zone Traffic Control Devices List. The State reserves the right to inspect the implementation of the traffic control plan and if it is found to be inadequate, the local government will bring the traffic control into compliance with the originally submitted plan, upon written notice from the State noting the required changes, prior to the event. The State may request changes to the traffic control plan in order to ensure public safety due to changing or unforeseen circumstances regarding the closure.

C. The local government will ensure that the appropriate law enforcement agency has reviewed the traffic control for the closures and that the agency has deemed them to be adequate. If the law enforcement agency is unsure as to the adequacy of the traffic control, it will contact the State for consultation no less than 10 workdays prior to the closure.

D. The local government will complete all revisions to the traffic control plan as requested by the State within the required timeframe or that the agreement will be terminated upon written notice from the State to the local government. The local government hereby agrees that any failure to cooperate with the State may constitute reckless endangerment of the public and that the Texas Department of Public Safety may be notified of the situation as soon as possible for the appropriate action, and failing to follow the traffic control plan or State instructions may result in a denial of future use of the right of way for three years.

E. The local government will not initiate closure prior to 24 hours before the scheduled Event and all barriers and barricades will be removed and the highway reopened to traffic within 24 hours after the completion of the Event.

F. The local government will provide adequate enforcement personnel to prevent vehicles from stopping and parking along the main lanes of highway right of way and otherwise prevent interference with the main lane traffic by both vehicles and pedestrians. The local government will prepare a traffic enforcement plan, to be approved by the State in writing at least 48 hours prior to the scheduled Event. Additionally, the local government shall provide to the State a letter of certification from the law enforcement agency that will be providing traffic control for the Event, certifying that they agree with the enforcement plan and will be able to meet its requirements.

G. The local government hereby assures the State that there will be appropriate passage

allowance for emergency vehicle travel and adequate access for abutting property owners during construction and closure of the highway facility. These allowances and accesses will be included in the local government's traffic control plan.

H. The local government will avoid or minimize damage, and will, at its own expense, restore or repair damage occurring outside the State's right of way and restore or repair the State's right of way, including, but not limited to, roadway and drainage structures, signs, overhead signs, pavement markings, traffic signals, power poles and pavement, etc. to a condition equal to that existing before the closure, and, to the extent practicable, restore the natural and cultural environment in accordance with federal and state law, including landscape and historical features.

Article 4. OWNERSHIP OF DOCUMENTS

Upon completion or termination of this agreement, all documents prepared by the local government will remain the property of the local government. All data prepared under this agreement shall be made available to the State without restriction or limitation on their further use. At the request of the State, the Local Government shall submit any information required by the State in the format directed by the State.

Article 5. TERMINATION

A. This agreement may be terminated by any of the following conditions:

- (1) By mutual written agreement and consent of both parties.
- (2) By the State upon determination that use of the State's right of way is not feasible or is not in the best interest of the State and the traveling public.
- (3) By either party, upon the failure of the other party to fulfill the obligations as set forth herein.
- (4) By satisfactory completion of all services and obligations as set forth herein.

B. The termination of this agreement shall extinguish all rights, duties, obligations, and liabilities of the State and local government under this agreement. If the potential termination of this agreement is due to the failure of the local government to fulfill its contractual obligations as set forth herein, the State will notify the local government that possible breach of contract has occurred. The local government must remedy the breach as outlined by the State within ten (10) days from receipt of the State's notification. In the event the local government does not remedy the breach to the satisfaction of the State, the local government shall be liable to the State for the costs of remedying the breach and any additional costs occasioned by the State.

Article 6. DISPUTES

Should disputes arise as to the parties' responsibilities or additional work under this agreement, the State's decision shall be final and binding.

Article 7. RESPONSIBILITIES OF THE PARTIES

The State and the Local Government agree that neither party is an agent, servant, or employee of the other party and each party agrees it is responsible for its individual acts and deeds as well as the acts and deeds of its contractors, employees, representatives, and agents.

Article 8. INSURANCE

A. Prior to beginning any work upon the State's right of way, the local government and/or its contractors shall furnish to the State a completed "Certificate of Insurance" (TxDOT Form 1560, latest edition) and shall maintain the insurance in full force and effect during the period

that the local government and/or its contractors are encroaching upon the State right of way.
B. In the event the local government is a self-insured entity, the local government shall provide the State proof of its self-insurance. The local government agrees to pay any and all claims and damages that may occur during the period of this closing of the highway in accordance with the terms of this agreement.

Article 9. AMENDMENTS

Any changes in the time frame, character, agreement provisions or obligations of the parties hereto shall be enacted by written amendment executed by both the local government and the State.

Article 10. COMPLIANCE WITH LAWS

The local government shall comply with all applicable federal, state and local environmental laws, regulations, ordinances and any conditions or restrictions required by the State to protect the natural environment and cultural resources of the State's right of way.

Article 11. LEGAL CONSTRUCTION

In case one or more of the provisions contained in this agreement shall for any reason be held invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions hereof and this agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

Article 12. NOTICES

All notices to either party by the other required under this agreement shall be delivered personally or sent by certified U.S. mail, postage prepaid, addressed to such party at the following _____ respective _____ addresses:

Local Government:	State:
<u>City of Kaufman</u>	<u>Texas Department of Transportation</u>
<u>Jessie Hanks - City Secretary</u>	<u>4777 E. Highway 80</u>
<u>P.O. Box 1168</u>	<u>Mesquite, TX 75150</u>
<u>Kaufman, Texas 75142</u>	

All notices shall be deemed given on the date so delivered or so deposited in the mail, unless otherwise provided herein. Either party hereto may change the above address by sending written notice of such change to the other in the manner provided herein.

Article 13. SOLE AGREEMENT

This agreement constitutes the sole and only agreement between the parties hereto and supersedes any prior understandings or written or oral agreements respecting the within subject matter.

IN TESTIMONY WHEREOF, the parties hereto have caused these presents to be executed in duplicate counterparts.

Agreement No. _____

THE CITY OF KAUFMAN

Executed on behalf of the local government by:

By _____ Date _____
City Official

Typed or Printed Name and Title Mike Slye
City Manager

THE STATE OF TEXAS

Executed for the Executive Director and approved for the Texas Transportation Commission for the purpose and effect of activating and/or carrying out the orders, established policies or work programs heretofore approved and authorized by the Texas Transportation Commission.

By _____ Date _____
District Engineer

Exhibit A

November 16, 2021

Mr. Lane Selman, P.E., Area Engineer
Texas Dept. of Transportation
3260 FM 2728
Kaufman, TX 75142

Re: Formal Request for Closure of the Kaufman County Courthouse Square for an event on
December 4, 2021

Dear Mr. Selman:

The City of Kaufman is formally requesting permission and/or a permit to close the Kaufman Courthouse Square Saturday, December 4, 2021, beginning at 9:00 a.m. and ending at 10:00 p.m. the same day for this year's **Kaufman Christmas On the Square**. Food vendors will be stationed around the courthouse and arts/crafts, exhibits, demonstrations, stage performances, etc. will be utilizing the parking spaces in front of the businesses as well as along the feeder streets leading into the square. The following is a brief description of traffic control measures to be taken:

- The entire square shall be securely barricaded off to through traffic with Kaufman Police Department officers controlling traffic at the intersections of (1) Washington & Mulberry and (2) State Highway 243 and Jefferson.
- A State approved, temporary, electronic, message board shall be placed approximately 500 feet west of the State Highway 243 and U.S. Highway 175 split stating, "SH 243 CLOSED TO TRUCK TRAFFIC OCTOBER 23rd - DETOUR TO SH 34," or more appropriate wording per your request.
- Detour Ahead signs shall be placed 500 feet from each detour location and detour signs with directional arrows shall be placed at each State Highway detour location along with officers from the Kaufman Police Department.

If you have any questions or need more information, please feel free to contact me at (972) 932-2216.

Respectfully,

Jessie Hanks
City Secretary

Attachments

Exhibit B

Resolution R-33-21

Exhibit C

November 16, 2021

Lane Selman, P.E., Area Engineer
Texas Dept. of Transportation
3260 FM 2728
Kaufman, TX 75142

Re: Kaufman Christmas On the Square 2021 - Description of Events

Dear Mr. Selman:

The City of Kaufman, along with the Downtown Merchants, will host the **Christmas on the Square** on the Kaufman Courthouse Square (See attached maps and parade route details). We anticipate +/- 5,000 people to be in attendance at the festival. This year the crowds will be entertained by the performances of several local groups. There will be arts/crafts vendors, food vendors, business exhibits, demonstration booths, and games, all around the Courthouse Square.

The festival will kick-off with at approximately Noon, Saturday, December 4th and is expected to end at 9:00 p.m. The lighted parade will begin at 6:00 p.m. The route is attached.

- The Parade will utilize ALL lanes of each highway during the event.
- Festival Vendors will begin setting up around the Square at approximately 9:00 a.m. The Festival will begin at noon and will last until 9 p.m.

If you have any questions or need more information, please feel free to contact me at (972) 932-2216.

Respectfully,

Jessie Hanks
City Secretary

Attachments



November 16, 2021

Mr. Lane Selman, District Engineer
Texas Department of Transportation
3260 FM 2728
Kaufman, TX 75142

Re: Christmas on the Square 2021

Dear Mr. Selman:

The City of Kaufman is formally requesting permission and/or a permit to close the 243 exits off of 175 in both directions on Saturday, December 4, 2021, beginning at 9:00 a.m. and ending at 10:00 p.m., for the Christmas on the Square event. On Saturday, December 4, vendors will be setting up starting at 9:30 a.m. to include arts/crafts, exhibits, demonstrations, stage performances, etc. will be utilizing the parking spaces in front of the businesses on the square. The following is a brief description of traffic control measures to be taken:

- The entire square shall be securely barricaded off to through traffic with Kaufman Police Department officers controlling traffic at the intersections of (1) Washington & Mulberry and (2) State Highway 243 and Jefferson.
- A State approved, temporary, electronic, message board shall be placed approximately 500 feet west of the State Highway 243 and U.S. Highway 175 split stating, "SH 243 CLOSED TO TRUCK TRAFFIC DECEMBER 14 - DETOUR TO SH 34," or more appropriate wording per your request.
- Detour Ahead signs shall be placed 500 feet from each detour location and detour signs with directional arrows shall be placed at each State Highway detour location along with officers from the Kaufman Police Department.

If you have any questions or need more information, please feel free to contact me at (972) 932-2216, ext. #107.

Respectfully,

Jessie Hanks
City Secretary

Enclosure: Parade Route Map

cc: Chief of Police Dana Whitaker



Meeting
Date: 11/15/2021

Date: 10/29/2021

Item #: 8.

Dept.: Administration

Resolution

SUBJECT:

Consider and take appropriate action on Resolution R-34-21, 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 SH 34 (South Washington St) for the purpose of a Lighted Christmas Parade on December 4, 2021, from 6:00 p.m. to 8:00 p.m.

BACKGROUND:

The City of Kaufman will be hosting the Annual Lighted Christmas Parade on Saturday, December 4, 2021, beginning at 6:00 p.m. The Christmas Tree Lighting will immediately follow at Kaufman City Hall. The parade will begin at Washington Square and will disperse on Grove St.

Author:
Jessie Hanks, City Secretary

Reviewed:
Mike Slye, City Manager

Cost:

Funds Available:

Source:

Recommendation: Staff recommends approval of Resolution R-34-21 as presented.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☐

RESOLUTION R-34-21

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 STATE HIGHWAY 34 FROM WASHINGTON STREET TO GROVE STREET FOR THE PURPOSE OF THE LIGHTED CHRISTMAS PARADE ON SATURDAY, DECEMBER 4, 2021 FROM 6:00 P.M. UNTIL 8:00 P.M.

WHEREAS, the City Council desires to formally enter into an agreement with the Texas Department of Transportation to close SH-34 one-way traffic operation around the Kaufman County Courthouse and Washington Street in Kaufman, Texas; and

WHEREAS, the event will be located within the City of Kaufman's incorporated area; and

WHEREAS, this event serves a public purpose to the City of Kaufman, its citizens and visitors to our City.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KAUFMAN, TEXAS THAT:

SECTION 1. The City Council does hereby authorize the City Manager to enter into an Agreement with the Texas Department of Transportation for the Temporary Closure of State Right of Way.

SECTION 2. The Agreement of the Temporary Closure of State Right of Way is attached hereto and incorporated herein as "Exhibit A".

SECTION 3. This Resolution shall become effective immediately upon its passage and approval.

PASSED AND APPROVED on this the 15th day of November, 2021.

JEFF JORDAN
MAYOR

ATTEST:

JESSIE HANKS
CITY SECRETARY

APPROVED AS TO FORM:

**PATRICIA ADAMS
CITY ATTORNEY**

EXHIBIT A

STATE OF TEXAS §

COUNTY OF TRAVIS §

AGREEMENT FOR THE TEMPORARY CLOSURE OF STATE RIGHT OF WAY

THIS AGREEMENT is made by and between the State of Texas, acting by and through the Texas Department of Transportation, hereinafter called the “State,” and the City of Kaufman, a municipal corporation, acting by and through its duly authorized officers, hereinafter called the “local government.”

W I T N E S S E T H

WHEREAS, the State owns and operates a system of highways for public use and benefit, including SH 34, in Kaufman, County; and

WHEREAS, the local government has requested the temporary closure of SH 34 on December 4, 2021, from 6:00 p.m. until 8:00 p.m. for the purpose of the Kaufman Christmas Lighted Parade, from Washington St. to Grove St. as described in the attached “Exhibit A,” hereinafter identified as the “Event;” and

WHEREAS, the Event will be located within the local government’s incorporated area; and

WHEREAS, the State, in recognition of the public purpose of the Event, wishes to cooperate with the City so long as the safety and convenience of the traveling public is ensured and that the closure of the State’s right of way will be performed within the State’s requirements; and

WHEREAS, on the 15th day of November, 2021, the Kaufman City Council passed Resolution No. R-33-21, attached hereto and identified as “Exhibit B,” establishing that the Event serves a public purpose and authorizing the local government to enter into this agreement with the State; and

WHEREAS, 43 TAC, Section 22.12 establishes the rules and procedures for the temporary closure of a segment of the State highway system; and

WHEREAS, this agreement has been developed in accordance with the rules and procedures of 43 TAC, Section 22.12;

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties hereto, to be by them respectively kept and performed as hereinafter set forth, it is agreed as follows:

A G R E E M E N T

Article 1. CONTRACT PERIOD

This agreement becomes effective upon final execution by the State and shall terminate upon completion of the Event or unless terminated or modified as hereinafter provided.

Article 2. EVENT DESCRIPTION

The physical description of the limits of the Event, including county names and highway numbers, the number of lanes the highway has and the number of lanes to be used, the proposed schedule of start and stop times and dates at each location, a brief description of the proposed activities involved, approximate number of people attending the Event, the number and types of animals and equipment, planned physical modifications of any man-made or natural features in or adjacent to the right of way involved is attached hereto and identified as "Exhibit A" along with a location map attached hereto and identified as "Exhibit C."

Article 3. OPERATIONS OF THE EVENT

A. The local government shall assume all costs for the operations associated with the Event, to include but not limited to, plan development, materials, labor, public notification, providing protective barriers and barricades, protection of highway traffic and highway facilities, and all traffic control and temporary signing.

B. The local government shall submit to the State for review and approval the construction plans, if construction or modifications to the State's right of way is required, the traffic control and signing plans, traffic enforcement plans, and all other plans deemed necessary by the State. The State may require that any traffic control plans of sufficient complexity be signed, sealed and dated by a registered professional engineer. The traffic control plan shall be in accordance with the latest edition of the Texas Manual on Uniform Traffic Control Devices. All temporary traffic control devices used on state highway right of way must be included in the State's Compliant Work Zone Traffic Control Devices List. The State reserves the right to inspect the implementation of the traffic control plan and if it is found to be inadequate, the local government will bring the traffic control into compliance with the originally submitted plan, upon written notice from the State noting the required changes, prior to the event. The State may request changes to the traffic control plan in order to ensure public safety due to changing or unforeseen circumstances regarding the closure.

C. The local government will ensure that the appropriate law enforcement agency has reviewed the traffic control for the closures and that the agency has deemed them to be adequate. If the law enforcement agency is unsure as to the adequacy of the traffic control, it will contact the State for consultation no less than 10 workdays prior to the closure.

D. The local government will complete all revisions to the traffic control plan as requested by the State within the required timeframe or that the agreement will be terminated upon written notice from the State to the local government. The local government hereby agrees that any failure to cooperate with the State may constitute reckless endangerment of the public and that the Texas Department of Public Safety may be notified of the situation as soon as possible for the appropriate action, and failing to follow the traffic control plan or State instructions may result in a denial of future use of the right of way for three years.

E. The local government will not initiate closure prior to 24 hours before the scheduled Event and all barriers and barricades will be removed and the highway reopened to traffic within 24 hours after the completion of the Event.

F. The local government will provide adequate enforcement personnel to prevent vehicles from stopping and parking along the main lanes of highway right of way and otherwise prevent interference with the main lane traffic by both vehicles and pedestrians. The local government will prepare a traffic enforcement plan, to be approved by the State in writing at least 48 hours prior to the scheduled Event. Additionally, the local government shall provide to the State a letter of certification from the law enforcement agency that will be providing traffic control for the Event, certifying that they agree with the enforcement plan and will be able to meet its requirements.

G. The local government hereby assures the State that there will be appropriate passage allowance for emergency vehicle travel and adequate access for abutting property owners during construction and closure of the highway facility. These allowances and accesses will be included in the local government's traffic control plan.

H. The local government will avoid or minimize damage, and will, at its own expense, restore or repair damage occurring outside the State's right of way and restore or repair the State's right of way, including, but not limited to, roadway and drainage structures, signs, overhead signs, pavement markings, traffic signals, power poles and pavement, etc. to a condition equal to that existing before the closure, and, to the extent practicable, restore the natural and cultural environment in accordance with federal and state law, including landscape and historical features.

Article 4. OWNERSHIP OF DOCUMENTS

Upon completion or termination of this agreement, all documents prepared by the local government will remain the property of the local government. All data prepared under this agreement shall be made available to the State without restriction or limitation on their further use. At the request of the State, the Local Government shall submit any information required by the State in the format directed by the State.

Article 5. TERMINATION

A. This agreement may be terminated by any of the following conditions:

- (1) By mutual written agreement and consent of both parties.
- (2) By the State upon determination that use of the State's right of way is not feasible or is not in the best interest of the State and the traveling public.
- (3) By either party, upon the failure of the other party to fulfill the obligations as set forth herein.
- (4) By satisfactory completion of all services and obligations as set forth herein.

B. The termination of this agreement shall extinguish all rights, duties, obligations, and liabilities of the State and local government under this agreement. If the potential termination of this agreement is due to the failure of the local government to fulfill its contractual obligations as set forth herein, the State will notify the local government that possible breach of contract has occurred. The local government must remedy the breach as outlined by the State within ten (10) days from receipt of the State's notification. In the event the local government does not remedy the breach to the satisfaction of the State, the local government shall be liable to the State for the costs of remedying the breach and any additional costs occasioned by the State.

Article 6. DISPUTES

Should disputes arise as to the parties' responsibilities or additional work under this agreement, the State's decision shall be final and binding.

Article 7. RESPONSIBILITIES OF THE PARTIES

The State and the Local Government agree that neither party is an agent, servant, or employee of the other party and each party agrees it is responsible for its individual acts and deeds as well as the acts and deeds of its contractors, employees, representatives, and agents.

Article 8. INSURANCE

A. Prior to beginning any work upon the State's right of way, the local government and/or its contractors shall furnish to the State a completed "Certificate of Insurance" (TxDOT Form

1560, latest edition) and shall maintain the insurance in full force and effect during the period that the local government and/or its contractors are encroaching upon the State right of way.
B. In the event the local government is a self-insured entity, the local government shall provide the State proof of its self-insurance. The local government agrees to pay any and all claims and damages that may occur during the period of this closing of the highway in accordance with the terms of this agreement.

Article 9. AMENDMENTS

Any changes in the time frame, character, agreement provisions or obligations of the parties hereto shall be enacted by written amendment executed by both the local government and the State.

Article 10. COMPLIANCE WITH LAWS

The local government shall comply with all applicable federal, state and local environmental laws, regulations, ordinances and any conditions or restrictions required by the State to protect the natural environment and cultural resources of the State's right of way.

Article 11. LEGAL CONSTRUCTION

In case one or more of the provisions contained in this agreement shall for any reason be held invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions hereof and this agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

Article 12. NOTICES

All notices to either party by the other required under this agreement shall be delivered personally or sent by certified U.S. mail, postage prepaid, addressed to such party at the following respective addresses:

<u>Local Government:</u>	<u>State:</u>
<u>City of Kaufman</u>	<u>Texas Department of Transportation</u>
<u>Jessie Hanks - City Secretary</u>	<u>4777 E. Highway 80</u>
<u>P.O. Box 1168</u>	<u>Mesquite, TX 75150</u>
<u>Kaufman, Texas 75142</u>	

All notices shall be deemed given on the date so delivered or so deposited in the mail, unless otherwise provided herein. Either party hereto may change the above address by sending written notice of such change to the other in the manner provided herein.

Article 13. SOLE AGREEMENT

This agreement constitutes the sole and only agreement between the parties hereto and supersedes any prior understandings or written or oral agreements respecting the within subject matter.

Agreement No. _____

IN TESTIMONY WHEREOF, the parties hereto have caused these presents to be executed in duplicate counterparts.

THE CITY OF KAUFMAN

Executed on behalf of the local government by:

By _____ Date _____
City Official

Typed or Printed Name and Title Mike Slye
City Manager

THE STATE OF TEXAS

Executed for the Executive Director and approved for the Texas Transportation Commission for the purpose and effect of activating and/or carrying out the orders, established policies or work programs heretofore approved and authorized by the Texas Transportation Commission.

By _____ Date _____
District Engineer

Exhibit A

November 16, 2021

Mr. Lane Selman, District Engineer
Texas Department of Transportation
3260 FM 2728
Kaufman, TX 75142

Re: Lighted Christmas Parade 2021

Dear Mr. Selman:

On behalf of the City of Kaufman, I am requesting approval from the Texas Department of Transportation (TxDOT) to incorporate State Highway 34 (Washington Street) as part of the parade route in accordance with 43 T.A.C. § 22.12 (g) (4). The parade will be held on **Saturday, December 4, 2021**, beginning at 6:00 p.m. This year the anticipated parade route will be as follows:

1. Begin at Washington Square, located at 2005 S. Washington St.,
2. Travel north on Washington Street to the Courthouse Square,
3. Travel east on Grove Street and
4. Disperse on Grove Street.

The Kaufman Police Department will be stationed along the parade route to direct traffic as needed. The Police Department will utilize authorized law enforcement personnel for this routine traffic control event and assumes responsibility for traffic control to protect and direct all parties involved.

If you have any questions, please do not hesitate to contact me at the City of Kaufman at (972) 932-2216. I look forward to hearing from you.

Respectfully,

Jessie Hanks
City Secretary

Enclosure: Parade Route Map

cc: Chief of Police Dana Whitaker

Exhibit B

RESOLUTION R-33-21

Exhibit C

See attached Traffic Control Plan by the City of Kaufman





Meeting
Date: 11/15/2021

Date: 11/09/2021

Item #: 9.

Dept.: Development
Services

Ordinance

SUBJECT:

Conduct a public hearing and take appropriate action on Ordinance O-52-21, an ordinance of the City Council of the City of Kaufman, Texas amending Ordinance No. O-02-07 and Chapter 118, "Zoning", of the Code of Ordinances of the City of Kaufman and amending the official Zoning Map to rezone an approximate 2.356 acres of land generally located at 3201 East Highway 175 (PID 408), situated in the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas from Agriculture-Open (A-O) to Light Industrial (L-I). (Owner/Applicant: Glenn Group Investments, LLC.) (Case #Z-17-21)

BACKGROUND:

See the attached November 9, 2021 Planning and Zoning Commission Report.

Author:

Marcy Ratcliff, Development Services Director

Reviewed:

Mike Slye, City Manager

Cost: N/A

Funds Available: N/A

Source: N/A

Recommendation: The Planning and Zoning Commission on November 9, 2021 recommended approval of Z-17-21 by a vote of 4 to 0 to rezone approximately 2.356 acres from Agriculture-Open (A-O) to Light Industrial (L-I), on property generally located at 3201 East Highway 175 (PID 408), and situated in the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☒	☒	☒	☒	☐



Planning and Zoning Commission Report

Meeting Date: November 9, 2021

SUBJECT: Conduct a public hearing and make a recommendation to City Council to rezone property from Agriculture-Open (A-O) to Light Industrial (L-I) for property owned by Glenn Group Investments, LLC. The property is approximately 2.356 acres of land generally located at 3201 East Highway 175 (PID 408), situated in the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas. (Case Z-17-21)

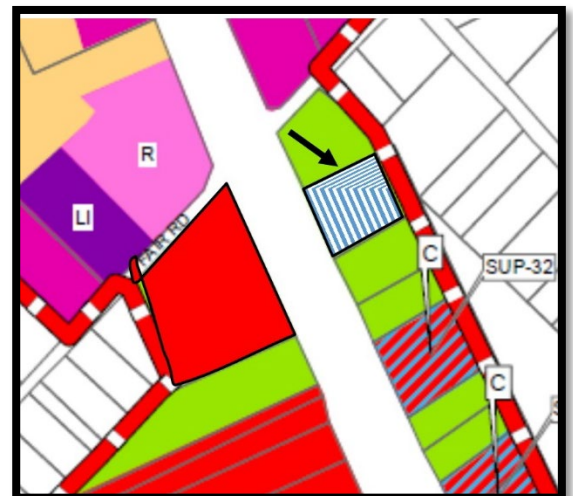
BACKGROUND/SUMMARY:

The request to rezone 2.356-acres from Agriculture-Open District (A-O) to Light Industrial District (LI) was submitted by Jane Lucas of Mitchell Welding Supply. The property was annexed and zoned to Agriculture-Open (A-O) in 2012 by the City of Kaufman. The property has never developed because approximately 1/3 of the property is located within the flood plain and is undevelopable. The applicant requests the Light Industrial (LI) zoning district designation so they can request a specific use permit (SUP) for a propane storage tank for wholesale use only. The proposed development is a low intensity use that does not require a lot of usable land.

The Agriculture-Open District (A-O) is used as an interim zoning district for any newly annexed property until the property owner applies to rezone the property in compliance with the Future Land Use Plan (FLUP). The proposed application request for the Light Industrial District complies with the Future Land Use Plan.

SURROUNDING ZONING AND EXISTING LAND USES:

	Zoning	Existing Land Use
North:	HC & A-O	Cold Tex Refrigeration & Car Sales (Former NAPA)
South:	A-O	Undeveloped & G&S Diesel Service
East:	ETJ	Single Family Subdivision
West:	C	Kaufman Lumber, Dance Factory & Steve's Diesel and Automotive Repair



COMPREHENSIVE PLAN:

Land Use Plan:

The 2014 Future Land Use Plan designated the land use of the subject property as Future Commercial. The proposed Industrial District somewhat complies with the 2014 Future Land Use Plan because it allows a variety of commercial, retail, and office uses plus some more intensive uses.

Thoroughfare Plan:

The Thoroughfare Plan designates East Highway 175 as a "Type AA", Major Regional Arterial, requiring a future right-of-way width of 240 feet. Any additional necessary right-of-way dedication is done during the platting process. A plat is not required during the rezoning process.

PROPERTY OWNER RESPONSES:

The City of Kaufman mailed out notification letters to 13 property owners within 300 feet of the 2.356-acres. The State requires a 200-foot notification and the City of Kaufman notifies an extra 100-foot radius, for every notification required in the Comprehensive Zoning Ordinance. The results are as follow:

- Number of property owners who returned letter in agreement with the request: 1
- Number of property owners who returned letter in opposition of the request: 0
- Number of property owners have not responded: 12

If 20% of the area within 200 feet of the request objects to the application, then a favorable vote of $\frac{3}{4}$ of all members of the City Council (which is 6 members) shall be required to approve any change in zoning. The 20% rule is a State law.

RECOMMENDATIONS:

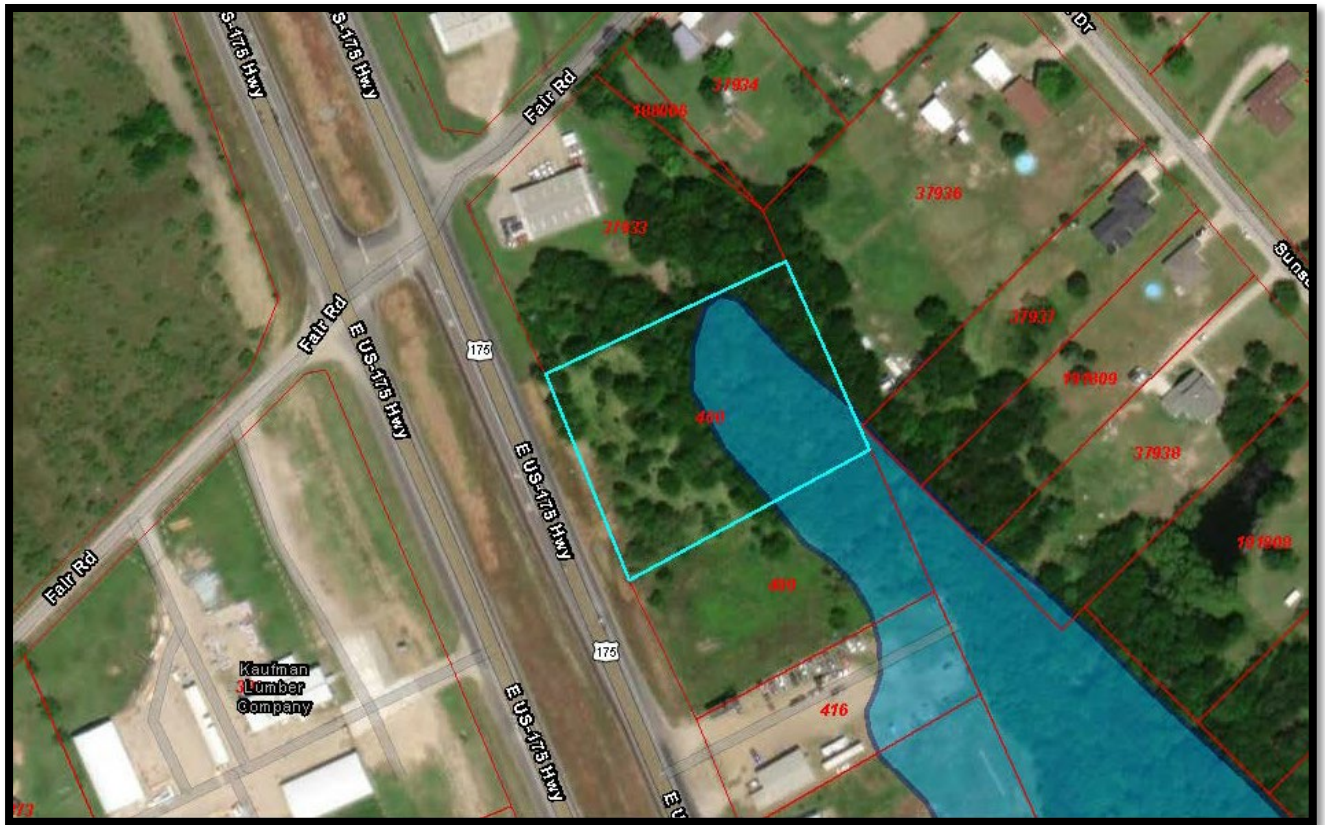
Staff recommends approval of Z-17-21 to rezone 2.356-acres of land from Agriculture-Open (A-O) to Light Industrial (LI) generally located at 3201 East Highway 175 (PID# 408) in the Charles Askins Survey, Abstract No. 2, Kaufman County, Kaufman, TX.

ATTACHMENTS:

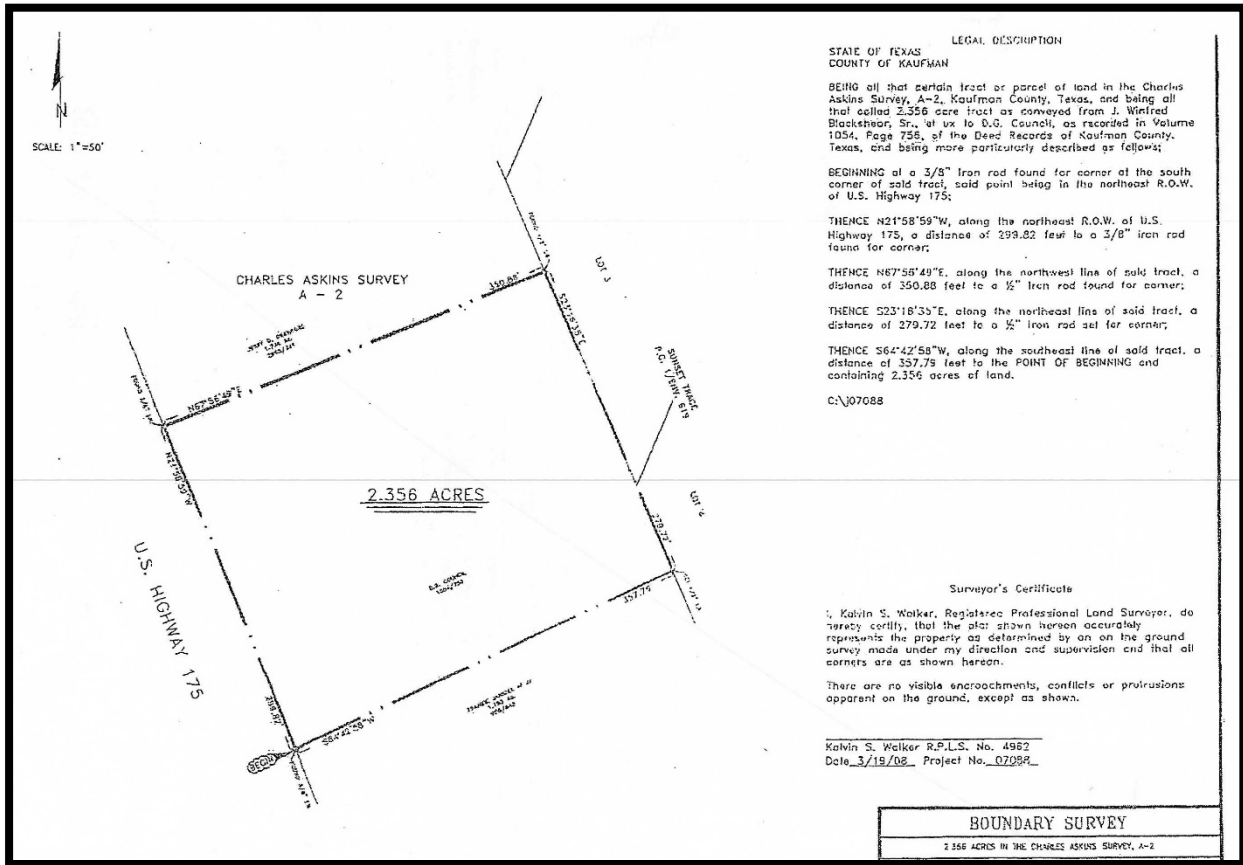
1. Location Map
2. Metes & Bounds Description
3. Property Owner Response

Marcy Ratcliff
Development Services
972-932-2216 ext. 117
Kaufmanplanning@kaufmantx.org

Location Map



Metes & Bounds Description of Z-17-21 3201 East Highway 175



Property Owner Response

DETACH ON DOTTED LINE

Date: 10-22-2021

Name: Cheri Childress

Address: P.O. Box 512

City & State: Seagrville, TX 75159

Phone #: 214 632-3294

COMMENTS: I encourage supporting businesses.

RE: Conduct a public hearing and make a recommendation to City Council to rezone property from Agriculture-Open (A-O) to Light Industrial (L-I) for property owned by Glenn Group Investments, LLC. The property is approximately 2.356 acres of land generally located at 3201 East Highway 175 (PID 408), situated in the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas. (Case #Z-17-21)

☒ I AM IN FAVOR ☐ I OBJECT

Email Address: Cheri330@SBCGLOBAL.NET

Cheri R. Childress
PLEASE PRINT YOUR NAME

RECEIVED
SIGNATURE 2021

ORDINANCE O-52-21

AN ORDINANCE OF THE CITY OF KAUFMAN, TEXAS, AMENDING ORDINANCE NO. 0-02-07 AND CHAPTER 118, "ZONING", OF THE CODE OF ORDINANCES OF THE CITY OF KAUFMAN, COLLECTIVELY, "THE COMPREHENSIVE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP", OF THE CITY TO CHANGE THE ZONING CLASSIFICATION ON AN APPROXIMATE 2.356 ACRE TRACT OF LAND FROM AGRICULTURE-OPEN, "A-O", TO LIGHT INDUSTRIAL, "LI", THE PROPERTY BEING GENERALLY LOCATED AT 3201 EAST HIGHWAY 175, A TRACT OF LAND PART OF THE CHARLES ASKINS SURVEY, ABSTRACT NO. 2, CITY OF KAUFMAN, KAUFMAN COUNTY, TEXAS; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING AMENDMENTS AND ZONING MAP AMENDMENTS; PROVIDING A CUMULATIVE REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE, AND A SEPARATE OFFENSE SHALL BE DEEMED COMMITTED UPON EACH DAY DURING OR ON WHICH A VIOLATION OCCURS OR CONTINUES; AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

WHEREAS, at its' regular meeting held on the 9th day of November, 2021, the Planning and Zoning Commission, after holding a public hearing, did consider and make a recommendation for approval of a request to rezone an approximate 2.356 acre tract of land from Agriculture-Open to Light Industrial, (Case No. Z-17-21), Kaufman CAD ID 408, generally located at 3201 East Highway 175, such tract being a part of the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas and more specifically described and depicted on **Exhibit "A"**, a copy of which is attached hereto and incorporated herein as, (the "Property"); and

WHEREAS, at its regular meeting held on the 15th day of November, 2021, the City Council held a public hearing to consider the proposed amendment to rezone the Property from Agriculture-Open to Light Industrial, and: (1) determined that all legal requirements of notice and hearings were met; (2) considered the recommendations of the Planning and Zoning Commission; (3) provided the public an opportunity to provide input; (4) considered public input; (5) considered the compatibility of the proposed amendment with surrounding properties and the goals and objectives of the Comprehensive Zoning Ordinance and Zoning Map of the City; and (6) determined that the proposed amendment to the Zoning Ordinance and Zoning Map of the City set forth herein below is consistent with the goals of land development as set forth in the Comprehensive Plan of the City, would allow orderly development of the Property which would serve the best interest of the health safety, and general welfare of the public.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KAUFMAN, TEXAS:

SECTION 1. INCORPORATION OF PREMISES. The above and foregoing premises are true and correct and are incorporated herein and made a part hereof for all purposes.

SECTION 2. AMENDMENT. That Ordinance No. 0-02-07 and Chapter 118, "Zoning", of the Code of Ordinances of the City of Kaufman, collectively, "The Comprehensive Zoning Ordinance and The Official Zoning Map", is hereby amended to reflect the change in zoning from Agriculture-Open, ("A-O"), to Light Industrial, ("LI"), on an approximate 2.356 acre tract of land generally located at 3201 East Highway 175, Kaufman CAD ID 408, such tract being a part of the Charles Askins Survey, Abstract No. 2 City of Kaufman, Kaufman County, Texas, and as described and depicted in Exhibit "A", attached hereto and incorporated as if set forth full herein for all purposes.

SECTION 3. ZONING MAP AMENDMENT. In addition, the official Zoning Map of the City of Kaufman, Texas shall be amended and annotated to show the change in zoning classification of the Property from Agriculture-Open, ("A-O"), to Light Industrial, ("LI"), thereon.

SECTION 4. CUMULATIVE REPEALER/SAVINGS. This Ordinance shall be cumulative of all other Ordinances and shall not repeal any of the provisions of such Ordinances except for those instances where there are direct conflicts with the provisions of this Ordinance. Ordinances or parts thereof in force at the time this Ordinance shall take effect and that are inconsistent with this Ordinance are hereby repealed to the extent that they are inconsistent with this Ordinance. Provided however, that any complaint, action, claim, or lawsuit, which has been initiated or has arisen under or pursuant to such Ordinance on the date of adoption of this Ordinance shall continue to be governed by the provisions of that Ordinance and for that purpose the Ordinance shall remain in full force and effect.

SECTION 5. SEVERABILITY. If any section, subsection, clause, phrase or provision of this Ordinance, or any application thereof to any person or circumstance, shall to any extent be held by a court of competent jurisdiction to be invalid, void or unconstitutional, the remaining sections, subsections, clauses, phrases and provisions of this Ordinance, or any application thereof to any person or circumstance, shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

SECTION 6. PENALTY. Any person who violates any provision of this Ordinance, upon conviction, shall be deemed guilty of a misdemeanor and shall be fined a sum not to exceed two thousand dollars (\$2,000.00) for each offense, and a separate offense shall be deemed committed upon each day during or on which a violation occurs or continues.

SECTION 7. PUBLICATION AND EFFECTIVE DATE. This Ordinance shall become effective immediately upon its passage and publication as required by law and Charter.

PASSED AND APPROVED this 15th day of November, 2021.

JEFF JORDAN
MAYOR

ATTEST:

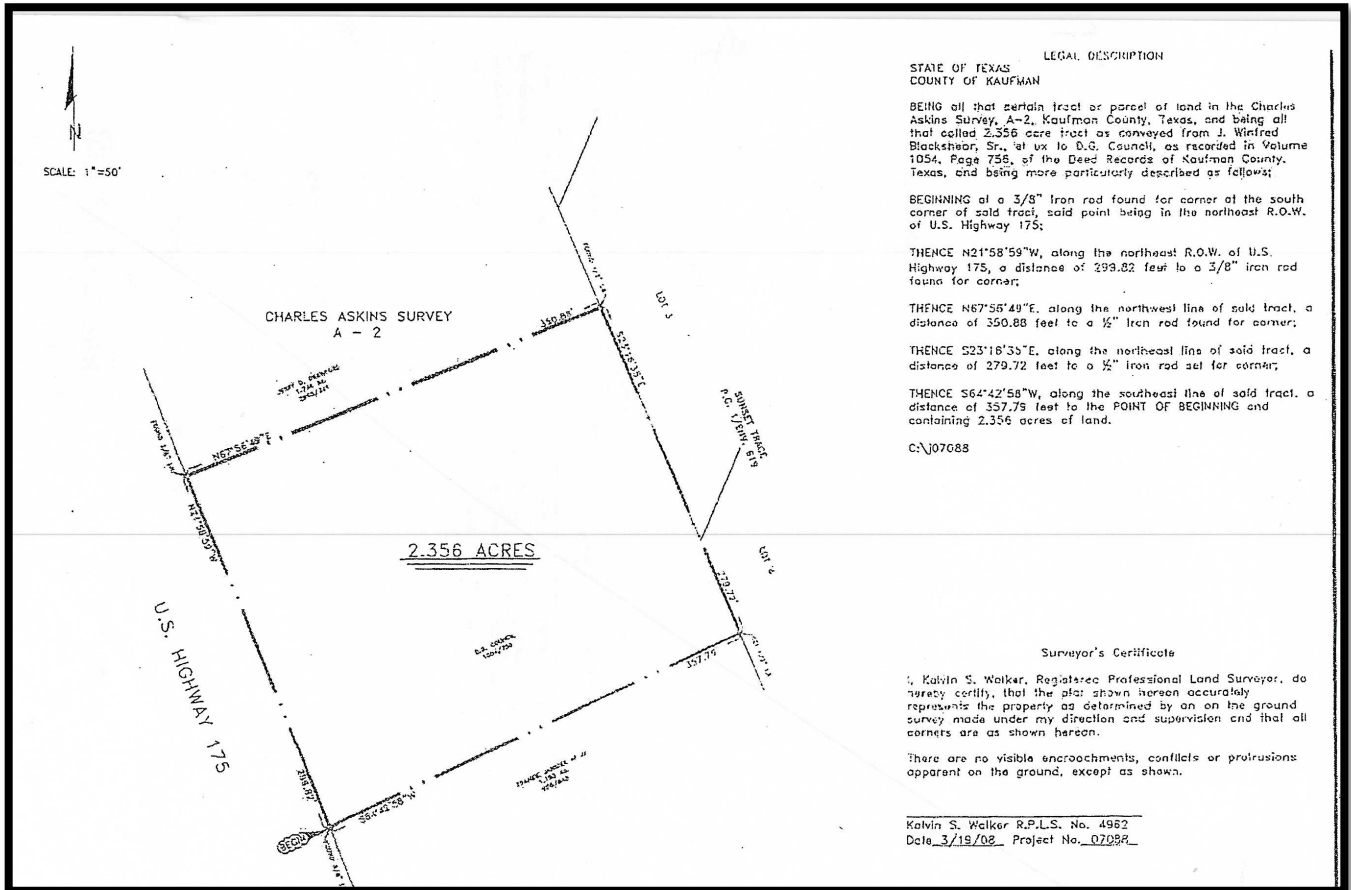
JESSIE HANKS
CITY SECRETARY

APPROVED AS TO FORM:

PATRICIA A. ADAMS
CITY ATTORNEY

"EXHIBIT A" Description

Z-17-21
3201 East Highway 175 –
Kaufman CAD ID 408





Meeting
Date: 11/15/2021

Date: 11/09/2021

Item #: 10.

Dept.: Development
Services

Ordinance

SUBJECT:

Conduct a public hearing and take appropriate action on Ordinance O-53-21, an ordinance of the City Council of the City of Kaufman, Texas amending Ordinance No. O-02-07 and Chapter 118, "Zoning", of the Code of Ordinances of the City of Kaufman and amending the official Zoning Map by authorizing a Specific Use Permit (SUP-48) for propane distribution, storage and wholesale facilities on an approximate 2.356 acres of land generally located at 3201 East Highway 175 (PID 408), situated in the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas. (Owner/Applicant: Glenn Group Investments, LLC.) (Case #Z-18-21)

BACKGROUND:

See the attached November 9, 2021 Planning and Zoning Commission report.

Author:

Marcy Ratcliff, Development Services Director

Reviewed:

Mike Slye, City Manager

Cost: N/A

Funds Available: N/A

Source: N/A

Recommendation: The Planning and Zoning Commission on November 9, 2021 recommended approval of Z-18-21 by a vote of 4-0 for the Specific Use Permit (SUP-48) for propane distribution, storage and wholesale facilities on 2.356 acres of land generally located at 3201 East Highway 175 (PID 408), situated in the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas with the following two conditions:

1. No outside storage of new or used propane tanks.
2. No parking allowed on unimproved surfaces.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☒	☒	☒	☐	☐



Planning and Zoning Commission Report

Meeting Date: November 9, 2021

SUBJECT: Conduct a public hearing and make a recommendation to City for a Specific Use Permit (SUP-48) for a propane distribution, storage and wholesale facility for property owned by Glenn Group Investments, LLC. The property is approximately 2.356 acres of land generally located at 3201 East Highway 175 (PID 408), situated in the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas. (Case Z-18-21)

BACKGROUND/SUMMARY:

Jane Lucas of Mitchell Welding Supply submitted a request for specific use permit for a proposed propane distribution, storage and wholesale facility, on property located at 3201 East Highway 175. The lot contains a total of 2.356 acres.

The land was originally zoned Agriculture-Open District (A-O) and the applicant is requesting (Z-17-21) the Light Industrial (LI) zoning district designation so they can request a specific use permit (SUP) for a propane storage tank for wholesale use only. The property has never developed because approximately 1/3 of the property is located within the flood plain and is undevelopable. The proposed development is a low intensity use that does not require a lot of usable land. The majority of the trees located within the flood plain and at the very rear of the property will remain in place. These trees will serve as a visual buffer between the proposed propane storage tank and the adjacent existing residential subdivision to

The applicant is proposing a 30,000-gallon propane tank and a bulkhead pump site to fill delivery trucks with propane. The proposed tank size will be 109 feet x 66 feet and located on a 3-foot masonry riser and enclosed within a 6-foot chain link fence.

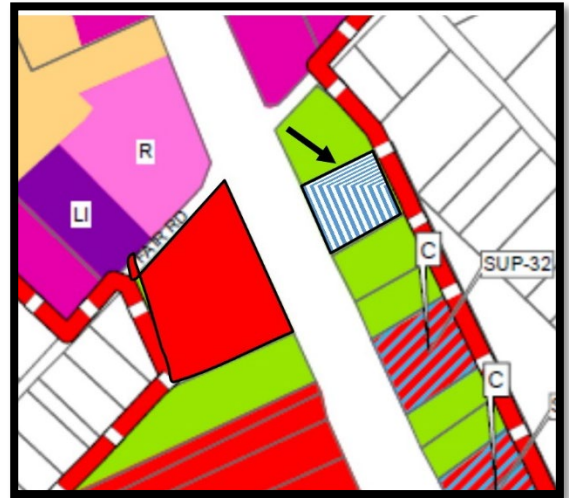
The proposed asphalt driveway width at the entrance will be 53 feet wide on East Highway 175. The interior driveway around the tank will be 30 feet wide.

According to the Railroad Commission all trees located within 50 feet of the tank will need to be removed. They also require the 6-foot security chain link fence surrounding the tank and bulkhead pump site.

The property is located along the southeastern city limit line. There is an existing residential subdivision located behind the property in Kaufman County. As a matter of courtesy Staff additionally notified all those property owners within 300 feet of 3201 East Highway 175 that are not in the city limits.

SURROUNDING ZONING AND EXISTING LAND USES:

	Zoning	Existing Land Use
North:	HC & A-O	Cold Tex Refrigeration & Car Sales (Former NAPA)
South:	A-O	Undeveloped & G&S Diesel Service
East:	ETJ	Single Family Subdivision
West:	C	Kaufman Lumber, Dance Factory & Steve's Diesel and Automotive Repair



COMPREHENSIVE PLAN:

Land Use Plan:

The 2014 Future Land Use Plan designated the land use of the subject property as Future Commercial. The proposed Industrial District somewhat complies with the 2014 Future Land Use Plan because it allows a variety of commercial, retail, and office uses plus some more intensive uses.

Thoroughfare Plan:

The Thoroughfare Plan designates East Highway 175 as a “Type AA”, Major Regional Arterial, requiring a future right-of-way width of 240 feet. Any additional necessary right-of-way dedication is done during the platting process. A plat is not required during the rezoning process.

DETERMINATIONS NECESSARY FOR CONSIDERING SUP'S

Sec 30.2. – SPECIFIC USE PERMIT REGULATIONS:

A. In recommending that a Specific Use Permit for the premises under consideration be granted, the City shall determine that such uses are harmonious and adaptable to building structures and uses of abutting property and other property in the vicinity of the premises under consideration, and shall make recommendations as to requirements for the paving of streets, alleys and sidewalks, means of ingress and egress to public streets, provisions for drainage, adequate off-street parking, screening and open space, heights of structures, and compatibility of buildings. In approving a requested SUP, the Planning and Zoning Commission and City Council may consider any or all of the following:

1. The use is harmonious and compatible with surrounding existing uses or proposed uses;
2. The activities requested by the applicant are normally associated with the permitted uses in the base district;

3. The nature of the use is reasonable;
 4. Any negative impact on the surrounding area has been mitigated; and/or
 5. That any additional conditions specified ensure that the intent of the district purposes are being upheld.
- B. In granting a Specific Use Permit, the Planning and Zoning Commission and City Council may impose conditions which shall be complied with by the owner or grantee before a certificate of occupancy may be issued by the Building Official, or his designee, for use of the building on such property pursuant to such Specific Use Permit and such conditions precedent to the granting of the certificate of occupancy. Any special conditions shall be set forth in writing by the City Council prior to issuance of the Certificate of Occupancy, and shall be incorporated into the amending ordinance establishing the SUP.

PROPERTY OWNER RESPONSES:

The City of Kaufman mailed out notification letters to 13 property owners within 300 feet of the 2.356-acres. The State requires a 200-foot notification and the City of Kaufman notifies an extra 100-foot radius, for every notification required in the Comprehensive Zoning Ordinance. The results are as follow:

- Number of property owners who returned letter in agreement with the request: 0
- Number of property owners who returned letter in opposition of the request: 0
- Number of property owners have not responded: 13

If 20% of the area within 200 feet of the request objects to the application, then a favorable vote of $\frac{3}{4}$ of all members of the City Council (which is 6 members) shall be required to approve any change in zoning. The 20% rule is a State law.

RECOMMENDATIONS:

Staff recommends approval of Z-18-21 to approve a Specific Use Permit (SUP-48) for a propane distribution, storage and wholesale facility for property generally located at 3201 East Highway 175 with the following restrictions:

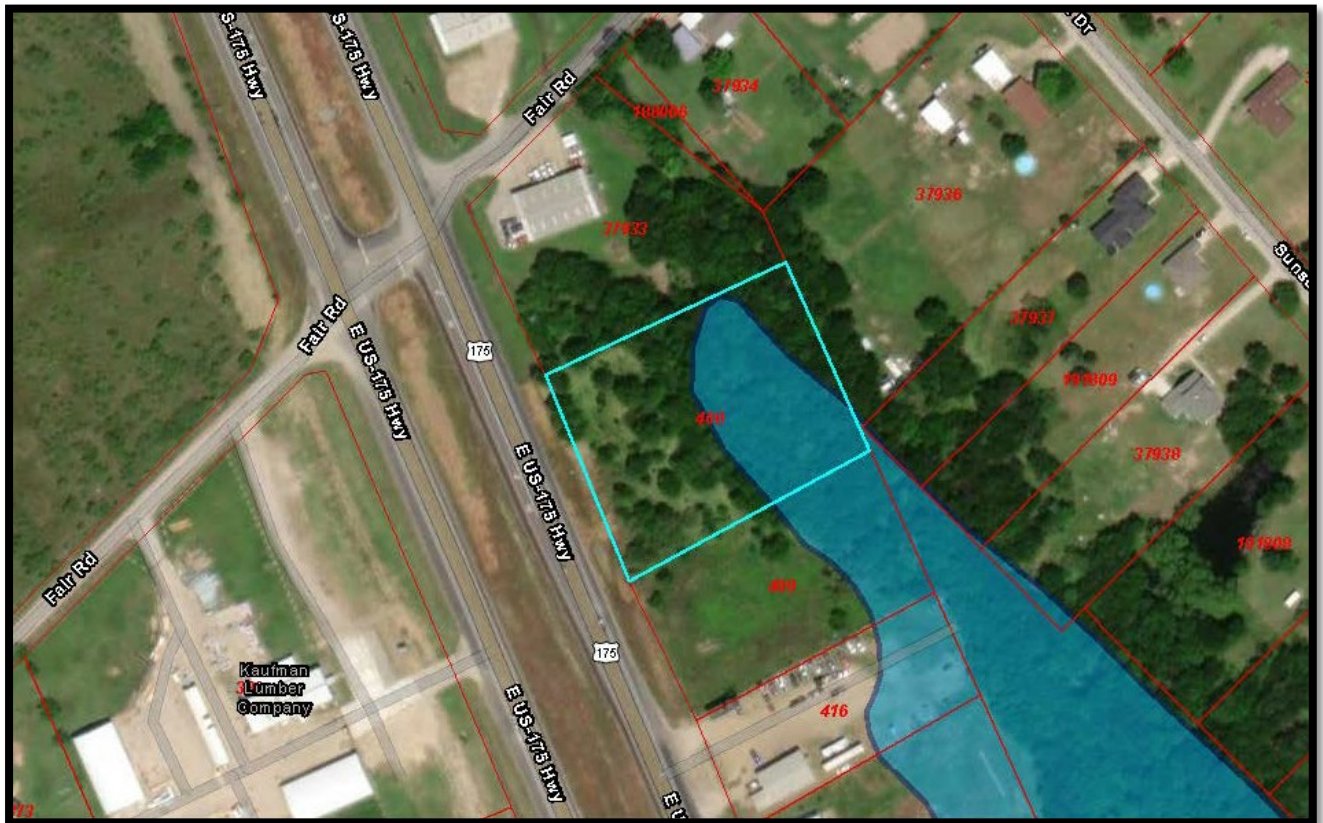
1. No outside storage of used or new propane tanks.
2. No parking on unimproved surfaces.

ATTACHMENTS:

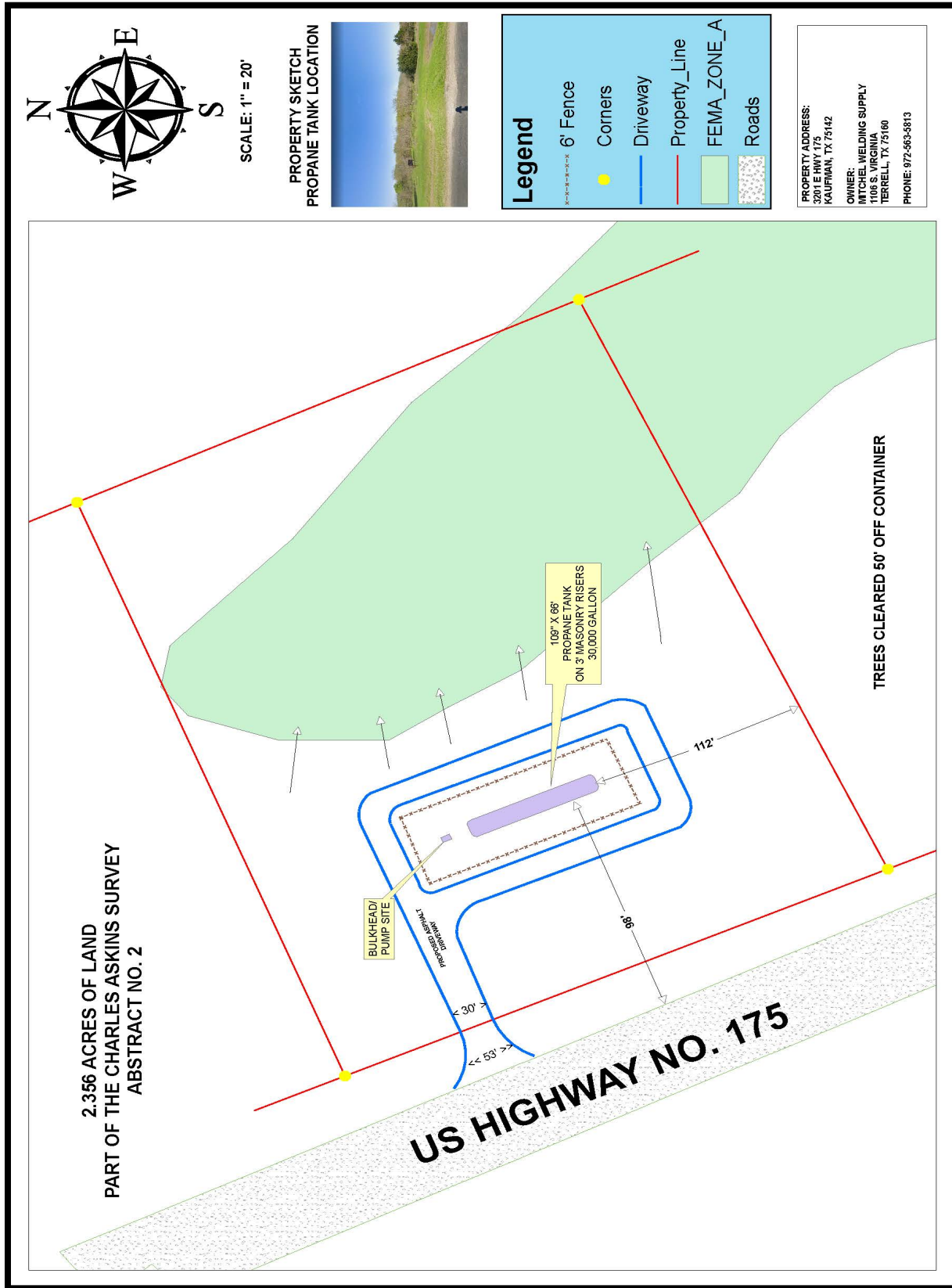
1. Location Map
2. Site Plan
3. Metes & Bounds Description
4. Property Owner Response

Marcy Ratcliff
Development Services
972-932-2216 ext. 117
Kaufmanplanning@kaufmantx.org

Location Map



Site Plan



Letter from the Applicant

MITCHELL WELDING SUPPLY

Serving you since 1968

1106 S. Virginia Street
Terrell, TX 75160
972-563-5813

703 N. HWY 175
Seagoville, TX 75159
972-287-4191

300 Lavon Drive
Garland, TX 75040
214-703-6902

Mitchell Welding Propane

- 30,000-gallon ground storage container.
- The container will sit on 3' masonry saddles with a ½" pad.
- The container is 109" x 66".
- The height of the chain-link fence will be 6' and 12 ½ gauge wire.
- The upright braces and corner post composed of noncombustible material.
- All trees and /or combustible material are not allowed within 50' feet of ground storage. Outside of that perimeter will leave native.
- There are not any minor buildings proposed at this time.
- Sewer extensions will not be needed.
- Water service will not be needed.
- Signage will not be needed.
- Lighting and light pole will not be needed.

*Note that the Mabank fill station is attached for reference. This is located off of 175 and has two, 30,000 gallon ground storage containers.

The information in this proposal is confidential and may be legally privileged. It is intended solely for the named recipient. Access to this proposal by anyone else is unauthorized. If you are not the intended recipient or the employee or agent responsible for delivering the proposal to the recipient named, please note that any use, disclosure, copying, distribution of this proposal or any action taken or omitted to be taken in reliance on it is prohibited.

MITCHELL WELDING SUPPLY

Serving you since 1968

1106 S. Virginia Street
Terrell, TX 75160
972-563-5813

703 N. HWY 175
Seagoville, TX 75159
972-287-4191

300 Lavon Drive
Garland, TX 75040
214-703-6902

Outline for Ground Storage Propane/City of Kaufman

Process of filling the container:

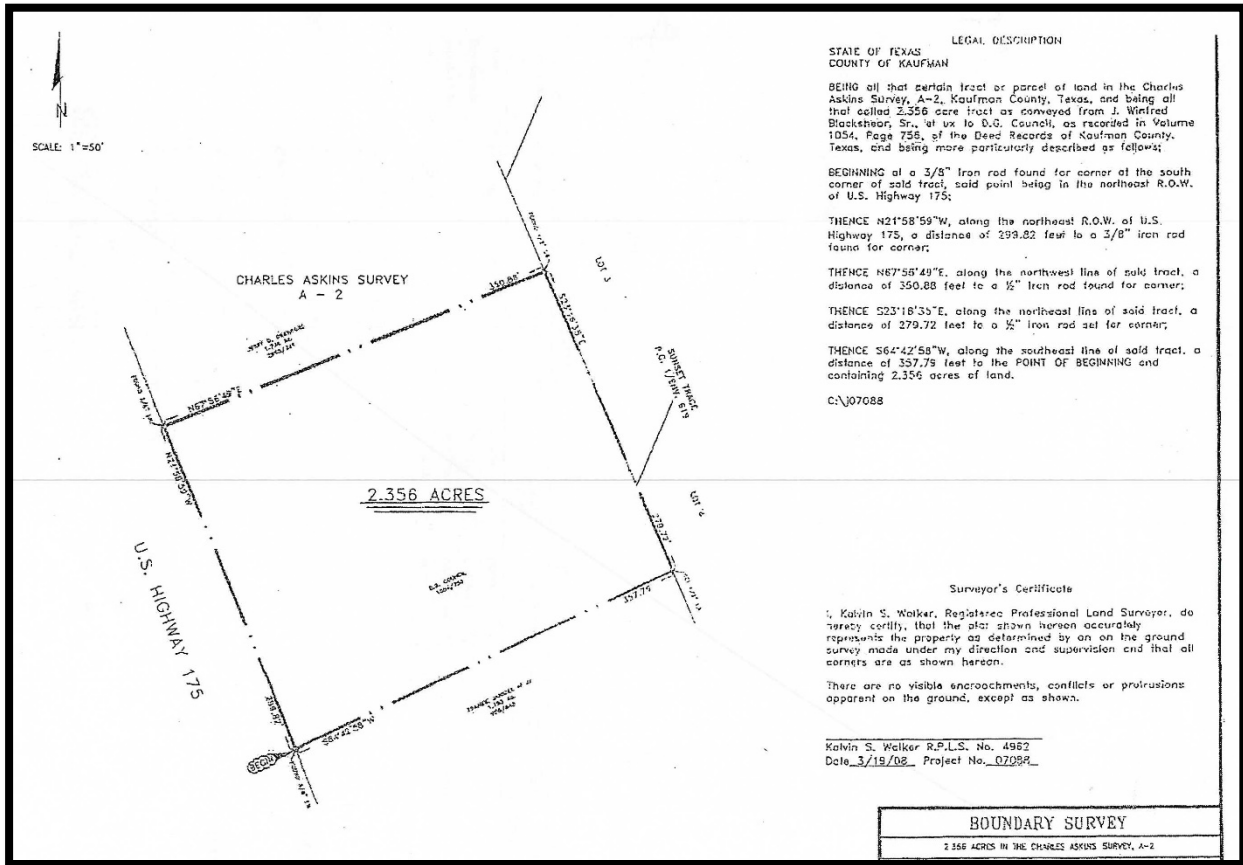
- A tanker truck will enter the site and fill the container with a hose connected from the tanker to the bulkhead which is connected to the vessel. (container) * attached is a diagram of the bulkhead
- Once the vessel is filled the tanker will exit the site.

Process of filling Bobtail Truck:

- Bobtail propane truck will enter the site.
- Bobtail will connect to the vessel via the bulkhead and extract propane into the bobtail truck.
- Once Bobtail truck is filled the truck will exit the site.

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Metes & Bounds Description of Z-17-21 3201 East Highway 175



Property Owner Response

DETACH ON DOTTED LINE

Date: 10-22-2021

Name: Cheri Childress

Address: P.O. Box 512

City & State: Seagrville, TX 75159

Phone #: 214 632-3294

COMMENTS: I encourage supporting businesses.

RE: Conduct a public hearing and make a recommendation to City Council to rezone property from Agriculture-Open (A-O) to Light Industrial (L-I) for property owned by Glenn Group Investments, LLC. The property is approximately 2.356 acres of land generally located at 3201 East Highway 175 (PID 408), situated in the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas. (Case #Z-17-21)

☒ I AM IN FAVOR ☐ I OBJECT

Email Address: Cheri330@SBCGLOBAL.NET

Cheri R. Childress
PLEASE PRINT YOUR NAME

RECEIVED
SIGNATURE 2021

ORDINANCE O-53-21

AN ORDINANCE OF THE CITY OF KAUFMAN, TEXAS, AMENDING ORDINANCE NO. 0-02-07 AND CHAPTER 118, "ZONING", OF THE CODE OF ORDINANCES OF THE CITY OF KAUFMAN, COLLECTIVELY, "THE COMPREHENSIVE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP" OF THE CITY, TO APPROVE SPECIFIC USE PERMIT NO. FORTY-EIGHT, ("SUP-48"), AND ITS SITE PLAN, TO PERMIT PROPANE DISTRIBUTION, STORAGE AND WHOLESALE FACILITIES WITH THE CONDITIONS OF NO OUTSIDE STORAGE OF USED OR NEW PROPANE TANKS AND NO PARKING ON UNIMPROVED SURFACES, ON AN APPROXIMATE 2.356 ACRE TRACT OF LAND (PID 408) ZONED LIGHT INDUSTRIAL "LI", SUCH PROPERTY BEING GENERALLY LOCATED AT 3201 EAST HIGHWAY 175, A TRACT OF LAND IN THE CHARLES ASKINS SURVEY, ABSTRACT NO. 2, CITY OF KAUFMAN, KAUFMAN COUNTY, TEXAS; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING AMENDMENTS AND ZONING MAP AMENDMENTS; PROVIDING ASSIGNABILITY AND EXPIRATION/RECISSION; PROVIDING LAND USE REGULATIONS; PROVIDING A CUMULATIVE REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE, AND A SEPARATE OFFENSE SHALL BE DEEMED COMMITTED UPON EACH DAY DURING OR ON WHICH A VIOLATION OCCURS OR CONTINUES; AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

WHEREAS, at its' regular meeting held on the 9th day of November, 2021, the Planning and Zoning Commission after holding a public hearing did consider and make a recommendation to City Council for approval of SUP-48, and its Site Plan (Z-18-21), to allow propane distribution, storage and wholesale facilities with the conditions of no outside storage of used or new propane tanks and no parking on unimproved surfaces, on an approximate 2.356 acre tract of land, Kaufman CAD ID 408, zoned Light Industrial "LI", generally located at 3201 East Highway 175, such tract being a part of the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas and more specifically described and depicted on **Exhibit "A"**, a copy of which is attached hereto and incorporated herein as, (the "Property"); and

WHEREAS, at its regular meeting held on the 15th day of November, 2021, the City Council held a public hearing to consider approving SUP-48, and its Site plan to allow propane distribution, storage and wholesale facilities with the conditions of no outside storage of used or new propane tanks and no parking allowed on unimproved surfaces, and: (1) determined that all legal requirements of notice and hearings were met; (2) considered the recommendations of the Planning and Zoning Commission; (3) provided the public an opportunity to provide input; (4) considered public input; (5) considered the compatibility of the proposed SUP-48 zoning with surrounding properties and the goals and objectives of the Comprehensive Zoning Ordinance and Zoning Map of the City; and (6) determined that the proposed amendment to the Zoning Ordinance and Zoning Map of the City set forth herein below is consistent with the goals of land development as set forth in the Comprehensive Plan of the City, would

allow orderly development of the Property which would serve the best interest of the health safety, and general welfare of the public.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KAUFMAN, TEXAS:

SECTION 1. INCORPORATION OF PREMISES. The above and foregoing premises are true and correct and are incorporated herein and made a part hereof for all purposes.

SECTION 2. AMENDMENT. That Ordinance No. 0-02-07 and Chapter 118, "Zoning", of the Code of Ordinances of the City of Kaufman, collectively, "The Comprehensive Zoning Ordinance and The Official Zoning Map", is hereby amended to reflect the change in zoning authorized by SUP-48 to allow propane distribution, storage and wholesale facilities with the conditions of no outside storage of used or new propane tanks and no parking allowed on unimproved surfaces, on an approximate 2.356 acre tract of land generally located at 3201 East Highway 175, Kaufman CAD ID 408, such tract being a part of the Charles Askins Survey, Abstract No. 2 City of Kaufman, Kaufman County, Texas, and as described and depicted in **Exhibit "A"**, attached hereto and incorporated as if set forth full herein for all purposes.

SECTION 3. ZONING MAP AMENDMENT. In addition, the official Zoning Map of the City of Kaufman, Texas shall be amended and annotated to show the change in zoning classification of the Property from Light Industrial to Light Industrial with Specific Use Permit- 48 ("SUP-48"), thereon and the updated map shall be on file with the Office of the City Secretary.

SECTION 4. SITE PLAN. The Site Plan for SUP-48 attached hereto and incorporated as if set forth fully herein as **Exhibit "B"**, is hereby approved by the City Council. The approved Site Plan meeting the requirements of this Section shall be adhered to in its entirety for the duration of the uses authorized by SUP-48.

SECTION 5. ASSIGNABILITY; TERMINATION/RECISSION. SUP-48 is non-transferrable. SUP-48 shall expire or terminate when the Planning and Zoning Commission and the City Council take proper zoning action to rescind the SUP, with appropriate publication notification and public hearing, pursuant to Section 30.1 of the City's Comprehensive Zoning Ordinance.

SECTION 6. LAND USE REGULATIONS. The regulations contained in the City's Comprehensive Zoning Ordinance, as amended, shall control.

SECTION 7U6. CUMULATIVE REPEALER/SAVINGS This Ordinance shall be cumulative of all other Ordinances and shall not repeal any of the provisions of such Ordinances except for those instances where there are direct conflicts with the provisions of this Ordinance. Ordinances or parts thereof in force at the time this Ordinance shall take effect and that are inconsistent with this Ordinance are hereby repealed to the extent that they are inconsistent with this Ordinance. Provided however, that any complaint, action, claim, or lawsuit, which has been initiated or has

arisen under or pursuant to such Ordinance on the date of adoption of this Ordinance shall continue to be governed by the provisions of that Ordinance and for that purpose the Ordinance shall remain in full force and effect.

SECTION 8. SEVERABILITY. If any section, subsection, clause, phrase or provision of this Ordinance, or any application thereof to any person or circumstance, shall to any extent be held by a court of competent jurisdiction to be invalid, void or unconstitutional, the remaining sections, subsections, clauses, phrases and provisions of this Ordinance, or any application thereof to any person or circumstance, shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

SECTION 9. PENALTY. Any person who violates any provision of this Ordinance, upon conviction, shall be deemed guilty of a misdemeanor and shall be fined a sum not to exceed two thousand dollars (\$2,000.00) for each offense, and a separate offense shall be deemed committed upon each day during or on which a violation occurs or continues.

SECTION 10. PUBLICATION AND EFFECTIVE DATE. This Ordinance shall become effective immediately upon its passage and publication as required by law and Charter.

PASSED AND APPROVED this 15th day of November, 2021.

JEFF JORDAN
MAYOR

ATTEST:

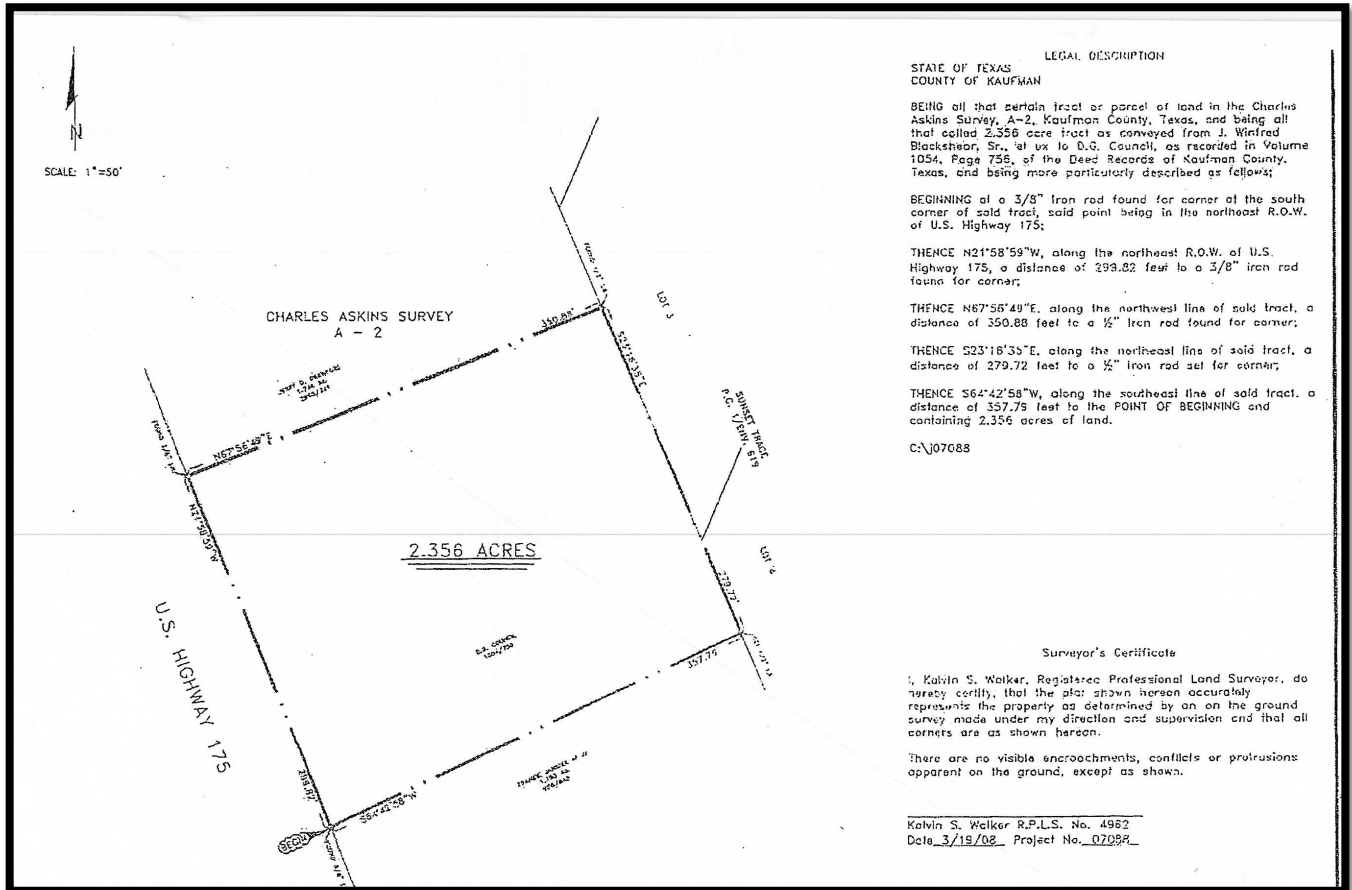
JESSIE HANKS
CITY SECRETARY

APPROVED AS TO FORM:

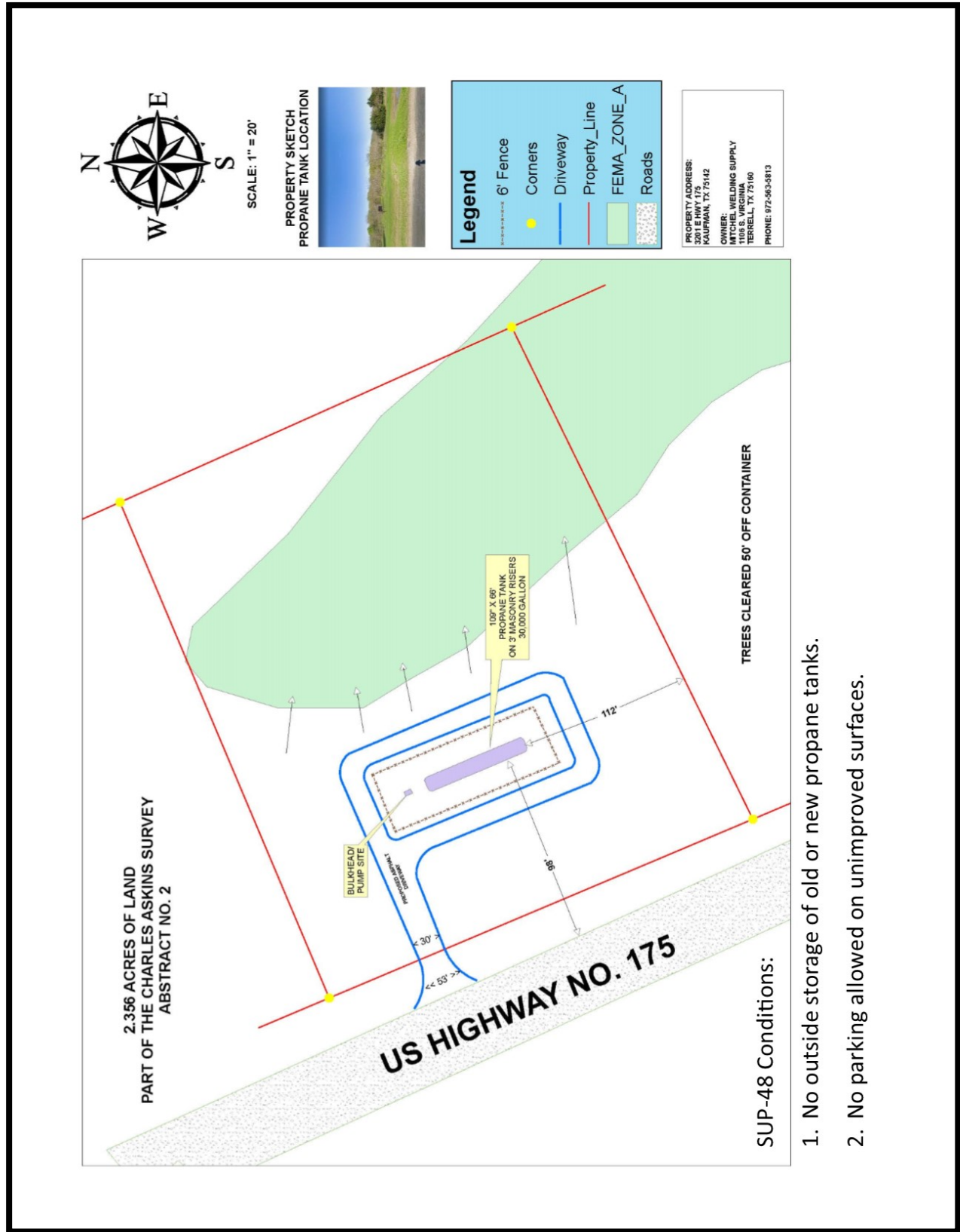
PATRICIA A. ADAMS
CITY ATTORNEY

"EXHIBIT A" Description

Z-17-21
3201 East Highway 175 –
Kaufman CAD ID 408



"EXHIBIT B" Site Plan





Meeting
Date: 11/15/2021

Date: 10/29/2021

Item #: 11.

Dept.: Administration

Consent Agenda

SUBJECT:

Consider and take appropriate action on Resolution R-38-21, a resolution of the City Council of the City of Kaufman, Texas, authorizing the renewal of an agreement with Linebarger Goggan Blair & Sampson, LLP for Delinquent Tax Collection Services and providing for Delinquent Utility Account Collection Services; authorizing an increase in the penalty on delinquent Personal Property Tax collection as provided in the Texas Tax Code; and authorizing the City Manager to execute necessary documents.

BACKGROUND:

The current contract is due to expire. This action will renew our agreement with our delinquent tax and Utility Bill collections efforts with Linebarger, Goggans, Blair & Sampson, LLC and allow an increase to the collection fees of 20% (currently 15%). The 20% fee was recently approved by the Texas Legislature.

Author:
Mike Slye, City Manager

Reviewed:
Mike Slye, City Manager

Cost:

Funds Available:

Source:

Recommendation: Staff recommends approval of Resolution R-38-21 as presented.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☒

RESOLUTION R-38-21

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KAUFMAN, TEXAS, AUTHORIZING THE RENEWAL OF AN AGREEMENT WITH LINEBARGER GOGGAN BLAIR & SAMPSON, LLP FOR DELINQUENT TAX COLLECTION AND FOR THE PROVISION OF DELINQUENT UTILITY COLLECTION SERVICES; AUTHORIZING A 20% DELINQUENT TAX COLLECTION PENALTY AS PROVIDED IN THE TEXAS TAX CODE; AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Kaufman wishes to defray its costs of collection, as authorized by TEX. TAX CODE § 33.11, that it incurs under a contract for collection of delinquent personal property taxes between the City and a private law firm entered into pursuant to TEX. TAX CODE § 6.30;

WHEREAS, under Section 33.11, the governing body of the City of Kaufman is empowered to authorize the addition of a collection penalty in an amount that does not exceed the amount of the compensation specified in the contract with the private law firm; and

WHEREAS, the City currently contracts with Linebarger, Goggan, Blair and Sampson, LLP ("Firm") to provide delinquent tax collection services with a collection penalty on personal property taxes that is less than that allowed by state law; and

WHEREAS City desires Firm to provide Utility Collection Services and to increase the collection penalty on property taxes to the amount specified in the Texas Tax Code not to exceed 20%; and

WHEREAS, City has determined that the increase of collection penalty will promote compliance and timely payment to avoid such penalty and that utility collection services are necessary for the City to recover its costs of operating its utility system; and

WHEREAS, the City has determined that renewing its existing contract with Firm and adding collection of delinquent utility accounts with Firm will promote the health, safety and welfare of the public.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KAUFMAN:

SECTION 1: The Recitals set forth in this Resolution are true and correct and are incorporated herein by reference.

SECTION 2: An additional penalty on delinquent personal property taxes for tax years 2021 and subsequent years is hereby authorized and imposed, as provided by Section 33.11, Texas Tax code, in the amount of 20% of the delinquent tax, penalty and interest if the personal property tax becomes delinquent on or after February 1 of a year and remains delinquent on the 60th day thereafter.

SECTION 3: The proposed Agreement between the City and Firm, a copy of which is attached hereto and incorporated herein as **Exhibit "A"** is hereby approved and the City Manager of the City of Kaufman is hereby authorized to execute an agreement with Linebarger Goggan Blair and Sampson that provides for no more than a 20% delinquent tax penalty as a term of such agreement, in accordance with Section 33.11(c) of the Texas Tax Code and retains the Firm for the collection of delinquent utility accounts.

SECTION 4: This Resolution shall become effective immediately upon its passage and approval.

PASSED, APPROVED and ADOPTED this 15th day of November, 2021.

**JEFF JORDAN
MAYOR**

ATTEST:

**JESSIE HANKS
CITY SECRETARY**

APPROVED AS TO FORM:

**PATRICIA ADAMS
CITY ATTORNEY**

EXHIBIT "A"

**AGREEMENT BETWEEN THE CITY OF KAUFMAN TEXAS AND
LINEBARGER, GOGGAN, BLAIR & SAMPSON, LLP FOR
DELINQUENT TAX COLLECTION AND FOR DELINQUENT UTILITY
COLLECTION**

Agreement for Tax Collection Services

This Agreement is made between Linebarger Goggan Blair & Sampson, LLP (hereinafter referred to as the "Firm") and the City of Kaufman (hereinafter referred to as the "Client").

Article I

Nature of Relationship

1.01 The parties hereto acknowledge that this Agreement creates an attorney-client relationship.

1.02 The Client hereby employs the Firm to provide the services hereinafter described for compensation hereinafter provided.

Article 2

Scope of Services

2.01 The Firm shall take reasonable and necessary actions to collect property taxes that are owed to the Client and to any other taxing unit whose taxes are assessed and collected by the Client, and that are subject to this agreement, as hereinafter provided.

2.02 The Client may from time-to-time specify in writing additional actions to be taken by the Firm in connection with the collection of taxes that are owed to the Client. Client further constitutes and appoints the Firm as Client's attorneys to sign all legal instruments, pleadings, drafts, authorizations and papers as shall be reasonably necessary to prosecute the Client's claim for taxes.

2.03 Taxes owed to the Client shall become subject to this agreement upon the following dates, whichever occurs first:

(a) On February 1 of the year in which the taxes become delinquent if a previously filed tax suit is then pending against the property subject to the tax;

(b) On the date any lawsuit is filed with respect to the recovery of the tax if the tax is delinquent and is required to be included in the suit pursuant to TEX. TAX CODE § 33.42(a);

(c) On the date of filing any application for tax warrant where recovery of the tax or estimated tax is sought and where the filing of an application for tax warrant by the Firm is at the request of Client's Tax Assessor-Collector;

(d) On the date of filing any claim in bankruptcy where recovery of the tax is sought; or

(e) In the case of tangible personal property, on the 60th day after the February 1 delinquency date; or

(f) On July 1 of the year in which the taxes become delinquent.

Article 3

Compensation

3.01 Client agrees to pay to the Firm, as compensation for the services required herein, as follows:

(a) fifteen (15%) percent of the amount of all 2020 and prior year taxes, penalty and interest subject to the terms of this contract as set forth in Paragraph 2.03 above, collected and paid to the collector of taxes during the term of this contract, as and when collected; and

(b) twenty (20%) percent of the amount of all 2021 and subsequent year taxes, penalty and interest subject to the terms of this contract as set forth in Paragraph 2.03 above, collected and paid to the collector of taxes during the term of this contract, as and when collected.

3.02 The Client shall pay the Firm by the twentieth day of each month, all compensation earned by the Firm for the previous month as provided in this Article 3. All compensation above provided for shall become the property of the Firm at the time payment of the taxes, penalty and interest is made to the collector.

Article 4 *Intellectual Property Rights*

4.01 The Client recognizes and acknowledges that the Firm owns all right, title and interest in certain proprietary software that the Firm may utilize in conjunction with performing the services provided in this Agreement. The Client agrees and hereby grants to the Firm the right to use and incorporate any information provided by the Client ("Client Information") to update the databases in this proprietary software, and, notwithstanding that Client Information has been or shall be used to update the databases in this proprietary software, further stipulates and agrees that the Client shall have no rights or ownership whatsoever in and to the software or the data contained therein, except that the Client shall be entitled to obtain a copy of such data that directly relates to the Client's accounts at any time.

4.02 The Firm agrees that it will not share or disclose any specific confidential Client Information with any other company, individual, organization or agency, without the prior written consent of the Client, except as may be required by law or where such information is otherwise publicly available. It is agreed that the Firm shall have the right to use Client Information for internal analysis, purposes of improving the proprietary software and database, and to generate aggregate data and statistics that may inherently contain Client Information. These aggregate statistics are owned solely by the Firm and will generally be used internally, but may be shared with the Firm's affiliates, partners or other third parties for purposes of improving the Firm's software and services.

Article 5 *Costs*

5.01 The Firm and Client recognize that publication costs for citations and notices of sale and title abstract costs will be incurred in the process of providing the litigation services contemplated in this Agreement. All such costs shall be billed to the Client, in care of the Firm, and the Firm will advance the payment of such costs on behalf of the Client. Upon recovery of such costs from the defendants or from the tax sale of defendants' property, the Firm shall be reimbursed for the advance payment. Alternatively, the Firm may arrange with the vendor or agency providing the service that actual payment of the costs of services is wholly contingent upon recovery of such costs by the Client or the Firm from the defendants or from the tax sale of defendants' property. In such contingent arrangements, the Client has no responsibility or liability for payment or advancement of any costs, other than forwarding to the vendor or service provider any cost amounts received from defendants or from the tax sale of defendants' property.

5.02 The Client acknowledges that the Firm may provide services, such as title research, with its own employees or with other entities or individuals who may be affiliated with the Firm, but the Firm agrees that any charges for such services will be reasonable and consistent with what the same services would cost if obtained from a third party. The Client agrees that upon the recovery of such costs, the Client will: (i) pay the Firm for any such costs which have been advanced by the Firm or performed by the Firm, and (ii) pay any third party agency or vendor owed for performing such services.

Article 6

Term and Termination

6.01 This Agreement shall be effective on October 1, 2021 (The "Effective Date") and shall expire on September 30, 2026 (the "Expiration Date") unless extended as hereinafter provided.

6.02 Unless prior to 60 days before the Expiration Date, the Client or the Firm notifies the other in writing that it does not wish to continue this Agreement beyond its initial term, this Agreement shall be automatically extended for an additional one year period without the necessity of any further action by either party. In the absence of any such 60 day notice by either the Client or the Firm, the Agreement shall continue to automatically renew for additional and successive one-year terms in the same manner at the end of each renewal period.

6.03 If at any time during the initial term of this Agreement or any extension hereof, the Client determines that the Firm's performance under this Agreement is unsatisfactory, the Client shall notify the Firm in writing of the Client's determination. The notice from the Client shall specify the particular deficiencies that the Client has observed in the Firm's performance. The Firm shall have sixty (60) days from the date of the notice to cure any such deficiencies. If at the conclusion of that sixty-day remedial period, the Client remains unsatisfied with the Firm's performance, the Client may terminate this Agreement effective upon the expiration of thirty days following the date of written notice to the Firm of such termination ("Termination Date").

6.04 Whether this Agreement expires or is terminated, the Firm shall be entitled to continue to prosecute any tax suits, applications for tax warrants or bankruptcy claims pending on the Termination Date or Expiration Date for an additional six months following termination or expiration. The Client agrees that the Firm shall be compensated as provided by Article 3 for any base tax, penalties and interest collected in the pending matters during the six-month period.

6.05 The Client agrees that the Firm shall be reimbursed for any costs advanced and shall be paid for any services performed pursuant to Article 5 when such costs are recovered by or on behalf of the Client, regardless of the date recovered. It is expressly agreed that neither the expiration nor the termination of this Agreement constitutes a waiver by the Firm of its entitlement to be reimbursed for such costs and to be paid for such services. It is further expressly agreed that the expiration of any six-month period under Section 6.04 does not constitute any such waiver by the Firm.

Article 7

Miscellaneous

7.01 *Assignment and Subcontracting.* This Agreement is not assignable, provided however, the Firm may from time-to-time obtain co-counsel or subcontract some of the services provided for herein to other law firms or entities. In such cases, the Firm will retain supervisory control and responsibility for any services provided by such co-counsel or subcontractors and shall be responsible to pay any compensation due to any such co-counsel or subcontractor.

7.02 *Arbitration.* Any controversy between the parties to this Agreement involving the construction or application of any of the terms, covenants, or conditions of this Agreement shall, on the written request of one party served on the other, be submitted to arbitration, and such arbitration shall comply with and be governed by the provisions of the Texas General Arbitration Act.

7.03 *Integration.* This Agreement contains the entire agreement between the parties hereto and may only be modified in a written amendment, executed by both parties.

7.04 Representation of Other Taxing Entities. The Client acknowledges and consents to the representation by the Firm of other taxing entities that may be owed taxes or other claims and be secured by the same property as the Client's claim.

7.05 Retention of Files. The Firm will retain the files created in the course of performing the Services specified in Article 2 above according to the following schedule. After the time periods specified in this Section, Client consents to the destruction of such files, so long as such destruction is undertaken in a manner to protect the confidentiality of any personal or private information contained therein.

Tax Warrant files: Five years from the date of issuance of a warrant.

Litigation files: Two years from the date of nonsuit or dismissal of a suit occurring prior to a final judgment.

Five years from the date of sale of the last property pursuant to the judgment or other satisfaction of the judgment.

Ten years from the date of filing of an abstract of judgment, or five years from the date of satisfaction of the judgment, whichever is earlier.

Bankruptcy Files: Two years from the date of dismissal of a bankruptcy proceeding or other order closing the case, or from satisfaction of a claim, whichever is earlier, with respect to Chapter 7 and 13 proceedings.

Three years from the date of dismissal of a bankruptcy proceeding or other order closing the case, or from satisfaction of a claim, whichever is earlier, with respect to Chapter 11 proceedings.

7.06. Compliance with Tx. Govt. Code §2270.002. In order to comply with Tx. Govt. Code §2270.002, the Firm verifies that it does not boycott Israel and will not boycott Israel during the term of the contract.

In consideration of the terms and compensation herein stated, the Firm hereby accepts said employment and undertakes the performance of this Agreement as above written. This Agreement is executed on behalf of the Firm and of the Client by the duly authorized persons whose signatures appear below.

City of Kaufman

**Linebarger Goggan Blair
& Sampson, LLP**

By: _____
Jeff Jordan, Mayor

By: _____
Wade Gent, For the Firm

Date: _____

Date: _____

ATTEST:

ACTION APPROVING CONTRACT
WITH LINEBARGER GOGGAN BLAIR & SAMPSON, LLP

After having provided adequate notice as required by Sec. 2254.1036 of the Texas Government Code, the Agreement for Delinquent Tax Collection Services with Linebarger Goggan Blair & Sampson, LLP is approved and the Mayor is authorized to execute this Agreement.

After exercising its due diligence, The City finds that:

1. There is a substantial need for the legal services to be provided pursuant to the Agreement for Delinquent Tax Collection Services;
2. These legal services cannot be adequately performed by the attorneys and supporting personnel of the City at a reasonable cost;
3. These legal services cannot reasonably be obtained from attorneys in private practice under a contract providing only for the payment of hourly fees, without regard to the outcome of the matter, because of the nature of delinquent tax penalties provided by Texas Tax Code Sections 6.30, 33.07, 33.08, 33.11, and 33.48 and because the City does not have the funds to pay the estimated amounts required under a contract only for the payment of hourly fees;
4. Linebarger Goggan Blair & Sampson, LLP, is well qualified and competent to perform the legal services required to comply with the terms of this contract;
5. Linebarger Goggan Blair & Sampson, LLP has provided these specialized legal services to the city of Kaufman in the past and the City has been well satisfied with the quality and outcome of the legal services provided.
6. The contract with Linebarger Goggan Blair & Sampson, LLP is the result of an arm's length transaction between the City and Linebarger Goggan Blair & Sampson, LLP and is fair and reasonable.



Meeting
Date: 11/15/2021

Date: 11/09/2021

Item #: 12.

Dept.: Development
Services

PZ Item

SUBJECT:

Consider and take appropriate action on the Site Plan of 3637 E Highway 175 (PIDs 417, 419 and 412) for a 2,337 square foot addition to the existing Faith Family Church fellowship hall. The 3.87 acre tract is located in the Charles Askins Survey, Abstract No.2, City of Kaufman, Kaufman County, Texas. The property is zoned Agriculture/Open District. (SP-06-21)

BACKGROUND:

See the attached November 9, 2021 Planning and Zoning Commission report.

Author:

Marcy Ratcliff, Development Services Director

Reviewed:

Mike Slye, City Manager

Cost: N/A

Funds Available: N/A

Source: N/A

Recommendation: The Planning and Zoning Commission on November 9, 2021 recommended approval of SP-06-21 by a vote of 4-0 for the Site Plan of 3637 East Highway 175 (PIDs 412, 417, and 419) for a 2,337 square foot addition to the existing Faith Family Church's fellowship hall on a 3.87 acre tract located in the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☒	☒	☒	☐	☐



Planning and Zoning Commission Report

Meeting Date: November 9, 2021

SUBJECT: Consider and make a recommendation to City Council on the site plan of 3637 E Highway 175 (PIDs 417, 719, and 412) for a 2,337 square foot addition to the existing Faith Family Church fellowship hall. The 3.87-acre tract is located in the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas. The property is zoned Agriculture/Open District. (Case #SP-06-21)

BACKGROUND/SUMMARY:

Faith Family Church is requesting to expand their existing Family Life Center by 2,337 square feet. The expansion area will be located on an existing concrete foundation where a fellowship hall was located in the early 1990's but had been demolished due to storm damage. The building will initially only be a shell building and will be finished out at a future date.

Faith Family Church was given some erroneous information when they initially inquired about whether a building permit was needed and began work on the project. Staff discovered work had begun and sent a letter to the church to let them know a site plan and building permit were needed before they could proceed any further. The Church has willingly stopped work and has brought in all the needed information for the site plan and is working on the building permit.

The property was annexed and zoned to Agriculture-Open (A-O) in 2012 by the City of Kaufman. The Agriculture-Open District (A-O) is used as an interim zoning district for any newly annexed property until the property owner applies to rezone the property in compliance with the Future Land Use Plan (FLUP).

Churches are a permitted use in the Agriculture/Open District. Required off-street parking is based on the seating area for the sanctuary. No additional parking spaces will be required for the expansion.

SURROUNDING ZONING AND EXISTING LAND USES:

	Zoning	Existing Land Use
North:	A-O	Vacant Building & Undeveloped
South:	ETJ	Undeveloped
East:	ETJ	Sunset Trace Addition
West:	A-O & LI	Real Estate Office Sara's Secret Double S Tire & Automotive



COMPREHENSIVE PLAN:

Land Use Plan:

The 2014 Future Land Use Plan designated the land use of the subject property as a Future Commercial. The existing A-O zoning is an automatic zoning category given to all annexed properties until the owners request a specific district.

Thoroughfare Plan:

The Thoroughfare Plan designates E. Highway 175 as a "Type AA", Major Regional Arterial, requiring a future right-of-way width of 240 feet. The existing right-of-way is developed and maintained by the State of Texas. TxDOT controls all the driveway accesses. There is an existing gravel driveway.

RECOMMENDATIONS:

Staff recommends approval of SP-06-21 for a 2,337 SF expansion of the Faith Family Church's fellowship hall at 3637 E. Highway 175 (PIDs 417, 719, and 412).

ATTACHMENTS:

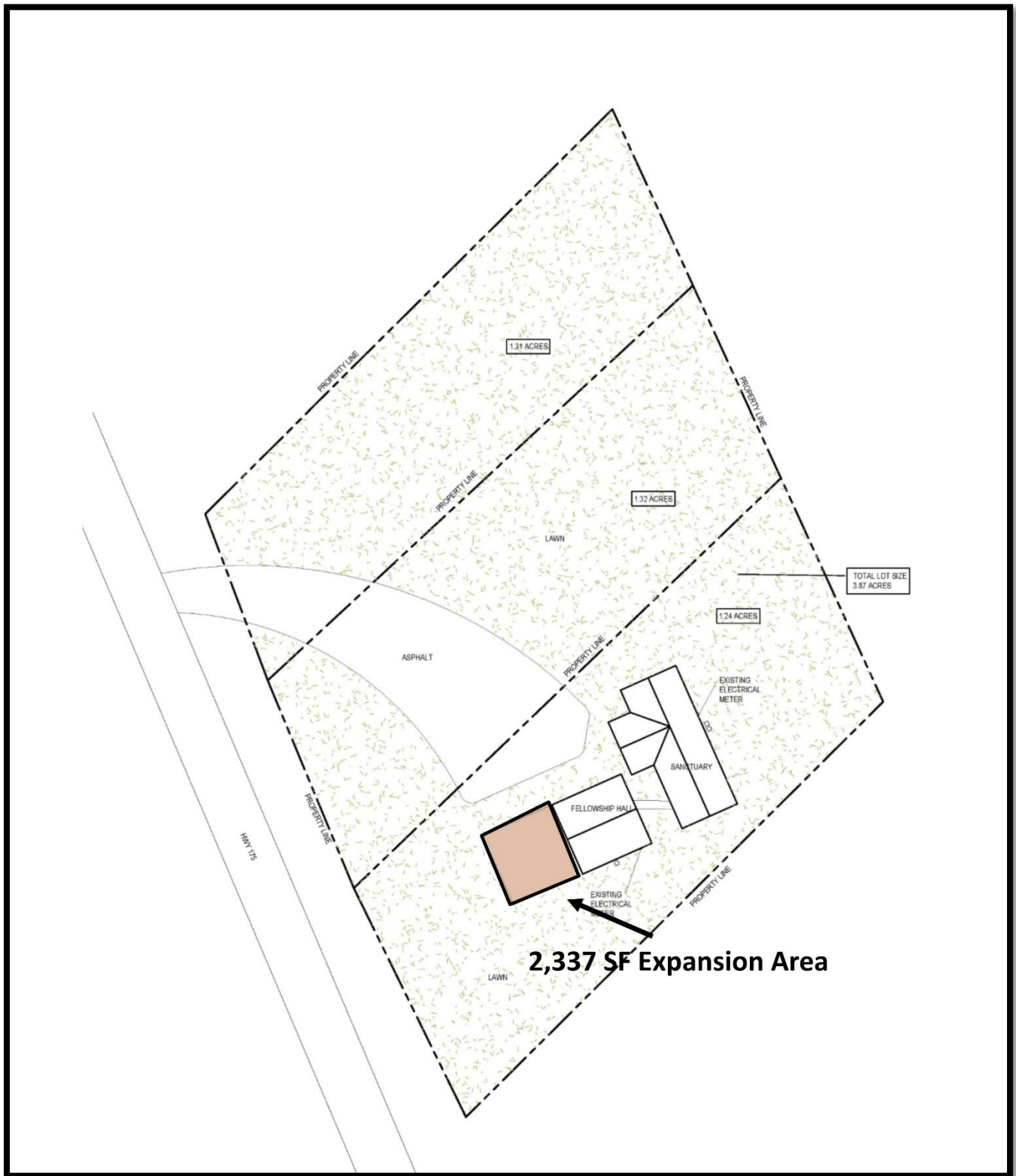
1. Location maps
2. Site Plan

Marcy Ratcliff
Development Services
972-932-2216 ext. 117
Kaufmanplanning@kaufmantx.org

Location Map



Site Plan





Meeting
Date: 11/15/2021

Date: 10/25/2021

Item #: 13.

Dept.: Administration

Action Item

SUBJECT:

Consider and take appropriate action on Resolution R-35-21, a resolution of the City Council of the City of Kaufman, Texas, authorizing the selection of Traylor & Associates for administrative services in conjunction with the submittal of an application for funding through the Texas Department of Housing & Community Affairs (TDHCA) – Texas Community Development Block Grant (CDBG-CV) to provide application preparation, project administration, and project-related management services, if awarded; and authorizing the Mayor or his designee to execute necessary documents.

BACKGROUND:

The city advertised for CDBG-CV Administrative Services to manage the application and project (assuming a successful award). We received 1 response: Traylor and Associates. We have had a long, successful relationship with other CDGB grant projects with Traylor. City staff scored their proposal and recommends awarding the Administrative Services contract to Traylor and Associates.

Author:
Mike Slye, City Manager

Reviewed:
Mike Slye, City Manager

Cost:

Funds Available:

Source:

Recommendation: Staff recommends approval of Resolution R-35-21 as presented.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☒	☐	☐	☐	☒

RESOLUTION NO. R-35-21

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KAUFMAN, TEXAS, SELECTING A GRANT WRITER/ADMINISTRATOR TO ASSIST THE CITY WITH THE SUBMITTAL OF AN APPLICATION FOR FUNDING AND ADMINISTRATION OF A CONTRACT, IF AWARDED, FROM THE TEXAS DEPARTMENT OF HOUSING & COMMUNITY AFFAIRS (TDHCA) FOR THE TEXAS COMMUNITY BLOCK GRANT PROGRAM – CORONAVIRUS (CDBG-CV).

WHEREAS, certain conditions exist which represent a threat to the public health and safety; and

WHEREAS, the City of Kaufman desires assistance in application preparation and, if awarded, the subsequent implementation and administration of the funding from the Texas Department of Housing & Community Affairs (TDHCA) Texas Community Development Block Grant - Coronavirus (CDBG-CV); and

WHEREAS, the City of Kaufman has sought proposals from administrative consultants for Application Preparation and Project Administration; and,

WHEREAS, the City of Kaufman performed these solicitations in compliance with guidance for subrecipients under 2 CFR Part 200; and,

WHEREAS, the proposals received by the due date have been reviewed to determine the most qualified and responsive providers.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KAUFMAN, TEXAS, AS FOLLOWS:

SECTION 1. The City Council has reviewed and hereby formally selects the firm of:

Traylor and Associates as the administrative consultant for application preparation, project administration and project-related management services, if awarded, for funding from the Texas Department of Housing & Community Affairs (TDHCA) Texas Community Development Block Grant – Coronavirus (CDBG-CV).

PASSED AND APPROVED on this the 15th day of November, 2021.

JEFF JORDAN
MAYOR

ATTEST:

JESSIE HANKS
CITY SECRETARY

APPROVED AS TO FORM:

PATRICIA ADAMS
CITY ATTORNEY



Meeting
Date: 11/15/2021

Date: 10/25/2021

Item #: 14.

Dept.: Administration

Action Item

SUBJECT:

Consider and take appropriate action on Resolution R-36-21, a resolution of the City Council of the City of Kaufman, Texas, authorizing the selection of Teague Nall and Perkins Inc. as the engineering firm in conjunction with the submittal of an application for funding through the Texas Department of Housing & Community Affairs (TDHCA) for the Texas Community Block Grant Program – Coronavirus (CDBG-CV) to provide application preparation and project implementation, if awarded; and authorizing the Mayor or his designee to execute necessary documents.

BACKGROUND:

The city advertised for Civil Engineering services for a future CDBG-CV grant project. We received three (3) responses. All responses were scored by city staff. All firms were qualified, however, the city has had a long-standing relationship with Teague, Nall & Perkins and recommends awarding this project to TNP.

Author:
Mike Slye, City Manager

Reviewed:
Mike Slye, City Manager

Cost:

Funds Available:

Source:

Recommendation: Recommend awarding Civil Engineering services for the CDBG-CV project to Teague, Nall & Perkins Engineering

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☐

RESOLUTION NO. R-36-21

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KAUFMAN, SELECTING AN ENGINEER IN CONJUNCTION WITH THE SUBMITTAL OF AN APPLICATION FOR FUNDING THROUGH THE TEXAS DEPARTMENT OF HOUSING & COMMUNITY AFFAIRS (TDHCA) FOR THE TEXAS COMMUNITY BLOCK GRANT PROGRAM – CORONAVIRUS (CDBG-CV).

WHEREAS, certain conditions exist which represent a threat to the public health and safety; and

WHEREAS, it is necessary and in the best interest of the citizens of the City of Kaufman to apply for funding under the Texas Department of Housing & Community Affairs (TDHCA) Texas Community Development Block Grant - Coronavirus (CDBG-CV); and

WHEREAS, the City of Kaufman has sought proposals from engineering firms for Application Preparation and Project Implementation and,

WHEREAS, the City of Kaufman performed these solicitations in compliance with guidance for sub recipients under 2 CFR Part 200.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KAUFMAN, TEXAS, AS FOLLOWS:

SECTION 1. The City Council has reviewed and hereby formally selects the firm of:

Teague Nall and Perkins Inc. as the engineering firm for application preparation and project implementation in conjunction with a Texas Department of Housing & Community Affairs (TDHCA) Texas Community Development Block Grant – Coronavirus (CDBG-CV).

PASSED AND APPROVED on this the 15th day of November, 2021.

JEFF JORDAN
MAYOR

ATTEST:

JESSIE HANKS
CITY SECRETARY

APPROVED AS TO FORM:

PATRICIA ADAMS
CITY ATTORNEY



Meeting
Date: 11/15/2021

Date: 10/25/2021

Item #: 15.

Dept.: Administration

Ordinance

SUBJECT:

Consider and take appropriate action on Ordinance O-51-21, an ordinance of the City Council of the City of Kaufman, Texas, amending subsection 2-62(b), "Adoption of City of Kaufman Job Grade Classification and Compensation Plan", of Section 2-62, "Personnel Policies; Job Classification", of Article II, "Officers And Employees", of Chapter 2, "Administration" of the Code of Ordinances of the City of Kaufman to add Grade 15 to the Job Grade Classification, Compensation Plan, and Step Schedule as an amendment Exhibit "B" adopted by Section 2-62(b),; and providing an effective date.

BACKGROUND:

This item would amend the Job Classification Plan by adding a Construction Inspector position, which will be a new position for the City of Kaufman. This position, if approved, will be placed in Grade 15. Currently, the City has a contract with Teague, Nall and Perkins (TNP) for construction inspections to include street and utility projects. In an attempt to ensure these projects are inspected in a timely manner and consistent with city requirements, city staff recommends that this function be brought in-house. The City has a well-qualified person on staff that has experience in doing these inspections and will provide enhanced customer service to our developers and contractors. This new position will be under the direct supervision of the Public Works Director and will be added to their F.T.E's.

It is anticipated that the additional salary will be covered by the funding that is currently being paid to TNP for these services. The City has paid TNP a total of \$84,140 over the last 12 months for construction inspection services. The total salary and benefits for the new position would be \$68,225 for a total savings of \$15,915 had we had this position last year.

Staff recommends approval of the amendment to the Job Classification Plan.

Author:
Mike Holder, Assistant City Manager

Reviewed:
Mike Slye, City Manager

Cost:

Funds Available:

Source:

Recommendation: Staff recommends approval of Ordinance O-51-21 as presented.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☐

ORDINANCE NO. O-51-21

AN ORDINANCE OF THE CITY OF KAUFMAN, TEXAS AMENDING SUBSECTION (B) ADOPTION OF CITY OF KAUFMAN "JOB GRADE CLASSIFICATION AND COMPENSATION PLAN" OF SECTION 2-62 "PERSONNEL POLICIES; JOB CLASSIFICATION PLAN" OF ARTICLE II "OFFICERS AND EMPLOYEES" OF CHAPTER 2 "ADMINISTRATION" OF THE CODE OF ORDINANCES OF THE CITY OF KAUFMAN, TEXAS TO ADOPT AN AMENDED "JOB GRADE CLASSIFICATION AND COMPENSATION PLAN, AND STEP PAY SCHEDULE", IDENTIFIED AS EXHIBIT "B" TO SUBSECTION 2-62(B) OF THE CODE OF ORDINANCES, THE TERMS OF WHICH ARE SET FORTH IN EXHIBIT "A" TO THIS ORDINANCE; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING FOR CUMULATIVE REPEALER, SAVINGS AND SEVERABILITY CLAUSES; PROVIDING FOR READINGS AND PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 4.06 of the City of Kaufman Home Rule Charter provides that the City Manager shall prepare personnel rules and the Council may, by ordinance, adopt them without amendment; and

WHEREAS, Section 4.06 further provides that the rules shall provide for the classification of all City positions, based upon duties, authority and responsibility of each position, provision for reclassification of any position and a pay plan for all City positions; and

WHEREAS, Section 2-62, entitled "Personnel Policies; Job Classification" of Article II "Officers and Employees" of Chapter 2 "Administration" of the Code of Ordinances of the City currently provides for the adoption of the Kaufman Personnel Policies Manual (Subsection 2-62(a)) and the City of Kaufman Job Classification and Compensation Plan (Subsection 2-62(b)); and

WHEREAS, upon review of the existing Personnel Manual, the City Manager determined that no additional amendments are necessary to the Kaufman Personnel Policies Manual adopted pursuant to Section 2-62(a) as Exhibit "A" to Ordinance No. O-27-19 and subsequently amended by the adoption of Ordinance No. O-14-20 of the City of Kaufman; and

WHEREAS, the City Manager has also reviewed and updated the Job Classification Plan for all City positions which is adopted as Exhibit "B" in Section 2-62(b); therefore it is necessary to amend Exhibit "B" to Subsection (b) "Adoption of City of Kaufman Job Grade Classification and Compensation Plan" of Section 2-62, "Personnel Policies; Job Classification" of the Code of Ordinances; and

WHEREAS, the City Manager has determined it necessary to amend the Job Classification Plan to add Grade 15 for a Construction Inspector position; and

WHEREAS, a copy of the amended Exhibit “B” to Section 2-62 is attached hereto as Exhibit “A” to this Ordinance, and in accordance with Section 4.06 of the City Charter, the City Manager has submitted the plan set forth in Exhibit “A” to this Ordinance for Council consideration and approval; and

WHEREAS, the City Council having reviewed the proposed amendments to the Job Classification Plan and the Step Schedule, finds that the Job Classification Plan and Step Schedule should be amended to include Grade 15 and adopted as set forth in their entirety as Exhibit “A” to this Ordinance and that Exhibit “B” in Section 2-62(b) should be adopted in its entirety as set forth in Exhibit “A”, attached hereto and incorporated herein, and that the Job Classification Plan and Step Schedule shall remain on file in the office of the City Secretary of the City of Kaufman, Texas.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KAUFMAN, TEXAS:

Section 1: Incorporation of Premises. That all of the above premises are found to be true and correct and are incorporated into the body of this Ordinance as if copied in their entirety.

Section 2: Amendments.

2.1. That Subsection (b) “Adoption of City of Kaufman Job Grade Classification and Compensation Plan” of Section 2-62 “Personnel Policies; Job Classification Plan” of Article II “Officers and Employees” of Chapter 2 “Administration” of the Code of Ordinances of the City of Kaufman (the “Plan”) is hereby amended to be and read in its entirety as set forth below with such Plan labeled as Exhibit “B” and referenced in Section 2.62(b) is hereby amended to add Grade 15, Construction Inspector” and adopted as Exhibit “A” to this Ordinance, with all other provisions of Section 2-62 not herein amended to remain in full force and effect:

2.62. Personnel Policies, Job Classification Plan, and Step Schedule

“...

(b) Adoption of City of Kaufman Job Grade Classification, Compensation Plan and Step Schedule. The City Council hereby adopts the Job Grade Classification, Compensation Plan and Step Schedule as set forth in **Exhibit “B”**, to Ordinance No. O-51-21, a copy of which is attached hereto and incorporated herein in its entirety by reference and shall be maintained on file in the Office of the City Secretary of the City of Kaufman, Texas. The Job Grade Classification, Compensation Plan and Step Schedule set forth in Exhibit “B” supersedes all previously adopted Job Grade Classifications, Compensation Plans and Step Schedules for City positions.”

2.2. That the City of Kaufman Job Grade Classification, Compensation Plan and Step Schedule, attached hereto as Exhibit “A” and referenced and incorporated as Exhibit O-51-21

“B” into Section 2.62(b) “Personnel Policies; Job Classification Plan” of Article II “Officers and Employees” of Chapter 2 “Administration” of the Code of Ordinances of the City of Kaufman is hereby amended to add Grade 15, and the remaining provisions of Exhibit “B” referenced and incorporated into Section 2.62(b) shall remain in full force and effect. A complete copy of Exhibit “B”, “Job Grade Classification, Compensation Plan and Step Schedule” of Section 2.62(b) of Article II of Chapter 2 of the Code of Ordinances is attached and incorporated into this Ordinance as Exhibit “A” hereto.”

Section 3. Cumulative Repealer. This Ordinance shall be cumulative of all other Ordinances of the City of Kaufman and shall not repeal any of the provisions of such Ordinances except for those instances where there are direct conflicts with the provisions of this Ordinance. Ordinances or parts thereof in force at the time this Ordinance shall take effect and that are inconsistent with this Ordinance are hereby repealed to the extent that they are inconsistent with this Ordinance. Provided; however, that any complaint, action, claim or lawsuit which has been initiated or has arisen under or pursuant to such Ordinance on the date of adoption of this Ordinance is saved and shall continue to be governed by the provisions of that Ordinance and for that purpose the Ordinance shall remain in full force and effect.

Section 4. Severability. If any section, article, paragraph, sentence, clause, phrase or word in this Ordinance or application thereof to any person or circumstance is held invalid or unconstitutional by a Court of competent jurisdiction, such holdings shall not affect the validity of the remaining portions of this Ordinance, and the City Council hereby declares it would have passed such remaining portions of this Ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

Section 5. Readings and Publication. In accordance with the City Charter, this Ordinance has been read at a City Council meeting properly noticed and open to the public as required by law. The City Secretary of the City of Kaufman is hereby directed to publish the Caption of this Ordinance or to publish this Ordinance or a summary as required by state law and Charter.

Section 6. Effective Date. That this Ordinance shall become effective on and after its passage and adoption.

PASSED AND APPROVED this 13th day of September, 2021.

JEFF JORDAN
MAYOR

ATTEST:

JESSIE HANKS
CITY SECRETARY

APPROVED AS TO FORM:

**PATRICIA A. ADAMS
CITY ATTORNEY**

EXHIBIT “A” TO ORDINANCE NO. O-51-21

“EXHIBIT “B”

JOB GRADE CLASSIFICATION, COMPENSATION PLAN AND STEP SCHEDULE”

GRADE	FY 2022 STRUCTURED PAY PLAN														
11	31200	32400	33600	34800	36000	37200	38400	39600							
12	31200	32400	33600	34800	36000	37200	38400	39600	40800						
13	31500	32700	33900	35100	36300	37500	38700	39900	41100	42300	44700	47100	49500		
14	42000	44400	46800	49200	51600	54000	56400	58800	61200	64200	67200				
15	44500	46900	49300	51700	54100	56500	58900	61300	64300	67300	70300				
16	50400	52800	55200	57600	60000	63000	66000	69000	72000						
16B	45000														
16C	47500														
17	55000	57400	59800	62200	65200	68200	71200	74200	76600						
18	60000	63000	66000	69000	72000	75000	79000	83000	87000						
19	70000	73000	76000	80000	84000	88000	92000	96000	100000	104000	108000	112000			
20	75000	79000	83000	87000	91000	95000	99000	103000	107000	111000	115000	119000	123000	127000	

GRADE	ANNUAL SALARY RANGE			TITLE
	MINIMUM	MID-POINT	MAXIMUM	
11	31,200.00	34,800.00	39,600.00	Maintenance Tech-Public Works
12	31,200.00	36,000.00	40,800.00	Secretary CID Secretary Utility Billing Clerk Municipal Court Clerk Purchasing/Customer Service Equipment Operator - PW Civic Center/Event Coordinator
13	31,500.00	38,700.00	49,500.00	Administrative Assistant Finance Technican Planning Technician Animal Control Officer Code Enforcement Officer Public Service Officer Asst Wastewater Plant Operator Construction Inspector HR Coordinator
14	42,000.00	54,000.00	67,200.00	Firefighter/driver
15	44,500.00	56,500.00	70,300.00	Chief Plant Operator Superintendent - PW Fire Lieutenant/Fire Marshall Accountant
16	50,400.00	60,000.00	72,000.00	Police Officer
16B	45,000.00			Police Cadet
16C	47,500.00			Police Trainee
17	55,000.00	65,200.00	76,600.00	CID Sergeant
18	60,000.00	72,000.00	87,000.00	Police Captain Fire Captain Building Official
19	70,000.00	88,000.00	112,000.00	Director of Development Services Director of Public Works Director of Finance City Secretary Police Chief Fire Chief Director of Economic Development

20	75,000.00	99,000.00	127,000.00	Assistant City Manager
----	-----------	-----------	------------	------------------------

Revised Effective 10-01-2022

Revised Effective 10-01-2021



Meeting
Date: 11/15/2021

Date: 10/29/2021

Item #: 16.

Dept.: Administration

Action Item

SUBJECT:

Consider and take appropriate action on the appointment of two (2) members to serve on the Planning and Zoning Commission for two (2) year terms through November 2023.

BACKGROUND:

There are currently three members on the Planning and Zoning Commission whose terms have expired. Patrick Cardoza, and Porfilio Lopez have both expressed interest in being reappointed to the Commission. Curtis Snow has submitted his resignation from the Commission, which leaves a vacancy on the Board. The staff has not received any applications to fill this vacancy at this time.

The procedure for considering the appointment of a Planning and Zoning member is as follows: A simple majority of the Council, four votes, is necessary to make a nomination for appointment of a prospective member. Any member of the Council may make a nomination for appointment.

Procedurally, the Council should adhere to the process as outlined below:

- Council will vote for a two (2) year term expiring in November 2023.
- If the nominee does not attain a simple majority of the Council (four votes), they will not serve as a P&Z member.
- Any Council member can make a nomination for consideration.
- If the nominee then receives a simple majority of the votes by the Council (four votes) that individual will be appointed to serve as a P&Z member.

The procedures outlined will serve the Council well in its deliberations about to serve as a P&Z member.

Author:
Jessie Hanks, City Secretary

Reviewed:
Mike Slye, City Manager

Cost:

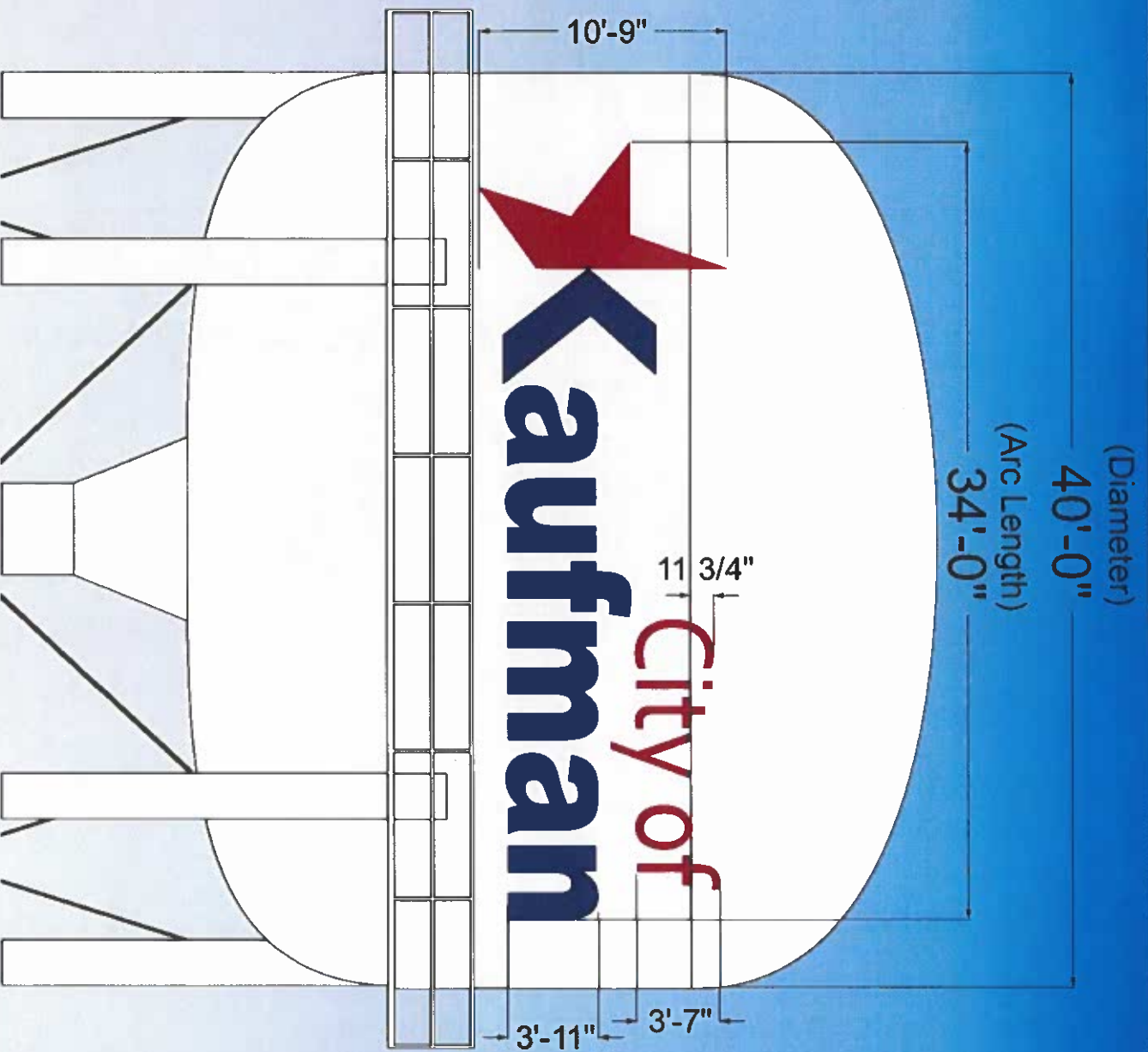
Funds Available:

Source:

Recommendation: Staff recommends reappointed Patrick Cardoza and Porfilio Lopez to the Planning and Zoning Commission for a two (2) year term through November 2023.

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
☐	☐	☐	☐	☐

Logo Position North and South



- ☐ White TBD
- ☐ Blue TBD
- ☐ Red TBD



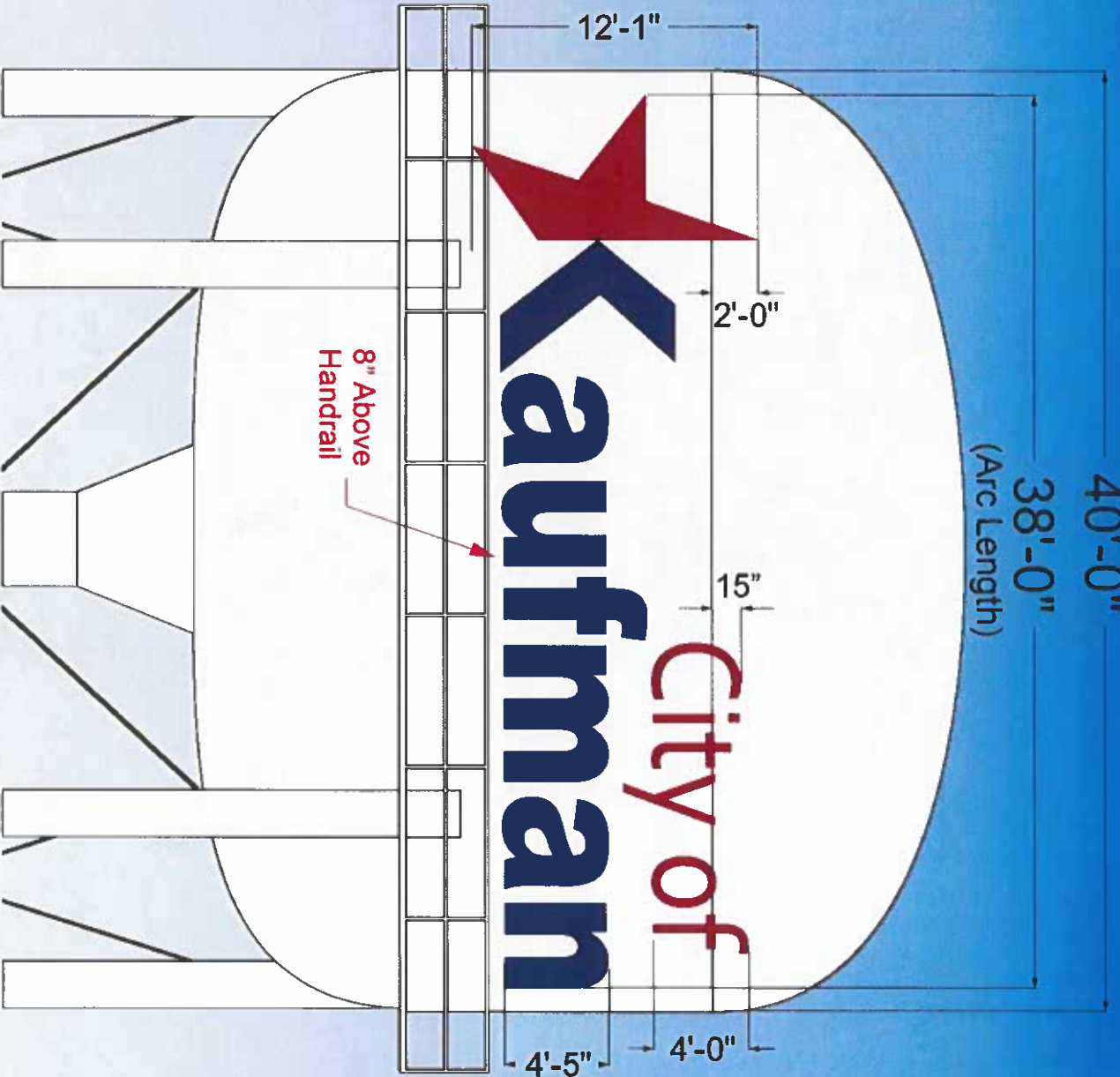
Danny McKinney / Owner
1375 N. Beglis Pkwy
Sulphur, LA 70663

Client: Maguire Iron
Design: City of Kaufman (Draft 1)

Date: _____
Signature: _____

(Diameter)
40'-0"
38'-0"
(Arc Length)

Logo Position
North and South



White TBD
Blue TBD
Red TBD



Danny McKinney / Owner
1375 N. Beglis Pkwy
Suiphur, LA 70663

Client: Maguire Iron
Design: City of Kaufman (Draft 2)

Date: _____
Signature: _____

No
Chris Sherrin
Printer and media
chris@msa.com

DISCUSSION ITEMS REPORT (DIR)

Project Title	Department	Agenda Date	Entered Date	Status/Notes	Strategy Map
Splash Pad	Parks &Rec	TBD	10/23/2018	Shannon Park and South Pointe Dev	2,3,4
Thoroughfare Plan Update	Development Serv	TBD	10/23/2018		2,5
Bldg Standards Commission Ordinance	Development Serv	9/1/2019	10/23/2018	BSC to review	4
Marlow Development	Development Serv	4/22/2019	10/23/2018	Building Plan Review	2
South Pointe	Development Serv		2/3/2021	Civil Plans under Review	2,3,4
Recodification of City Ordinances	Admin	11/13/2018	10/23/2018	Franklin Review	5
Subdivision Ordinance Update	Development Serv	1/27/2020	10/23/2018	TNP, Staff & City Attorney reviewing rough draft	5
Citizens Academy	Admin/Public Safety		11/27/2018	Planning Phase	1,3
Fire Department Facility Improvements	Admin/Public Safety			Planning Phase	1,2,5
Kaufman Estates	PW/Admin	10/28/2019		No Action	5
Summer Youth Program	Admin/Parks	TBD	7/16/2019	COVID Postponement	1,3,4
Digital Gateway Signage	Admin	TBD	8/17/2020	Contract approved July 26, 2021	2,3
City Lakes Emer Action Plan	Public Works	TBD	8/7/2019		5
Disc Golf Course	Admin/PW	TBD	8/23/2019	Planning Phase	2,3,4
Washington Street Utility Relocation	Admin/PW	TBD	10/1/2019	SUE forwarded to TxDOT	2,5
TPW Grant for City Lake Park	Parks &Rec	TBD	12/10/2019	Submitted October 1, 2021	4,5
CareFlight Facility	Admin	TBD	3/9/2020	Discussions regarding relocation	1,3
COVID - 19	Admin/Public Safety	TBD	3/11/2020	Action Plan in Place	4,5
TIRZ #2	Admin		8/6/2020	PPFP Approved 082420	2,3,4
Comprehensive Plan	Admin		8/26/2020	Need to update plan	2,3,4,5
Tabor Parkway Expansion	PW/Admin			Ribbon Cutting Scheduled For 11/16/21	2,3,5
Website Update	Admin		1/26/2021	Planning Phase	2,3
Street Maintenance Program	Public Works		1/29/2021	Budget Approved, Phase 1 complete. Start Phase 2.	2,4,5
Storm Drainage Projects	Public Works		1/29/2021	Phase 1 Under Construction	2,4,5
North & South Water Tower Rehab	Public Works		1/29/2021	South Tower Contract Awarded	4,5
Body Cameras	PD		2/2/2021	Grant Submitted	1,3,5
Annual Report	Admin		2/24/2021	Planning Phase	3
Shannon Park Updates	Admin/PW	4/26/2021	4/26/2021	Final Concept Plan approved	3,4,5
Miracle Park	Admin/PW		4/29/2021	Concept Approved	3,4,5
Connector Road	Admin		4/29/2021	County Partnership	2,3,5
AMI	Admin/PW		4/29/2021	Contract approved - Installation begins Dec '21	4,5
High Speed Internet	Admin			Suddenlink live/CIP installing	2,3,5
Northeast Utility Project	Admin/PW		9/17/2021	Working on Cost Estimate and Scope	1,2,3,4,5
City Lakes Park/Lower Lake Improvements	Admin/PW		9/23/2021	Working on Cost Estimate and Scope	4
Former Senior Center Demo	Development Serv		11/8/2021	Approved in 2022 5 Year CIP	4

November 4, 2021

To: City of Kaufman

From: Ashley Berryhill, Finance Director

Re: October 2021 Demand and Response Ridership Report

TRIP INFORMATION:

	S	O	N	D	J	F	M	A	M	J	J	A	TOTAL
Trips	175	243											418
No. Service Days	21	21											42
Avg. Daily Trips	8.3	11.6											10.0

NO. OF TRIPS	PURPOSE
36	Adult Dayhab
2	Education
0	Government
8	Medicaid
54	Medical
87	Nutrition (Senior Center)
30	Other (adult-day care, beauty salon, friend's homes, etc.)
7	Shopping
19	Work
0	Contract Services
0	Vaccination Appointments

ELDERLY AND DISABLED RIDERSHIP	
73	Disabled Trips
147	Elderly (&/or Dis) Trips

220 E & D Total Rides

E & D Percent of Total Trips – 91%

MONTHLY UNDUPLICATED PASSENGERS
32
YEAR TO DATE UNDUPLICATED PASSENGERS
39

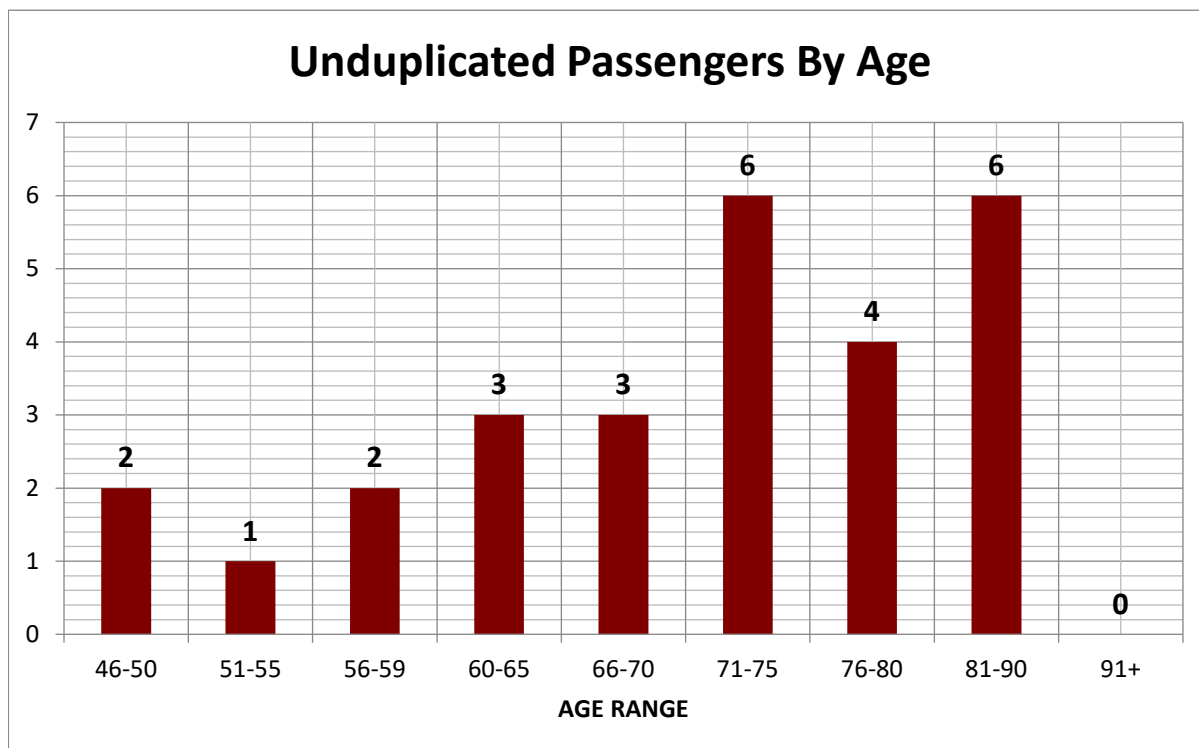


Trip Total	
KAUFMAN TO KAUFMAN	121
KAUFMAN TO OUTSIDE	91
OUTSIDE TO KAUFMAN	31

243

NOSHOW/CANCEL	94
DENIALS	25
Month to Month Unduplicated	32
YTD Unduplicated	39

October 2021 Total D & R Trips	243
--------------------------------	-----



November 4, 2021

To: Kaufman County

From: Ashley Berryhill, Finance Director

Re: October 2021 Demand and Response Ridership Report

TRIP INFORMATION:

	S	O	N	D	J	F	M	A	M	J	J	A	TOTAL
Trips	1,588	1,340											2,928
No. Service Days	21	21											42
Avg. Daily Trips	75.6	63.8											69.7

	Trip Origin Total
COTTONWOOD	0
COMBINE	0
CRANDALL	34
FORNEY	252
GRAYS PRARIE	0
GUN BARRELL	0
HEARTLAND	0
KAUFMAN	243
KEMP	42
MABANK	44
OAK GROVE	0
OAK RIDGE	0
POST OAK	0
ROSSER	0
SCURRY	31
TERRELL	694
<i>Subtotal</i>	<i>1,340</i>

Terrell Senior Terraces	32
Terrell State Hospital	0

KAUFMAN COUNTY TOTALS	
TOTAL TRIPS	1,531
NO SHOW & CANCELS	664



D/R-KAUFMAN COUNTY	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	TOTALS
CHARTER	0	0	0	0	0	0	0	0	0	0	0	0	0
(UPT) Unlinked Passenger Trips	1,588	1,340											2,928
ADH	206	121											327
CONT		18											18
EDU	12	3											15
GOV	0	0											0
MDE	21	26											47
MED	733	757											1,490
NUT	194	132											326
OTH	92	78											170
SHP	145	76											221
VACC	2	0											2
WORK	183	129											312
	1,588	1,340	0	0	0	0	0	0	0	0	0	0	2,928
	0	0	0	0	0	0	0	0	0	0	0	0	0
KAUF DR TOTAL (+TSH, Charter)	1,588	1,340	0	0	0	0	0	0	0	0	0	0	2,928
	0	0	0	0	0	0	0	0	0	0	0	0	0

CONTRACTED SERVICES	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	TOTALS
Charter	0	0											0
Terrell State Hospital	0	0											0
Terrell Senior Terraces	46	32											78
Medicaid	21	26	0	0	0	0	0	0	0	0	0	0	47
Nursing Home Contracts	0	0											0
	67	58	0	0	0	0	0	0	0	0	0	0	125

	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	TOTALS
Adjusted Trip Total	1,521	1,282	0	0	0	0	0	0	0	0	0	0	2,803
*Trip Totals without Contracted Services													

ELDERLY AND DISABLED	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	TOTALS
> = 60	876	859											1,735
DIS <60	400	311											711
E & D	1,276	1,170	0	0	0	0	0	0	0	0	0	0	2,446
% of Trip Total	80%	87%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	

	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	TOTALS
GENERAL PUBLIC	67	58	0	0	0	0	0	0	0	0	0	0	125
% of Total	4%	4%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	

Subscription Trips	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	TOTALS
County Subscription Trips	1,007	836											1,843
Percent Subs of Total Trips	63%	62%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	

Can/NoShow	119	94											213
Advanced Cancel	545	424											969
	664	518	0	0	0	0	0	0	0	0	0	0	1,182

DENIALS	113	140											253
---------	-----	-----	--	--	--	--	--	--	--	--	--	--	-----

November 5, 2021

To: Kaufman County

From: Ashley Berryhill, Finance Director

Re: October 2021 STARNow – Kaufman County Ridership Report

FY2022 TRIP INFORMATION:

	S	O	N	D	J	F	M	A	M	J	J	A	TOTAL
Trips	1,364	1,390											2,754
Service Days	21	21											42
Avg. Daily Trips	65.0	66.2											65.6

KPIs

Completed Boardings ⓘ	Avg. Boardings Per Service Hr. ⓘ	Boarding Cancellations ⓘ	Boarding Cancellations (No-Show) ⓘ	Cancellation Percentage ⓘ	Cancellation Percentage (No Show) ⓘ	Total Requests ⓘ	Completed Requests ⓘ	
1390	1.25	905	102	39.43 %	4.44 %	2208	1337	
No Drivers Available Requests ⓘ	Request Cancellations ⓘ	Request Cancellations (No Show) ⓘ	Avg. # of Requests per Rider ⓘ	Avg. Travel Duration ⓘ	Avg. Travel Distance ⓘ	Mean Wait Time ⓘ	Median Wait Time ⓘ	Bookings from Admin Panel ⓘ
34	837	94	6.44	11.71 min	3.98 mi	38.49 min	20.3 min	80.86 %
Bookings from Rider App ⓘ	Flag Down Bookings ⓘ	Avg. # Riders per Request ⓘ						
18.2 %	0.94 %	1.04						

Response Summary:

	Responses	Transports	Exceptions	Compliance %	Transport %
Priority 1 <8:59	29	21	0	100%	72%
Priority 2 <11:59	84	28	0	100%	33%
Priority 3 <14:59	21	11	0	100%	52%
Emergency Transfers<0:29:59	114	112	65	43%	98%
Non-Emergency Transfers<0:15	58	54	17	71%	93%
Helicopter	24	24			
Totals	330	250		100.00%	52.71%

Transport Summary:

	Number	Percentage
Baylor Scott and White Dallas	9	4%
Baylor Scott and White Sunnyvale	4	2%
Baylor Scott and White Lakepointe Rowlett	1	0%
Baylor Scott and White Lakepointe Forney	0	0%
Childrens Medical Center	10	4%
Dallas Regional Medical Center	3	1%
Medical City Dallas	4	2%
Parkland	2	1%
Texas Health-Dallas	83	37%
Texas Health- Kaufman	38	17%
Texas Health -Plano	3	1%
Texas Health-Rockwall	3	1%
UT Health- Athens	0	0%
UT Health- Tyler	2	1%
UT Health- Cedar Creek	0	0%
VA Medical Center Dallas	0	0%
Other Hospitals	21	9%
Nursing home, residence, other	43	19%
	226	100%

	Number	% of Total
Patient Refusal/Treat No Transport	36	45%
Pt is DOS	0	0%
Cancellation- No Patient	44	55%
	80	100%

Average Response Time
City Wide--Emergency Calls

0:05:08

	Responses	Exceptions	
Last 100 Calls			
Priority 1	100	4	96%
Priority 2	100	1	99%
Priority 3	100	0	100%



COUNCIL MONTHLY UPDATE

OCTOBER 2021

In October the Kaufman Fire Department responded to 195 calls for service.

In October 2020 we responded to 180 calls for service

Performed inspections on new Animal shelter sprinkler systems And Justice Center sprinkler underground hydro test

We responded to 2 separate mass causality incidents major vehicle accidents with multiple patients

Fire Prevention conducted at Schools

There were 3 calls that we were unable to respond to due to being tied up on other calls (EMS, accidents) and no additional personnel responded.



DEPARTMENT SNAPSHOT OCTOBER

Captain Hatcher completed Fire Officer Executive training and received his certification form Texas Fire Chiefs Association. He started in Oct working daily and has been a great asset.

Also 2 new Fire Fighter Engineers started in October they were moved up from Volunteers and had already been working for us part time.



DEPARTMENT

SNAPSHOT OCTOBER

Training:

(Fire Ce's)

Pump operations

(EMS Ce's)

Mass Causality incidents



DEPARTMENT SNAPSHOT October 2021

- **Incident Response Time
Monthly Average**

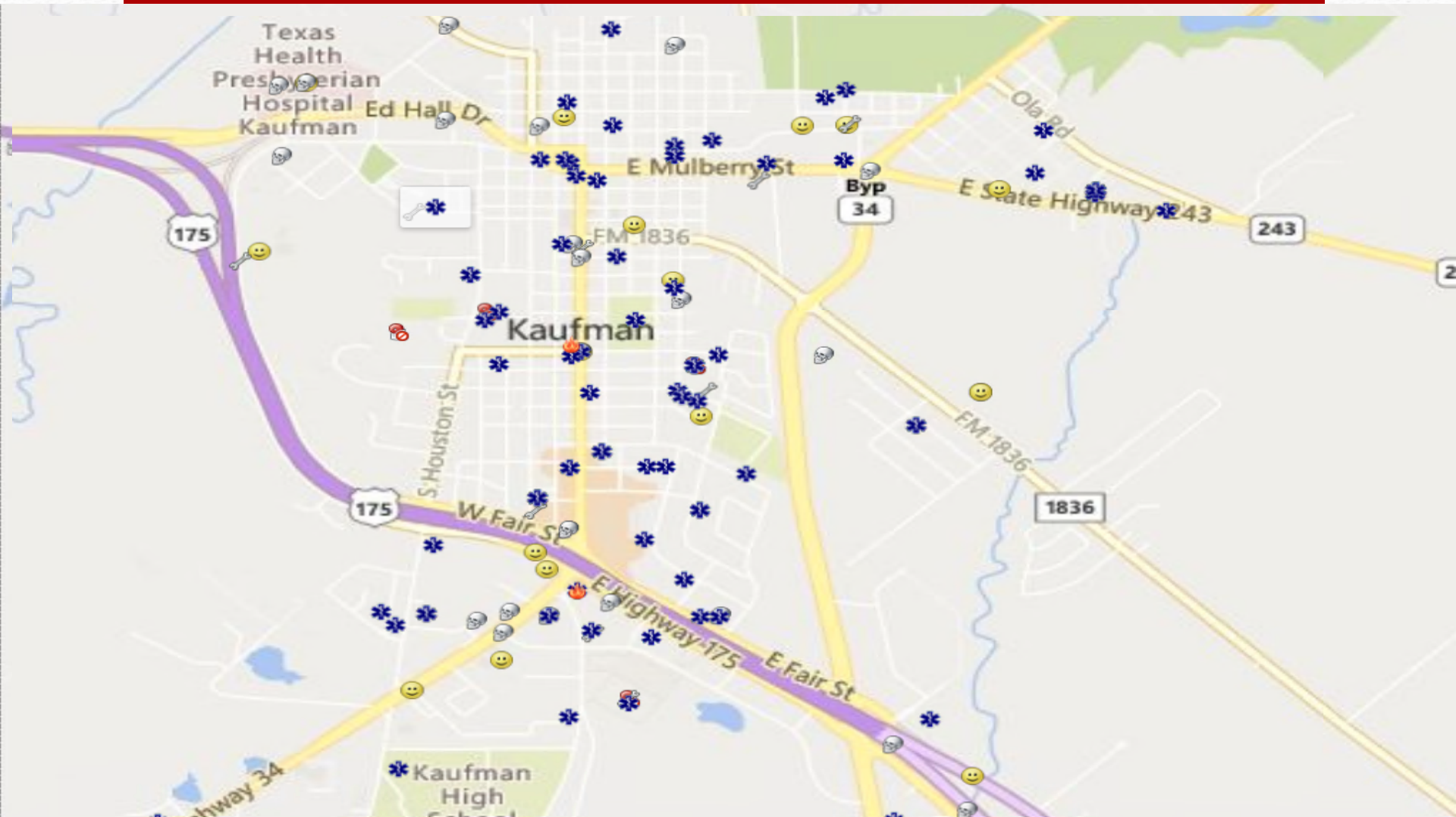
- **October 2021 Monthly
Average Response
Time 5 Minutes 38
Seconds (5.38)**
- **October 2020
Monthly Average
Response Time 5
Minutes 10 Seconds
(5.10)**



DEPARTMENT SNAPSHOT

Inspections	28
Structure Fires	2
Grass/Trash	3
Automobiles	3
Accidents	47
Emergency Medical Calls	98
Haz / Smoke Calls	16
False Alarms	9
Mutual Aid	0
Public Assist Unlocks	15
Total Responses for Month	195

October 2021 Responses



INCIDENT LOCATION MAP JULY

RED= FIRE INCIDENTS/ACCIDENTS
YELLOW= CANCELLED IN ROUTE

BLUE= MEDICAL INCIDENTS

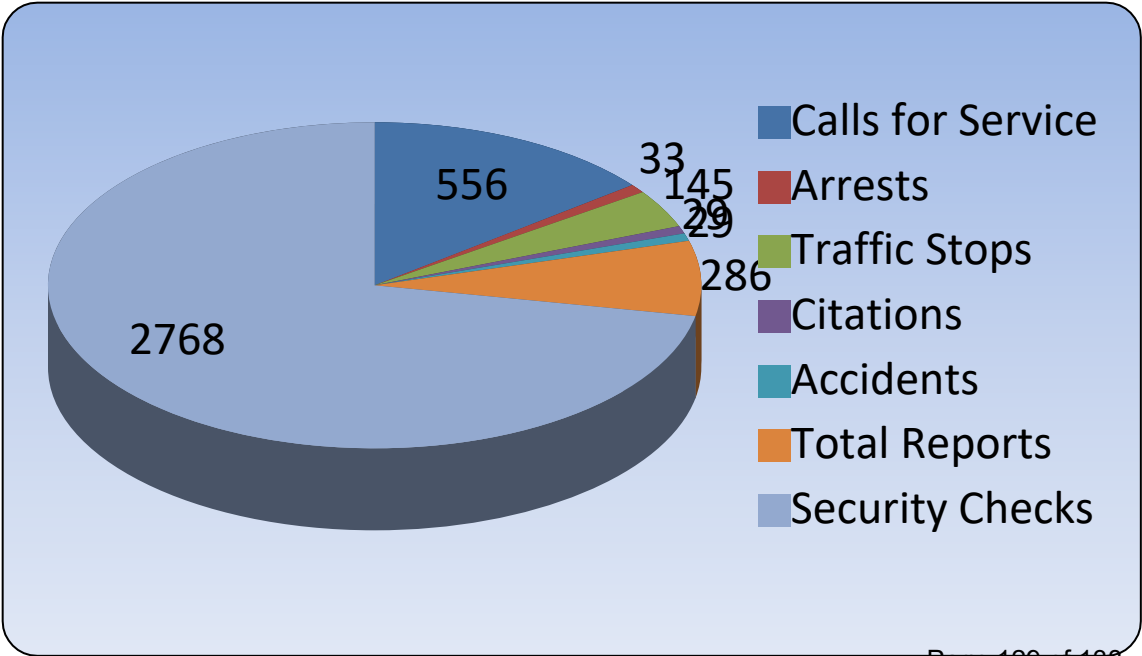
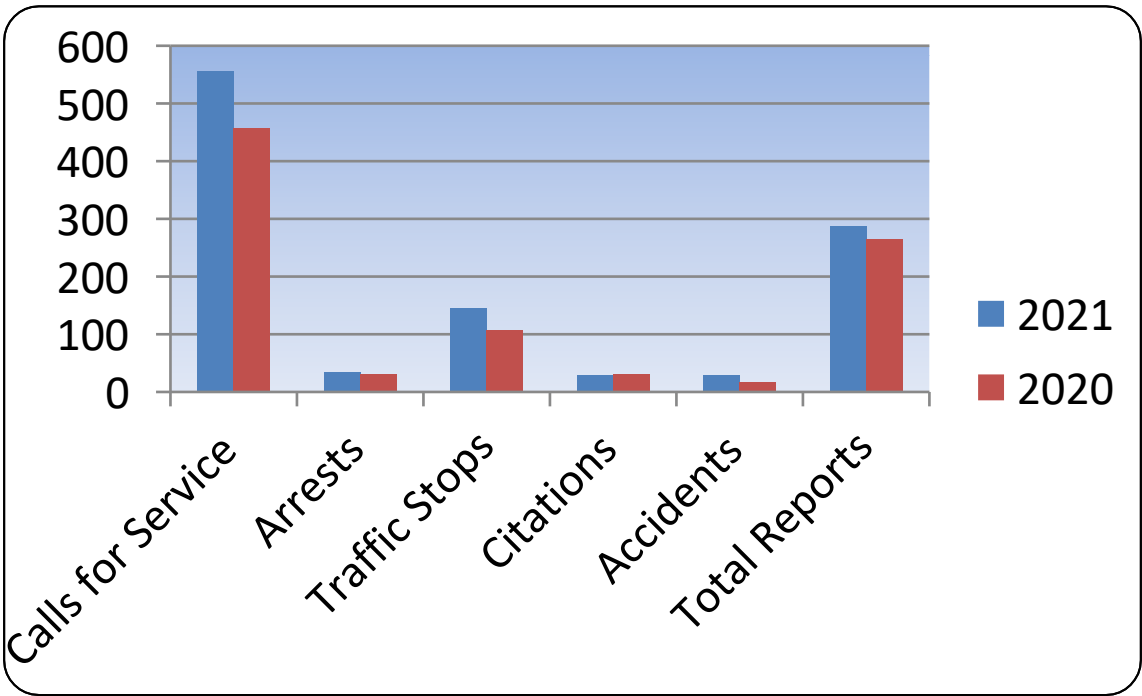
KAUFMAN POLICE DEPARTMENT PATROL ACTIVITY OCTOBER 2021

October 2021, Kaufman Police Department's Patrol Division Activity:

- **556** Calls For Service, Including Accidents
- **29** Traffic Accidents
- Completed **2768** Homes, Parks, & Business Checks
- Completed **145** Traffic Stops
- Completed **249** Incident Reports
- Completed **286** Reports
- Made **30** Arrests
- Average monthly response time to calls is **4:38** minutes.

Other points of interest include:

- Utilized the radar trailer on South Washington Street (Brookshire's) and East Mulberry.



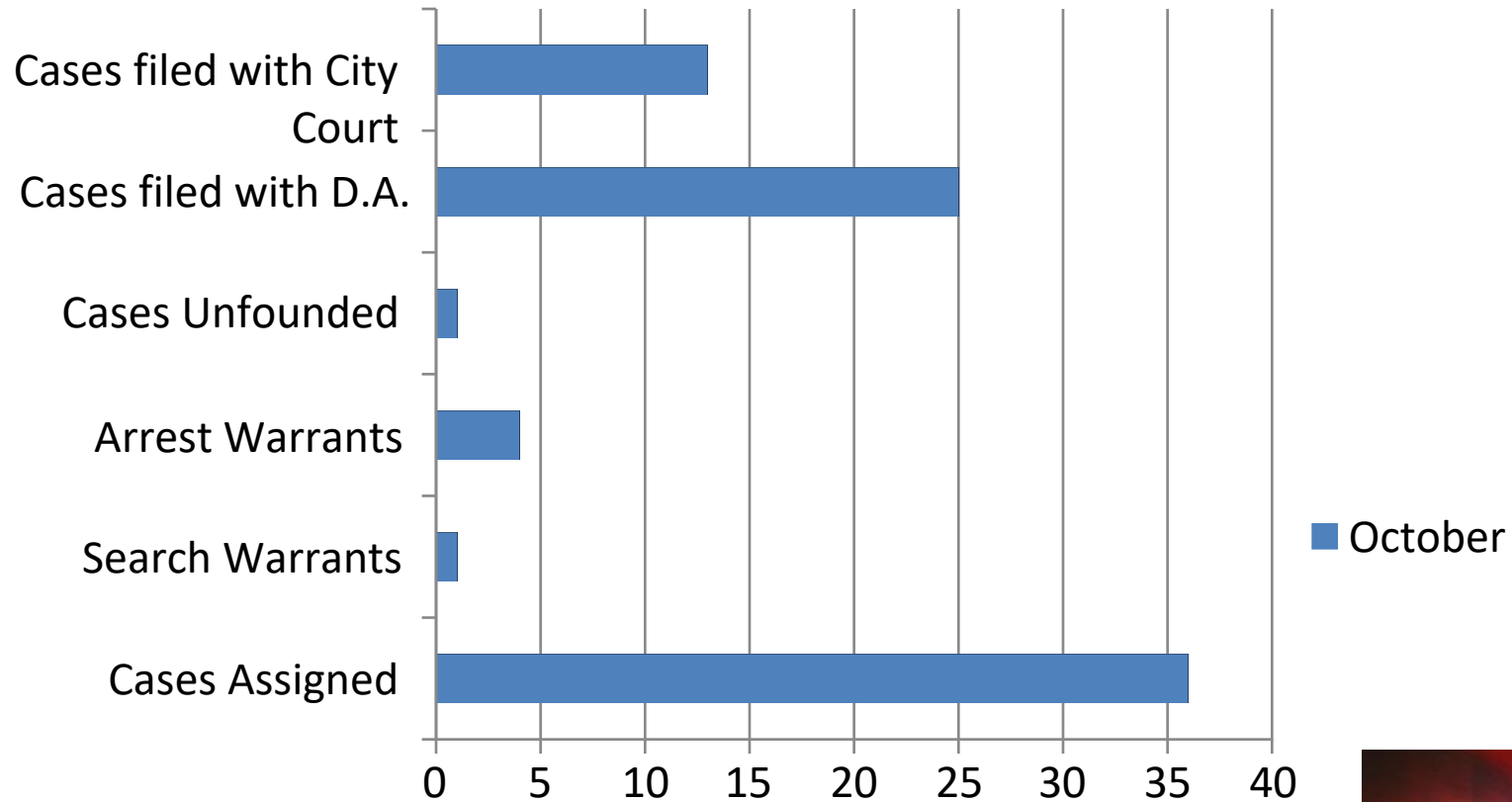
Community Engagement October 2021

Social Media Posts, Facebook Followers 11,298.

Events attended by Kaufman Police Department employees:

- Weekly Shut-Ins Check.
- National Night Out.
- Oktoberfest Concert Night.
- Oktoberfest Parade.
- Oktoberfest Festival.
- Halloween on Houston Street.



Kaufman Criminal Investigations Division
October 2021

	Cases Assigned	Search Warrants	Arrest Warrants	Cases Unfounded	Cases filed with D.A.	Cases filed with City Court
October	36	1	4	1	25	13



KAUFMAN POLICE DEPARTMENT

OCTOBER 2021



Year to Date - Offenses Known to Police for October 2021

Printed On: 11/9/2021

Agency: TX1290200 - KAUFMAN PD

Page 1 of 2

Classification of Offenses	Offenses Reported	Offenses Cleared	Projected Rate/1000	Last YTD Reported	Percent Change
Animal Cruelty, Total					-
Arson, Total	1		0.13		-
Assault Offenses, Total	42	30	5.30	52	-19.23%
Firearm	6	3	0.76	4	50.00%
Knife	1		0.13	4	-75.00%
Other Weapons	1	1	0.13	5	-80.00%
Personal Weapons	34	26	4.29	39	-12.82%
Bribery, Total				1	-100.00%
Burglary/Breaking and Entering, Total	10	4	1.26	16	-37.50%
No Force	4	1	0.50	3	33.33%
Force	6	3	0.76	13	-53.85%
Counterfeiting/Forgery, Total	2		0.25	20	-90.00%
Destruction/Damage/Vandalism of Property, Total	14	4	1.77	28	-50.00%
Drug/Narcotic Offenses, Total	139	136	17.53	120	15.83%
Drug Equipment Violations	32	32	4.04	38	-15.79%
Drug/Narcotic Violations	107	104	13.49	82	30.49%
Embezzlement, Total	1		0.13	2	-50.00%
Extortion/Blackmail, Total				1	-100.00%
Fraud Offenses, Total	10	4	1.26	13	-23.08%
False Pretense/Swindle/Confidence Game					-
Hacking/Computer Invasion					-
Identity Theft					-
Impersonation	8	3	1.01	10	-20.00%
Credit Card/Automatic Teller Machine Fraud	2	1	0.25	3	-33.33%
Welfare Fraud					-
Wire Fraud					-
Gambling Offenses, Total					-
Betting/Wagering					-
Gambling Equipment Violations					-
Operating/Promoting/Assisting Gambling					-
Homicide Offenses, Total	1		0.13		-
Murder and Nonnegligent Manslaughter					-
Negligent Manslaughter	1		0.13		-
Human Trafficking, Total					-
Human Trafficking, Commercial Sex Acts					-
Human Trafficking, Involuntary Servitude					-
Kidnapping/Abduction, Total	1	1	0.13		-



Year to Date - Offenses Known to Police for October 2021

Printed On: 11/9/2021

Agency: TX1290200 - KAUFMAN PD

Page 2 of 2

Classification of Offenses	Offenses Reported	Offenses Cleared	Projected Rate/1000	Last YTD Reported	Percent Change
Larceny/Theft Offenses, Total	77	38	9.71	105	-26.67%
Motor Vehicle Theft, Total	9	3	1.13	14	-35.71%
Buses					-
Automobiles	6	2	0.76	12	-50.00%
Other Motor Vehicles	1		0.13	1	0.00%
Trucks	1	1	0.13		-
Recreational Vehicles	1		0.13	1	0.00%
Pornography/Obscene Material, Total					-
Prostitution Offenses, Total					-
Assisting or Promoting Prostitution					-
Prostitution					-
Purchasing Prostitution					-
Robbery, Total				3	-100.00%
Firearm				2	-100.00%
Personal Weapons					-
Other Weapons				1	-100.00%
Knife					-
Sex Offenses, Total	5	1	0.63	4	25.00%
Fondling	4	1	0.50	1	300.00%
Rape	1		0.13	2	-50.00%
Sexual Assault with an Object				1	-100.00%
Sodomy					-
Sex Offenses, Non-Forcible, Total					-
Incest					-
Statutory Rape					-
Stolen Property Offenses, Total	4	3	0.50	1	300.00%
Weapons Law Violations, Total	8	8	1.01	8	0.00%
Group A Offense, Total	324	232	40.86	388	-16.49%
Crimes Against Person, Total	49	32	6.18	56	-12.50%
Crimes Against Property, Total	128	56	16.14	204	-37.25%
Crimes Against Society, Total	147	144	18.54	128	14.84%
Officers Killed or Assaulted YTD	0			2	-100.00%

KAUFMAN POLICE DEPARTMENT ANIMAL CONTROL REPORT OCTOBER 2021

October 2021, Kaufman Animal Control Responded To-

- 52 Calls For Service
- 2 Follow-up Calls
- Warnings Issued – 0
- Citations Issued – 0
- Traps Set - 4

Animals Captured

On Calls – 18

On View – 0

Animals Turned Over

To Owner – 0

To Humane Society – 19

Dead Animals Recovered: - 3

Non-Domestic Animals Captured – 4





Development Services
September Monthly Report
Permits Issued: 10/01/2021-10/31/2021

Permit Title	Project Address	Credential Contacts	Permit Issued Date	Project SQ. FT.	Valuation	Total Fees Collected
Banners and Temporary Signage	100 E Kings Fort Pkwy., 104	Dan Matheus (Sign Contractor)	10/15/2021 at 10:37 AM		\$0.00	\$51.50
Demolition (R)	1807 S Houston St.	Steven Babovec (Demolition Contractor)	10/08/2021 at 1:38 PM	0	\$2,000.00	\$80.00
Driveway, Parking Lot or Sidewalk Permit	1509 CEDAR KNOLL Dr.	Matthew Pugh (Home Owner)	10/15/2021 at 12:02 PM		\$4,500.00	\$80.00
Electric Permit	2705 Tabor Pkwy.	Justin Solsbery (Electrical Contractor)	10/25/2021 at 8:34 AM		\$650.00	\$82.40
Fence Permit	1300 Overlook Dr.	Blake Kasper (Home Owner)	10/15/2021 at 7:49 AM		\$15,000.00	\$82.40
Fence Permit	1305 Crestview Dr.	John Pedroza (General Contractor)	10/21/2021 at 1:44 PM		\$4,500.00	\$80.00
Fire Alarm, Fire Lane, Fire Sprinkler, Fire Suppression (Vent-a-Hood)	2705 Tabor Pkwy.	Donald Hroch (Fire Suppression)	10/13/2021 at 11:20 AM	0	\$18,850.00	\$406.80
Fire Alarm, Fire Lane, Fire Sprinkler, Fire Suppression (Vent-a-Hood)	1904 E Hwy 175	Casey Sanders (Fire Suppression)	10/12/2021 at 2:21 PM	0	\$23,500.00	\$532.80
Fire Alarm, Fire Lane, Fire Sprinkler, Fire Suppression (Vent-a-Hood)	1902 E Hwy 175	Casey Sanders (Fire Suppression)	10/12/2021 at 2:24 PM	0	\$117,050.00	\$1,798.83
Fire Alarm, Fire Lane, Fire Sprinkler, Fire Suppression (Vent-a-Hood)	2000 W Fair St.	Kevin Bradford (Fire Suppression)	10/07/2021 at 10:05 AM	0	\$425.00	\$144.00
Irrigation Permit	200 S Monroe St.	Juan Mondragon (Irrigation Contractor)	10/13/2021 at 10:07 AM		\$499.00	\$82.40
Mechanical Permit	2149 Nottingham Dr.	Jose Ontiveros (Mechanical Contractor)	10/06/2021 at 4:12 PM	0	\$7,000.00	\$80.00
Mobile Food Permits - Permit Expires December 31, 2021	214 E Mulberry St.	Scott Olden (Business Manager)	10/19/2021 at 12:40 PM	0	\$0.00	\$350.00
Plumbing Permit	2002 Elizabeth St.	Jose Gonzalez (Plumbing Contractor)	10/04/2021 at 3:56 PM	0	\$3,800.00	\$82.40
Plumbing Permit	208 N Jefferson St.	David Kirk (Plumbing Contractor)	10/08/2021 at 1:10 PM	0	\$1,780.00	\$82.40
Plumbing Permit	204 E 6Th St.	Kalen Killam (Plumbing Contractor)	10/20/2021 at 12:17 PM		\$500.00	\$80.00
Plumbing Permit	1502 Rand Rd.	Steve Harris (Plumbing Contractor)	10/25/2021 at 11:37 AM		\$2,000.00	\$82.40
Residential Accessory/Carport Permit	107 E 10Th St.	Cleason Martin (General Contractor)	10/21/2021 at 7:57 AM	240	\$800.00	\$82.40
Residential Addition, Remodel or Repair	203 W 5th	Alyssa Holland (Home Owner)	10/08/2021 at 2:51 PM	0	\$500.00	\$80.00
Residential Addition, Remodel or Repair	1111 S Wilson St.	Richard Moore (General Contractor)	10/20/2021 at 2:39 PM		\$5,168.00	\$82.40
Residential Addition, Remodel or Repair	101 E 5th St.	Antonin Castenada (Property Owner)	10/15/2021 at 8:13 AM		\$500.00	\$80.00
Residential New Permit	4003 Three Forks Rd.	Ruben Reyna (General Contractor)	10/06/2021 at 11:16 AM	3760	\$473,000.00	\$5,213.39
Residential New Permit	4011 Three Forks Rd.	Ruben Reyna (General Contractor)	10/06/2021 at 11:33 AM	3430	\$407,000.00	\$5,114.39
Residential New Permit	3906 Holly Springs Ln.	Ruben Reyna (General Contractor)	10/06/2021 at 11:38 AM	3430	\$404,000.00	\$5,114.39
Residential New Permit	3934 Holly Springs Ln.	Ruben Reyna (General Contractor)	10/25/2021 at 8:59 AM	2458	\$360,000.00	\$4,822.79
Residential New Permit	3914 Holly Springs Ln.	Ruben Reyna (General Contractor)	10/25/2021 at 8:57 AM	2333	\$383,000.00	\$4,785.29
Residential Window Replace	8 CLIMBING TREE Ln.	Kyle Wilson (General Contractor)	10/20/2021 at 11:09 AM		\$12,945.00	\$82.40
Sign Permit	208 N Jefferson St.	Drew Petterson (General Contractor)	10/15/2021 at 8:31 AM		\$500.00	\$148.32
Temporary Use Permit	208 S Houston St.	FUMC	10/19/2021 at 2:08 PM		\$0.00	\$0.00
TOTALS				15,651.00	\$2,249,467.00	\$29,784.10

NOVEMBER 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9 Planning & Zoning Meeting	10	11	12	13
14	15 Regular City Council Meeting	16 Parks & Rec Meeting	17	18 KKBB	19	20
21	22 Special City Council Meeting	23	24	25 Thanksgiving- City Hall Closed	26 Thanksgiving- City Hall Closed	27
28	29	30				

DECEMBER 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4 Christmas on the Square
5	6	7 Planning & Zoning Meeting	8	9	10	11
12	13	14 KEDC	15 Employee Christmas Party- Noon	16 Parks & Rec Meeting	17	18
19	20 Regular City Council Meeting	21	22	23	24 Christmas- City Hall Closed	25
26	27 Christmas- City Hall Closed	28	29	30	31 New Years- City Hall Closed	

JANUARY 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 Planning & Zoning Meeting	5	6	7	8
9	10	11	12 First Day to File for Election	13 Parks & Rec Meeting	14	15
16	17	18 KKBB	19	20	21	22
23	24 Regular City Council Meeting	25	26	27	28	29
30	31					