



**MINUTES OF THE
CITY COUNCIL MEETING
MONDAY, NOVEMBER 15, 2021 -
5:30 PM
CITY HALL COUNCIL CHAMBERS
209 S. WASHINGTON STREET
KAUFMAN, TEXAS 75142**

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. **

Mayor Jordan called the Work Session to order at 5:39 PM. Councilmembers present were Patty Patterson, Jeff Jordan, Jeff Council, Carole Aga, Lisa Parker. Councilmembers Matt Phillips and Barry Ratcliffe arrived at 5:51 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, Finance Director Mary Wennerstrom, Public Works Director Tim Hopwood, Development Services Director Marcy Ratcliff, Police Chief Dana Whitaker, and Police Captain Les Edwards.

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

Mr. Slye gave a presentation regarding the City's capital improvements, both past and present. He reviewed the completed capital improvement projects, the financial standing for capital improvements, and the capital needs of the city. He outlined the future proposed projects happening in the City.

ADJOURNMENT

Mayor Jordan adjourned the Work Session at 6:04 PM.

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 6:04 PM. Councilmembers present were Patty Patterson, Jeff Jordan, Jeff Council, Carole Aga, Lisa Parker, Matt Phillips, and Barry Ratcliffe. 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, Finance Director Mary Wennerstrom, Public Works Director Tim Hopwood, Development Services Director Marcy Ratcliff, Police Chief Dana Whitaker, and Police Captain Les Edwards.

CITIZENS COMMENTS / REQUEST TO SPEAK ON AGENDA ITEMS (5 MINUTES) Comments about any of the Council agenda items may be taken into consideration at this time or during the agenda item. Comments are limited to five (5) minutes per individual unless additional time is otherwise required by law for translation. Speaking time is not transferable. Citizens may address the City Council on any subject but must first complete a Request to Speak Form so that the Mayor may call your name to speak at the appropriate time on the Agenda. Comments must be directed to the Council as a whole. **When addressing the Council, please step forward to the speaker's podium, state your name and address, and direct your comments to the Mayor and City Council.**

No comments were given.

PRESENTATION

2. PACE (Property Assessed Clean Energy) Financing Program Presentation and Discussion.

Lee McCormick, Program Administrator with Lone Star PACE, and Prava Sinclair, Lone Star PACE, presented and outlined the Property Assessed Clean Energy Financing Program. There were discussions about who qualifies for the program, how it is utilized, and how the funding works.

3. City Lakes Park Inclusive Playground Update and Discussion.

Mr. Slye gave the Council an update on the Inclusive Playground for City Lakes Park.

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.

Councilmember Aga made a motion to approve consent agenda items 4-8 as presented. The motion was seconded by Mayor Pro-Tem Patterson and passed 7/0.

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.

Ms. Ratcliff presented the proposed zoning change for the property located at 3201 E Hwy 175.

- b. Public Hearing.

Mayor Jordan opened the public hearing at 6:38 PM.

There being no other speakers, Mayor Jordan closed the public hearing at 6:39 PM.

- c. Consider and take appropriate action on Ordinance O-52-21.

Councilmember Council made a motion to approve Ordinance O-52-21 as presented. The motion was seconded by Councilmember Parker and passed 7/0.

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.

Ms. Ratcliff explained this Specific Use Permit is for the same property and is for the purpose of adding a propane storage tank.

- b. Public Hearing.

Mayor Jordan opened the public hearing at 6:43 PM.

There being no other speakers, Mayor Jordan closed the public hearing at 6:43 PM.

- c. Consider and take appropriate action on Ordinance O-53-21.

Councilmember Aga motion to approve Ordinance O-53-21 with the conditions of no outside storage of new or used propane tanks and no parking on unpaved surfaces. The motion was seconded by Mayor Pro-Tem Patterson and passed 7/0.

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.

Mayor Jordan turned this item over to Mayor Pro-Tem Patterson and recused himself from the meeting due to a conflict of interest.

Wade Gent, representative from Linebarger, outlined the services that his firm provides the City for delinquent property tax collection services.

Councilmember Parker made a motion to approve Resolution R-38-21 with the removal of the delinquent utility account collection services. The motion was seconded by Councilmember Council and passed 6/0/1.

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)

Mayor Jordan rejoined the meeting at 7:03 PM.

Ms. Ratcliff presented the proposed Site Plan for the existing Faith Family Church fellowship hall.

Councilmember Council made a motion to approve the proposed site plan as presented. The motion was seconded by Mayor Pro-Tem Patterson and passed 7/0.

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.

Mr. Slye informed Council about the Request of Proposal for administrative Services to the application process for the Texas department of Housing & Community Affairs- Texas Community Block Grant- Coronavirus.

Councilmember Aga made a motion to approve Resolution R-35-21 as presented. The motion was seconded by Councilmember Ratcliffe and passed 7/0.

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.

Mr. Slye informed Council about the Request of Proposal for engineering services to the application process for the Texas department of Housing & Community Affairs- Texas Community Block Grant- Coronavirus.

Councilmember Ratcliffe made a motion to approve Resolution R-36-21 as presented. The motion was seconded by Councilmember Phillips and passed 7/0.

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.

Mr. Holder presented the amendments to the Job Grade Classification Compensation Plan and outlined the purpose for the changes.

Councilmember Phillips made a motion to approve Ordinance O-51-21 as presented. The motion was seconded by Councilmember Aga and passed 7/0.

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.

Mayor Jordan made a motion to reappoint Patrick Cardoza and Porfilio Lopez to the Planning and Zoning Commission for two year terms to expire term in November 2023. The motion was seconded by Councilmember Council and passed 7/0.

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

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

EXECUTIVE SESSION

Mayor Jordan recessed into Executive Session at 7:26 PM.

- 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.

Mayor Jordan reconvened into open session at 8:01 PM.

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

Councilmember Aga made a motion to authorize the City Manager to continue negotiations with the property owners on Melody Circle for the drainage project. The motion was seconded by Councilmember Phillips and passed 7/0.

ADJOURNMENT

There being no further business, Mayor Jordan adjourned the meeting at 8:06 PM.

ATTEST:

JEFF JORDAN
MAYOR

JESSIE HANKS
CITY SECRETARY

