



AGENDA
KAUFMAN ECONOMIC DEVELOPMENT
CORPORATION MEETING
TUESDAY, MARCH 8, 2022 - 6:00 PM
KAUFMAN CITY HALL
209 S WASHINGTON ST
KAUFMAN, TEXAS 75142

**This meeting will be held using
videoconferencing/teleconferencing
technology with public access via:
[WWW.ZOOM.US/JOIN](https://www.zoom.us/join) OR
(888)788-0099 (TOLL FREE)
MEETING/WEBINAR ID: 891 9748 6974
PASSWORD: 161204**

PLEDGE OF ALLEGIANCE

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

CITIZENS COMMENTS / REQUEST TO SPEAK ON AGENDA ITEMS (5 MINUTES) Comments about any of the 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 KEDC on any subject but must first complete a Request to Speak Form so that the Chairman may call your name to speak at the appropriate time on the Agenda. Comments must be directed to the KEDC as a whole. **When addressing the KEDC, please step forward to the speaker's podium, state your name and address, and direct your comments to the Chairman and KEDC.**

FINANCIAL REPORT

1. Receive the Financial Report from the Treasurer of the Corporation.

EXECUTIVE DIRECTOR'S REPORT Receive an update and discussion regarding the following: a.) Meetings/Events of Interest b.) Prospect Activity c.) Staff Announcements

2. KEDC Executive Director's Report

STAFF PRESENTATION

3. Mid-Year Report from Anne Glassock, President & CEO, Kaufman Chamber of Commerce
4. Staff presentation and discussion on business retention and expansion.

DISCUSSION/ACTION ITEMS

5. Consider and take appropriate action on the minutes from the February 8, 2022 Kaufman Economic Development Corporation meeting.
6. Discussion and staff direction regarding the site improvement matching grant program and potential future EDC incentive programs to serve new Downtown Kaufman businesses.

EXECUTIVE SESSION In accordance with Texas Government Code, Section 551.001, et seq., the KEDC will recess into Executive Session (closed meeting) to discuss the following:

7. The KEDC will recess into Executive Session pursuant to Texas Government Code for an executive session regarding the following:
 - A. Sec. 551.087. DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS; CLOSED MEETING. (1) To discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or (2) to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1): Project Razorback, Prairie Creek Crossing Business Park
 - B. Sec. 551.072. DELIBERATION REGARDING REAL PROPERTY; CLOSED MEETING. To deliberate the purchase, exchange, lease, or value of real property regarding: County-Owned Properties, TXDOT Property, KEDC-Owned Properties, Downtown Square Properties, Kaufman CAD Parcel IDs #49240, #5313, #16826, #190536, #16821, #16832 and #3871

BOARD INQUIRY If a member of the Corporation makes a spontaneous inquiry about a subject not on this agenda, then the KEDC or an appropriate staff member may make a statement of factual information or policy in response to such an inquiry. However, in accordance with Open Meetings Act Section 551.042, the KEDC cannot discuss issues raised or make any decisions on that subject at that time. Issues raised may be referred to Staff for research and possible future action.

ADJOURNMENT

I, STEWART MCGREGOR, EXECUTIVE DIRECTOR, DO HEREBY CERTIFY THAT THIS NOTICE OF MEETING WAS POSTED ON THE WINDOW AT KAUFMAN MUNICIPAL COMPLEX, 209 S. WASHINGTON, KAUFMAN, TEXAS, A PLACE CONVENIENT AND READILY ACCESSIBLE TO THE GENERAL PUBLIC AT ALL TIMES AND SAID NOTICE WAS POSTED AT THE KAUFMAN MUNICIPAL COMPLEX, 209 S. WASHINGTON, KAUFMAN, TEXAS AT 5:00 P.M. ON FRIDAY, MARCH 4, 2022 AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULE TIME OF SAID MEETING.

STEWART McGREGOR
EXECUTIVE DIRECTOR

THE KAUFMAN ECONOMIC DEVELOPMENT CORPORATION 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: 891 9748 6974 PASSWORD: 161204**

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.



Meeting Date: 3/8/2022 Date: 03/04/2022

Item #: 1.

**Dept.: Economic
Development
Corporation**

KEDC Item

SUBJECT:

Receive the Financial Report from the Treasurer of the Corporation.

BACKGROUND:

Author:

Reviewed:

Mike Slye, City Manager

Cost:

Funds Available:

Source:

Recommendation:

City of Kaufman
Revenue & Expense Report
Department: Non departmental
Period Ending: 3/2022

Program:

Account	Description	Current Year Adopted Budget	Current Year Amended Budget	Current Month Actual	Current YTD Actual & Encumbr	Budget Balance	Budget Balance Percent	Prior Year Actual
32-4105-000	General Sales & Use	475,000.00-	475,000.00-		224,774.22-	250,225.78-	52.679	485,331.20-
32-4400-000	Land Proceeds/Int Pa	50,000.00-	50,000.00-			50,000.00-	100.000	91,738.63-
32-4601-000	Loan Revenue	10,000.00-	10,000.00-			10,000.00-	100.000	10,000.00-
32-4604-000	Interest Income	475.00-	475.00-		31.44-	443.56-	93.381	439.75-
32-4612-000	Intergovernmental Re							169,704.00-
Subtotal:		535,475.00-	535,475.00-		224,805.66-	310,669.34-	58.018	757,213.58-
Program number:		535,475.00-	535,475.00-		224,805.66-	310,669.34-	58.018	757,213.58-
Department number: Non departmental		535,475.00-	535,475.00-		224,805.66-	310,669.34-	58.018	757,213.58-
Revenue	Subtotal ~----	535,475.00-	535,475.00-		224,805.66-	310,669.34-	58.018	757,213.58-

Account	Description	Current Year Adopted Budget	Current Year Amended Budget	Current Month Actual	Encumbrances	Current YTD Actual & Encumbr	Budget Balance	Budget Balance Percent	Prior Year Actual
32-5101-000	Salaries & Wages	120,250.00	120,250.00			38,809.32	89,440.68	69.739	
32-5175-000	Expense Allowance	250.00				1,015.85	5,234.15	83.746	
32-5201-000	Miscellaneous Suppli	100.00	6,250.00			503.21	10,326.79	94.654	390.43
32-5204-000	Meetings	1,200.00	10,918.00				4,145.00	100.000	3,465.00
32-5205-000	Promotional Material	3,000.00	4,145.00			4,804.44	3,995.56	45.404	1,000.00
32-5220-000	Minor Tools & Equipm	2,500.00	8,080.00				350.00	100.000	18.13
32-5302-000	Postage & Delivery	150.00	350.00			3,143.28	10,056.72	76.187	5,164.33
32-5303-000	Advertising	16,930.00	13,200.00			745.00	1,995.00	72.810	1,175.00
32-5305-000	Dues & Subscriptions	2,500.00	2,740.00			151.71	328.29	68.394	461.90
32-5306-000	Utilities - Water &	400.00	400.00				1,100.00	100.000	
32-5309-000	Insurance & Bonds	1,100.00	1,100.00			1,425.00	2,262.00	61.351	300.00
32-5322-000	Tuition & Education	3,137.00	3,687.00			1,364.63	11,317.37	89.240	
32-5330-000	Travel	10,146.16	12,000.00			1,000.00	11,000.00	91.667	8,000.00
32-5339-000	Maintenance-Grounds	12,000.00	12,000.00			62,975.00	25,206.00	28.584	57,495.00
32-5360-000	Contract Services &	90,601.00	88,181.00			912.30	16,037.70	94.618	67,665.50
32-5362-000	Professional Svcs	8,700.00	16,950.00			1,850.00	8,900.00	82.791	23,255.45
32-5363-000	Professional Svcs-Te	15,750.00	10,750.00			4,392.86	35,687.14	89.018	38,272.99
32-5500-000	Matching Grants	40,000.00	40,000.00				75,000.00	100.000	454,204.00
32-5501-000	Incentives / Intergr	98,600.84	75,000.00				100,000.00		80,000.00
32-5506-000	Chapter 380 Funding								
32-5507-000	Hwy 34 Bypass Fundin	100,000.00	100,000.00						
Subtotal:		535,475.00	535,475.00			123,172.60	412,302.40	76.998	840,867.73
Program number:		535,475.00	535,475.00			123,172.60	412,302.40	76.998	840,867.73
Department number: Non departmental		535,475.00	535,475.00			123,172.60	412,302.40	76.998	840,867.73
Expenditure	Subtotal -----	535,475.00	535,475.00			123,172.60	412,302.40	76.998	840,867.73
Fund number: 32 ECONOMIC DEVELOPMENT CORP.						101,633.06	101,633.06		83,654.15
***** End of Report *****									



Meeting Date: 3/8/2022 Date: 03/04/2022

Item #: 2.

**Dept.: Economic
Development
Corporation**

KEDC Item

SUBJECT:

KEDC Executive Director's Report

BACKGROUND:

Author:

Reviewed:

Mike Slye, City Manager

Cost:

Funds Available:

Source:

Recommendation:

N/A

Executive Director's Report

March 8, 2022

Meetings

- **2/10:** Met w/ Donna Simmons (Kaufman County Economic Development Coordinator)
- **2/11:** Met w/ Tyler Alley (Rose City Partners Development)
 - Met w/ Brad Davis (Oncor Electric Community Relations)
 - Met w/ Dallas Regional Chamber on economic development issues next legislative session
- **2/14:** Met w/ Trinity Valley Community College & Kaufman ISD
- **2/15:** City Employee Awards Reception
 - Met w/ Tom Annello (New Square Property Owner)
- **2/16-18:** Texas Economic Development Council (TEDC) Winter Conference (Houston, TX)
- **2/21:** President's Day Holiday
- **2/22:** Met w/ City Executive Team on Performance Measures/Council Goals
 - Met w/ Rusty Glover (BGE Engineering)
- **2/23:** Met w/ Tyler Fairbanks (FDC Construction)
 - Met w/ John Zaby (local realtor)
- **2/25:** Business Visitation at Countryside Inn w/ Kaufman Chamber
 - 12 at 12 Monthly Luncheon w/ Kaufman Chamber
- **2/28:** Met w/ "The To Go List" Travel Blogger
 - February City Council Meeting
- **3/1:** Business Retention Visit w/ Kaufman Chamber at Numo Manufacturing
- **3/2:** Met w/ Steve Robertson (American National Bank)
 - Met w/ Peinado Construction
 - Business Retention Visit w/ Kaufman Chamber at Kaufman Lumber
 - Business Retention Visit w/ Kaufman Chamber at KLLM
- **3/4:** Kaufman County Job Fair Kick Off Planning Meeting w/ Crandall, Forney, Terrell, Mesquite, Mabank & Kemp EDCs/Kaufman Chamber
 - Business Retention Visit w/ Kaufman Chamber at Advance Tabco
 - Spoke to the Kaufman Lion's Club
- **3/7:** Business Retention Visit w/ Texas Health-Kaufman
 - Met w/ Imperial Construction
- **3/8:** Kaufman County Leadership Council Quarterly Meeting

Prospect Lead Responses: Project Beyond Boundary, Project Iron Eagle, Project Red Bird, Project Spark Plug, Project SWAT Pack, Project Nebula, Project Ice Med

Upcoming Events: Kaufman County Broadband Study Kickoff Meeting (March 9th); Kaufman County Day at the Capitol (March 27-28th); International Council of Shopping Centers (ICSC) Red River Retail Show – Dallas (March 30th-April 1st); TEDC Economic Development Sales Tax Workshop in Tyler (April 8th) – KEDC Board welcome to attend; Kaufman County Job Fair (Friday, May 6th – Kaufman Civic Center); Texas Downtown Association Downtown Audit (early summer)

Next Regular KEDC Board Meeting: Tuesday, April 12th

Economic Development Prospects: Board to receive update on active prospects in Executive Session



Meeting Date: 3/8/2022 **Date:** 03/04/2022

Item #: 3.

Dept.: Economic
Development
Corporation

KEDC Item

SUBJECT:

Mid-Year Report from Anne Glassock, President & CEO, Kaufman Chamber of Commerce

BACKGROUND:

Author:

Reviewed:

Mike Slye, City Manager

Cost:

Funds Available:

Source:

Recommendation:

N/A

Kaufman Chamber of Commerce
Mid-Year EDC Contract Update
8 March 2022

Per our agreement, the Kaufman Chamber of Commerce provides several services to the EDC monthly. This update reviews what has been done on the EDC's behalf over the last five months: October 2021 – February 2022

- (i) Promote Business retention in the City of Kaufman by assisting business leaders with their business needs and strengthening the connection between business and the community while encouraging each business' growth in the community.
 - Chamber events such as the Quarterly Membership Luncheons (November 16 & March 10) encourage business networking and education.
 - Conversations with Business owners for the Business of the Week spotlights
 - Chamber Newsletters additionally share information on education opportunities, upcoming events to promote and opportunities to get involved in the community – both with the Chamber and other organizations.
 - Shop local initiatives to encourage people to keep their dollars local such as Small Business Saturday.
 - Recognize businesses that have impacted the community at the annual Chamber Banquet.
 - Drop in visits with Stewart
 - Setting up BRE Meetings with Major Employers to introduce Stewart. Meetings starting on March 1st.
 - Provide New Resident packets to the City of Kaufman who gives them out to new water customers (new residents). The packets contain a Welcome letter, a Map of the city & County, A Chamber Directory, and the Newcomer Guide printed by The Kaufman Herald.
- (ii) Encourage entrepreneurship and small business growth in the city.
 - Host the SBDC in our office one day a week
 - Refer potential clients to the SBDC, both startups as well as existing businesses
 - Hosted the Business Expo alongside the Chamber Banquet in February
- (iii) Strengthen workforce development and education programs throughout the community in conjunction with Chamber partnerships with Kaufman ISD, Trinity Valley Community College, and the North Texas Workforce Commission.
 - Have met twice with TVCC and KISD re: TVCC's Property and future uses
 - Have hosted Quarterly round tables (October 25th & January 25th) with KISD, TVCC, major employers, Chamber, KEDC and the City to identify ways to shrink the gap between open positions and the skill sets available to fill them.
 - The Chamber Board is starting a scholarship fund to reward students who work at Kaufman Area Businesses. The goals of this initiative are threefold: to provide member businesses with employees, to highlight job opportunities in Kaufman following graduation and to incentivize students to work locally while in school.

- Identify opportunities for Gavin Eastep, the CTE Director for KISD to present and share the Intern Program for KISD Students with businesses. (Starting in Fall 22).
 - Collaborating with the EDC and other cities along the 175 corridor for a job fair in May. (First Meeting March 4th)
- (iv) Promote and host events at the Small Business Development Center
- Hosting the SBDC in our Boardroom weekly
- (v) Promote and host monthly 12 @ 12 meetings with business leaders in the community, the Mayor, the KEDC Director and the Chamber CEO
- Starting in August 2021, we have held these each month except January because of scheduling conflicts. The response has increased, and we have had some very good conversations. From the feedback we've received, the businesses really appreciate these, feel like they are being seen and heard and doors are opened for them.
- (vi) Welcome new businesses to the community, answer phone calls at the Chamber related to Economic Development and refer such calls to the KEDC as necessary
- This is ongoing.

Additionally, over the past several months the following have been done on behalf of the EDC:

- Assist with the move of the EDC office; Pack up files, supplies etc. that went to City Hall
- Aid as needed with the Audit
- Aid as needed with questions on past arrangements, agreements etc.
- Introduce Stewart where needed
- Counseled 2 businesses who came to the Chamber on the Matching Grants
- Meet Monthly with Stewart

Scan here for the Chamber's program of work





Meeting Date: 3/8/2022 Date: 03/04/2022

Item #: 4.

**Dept.: Economic
Development
Corporation**

KEDC Item

SUBJECT:

Staff presentation and discussion on business retention and expansion.

BACKGROUND:

Author:

Reviewed:

Mike Slye, City Manager

Cost:

Funds Available:

Source:

Recommendation:

N/A



Meeting Date: 3/8/2022 Date: 03/04/2022

Item #: 5.

**Dept.: Economic
Development
Corporation**

KEDC Item

SUBJECT:

Consider and take appropriate action on the minutes from the February 8, 2022 Kaufman Economic Development Corporation meeting.

BACKGROUND:

Author:

Reviewed:
Mike Slye, City Manager

Cost:

Funds Available:

Source:

Recommendation:

N/A



Meeting Date: 03-08-2022	Date: 03-04-2022	Item #: 6	Dept.: KEDC
(Check one) ☐ Consent ☐ Action ☒ Discussion			
SUBJECT: Discussion and staff direction regarding the site improvement matching grant program and potential future EDC incentive programs to serve new Downtown Kaufman businesses.			
BACKGROUND: The site improvement matching grant program has been very successful in beautifying commercial buildings around Kaufman, particularly in downtown. However, the program is targeted more for owners of existing buildings or existing tenants. In an effort to attract new sales tax generating businesses to fill vacant buildings on the square, there could be a need for a new incentive grant program specifically targeted to renovating and establishing specific destination-oriented businesses for the square.			
Author: Stewart McGregor, KEDC Executive Director		Reviewed: Stewart McGregor, KEDC Executive Director	
Cost: TBD	Funds Available: N/A	Source: N/A	
Recommendation: Discussion & Staff Direction			

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