



AGENDA
REGULAR CITY COUNCIL MEETING
MONDAY, JANUARY 27, 2020 - 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.

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

RECOGNITION Business of the Month - Parker-Ashworth Funeral Home

CONSENT AGENDA

1. Consider and take appropriate action on the Minutes of the December 16, 2019, Regular City Council Meeting.
2. Consider and take appropriate action regarding rescheduling the March 23, 2020, Regular City Council Meeting to Monday, March 30, 2020, for Kaufman County Day, and the May 25, 2020, Regular City Council Meeting to Monday, May 18, 2020, for Memorial Day.
3. Consider and take appropriate action to schedule a Special City Council Meeting for Monday, May 11, 2020, for the purpose of canvassing the Election Returns.
4. Consider and take appropriate action on Resolution R-03-20, a resolution of the City of Kaufman, authorizing continued participation with the Atmos Cities Steering Committee; and authorizing the payment of five cents (\$.05) per capita to the Atmos Cities Steering Committee to fund regulatory and related activities related to Atmos Energy Corporation.

END OF CONSENT AGENDA

REPORTS

5. Receive and update and discussion regarding the following:
 - a. The Annual Report for the Kaufman Fire Department for the Calendar Year 2019.
 - b. The Annual Crime Report for the Kaufman Police Department for the Calendar Year 2019.
 - c. The Annual Report for the Kaufman Economic Development Corporation for the Calendar Year 2019.

DISCUSSION/ACTION ITEMS

6. Consider and take appropriate action on Ordinance O-01-20, an ordinance of the City of Kaufman, ordering and calling the City's General Election to be held on May 2, 2020 for the purpose of electing three (3) people to serve as Council members for the City of Kaufman for a term of (2) years each; providing notice of election; providing for the approval of a joint election and Contract for Election Services with Kaufman County; designating polling dates, times and locations for election day and early voting; and authorizing the Mayor or designee to execute necessary documents .
7. Consider and take appropriate action on Resolution R-01-20, a resolution of the City of Kaufman, approving an expression of the City's desire to join a coalition of non-member customer entities of the North Texas Municipal Water District; and providing an effective date.
8. Consider and take appropriate action on Resolution R-02-20, a resolution of the City of Kaufman, supporting the creation of the 2020 Census Count Committee, establishing a 2020 Census Complete Count Committee and designating persons to serve as members.
9. Consider and take appropriate action on Resolution R-04-20, a resolution of the City of Kaufman, accepting Public Improvements for Georgetown Phase 1 and establishing the date for a two (2) year warranty period.
10. Consider and take appropriate action on Resolution R-05-20, a resolution of the City of Kaufman, accepting the Public Improvements for the Downtown Kaufman Transportation Enhancement Project and establishing the date for a two (2) year warranty period.

11. Consider and take appropriate action on a proposal from Teague Nall Perkins, Inc. for the preparation of a fully updated Subdivision Ordinance and Public Works Details excluding the General Provisions of the Ordinance; and authorize the City Manager to execute necessary documents.
12. Consider and take appropriate action on the extension of the City's participation in the Sanitary Sewer Overflow Initiative Program.

APPOINTMENT

13. Consider and take appropriate action on the appointment of one (1) member to the Planning and Zoning Commission for a two (2) year term expiring November 2021.
14. Consider and take appropriate action on Resolution R-06-20, a resolution of the City of Kaufman, Texas, appointing qualified individuals to serve on the board of Tax Increment Reinvestment Zone #1 Board for staggered two year terms, ratifying appointments, providing for the appointment of a Chairperson; and providing an effective date.

ANNOUNCEMENTS AND REPORTS FROM CITY MANAGER

15. Receive an update and discussion regarding the following:
 - a. Discussion Items Report (DIR)
 - b. SuddenLink Fiber Optic Installation Update
 - c. TWDP/WWTP Improvements Update
 - d. STAR Transit Ridership Reports- December
 - e. First day to file application for a place on the Ballot for the City's General Election, January 15, 2020. Last day to file application - February 14, 2020.
 - f. Council Retreat- April 2nd & 3rd
 - g. Monthly calendars attached.

ADJOURNMENT

I, JESSIE HANKS, CITY SECRETARY, DO HEREBY CERTIFY THAT THIS NOTICE OF MEETING WAS POSTED ON THE WINDOW AT KAUFMAN MUNICIPAL COMPLEX, 209 S. WASHINGTON, KAUFMAN, TEXAS, A PLACE CONVENIENT AND READILY ACCESSIBLE TO THE GENERAL PUBLIC AT ALL TIMES AND SAID NOTICE WAS POSTED AT THE KAUFMAN MUNICIPAL COMPLEX, 209 S. WASHINGTON, KAUFMAN, TEXAS AT 4:30 P.M. ON FRIDAY, JANUARY 24, 2020, 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).

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.



**MINUTES OF THE
CITY COUNCIL MEETING
MONDAY, DECEMBER 16, 2019 - 6:00 PM
CITY HALL COUNCIL CHAMBERS
209 S. WASHINGTON STREET
KAUFMAN, TEXAS 75142**

WORK SESSION- 5:30 P.M. 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, state Councilmembers present, and declares a quorum present.

Mayor Jordan called the Work Session to order at 5:36 p.m. Councilmembers present were Jeff Jordan, Patty Patterson, Carole Aga, and Jeff Council. 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 Sergeant Tommy Black.

1. Discussion and review of the proposed City of Kaufman's 5-year Capital Improvement Plan.

Mr. Slye reviewed the proposed 5-year Capital Improvement Plan. He highlighted the various projects and the projected year for starting the projects. He requested Council's input on the priority for the projects, particularly the five (5) Storm Drainage Projects. There were discussions about possible additional projects, and the priority of the current projects. Council outlined their preference for the priority of the five (5) Storm Drainage Projects and the time line for each.

ADJOURNMENT

Mayor Jordan adjourned the Work Session at 5:51 p.m.

REGULAR CITY COUNCIL MEETING- 6:00 P.M.

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 p.m. Councilmembers present were Jeff Jordan, Patty Patterson, Carole Aga, Jeff Council, and Charles Gillenwater. Mayor Jordan declared a quorum present. Councilmember Matt Phillips and Barry Ratcliffe arrived at 6:03 p.m. 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, Finance Director Mary Wennerstorm, Police Captain Les Edwards, and Police Sergeant Tommy Black.

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.

PROCLAMATION

2. Street Dedication- Dr. William "Bill" Fortner

Mayor Jordan read the proclamation and presented the street sign to Dr. William "Bill" Fortner. Dr. Fortner thanked Mayor and City Council for the recognition, as well as Mr. Meara. He gave a brief history of his business and services to the Kaufman community.

3. Street Dedication- Dennis Berry

Mayor Jordan also read and presented the Proclamation for the street dedication of Berry Lane. Mayor Berry gave his appreciation to Mayor Jordan and Council for the honor of having a street named after him. He expressed his happiness for the direction of the development in Kaufman. He believes the new houses and new businesses are wonderful, but loves the small businesses and the older homes as well. He was very proud to accept this recognition.

George Schuler, with JWS Land who partners with Meara Company, outlined the development of the working relationship with the mayors of Kaufman's who have helped drive this growth in Kaufman. He has been excited to work with Kaufman.

RECOGNITION Business of the Month - Kaufman Herald

Mayor Jordan, Mr. Holder, and Ms. Glasscock present the December Business of the Month award to the Kaufman Herald. He outlined the importance of having a paper located in Kaufman. Melanie Mazur, The Kaufman Herald Publisher, accepted the award and expressed her appreciation for the recognition and the support of the City. She also emphasized the importance of having a local paper.

CONSENT AGENDA

4. Consider and take appropriate action on the minutes of the November 25, 2019, Regular City Council Meeting.
5. Consider and take appropriate action on designating the Kaufman Herald as the Official Newspaper for the City of Kaufman (2020).
6. Consider and take appropriate action on Resolution R-28-19, a resolution of the City Council of the City of Kaufman repealing Resolution R-26-14, and any previously adopted resolution related to adoption or amendment of the City's Land Use Assumptions and Capital Improvements Plans; and providing an effective date.
7. Consider and take appropriate action on Change Order #7 for the Paving, Drainage, Sanitary Sewer, and Water Improvements for S. Houston St., W. 4th St., S. Austin St., and W. Fair St.

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

END OF CONSENT AGENDA

DISCUSSION/ACTION ITEM

8. Consider and take appropriate action on the award of bid and contract for the Demolition, Construction, and Renovation Services for the proposed Civic Center and authorizing the Mayor or his designee to execute necessary documents.

Mr. Slye outlined the scope of the project, the bid received, and the financial amounts. He recommends awarding the bid and contract to Fivecoat Construction with the alternate bid for the concrete parking lot.

Councilmember Aga made a motion to award the bid and contract for the demolition, construction, and renovation services for the proposed Civic Center for \$3,335,322.57 and alternate 1 for \$209,121.04. The motion was seconded by Councilmember and passed 7/0.

9. Consider and take appropriate action on the award of bid and contract for the Asbestos Abatement Services for the proposed Civic Center and authorizing the Mayor or his designee to execute necessary documents.

Mr Slye explained an asbestos survey for the Civic Center was completed in November 2019. The survey found the presence of asbestos in the sub-flooring in the majority of the existing facility. He added that abating the asbestos will be required prior to any form of remodeling efforts. The City received three (3) bids for the action and the lowest, qualified bid was from ARC Abatement for \$39,7751.00 with an addition \$7,000.00 for air monitoring. Staff recommended awarding the asbestos abatement contract to ARC abatement for \$39,751 and \$7,000 for air monitoring.

Councilmember Aga made a motion to award the bid and contract for the Asbestos Abatement Services for the proposed Civic Center to ARC Abatement for a total of \$46,751 to include to \$39,752 for the asbestos abatement services and \$7,000 for the air monitoring and authorize the Mayor or his designee to execute necessary documents. The motion was seconded by Councilmember Gillenwater and passed 7/0.

10. Consider and take appropriate action on the City of Kaufman's 5-year Capital Improvement Plan.

Mr. Slye briefly outlined the discussion from the Work Session. He recommended approval of the 5-year Capital Improvement Plan as discussed in Work Session.

Councilmember Aga made a motion to approve the City of Kaufman's 5-year Capital Improvement Plan as amended in the Work Session. The motion was seconded by Mayor Pro-Tem Patterson and passed 7/0.

11. Consider and take appropriate action on Resolution R-27-19, a resolution of the City Council of the City of Kaufman, approving a desire to join a coalition of non-member customer entities of the North Texas Municipal Water District; and providing an effective date.

Mr. Slye highlighted the purpose of the resolution and the benefit of joining the coalition. He gave a presentation outlining the reasons to participate. He does not have a recommendation on this item but wanted to present Council with both sides of the opportunity to participate. There were questions regarding the participation of other cities in the areas, the unused water the city paid for, and the timeline for joining the coalition.

Mayor Jordan made a motion to table Resolution R-27-19 until the next Council meeting and return with more information from surrounding cities. The motion was seconded by Councilmember Ratcliffe and passed 7/0.

PUBLIC HEARING

12. Hold a Public Hearing and consider and take appropriate action on Ordinance No. O-32-19, an ordinance of the City Council of the City of Kaufman, approving the "Land Use Assumption", which includes the "Future Land Use Plan", the "Streets Capital Improvements Plan for 2019-2029" and the "Water Capital Improvements Plan for 2019-2029", each being a component of the "Capital Improvements Plan and Impact Fee Update for Water and Streets 2019-2029" for the City of Kaufman; Providing Amendments to Adopt A New Section 80.0, "Adoption of Land Use Assumptions and Roadway Facilities Capital Improvements Plan" of Chapter 80, "Roadway Facilities Impact Fee" and adopting a new Section 106.40 "Adoption of Land Use Assumptions and Water Capital Improvements Plan" Of "Division 1, "Generally" Of Article II, "Water" Of Chapter 106, "Utilities" to adopt Land Use Assumptions, Future Land Use Plan, the Streets Capital Improvement Plan for 2019-2029 and the Water Capital Improvements Plan for 2019-2029 as set forth in the Capital Improvements Plan and Impact Fee Update for Water and Streets 2019-2029" and providing an effective date.

- a. Presentation
 - b. PUBLIC HEARING
 - c. Consider and take appropriate action on Ordinance O-32-19.
13. Hold a Public Hearing and consider and take appropriate action on Ordinance O-33A-19, an ordinance of the City Council of the City of Kaufman, amending Ordinance O-29-14, and Chapter 106 Utilities, Article II "Water" of the Code of Ordinances, adopting amendments to the Water Facilities Impact Fees to be assessed by the City of Kaufman, Texas; providing for calculation of maximum impact fees and use of proceeds from impact fees; regulating the assessment and collection of impact fees; providing a water facilities impact fee schedule; imposing an impact fee and providing for exceptions; providing for credits; regulating accounting for fees and interest; providing for refunds; incorporating the water facilities land use assumptions and service area, the Water Capital Improvements Plan; adopting various other provisions relative to water impact fees providing an effective date of January 1, 2020 for the assessment of the amended impact fees.
- a. Presentation
 - b. PUBLIC HEARING
 - c. Consider and take appropriate action on Ordinance O-33A-19.
14. Hold a Public Hearing and consider and take appropriate action on Ordinance O-33B-19, an ordinance of the City Council of the City of Kaufman, amending Ordinance O-30-14, and Chapter 80, Roadway Facilities Impact Fee of the Code of Ordinances, regarding the adoption of amendments to Roadway Facilities Impact Fees to be assessed by the City of Kaufman, Texas; providing for calculation of maximum impact fees and use of proceeds from impact fees; regulating the assessment and collection of impact fees; providing a roadway facilities impact fee schedule; imposing an impact fee and providing for exceptions; providing for credits; regulating accounting for fees and interest; providing for refunds; incorporating the roadway facilities land use assumptions and service area, the Roadway Facilities Capital Improvements Plan; adopting various other provisions relative to roadway impact fees' providing an effective date of January 1, 2020 for the assessment of the amended impact fees.
- a. Presentation
 - b. PUBLIC HEARING
 - c. Consider and take appropriate action on Ordinance O-33B-19.

Mayor Jordan stated items 12, 13, and 14 would be heard together.

Jonathan Bengfort, with TNP, outlined the 10 steps for getting the impact fee. He presented the factors

that are taken into consideration when figuring out the maximum impact fee. The recommendation for the Water Impact Fee increase was reviewed. He also presented the Street Capital Improvement Plan and the recommended impact fee. There was a discussion about the use of impact fees as well as the purpose. Mr. Slye pointed out that the City doesn't charge a Sewer Impact Fee.

Mayor Jordan opened the Public Hearing at 6:49 p.m. to items 12, 13, and 14. With no one present to speak, Mayor Jordan closed the Public Hearing at 6:50 p.m.

Councilmember Gillenwater made a motion to approve Ordinance O-32-19 as presented. The motion was seconded by Councilmember Phillips and passed 7/0.

Councilmember Ratcliffe made a motion to approve Ordinance O-33A-19 and O-33B-19 as presented. The motion was seconded by Councilmember Gillenwater and passed 7/0.

Councilmember Ratcliffe made a motion to approve Ordinance O-33A-19 as presented. The motion was seconded by Councilmember Gillenwater and passed 7/0.

15. Hold a Public Hearing and consider and take appropriate action on 5 Variances to the City of Kaufman Subdivision Regulations Section III. "Subdivision Design Standards", Section 3.1 "Streets" specific to street construction, cul-de-sac length, two points of entrances to a subdivision, Section 3.5 "Sidewalks", and Section 3.10 "Stormwater Collection/Conveyance Systems". The variances are requested as part of a residential replat of a 34.43-acre site located in the Extraterritorial Jurisdiction of the City of Kaufman and generally located along South SH 34 on the east side almost to the City of Scurry and behind the Gastonia Scurry Special Utility District water tower, onto Farm Village Road, 8355 Village Glen Lane and other unaddressed vacant lots within the subdivision. The subdivision is more commonly identified as the Farm Village Addition and the requested variances are as follows:
 1. **Section 3.1.c.7 Street Construction** – Requesting a variance from street construction requirements.
 2. **Section 3.1.p Cul-de-sac Length** – Request for variance from requirements that a cul-de-sac street be no longer than 600 feet.
 3. **Section 3.1.t Two Points of Entrance to a Subdivision**- Requesting a variance from the requirement for two points of access from improved public roadways.
 4. **Section 3.5.a. Sidewalks** – Requesting a variance from requirement to install sidewalks within or on the perimeter of the subdivision.
 5. **Section 3.10.a Stormwater Collection/Conveyance Systems - System design requirements** – Request a variance from the requirement to construct a concrete curb and gutter drainage system.
- a. Presentation
- b. PUBLIC HEARING
- c. Consider and take appropriate action on a Variance to City of Kaufman Subdivision Regulations: **(1)** Section 3.1.c.7, Street Construction; **(2)** Section 3.1.p Cul-de-sac Length;

(3) Section 3.1.t Two points of entrance to a subdivision; (4) Section 3.5.a. Sidewalks and (5) Section 3.10.a Stormwater Collection/Conveyance Systems - System design requirements

16. Hold a Public Hearing and consider and take appropriate action regarding a Final Plat, such request being a proposed Replat of the Farm Village Addition, Phase I and being a replat of Lots 2-9, open area, green space areas and re-aligning the right of way for Farm Village Road, a 34.43 acre site located in the Extraterritorial Jurisdiction of the City of Kaufman and generally located along South SH 34 on the east side almost to the City of Scurry and behind the Gastonia Scurry Special Utility District water tower, onto Farm Village Road, 8355 Village Glen Lane and other unaddressed vacant lots within the subdivision. A twelve lot subdivision is proposed. (FP-11-19)
 - a. Presentation
 - b. PUBLIC HEARING
 - c. Consider and take appropriate action on a Final Plat to replat a 34.43 acre site located in the Extraterritorial Jurisdiction of the City of Kaufman and generally identified as Farm Village Addition, Phase I.

Mayor Jordan stated items 15 and 16 would be heard together.

Ms. Ratcliff presented the replat and variance case and gave a history of the property. She outlined the changes to the plat from the previous document. The Planning and Zoning Commission recommended denial of all 5 variances and subsequently recommended denial of the replat. The Planning and Zoning Commission found that there is no longer anything developmentally unique to the property, there are no particular physical hardships preventing the subdivision from being developed in accordance with the Subdivision Ordinance and each was detrimental to the public safety, health and welfare. She recommended if approved to designate the roads as private not public.

Mayor Jordan opened the Public Hearing at 6:56 p.m. for items 15 and 16.

Steve Paramore, P.O. Box 723, Kaufman, Texas 75142, reviewed the initial intention for the property. He outlined the purpose for the variance request and the reasons for the replat. This property was previously owed by his dad. He explained the variances and the requests. He appealed to Council to bend the rules to help his family out of the financial hardship for the land.

Abishek Prakash, 7069 SH 34, Scurry, Texas 75158, whose family owns the property on the north side of the plat. He reiterated the sentiments of Mr. Paramore. He would like to be able to help Mr. Paramore out and maintain the rural conditions in the current standing.

Bob Laird, 7700 Farm Village Road, Scurry, Texas 75158, stated he currently resides on lot 1 for this subdivision. He outlined the services his ministry provides to the pastors who counsel the public. He runs a retreat for counseling pastors to allow them to rest and recharge. He explained the dreams of the lot owners in the area and their intentions of the land.

Katie Allen, 7700 Farm Village Road, Scurry, Texas 75158, wanted to reinforce the sentiments of the previous speakers. She informed Council about the quite serene environment that is currently available.

LaDonna Laird, 7700 Farm Village Road, Scurry, Texas 75158, agreed with everything said previously. She wanted to reiterate the need to have the peace and quite for the retreat and the desire to keep it that way.

Dr. Buck Marshall, 702 Williamsburg Dr, Ennis, Texas 75119, is on the Board of Directors who owns Cornerstone Lodge Ministry. He explained the point and purpose of Cornerstone Lodge, the country feel is what they want to maintain, and the use of the property is for a ministry counseling retreat and as a place of rest. He stated that Council has the authority to approve the variances and replat.

Mr. Paramore stated he lives on Lot 4. He added Brent Walch owns Lot 1 and is the individual who wants to purchase the orange lot.

There were discussions on the ownership of the lots, the reasoning for the recommended denial, and the desire of the land owners. They reviewed the difference from the previous plat to the replat, in regards to the location of the road. The Subdivision Ordinance, the legal reasons to grant a variance. Ms. Adams reviewed the legality of the variances and the differences of the various items.

With no one present to speak, Mayor Jordan closed the Public Hearing at 7:30 p.m.

Councilmember Aga made a motion to grant variances 1 through 5 in order to maintain rural atmosphere due to the hardship of to the land mass, the unique plating history of the property, and incomplete property records, The motion was seconded by Councilmember Council and passed 7/0.

Councilmember Ratcliffe made a motion to approve the final plat with the amendment to reflect private streets. The motion was seconded by Gillenwater and passed 7/0.

17. Hold a Public Hearing and consider and take appropriate action on Ordinance O-34-19, an ordinance of the City Council of the City of Kaufman, for a request by Matthew Shelton and Summer Harrison to amend the City of Kaufman's Future Land Use Plan from Future Commercial to Future Medium Density Single Family Residential on the property addressed as 711 East 1st North Street and part of Block 324 of the Kaufman Revised Addition. The property is proposed to be used as a single family development. (M-01-19)

- a. Presentation

- b. PUBLIC HEARING

- c. Consider and take appropriate action on Ordinance O-34-19

18. Hold a Public Hearing and consider and take appropriate action on Ordinance O-35-19, an ordinance of the City Council of the City of Kaufman, for a request by Matthew Shelton and Summer Harrison to rezone O.746 acres at the property addressed as 711 East 1st North

Street and part of Block 324 of the Kaufman Revised Addition from Retail (R) to Single Family 6 (SF-6). The property is proposed to be used as a single family development. (Z-09-19)

- a. Presentation
- b. PUBLIC HEARING
- c. Consider and take appropriate action on Ordinance O-35-19

Mayor Jordan state items 17 and 18 would be heard together.

Ms. Ratcliff explained the request that is before the Council is for the purpose of amending the Future Land Use Plan from Future Commercial to Single Family. The intention would be to redevelop the property into a barndominium. She presented the opportunity to improve the neighborhood. The Planning and Zoning Commission recommended approval to amend the land use plan and the rezoning. There were discussions about the plans for the property, the applicant's intent for renovations, and the benefits of approving the cases.

Mayor Jordan opened the Public Hearing at 7:40 p.m.

Summer Harrison, 2012 Island Circle Tool, Texas 75143, is the real estate agent for the applicant. She outlined the purpose for the request.

Matt Shelton, 151 Hickory Trail, Kaufman, Texas 75142, stated he is the applicant and outlined the vision for the renovation.

With no one else present to speak, Mayor Jordan closed the Public Hearing at 7:46 p.m.

Councilmember Council made a motion to approve Ordinance O-34-19 as presented. The motion was seconded by Mayor Pro-Tem Patterson and passed 7/0.

Councilmember Ratcliffe made a motion to approve Ordinance O-25-19 as presented. The motion was seconded by Councilmember Gillenwater and passed 7/0.

PLANNING & ZONING ITEMS

19. Consider and take appropriate action on the Preliminary Plat of Lots 1-5, Block 1, The Sterlings Addition. The 0.993 acre site is located between Lions Den Trail and Tabor Parkway. The property is zoned Townhouse (TH). A subdivision of five duplex lots is proposed.(PP-02-19)

Ms. Ratcliff presented the preliminary plat and outlined the proposed use of five duplexes for a total of 10 dwelling units. She recommended approval of the preliminary plat for Lots 1-5, Block 1, of the Sterlings Addition.

Councilmember Ratcliffe made a motion to approve the preliminary plat for Lots 1-5, Block 1, of the

Sterlings Addition. The motion was seconded by Councilmember Aga and passed 7/0.

20. Consider and take appropriate action on the Final Plat of Lots 1-5, Block 1, The Sterlings Addition. The 0.993 acre site is located between Lions Den Trail and Tabor Parkway. The property is zoned Townhouse (TH). A subdivision of five duplex lots is proposed. (FP-09-19)

Ms. Ratcliff state this is the final plat for the preliminary plat that Council just approved. Staff recommended approval.

Councilmember Aga made a motion to approve the final plat for Lots 1-5, Block 1, of the Sterlings Addition. The motion was seconded by Mayor Pro-Tem Patterson and passed 7/0.

ANNOUNCEMENTS AND REPORTS FROM CITY MANAGER

21. Receive an update and discussion regarding the following:
- a. Discussion Item Report (DIR)
 - b. Star Transit Ridership Reports- November 2019
 - c. WWTP SEP Project Update.
 - d. First day to file application for a place on the Ballot for the City's General Election, January 15, 2020. Last day to file application - February 14, 2020.
 - e. City Hall Closed- Tuesday, December 24, 2019- Christmas Eve and Wednesday, December 25, 2019- Christmas
 - f. City Hall Closed- Wednesday, January 1, 2020- New Year's Day
 - g. City Hall Closed- Monday, January 20, 2020- Dr. Martin Luther King Jr. Day
 - h. Monthly calendars attached

Mr. Slye gave an update on the above items.

EXECUTIVE SESSION

Mayor Jordan adjourned into Executive Session at 7:52 p.m.

22. The City Council will recess into Executive Session pursuant to Texas Government Code for an executive session regarding the following:
- a. Texas Government Code §551.072: Deliberation regarding real property, 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: Kaufman Lake

- b. Texas Government Code §551.072 and §551.087(1&2): Deliberation regarding real property, 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 (Section 551.072) and Deliberation regarding Economic Development Negotiations, 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 (Section 551.087(1)), and to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1). (Section 551.087(2)) regarding: 54 Acres City Owned Property
- c. Texas Government Code § 551.071: Consultation with Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act re: Public Information Act Requests, disclosures, and 2019 legislation

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

Mayor Jordan reconvened the Regular Session at 8:28 p.m.

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

Councilmember Phillips made a motion to authorize the City Manager to continue negotiations relating to the city's 54 acre tract and incentives consistent with the amended concept plan as discussed in Executive Session. The motion was seconded by Mayor Pro-Tem Patterson and passed 7/0.

ADJOURNMENT

There being no further business, Mayor Jordan adjourned the meeting at 8:28 p.m.

ATTEST:

JEFF JORDAN
MAYOR

JESSIE HANKS
CITY SECRETARY



Meeting
Date: 1/27/2020

Date: 1/13/2020

Item #: 2.

Dept.: Administration

Consent Agenda

SUBJECT:

Consider and take appropriate action regarding rescheduling the March 23, 2020, Regular City Council Meeting to Monday, March 30, 2020, for Kaufman County Day, and the May 25, 2020, Regular City Council Meeting to Monday, May 18, 2020, for Memorial Day.

BACKGROUND:

Due to conflicts with various events, there is a need to reschedule two (2) council meetings. The Regular Scheduled City Council meeting on Monday, March 23rd is the same day as Kaufman County Day. Staff recommends rescheduling this meeting to Monday, March 30. The Regular City Council meeting on Monday, May 25, 2020, falls on Memorial Day. Staff is recommending this meeting be rescheduled for the previous Monday, May 18, 2020.

Staff will post on the City's website and Facebook page to inform the citizens of the changes.

Author:
Jessie Hanks, City Secretary

Reviewed:
Mike Slye, City Manager

Cost: N/A

Funds Available: N/A

Source: N/A

Recommendation: Staff recommends rescheduling the meeting as stated above.

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



Meeting
Date: 1/27/2020

Date: 1/13/2020

Item #: 3.

Dept.: Administration

Consent Agenda

SUBJECT:

Consider and take appropriate action to schedule a Special City Council Meeting for Monday, May 11, 2020, for the purpose of canvassing the Election Returns.

BACKGROUND:

Council will need to schedule a Special City Council Meeting for the purpose of canvassing the election returns. Per City Charter and State Law, this needs to be complete no earlier than the third day (May 5th) or later than the 11th day (May 13th) after the election.

Staff will post on the City's website and Facebook page to inform the citizens of the changes.

Author:
Jessie Hanks, City Secretary

Reviewed:
Mike Slye, City Manager

Cost: N/A

Funds Available: N/A

Source: N/A

Recommendation: Staff recommends scheduling the Special City Council meeting for Monday, May 11, 2020.

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



Meeting

Date: 1/27/2020

Date: 1/21/2020

Item #: 4.

Dept.: Administration

Consent Agenda

SUBJECT:

Consider and take appropriate action on Resolution R-03-20, a resolution of the City of Kaufman, authorizing continued participation with the Atmos Cities Steering Committee; and authorizing the payment of five cents (\$.05) per capita to the Atmos Cities Steering Committee to fund regulatory and related activities related to Atmos Energy Corporation.

BACKGROUND:

The City of Kaufman has been a member of the Atmos Cities Steering Committee (ACSC) for many years. This is our annual assessment for continued participation. This committee has been instrumental in reducing the Utility's annual request for increased rates. This year's assessment of \$.05 per capita equates to \$373.35. It is programmed in the FY20 budget.

Author:

Jessie Hanks, City Secretary

Reviewed:

Mike Slye, City Manager

Cost: 373.35

Funds Available: Yes

Source: FY20 Budget

Recommendation: Staff recommends continued participation with ACSC and approval to pay the annual assessment.

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

RESOLUTION NO. R-03-20

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KAUFMAN, TEXAS, AUTHORIZING THE CITY OF KAUFMAN'S CONTINUED PARTICIPATION WITH THE ATMOS CITIES STEERING COMMITTEE; AND AUTHORIZING THE PAYMENT OF FIVE CENTS PER CAPITA TO THE ATMOS CITIES STEERING COMMITTEE TO FUND REGULATORY AND RELATED ACTIVITIES RELATED TO ATMOS ENERGY CORPORATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Kaufman, Texas is a regulatory authority under the Gas Utility Regulatory Act ("GURA") and has exclusive original jurisdiction over the rates and services of Atmos Energy Corporation, Mid-Tex Division ("Atmos") within the municipal boundaries of the City; and

WHEREAS, the Atmos Cities Steering Committee ("ACSC") has historically intervened in Atmos rate proceedings and gas utility related rulemakings to protect the interests of municipalities and gas customers residing within municipal boundaries; and

WHEREAS, ACSC is participating in Railroad Commission dockets and projects, as well as court proceedings and legislative activities, affecting gas utility rates; and

WHEREAS, the City is a member of ACSC; and

WHEREAS, in order for ACSC to continue its participation in these activities which affects the provision of gas utility service and the rates to be charged, it must assess its members for such costs.

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

SECTION 1. That the City is authorized to continue its membership with the Atmos Cities Steering Committee to protect the interests of the City of Kaufman and protect the interests of the customers of Atmos Energy Corporation, Mid-Tex Division residing and conducting business within the City limits.

SECTION 2. The City is further authorized to pay its 2020 assessment to the ACSC in the amount of five cents (\$0.05) per capita.

SECTION 3. A copy of this Resolution and approved assessment fee payable to "*Atmos Cities Steering Committee*" shall be sent to:

Brandi Stigler
Atmos Cities Steering Committee
c/o Arlington City Attorney's Office, Mail Stop 63-0300
101 S. Mesquite St., Suite 300
Arlington, Texas 76010

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

PASSED AND APPROVED this 27th day of January, 2020.

JEFF JORDAN
MAYOR

ATTEST:

JESSIE HANKS
CITY SECRETARY

APPROVED AS TO FORM:

PATRICIA A. ADAMS
CITY ATTORNEY



Meeting
Date: 1/27/2020

Date: 1/13/2020

Item #: a.

Dept.: Fire

Presentation

SUBJECT:

The Annual Report for the Kaufman Fire Department for the Calendar Year 2019.

BACKGROUND:

The Kaufman Fire Department annual report reflects the activities of the department that help to ensure that the City of Kaufman remains safe and secure.

Highlights of the annual report include; responding to 28 structure fires, 67 grass or trash fires, 26 vehicle fires, 456 accidents, 87 false alarms and 71 mutual aid responses. The department also responded to 1265 EMS calls for service.

Author:
Ronnie Davis, Fire Chief

Reviewed:
Mike Slye, City Manager

Cost: N/A

Funds Available: N/A

Source: N/A

Recommendation: N/A

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



**KAUFMAN FIRE DEPARTMENT
ANNUAL DASHBOARD REPORT
DECEMBER 2019**

2019 Annual Calls for Service - 2414.

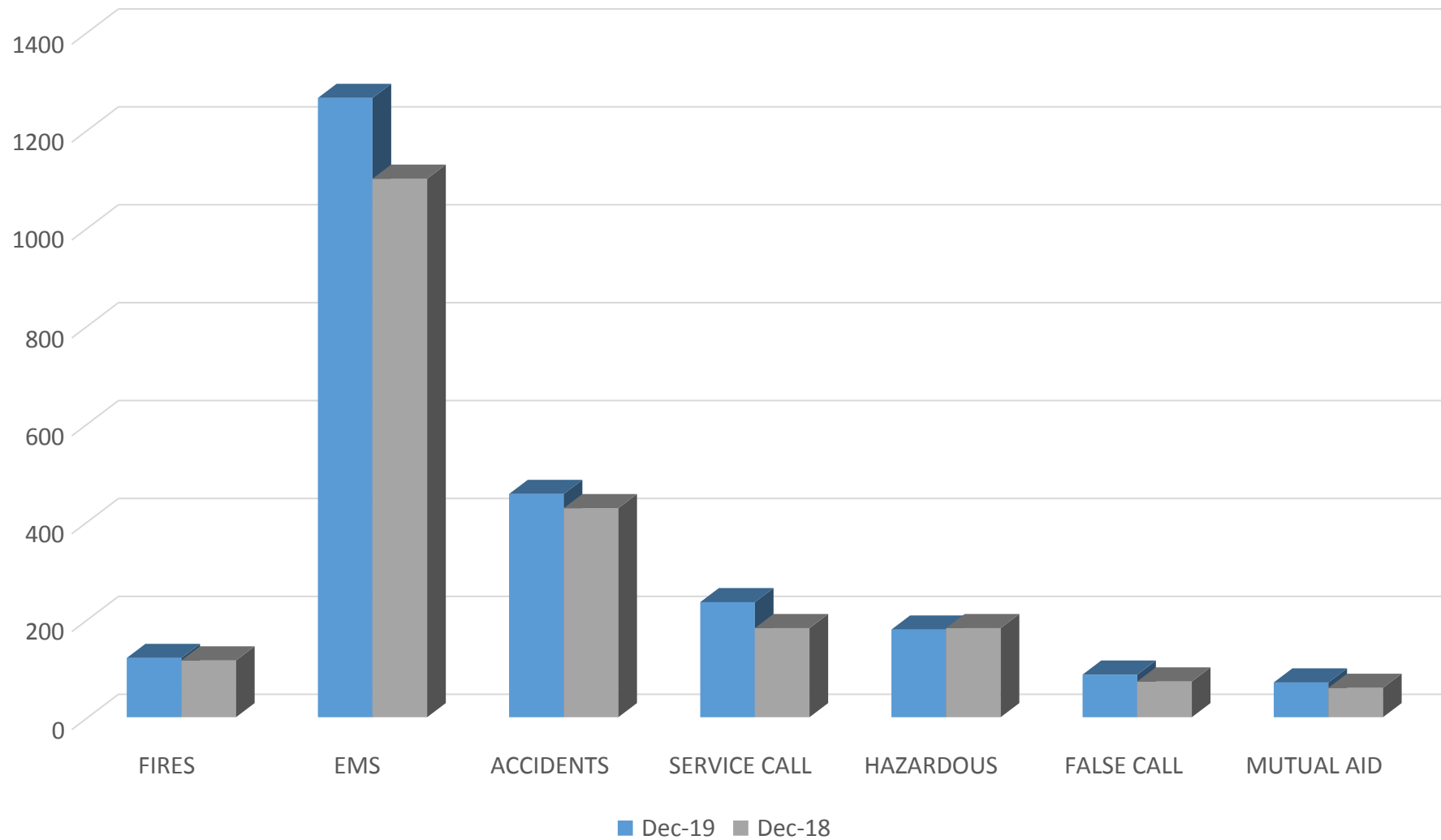
2018 Annual Calls for Service - 2215.

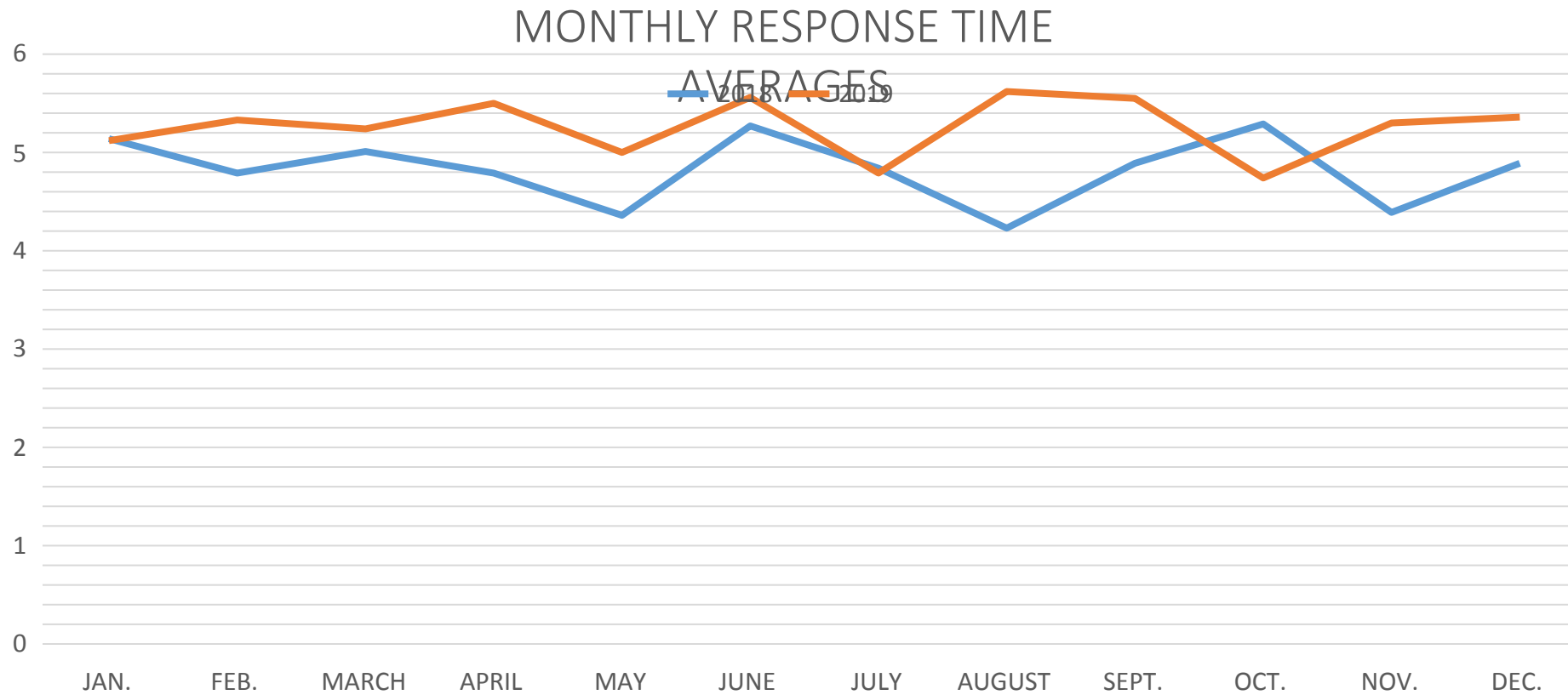


Annual Department Snapshot



Incidents by Major Category January thru December 2018-2019





2018 Response Time average was 5.09 minutes - 2019 average was 5.25 minutes.

Department Snapshot

5 Year Activity Summary

December 2019

			(+/-)			(+/-)			(+/-)			(+/-)			(+/-)	5 Year
Division of Fire Services	DEC	YTD	15-16	DEC	YTD	16-17	DEC	YTD	17-18	DEC	YTD	18-19	DEC	YTD	19-20	Trend
Inspections	30	93	0%	22	66	-29%	25	66	0%	25	91	38%	21	68	-25%	-3%
Investigations	4	10	0%	3	12	20%	6	9	-25%	3	9	0%	1	8	-11%	-3%
Public Education	100	3050	0%	75	3325	9%	200	2800	-16%	200	4050	45%	200	5100	26%	13%
Plan Review	1	6	0%	3	7	17%	2	8	14%	2	8	0%	3	14	75%	21%
Pre-Fire Plans	1	3	0%	4	7	133%	0	2	-71%	2	8	30%	0	15	88%	36%
Fire Hydrant Maint.	4	21	0%	2	8	-62%	8	24	200%	10	35	46%	0	2	-94%	18%
Structure Fires	4	9	0%	3	11	22%	5	8	-27%	3	5	-38%	1	8	60%	3%
Grass/Trash Fires	4	20	0%	9	19	-5%	11	25	32%	3	4	-84%	11	26	55%	0%
Vehicle Fires	0	1	0%	1	7	60%	1	1	-6%	1	6	5%	0	2	-4%	11%
Extrication/ EMS Assist	68	187	0%	72	204	9%	77	257	26%	109	270	5%	115	326	21%	12%
Accidents	32	98	0%	31	88	-10%	44	117	33%	41	132	13%	43	124	-6%	6%
Hazardous Smoke	5	22	0%	12	33	50%	10	30	-9%	11	31	3%	16	67	116%	32%
False Calls	5	30	0%	10	17	-43%	0	5	-71%	2	12	140%	5	20	67%	19%
Mutual Aid	7	20	0%	3	10	-50%	6	16	60%	6	18	13%	3	15	-17%	1%
Public Assist / Lockouts	15	49	0%	21	60	8%	18	53	-3%	24	59	-7%	22	62	5%	10%

DEPARTMENT 5 year SNAPSHOT



- Volunteer Fire Department received a grant of \$200.000 from Texas Forest Service toward purchase of new Tactical Tender
- The Fire Marshal resigned which provided opportunity to reorganize. Designated 3 Lieutenants to provide leadership on each shift and assist with administrative duties
- Hired our First Firefighter Paramedic
- Worked several fatality vehicle accidents
- Purchased first set of Rescue Tools to be owned by the City
- We were requested to assist with Funeral of Precinct 4 Constables Funeral
- Added 1 additional Outdoor warning siren in George Town Addition on 34 bypass
- Volunteers have completed their sub station on FM 1388 and will move 3 pieces of their apparatus there and keep 3 at Central

Department Overview



Meeting
Date: 1/27/2020

Date: 1/13/2020

Item #: b.

Dept.: Police

Presentation

SUBJECT:

The Annual Crime Report for the Kaufman Police Department for the Calendar Year 2019.

BACKGROUND:

For the Calendar year of 2019, overall Part 1 crime as reported on the Uniform Crime Report (UCR) to the FBI was down 15.04% under last year which is a total change of -31 offenses (206 offenses in 2018 down to 175 offenses in 2019). The Kaufman Wal-Mart and other retail stores continue to drive our theft offenses in the city with a total of 56 thefts being reported this year which is down by 2 compared to 58 thefts in 2018. We were up in the following Part 1 offense: Rape (+1), Robbery (+1). We were down in the following Part 1 offenses for 2019: Burglary (-15), Theft (-16), Auto Theft (-2). The following Part 1 offense stayed the same: Agg. Assault at 11 offenses and Murder at zero (0). Our department continues to focus on persons, places, and behaviors, using timely intelligence and crime analysis to combat crime in the City of Kaufman. These figures tell us that growth is coming to our city and together with the help of our citizens we can reduce crime in our city. During the year of 2019, we answered 5978 calls for service and worked 340 accidents. We also arrested (620) individuals even though the Kaufman County Sheriff's Office stopped the arrest of Class C misdemeanors because the jail was overcrowded. We also made 5198 traffic contacts resulting in warnings, citations and arrests for criminal charges. We also filed a total of (495) cases with the Kaufman County District Attorney's Office in 2019.

2019 has been a very busy year for our Police Department. Working with limited personnel has been a challenge and we have made many adjustments to make it work. Due to prior retirements and resignations, the department has been below minimum staffing. We currently have 2 Officers in the last phase of the Field Training process and we have hired 1 new Officer that is starting the Field Training process. We are also trying to hire 1 more new Officer and train them to serve our citizens.

Our goal in 2019 is to continue to develop our ties with the community and to return to a fully staffed Police Department.

Author:
Dana Whitaker, Police Chief

Reviewed:
Mike Slye, City Manager

Cost: N/A

Funds Available: N/A

Source: N/A

Recommendation: N/A

Safe & Secure	Business Friendly/Economic Development	Partnership & Community Involvement	Healthy & Environmentally Cons. Comm.	Financial & OPS Stewardship
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KAUFMAN POLICE DEPARTMENT 2019 CRIME REPORT

January 15, 2020

Dana Whitaker- Chief of Police

PREPARED BY CAPTAIN LES EDWARDS

2019 Part 1 Crime Report

OFFENSE	YTD 2019	YTD 2018	# Change +/-	% Change +/-
MURDER	0	0	=	0%
RAPE	5	4	+1	+25.00%
ROBBERY	2	1	+1	+100.00%
AGG. ASSAULT	11	11	=	0%
BURGLARY	18	33	-15	-45.5%
THEFT	123	139	-16	-11.5%
AUTO THEFT	16	18	-2	-11.1%
TOTAL PART 1 OFFENSES	175	206	-31	-15.04%

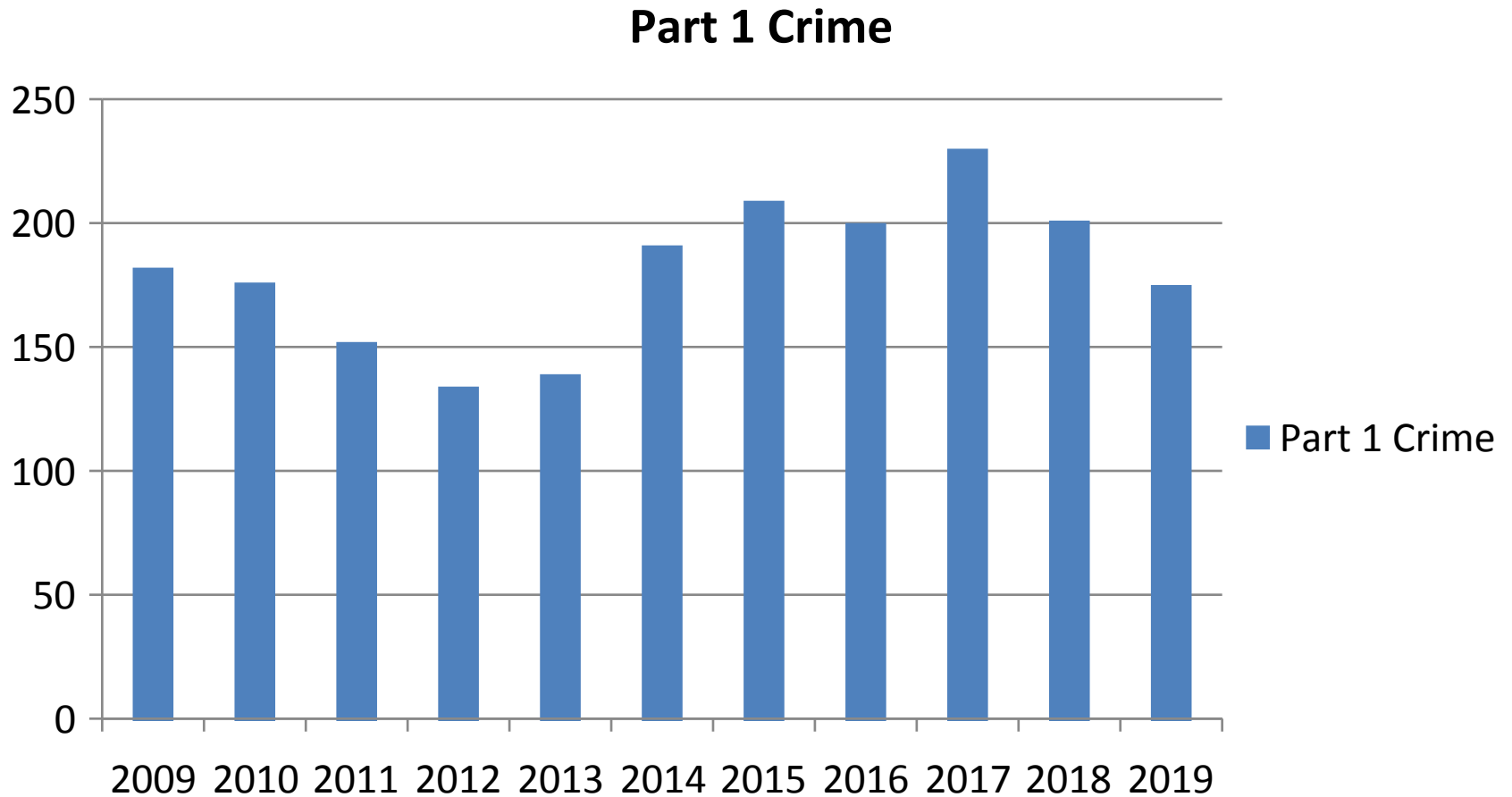
Service Activity

Activity	2019	2018	# Change +/-
Calls for Service	5978	6420	-442
Accidents	340	318	+22

Enforcement Activity

Activity	2019	2018	# Change +/-
Arrests	620	669	-49
Traffic Citations	5198	4872	+326
DWI Arrests	54	29	+25
Drug Arrests	147	169	-22

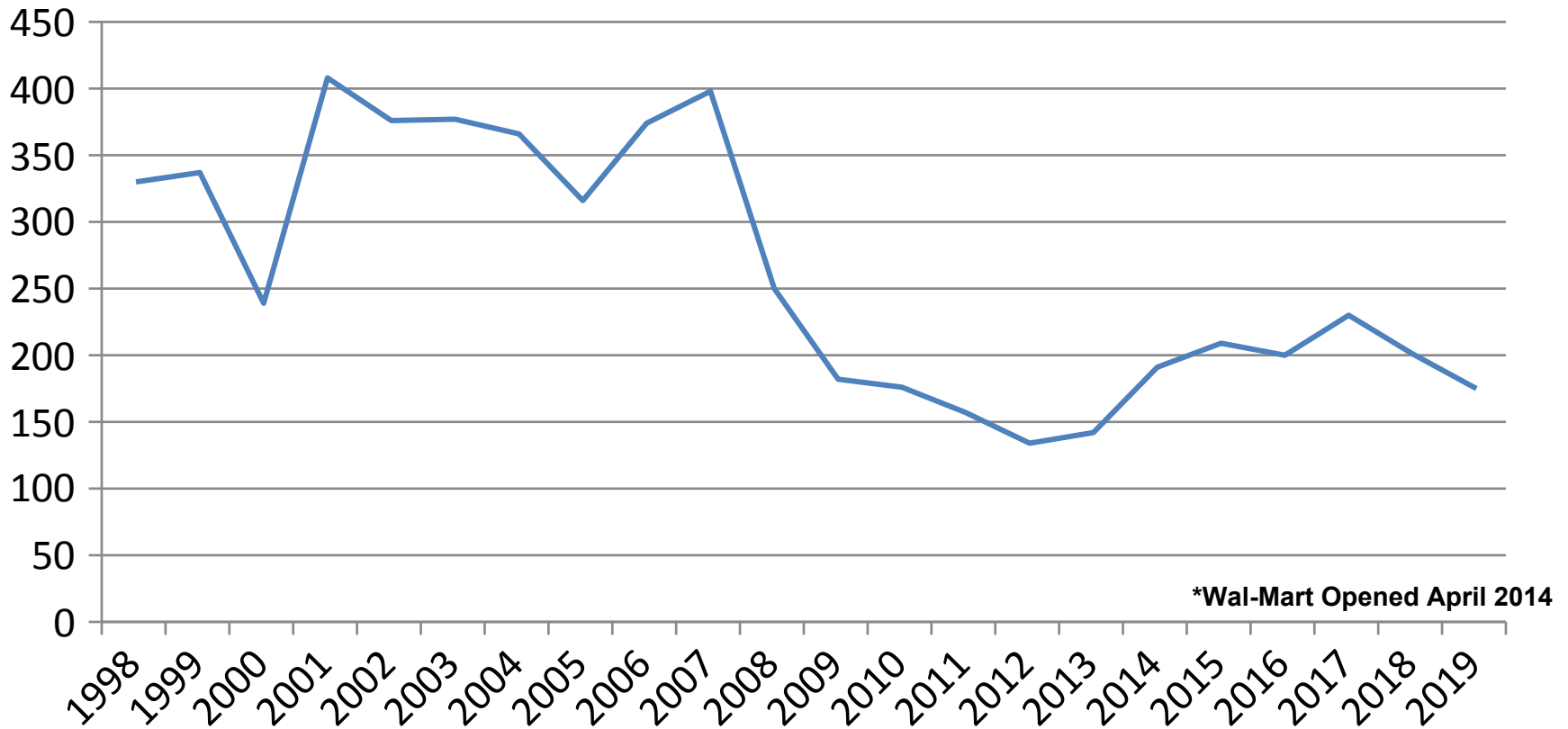
10 Year Part 1 Comparison



CID CASES FILED WITH DISTRICT ATTORNEY'S OFFICE

2016	576	*
2017	760	+184
2018	552	-208
2019	495	-57

City Of Kaufman 20 Year Crime Trends



Kaufman Police Department Community Contacts

- It is very important to the members of our department to have frequent positive contact with our citizens. We are pleased to report that our FACEBOOK page now has 9,306 followers which greatly exceeds our population. During the week of January 13, 2020 our posts reached 31,366 citizens. This has proven to be a great tool to communicate with everyone in and outside of our city. We also communicate with the public through our Business Crime Watch and Neighborhood Crime Watch groups.
- Serving our Kaufman family of citizens our members serve in many organizations. Here are some you may not know about.
- Children' Advocacy Center
- Genesis Women's Shelter
- Kaufman County Texas Child Fatality Team, SCREENAGERS film presentation to the community
- Kaufman Pastors and Friends Fellowship
- The Help Center, active board member and Donated food Baskets for people in need
- Kaufman Lions Club
- Kaufman County Crime Stoppers and Most Wanted publication
- Community Leadership Council
- Homeless Coalition Group

We also sponsored and or participated in the following 2019 City events in Kaufman

- National Night Out
- Kaufman Police Association sponsored, Kids Fishing Tournament, Longhorn Shows
- Halloween on Houston
- Scarecrow Parade and Festival on the Square
- Red White and Boom July 4th Parade and Celebration at the Kaufman Sports Complex
- Kaufman Lighted Christmas Parade and Celebration
- Saint Ann's Catholic Church Festival and Parade
- Chamber of Commerce Shop Local Small Business Saturday
- NEAT, Neighborhood Enhancement Action Team Kaufman Texas
- Helen Edwards Family Fun Day at Shannon Park

- Kaufman Chamber of Commerce Golf Tournament
- Kaufman Chamber of Commerce Auction
- Texas Health Resources Women's Auxiliary Fashion show fundraiser
- American Legion Post #165 "Centennial Celebration Ride to the Vietnam Wall" in Kaufman
- Texas Brotherhood Bicycle Ride for Fallen Officers
- Numerous Funeral Escorts for the families of Kaufman

We are also very connected to Local, State and Federal Law Enforcement Organizations to gather information on current crime trends to keep the citizens of Kaufman safe.

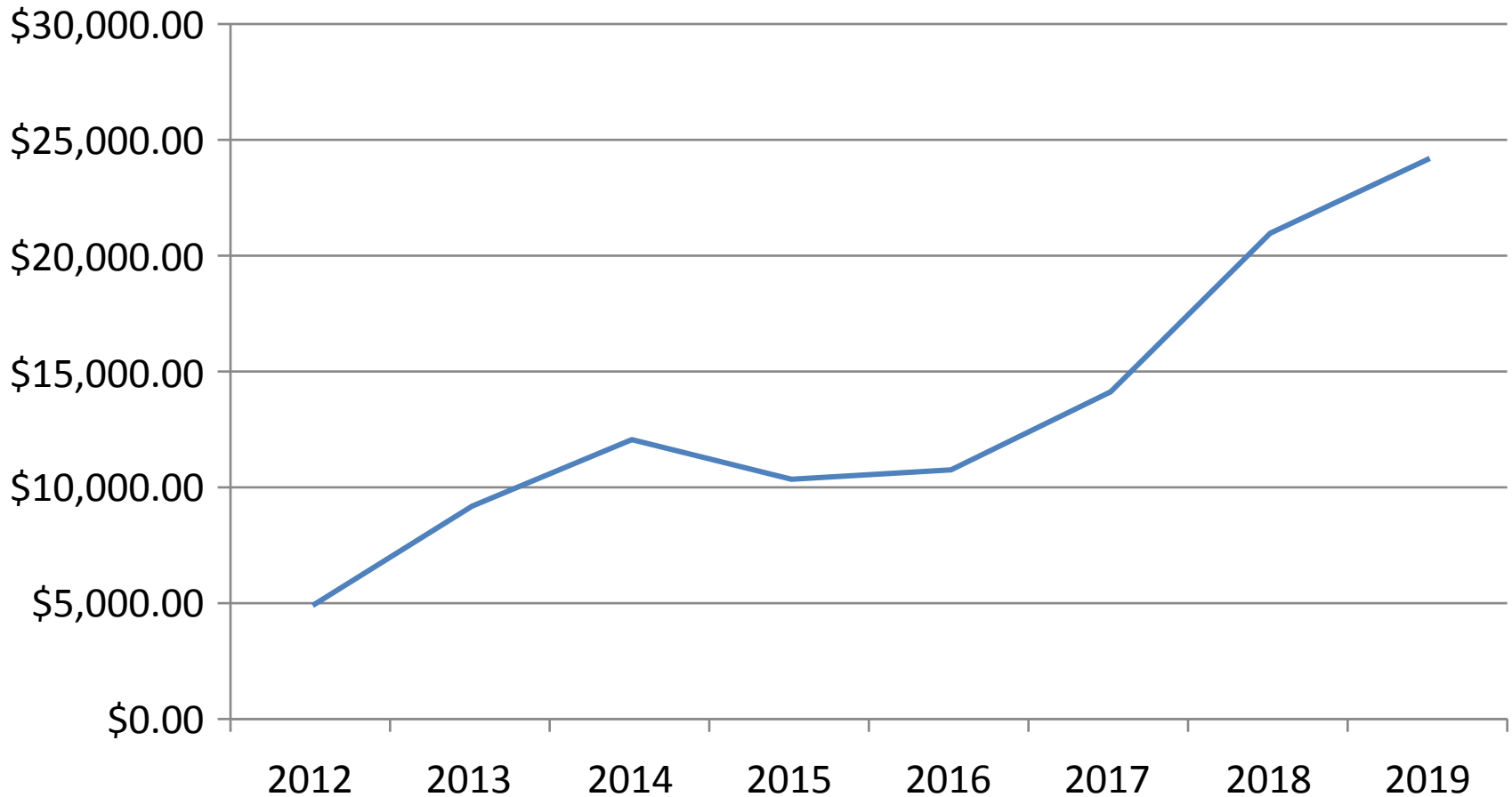
- Regional Organized Crime Information Center (ROCIC)
- North Texas Joint Terrorism Task Force (NTJTTF)
- Leads on Line, Pawn Shop database
- Dallas Police Department Fusion Center
- Texas Joint Crime Information Center (TXJCIC)
- Texas Organized Retail Crime Association
- Texas Police Chiefs Organization
- North and East Texas Police Chiefs Organization
- Department of Public Safety Gang Intelligence Group (TEXGANG)
- National Computer Forensics Institute, overseen by the United States Secret Service
- Electronic Crimes Task Force, overseen by the United States Secret Service
- ETRACE, overseen by the Bureau of Alcohol Tobacco and Firearms (ATF)
- KCHF, Kaufman County Heroes Foundation
- ICAC, Internet Crimes Against Children, overseen by North Texas HIDTA
- TRACKIT, Texas Sexual Assault Evidence Tracking Program, overseen by Texas DPS
- ZETX, "TRAX" Cell Phone Investigations Solutions Team, overseen by ZetX Corporation
- Drug Enforcement Agency Drug Take Back Program and a CVS medication disposal box is in our lobby so our citizens can get unwanted prescription drugs off our streets.

2019 ANIMAL CONTROL REPORT

	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019
CALLS FOR SERVICE	13	14	14	19	19	15	29	17	11	27	21	47	246
FOLLOW UP CALLS	8	2	0	6	3	3	5	9	6	3	4	1	50
ON VIEW CALLS	2	2	1	1	1	1	1	0	2	7	1	8	27
ANIMALS CAPTURED:													
ON CALLS	15	8	6	5	10	14	35	30	8	30	14	15	190
ON VIEW	0	1	10	2	0	0	0	5	0	5	2	3	28
ANIMALS TURNED OVER:													
TO OWNER	1	1	7	1	1	3	3	0	2	2	2	2	25
HUMANE SOCIETY	15	5	22	7	8	11	31	36	6	31	11	18	201
DEAD ANIMAL RECOVERED	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	4	1	10	15
NEW TRAPS SET OUT	5	0	0	1	3	1	3	1	2	3	3	1	23
WARNINGS ISSUED	1	4	7	9	9	2	6	6	7	5	6	6	68
CITATIONS ISSUED	6	3	0	0	10	3	4	0	0	3	0	4	33

City Of Kaufman

7 Year Animal Control Cost Trends



YEARLY ANIMAL CONTROL EXPENSE

FISCAL YEAR	2011	2012	2013	2014	2015	2016	2017	2018	2019
TOTAL AMOUNT PAID TO HUMANE SOCIETY									
	\$4,480	\$4,900	\$9,192.50	\$12,060	\$10,350	\$10,755	\$14,123	\$20,970	\$24,200

- Cost went from \$17.50 to \$45.00 per animal on January 1, 2014.
- Cost went from \$45.00 per animal to flat fee of \$1,495.00 a month October 1, 2017.
- Cost went from \$1,495.00 a month to \$2,000.00 a month April 1, 2018.



Meeting
Date: 1/27/2020

Date: 1/13/2020

Item #: c.

**Dept.: Economic
Development
Corporation**

Presentation

SUBJECT:

The Annual Report for the Kaufman Economic Development Corporation for the Calendar Year 2019.

BACKGROUND:

Anne Glasscock, the Executive Director of the Kaufman Economic Development Corporation (KEDC) will provide a review of the KEDC activities for the 2019 fiscal year.

Author:

Anne Glasscock, Executive Director

Reviewed:

Mike Slye, City Manager

Cost: N/A

Funds Available: N/A

Source: N/A

Recommendation: N/A

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



KAUFMAN ECONOMIC DEVELOPMENT CORPORATION Year End Report FY 2019

MISSION:

The Mission of the Kaufman Economic Development Corporation is to make Kaufman one of the most economically prosperous suburbs of Dallas and one of the best places to work in North Texas.

TARGET INDUSTRIES

- Advanced manufacturing
- Health care
- Professional services
- Retail, restaurants and hotels
- Housing development and construction

PERFORMANCE METRICS & OUTCOMES

- High-wage job growth
- New capital investment
- Construction of new commercial space (retail, office, hotels)
- Construction of new residential space
- Growth of sales tax and property tax base

BROAD STRATEGIES:

1. Support the retention and growth of existing employers
 - Continuing business visits and conversations on a regular basis (Matrix Strategy 1.1)
2. Recruit new businesses and investments into the community
 - Have spoken to several businesses looking at buildings on the square. Have offered to post the ones offered by Real Estate Agents on the EDC Website. (Matrix Goal #2)

- Continuous interest in businesses on the square. Craft Cork & Keg opened in the building across from Doe Belly's on Mulberry.
3. Invest in sites and infrastructure to meet the needs of current and future employers
 - The EDC Board has discussed possibly investing in the TXDOT Property on the corner of Houston and Washington when they are ready to sell it.
 4. Encourage entrepreneurship and small business growth
 - Working Closely with the Chamber of Commerce, assisting with a local networking group and looking at partnering with 1 Million Cups Chapter in Dallas. This is in the exploratory stage. (Matrix Strategy 4.1.2)
 5. Strengthen workforce development and education programs
 - These meetings are ongoing. We continue to meet with TVCC, KISD and other stakeholders. (Matrix Goal #5)
 - FY2020 – A meeting was held at KISD on December 17, 2019 to rekindle the partnership conversations that had been stronger in 2018. TVCC expressed interest in locating a building to expand their courses available to KISD Students. The ABOX Building has been suggested and TVCC has been connected to ABOX and their realtor.
 6. Enhance Kaufman's economic development tools and resources
 - The EDC's Website has been upgraded to include the photos and descriptions of properties and buildings that are for sale. (Matrix Strategies 2.2 & 2.3)
 - This is an ongoing process. The Photos and property for the business park are now on the website and have had multiple hits. Additional properties and buildings are now listed so visitors can see all that is available. (Matrix S Strategies 2.2 & 2.3)

2019 Priorities

1. EXISTING BUSINESS RETENTION/VISITATION

- a. Make quarterly visits to all primary job generators and major employers in FY 2018. *
 - The Major employers were all invited to take part in the Workforce Development conversations.
 - Individual meetings are being set up.
 - The Chamber has started a Thank you program. Every month 6 member businesses are chosen at random and taken a "Thank you for being a Member" gift. This has been surprising to the members and well received. It's a great conversation opener.

- b. Visit half of the out-of-county regional or corporate headquarters for all primary job generators and major employers during the year.
 - Personal letters were sent to New York for Advance Tabco and to Haltom City – Falcon Steel thanking them for doing business in Kaufman.
- c. Sponsor or co-sponsor at least one job fair for major employers. *
 - Workforce Development offers job fairs twice a month. In coordination with the Chamber of Commerce, these are shared on weekly Community Happenings e-mails.
- d. Ensure that at least 20% of all smaller businesses are visited by Chamber and KEDC volunteers and staff in FY 2018. *
 - Businesses are visited on a regular Basis. Each of the Chamber Directors is assigned a list of businesses to make contact with at the beginning of their fiscal year (January). They are to keep in contact with these businesses throughout the year. (Matrix Strategy 1.1.3)
- e. Continue to provide and promote the matching grant program for site improvements, parking, driveway, sidewalk and other related improvements for buildings on the Town Square, central business districts and main commercial thoroughfares.
 - An application was submitted, approved and paid out for the Especially For You Tea Room & Gift Shop as well as for Side Street Coffee.
 - Several Applications were made for 3D Smiles. There were still 2 pending at the end of 2019. A payment was made for their first one, for \$8000.
 - An application was made, approved and paid out for Awnings on the RE/MAX Building for \$1,000.
 - The total paid out in Matching Grants in FY 2019 was \$10,838.94.

*Chamber of Commerce taking lead role

2. RECRUITING NEW BUSINESSES

- a. Consider sponsoring or co-sponsoring a booth with North Texas Commercial Real Estate and Developer show in Dallas (NTCAR Expo)
- b. Continue to work closely with local hospital and medical community to attract medical facilities that will fill voids in local health care offerings and create new health care jobs in Kaufman.
 - CareVide Changed Contractors in February 2019 and the EDC Board extended their dry in date to November 14, 2019. They met that date and are working on the interior of the building. A tour was given in December.

- c. Co-sponsor a booth at the International Conference of Shopping Centers Texas Deal Making Conference in January 2019. Make appropriate advanced calls, set up meetings for EDC staff and local developers.
 - The Meara Company and KEDC shared a booth space and worked the floor of the Show as well.
 - This show was attended in both January 2019 and January 2020.
 - The 2020 show was better attended and more promising than the 2019 show. We were able to speak to several of our current businesses as well as a Hotel Company and several realtors and prospects.
- d. Work the new Retail Live conference offered in Austin in the summer.
 - Jim Meara attended this event on behalf of Kaufman.
- f. Develop a plan to target hotel developers with the goal of landing one really nice hotel in the next two years.*
 - The EDC Board approved funding for a Hotel Market Study from HVS in February. In April we received the final report which was presented to the Board. (Matrix Strategy 6.6.1)
 - Cobblestone Hotels came to meet with the City and EDC in May.
 - The study will be used to recruit a named hotel to Kaufman. There are sites available in two different developments.
- g. Review development restrictions/building standards in the PD for the Kaufman business park.
- h. Continue to co-sponsor “site selection consultant” appreciation lunches and dinner with DFW Marketing Team economic development allies.
 - None of these opportunities have been presented by the DFW Marketing team.
- i. Continue to call on and visit with some of Dallas’s larger corporate real estate brokers to help get or keep Kaufman on their radar.
 - FY 2020 – 4 of these meetings were set up by Site Development Locators. 2 of these were with Realtor Groups, one was with a Logistics specialist and the fourth was with someone who negotiates incentives for companies.
- j. Attract new smart manufacturing, logistics call centers, regional headquarters
- k. Expand Kings Fort Market center development by attracting a second big box retailer, a cinema and a second strip shopping center with the goal of increasing annual taxable sales to the \$150 million level by 2019.
- l. Promote Kaufman to smaller national retailers. Match prospective tenants to vacancies in local shopping centers and on the town square. Introduce prospects who want to build to local developers and property owners.

- Burger King broke ground in FY 2019 and opened its doors in December. We hosted them at the Chamber office to hold their interviews.
- Schlotzskys broke ground in FY 2019.
- Meetings were held with several at the ICSC Shows in January 2019 & 2020.
- The additions of Panda, Starbucks & Verizon are drawing additional attention to Kaufman and the King Fort Marketplace. We have re-done the shade displays to highlight our current businesses that will draw the next ones.
- Our traffic study maps now have all of the National and regional retailers on them so that potential retailers can easily see where they need to build.

m. Respond to requests for information and requests for proposals from manufacturing and distribution prospects generated by the Office of the Governor for Economic Development, the Dallas Regional Chamber (DFW Marketing Team) and Onco Economic Development department.

- Have received several RFPs from the governor's office but have not been able to respond.
- I have responded to two RFP's both for the property off 175. I have not heard back on these.

*Chamber of Commerce taking lead role

3. SITES AND INFRASTRUCTURE

- Improve the local business climate through road and utility infrastructure projects deemed to have a positive impact on capital investment and job creation.
 - This is ongoing. The last Payment has been made on the 380 agreement.
- Continue to invest in the funding of the \$35 million Hwy. 34 re-alignment in Kaufman.
 - The payment has been made for the EDC portion for this year. This will continue for 11 more years.
- Continue to research larger tracts of property in the city and in Kaufman's ETJ for future KEDC or City needs.
 - The EDC Board has expressed interest in purchasing the TXDOT Property when it becomes available.
 - The Portion of the EDC property on 175 was annexed in FY 2019.
 - In FY2020 the property will be engineered and platted.
 - There is one party who has expressed an interest in purchasing a portion of this property. Conversations are ongoing.

4. SMALL BUSINESS

- a. Attract new entrepreneurs to fill service and retail voids in Kaufman. *
 - The Charter Room on the square has a location for small businesses to rent space. (Matrix Strategy 4.2)
 - The Chamber of Commerce plans to utilize their Board room in the new building as shared working space when not utilized for the Board.
- b. Continue to work closely the TVCC Small Business Development Center staff and their clients who are looking to establish or expand small businesses in the Kaufman region.
 - Miranda Perry, the TVEC rep in Kaufman has business hours in the Chamber office every Tuesday and has access to office space anytime she needs it for client meetings.
 - We partnered with the SBDC, Terrell Chamber and Forney EDC to hold a Google Staffed Lunch & Learn Event held at TVEC.
- c. Encourage local entrepreneur service and retail firms to look at Kaufman for their startups and expansions. Provide counseling; offer assistance with development of business plans and budgets; introduce prospects to the Small Business Development Center representative who offices in Kaufman intermittently; help prospects find financing alternatives; and provide them information on the Central Business District, Washington Street corridor tax abatement program and new site enhancement program
 - Ongoing
- d. Continue to research the potential for some type of small business incubator.
 - Ongoing

*Chamber of Commerce taking lead role

5. WORKFORCE AND EDUCATION

1. Continue to pursue a Workforce Development (vocational-technical training) Campus for Kaufman.
 - These meetings are ongoing. We continue to meet with TVCC, KISD and other stakeholders. (Matrix Goal #5)
 - FY2020 – A meeting was held at KISD on December 17, 2019 to rekindle the partnership conversations that had been stronger in 2018. TVCC expressed interest in locating a building to expand their courses available to KISD Students. The ABOX Building has been suggested and TVCC has been connected to ABOX and their realtor. (Matrix Goal 5)
2. Partner with the Kaufman Chamber to devise projects to attract and retain qualified workers in Kaufman*

- Career choices are imprinted at an early age. To that end, the Chamber partnered with the precinct 1 Road crew at the Scarecrow Festival presenting “Touch a Truck” The goal is to increase the number of these types of interactive displays at events so that citizens see and experience what our employers do.
- Additionally, “Job Information” Posters were introduced at the National Night Out giving Job skills and information on being a Police Officer or Fire Fighter. It is a 2020 goal of the Chamber to get these out to many of our local employers as possible so that anywhere in Kaufman that a child visits shows some type of job opportunity.

c. Consider new programs such as advertising and screening for prospective manufacturing employees*

d. Consider partnering with the Texas Workforce Commission on a “hiring day” project. Develop innovative programs to retain workers at our existing major employers who seem to have chronic turnover of key employees*

e. Launch a partnership with TVCC to bring their coursework and instructors into KISD’s training space on the new high school campus. *

- Conversations are ongoing with TVCC. KISD has made their facilities available to TVCC.

*Chamber of Commerce taking lead role

6. TOURIST AMENITIES

a. Invest \$400,000.00 in the new town square redevelopment project.

- This project is complete.

3. Begin a dialogue with County Commissioners and County Historic Commission members about the future of the County Poor Farm.

- Ongoing

c. Work with local businesses, land owners, and the City to reduce and/or eliminate any barriers to the creation or operation of businesses in the downtown area. These could include issues such as sidewalk seating requirements, open doors/windows fronting the streetscape, sale of alcoholic beverages in public places spaces (e.g., sale of beer and wine on sidewalks and streets during a festival), live music and noise regulations, or other rules impacting the types of businesses desirable for a vibrant downtown district.*

d. Get an estimate on the cost to create an amphitheater at the sports complex or county farm.

- An Amphitheatre has been presented as part of a development concept plan. (This plan fell through)

- e. Develop a plan to capitalize on the regional tourism traffic that passes between Dallas and Cedar Creek Reservoir for fishing and water-based recreation.*
 - Researched some free options through the SBDC for possible traffic Counts and surveys. None of these were going to produce the intended results. (Matrix Strategy 6.7.2)
 - As part of the 2019 budget, Retail Coach has been partnered with to do a year long cell phone survey to track spending along the 175 corridor between Kaufman and Mabank to see where customers are stopping along the way or when they get to the lake. Retail Coach met with Tip Strategies to make sure that their goals with this study matched up with Tip Strategies intent of the goal (Matrix Strategy 6.7.2)
 - The results of the Retail Coach research were presented to the EDC board in October. The retail locations that were most often traveled to were Walmart, Lowes, Brookshires and Chili's. Two of these we already have. (Matrix Strategy 6.7.2)

*Chamber of Commerce taking lead role

7. INCENTIVES

- a. Propose incentives to higher quality projects giving more weight to higher wage jobs, jobs with health benefits, clean industries and businesses that do not put a burden on the city infrastructure.
- b. Assertively assist (or give priority to) prospects from existing industries that create primary jobs.
- c. Continue to offer appropriate incentives to desirable projects for Kaufman including, but not limited to:

Cash grants	Training grants
Gifted land	Below-market priced land
Infrastructure grants	County Freeport
City Tax Abatement	County Tax Abatement
TIRZ Funding	Chapter 380 Agreements
Washington Street Corridor Tax Abatement	College District Tax Abatement
Workforce Development Assistance	Matching Grants

ADMINISTRATION/OTHER

A. ADVERTISING

1. Sponsor and attend the Annual DFW Marketing Team's Site Consultant Luncheon.

2. Contract to have Traffic Counts done in the fall and place them on website.
 - This was done and the traffic counts are current.
3. Develop a new aerial map for Kaufman in 2019.
 - The Chamber contracted with the Flyer Group to do an aerial Map as well as some marketing pieces, both physical and on the web site. They will also be doing a video highlighting the Business Park, Kings Fort Marketplace, the square and some of the quality of life locations like the Sports Complex and the parks.
 - The Framed Map was delivered in November 2019.
 - The marketing piece that will go with it is being contracted out to a writer to get this project completed.
4. Sponsor/co-sponsor projects and events with the Kaufman Chamber, Texas Health Kaufman, Kaufman County Day in Austin and Trinity Valley Community College.
 - Had a table at the Annual Banquet
 - Sponsored the annual Golf Tournament
 - Sponsored a table at the Chamber Auction
 - Sponsored the November 2019 Black Tie Ball
5. Continue to support Star Transit fixed route trolley in Kaufman
6. Continue to produce brochures, packets, community profiles, demographics, etc. Use these materials to respond to prospects and to develop leads and prospects.
 - Community Profile updated on the website
7. Actively participate in the Community Leadership Council and Mayor's Roundtable.
 - Ongoing for both. Considering combining these meetings.
8. Develop a plan and a budget for traditional advertising campaign to attract residents, workers and developers.

B. RESEARCH/PLANNING/COMMUNICATIONS

1. Collect and provide demographics. Order and pay for latest available traffic counts and aerial maps, site layouts and topographic maps when needed. Update ICSC Flyer regularly.
 - These are mentioned in earlier items. There has been a push this year for upgraded EDC Website development and content. It is still not where it needs to be so this will continue. The items mentioned here, Aerial map, traffic counts etc. are displayed on the website.
2. Develop cost-benefit/economic impact analysis for major proposed projects seeking significant incentives from the Kaufman EDC or the city of Kaufman.

3. Continue to revise the Kaufman Community Profile that includes population, climate, transportation, wages, taxes, utility information, incentives, major employers, etc.
 - Community Profile Updated on the website
4. Attend desired and required training for EDC staff, EDC Board Members and EDC counsel. Examples of training include Basic Economic Development, Sales Tax Training for EDC's, Open Meetings Act and Public Information Act training.
 - Attended TEDC Conferences Spring & Fall 2019
 - Attended second year of OU EDI Training in October 2019
5. Attend weekly city senior staff meetings.
 - Ongoing
6. Provide a written monthly economic development update to city council and KEDC Board members.
 - Ongoing
7. Provide two formal reports of KEDC accomplishments compared to KEDC Business Plan to city council (per by-laws), a mid-year report and a year-end report.
 - End of year ready to present in January.
8. Provide news releases when appropriate and updates to city and county print, electronic and social media.
 - Ongoing

C. PRAIRIE CREEK CROSSING BUSINESS AND INDUSTRY PARK

1. Re-plat lots when needed, to meet the needs of prospective tenants.
2. Provide gas and electric utilities and sewer taps to lot purchasers who require them.
3. Consider erecting a new sign for the new entrance and street in to Prairie Creek Crossing.
4. Continue to monitor city's progress on getting a median cut at original entrance to business park.
5. Promote Property (Added 5/11/2018)
 - Contracted with a real estate agent to list the property as well as take aerial photographs to put on the EDC Web Site
 - These are uploaded. They are also creating larger signs to put up at the park.

D. FINANCES/ADMINISTRATION

1. The KEDC will contract with city of Kaufman to write checks, make deposits, perform monthly bank account reconciliation's, provide monthly financial reports, invest idle funds at direction of Executive Director and cause to be prepared an annual financial audit for KEDC.
 - Ongoing
2. The KEDC will contract with city of Kaufman for board secretarial services.
 - Ongoing
3. Annual Audit will be performed by Yeldell, Wilson and Co., P.C.
 - Complete
4. KEDC Will contract with Kaufman Chamber of Commerce for rent, equipment sharing and support staff and for half of the Executives time.
 - Ongoing
4. KEDC shall negotiate an agreement with Kaufman Chamber in 2019 for taking lead roles in substantial part of strategic plan and this business plan. 12 items
 - Ongoing



Meeting
Date: 1/27/2020

Date: 1/13/2020

Item #: 6.

Dept.: Administration

Ordinance

SUBJECT:

Consider and take appropriate action on Ordinance O-01-20, an ordinance of the City of Kaufman, ordering and calling the City's General Election to be held on May 2, 2020 for the purpose of electing three (3) people to serve as Council members for the City of Kaufman for a term of (2) years each; providing notice of election; providing for the approval of a joint election and Contract for Election Services with Kaufman County; designating polling dates, times and locations for election day and early voting; and authorizing the Mayor or designee to execute necessary documents .

BACKGROUND:

This Ordinance is for the purpose of calling the General Election for electing three (3) Council members. The uniform election date is Saturday, May 2, 2020. It also provides a notice to be published, sets the dates and locations for Election Day and early voting. This Ordinance will also authorize the execution of a contract with Kaufman County for election services.

Author:
Jessie Hanks, City Secretary

Reviewed:
Mike Slye, City Manager

Cost: N/A

Funds Available: N/A

Source: N/A

Recommendation: Staff recommends approval of Ordinance O-01-20 as presented.

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

**CITY OF KAUFMAN, TEXAS
ORDINANCE NO. O-01-20**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF KAUFMAN, TEXAS, ORDERING AND CALLING A JOINT GENERAL ELECTION BETWEEN THE CITY OF KAUFMAN, TEXAS ("CITY") AND KAUFMAN COUNTY ("COUNTY") TO BE HELD ON MAY 2, 2020, FOR THE PURPOSE OF ELECTING THREE (3) PEOPLE TO SERVE AS COUNCILMEMBERS OF THE CITY OF KAUFMAN, EACH ELECTED FOR A TERM OF TWO (2) YEARS, PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING AN ELECTION NOTICE; PROVIDING FOR THE ADMINISTRATION OF A JOINT ELECTION AND APPROVAL OF A JOINT CONTRACT FOR ELECTION SERVICES WITH COUNTY; PROVIDING FOR THE DATE OF ELECTION AND PURPOSES OF ELECTION; DESIGNATING THE CITY ELECTION PRECINCT, POLLING PLACE AND HOURS FOR ELECTION DAY; PROVIDING FOR THE COMPENSATION OF ELECTION JUDGES AND CLERKS; PROVIDING THE METHOD OF VOTING; PROVIDING GOVERNING LAW/ QUALIFIED VOTERS; REQUIRING POSTING OF NOTICE; PROVIDING FOR EARLY VOTING; PROVIDING FOR DELIVERY OF RETURNS; PROVIDING FOR CANVASSING OF RETURNS AND NECESSARY ACTIONS; PROVIDING A CUMULATIVE CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Texas Election Code (hereinafter the "Code") establishes the first Saturday of May as a Uniform Election Date for the purposes of conducting a General Election; and

WHEREAS, the City Council desires to order and call a General Election on May 2, 2020, for the purpose of electing three (3) Council Members for two (2) year terms each (the "Election" or the "General Election"); and

WHEREAS, the City Council desires to hold the Election jointly with Kaufman County and to enter into a Contract for Election Services whereby the General Election will be administered by the Kaufman County Elections Administrator; and

WHEREAS, by the passage of this Ordinance, it is the intention of the City Council to (i) hold a General Election to elect three (3) members of the City Council; (ii) designate the polling places for early voting; (iii) appoint the Kaufman County Elections Administrator as the entity responsible for conducting the Election; (iv) establish and set forth that this shall be a joint Election with the County of Kaufman; and (v) authorize a Contract for Election Services to conduct the joint election; and

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

SECTION 1
INCORPORATION OF PREMISES

All of the above premises are true and correct and are hereby incorporated in the body of this Ordinance as if fully set forth herein.

SECTION 2
ELECTION NOTICE

The City Council hereby orders the City Secretary to publish notice of this Election in a newspaper of general circulation in the City with such notice meeting all requirements of State law and Charter. In addition to complying with all the requirements of state law, including without limitation, the Texas Election Code, as required by the Texas Local Government Code, the notice shall state (1) the nature and date of the Election; (2) the location of each polling place; (3) the hours that the polls will be open; and (4) any other information required by other law and be published at least once, not earlier than the 30th day or later than the 10th day before election day.

SECTION 3
ADMINISTRATION OF JOINT ELECTION AND APPROVAL OF JOINT ELECTION AGREEMENT

The City Council hereby calls a joint General Election with Kaufman County for the purposes further described herein to be held in accordance with this Ordinance. The Election, including early voting, delivery of ballots and preservation of election records, shall be administered by the Kaufman County Elections Administrator, who shall have the responsibility to conduct the Election as set forth in the Contract for Election Services between the City and Kaufman County as further described in this Section.

The Election shall be conducted in accordance with the Texas Election Code under the jurisdiction of the Kaufman County Elections Administrator (the "Election Administrator"), pursuant to an Election Services Contract between the City and Kaufman County, and other participating entities, if any, as described therein, (the "Contract"), a copy of which Contract shall be incorporated herein as **Exhibit "A"** upon its final approval and execution by the City. Voting shall be by electronic method.

The Mayor, the City Manager or designee, is authorized to execute, amend or supplement any and all contracts for the administration of the Election, including without limitation the Election Services Contract, to the extent required for the Election to be conducted in an efficient and legal manner as determined by the Election Administrator and in accordance with the Election Code.

SECTION 4
DATE OF ELECTION

It is hereby ordered that a joint General Election shall be called in and throughout the City of Kaufman on **May 2, 2020**, such date being a uniform election date as defined in Section 41.001 of the Texas Election Code (the "Code"). Pursuant to Section 9.004 of the Texas Local Government Code, the Election shall occur on or after the thirtieth (30th) day after this ordinance ordering the Election is adopted. The Election shall be held for the purposes set forth in **Section 5** of this Ordinance.

SECTION 5
PURPOSE OF ELECTION

The Election is being held for the purpose of a General Election to elect three (3) Councilmembers, each to serve on the Kaufman City Council for a term of two (2) years.

SECTION 6
CITY ELECTION PRECINCT, POLLING PLACES,
AND HOURS FOR ELECTION DAY

The corporate limits of the City of Kaufman, Texas shall constitute three (3) election precincts and one polling place for the municipal election. The polling places and the county election precincts whose qualified voters shall cast ballots at such location in the City of Kaufman for the May 2, 2020 Election are as follows:

**Kaufman County Election
Precincts**

400 and 401

Polling Place

Kaufman County Library
3790 S. Houston St.
Kaufman, Texas 75142

In accordance with Section 41.031(a) of the Code, such polling places shall be open between the hours of 7:00 a.m. and 7:00 p.m. on the date of the Election.

SECTION 8
COMPENSATION OF THE JUDGE AND CLERKS

Compensation of all Judges and Clerks providing services during the election shall be in accordance with the terms specified in **Exhibit "A"**. Any payment referred to in this Section shall not exceed the maximum amounts set forth in the Texas Election Code.

SECTION 9

METHOD OF VOTING

The County Election Administrator is hereby authorized and instructed to provide and furnish all necessary election supplies to conduct the election. Voting at the Election shall be by use of electronic system ballots. Preparation of the official ballots for the Election shall conform to the requirements of the Texas Election Code, and in so doing shall permit the voter to vote for or against each proposed amendment to the City Charter.

SECTION 10

GOVERNING LAW; QUALIFIED VOTERS

The Election shall be held in accordance with the Constitution of the State of Texas, the Texas Local Government Code, and the Texas Election Code, and all resident, qualified electors of the City shall be eligible to vote at the election. Election materials shall be printed in both English and Spanish for use at the polling place and for early voting for the Election.

SECTION 11

POSTING OF NOTICE

Notice of the Election shall be given by publishing a Notice of Election in both English and Spanish, at least once, not earlier than the 30th day or later than the 10th day before election day in a newspaper published in the territory that is covered by the Election and is in the jurisdiction of the authority responsible for giving the notice.

Upon publication of the Election notice, the City Secretary shall secure a publisher's affidavit which complies with the requirements of the Texas Election Code. In addition, a copy of the notice shall also be filed with the City Secretary as required by law.

SECTION 12

EARLY VOTING

Early voting by personal appearance shall be conducted by the Kaufman County Elections Department. Brenda Samples, Kaufman County Elections Officer, is hereby appointed clerk of early voting in compliance with Section 271.006 of the Texas Election Code. Early voting will be conducted at the locations listed below. Election Day voting will be held at the Kaufman County Library, 3790 S. Houston St., Kaufman, TX 75142.

Early voting by personal appearance will be conducted as follows:

Main Early Voting Location:

Kaufman County Courthouse Annex
100 North Washington Street
Kaufman, Texas 75142

Branch Early Voting Locations

- | | |
|--|--|
| 1. Kaufman County Courthouse Annex
100 N. Washington St.
Kaufman, TX 75142 | 2. Scurry/Rosser ISD Adm. Bld
10705 State Hwy. 34
Scurry, TX 75158 |
| 3. Forney Sub Courthouse
200 E. Main St.
Forney, TX 75126 | 4. Kemp Sub Courthouse
103 N. Main St.
Kemp, TX 75143 |
| 5. Crandall/Combine Community Center
500 W. Lewis/FM 3039
Crandall, TX 75114 | 6. Mabank City Hall
129 E. Market St.
Mabank, TX 75147 |

Locations are subject to change as necessary.

Weekdays: Monday, April 20, 2020 through Tuesday, April 28, 2020.

Hours: 8:00 a.m. – 5:00 p.m.

Extended hours: 7:00 a.m. to 7:00 p.m. Thursday, April 23, 2020 and Monday, April 27, 2020.

The main early polling place is:

Kaufman County Courthouse Annex
100 North Washington Street
Kaufman, Texas 75142

Applications for ballots by mail shall be mailed to:

Brenda Samples
Early Voting Clerk
Kaufman County Courthouse Annex
P. O. Box 339
Kaufman, Texas 75142

Applications for ballots by mail must be received no later than the close of business on April 21, 2020.

SECTION 13
DELIVERY OF RETURNS

Election returns shall be processed in accordance with Exhibit "A".

SECTION 14
CANVASSING OF RETURNS

In accordance with the requirements set forth in the Texas Election Code, the City Council shall convene an open meeting to canvass the returns of the Election. The candidate receiving the most votes cast for each of the three (3) Councilmember positions shall be elected to the Kaufman City Council.

SECTION 15
NECESSARY ACTIONS

The Mayor, City Council, and City staff, in consultation with the City Attorney, are hereby authorized and directed to take any and all actions necessary to comply with the provisions of the Texas Election Code and all other applicable laws in carrying out and conducting the Election, whether or not expressly authorized herein.

SECTION 16
CUMULATIVE CLAUSE

This Ordinance shall be cumulative of all provisions of Ordinances of the City of Kaufman, Texas, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

SECTION 17
SEVERABILITY CLAUSE

It is hereby declared to be the intent of the City Council of the City of Kaufman that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this Ordinance, since the same would have been enacted by the City Council without incorporation of any such unconstitutional phrase, clause, sentence, paragraph, or section.

SECTION 18
EFFECTIVE DATE

This Ordinance shall become effective from and after its date of passage and publication in accordance with law.

AND IT IS SO ORDAINED, PASSED AND APPROVED by the City Council of the City of Kaufman, Texas this 27th day of January, 2020.

JEFF JORDAN
MAYOR

ATTEST:

JESSIE HANKS
CITY SECRETARY

APPROVED AS TO FORM:

PATRICIA A. ADAMS
CITY ATTORNEY

EXHIBIT "A"

Election Services Contract between the City of Kaufman and Kaufman County

Incorporated By Reference Upon Approval and Execution by the City of Kaufman



Meeting
Date: 1/27/2020

Date: 1/21/2020

Item #: 7.

Dept.: Administration

Resolution

SUBJECT:

Consider and take appropriate action on Resolution R-01-20, a resolution of the City of Kaufman, approving an expression of the City's desire to join a coalition of non-member customer entities of the North Texas Municipal Water District; and providing an effective date.

BACKGROUND:

On November 18, 2019, a meeting was held in Rowlett, TX of the 'customer' cities being served by NTMWD (Municipal Water District). Customer cities, by definition, have no voice or representation to the board of the NTMWD; and, by design, pay \$.05/1,000 gallons of water greater than the 'member' cities (original cities that created NTMWD). This resolution would provide a document encouraging customer cities having a voice/representation on the NTMWD board.

Non-member customer entities share common concerns that include 1) a lack of any voice or participation in decisions made by the NTMWD that affect our residents and businesses, 2) outdated contractual provisions that disincentivize water conservation, and 3) rates that are higher than member cities. I have attached a letter from the Rowlett Mayor describing their concerns and detailing why they initiated this effort to develop a non-member coalition.

Author:
Mike Slye, City Manager

Reviewed:
Mike Slye, City Manager

Cost: Unknown

Funds Available: NA

Source: NA

Recommendation: Staff recommends approval of the resolution.

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

RESOLUTION NO. R-01-20

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KAUFMAN, TEXAS, APPROVING THE CITY OF KAUFMAN'S DESIRE TO JOIN A COALITION OF NON-MEMBER CUSTOMER ENTITIES OF THE NORTH TEXAS MUNICIPAL WATER DISTRICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the North Texas Municipal Water District is a utility district consisting of 13 member cities and 34 "non-member customer entities" made up of 14 customer cities and 20 special utility districts; and

WHEREAS, the City of Kaufman, Texas is one of the 34 non-member customer entities of the North Texas Municipal Water District; and

WHEREAS, the North Texas Municipal Water District is the only realistic source of water for thousands of users in the non-member customer entities populations; and

WHEREAS, non-member customer entities share common concerns that include 1) a lack of any voice or participation in decisions made by the North Texas Municipal Water district that affect our residents and businesses, 2) outdated contractual provisions that disincentivize water conservation, and 3) rates that are higher than member cities.

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

SECTION 1. That the City of Kaufman shares the same concerns as other non-member customer entities of the North Texas Municipal Water District as follows:

- The contractual "Take-or-Pay" rate structure is outdated and disincentivizes water conservation while forcing non-member customer entities to pay for water they do not use;
- The lack of representation and communication in decisions made by the North Texas Municipal Water District reduces transparency and is detrimental to the governance of non-member customer entities residents and businesses;
- The prohibition preventing non-member customer entities to become a member city; and
- A discriminatory water rate methodology that charges non-member customer entities more than member cities.

SECTION 2. That the City of Kaufman expresses its desire to join with other non-member customer entities to form a coalition that will identify and evaluate issues common to our organizations and give voice to our residents and businesses.

SECTION 3. This resolution shall become effective immediately upon its passage.

PASSED AND APPROVED this 27th day of January, 2020.

JEFF JORDAN
MAYOR

ATTEST:

JESSIE HANKS
CITY SECRETARY

APPROVED AS TO FORM:

PATRICIA A. ADAMS
CITY ATTORNEY

Mayor ~ Tammy Dana-Bashian
Mayor Pro Tem – Martha Brown
Deputy Mayor Pro Tem ~
Matt Grubisich
City Council ~
Robert Blake Margolis
Brownie Sherrill
Whitney P. Laning
Pamela Bell
City Manager ~ Brian Funderburk



City of Rowlett ~ www.rowlett.com
4000 Main Street Rowlett, TX 75088
Phone ~ 972.412.6100 Fax ~ 972.412.6118

*A well-planned lakeside community
of quality neighborhoods,
distinctive amenities,
diverse employment, and
cultural charm.
THE place to live, work and play.*

January 17, 2020

TO: ALL NORTH TEXAS MUNICIPAL WATER DISTRICT NON-MEMBER CUSTOMER ENTITIES

RE: First meeting of the North Texas Municipal Water District Customer Entity Coalition

On behalf of the City of Rowlett, I want to thank you for your consideration in regards to forming a coalition of the non-member customer entities of the North Texas Municipal Water District (NTMWD). This will be an important body of work and as a group, our intent is to have a voice in decisions made by the NTMWD affecting our residents and businesses while negotiating our contracts and rate structures.

As of today, these are the entities we know that have passed the resolution expressing interest in creating this Coalition:

1. Town of Fairview	6. City of Rowlett
2. City of Fate	7. Town of Sunnyvale
3. City of Josephine	8. Copeville SUD
4. City of Lucas	9. Nevada SUD
5. City of Parker	

We also know there are several others that are reviewing the resolution this month.

It is time now to turn our attention to the first meeting of the North Texas Municipal Water District Customer Entity Coalition to discuss the framework of how the group will work and what our focus will be. We are proposing the date of Friday, February 28 from 12pm to 3pm where lunch will be served then our meeting; please attend or send your representative to the meeting. You may respond to Evette Whitehead at ewhitehead@rowlett.com or 972.412.6113. This lunch meeting will be held at the Rowlett Community Centre located at 5300 Main Street.

So you are aware, this letter is going to all non-member customer entities, not just to those that have passed a resolution, yet. Thank you again for your time and consideration as we move forward in this endeavor together. I look forward to seeing you or your representative on February 28.

A handwritten signature in purple ink that reads "Tammy Dana-Bashian".

Tammy Dana-Bashian
Mayor





Meeting
Date: 1/27/2020

Date: 1/15/2020

Item #: 8.

Dept.: Development
Services

Resolution

SUBJECT:

Consider and take appropriate action on Resolution R-02-20, a resolution of the City of Kaufman, supporting the creation of the 2020 Census Count Committee, establishing a 2020 Census Complete Count Committee and designating persons to serve as members.

BACKGROUND:

The attached resolution shows the City of Kaufman is committed to ensuring every resident of Kaufman is counted in the 2020 Census. The official census date is April 1, 2020, which will be the 24th United States Census. This is the first U.S. census to offer options to respond online or by phone, in addition to the option to respond on a paper form.

As a part of this commitment the City is establishing a Complete Count Committee to help spread the word about the 2020 Census and why it is important to participate. The Complete Count Committee is a cross section of community members who will utilize their local knowledge and expertise to reach out to all of the residents. The proposed Complete Count Committee is comprised of the following eight (8) members:

Richard Dunn, Kaufman Christian Help Center
Pam Corder, Kaufman County Project Manager
Kell Clopton, Kaufman ISD Assistant Superintendent
Theo Baires, Pastor of Centro de Restauracion
Sharna Ellis, Assistant to the City of Kaufman Police Chief
Pablo Juarez, First Baptist Church Hispanic Minister
Anne Glasscock, Kaufman Chamber of Commerce and EDC Director
Hector Torres, Kaufman County Title and Abstract

Author: Marcy Ratcliff, Development Services Director
Reviewed: Mike Slye, City Manager

Cost: N/A **Funds Available:** N/A **Source:** N/A

Recommendation: Staff recommends approval of Resolution R-02-20.

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

RESOLUTION NO. R-02-20

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KAUFMAN, TEXAS, SUPPORTING AND PARTNERING WITH THE UNITED STATES CENSUS BUREAU TO COLLECT INFORMATION FOR THE 2020 CENSUS; ESTABLISHING A 2020 CITY OF KAUFMAN COMPLETE COUNT COMMITTEE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the United States Census Bureau is required by the U.S. Constitution to conduct a count of the population and provides a historic opportunity to help shape the foundation of our society and play an active role in American democracy; and

WHEREAS, the City of Kaufman, Texas, is committed to ensuring every City of Kaufman resident is counted in the 2020 Census; and

WHEREAS, federal and state funding is allocated to communities, and decisions are made on matters of national and local importance based, in part, on census data and housing; and

WHEREAS, census data helps determine how many seats each state will have in the U.S. House of Representatives and is necessary for an accurate and fair redistricting of state legislative seats, county and city councils and voting districts; and

WHEREAS, information from the 2020 Census and American Community Survey are vital tools for economic development and increased employment; and

WHEREAS, the information collected by the census is confidential and protected by law; and

WHEREAS, a united voice from business, government, community-based organizations, educators, media and others will enable the 2020 Census message to reach more of our citizens; and

WHEREAS, the census count requires extensive work, and the Census Bureau requires partners at the state and local level to insure a complete and accurate count; and

WHEREAS, the City of Kaufman desires to establish the City of Kaufman Complete Count Committee, which will bring together a cross section of community members who will utilize their local knowledge and expertise to reach out to all City of Kaufman residents; and

WHEREAS, the City of Kaufman Complete Count Committee will work with the Census Bureau and the State of Texas to strive for an accurate account; and

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

SECTION 1. That the City of Kaufman supports the goals and ideals for the 2020 Census and will disseminate 2020 Census information as well as encourage all City of Kaufman residents to participate in events and initiatives that will raise the overall awareness of the 2020 Census and increase participation. The City will provide census advocates to speak to local community groups and organizations. The City will support census takers as they help the City of Kaufman complete an accurate count and will strive to achieve a complete and accurate count of all persons within our borders.

SECTION 2. That the City of Kaufman establishes a 2020 Census Complete Council Committee. Members of the Committee are as follows:

Richard Dunn, Kaufman Christian Help Center
Pam Corder, Kaufman County Project Manager
Kell Clopton, Assistant Superintendent of Kaufman Schools
Teodoro Baires, Pastor of Centro de Restauracion
Sharna Ellis, Assistant to the City of Kaufman Police Chief
Pablo Juarez, First Baptist Church Hispanic Minister
Anne Glasscock, Kaufman Chamber of Commerce and EDC Director
Hector Torres, Kaufman County Title and Abstract

SECTION 3. This resolution shall become effective immediately upon its passage.

PASSED AND APPROVED this 27th day of January, 2020.

JEFF JORDAN
MAYOR

ATTEST:

JESSIE HANKS
CITY SECRETARY

APPROVED AS TO FORM:

PATRICIA A. ADAMS
CITY ATTORNEY



Meeting
Date: 1/27/2020

Date: 1/15/2020

Item #: 9.

Dept.: Public Works

Action Item

SUBJECT:

Consider and take appropriate action on Resolution R-04-20, a resolution of the City of Kaufman, accepting Public Improvements for Georgetown Phase 1 and establishing the date for a two (2) year warranty period.

BACKGROUND:

This resolution is for the acceptance of all public utility improvements for Georgetown Phase 1.

Resolution and acceptance letter are attached.

Author:

Richard Underwood, Public Works Director

Reviewed:

Mike Slye, City Manager

Cost: N/A

Funds Available: N/A

Source: N/A

Recommendation: Staff recommends approval of Resolution R-04-20 as presented.

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

RESOLUTION NO. R-04-20

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KAUFMAN, TEXAS ACCEPTING PUBLIC IMPROVEMENTS FOR GEORGETOWN PHASE 1; 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 1 (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 the date of this Resolution, 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 January 27, 2020, the effective date of this Resolution, and remaining in full force and effect until January, 27, 2022, 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 27th day of January, 2020.

JEFF JORDAN
MAYOR

ATTEST:

JESSIE HANKS
CITY SECRETARY

APPROVED AS TO FORM:

PATRICIA A. ADAMS
CITY ATTORNEY

January 20, 2020

Georgetown KF, Ltd.
5900 S. Lake Forest, Suite 295
McKinney, Texas 75070
Attn: Jim Meara
(via email)

Re: Final Acceptance for Georgetown at Kings Fort, Phase One

Dear Mr. Meara,

This is your letter of Final Acceptance for the above project. The final inspection and the corrected punch list items indicate that the work is complete and is therefore accepted by the City of Kaufman. In accordance with the contract documents, the maintenance bond shall be in effect for two (2) years from the date indicated above.

If you have any questions, please do not hesitate to contact us.

Sincerely,

tnp
teague nall & perkins



Philip C. Varughese, P.E.
Associate/Senior Project Manager

cc: Colin W. Helffrich, P.E., Dowdey Anderson & Associates (via email)
Mike Slye, City Manager - City of Kaufman (via email)
Mike Holder, Assistant City Manager - City of Kaufman (via email)
Richard Underwood, Director of Public Works - City of Kaufman (via email)
Tom Rutledge, Teague, Nall & Perkins (via e-mail)
KAU 18005 File



Meeting
Date: 1/27/2020

Date: 1/21/2020

Item #: 10.

Dept.: Public Works

Action Item

SUBJECT:

Consider and take appropriate action on Resolution R-05-20, a resolution of the City of Kaufman, accepting the Public Improvements for the Downtown Kaufman Transportation Enhancement Project and establishing the date for a two (2) year warranty period.

BACKGROUND:

This resolution is for the acceptance on all public utility improvements made by Axis Contracting for the Downtown Square Streetscape Project.

Resolution R-05-20 and the acceptance letter are attached.

Author:

Richard Underwood, Public Works Director

Reviewed:

Mike Slye, City Manager

Cost: N/A

Funds Available: N/A

Source: N/A

Recommendation: Staff recommends approval of Resolution R-05-20 as presented.

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

RESOLUTION NO. R-05-20

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KAUFMAN, TEXAS ACCEPTING PUBLIC IMPROVEMENTS FOR THE DOWNTOWN KAUFMAN STREETScape PROJECT; ESTABLISHING THE WARRANTY PERIOD FOR THE PUBLIC IMPROVEMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City and Axis Contracting, Inc. (“Axis”) entered into an agreement dated July 10, 2017, (the “Agreement”), pursuant to which Axis was to construct certain public improvements on the Kaufman Square (the “Public Improvements”); and

WHEREAS, Axis 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 the date of this Resolution, 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 January 27, 2020, the effective date of this Resolution, and remaining in full force and effect until January, 27, 2022, 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 27th day of January, 2020.

JEFF JORDAN
MAYOR

ATTEST:

JESSIE HANKS
CITY SECRETARY

APPROVED AS TO FORM:

PATRICIA A. ADAMS
CITY ATTORNEY

January 24, 2020

Mike Slye
City of Kaufman, City Manager
209 S. Washington
Kaufman, TX 75142

Re: **Downtown Kaufman Transportation Enhancement Project**
Downtown Kaufman, TX

Dear Mr. Slye:

On Thursday January 16, 2020 representatives from the City of Kaufman, Axis Construction, and la terra studio visited the site to inspect completed punch list items. Items identified in the TAS inspection have been corrected and are complete. Minor items such as a few cracks in concrete sidewalks were noted and Axis agreed to seal remaining areas identified. At this time the Downtown Kaufman Transportation Enhancement Project is determined complete aside from any remaining TXDOT approvals.

We are proud of the work done in Downtown Kaufman over the past few years and we look forward to following the success of the Downtown area with the new improvements.

Sincerely,

A handwritten signature in black ink, appearing to read 'Brad Moulton', with a stylized, overlapping 'B' and 'M'.

Brad Moulton, ASLA
Principal
la terra studio



Meeting
Date: 1/27/2020

Date: 1/14/2020

Item #: 11.

Dept.: Administration

Action Item

SUBJECT:

Consider and take appropriate action on a proposal from Teague Nall Perkins, Inc. for the preparation of a fully updated Subdivision Ordinance and Public Works Details excluding the General Provisions of the Ordinance; and authorize the City Manager to execute necessary documents.

BACKGROUND:

The current Subdivision Ordinance was adopted in 1999 and included the NCTCOG Standard Specifications for Public Works Construction, and Standard Drawings and the City of Kaufman Storm Drainage Design Manual. The Subdivision Ordinance has become outdated and construction methods have changed since 1999. The State of Texas enacted House Bill 3167 Development "Shot Clock" Bill and House Bill 3314 Replats, which were signed by the Governor on June 14, 2019 with an effective date of September 1, 2019. Ordinance O-17-19, as adopted by City Council on August 26, 2019, revises the procedures for approval of subdivision plats and related site plans and procedures for approval of replats. Some of the adopted language of Ordinance O-17-19 conflicts with the existing Subdivision Ordinance language. The conflicting language is the result of insufficient time between when the House Bills were adopted and when the law took effect. There was not enough time to make specific Section amendments and deletions as normally done. The amending language really calls for the administrative section (1st half) of the Subdivision Ordinance to be totally rewritten. The subdivision design standards, public sites and open spaces, improvements required prior to acceptance of the subdivision and requirements for guaranteeing public improvements is very out dated and needs substantial changes also (2nd half). If you make major changes to one half you really need to make the needed changes to the other half so the entire ordinance is cohesive and requires development to meet higher expected standards other cities require.

Author:

Marcy Ratcliff, Development Services Director

Reviewed:

Mike Slye, City Manager

Cost: \$100,000

Funds Available:

Source: FY20 GF Budget

Recommendation: Staff recommends approval of the proposal.

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

AUTHORIZATION FOR PROFESSIONAL SERVICES

PROJECT NAME: City of Kaufman
Subdivision Ordinance
Kaufman, Texas

TNP PROJECT NUMBER: _____

CLIENT: City of Kaufman
Attn: Mike Slye, City Manager

ADDRESS: 209 S. Washington Street
Kaufman, Texas 75142

972.932.2216

City of Kaufman (CLIENT) hereby requests and authorizes Teague Nall and Perkins, Inc., (CONSULTANT) to perform the following services:

Article I

SCOPE OF BASIC SERVICES:

Development of a New City Subdivision Ordinance. A detailed scope of services is included as Attachment 'A' and is made a part hereto.

Article II

COMPENSATION to be on a basis of the following **Basic Services based on a Lump Sum as follows:**

CIVIL ENGINEERING _____ **\$100,000**

Subdivision Ordinance Document: _____ \$80,000

Update Public Works Details: _____ \$20,000

1. **ADDITIONAL SERVICES:** **ADDITIONAL SERVICES** shall be any service provided by the ENGINEER which is not specifically included in **BASIC SERVICES** as defined. **ADDITIONAL SERVICES** shall include, but shall not be limited to:

- a. Subcontract charges not described in **BASIC SERVICES** or Attachment 'A';
- b. Zoning Ordinance;

ADDITIONAL SERVICES shall be considered additional work and shall be reimbursed at standard TNP hourly rates or TNP standard rates for items provided in-house, or direct expenses times a multiplier of 1.10 for non-labor, subcontract or mileage items.

2. **PAYMENT TERMS:** CLIENT shall be billed monthly for services rendered and pay promptly upon receipt of invoice. Delays of transmitting payments to CONSULTANT more than 30 days from invoice date may result in cessation of services until payment is received.

Article III

SCHEDULE: The proposed services shall begin within 10 working days of authorization to proceed.

Article IV

CONTRACT PROVISIONS: Contract provisions are attached hereto and made a part hereof.

Please execute and return a signed copy for our files. Receipt of an executed copy of this contract will serve as notice to proceed. No work shall commence on the project until an executed copy of this contract is received by CONSULTANT. By signing below, the signer warrants that he or she is authorized to execute binding contracts for the CLIENT for the services indicated.

Approved by CLIENT:

City of Kaufman

Accepted by ENGINEER:

TNP, Inc.

By: _____
Title: _____
Date: _____

By: ***Tom Rutledge*** _____
Title: Principal _____
Date: January 16, 2020 _____

ATTACHMENT 'A'

ITEMIZED SCOPE OF SERVICES

Teague Nall and Perkins, Inc., (TNP) shall render the following professional services **(BASIC SERVICES)** for the following services:

SCOPE

Prepare a fully updated Subdivision Ordinance and Public Works Details. The General Provision of the Ordinance will not be part of this scope but addressed by the City's legal counsel. Consultant will coordinate with the City's legal counsel as those sections are prepared. The following will be addressed in the new Subdivision Ordinance:

Procedures

- Preliminary Plats
- Final Plats
- Re-plats
- Amended Plats

Subdivision Design Standards

- General design standards for all new development including
- Streets and Alleys
- Sidewalks
- Lots and Easements
- Building Line setbacks
- Water and Waste Water Facilities
- Stormwater Facilities
- Street lights
- Signage
- Landscaping and Screening Walls

Miscellaneous Guidelines

- Include all other guidelines that are part of the current subdivision ordinance

Periodically meet with stakeholders to coordinate the preparation of the documents

City Details for Public Works Construction

Prepare CAD details for the following:

- Streets and Alleys
- Sidewalks
- Storm Drainage
- Water Systems
- Sanitary Sewer Systems
- Street Lights
- Signage
- Misc. City Improvements

Consultant will meet with City staff to scope the approach and objectives for developing the new ordinance. It will be necessary to have periodic meetings with staff as each section is developed and written.

ATTACHMENT 'B' PROVISIONS

1. AUTHORIZATION TO PROCEED

Signing this agreement shall be construed as authorization by CLIENT for TNP, Inc. to proceed with the work, unless otherwise provided for in this agreement.

2. LABOR COSTS

TNP, Inc.'s Labor Costs shall be the amount of salaries paid TNP, Inc.'s employees for work performed on CLIENT's Project plus a stipulated percentage of such salaries to cover all payroll-related taxes, payments, premiums, and benefits.

3. DIRECT EXPENSES

TNP, Inc.'s Direct Expenses shall be those costs incurred on or directly for the CLIENT's Project, including but not limited to laboratory tests and analysis when pre-approved by the Client. Reimbursement for these expenses shall be on the basis of actual charges when furnished by commercial sources and on the basis of usual commercial charges when furnished by TNP, Inc.

4. OUTSIDE SERVICES

When technical or professional services are furnished by an outside source, an additional amount of 10% (actual cost times a multiplier of 1.10) shall be added to the cost of these services for TNP, Inc.'s administrative costs.

5. OPINION OF PROBABLE COST

In providing opinions of probable cost, the CLIENT understands that TNP, Inc. has no control over construction costs or the price of labor, equipment, or materials, or over the Contractor's method of pricing, and that the opinions of probable cost provided to CLIENT are to be made on the basis of the design professional's qualifications and experience. TNP, Inc. makes no warranty, expressed or implied, as to the accuracy of such opinions as compared to bid or actual costs.

6. PROFESSIONAL STANDARDS

TNP, Inc. shall be responsible, to the level of competency presently maintained by other practicing professional engineers in the same type of work in the State of Texas, for the professional and technical soundness, accuracy, and adequacy of all design, drawings, specifications, and other work and materials furnished under this Authorization. TNP, Inc. makes no other warranty, expressed or implied.

7. TERMINATION

Either CLIENT or TNP, Inc. may terminate this authorization by giving 10 days written notice to the other party. In such event CLIENT shall forthwith pay TNP, Inc. in full for all work previously authorized and performed prior to effective date of termination. If no notice of termination is given, relationships and obligations created by this Authorization shall be terminated upon completion of all applicable requirements of this Authorization.

8. MEDIATION

In an effort to resolve any conflicts that arise during the design or construction of the project or following the completion of the project, the CLIENT and the ENGINEER agree that all disputes between them arising out of or relating to this Agreement shall be submitted to nonbinding mediation unless the parties mutually agree otherwise.

The CLIENT and the ENGINEER further agree to include a similar mediation provision in all agreements with independent contractors and consultants retained for the project and to require all independent contractors and consultants retained also to include a similar mediation provision in all agreements with subcontractors, subconsultants, suppliers or fabricators so retained, thereby providing for mediation as the primary method for dispute resolution between the parties to those agreements.

9. ADDITIONAL SERVICES

Services not specified as Basic Services in Scope and Attachment 'A' will be provided by TNP, Inc. as Additional Services when required.

10. SALES TAX

In accordance with the State Sales Tax Codes, certain surveying services are taxable. Applicable sales tax is not included in the fee set forth and will be added on and collected when required by state law. Sales tax at the applicable rate will be indicated on invoice statements.

11. SURVEYING SERVICES

In accordance with the Professional Land Surveying Practices Act of 1989, the CLIENT is informed that any complaints about surveying services may be forwarded to the Texas Board of Professional Land Surveying, 12100 Park 35 Circle, Building A, Suite 156, MC-230, Austin, Texas 78753, (512) 239-5263.

12. LANDSCAPE ARCHITECT SERVICES

The Texas Board of Architectural Examiners has jurisdiction over complaints regarding the professional practices of persons registered as landscape architects in Texas. The CLIENT is informed that any complaints about landscape architecture services be forwarded to the Texas Board of Architectural Examiners, Hobby Building: 333 Guadalupe, Suite 2-350, Austin, Texas 78701, Telephone (512) 305-9000, Fax (512) 305-8900.

13. INVALIDITY CLAUSE

In case any one or more of the provisions contained in this Agreement shall be held illegal, the enforceability of the remaining provisions contained herein shall not be impaired thereby.

14. PROJECT SITE SAFETY

TNP, Inc. has no duty or responsibility for project site safety. Means and methods of construction and jobsite safety are the sole responsibility of the contractor.

15. DRAINAGE CLAUSE

The parties to this Agreement recognize that the development of real property has the potential to increase water runoff on downstream properties, and that such increase in runoff increases the possibility of water damage to downstream properties. CLIENT shall not be required to reimburse ENGINEER for any claims or expenses arising out of the Project if it is determined by a court of competent jurisdiction that ENGINEER was negligent in the performance of its duties and obligations, and that ENGINEER's negligence was the direct cause of damage to a property downstream of the Project.

16. CONSTRUCTION MEANS AND METHODS AND JOBSITE SAFETY

Means and methods of construction and jobsite safety are the sole responsibility of the contractor

ATTACHMENT 'C'
Teague Nall and Perkins, Inc.
2019 - 2020 Standard Hourly Rates
Effective January 1, 2019 to December 31, 2020

Engineering/Landscape Architecture/ROW	Hourly Billing Rate
Principal	\$250
Team Leader	\$230
Senior Project Manager	\$220
Project Manager	\$175
Senior Engineer	\$230
Project Engineer	\$160
Engineer III/IV	\$135
Engineer I/II	\$125
Landscape Architect / Planner	\$160
Landscape Designer	\$120
Senior Designer	\$140
Designer	\$130
Senior CAD Technician	\$125
CAD Technician	\$110
IT Technician	\$170
Clerical	\$80
ROW Manager	\$190
Senior ROW Agent	\$160
ROW Agent	\$125
Relocation Agent	\$160
ROW Admin	\$70
Intern	\$70

Surveying	Hourly Billing Rate
Survey Manager	\$230
Registered Professional Land Surveyor (RPLS)	\$195
Field Coordinator	\$140
S.I.T. or Senior Survey Technician	\$140
Survey Technician	\$110
1-Person Field Crew w/Equipment**	\$145
2-Person Field Crew w/Equipment**	\$175
3-Person Field Crew w/Equipment**	\$200
4-Person Field Crew w/Equipment**	\$220
Flagger	\$50
Abstractor (Property Deed Research)	\$90
Small Unmanned Aerial Systems (sUAS) Equipment Use	\$250 (4 hr. min.)
Terrestrial Scanning Equipment	\$50

Direct Cost Reimbursables

Reimbursable for prints, plots, photocopies, plans or documents on CD, DVD or memory devices, and mileage.

Any permit fees, filing fees, or other fees related to the project and paid on behalf of the client by TNP to other entities shall be invoiced at 1.10 times actual cost.

Notes:

All subcontracted and outsourced services shall be billed at rates comparable to TNP's billing rates above or cost times a multiplier of 1.10.

** Rates shown are for 2019 and 2020 and are subject to change in subsequent years.*

*** Survey equipment may include truck, ATV, Robotic Total Station, GPS Units and Digital Level.*

**** Includes crew labor, vehicle costs, and field supplies.*



Meeting
Date: 1/27/2020

Date: 1/21/2020

Item #: 12.

Dept.: Administration

Action Item

SUBJECT:

Consider and take appropriate action on the extension of the City's participation in the Sanitary Sewer Overflow Initiative Program.

BACKGROUND:

The City of Kaufman has participated in the Sanitary Sewer Overflow (SSO) Initiative for the past 10 years. It has effectively protected the city from TCEQ Enforcement action in the event of any SSO events during that time.

Our participation in the program has expired and TCEQ has allowed the city to extend our participation 5-7 years longer. It will require the city to provide a 5-7 year plan for SSO-type improvements and annually report the city's progress related to the approved plan that will be submitted.

By extending our participation, the city will remain 'protected' from TCEQ Enforcement actions due to unforeseen overflow events as long as there is no negligence involved.

Author:
Mike Slye, City Manager

Reviewed:
Mike Slye, City Manager

Cost: N/A

Funds Available: N/A

Source: N/A

Recommendation: Staff recommends authorizing the City Manager to execute the Notice of Intent letter to TCEQ extending the city's participation in the SSO Initiative Program.

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

Jon Niermann, *Chairman*
Emily Lindley, *Commissioner*
Bobby Janecka, *Commissioner*
Toby Baker, *Executive Director*



TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

Protecting Texas by Reducing and Preventing Pollution

January 3, 2020

The Honorable Jeff Jordan
Mayor of Kaufman
P.O. Box 1168
Kaufman, Texas 75142-5402

Re: Notice of Termination of Sanitary Sewer Overflow (SSO) Agreement
City of Kaufman; RN102410461
Case No. 37436; Effective Date: April 12, 2010

Dear Mayor Jordan:

The purpose of this letter is to inform you that the above-referenced SSO Agreement has been terminated because the final requirement has been reached. Specifically, the requirement to submit the Final Progress Report, which signifies the expiration of an SSO Agreement, occurred on December 31, 2019.

If you are interested in continuing to participate in the SSO Initiative, please contact the Water Section Manager in the Dallas/Fort Worth Regional Office at (817) 588-5875. No further action is necessary with regard to the above-referenced SSO Agreement. We appreciate your past participation in the SSO Initiative and if we can be of any further assistance, please contact Mr. Gilbert Angelle at (512) 239-4489.

Sincerely,

A handwritten signature in blue ink, appearing to read "Lynley Doyen", written over a horizontal line.

Lynley Doyen, Section Manager
Enforcement Division



Meeting
Date: 1/27/2020

Date: 1/13/2020

Item #: 13.

Dept.: Administration

Discussion Item

SUBJECT:

Consider and take appropriate action on the appointment of one (1) member to the Planning and Zoning Commission for a two (2) year term expiring November 2021.

BACKGROUND:

There is currently a vacancy on the Planning and Zoning Commission. Staff received an application from Profirio Lopez Jr. expressing interest to serve on the board.

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 of November 2021.
- 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: N/A

Funds Available: N/A

Source: N/A

Recommendation: Staff recommends the appointment of Profirio Lopez Jr. to the Planning and Zoning Commission for a two (2) year term to expire November 2021.

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

RECEIVED
12-20-2019



RECEIVED
12-20-2019

BY: for

BY:

BOARD OR COMMISSION
CANDIDATE APPLICATION FOR APPOINTMENT

Which of the City's Boards/Commissions are you interested in serving on?

- ☐ Kaufman Economic Development Corp.
☒ Planning and Zoning Commission
☐ Board of Adjustment
☒ Parks and Recreation Board

- ☒ Keep Kaufman Beautiful Board
☐ Other (Please specify in space below.)

Name: Porfirio Lopez Jr
Home Address: 1701 OLGA RD
Home Phone #: 214-957-5030
*E-mail Address: Porfirio.Lopez@TXDOT.gov

Date Submitted: 12-20-19
Occupation: Proj. manager
Employer: TX. D.O.T. 25 yrs.
Work Phone #: 972-962-3617

Kaufman resident for 50+ years.

Qualified Voter: Yes ☒ No ☐

Are you related to any of the City Council members or the City Manager? Yes ☐ No ☒
If so, please give the name of the person you are related to and your relation to that person.

Name

Relationship

Highest Education Level Completed, School Attended and Year Graduated: (High School/College)

College 2 Sem -

Boards/Commissions/Committees you have previously served on:

Dates

Professional and/or Community (Civic) Activities:

TX. D.O.T. Proj. manager "Engen. Dept."

Skills, Hobbies, or Talents:

Read const. plans, good communication skills

Porfirio Lopez Jr.
Signature



Meeting
Date: 1/27/2020

Date: 1/21/2020

Item #: 14.

Dept.: Administration

Action Item

SUBJECT:

Consider and take appropriate action on Resolution R-06-20, a resolution of the City of Kaufman, Texas, appointing qualified individuals to serve on the board of Tax Increment Reinvestment Zone #1 Board for staggered two year terms, ratifying appointments, providing for the appointment of a Chairperson; and providing an effective date.

BACKGROUND:

This resolution is to appoint members to the TIRZ #1 Board. The City must appoint the members annually, however, this was not completed last year. Therefore, we will need to appoint all members. It will be the County Commissioner's Court responsibility to appoint a representative to from the County to serve on the Board. Commissioner Mike Hunt of Precinct 1 has filled this position for the last 4 years.

Mayor Jeff Jordan- expires 1-2020

Councilmember Matt Phillips- expires 1-2020

Commissioner Mike Hunt- expire 1-2020

Councilmember Barry Ratcliffe- expired 1- 2019

Councilmember Charles Gillenwater- expired 1-2019

Author:

Jessie Hanks, City Secretary

Reviewed:

Mike Slye, City Manager

Cost: N/A

Funds Available: N/A

Source: N/A

Recommendation: Staff has no recommendation approval of Resolution R-06-20 as presented.

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

RESOLUTION NO. R-06-20

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KAUFMAN, TEXAS, APPOINTING TWO MEMBERS OF THE KAUFMAN CITY COUNCIL TO SERVE AS MEMBERS OF THE BOARD OF DIRECTORS OF TAX INCREMENT FINANCING REINVESTMENT ZONE NUMBER ONE (TIRZ #1), CITY OF KAUFMAN, TEXAS, FOR A TWO (2) YEAR TERM EXPIRING ON JANUARY 31, 2022; APPOINTING AND RATIFYING THE APPOINTMENT OF TWO MEMBERS OF THE KAUFMAN CITY COUNCIL TO SERVE AS MEMBERS OF THE BOARD OF DIRECTORS OF TIRZ #1 FOR A TERM OF TWO (2) YEARS, WITH SUCH TERM EXPIRING ON JANUARY 31 OF ODD NUMBERED YEARS (2021); APPOINTING ONE (1) MEMBER OF THE BOARD TO SERVE AS CHAIRPERSON FOR A ONE (1) YEAR TERM; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING A CUMULATIVE REPEALER CLAUSE; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on December 28, 2015 pursuant to Chapter 311 of the Texas Tax Code Annotated (Vernon 2002), the City Council of the City of Kaufman adopted Ordinance No. O-27-15 which designated an area as Tax Increment Financing Reinvestment Zone Number One (TIRZ #1), City of Kaufman, Texas and established a Board of Directors for the Zone; and

WHEREAS, Section 4 of Ordinance No. O-27-15 provides that the Board of Directors for the Zone ("Board") shall consist of five members ("Director(s)"), that four Directors shall be nominated by the Mayor annually, and upon approval of such nominations by the City Council("City's Director(s)"), that City's Director(s) shall serve for a period of two (2) years and that such terms shall be staggered so that two (2) members are appointed in even numbered years and two (2) members are appointed in to expire in even and odd numbered years; and that one Director shall be appointed by the Commissioners Court of Kaufman County to serve for a two (2) year term; and

WHEREAS, Section 4 of Ordinance No. O-27-15 further provides that the terms of the members of the Board of Directors shall be two (2) years, and that each year the City Council shall designate one (1) of the City Directors to serve as Chairperson for a term of one (1) year; and

WHEREAS, the Council has determined it appropriate and necessary to adopt this Resolution appointing and ratifying membership of the Board and setting forth staggered terms of office in accordance with Ordinance No. O-27-15, ratifying and affirming prior actions of the Board by resolution or vote, and finds that any and all prior conflicting actions or resolutions are repealed, with appointments being made, ratified and restated collectively in this Resolution.

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

SECTION 1
APPOINTMENT OF MEMBERS/TERMS/RATIFICATION

The following individuals, who are qualified voters of Kaufman County, are hereby appointed to the Board of Directors of Tax Increment Financing Reinvestment Zone Number One (TIRZ #1), City of Kaufman, Texas, to serve for a term of two (2) years beginning February 1, 2020 and ending on the date set forth below:

- | | | |
|------------------|---------------|---------------|
| 1. Jeff Jordan | Two-year term | Jan. 31, 2022 |
| 2. Matt Phillips | Two-year term | Jan. 31, 2022 |

The appointment of the following individuals, who are qualified voters of Kaufman County, to the Board of Directors of Tax Increment Financing Reinvestment Zone Number One (TIRZ #1), City of Kaufman, Texas, is hereby approved and ratified to serve for a term of two (2) years, with such term expiring in odd numbered years as set forth below:

- | | | |
|------------------------|---------------|---------------|
| 3. Charles Gillenwater | One-year term | Jan. 31, 2021 |
| 4. Barry Ratcliffe | One-year term | Jan. 31, 2021 |

Actions taken by Resolution or vote of the City Directors or the City Council prior to the effective date of this Resolution are hereby ratified and affirmed.

SECTION 2
APPOINTMENT OF CHAIRPERSON

Jeff Jordan is hereby designated to serve as Chairperson of the Board of Directors of Tax Increment Financing Reinvestment Zone Number One (TIRZ #1), City of Kaufman, Texas, to serve until January 31, 2021, and that each year thereafter, the City Council of the City of Kaufman shall appoint of the City Directors to serve as Chairperson for a one (1) year term that begins on February 1.

SECTION 3
CUMULATIVE REPEALER CLAUSE

This Resolution shall be cumulative of all provisions of Resolutions of the City of Kaufman, Texas, except where the provisions of this Resolution are in direct conflict with the provisions of such resolutions, in which event the conflicting provisions of such resolutions are hereby repealed.

SECTION 4
SEVERABILITY

It is hereby declared to be the intent of the Decatur City Council that the phrases, clauses, sentences, paragraphs, and sections of this Resolution are severable, and if any phrase, clause, sentence, paragraph, or section of this Resolution shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this Resolution, since the same would have been enacted by the City Council without incorporation of any such unconstitutional phrase, clause, sentence, paragraph, or section.

SECTION 5
EFFECTIVE DATE

That this Resolution shall take effect immediately from and after its adoption and is accordingly so resolved.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF KAUFMAN, TEXAS, BY A VOTE OF ___TO___, ON THIS THE 27TH DAY OF JANUARY, 2020.

APPROVED:

JEFF JORDAN, MAYOR

ATTEST:

JESSIE HANKS
CITY SECRETARY

APPROVED AS TO FORM:

PATRICIA A. ADAMS
CITY ATTORNEY

DISCUSSION ITEMS REPORT (DIR)

Project Title	Department	Agenda Date	Entered Date	Status/Notes
Splash Pad	Parks &Rec	TBD	10/23/2018	TDPW Grant/Parks Master Plan
Thoroughfare Plan Update	Development Serv	TBD	10/23/2018	
WWTP USDA Finance Application	Finance	11/13/2018	10/23/2018	In Process - Allan Lambright - USDA
Bldg Standards Commission Ordinance	Development Serv	9/1/2019	10/23/2018	BSC to review
Civic Center	Admin	7/22/2019		Design Approved
Marlow Development	Development Serv	4/22/2019	10/23/2018	Accept Utilities
54-Acre Development	Development Serv		10/23/2018	On-going discussions with Developer
Park Dedication Ordinance	Development Serv		10/23/2018	
Recodification of City Ordinances	Admin	11/13/2018	10/23/2018	Adding Zoning and Subdivision Ordinance
Phase II - Street Bond Design	Public Works	10/28/2019	10/23/2018	Bid Awarded 10/28/19
Subdivision Ordinance Update	Development Serv	TBD	10/23/2018	TNP Preparing proposal
TxDOT Turnback	Admin	12/17/2018	11/6/2018	
Citizens Academy	Admin/Public Safety		11/27/2018	Planning Phase
Explorer Post	PD		11/27/2018	On hold/KISD not interesterd
Kaufman Lake	Admin/PW		1/8/2019	Appraisal/MLS listing
Downtown Parking	Admin		1/16/2019	Working on ILA
Street Maintenance Priorities	PW/Admin		2/27/2019	List Presented to Council
Kaufman Estates	PW/Admin	10/28/2019		Council Action to Amend CCN
Building Code Update	Development Serv	10/28/2019	6/4/2019	Approved O-28-19
Summer Youth Program	Admin/Parks	TBD	7/16/2019	Planning Phase
City Lakes Emer Action Plan	Public Works	TBD	8/7/2019	
Disc Golf Course	Admin/PW	TBD	8/23/2019	Planning Phase
Washington Street Utility Relocation	Admin/PW	TBD	10/1/2019	TNP Reviewing Scope
Kaufman Square Speakers	Admin/PW	TBD	10/22/2019	Downtown Development Board Approved
Intern Program	HR	TBD	12/10/2019	Attorney Review of Policy
TPW Grant for City Lake Park	Parks &Rec	TBD	12/10/2019	10/1/2020

DISCUSSION ITEMS REPORT (DIR)

Project Title	Project Lead	Agenda Date	Entered Date	Status/Notes
PID Creation Resolution	Dev Svc/Admin	11/13/2018	10/24/2018	Complete
TIRZ Creation Ordinance Amendment	Dev Svc/Admin	11/13/2018	10/24/2018	Complete
TIRZ Project Reprioritization Resolution	Dev Svc/Admin	11/13/2018	10/24/2018	Complete
Home Improvement Incentive Program	Development Serv	11/13/2018	10/23/2018	Complete
Budget Book Submission to GFOA	Finance		10/23/2018	Complete
Interlocal Agreement w/County for PID	Finance		10/30/2018	PID Assessment for Georgetown in 2020
WWTP Priority Project List	Public Works	11/13/2018	10/23/2018	Mark Hill - Consultant
2600 Commerce Way Permit Ready	Development Serv	NA	11/6/2018	Complete Permit Issued 11/26/2018
600 N Nash KC Street Barn Permit Issued	Development Serv	NA	11/6/2018	Complete Finaled 01/04/2019
Rev Ch 22 & 46 7500SF F Sprinkler Req	elopment Serv	01/28/2019 02/25/2019	1/21/2019	Complete 02/25/2019
Realtor PID Training	Admin	NA		Complete 4/23/2019
Fee Schedule Update	Development Serv		6/4/2019	Approved by Council
Bureau Veritas Contract Update	Development Serv		6/4/2019	Approved by Council
Park Master Plan Update	Parks & Rec	8/5/2019	10/23/2018	Aproved by Council
34/243 Signal Installation	Public Works		10/23/2018	Complete
HR Coordinator	Admin		12/17/2018	Admin/HR Assistant Full-Time Sept. 30
Agenda Software Installation/Training	Admin		10/23/2018	Complete
5 Year CIP	Admin	11/25/2019	11/25/2019	Work Session 12/16/19
Water & Street Impact Fee Update	Development Serv		6/10/2019	Council approved 12/16/19

City of Kaufman WWTP Project Schedule:

- February 6, 2020 – Advertise for Equipment Packets (1st publication)
- February 7, 2020 – Submit plans & specs to TWDB for review & comment
- February 13, 2020 – Advertise for Equipment Packets (2nd publication)
- February 13, 2020 – TWDB agenda for approval of application
- February 27, 2020 – Receive Equipment Selection Packets
- March 16, 2020 – GTUA agenda – board adopts bond resolution
- March 20, 2020 – Receive TWDB comments (assume 6 week review)
- March 19, 2020 – Advertise for bids (1st publication)
- March 23, 2020 – Kaufman agenda – council approves ordinance approving GTUA bond resolution
- March 26, 2020 – Advertise for bids (2nd publication)
- April 9, 2020 – Receive Construction Bid
- Mid-April – close on loan – funds available
- April 20 2020 – GTUA agenda – approval of award of contract
- April 27, 2020 – Kaufman agenda – council approval of contract
- April 28, 2020 – Issue Notice of Award to Contractor
- Week of April 11, 2020 – Preconstruction conference/Issue Notice to Proceed

December 3, 2019

To: City of Kaufman

From: Ashley Berryhill, Grant Director

Re: December 2019 Kaufman Trolley #701 Ridership Report

TRIP INFORMATION:

	S	O	N	D	J	F	M	A	M	J	J	A	TOTAL
Trips	365	398	288	274									1,325
No. Service Days	20	23	19	20									82

SERVICE INFORMATION:

Trips	274
Vehicle Revenue Miles (VRM)	2,948
Vehicle Service Miles (VSM)	3,021
Vehicle Deadhead Miles (VDH)	74

STOP UTILIZATION INFORMATION:

STOP NUMBER(S)	STOP DESCRIPTION	TOTAL PICK UP AND DROP OFFS
10 & 22	WALMART	175
5	WASHINGTON @ HICKORY	71
11 & 23	WASHINGTON SQUARE	55

BELOW IS THE STOP USAGE SUMMARY FOR THE MONTH OF DECEMBER:

Dec-19																
Stop #	1 15 27	2	3	4	5	6-18	7-19	8-20	9-21	10-22	11-23	12-24	13-25	14-26	16	17
Stop Usage	16	18	2	0	71	31	13	12	23	175	55	11	51	47	18	18



BELOW IS THE STOP USAGE SUMMARY FOR THE MONTH OF DECEMBER:

	12/2- 12/6	12/9 - 12/14	12/16 - 12/21	12/23 - 12/28	12/30 -12/31	
701A	39	21	26	22	13	121
701B	51	32	36	22	12	153
	90	53	62	44	25	274

January 6, 2020

To: City of Kaufman

From: Ashley Berryhill, Grant Director

Re: December 2019 Demand and Response Ridership Report

TRIP INFORMATION:

	S	O	N	D	J	F	M	A	M	J	J	A	TOTAL
Trips	537	605	570	611									2,323
No. Service Days	20	23	19	20									82

NO. OF TRIPS	PURPOSE
0	Education
6	Government
28	Medicaid
154	Medical
156	Nutrition (Senior Center)
175	Other (adult-day care, beauty salon, friend's homes, etc.)
37	Shopping
54	Work
0	Contract Services

ELDERLY AND DISABLED RIDERSHIP	
108	Disabled Trips
310	Elderly (&/or Dis) Trips

418 E & D Total Rides

E & D Percent of Total Trips – 68%

DECEMBER UNDUPLICATED PASSENGERS
74
YEAR TO DATE UNDUPLICATED PASSENGERS
143

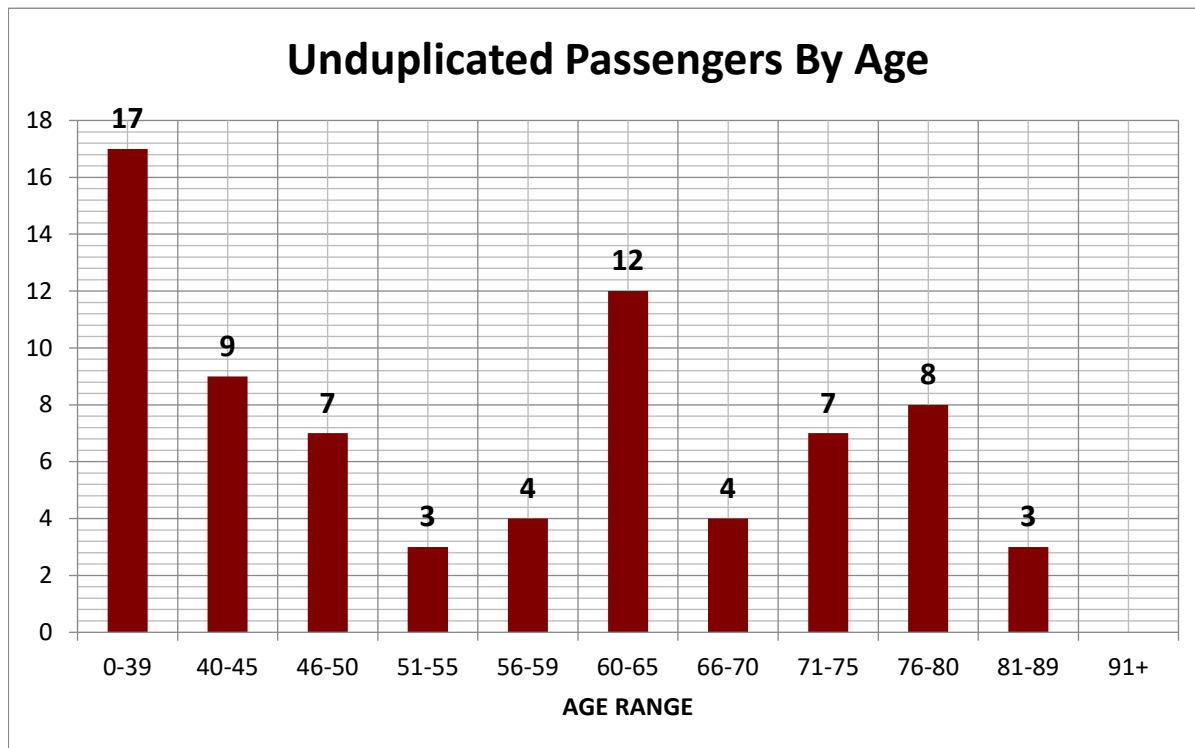


Trip Total	
KAUFMAN TO KAUFMAN	372
KAUFMAN TO OUTSIDE	126
OUTSIDE TO KAUFMAN	113

611

NOSHOW/CANCEL	231
DENIALS	38
Month to Month Unduplicated	74
YTD Unduplicated	143

December 2019 Total D & R Trips	611
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MAY 2, 2020 GENERAL ELECTION

CALENDAR OF EVENTS

JANUARY 15 th	First day for filing application for place on ballot.
JANUARY 27 TH	Issue Election Order and Post Notice of Election on Bulletin Board.
FEBRUARY 14 TH	Last day for filing application for place on ballot (must be received by 4:30 p.m.)
FEBRUARY 20 TH	Post Notice of Draw for order of Names on Ballot.
FEBRUARY 24 TH	Draw for order of names on ballot at 5:30 p.m.
MARCH 18 TH	First day to mail early ballots.
APRIL 2 ND	Last day to mail balloting materials for early voting by mail.
APRIL 2 ND	Publish Notice of Election.
APRIL 20 TH	First day of early voting by personal appearance. Monday, April 20, 2020 through Wednesday, April 22, 2020 from 8:00 a.m. to 5:00 p.m. Thursday, April 23, 2020 from 7:00 a.m. to 7 p.m. Friday, April 24, 2020 from 8:00 a.m. to 5:00 p.m. Monday, April 27, 2020 from 7:00 a.m. to 7:00 p.m. Tuesday, April 28, 2020 from 8:00 a.m. to 5:00 p.m.
APRIL 21 ST	Last day to receive application to vote by mail.
APRIL 28 TH	Last day for early voting by personal appearance.
MAY 2 ND	Election Day polls open 7:00 a.m. to 7:00 p.m. Kaufman County Courthouse Annex, 100 N. Washington St.
MAY 11 TH	City Council Meeting to canvass the return at 6:00 p.m. (posted at least 72 hours before time of meeting).

FEBRUARY 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 Planning & Zoning Meeting	5	6	7	8
9	10	11 KEDC Meeting	12	13 Parks & Rec Meeting	14 Last day to file for a place on <u>the Ballot</u> Last Day to Call the General Election	15
16	17 City Hall Closed- President's Day	18	19	20	21	22
23	24 Regular City Council Meeting	25 Keep Kaufman Beautiful Board Meeting	26	27	28	29

MARCH 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 Planning & Zoning Meeting	4	5	6	7
8 <i>Daylight Saving Begins</i>	9	10	11	12	13	14
15	16	17 St. Patrick's Day	18	19 Parks & Rec Meeting	20	21
22 Kaufman County Day	23 Kaufman County Day	24 Keep Kaufman Beautiful Board Meeting	25	26	27	28
29	30 Regular City Council Meeting	31				

APRIL 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2 Council Retreat 12:00 p.m.	3 Council Retreat 8:00 a.m.	4 Easter Event
5	6	7 Planning & Zoning Meeting	8	9	10	11
12 Easter	13	14 KEDC Meeting	15	16 Parks & Rec Meeting	17	18
19	20	21	22	23	24	25
26	27 Regular City Council Meeting	28 Keep Kaufman Beautiful Board Meeting	29	30		