



AGENDA
KAUFMAN ECONOMIC DEVELOPMENT
CORPORATION MEETING
TUESDAY, DECEMBER 13, 2022 - 6:00 PM
KAUFMAN CITY HALL
209 S WASHINGTON ST
KAUFMAN, TEXAS 75142

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

PLEDGE OF ALLEGIANCE

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

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

FINANCIAL REPORT

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

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

2. KEDC Executive Director's Report

BOARD PRESENTATION Presentation and discussion by an invited guest providing pertinent information related to economic development issues and programming.

3. Presentation by Janie Havel, North Texas Regional Representative, on information and programs provided by the Governor's Office Department of Economic Development & Tourism.

DISCUSSION/ACTION ITEMS

4. Consider and take appropriate action on the minutes from the November 15, 2022 Kaufman Economic Development Corporation meeting.
5. Consider and take appropriate action on a Site Enhancement Matching Grant for Clear Film Printing, Inc., located at 3020 E. US Hwy. 175.
6. Consider and take appropriate action to finalize the purchase and sale of the City-owned property at 112 S. Jackson St. with Project Pegasus.

EXECUTIVE SESSION

7. A. Sec. 551.087. DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS; CLOSED MEETING. (1) To discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or (2) to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1): Projects Pegasus, Bluebonnet, Lego, Road Trip, Razorback, Post Oak, Cowbell, Sunshine, Snooze, Home Run, Big Event, Blue, Orange; Downtown Square Properties; KEDC-Owned Properties; Parcel IDs #426, 188001, 3871, 16826, 190536, 16821, 79084, 16829, 16832, 3876, 5404, 202751, 202752, 202753, 219551, 5521

B. Sec. 551.072. DELIBERATION REGARDING REAL PROPERTY; CLOSED MEETING. To deliberate the purchase, exchange, lease, or value of real property regarding: KEDC-Owned Properties; 112 S. Jackson St.; Project Pegasus; Parcel IDs #49240, 5313, 5388, 5487

RECONVENE INTO OPEN SESSION

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

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

ADJOURNMENT

I, STEWART MCGREGOR, EXECUTIVE DIRECTOR, DO HEREBY CERTIFY THAT THIS NOTICE OF MEETING WAS POSTED ON THE WINDOW AT KAUFMAN MUNICIPAL COMPLEX, 209 S. WASHINGTON, KAUFMAN, TEXAS, A PLACE CONVENIENT AND READILY ACCESSIBLE TO

THE GENERAL PUBLIC AT ALL TIMES AND SAID NOTICE WAS POSTED AT THE KAUFMAN MUNICIPAL COMPLEX, 209 S. WASHINGTON, KAUFMAN, TEXAS AT 5:00 P.M. ON FRIDAY, DECEMBER 9, 2022, AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULE TIME OF SAID MEETING.

STEWART McGREGOR
EXECUTIVE DIRECTOR

THE KAUFMAN ECONOMIC DEVELOPMENT CORPORATION RESERVES THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION AT ANY TIME DURING THE COURSE OF THIS MEETING TO DISCUSS ANY OF THE MATTERS LISTED ABOVE, AS AUTHORIZED BY THE TEXAS GOVERNMENT CODE. SECTION 551.071 (CONSULTATION WITH ATTORNEY).

****PURSUANT TO SECTION 551.127, TEXAS GOVERNMENT CODE, ONE OR MORE COUNCILMEMBERS OR EMPLOYEES MAY ATTEND THIS MEETING REMOTELY USING VIDEOCONFERENCING TECHNOLOGY. THE VIDEO AND AUDIO FEED OF THE VIDEOCONFERENCING EQUIPMENT CAN BE VIEWED AND HEARD BY THE PUBLIC BY ACCESSING [WWW.ZOOM.US/JOIN](https://www.zoom.us/join) OR (888)788-0099 (TOLL FREE) MEETING/WEBINAR ID: 891 9748 6974 PASSWORD: 161204**

THE BUILDING IN WHICH THE ABOVE MEETING WILL BE CONDUCTED IS WHEELCHAIR ACCESSIBLE AND PARKING SPACES FOR THE MOBILITY IMPAIRED ARE AVAILABLE. PERSONS WITH DISABILITIES WHO PLAN TO ATTEND THIS MEETING AND WHO MAY NEED AUXILIARY AIDS OR SERVICES SUCH AS INTERPRETERS FOR PERSONS WHO ARE DEAF OR HEARING IMPAIRED, READERS, OR LARGE PRINT ARE REQUESTED TO CONTACT THE CITY SECRETARY'S OFFICE AT 972-932-2216 AT LEAST TWO (2) WORKING DAYS PRIOR TO THE TIME OF THE MEETING SO THAT APPROPRIATE ARRANGEMENTS CAN BE MADE.

Fund: 32 ECONOMIC DEVELOPMENT CORP.

Department: Non departmental
Revenue & Expense Report
Period Ending: 12/2022
Program:

Account	Description	Current	Current	Encumbrances	Current	Budget	Budget
Prior Year	2 Years Prior	Year	Month		YTD Actual	Balance	Balance
Actual	Actual	Budget	Actual		& Encumbr		Percent
Total							
32-4105-000-0	General Sales & Use	565,830.00-			46,813.84-	519,016.16-	91.727
551,377.00-	486,373.99-						
Subtotal:		565,830.00-			46,813.84-	519,016.16-	91.727
551,377.00-	486,373.99-						
32-4400-000-0	Land Proceeds/Mil Pa						
91,738.63-							
Subtotal:							
91,738.63-							
32-4604-000-0	Interest Income	250.00-				250.00-	100.000
93.18-	439.75-						
32-4608-000-0	Loan Revenue	10,000.00-				10,000.00-	100.000
10,000.00-							
32-4612-000-0	Intergovernmental Re						
56,704.00-							
Subtotal:		10,250.00-				10,250.00-	100.000
10,093.18-	57,143.75-						
Program number:		576,080.00-			46,813.84-	529,266.16-	91.874
561,470.18-	635,256.37-						
Department number: Non departmental		576,080.00-			46,813.84-	529,266.16-	91.874
561,470.18-	635,256.37-						
Revenue		576,080.00-			46,813.84-	529,266.16-	91.874
561,470.18-	635,256.37-						
Subtotal -----							

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16:25 12/09/22
Fund: 32 ECONOMIC DEVELOPMENT CORP.

City of Kaufman

Revenue & Expense Report

Department: Non departmental
Period Ending: 12/2022
Program:

Account	Description	Current	Current	Encumbrances	Current	Budget	Budget
Prior Year	2 Years Prior	Year	Month		YTD Actual	Balance	Balance
Actual	Actual	Budget	Actual		& Encumbr		Percent
Total							
32-5101-000-0	Salaries & Wages	137,574.00			14,852.01	122,721.99	89.204
120,388.10							
32-5177-000-0	Retention Pay	5,000.00				5,000.00	100.000
Subtotal:		142,574.00			14,852.01	127,721.99	89.583
120,388.10							
32-5203-000-0	Operating Supplies	4,500.00				4,500.00	100.000
6,059.85							
32-5213-000-0	Meetings	9,000.00			1,510.00	7,490.00	83.222
7,445.50	390.43						
32-5214-000-0	Promotional Material	5,400.00			151.80	5,248.20	97.189
3,456.21	3,465.00						
32-5220-000-0	Minor Tools & Equipm	7,675.00			2,100.00	5,575.00	72.638
4,978.44	1,000.00						
Subtotal:		26,575.00			3,761.80	22,813.20	85.845
21,940.00	4,855.43						

32-5302-000-0	Postage & Delivery	500.00		500.00	100.000
34.87	18.13				
32-5303-000-0	Advertising	15,425.00	2,500.00	12,925.00	83.793
10,208.08	5,164.33				
32-5305-000-0	Licenses, Dues & Sub	3,380.00		3,380.00	100.000
2,290.05	1,175.00				
32-5306-000-W	Utilities-Electric/W	550.00	79.00	471.00	85.636
405.19	461.90				
32-5309-000-0	Insurance & Bonds	1,100.00		1,100.00	100.000
1,100.00					
32-5322-000-0	Tuition & Education	6,275.00	300.00	5,975.00	95.219
3,433.68	300.00				
32-5330-000-0	Travel	9,600.00	712.94	8,887.06	92.574
3,658.87					
32-5352-000-0	Maintenance-Grounds	62,000.00	1,000.00	61,000.00	98.387
8,000.00	8,000.00				
32-5362-000-0	Professional Svcs-Ad	95,101.00	2,202.66	92,898.34	97.684
99,272.24	57,495.00				
32-5362-000-I	Professional Svcs-Ad				
67,665.50					
32-5363-000-0	Professional Svcs-Te	8,000.00	750.00	7,250.00	90.625
10,750.00	23,255.45				
Subtotal:		201,931.00	7,544.60	194,386.40	96.264
139,152.98	163,535.31				
32-5500-000-0	Matching Grants	105,000.00		105,000.00	100.000
17,365.39	38,272.99				
32-5501-000-0	Incentives / Intergo				
454,204.00					
32-5506-000-0	Chapter 380 Funding				
80,000.00					
32-5507-000-0	HWY 34 Bypass Fundin	100,000.00		100,000.00	100.000
100,000.00	100,000.00				
Subtotal:		205,000.00		205,000.00	100.000
117,365.39	672,476.99				
Program number:		576,080.00	26,158.41	549,921.59	95.459
398,846.47	840,867.73				
Department number: Non departmental		576,080.00	26,158.41	549,921.59	95.459
398,846.47	840,867.73				
Expenditure	Subtotal -----	576,080.00	26,158.41	549,921.59	95.459
398,846.47	840,867.73				
Fund number: 32 ECONOMIC DEVELOPMENT CORP.			20,655.43-	20,655.43	
162,623.71-	205,611.36				

Executive Director's Report

December 13, 2022

Meetings

11/16: Project Road Trip Site Visit

11/17: Kaufman Chamber Board Meeting; Kaufman County Justice Center Ribbon Cutting Ceremony; Kaufman County Outer Loop TXDOT Public Hearing/Open House

11/21: Met w/ Kimley-Horn Engineering; TEDC Legislative Committee Meeting; November City Council Meeting

11/24-25: Thanksgiving Holiday

11/28: Manufacturing Day Meeting w/ Kaufman Chamber & Mesquite Economic Development Staff

11/29: Call w/ Zayo Fiber Optics

11/30: Met w/ Texas Manufacturing Assistance Center; Call w/ Rep. Keith Bell

12/1-2: Texas Economic Development Council Board Retreat

12/6: Construction Industry Roundtable Meeting

12/7: Quarterly Workforce Roundtable Meeting

12/8: Chamber/EDC Monthly Meeting

12/9: Met w/ Conrow Company

12/12: Project Lego Site Visit

12/13: Met w/ Ridge Pointe Commercial Real Estate

Prospect Lead Responses: Project Green Star, Project Lego, FABTECH Leads Follow Up

Upcoming Events: Christian Serrano Construction Open House Reception (217 W. Mulberry St. - TBA); ICSC Red River Retail Trade Show (Dallas) – January 18-20, 2023; Kaufman County Day at the Capitol (Austin) – February 5-6, 2023

Next Regular KEDC Board Meeting: Tuesday, January 10th

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



Meeting Date: 12-13-2022	Date: 12-9-2022	Item #: 4	Dept.: KEDC
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(Check one)

☐ Consent	☒ Action	☐ Discussion
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SUBJECT:
 Consider and take appropriate action on the minutes from the November 15, 2022 Kaufman Economic Development Corporation meetings.

BACKGROUND:
 Minutes from the November regular meeting of the Kaufman EDC Board.

Author: Stewart McGregor, KEDC Executive Director	Reviewed: Stewart McGregor, KEDC Executive Director
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Cost: N/A	Funds Available: N/A	Source: N/A
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Recommendation:
 N/A

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



**MINUTES OF THE
KAUFMAN ECONOMIC DEVELOPMENT
CORPORATION MEETING
TUESDAY, NOVEMBER 15, 2022 - 6:00 PM
CITY HALL COUNCIL CHAMBERS
209 S. WASHINGTON STREET
KAUFMAN, TEXAS 75142**

PLEDGE OF ALLEGIANCE

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

President Gillenwater called the KEDC meeting to order at 6:03 PM. Directors present were Ben Brashear, Gail Godwin-Mason, Charles Gillenwater, and Barry Ratcliffe. Director Jane Lucas arrived at 6:35 PM. President Gillenwater declared a quorum present. Also present were Assistant City Manager Mike Holder, City Secretary Jessie Hanks, and Economic Development Director Stewart McGregor.

President Gillenwater left the meeting at 6:51 PM.

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

No comments were given.

FINANCIAL REPORT

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

Director Brashear gave the monthly Finance Report to the corporation.

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

2. KEDC Executive Director's Report

Mr. McGregor presented the KEDC Executive Director's Report about his activities for this month.

STAFF PRESENTATION

3. Staff presentation of the Texas Downtown Association peer committee assessment of Downtown Kaufman.

Mr. McGregor presented the Texas Downtown Association Peer Committee Assessment of Downtown Kaufman. He outlined the short-term recommendations (0-2 years), mid-range recommendation (2-5 years), and long-term recommendations (5 + years).

DISCUSSION/ACTION ITEMS

4. Consider and take appropriate action on the minutes from the October 11, 2022 Kaufman Economic Development Corporation meeting.

Director Ratcliffe made a motion to approve the minutes from the October 11, 2022 Kaufman Economic Development Corporation meeting as presented. The motion was seconded by Director Godwin-Mason and passed 4/0.

5. Consider and take appropriate action on a Purchase and Sale Agreement on the City-owned property at 112 S. Jackson Street for Project Pegasus.

Director Godwin-Mason made a motion, Resolved, to approve the KEDC's purchase of the property located at 112 South Jackson Street, Kaufman, Texas 75142 from the City of Kaufman as an independent foundation and motion to approve the sale of the same property to Tony Collins Art, Inc. to be developed as required by the City. The motion was seconded by Director Lucas and passed 4/0.

Director Brashear made a motion, Resolved, to authorize the President of the Board to sign all documents necessary for the sale, purchase, and closing of this transaction, including purchase and sale agreements, deeds, and any other documents required by the title company, subject to the review and approval of the KEDC's counsel, the City Attorney and City Council, if required. The motion was seconded by Director Godwin-Mason and passed 4/0.

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

President Gillenwater recessed into executive session at 6:32 PM.

6. A. Sec. 551.087. DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS; CLOSED MEETING. (1) To discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or (2) to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1): Projects Pegasus, Bluebonnet, Razorback, Post Oak, Cowbell, Sunshine, Snooze, Home Run, Big Event, Blue, Orange, Phoenix; Downtown Square Properties; KEDC-Owned Properties; Parcel IDs #426, 188001, 3871, 16826, 190536, 16821, 79084, 16829, 16832, 3876, 5404, 202751, 202752, 202753, 219551
- B. Sec. 551.072. DELIBERATION REGARDING REAL PROPERTY; CLOSED MEETING. To deliberate the purchase, exchange, lease, or value of real property regarding: KEDC-owned Properties; 112 S. Jackson St.; Project Pegasus; Parcel IDs #49240, 5313, 5388, 5487

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

Vice-President Ratcliffe reconvened into open session at 7:09 PM.

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

All actions regarding the Executive Session items were handled with item 5 of the agenda.

BOARD INQUIRY If a member of the Corporation makes a spontaneous inquiry about a subject not

11/15/2022

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

No comments were given.

ADJOURNMENT

There being no further business, Vice-President Ratcliffe adjourned the meeting at 7:11 PM.

APPROVED:

ATTEST:

Charles Gillenwater, President

Ben Brashear, Secretary/Treasurer



Meeting Date: 12-13-2022	Date: 12-9-2022	Item #: 5	Dept.: KEDC
(Check one) ☐ Consent ☒ Action ☐ Discussion			
SUBJECT: Consider and take appropriate action on a Site Enhancement Matching Grant for Clear Film Printing, Inc., located at 3020 E. US Hwy. 175. *Staff is awaiting follow up documentation with their application which will be forthcoming at the board meeting.			
BACKGROUND: Clear Film Printing is located off US 175 and manufactures labels for plastic packaging (predominately in the food and beverage industry). They recently purchased a new piece of equipment to establish an additional line to meet their growing company needs. They will house the new piece of equipment in a new building and have been working with the City of Kaufman on their site plan. P&Z approved a site plan with specific variances requested by the applicant. They are required per approval to install a new fire lane. Clear Film has applied for our site enhancement matching grant to aid in the new property's development.			
Author: Stewart McGregor, KEDC Executive Director		Reviewed: Stewart McGregor, KEDC Executive Director	
Cost: See application	Funds Available: FY 2023 Budget	Source: N/A	
Recommendation: Board Action			

Safe & Secure ☐	Business Friendly/Economic Development ☒	Partnership & Community Involvement ☐	Healthy & Environmentally Cons. Comm. ☐	Financial & OPS Stewardship ☐
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Meeting Date: 12-13-2022	Date: 12-9-2022	Item #: 6	Dept.: KEDC
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(Check one)

☐

Consent

☒

Action

☐

Discussion

SUBJECT:

Consider and take appropriate action to finalize the purchase and sale of the City-owned property at 112 S. Jackson St. with Project Pegasus.

BACKGROUND:

Last month, the KEDC Board approved a Purchase & Sale Agreement with Project Pegasus on the City-owned building at 112 S. Jackson St. The City Council approved the sale at their meeting on 11/21/22. Should any additional action need to be taken, staff will inform the Board for consideration.

Author:

Stewart McGregor, KEDC Executive Director

Reviewed:

Stewart McGregor, KEDC Executive Director

Cost:

N/A

Funds Available:

N/A

Source:

N/A

Recommendation:

Discussion and action, if warranted.

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