



**AGENDA**  
**KAUFMAN ECONOMIC DEVELOPMENT**  
**CORPORATION MEETING**  
**TUESDAY, MARCH 14, 2023 - 6:00 PM**  
**KAUFMAN CITY HALL**  
**209 S WASHINGTON ST**  
**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.\*\*

**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

**RECOGNITION**

3. Presentation of Certificate of Achievement for Economic Excellence from the Texas Economic Development Council

**DISCUSSION/ACTION ITEMS**

4. Consider and take appropriate action on the minutes from the February 15, 2023 Kaufman Economic Development Corporation meeting.
5. Consider and take appropriate action on a meeting date for the April Regular KEDC Meeting.
6. Consider and take appropriate action on a site enhancement matching grant application for The Dance Factory, located at 209 W. Mulberry St., Kaufman, TX.

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

7. 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 Lock Box, Bluebonnet, Lego, Ryegrass, Forest, Kettle, Razorback, Cowbell, Sunshine, Snooze, Blue, Orange, Big Event; Downtown Square Properties, 209 W. Mulberry; 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; Projects Range, Prairie; Parcel IDs #49240, 5313, 5388, 5487, 50066, 50080, 50072

### **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 4:30 P.M. ON FRIDAY, MARCH 10, 2023, AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULE TIME OF SAID MEETING.

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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).**

**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: 3/2023  
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- |         |              | 250,718.35- | 315,111.65- | 55.690  |
| 551,377.00-                         | 486,373.99-          |             |         |              |             |             |         |
| Subtotal:                           |                      | 565,830.00- |         |              | 250,718.35- | 315,111.65- | 55.690  |
| 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-     |         |              | 39.58-      | 210.42-     | 84.168  |
| 104.44-                             | 439.75-              |             |         |              |             |             |         |
| 32-4606-000-0                       | Miscellaneous Revenu |             |         |              | 200.00-     | 200.00      |         |
| 32-4608-000-0                       | Loan Revenue         | 10,000.00-  |         |              |             | 10,000.00-  | 100.000 |
| 10,000.00-                          |                      |             |         |              |             |             |         |
| 32-4612-000-0                       | Intergovernmental Re |             |         |              |             |             |         |
| 75,000.00-                          | 56,704.00-           |             |         |              |             |             |         |
| Subtotal:                           |                      | 10,250.00-  |         |              | 239.58-     | 10,010.42-  | 97.663  |
| 85,104.44-                          | 57,143.75-           |             |         |              |             |             |         |
| Program number:                     |                      | 576,080.00- |         |              | 250,957.93- | 325,122.07- | 56.437  |
| 636,481.44-                         | 635,256.37-          |             |         |              |             |             |         |
| Department number: Non departmental |                      | 576,080.00- |         |              | 250,957.93- | 325,122.07- | 56.437  |
| 636,481.44-                         | 635,256.37-          |             |         |              |             |             |         |
| Revenue                             | Subtotal -----       | 576,080.00- |         |              | 250,957.93- | 325,122.07- | 56.437  |
| 636,481.44-                         | 635,256.37-          |             |         |              |             |             |         |

City of Kaufman

Revenue & Expense Report

Department: Non departmental Program:

Period Ending: 3/2023

| 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 |         |              | 34,963.73  | 102,610.27 | 74.586  |
| 120,388.10    |                      |            |         |              |            |            |         |
| 32-5177-000-0 | Retention Pay        | 5,000.00   |         |              |            | 5,000.00   | 100.000 |
|               |                      |            |         |              |            |            |         |
| Subtotal:     |                      | 142,574.00 |         |              | 34,963.73  | 107,610.27 | 75.477  |
| 120,388.10    |                      |            |         |              |            |            |         |
| 32-5203-000-0 | Operating Supplies   | 4,500.00   |         |              | 40.08      | 4,459.92   | 99.109  |
| 6,059.85      |                      |            |         |              |            |            |         |
| 32-5213-000-0 | Meetings             | 9,000.00   |         |              | 2,456.28   | 6,543.72   | 72.708  |
| 7,585.79      | 390.43               |            |         |              |            |            |         |
| 32-5214-000-0 | Promotional Material | 5,400.00   |         |              | 259.80     | 5,140.20   | 95.189  |
| 3,456.21      | 3,465.00             |            |         |              |            |            |         |
| 32-5220-000-0 | Minor Tools & Equipm | 7,675.00   |         |              | 4,850.00   | 2,825.00   | 36.808  |
| 4,978.44      | 1,000.00             |            |         |              |            |            |         |
| Subtotal:     |                      | 26,575.00  |         |              | 7,606.16   | 18,968.84  | 71.379  |
| 22,080.29     | 4,855.43             |            |         |              |            |            |         |

|                    |                               |            |       |             |            |         |
|--------------------|-------------------------------|------------|-------|-------------|------------|---------|
| 32-5302-000-0      | Postage & Delivery            | 500.00     |       | 203.81      | 296.19     | 59.238  |
| 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   |       | 2,091.75    | 1,288.25   | 38.114  |
| 2,290.05           | 1,175.00                      |            |       |             |            |         |
| 32-5306-000-W      | Utilities-Electric/W          | 550.00     | 40.22 | 239.88      | 310.12     | 56.385  |
| 423.17             | 461.90                        |            |       |             |            |         |
| 32-5309-000-0      | Insurance & Bonds             | 1,100.00   |       | 1,100.00    |            |         |
| 1,100.00           |                               |            |       |             |            |         |
| 32-5322-000-0      | Tuition & Education           | 6,275.00   |       | 1,050.00    | 5,225.00   | 83.267  |
| 3,433.68           | 300.00                        |            |       |             |            |         |
| 32-5330-000-0      | Travel                        | 9,600.00   |       | 3,568.80    | 6,031.20   | 62.825  |
| 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  |       | 9,220.32    | 85,880.68  | 90.305  |
| 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   |       | 2,900.00    | 5,100.00   | 63.750  |
| 10,750.00          | 23,255.45                     |            |       |             |            |         |
| Subtotal:          |                               | 201,931.00 | 40.22 | 23,874.56   | 178,056.44 | 88.177  |
| 139,170.96         | 163,535.31                    |            |       |             |            |         |
| 32-5500-000-0      | Matching Grants               | 105,000.00 |       | 16,489.48   | 88,510.52  | 84.296  |
| 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 |       | 16,489.48   | 188,510.52 | 91.956  |
| 117,365.39         | 672,476.99                    |            |       |             |            |         |
| Program number:    |                               | 576,080.00 | 40.22 | 82,933.93   | 493,146.07 | 85.604  |
| 399,004.74         | 840,867.73                    |            |       |             |            |         |
| Department number: | Non departmental              | 576,080.00 | 40.22 | 82,933.93   | 493,146.07 | 85.604  |
| 399,004.74         | 840,867.73                    |            |       |             |            |         |
| Expenditure        | Subtotal -----                | 576,080.00 | 40.22 | 82,933.93   | 493,146.07 | 85.604  |
| 399,004.74         | 840,867.73                    |            |       |             |            |         |
| Fund number:       | 32 ECONOMIC DEVELOPMENT CORP. |            | 40.22 | 168,024.00- | 168,024.00 |         |
| 237,476.70-        | 205,611.36                    |            |       |             |            |         |

## **Executive Director's Report**

### **March 14, 2023**

#### Calendar

**2/16**: Call w/ Project Lock Box; Attendance at State of the State Address (San Marcos, TX)

**2/20**: President's Day Holiday

**2/21-24**: Texas Economic Development Council Legislative Conference (Austin, TX)

**2/27**: Met w/ Mohr Real Estate Partners; Meeting on proposed Kaufman Co. Municipal Management District No. 1; Monthly City Council Meeting

**2/28**: Meeting w/ Trinity Valley Community College; Kaufman Chamber Banquet

**3/1**: Attendance at Governor's Economic Development Press Conference (Austin, TX)

**3/6**: Quarterly Workforce Roundtable Meeting

**3/8**: Dallas Regional Chamber State of the State Luncheon

**3/9**: Chamber-EDC Monthly Meeting; Quarterly East Side Allies Meeting; Meeting w/ Cast-McCrane Real Estate

**3/10**: Quarterly Industry Roundtable (Healthcare); Mike Slye's Retirement Reception

**3/14**: Quarterly Kaufman County Leadership Council Meeting; Texas Manufacturing Assistance Center (TMAC) Meeting; Countywide Broadband Update Call

Prospect Lead Responses: Internal Lead

Upcoming Events: Site Selectors Guild Conference - March 28<sup>th</sup>-31<sup>st</sup> (San Antonio)

Next Regular KEDC Board Meeting: April - Board Direction Needed

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



|                                |                        |                  |                    |
|--------------------------------|------------------------|------------------|--------------------|
| <b>Meeting Date: 3-14-2023</b> | <b>Date: 3-10-2023</b> | <b>Item #: 4</b> | <b>Dept.: KEDC</b> |
|--------------------------------|------------------------|------------------|--------------------|

(Check one)

|                                         |                                                   |                                            |
|-----------------------------------------|---------------------------------------------------|--------------------------------------------|
| <input type="checkbox"/> <b>Consent</b> | <input checked="" type="checkbox"/> <b>Action</b> | <input type="checkbox"/> <b>Discussion</b> |
|-----------------------------------------|---------------------------------------------------|--------------------------------------------|

**SUBJECT:**  
 Consider and take appropriate action on the minutes from the February 15, 2023 Kaufman Economic Development Corporation meetings.

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

|                                                             |                                                               |
|-------------------------------------------------------------|---------------------------------------------------------------|
| <b>Author:</b><br>Stewart McGregor, KEDC Executive Director | <b>Reviewed:</b><br>Stewart McGregor, KEDC Executive Director |
|-------------------------------------------------------------|---------------------------------------------------------------|

|                     |                                |                       |
|---------------------|--------------------------------|-----------------------|
| <b>Cost:</b><br>N/A | <b>Funds Available:</b><br>N/A | <b>Source:</b><br>N/A |
|---------------------|--------------------------------|-----------------------|

**Recommendation:**  
 N/A

| Safe & Secure            | Business Friendly/Economic Development | Partnership & Community Involvement | Healthy & Environmentally Cons. Comm. | Financial & OPS Stewardship         |
|--------------------------|----------------------------------------|-------------------------------------|---------------------------------------|-------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/>               | <input type="checkbox"/>            | <input type="checkbox"/>              | <input checked="" type="checkbox"/> |



|                                                                                                                                                                                                                                                    |                                |                                                               |                    |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|---------------------------------------------------------------|--------------------|
| <b>Meeting Date: 3-14-2023</b>                                                                                                                                                                                                                     | <b>Date: 3-10-2023</b>         | <b>Item #: 5</b>                                              | <b>Dept.: KEDC</b> |
| (Check one)<br><input type="checkbox"/> <b>Consent</b> <input type="checkbox"/> <b>Action</b> <input checked="" type="checkbox"/> <b>Discussion</b>                                                                                                |                                |                                                               |                    |
| <b>SUBJECT:</b><br>Consider and take appropriate action on a meeting date for the April Regular KEDC Meeting.                                                                                                                                      |                                |                                                               |                    |
| <b>BACKGROUND:</b><br>The City Council Retreat will be held the evenings of 4/10 and 4/11. Our meeting would otherwise take place on 4/11. Board direction is needed to schedule an alternate date so as not to conflict with the Council Retreat. |                                |                                                               |                    |
| <b>Author:</b><br>Stewart McGregor, KEDC Executive Director                                                                                                                                                                                        |                                | <b>Reviewed:</b><br>Stewart McGregor, KEDC Executive Director |                    |
| <b>Cost:</b><br>N/A                                                                                                                                                                                                                                | <b>Funds Available:</b><br>N/A | <b>Source:</b><br>N/A                                         |                    |
| <b>Recommendation:</b><br>N/A                                                                                                                                                                                                                      |                                |                                                               |                    |

| Safe & Secure            | Business Friendly/Economic Development | Partnership & Community Involvement | Healthy & Environmentally Cons. Comm. | Financial & OPS Stewardship         |
|--------------------------|----------------------------------------|-------------------------------------|---------------------------------------|-------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/>               | <input type="checkbox"/>            | <input type="checkbox"/>              | <input checked="" type="checkbox"/> |



|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                |                                                               |                    |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|---------------------------------------------------------------|--------------------|
| <b>Meeting Date: 3-14-2023</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>Date: 3-10-2023</b>         | <b>Item #: 6</b>                                              | <b>Dept.: KEDC</b> |
| (Check one)<br><input type="checkbox"/> <b>Consent</b> <input checked="" type="checkbox"/> <b>Action</b> <input type="checkbox"/> <b>Discussion</b>                                                                                                                                                                                                                                                                                                                                                                                             |                                |                                                               |                    |
| <b>SUBJECT:</b><br>Consider and take appropriate action on a site enhancement matching grant application for The Dance Factory, located at 209 W. Mulberry St., Kaufman, TX.                                                                                                                                                                                                                                                                                                                                                                    |                                |                                                               |                    |
| <b>BACKGROUND:</b><br>The Dance Factory recently relocated their business to the Downtown Kaufman Square. They applied for a matching grant from the EDC, however, all work was performed prior to any board approval of their application. The company appealed at last month's EDC board meeting due to their confusion on the grant application and approval process.<br><br>This item is for board reconsideration of their application. The board can consider other improvements made to the property by request on a case by case basis. |                                |                                                               |                    |
| <b>Author:</b><br>Stewart McGregor, KEDC Executive Director                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                | <b>Reviewed:</b><br>Stewart McGregor, KEDC Executive Director |                    |
| <b>Cost:</b><br>TBD                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>Funds Available:</b><br>N/A | <b>Source:</b><br>N/A                                         |                    |
| <b>Recommendation:</b><br>Consideration and board direction.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                |                                                               |                    |

|                                                          |                                                                                          |                                                                                |                                                                                  |                                                                        |
|----------------------------------------------------------|------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|----------------------------------------------------------------------------------|------------------------------------------------------------------------|
| <b>Safe &amp; Secure</b><br><br><input type="checkbox"/> | <b>Business Friendly/Economic Development</b><br><br><input checked="" type="checkbox"/> | <b>Partnership &amp; Community Involvement</b><br><br><input type="checkbox"/> | <b>Healthy &amp; Environmentally Cons. Comm.</b><br><br><input type="checkbox"/> | <b>Financial &amp; OPS Stewardship</b><br><br><input type="checkbox"/> |
|----------------------------------------------------------|------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|----------------------------------------------------------------------------------|------------------------------------------------------------------------|