



**NOTICE OF MEETING & AGENDA
KAUFMAN ECONOMIC DEVELOPMENT
CORPORATION MEETING
TUESDAY, JANUARY 14, 2025 AT 6:00 PM
KAUFMAN CITY HALL
COUNCIL CHAMBERS
209 S. WASHINGTON ST.
KAUFMAN, TEXAS 75142**

**ALL ITEMS ARE SUBJECT
TO ACTION BY THE BOARD**

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.**

CONSENT AGENDA

1. Consider and take appropriate action on the monthly Financial Report from the Treasurer of the Corporation.
2. Consider and take appropriate action on the minutes from the December 10, 2024 Kaufman Economic Development Corporation meeting.

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

3. KEDC Executive Director's Report - Discussion Only (No Action Taken)
 - 3.1) Staff Report on monthly Kaufman EDC marketing and prospect activities;
 - 3.2) Staff Report on monthly business retention and expansion (BRE) activities;
 - 3.3) Staff Report on monthly commercial development activities;
 - 3.4) Staff Report on events attended by KEDC Staff

DISCUSSION/ACTION ITEMS

4. Consider and take appropriate action on a site enhancement matching grant application from Heirise, LLC-Series A-ADK Designs for the upstairs portion of 114 N. Washington St. (Maples

Hall).

5. Consider and take appropriate action on a draft planned development zoning ordinance for the Kaufman Commerce Park, located near Fair Road and US Highway 175.

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:

6. Section 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 Pie, Blue, Snooze, Jetson, Olaf, AC/DC, DP, Kettle, Reflection, Soorya

RECONVENE INTO OPEN SESSION

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

ITEMS OF COMMUNITY INTEREST Pursuant to Texas Government Code Sec. 551.0415, a member of the Board or Kaufman EDC Staff may make an announcement about items of community interest during a meeting of the corporation without having given notice of the subject of the announcement. "Items of community interest" includes: (1) expression of thanks, congratulations or condolence; (2) information regarding holiday schedules; (3) an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutary recognition for purposes of this subdivision; (4) a reminder about an upcoming event organized or sponsored by the corporation; (5) information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the corporation that was attended or is scheduled to be attended by a board member or employee of the corporation.

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, JANUARY 10, 2025 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).

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.

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13:04 01/09/25

Fund: 32 ECONOMIC DEVELOPMENT CORP.

City of Kaufman

Revenue & Expense Report

Department: Non departmental

Program:

Period Ending: 1/2025

Account Budget	Description Prior Year	2 Years Prior	Current Year	Current Month	Encumbrances	Current YTD Actual	Budget Balance
Balance	Actual	Actual	Budget	Actual		& Encumbr	
Percent		Total					
32-4105-000-0	General Sales & Use		640,000.00-			158,744.76-	481,255.24-
75.196	627,644.18-	593,426.04-					
Subtotal:			640,000.00-			158,744.76-	481,255.24-
75.196	627,644.18-	593,426.04-					
32-4604-000-0	Interest Income		38,750.00-			8,442.16-	30,307.84-
78.214	43,852.63-	128.12-					
32-4606-000-0	Miscellaneous Revenue					4,500.00-	4,500.00
3,685.72-	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						
80.09-	42,500.00-						
32-4631-000-0	Other Fin Sources-No						
2,791,250.00-							
Subtotal:			48,750.00-			12,942.16-	35,807.84-
73.452	2,848,868.44-	42,828.12-					
Program number:			688,750.00-			171,686.92-	517,063.08-
75.073	3,476,512.62-	636,254.16-					
Department number: Non departmental			688,750.00-			171,686.92-	517,063.08-
75.073	3,476,512.62-	636,254.16-					
Revenue		Subtotal -----	688,750.00-			171,686.92-	517,063.08-
75.073	3,476,512.62-	636,254.16-					

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13:04 01/09/25

Fund: 32 ECONOMIC DEVELOPMENT CORP.

City of Kaufman

Revenue & Expense Report

Department: Non departmental

Program:

Period Ending: 1/2025

Account	Description	Current	Current	Encumbrances	Current	Budget
Budget	Prior Year	Year	Month		YTD Actual	Balance
Balance	Actual	Budget	Actual		& Encumbr	
Percent	Total					
32-5101-000-0	Salaries & Wages	153,235.00			20,358.03	132,876.97
86.715	143,942.11					
	152,322.50					
32-5177-000-0	Retention Pay	6,070.00				6,070.00
100.000	6,085.95					
Subtotal:		159,305.00			20,358.03	138,946.97
87.221	150,028.06					
	152,322.50					
32-5203-000-0	Operating Supplies	3,400.00			1,865.00-	5,265.00
154.853	4,779.18					
	39.41-					
32-5213-000-0	Meetings	7,500.00			5,091.62	2,408.38
32.112	6,919.93					
	5,446.37					
32-5214-000-0	Promotional Material	7,400.00			3,253.20-	10,653.20

143.962	10,488.40	3,078.00			
32-5220-000-0	Minor Tools & Equipm		10,925.00	4,356.98	6,568.02
60.119	7,442.16	6,800.00			
Subtotal:			29,225.00	4,330.40	24,894.60
85.183	29,629.67	15,284.96			
32-5302-000-0	Postage & Delivery		500.00		500.00
100.000	355.00	203.81			
32-5303-000-0	Advertising		18,250.00	3,510.00	14,740.00
80.767	23,255.00	10,960.00			
32-5305-000-0	Licenses, Dues & Sub		3,905.00	390.15	3,514.85
90.009	6,151.93	3,918.25			
32-5306-000-W	Utilities-Electric/W		550.00	89.32	460.68
83.760	500.36	542.22			
32-5309-000-0	Insurance & Bonds		510.00		510.00
100.000	511.00	1,100.00			
32-5322-000-0	Tuition & Education		4,450.00	625.00	3,825.00
85.955	4,585.42	2,174.00			
32-5330-000-0	Travel		7,950.00	1,749.59	6,200.41
77.993	6,429.10	8,281.58			
32-5352-000-0	Maintenance-Grounds		12,000.00	1,000.00	11,000.00
91.667	8,000.00	8,200.00			
32-5362-000-0	Professional Svcs-Ad		97,751.00	4,568.77	93,182.23
95.326	103,083.62	69,859.88			
32-5363-000-0	Professional Svcs-Te		8,000.00	1,900.00	6,100.00
76.250	9,500.00	7,920.17			
Subtotal:			153,866.00	13,832.83	140,033.17
91.010	162,371.43	113,159.91			
32-5487-000-0	Land Purchase				
2,745,759.10					
Subtotal:					
2,745,759.10					
32-5500-000-0	Matching Grants		100,000.00	25,000.00	75,000.00
75.000	92,787.50	86,772.10			
32-5501-000-0	Incentives / Intergo		150,000.00		150,000.00
100.000	50,000.00				
32-5507-000-0	HWY 34 Bypass Fundin		100,000.00		100,000.00
100.000	100,000.00	100,000.00			
32-5591-000-0	Budgetary Reserve		50,000.00		50,000.00
100.000					
Subtotal:			400,000.00	25,000.00	375,000.00
93.750	242,787.50	186,772.10			

32-5607-000-0 Note - Principal	3,374.41	3,374.41-
38,929.59		
32-5608-000-0 Note - Interest	178,625.59	178,625.59-
11,070.41		
32-5651-000-0 Note - Issuance Cost		
41,250.00		
Subtotal:	182,000.00	182,000.00-
91,250.00		

Program number:	742,396.00	245,521.26	496,874.74
66.929 3,421,825.76 467,539.47			

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City of Kaufman

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13:04 01/09/25

Revenue & Expense Report

Fund: 32 ECONOMIC DEVELOPMENT CORP.

Department:

Non departmental

Program:

Period Ending: 1/2025

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					

Department number: Non departmental	742,396.00	245,521.26	496,874.74
66.929 3,421,825.76 467,539.47			

Expenditure	Subtotal -----	742,396.00	245,521.26	496,874.74
66.929 3,421,825.76 467,539.47				

Fund number: 32 ECONOMIC DEVELOPMENT CORP.	53,646.00	73,834.34	20,188.34-
-37.633 54,686.86- 168,714.69-			

***** End of Report *****



**MINUTES OF THE
KAUFMAN ECONOMIC DEVELOPMENT
CORPORATION MEETING
TUESDAY, DECEMBER 10, 2024
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 6:04 p.m. Directors present were Charles Gillenwater, Ben Brashear, Barry Ratcliffe, and Tommy Henricks. President Gillenwater declared a quorum present. Also, present were Assistant City Manager Rachel Balthrop Mendoza, City Secretary Jessie Hanks, Economic Development Director Stewart McGregor, and Police Captain Colter Leftwich.

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.

CONSENT AGENDA

1. Consider and take appropriate action on the monthly Financial Report from the Treasurer of the Corporation.

Director Brashear presented the monthly Financial Report for the KEDC.

Director Brashear made a motion to approve the monthly Financial Report. The motion was seconded by Director Henricks and passed 4/0.

2. Consider and take appropriate action on the minutes from the November 12, 2024 Kaufman Economic Development Corporation meeting.

Director Henricks made a motion to approve the minutes from the November 12, 2024, Kaufman Economic Development Corporation meetings as presented. The motion was seconded by Director Ratcliffe and passed 4/0.

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

3. KEDC Executive Director's Report - Discussion Only (No Action Taken)

- 3.1) Staff Report on monthly Kaufman EDC marketing and prospect activities;
- 3.2) Staff Report on monthly business retention and expansion (BRE) activities;
- 3.3) Staff Report on monthly commercial development activities;
- 3.4) Staff Report on events attended by KEDC Staff

Mr. McGregor presented the KEDC Executive Director's report about his activities for the previous month.

DISCUSSION/ACTION ITEMS

- 4. Consider and take appropriate action on a development name for the Kaufman EDC's 145 acre industrial property near US Highway 175 and Fair Road.

Mr. McGregor opened up the discussion regarding the naming of the KEDC's 145-acre industrial property near US HWY 175.

Director Brashear made a motion to approve a development name of "Kaufman Commerce Park" for the Kaufman EDC's 145 acre industrial property near US Highway 175 and Fair Road. The motion was seconded by Director Ratcliffe and passed 4/0.

- 5. Consider and take appropriate action on a cost participation between the Kaufman Economic Development Corporation and City of Kaufman for the Hampton Inn project in an amount not to exceed \$100,000 with City to reimburse KEDC \$50,000.

Director Brashear made a motion to approve a cost participation agreement between the KEDC and City of Kaufman for the Hampton Inn project in an amount not to exceed \$100,000, with the City to reimburse the KEDC in the amount of \$50,000. The motion was seconded by Director Henricks 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 6:23 p.m.

- 6. Section 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 Pie, Blue, Snooze, Jetson, Olaf, AC/DC, DP, Kettle, Rogue Roller

RECONVENE INTO OPEN SESSION

President Gillenwater reconvened into open session at 7:03 p.m.

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

There were no other actions on matters discussed in Executive Session.

ITEMS OF COMMUNITY INTEREST Pursuant to Texas Government Code Sec. 551.0415, a member of the Board or Kaufman EDC Staff may make an announcement about items of community interest during a meeting of the corporation without having given notice of the subject of the announcement. "Items of community interest" includes: (1) expression of thanks, congratulations or condolence; (2) information regarding holiday schedules; (3) an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutary recognition for purposes of this subdivision; (4) a reminder about an upcoming event organized or sponsored by the corporation; (5) information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the corporation that was attended or is scheduled to be attended by a board member or employee of the corporation.

No comments were given.

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.

No comments were given.

ADJOURNMENT

There being no further business, President Gillenwater adjourned the meeting at 7:05 p.m.

APPROVED:

ATTEST:

Charles Gillenwater, President

Ben Brashear, Secretary/Treasurer

Executive Director's Report

January 14, 2025

Calendar

- **12/12:** Call w/ Agile Cold Storage; Monthly Community Leader Prayer Lunch; Meeting w/ Linda Burns (local site selector)
- **12/16:** KEDC-Chamber Monthly Meeting; Call w/ KFM on Kaufman Commerce Park Zoning/Concept Plan; Monthly City Council Meeting
- **12/17:** DRC Meeting w/ Project Blue; Meeting w/ Casey Townsend (Elsie Halbert Real Estate); Downtown Merchants Christmas Market Under the Stars
- **12/18:** Kaufman City Employee Christmas Lunch
- **12/19:** Call w/ Project Kettle & Texas Venture Alliance; Kaufman County Day Planning Meeting
- **12/23-1/1:** KEDC Director Christmas Vacation
- **1/6:** Marketing & Community Relations Interviews
- **1/7:** KEDC-Chamber Monthly Meeting
- **1/8:** Meeting w/ Jennifer Johnston (TVCC SBDC)
- **1/13:** Meeting w/ Jazmine Brown (new Terrell Workforce Center Manager)

Prospect Lead Responses: N/A

Upcoming Events: Martin Luther King Jr. Holiday (1/20); Agile Cold Storage Groundbreaking (1/23); ICSC Red River (1/29-31); President's Day Holiday (2/17); Kaufman County Day at the Capitol (2/17-18); Kaufman Chamber Annual Banquet & Business Expo (2/25); TEDC Legislative Conference – Austin (2/26-28)

Next Regular KEDC Board Meeting: Tuesday, February 11th

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



Meeting Date: 1-14-2025	Date: 1-9-2025	Item #: 4	Dept.: KEDC
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(Check one)

☐

Consent

☒

Action

☐

Discussion

SUBJECT:

Consider and take appropriate action on a site enhancement matching grant application from Heirise, LLC-Series A-ADK Designs for the upstairs portion of 114 N. Washington St. (Maples Hall).

BACKGROUND:

Alexandra Kelly, owner of the Maples Hall building in Downtown Kaufman, plans to make some improvements to the upstairs of her building at 114 N. Washington. Outlined below are the improvements she is seeking to make. She has three office tenants in the upstairs of her building – Saving Grace Aesthetics, Sources Unlimited & Wiley’s Western. While Wiley’s did receive a destination grant for their store, the improvements were made predominately to the retail space and this application is for the building owner, ADK Designs, on the upstairs portion of offices. There is an apartment upstairs, as well, but the improvements she is applying for do not include the apartment as EDC’s cannot provide incentives for residential uses. Below is the prospective budget for the project. Photos and further explanation from the applicant will be available at the board meeting.

- Windows: \$40,765
- Trim Paint: \$3,700
- Masonry Repair: \$5,600
- Sidewalk Drainage Improvement (off-site improvement): \$3,900
- Total Investment: \$53,965
- Qualifying KEDC Match: \$9,600

Author:

Stewart McGregor, KEDC Executive Director

Reviewed:

Stewart McGregor, KEDC Executive Director

Cost:

\$9,600

Funds Available:

KEDC Matching Grants

Source:

KEDC Budget

Recommendation:

Approval

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



Site Enhancement Matching Grant Program

About the Program:

The Kaufman EDC assists businesses and commercial property owners within designated areas of the City of Kaufman with enhancement, aesthetic appeal and general safety of such properties. The Site Enhancement Matching Grant program provides matching funds toward qualified fixed site improvements in compliance with Chapter 501.103 of the Texas Local Government Code. Below are the available matching funds offered by the KEDC, subject to KEDC Board approval.

Qualified Applicants:

Qualified applicants may only apply for projects once per year.

- For-profit business entities with no taxes or debt owed to the City of Kaufman
- Commercial property owners & tenants
- Ineligible Applicants – Tax-exempt organizations and properties

Qualified Development Areas:

- Four sides of Town Square plus one block in each direction
- Washington St. Corridor from Town Square to Houston St.
- Mulberry St. from Town Square to SH 34 Bypass
- US 175 Frontage Roads from Houston St. Bridge to eastern city limits
- Other areas in the city limits as deemed appropriate and approved by the KEDC Board of Directors

Qualifying Improvements & Match Schedule:

Façade

Windows	50% up to \$3,000
Doors	50% up to \$1,500
Paint	50% up to \$2,500
Awnings ¹	50% up to \$2,000
Brick/Stone	50% up to \$5,000
Public Art Murals ²	50% up to \$1,000
Accent Lighting	50% up to \$2,000

¹ For properties within the downtown square area, awnings must reflect historic aesthetic and qualified improvements that are limited to drop front and canvas uses, unless otherwise approved by the City of Kaufman's Director of Development Services.

² Funds for public art murals are only permissible within the downtown square area facing the public Right of Way and in compliance with the City of Kaufman Mural Ordinance. Applicants for murals must be a business owner or commercial property owner.

Signage

Signage	50% up to \$1,500
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Sidewalks

Sidewalk Addition/Repair	50% up to \$3,000
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Parking & Drives

New Paving/Resurfacing/Striping Removal/Relocation of Existing Drives	50% up to \$4,000
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Additional Improvements

Fixed Patios & Outdoor Venue Space	50% up to \$2,000
Roof Replacement	50% up to \$5,000
Protective Screening ³	50% up to \$1,500
Others deemed qualified by KEDC Board of Directors	Case by Case Basis

Process:

Applicant must fill out an application and cannot begin work until such application is approved by the KEDC Board of Directors. Upon application, KEDC Staff will meet with the applicant and verify all submitted documentation. Application shall in good faith obtain at least two bids for each project. Depending on the proposed improvements and location of the property, KEDC Staff may seek feedback from the City of Kaufman's Development Services Department. Upon verification, the application will be placed on the next agenda for the KEDC Board of Directors meeting (2nd Tuesday of each month). The KEDC Board will vet the application and vote whether to approve, deny or request additional information. It is highly encouraged the applicant attend this meeting to answer any specific questions from the KEDC Board. Upon approval, the applicant will need to sign a performance agreement with the Kaufman EDC. The applicant and their contractor must comply with all City of Kaufman ordinances and development standards. This includes obtaining all necessary permits from the City of Kaufman. Work done out of compliance with City of Kaufman requirements may result in breach of contract with the KEDC and forfeiture of funding eligibility. Upon completion of improvements, KEDC and City of Kaufman Staff shall verify compliance and process a reimbursement based on applicant's proof of paid receipt(s). The Site Enhancement Matching Grant Program cannot be combined with the Downtown Destination Matching Grant Program unless otherwise approved by the Kaufman EDC Board of Directors.

Time to Complete:

Applicants will have up to six months upon approval by the KEDC Board to complete updates, unless approved for an amended timeline.

³ Funds for protective screening are only permissible for areas facing a public Right of Way.

Ineligible Expenditures:

- Playground and recreational equipment
- Unlicensed contractor work
- New commercial construction (unless project is expansion of existing property)
- Residential improvements
- Addition of security bars
- Improvements not otherwise permanently fixed to the property
- Professional service fees (outside of contractor services)
- Permit fees
- Interior remodel
- "Sweat equity"

Purpose of Program:

- Promote economic development
- Retention of existing businesses
- Improve town square and central business district
- Revitalize existing commercial areas
- Increase property values
- Support unique architectural style
- Promote and develop new or expanded business enterprises

Grant Program Contact

Stewart McGregor, CEcD

Executive Director

Kaufman Economic Development Corporation

209 S. Washington St.

Kaufman City Hall

(972) 932-5332

smcgregor@kaufmantx.org





SITE ENHANCEMENT MATCHING GRANT PROGRAM

INCENTIVE APPLICATION

NOTE: Application must be submitted and approved before any work is done on your project

Please return completed application with necessary attachments and signatures to the Kaufman Economic Development Corporation, 209 S. Washington St., Kaufman, TX 75142. If you have application questions, please contact Kaufman EDC staff at (972) 932-5332.

Applicant name: Alexandra Kelly **Date:** 1/9/2015

Legal Business Entity Name: Herisie LLC -Series A - ADK Designs

Type of Business: Wiley Offices, Saving Grace, Glen Cox **Site Address:** 114 N Washington Street Kaufman TX 75142 Suite B,C,D & F
Kaufman County Guarantor

Building Owner (if different from applicant): _____

Mailing address: 114 N Washington Suite F Street Kaufman TX 75142

Phone Number: 972 358 6179 **E-mail:** theadkhouse@gmail.com

Project Information

Description of proposed eligible improvements: _____

Replace second floor windows, repair or remake custom window jams.

Paint, upper exterior trim & facades, masonry repair, sidewalk drain install on existing bricked up flower bed

Total Cost of Eligible Improvements: \$ 55,115.00

Requested grant amount: \$ 10,175

General or Main Contractor

Name: Douglas Kelly **Firm:** Heirsie LLC **Phone:** 714 342 3377

Contractor Address: 10042 Private Road 2330 Terrell Tx. 75160

Estimated start date of construction: February 10th 2024

Estimated completion date of construction: May 1st 2024

Description of other improvements planned to property not eligible for grant funding (if applicable):

N/A

Source of matching funds: _____

Attachments

☒ Photographs of structure showing existing facades, landscaping, drives, parking, etc.

☒ Project budget

☒ Written bids for work to be completed (minimum two requested)

☒ Drawings or renderings that illustrate improvements (if available)

☐ Other supporting plans or illustrations of improvements (if available)

I have met with Kaufman EDC Staff and have read and fully understand the Site Enhancement Matching Grant Program policies and procedures. I intend to use this grant program for the aforementioned renovation projects to improve my property and business. *I have not received, nor will I receive insurance monies for this redevelopment project.*

I understand that if awarded this grant, any deviation from the approved project may result in the partial or total withdrawal of the grant. Further, I understand that I will have six months to complete my project unless an amended project timeline is approved by the KEDC Board of Directors.

Applicant Signature: Alexandra Kelly

Applicant Name (printed): Alexandra Kelly

Property Owner Signature (if different): _____

Property Owner Name (printed): Alexandra Kelly

Date: 01/09/2025

KEDC Staff Review: _____ **Date:** _____

114 N Washington Street Window/ Brick Repair

[illegible]

Meeting Date: 1-14-2025

Date: 1-9-2025

Item #: 5

Dept.: KEDC

(Check one)

☐

Consent

☒

Action

☐

Discussion

SUBJECT:

Consider and take appropriate action on a draft planned development zoning ordinance for the Kaufman Commerce Park, located near Fair Road and US Highway 175.

BACKGROUND:

Work has continued between the KEDC, Kaufman's Development Services Director and KFM (KEDC's planning consultant) on the concept plan and zoning ordinance for the Kaufman Commerce Park (145 acres of industrial land owned by the KEDC). KEDC Staff has submitted application to the City of Kaufman for a zoning change. This will be considered by the Planning & Zoning Commission and City Council at their February meetings. The KEDC is not taking action on the ordinance itself, just recommendations on moving forward with rezoning. **An updated draft will be forthcoming prior to the board meeting as final tweaks are being made to the PD.**

Key provisions of the Planned Development ordinance (PD-31) include a base zoning of light industrial with flexibility built in to serve a variety of potential future industrial uses and tenants. It seeks to strike a balance of providing an overall high quality development that also provides flexibility in requirements.

- Permitted Uses: Light Industrial, Manufacturing, Distribution, Cold Storage, Data Centers, Food Processing, Research & Development & Headquarters (office and retail uses attached to industrial uses is also allowed).
- Building Materials: Primarily masonry/tilt-wall uses; insulated metal panels allowed if needed for tenant use (predominately among cold storage or food processing users) along with additional materials allowed for accenting purposes.
- Floor to Area Ratio (FAR): Follows current Light Industrial requirement of 65%
- Maximum Height: 125 feet
- Screening: Required for areas facing a public Right of Way
- Specific Use Permits: Several SUP controls built in to regulate uses such as height above 125', outdoor storage, emission towers, utility facilities/alternative energy fixtures, certain development uses, etc.

Author:

Stewart McGregor, KEDC Executive Director

Reviewed:

Stewart McGregor, KEDC Executive Director

Cost:

N/A

Funds Available:

N/A

Source:

N/A

Recommendation:

Board Discussion, Feedback & Approval

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

“Exhibit B”
Development Standards
Kaufman Commerce Park
Z-02-25
Planned Development-31 (PD-31)

1. Purpose

The purpose of this Planned Development-31 (PD-31) is to provide for a master-planned light industrial development to be developed incrementally over time. The PD provides flexibility to accommodate a wide array of land uses and allow for potential market opportunities as the local industrial market evolves. These PD regulations will also provide consistent site, building, landscaping, screening, and signage design standards, as well as allow for increased building height, processes in which to review site elements that may cause adverse impacts, and processes in which to review site development and provide for some flexibility.

2. Property Location and Size

The property consists of approximately 142.35 acres generally located along the west side of US Highway 175, south of Wayne Gent Drive, north of Fair Road, and east of the future extension of Prairie Branch Road, as more particularly described in “Exhibit A” of this Ordinance.

3. Zoning Controls

- a. If there is a conflict between the PD-31 regulations (“Exhibit B”) and the concept plan (“Exhibit C”), the PD-31 regulations (“Exhibit B”) shall control.
- b. Base Zoning: For regulations not expressly identified in this PD- 31, the base zoning of the property is **“LI” Light Industrial District** as specified in the City of Kaufman Zoning Ordinance O-02-07, as amended. If there is a conflict between the regulations in this PD-31 and the regulations in the City of Kaufman Zoning Ordinance, the regulations in this PD-31 shall control.
- c. The concept plan shall serve as a general guide for use and development of the property. The details concerning development of the property shall be governed by a Site Plan for the property, to be reviewed by City Staff and the Planning & Zoning Commission and approved by City Council.

4. Primary Uses Permitted

- a. Cold Storage Facility
- b. Data Center (not engaged in crypto mining)
- c. Distribution center
- d. Food & Beverage Processing
- e. Headquarters & Regional Headquarters facilities
- f. Laboratory, scientific or research
- g. Light manufacturing and assembly processes

- h. Low-risk industrial manufacturing wholly enclosed within a building
 - i. Office showroom/warehouse
 - j. Storage or wholesale warehouse
5. Permitted Accessory or Temporary Uses
- a. Accessory building – commercial (business or industry)
 - b. Concrete or asphalt batch plant associated with site or road construction within or adjacent to the boundaries of PD-31 (only with approval of a Temporary Use Permit)
 - c. Professional office uses accessory to an industrial use
 - d. Retail uses accessory to an industrial use
 - e. Seasonal and temporary uses (only with approval of a Temporary Use Permit)
 - f. Temporary field office or construction yard or office (only with approval of a Temporary Use Permit)
6. Elements or Uses Subject to Specific Use Permit (SUP) Review and Approval
- a. Alternative Energy Systems
 - b. Building or other structural height in excess of 125 feet
 - c. Communications antennas and support structures/towers
 - d. Electrical energy generating plant
 - e. Electrical substation (high voltage bulk power)
 - f. Electrical transmission line (high voltage)
 - g. Gas line and regulating station
 - h. Mining or drilling operations for natural gas or oil
 - i. Noise generation systems that exceed ordinance limits
 - j. Outdoor Storage of equipment or materials accessory to a principal permitted use (fully screened from public view)
 - k. Radio or television towers
 - l. Smokestacks or other emission structures accessory to a principal permitted use
 - m. Solar Panel Systems accessory to a principal permitted use
 - n. Storage Tanks accessory to a principal permitted use
 - o. Any variance from these PD-31 regulations where a relief process is not clearly specified

7. Definitions and Interpretations

- a. **Alternative Energy Systems** – Systems that are designed to produce energy from sources other than fossil fuels (such as coal, petroleum, and diesel) and includes all renewable and non-nuclear energy sources. Such energy systems include solar, wind, and biofuels.
- b. **Cold Storage Facility** – A building with temperature-controlled environments for the storage and distribution of temperature-sensitive wholesale products, including food, beverages, pharmaceutical and medical products, and other consumables and goods. The facility may incorporate spaces for items that must be kept refrigerated or frozen, as well as spaces for items that do not need to be refrigerated or frozen. The facility may also include offices, general storage/warehousing areas, loading areas.
- c. **Data Center** – A facility that stores and processes data. Such facilities typically include computer systems and associated components, such as computing infrastructure, telecommunications, and storage systems.
- d. **Headquarters and Regional Headquarters Facilities** – A facility that is used as the main base of operations and managerial and administrative center for a company or organization, which may include a combination of industrial and office uses. A regional headquarters serves as a base of operations for a particular region, such as a nation, part of a nation, state, or metropolitan area.
- e. **Low-Risk Industrial Manufacturing** – Establishments engaged in the manufacturing or transformation of materials into new products. These facilities are typically described as manufacturing plants or factories, and characteristically use power-driven machines and materials handling equipment. Manufacturing production is usually carried out for the wholesale market, rather than for direct sale to the domestic customer. Low-risk means the manufacturing operation produces no dust, odor, fumes, gas, smoke, noise, or other adverse impacts to surrounding properties; no more than ten percent (10%) of the property is used for the open storage of products, materials, or equipment; and the operation does not involve a much higher than average risk to the public health and safety as determined by the City Manager or their designee and/or the Fire Chief. High-risk uses (which would be prohibited) include, but are not limited to, any facility that produces dust, odor, fumes, gas smoke, noise, or other adverse impacts; and/or facilities where significant amounts of radiation, radioactive materials, highly toxic chemicals or substances, or highly combustible or explosive materials are present, used, produced, stored, and/or disposed of.
- f. **Mining or Drilling Operations for Natural Gas or Oil** – The process of extracting natural gas or oil resources (and related byproducts) from the earth.
- g. **Other Definitions** – All other definitions shall be as defined in the City of Kaufman Zoning Ordinance.

8. Height Regulations

- a. Maximum Height for all structures: 125 feet

9. Area, Lot, Yard, and Lot Coverage Regulations

Area, lot, yard, and lot coverage requirements shall follow the regulations for the "LI" Light Industrial District as specified in Section 27 of the Zoning Ordinance.

10. Off Street Parking and Loading Regulations

Off-street parking and loading requirements shall follow the regulations in Section 35 of the Zoning Ordinance as applicable to light industrial uses, with the following exceptions:

- a. Parking Requirement based upon use:
 - i. Industrial uses 1 space per every 1 employee during peak operating shift.
 - ii. Office and retail uses: 1 space per every 250 sq. ft. of floor area
- b. Screening of truck docks adjacent to residential districts: Screening of truck docks is required if property is directly adjacent to a property zoned for residential uses, an existing residential use, or a public Right of Way.

11. Landscaping Requirements

Landscaping requirements shall follow the regulations in Section 36 of the Zoning Ordinance as applicable to light industrial uses, with the following exceptions:

- a. Parking Lots and Vehicular Use Area Landscaping:
 - i. The requirement to screen parking and vehicular use areas from all abutting properties and rights-of-way shall only apply to the front yard located between the building and the right-of-way line, including any parking lots that are visible from the adjacent rights-of-way.

12. Fencing, Walls, and Screening Requirements

- a. Perimeter fencing or screening shall only be required adjacent to existing developed properties located outside PD-31, properties zoned for residential uses, or any properties containing existing residential land uses. Perimeter fencing or screening shall be in the form of a masonry wall at least 6' in height and no taller than 8' in height. Alternative screening (such as wood fences with cap rails, dense evergreen shrubs, berms, etc.) may be approved at the discretion of City Council during the Site Plan review process.
- b. Truck docks, storage, and utility areas shall be screened from public view (from adjacent properties and rights-of-way). Screening of these areas shall be in the form of a masonry wall that matches the building. Alternative screening (such as dense evergreen shrubs, berms, etc.) may be approved at the discretion of City Council during the Site Plan review process.
- c. To provide for security, property owners or developers may install decorative black, metal, open-style fencing, with the final location, design, and specifications to be approved during the Site Plan review process or by the Director of Development Services or their designee (if installed after initial site development). The Director may defer this authority to City Council if the

Director has concerns about whether the location, design, and specifications meet the spirit of this Ordinance. The applicant may also appeal a decision made by the Director to City Council.

- d. In no case, shall any fencing or screening exceed eight feet (8') in height without City Council approval.
- e. Chain-link, metal/aluminum (not decorative/open-style), and barbed wire are prohibited fencing materials unless otherwise approved by City Council during the Site Plan review process.

13. Architectural Requirements

- a. Buildings shall include primarily concrete tilt-wall, insulated metal panel, mass timber, or masonry construction. Glass, metal, EIFS, cementitious fiber, and wood-like material may be used as accent materials.
- b. Building designs shall generally be consistent for all tracts within the overall site, with final materials, colors, and details to be determined during the Site Plan review process.
- c. Horizontal articulation shall be provided at minimum 100-foot intervals, which can include any combination of recesses and projections, columns, paneling, banding, or changes in color.
- d. Vertical articulation shall be provided at minimum 100-foot intervals, which shall primarily include changes in wall height.
- e. Building corners, entrances, and elevations facing streets and main driveways or visible from surrounding thoroughfares should be articulated, which can include any combination of building height projection, wall plane projections, tower elements, windows and other large areas of glass, accent materials, awnings, and other decorative elements and enhancements.
- f. All rooftop equipment shall be screened from public view by building parapets or a screening system that matches or complements the building.

14. Signage

Signage requirements shall follow the regulations in Section 44 of the Zoning Ordinance as applicable to light industrial uses, with the following exceptions:

- a. Pole/Pylon Signs are prohibited.
- b. In lieu of pole/pylon signs being prohibited, monument signs may be allowed to go up to 15 feet in height and up to 150 square feet in area. Monument signs shall include a base with masonry materials (or other materials approved during the Site Plan review process) designed to match or complement the building and shall not encroach any easement.
- c. Site and building signage shall generally be consistent for all buildings and tracts within the overall site, with final materials, colors, and details to be determined during the Site Plan review process. Any later modification to existing signage may require approval by City Council if Staff finds the altered

design to be inconsistent with the previously-approved Site Plan or these PD regulations.

15. Lighting, Ground-Mounted Equipment, and Trash Enclosures

- a. Lighting Requirements shall be in accordance with Section 42 of the Zoning Ordinance.
- b. All ground equipment shall be screened by walls that match the building or dense evergreen shrubs.
- c. All dumpsters or trash containers shall be screened by a masonry trash enclosure (designed to match or complement the building) with opaque metal or wood gates that completely conceal the dumpsters. A proper loading area for the trash truck shall be provided.



