



**MINUTES OF THE
KAUFMAN ECONOMIC DEVELOPMENT
CORPORATION MEETING
TUESDAY, JANUARY 14, 2025 – 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 6:02 p.m. Directors present were Charles Gillenwater, Ben Brashear, Barry Ratcliffe, and Tommy Henricks. Director Jane Lucas joined the meeting at 6:29 p.m. President Gillenwater declared a quorum present. Also, present were Assistant City Manager Rachel Balthrop Mendoza, City Secretary Jessie Hanks, and Economic Development Director Stewart McGregor.

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 December 10, 2024 Kaufman Economic Development Corporation meeting.

Director Henricks made a motion to approve the minutes from the December 10, 2024, Kaufman Economic Development Corporation meetings as presented. The motion was seconded by Director Brashear 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 site enhancement matching grant application from Heirise, LLC-Series A-ADK Designs for the upstairs portion of 114 N. Washington St. (Maples Hall).

Mr. McGregor reviewed the request details for the site enhancement matching grant application from Heirise, LLC-Series A-ADK Designs for the upstairs portion of 114 N. Washington St. (Maples Hall)

Director Ratcliffe made a motion to approve a site enhancement matching grant application from Heirise, LLC-Series A-ADK Designs for the upstairs portion of 114 N. Washington St. (Maples Hall) for an amount not to exceed \$9,600. The motion was seconded by Director Henricks and passed 4/0.

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.

Mr. McGregor reviewed the proposed planned development zoning specifications in regards to the Kaufman Commerce Park, located near Fair Road and US Highway 175. There were discussions about the zoning ordinance process, and the types of business and building aesthetic the board wishes to see in this development.

Director Ratcliffe made a motion to recommend the Executive Director to move forward with the planned development zoning ordinance process as discussed. The motion was seconded by Director Henricks and passed 5/0.

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 6:58 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, Reflection, Soorya

RECONVENE INTO OPEN SESSION

President Gillenwater reconvened into open session at 7:10 p.m.

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

There was no action to be taken 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 7:11p.m.

APPROVED:

ATTEST:

Charles Gillenwater, President

Ben Brashear, Secretary/Treasurer