



**MINUTES OF THE
KAUFMAN ECONOMIC DEVELOPMENT
CORPORATION MEETING
TUESDAY, OCTOBER 8, 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.**

Vice-President Ratcliffe called the KEDC meeting to order at 6:00 p.m. Directors present were Barry Ratcliffe, Ben Brashear, and Tommy Henricks. President Charles Gillenwater and Director Jane Lucas were absent. Vice-President Ratcliffe declared a quorum present. Also, present were Assistant City Manager Rachel Balthrop Mendoza, City Attorney Patricia Adams, 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.

Director Henricks made a motion to approve the monthly Financial Report for the KEDC. The motion was seconded by Director Brashear and passed 3/0.

2. Consider and take appropriate action on the minutes from the September 17, 2024 Kaufman Economic Development Corporation meeting.

The minutes from the September 17, 2024, Kaufman Economic Development Corporation meeting were not available for consideration and will be brought back for review at the next 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

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

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:

Vice President Ratcliffe recessed into Executive Session at 6:18 p.m.

- 6. A. Section 551.071 - CONSULTATION WITH ATTORNEY. To consult with attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act: rights and obligations of the EDC regarding a real estate broker agreement; Prairie Creek Crossing Business Park lawn maintenance agreement.
- B. 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, Patriot, DP, Kettle, Pearl

RECONVENE INTO OPEN SESSION

Vice President Ratcliffe reconvened into open session at 7:07 p.m.

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

Director Brashear made a motion to enter into a real estate contract with Beverly Davis of Elsie Halbert for 6 months to list the various KEDC properties in the business park. The motion was seconded by Director Henricks and passed 3/0.

DISCUSSION/ACTION ITEMS

- 4. Consider and take appropriate action on amendments to the KEDC Site Enhancement Matching Grant Program and the Downtown Destination Matching Grant Program.

Mr. McGregor presented the proposed amendments to the KEDC Site Enhancement Matching Grant Program and the Downtown Destination Matching Grant Program.

Director Henricks made a motion to approve the amendments to the KEDC Site Enhancement Matching Grant Program and the Downtown Destination Matching Grant Program as discussed. The motion was seconded by Director Brashear and passed 3/0.

5. Consider and take appropriate action on a lawn services maintenance notice for certain property owners in the Prairie Creek Crossing Business Park.

Director Brashear made a motion to approve a lawn services maintenance notice for certain property owners in the Prairie Creek Crossing Business Park with the amendments as discussed in Executive Session. The motion was seconded by Director Henricks and passed 3/0.

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, Vice President Ratcliffe adjourned the meeting at 7:29 p.m.

APPROVED:

ATTEST:

Charles Gillenwater, President

Ben Brashear, Secretary/Treasurer