



**NOTICE OF MEETING & AGENDA
KAUFMAN ECONOMIC DEVELOPMENT
CORPORATION MEETING
TUESDAY, DECEMBER 10, 2024 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 November 12, 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 development name for the Kaufman EDC's 145 acre industrial property near US Highway 175 and Fair Road.

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.

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, Rogue Roller

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 6:00 P.M. ON FRIDAY, DECEMBER 6, 2024 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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City of Kaufman

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16:13 12/06/24

Revenue & Expense Report

Fund: 32 ECONOMIC DEVELOPMENT CORP.

Department: Non departmental

Program:

Period Ending: 12/2024

Account Budget	Description Prior Year	2 Years Prior Actual	Current Year Budget	Current Month Actual	Encumbrances	YTD Actual & Encumbr	Budget Balance
32-4105-000-0	General Sales & Use		640,000.00-			109,417.09-	530,582.91-
82.904	627,644.18-	587,162.04-					
	Subtotal:		640,000.00-			109,417.09-	530,582.91-
82.904	627,644.18-	587,162.04-					
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 Revenu					3,000.00-	3,000.00
3,685.72-	200.00-						
32-4608-000-0	Loan Revenue		10,000.00-				10,000.00-
100.000	10,000.00-	10,000.00-					
32-4612-000-0	Intergovernmental Re						
80.09-							
32-4631-000-0	Other Fin Sources-No						
2,791,250.00-							
	Subtotal:		48,750.00-			11,442.16-	37,307.84-
76.529	2,848,868.44-	10,328.12-					
	Program number:		688,750.00-			120,859.25-	567,890.75-
82.452	3,476,512.62-	597,490.16-					
	Department number: Non departmental		688,750.00-			120,859.25-	567,890.75-
82.452	3,476,512.62-	597,490.16-					
	Revenue		688,750.00-			120,859.25-	567,890.75-
82.452	3,476,512.62-	597,490.16-					

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Page 2			Revenue & Expense Report			
16:13 12/06/24			Department: Non departmental		Program:	
Fund: 32 ECONOMIC DEVELOPMENT CORP.			Period Ending: 12/2024			
Account	Description		Current	Current	Encumbrances	Budget
Budget	Prior Year	2 Years Prior	Year	Month	Current	Balance
Balance	Actual	Actual	Budget	Actual	YTD Actual	
Percent		Total			& Encumbr	
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		1,965.00-	5,365.00
157.794	4,779.18	39.41-				
32-5213-000-0	Meetings		7,500.00		4,828.29	2,671.71
35.623	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	3,967.07	25,257.93
86.426	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	32.51	3,872.49
99.167	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	750.84	7,199.16
90.555	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	3,968.77	93,782.23
95.940	103,083.62	69,859.88			
32-5363-000-0 Professional Svcs-Te			8,000.00	1,200.00	6,800.00
85.000	9,500.00	7,920.17			
Subtotal:			153,866.00	11,176.44	142,689.56
92.736	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	44,272.10			
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	144,272.10			

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		
67.335	3,421,825.76	425,039.47	242,501.54	499,894.46

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City of Kaufman

Revenue & Expense Report

Fund: 32 ECONOMIC DEVELOPMENT CORP. Department: Non departmental Program:

Period Ending: 12/2024

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			242,501.54	499,894.46
67.335	3,421,825.76	425,039.47				

Expenditure		Subtotal -----	742,396.00		242,501.54	499,894.46
67.335	3,421,825.76	425,039.47				

Fund number: 32 ECONOMIC DEVELOPMENT CORP.		53,646.00			121,642.29	67,996.29-
-126.750	54,686.86-	172,450.69-				

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



MINUTES OF THE
KAUFMAN ECONOMIC DEVELOPMENT
CORPORATION MEETING
TUESDAY, NOVEMBER 12, 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 6:00 p.m. Directors present were Charles Gillenwater, Barry Ratcliffe, and Tommy Henricks. 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 Ratcliffe presented the monthly Financial Report for the KEDC.

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

2. Consider and take appropriate action on the minutes from the September 17, 2024 and October 8, 2024 Kaufman Economic Development Corporation meetings.

Director Henricks made a motion to approve the minutes from the September 17, 2024, and October 8, 2024, Kaufman Economic Development Corporation meetings as presented. The motion was seconded by Director Ratcliffe and passed 3/0.

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, discuss and take appropriate action on a concept plan for the Kaufman EDC's 145 acre industrial property located near US Highway 175 and Fair Road.

Mr. McGregor presented the concept plan for the Kaufman EDC's 145 acre industrial property located near US Highway 175 and Fair Road. There were discussions regarding the potential layout, the ability for the document to change as interest in the property comes up, and development on surrounding properties.

5. Consider, discuss and take appropriate action on the submission of a 2025-2026 Texas Community Development Block Grant Program Application to the Texas Department of Agriculture for the Community Development Fund.

Mr. McGregor presented the grant opportunity for infrastructure projects through the Texas CDBG Community Development Grant Program. He reviewed the potential project, and the grant process pending the corporation's interest in pursuing this opportunity.

Director Racliffe made a motion to approve the submission of a 2025-2026 Texas Community Development Block Grant Program Application to the Texas Department of Agriculture for the Community Development Fund. The motion was seconded by Director Henricks and passed 3/0.

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 6:30 p.m.

6. A. 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
- B. Sec. 551.072. DELIBERATION REGARDING REAL PROPERTY; CLOSED MEETING. To deliberate the purchase, exchange, lease, or value of real property regarding: Project Pie

RECONVENE INTO OPEN SESSION

President Gillenwater reconvened into open session at 6:50 p.m.

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

There were no actions required 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 6:51 p.m.

APPROVED:

ATTEST:

Charles Gillenwater, President

Ben Brashear, Secretary/Treasurer

Executive Director's Report December 10, 2024

Calendar

- **11/13:** KEDC-Chamber Monthly Meeting
- **11/14:** Call w/ Project Blue; Kaufman Chamber Quarterly Membership Lunch; Dallas Regional Chamber event featuring Federal Reserve Chair Jerome Powell; NAIOP Best Real Estate Deals Awards
- **11/15:** Monthly Mayor's Roundtable; Community Tour w/ Manufacturing Prospect
- **11/18:** Meeting w/ SHOP Companies (Five Points Broker)
- **11/20:** Contractor Meeting w/ Project Olaf; Quarterly State Advisory Council on Cultural Affairs Meeting; City Thanksgiving Lunch; Meeting w/ Brewery Prospect
- **11/21:** Call w/ Governor's Office on Small Business Summit; TVCC Podcast Guest
- **11/25:** Monthly City Council Meeting
- **11/26:** Call w/ KEDC Attorney (380 Agreements for Projects Snooze & Olaf)
- **11/28-29:** Thanksgiving Holiday (KEDC Office Closed)
- **12/3:** Dallas Regional Chamber DFW Marketing Team Breakfast; Small Business Summit Call
- **12/4:** Call w/ Project Kettle & University of Texas Representatives
- **12/5:** Governor's Small Business Summit Event; Texas Economic Development Council Board Retreat (Lake Texoma)
- **12/6:** Texas Economic Development Council Board Retreat (Lake Texoma)
- **12/9:** Meeting w/ Brad Davis (Oncor)

Prospect Lead Responses: N/A

Upcoming Events: Downtown Market Under the Stars (Dec. 17); Christmas Holiday (Dec. 24-25); New Year's Day (Jan. 1)

Next Regular KEDC Board Meeting: Tuesday, January 14th

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



Meeting Date: 12-10-2024	Date: 12-6-2024	Item #: 4	Dept.: KEDC
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(Check one)

Consent

 Action

 Discussion

SUBJECT:
 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.

BACKGROUND:
 KFM (planning consultant) continues to work through the planned development zoning language. This will be brought forward at the January 2025 KEDC meeting. While they’re working through that, the property will need a name to signify the future build out of the property. The other business park the KEDC owns is named Prairie Creek Crossing Business Park.

We may want to differentiate the name of this site as Kaufman Commerce Park or something related to the name. A name that projects both a location and desired quality for build out of the property is recommended.

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:
 Board Discussion & Direction

Safe & Secure <input type="checkbox"/>	Business Friendly/Economic Development <input checked="" type="checkbox"/>	Partnership & Community Involvement <input type="checkbox"/>	Healthy & Environmentally Cons. Comm. <input type="checkbox"/>	Financial & OPS Stewardship <input type="checkbox"/>
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Meeting Date: 12-10-2024	Date: 12-6-2024	Item #: 5	Dept.: KEDC
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<small>(Check one)</small>		
<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Discussion

SUBJECT:
 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.

BACKGROUND:
 The Hampton Inn project has secured financing and will be breaking ground in early 2025. As part of the development, staff recommends an infrastructure grant not to exceed \$100,000 reimbursed at C.O., with \$50,000 rebated to the KEDC by the City of Kaufman.

Author: Stewart McGregor, KEDC Executive Director	Reviewed: Stewart McGregor, KEDC Executive Director
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Cost: \$100,000	Funds Available: KEDC	Source: Fund Balance
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Recommendation:
 Board Discussion & Direction

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