

**MINUTES OF THE  
CITY OF KAUFMAN  
CITY COUNCIL WORK SESSION  
MONDAY, NOVEMBER 9, 2009 — 6:00 P.M.  
KAUFMAN CITY HALL  
209 S. Washington Street  
Kaufman, Texas 75142**

**CITY COUNCILMEMBERS**

<b>MAYOR</b>	<b>WILLIAM FORTNER</b>
<b>MAYOR PRO-TEM</b>	<b>BARRY RATCLIFFE</b>
<b>COUNCILMEMBER</b>	<b>GIL ALTOM JR.</b>
<b>COUNCILMEMBER</b>	<b>JEFF COUNCIL</b>
<b>COUNCILMEMBER</b>	<b>CHARLES GILLENWATER</b>
<b>COUNCILMEMBER</b>	<b>KENNETH MUNDEN</b>
<b>COUNCILMEMBER</b>	<b>LOUIS TIJERINA</b>

**CALL MEETING TO ORDER:** Mayor Fortner called the meeting to order at 6:04 p.m. Councilmembers present were William Fortner, Barry Ratcliffe, Charles Gillenwater, Kenneth Munden and Louis Tijerina. Councilmember Altom and Councilmember Council were absent. Mayor Fortner declared a quorum present. Also present were City Manager Curtis Snow, ACM/City Secretary Jo Ann Talbot, Chief of Police Michael Holder, Director of Public Works Richard Underwood, Director of Development Services Marcy Ratcliff, Director of Finance Cathy Cummins and Administrative Assistant Leslie Malone.

**NOTE:** A Work Session is used to explore matters of interest to one or more City Council Members or the City Manager for the purpose of giving staff direction into whether or not such matters should be placed on a future regular or special meeting of the Council for citizens input, City Council deliberation and formal City action. At a work session, the City Council generally receives informal and preliminary reports and information from City staff, officials, members of City committees, and the individual or organization proposing council action, if invited by City Council or City Manager to participate in the session. Participation by individuals and members of organizations invited to speak ceases when the Mayor announces the session is being closed to public input. Although Work Sessions are public meetings, and citizens have a legal right to attend, they are not public hearings, so citizens are not allowed to participate in the session unless invited to do so by the Mayor. Any citizen may supply to the City Council, prior to the beginning of the session, a written report regarding the citizen's opinion on the matter being explored. Should the Council direct the matter be placed on a regular meeting agenda, the staff will generally prepare a final report defining the proposed action, which will be made available to all citizens prior to the regular meeting at which citizen input is sought. The purpose of this

procedure is to allow citizens attending the regular meeting the opportunity to hear the views of their fellow citizens without having to attend two meetings.

1. Receive a report, hold a discussion, and give Staff direction to improve the image and overall quality of life in Kaufman.

City Manager Curtis Snow informed the City Council that the purpose of the meeting was to discuss what City resources can do to improve the image and overall quality of life in Kaufman. First we need to have a good understanding of what staff is currently doing to improve neighborhoods and public areas to make Kaufman pleasing to its citizens and visitors. After discussing the staff ideas on new strategies, Council and staff can exchange ideas to improve.

Development Services will report on what efforts the City is making in Code Enforcement. This is the area that chases down high weeds, debris and nuisances on private property, and works with the Fire Department to improve rental property. Development Services also identifies substandard structures and brings them to the Building Standards Commission for action to remove or repair these structures.

Police Chief Michael Holder will report what the Police Department is doing to improve neighborhoods through crime reduction strategies. Lastly, there are maps reflecting what public properties the Public Works Department is maintaining to enhance the beauty of Kaufman.

Staff will recommend how to improve the housing stock in Kaufman, and engaging citizens at the neighborhood level to do their part in beautifying Kaufman.

The Development Services report reflects a strong emphasis on goals and what they have accomplished. Because of a two month vacancy period in the Code Enforcement Division you will see the numbers are down, but you can also see a shift in these numbers due to targeted goals.

The Public Works maps show an overwhelming number of acres of green space we are attempting to maintain. Our crews are going to places where adjacent property owners choose not to take responsibility. But in our goal to keep Kaufman attractive, public crews are trying to keep the grass and weeds down. The second map is on drainage. This map shows we are not doing so well. The Public Works Director has identified a number of ongoing drainage problems that we have not been able to find the resources to resolve. Some problems cost as little as \$76,000 but are recurring. Others cost in the millions and they are permanent solutions. With other problems in this difficult economy, we know where the problems are, but will not have the resources to address them.

Lastly, the Police Department identifies a number of new programs that improve the quality of life in Kaufman. It requires the community to get engaged and the progress will be slow, but Chief Holder is committed to bringing these programs to their complete fruition.

Attached to the minutes are reports from Director of Development Services Marcy Ratcliff, Director of Public Works Richard Underwood and Chief of Police Michael Holder.

### **ANNOUNCEMENTS FROM CITY MANAGER**

1. Poor Man's Supper, United Way, Thursday, November 12<sup>th</sup>, Fire Station, 6:00 p.m. Councilmember Tijerina recommended the name be changed to Blessed Man's Supper
2. Veterans Day Holiday, Wednesday, November 11<sup>th</sup>.
3. Thanksgiving Luncheon – Thursday, November 19<sup>th</sup>
4. Regular City Council meeting, Monday, November 23<sup>rd</sup>
5. Thanksgiving Holidays, Thursday, 26<sup>th</sup>, Friday 27<sup>th</sup>, November
6. Christmas Tree Lighting – Kaufman City Courtyard 6:00 p.m., Dec. 5th
7. It's a Wonderful Life – Christmas Event on the Square by Downtown Association – Noon, December 5th
8. Christmas Luncheon – Thursday, December 17<sup>th</sup>
9. Regular City Council meeting, Monday, December 21<sup>st</sup>

### **ADJOURNMENT.**

There being no further business, the meeting was adjourned at 8:15 p.m.

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**WILLIAM FORTNER  
MAYOR**

**ATTEST:**

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**JO ANN TALBOT  
CITY SECRETARY**

**These minutes are hereby condensed therefore and a full recording is on file in the City Secretary's office.**

