CITY OF STAFFORD

2610 SOUTH MAIN STREET • STAFFORD, TEXAS 77477
(281) 261-3900 • WWW.STAFFORDTX.GOV

AGENDA
REGULAR CITY COUNCIL MEETING
Wednesday, July 15, 2026, at 6:30 p.m.
City Hall, Council Chambers
2610 South Main St, Stafford, TX 77477

1. Call to Order.

2. Pledges of Allegiance.

3. Public Comments.

4. (a) Consent Agenda (Items i.-iii.). Any item tagged will be discussed and considered at the conclusion of this item or at the next regular City Council Meeting; any item approved will include payment of expenses.
(i.) Resolution adopting the 2025 Harris County Multi-Jurisdictional Hazard Mitigation Plan.
(ii.) Request from Fire Chief Jose Magana to donate decommissioned self-contained breathing apparatus air packs to the Fort Bend County Fire Field.
(iii.) Request from Fire Chief Jose Magana to donate two (2) decommissioned surplus vehicles.
(b) Public Comments on item (a).
(c) Possible Consideration of appropriate action on items (i.-iii.).

5. Certificate of Appreciation – Karen Potthoff.

6. Presentation: Texas Municipal Clerks Association, Inc. (TMCA) Municipal Clerk's Office Achievement of Excellence Award to the Administration Department.

7. (a) Discussion of a Resolution approving a grant agreement with the National Civic League for the City Voter Participation Project.
(b) Public Comments on item (a).
(c)Possible Consideration of appropriate action on item (a).

8. (a) Discussion regarding administrative procedures for monetary recognition for employees' years of service.
(b) Public Comments on item (a).
(c) Possible Consideration of appropriate action on item (a).

9. (a) Discussion regarding possible partnership with the National Fitness Campaign for grant funding for a park fitness court.
(b) Public Comments on item (a).
(c) Possible Consideration of appropriate action on item (a).

10. (a) Discussion of a Resolution approving Amendment No 1 to the solid waste contract with Green for Life (GFL).
(b) Public Comments on item (a).
(c) Possible Consideration of appropriate action on item (a).

11. (a) Discussion regarding request from Fire Chief to purchase a self-contained breathing apparatus (SCBA) compressor system.
(b) Public Comments on item (a).
(c) Possible Consideration of appropriate action on item (a).

12. (a) Discussion regarding a request from the East Fort Bend Development Authority for the City to contribute fifty percent (50%) of annual costs for Flock Safety cameras in the GRID.
(b) Public Comments on item (a).
(c) Possible Consideration of appropriate action on item (a).

13. (a) Discussion of a Resolution approving creation of a project for the Stafford Economic Development Corporation (SEDC) for construction and improvement of public park facilities.
(b) Public Hearing.
(c) Possible Consideration of appropriate action on item (a).

14. (a) Approval of Minutes from the June 17, 2026 Regular City Council Meeting.
(b) Approval of Minutes from the June 25, 2026 Joint Budget Workshop with the Stafford Municipal School District.
(c) Approval of Minutes from the July 1, 2026 Regular City Council Meeting.

(d) Public Comments on items (a)-(c).
(e) Possible Consideration of appropriate action on items (a)-(c).

15. Council Reports: The Mayor and Council may make announcements of community interest on the following items:
(1) expressions 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 governing body.
(5) information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the political subdivision; and
(6) announcements involving an imminent threat to the public health and safety of people in the political subdivision that has arisen after the posting of the agenda.

16. Council Member requests for future agenda items.

17. Adjournment.

I CERTIFY THAT THE ABOVE NOTICE OF MEETING AND AGENDA WAS POSTED ON THE BULLETIN BOARD OF THE STAFFORD CITY HALL ON JULY 8, 2026.

Roxanne Benitez

Roxanne Benitez, TRMC, MMC, CPM, CMCC
City Secretary

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made at least forty-eight (48) hours prior to this meeting. Please contact the City Secretary's Office at (281) 261-3900 for further information.

CONSENT AGENDA

City of Stafford
Fire Department

10210-A, Mula Road, Texas 77477
281.208.6984

To: Mayor Mathew and Council members

From: Fire Chief Jose Magana

Date: 07/06/2026

RE: Adoption of the Harris County Multi-Jurisdictional Hazard Mitigation Plan

Today, staff requests that the City Council adopt the Harris County Multi-Jurisdictional Hazard Mitigation Plan. Each participating jurisdiction must formally adopt the plan to remain eligible for Federal Emergency Management Agency (FEMA) hazard mitigation grant funding. Hazard mitigation includes long-term and short-term actions that help reduce loss of life, injuries, property damage, and costs associated with disasters. The plan identifies local hazards, evaluates the City's risk and vulnerability, and outlines mitigation actions that can help reduce future impacts.

The 2025 plan update was coordinated by Harris County with 42 planning partners. The process began in March 2024, and the plan has since been reviewed and approved by both the Texas Division of Emergency Management and FEMA. The plan addresses several hazards, including flooding, hurricanes and coastal storms, extreme heat and cold, drought, wildfire, hazardous materials incidents, utility failure, public health emergencies, severe weather, and other potential risks.

Adoption of this plan will allow the City to maintain eligibility for FEMA hazard mitigation grant programs and continue efforts to reduce risk to our community. Staff recommends approval of the resolution adopting the Harris County Multi-Jurisdictional Hazard Mitigation Plan

Thank you for your consideration,

Jose Magana

2025 Harris County Multi-Jurisdictional Hazard Mitigation Plan

STAFF BRIEFING DOCUMENT

Today we ask that the ***Name of Governing Body*** adopt the Harris County Multi-Jurisdictional Hazard Mitigation Plan. Each jurisdiction participating in the plan must formally adopt it in order to maintain eligibility for funding under Federal Emergency Management Agency (FEMA) hazard mitigation grant programs.

Hazard mitigation is the use of long-term and short-term policies, programs, projects, and other activities to minimize the loss of life, injury, and property damage that can result from a disaster. Hazard mitigation is the first step in reducing risk and is the most effective way to reduce costs associated with hazards. This hazard mitigation plan examines our vulnerability to identified hazards and outlines actions that we can take to mitigate those hazards.

This 2025 update to the plan was coordinated with 42 planning partners in the County. The process started in March of 2024 when we were invited by Harris County to participate in the planning process. The plan has been reviewed and was recently approved by both the Texas Division of Emergency Management and FEMA.

The hazards examined in the plan include the following:

- Coastal erosion
- Dam/levee failure
- Drought
- Earthquake
- Energy pipeline failure
- Extreme cold
- Extreme heat
- Flood
- Hurricane/coastal storms
- Mass movement
- Public health emergency
- Severe weather
- Technology failure
- Toxic release/hazardous materials incident
- Tsunami
- Utility failure
- Wildfire

The risk and vulnerability associated with each of these hazards were determined for each participating jurisdiction, based on past events, past and predicted future losses, and the expected probability of future occurrence. From this data we were able to identify actions that can be taken to mitigate the hazards. Our annex to the plan identifies our risk and vulnerability to the hazards and actions we can take to mitigate them.

The following goals were established for the 2025 hazard mitigation plan update:

1. Improve and coordinate data collection efforts to fully maximize mitigation capabilities.
2. Enhance public outreach strategies to improve information sharing regarding hazards, including risk reduction strategies.
3. Reduce the impacts of hazards on people and property and protect natural and cultural resources.
4. Work to improve and coordinate existing local plans, policies, codes, and regulations to reduce hazard impacts.
5. Implement property protection measures to reduce or eliminate repetitive loss occurrences.
6. Investigate and implement a range of structural projects that will reduce the effects of hazards on public and private property throughout the County.
7. Investigate and implement a range of nature-based solutions that utilize, enhance, and protect natural resources and their ability to reduce hazard impacts.
8. Advance hazard analysis and mitigation strategies to reflect interdependencies across infrastructure and community lifelines.
9. Prioritize mitigation investments to inform and support efforts to seek funding.

Maintenance of the plan includes a schedule for monitoring and evaluating the plan annually and producing an updated plan every five years. The plan will be available online at ReadyHarris.org.

RESOLUTION NO. ________

A RESOLUTION OF THE CITY OF STAFFORD, TEXAS ADOPTING THE 2025 HARRIS COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN.

* * * * *

WHEREAS, the City of Stafford recognizes the threat that natural hazards pose to people and property within the City; and

WHEREAS, the City of Stafford has prepared a multi-hazard mitigation plan, hereby known as the 2025 Harris County Multi-Jurisdictional Hazard Mitigation Plan, in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS, the 2025 Harris County Multi-Jurisdictional Hazard Mitigation Plan has already been approved by the Federal Emergency Management Agency (FEMA) and the Texas Division of Emergency Management (TDEM); and

WHEREAS, the 2025 Harris County Multi-Jurisdictional Hazard Mitigation Plan identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in the City from the impacts of future hazards and disasters; and

WHEREAS, adoption by the City Council demonstrates their commitment to hazard mitigation and achieving the goals outlined in the 2025 Harris County Multi-Jurisdictional Hazard Mitigation Plan.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF STAFFORD, TEXAS, THAT:

Section 1. The City Council adopts the 2025 Harris County Multi-Jurisdictional Hazard Mitigation Plan. This plan, approved by the community, may be edited or amended after submission for review, but will not require the community to re-adopt any further iterations. This only applies to this specific plan and does not absolve the community from updating the plan in five (5) years.

PASSED, APPROVED, AND RESOLVED this the 15th day of July, 2026.

____
Ken Mathew
Mayor

ATTEST:

____
Roxanne Benitez
City Secretary

2025 Harris County
Multi-Jurisdictional Hazard Mitigation Plan

EXECUTIVE SUMMARY

The purpose of this document is to familiarize you with the Harris County Multi-Jurisdictional Hazard Mitigation Plan that was recently updated so the necessary actions can be taken to adopt the plan. Each jurisdiction participating in the plan must formally adopt it in order to maintain eligibility for funding under Federal Emergency Management Agency (FEMA) hazard mitigation grant programs.

Hazard mitigation is the use of long-term and short-term policies, programs, projects, and other activities to minimize the loss of life, injury, and property damage that can result from a disaster. Hazard mitigation is the first step in reducing risk and is the most effective way to reduce costs associated with hazards. This hazard mitigation plan examines Harris County's vulnerability to identified hazards and outlines actions that Harris County and participating entities can take to mitigate those hazards. This 2025 update to the plan was coordinated with 42 planning partners in the County:

- Harris County
- Harris County Flood Control District
- Harris County Office of County Administration
- City of Bellaire
- City of Bunker Hill Village
- City of Deer Park
- City of El Lago
- City of Friendswood
- City of Galena Park
- City of Hedwig Village
- City of Hilshire Village
- City of Humble
- City of Hunters Creek Village
- City of Jacinto City
- City of Jersey Village
- City of Katy
- City of La Porte
- City of Missouri City
- City of Morgan's Point
- City of Nassau Bay
- City of Pasadena
- City of Piney Point Village
- City of Seabrook
- City of Shoreacres
- City of Southside Place
- City of Spring Valley Village
- City of Stafford
- City of Taylor Lake Village
- City of Tomball
- City of Waller
- City of Webster
- City of West University Place
- Cypress Creek Drainage
- District
- Cypress Fairbanks Independent School District
- Goose Creek Independent School District
- Gulf Coast Authority
- Harris Health System
- Houston Community College
- Lee College
- San Jacinto College
- Spring Independent School District
- University of Houston
- Varnett Public School

This coordination in planning facilitated a more efficient planning process than would be accomplished by each jurisdiction developing its own plan. It allowed these planning partners to pool resources and eliminate redundant activities.

In updating the hazard mitigation plan, the participating jurisdictions fully coordinated with and solicited participation from county and local governments, relevant organizations and groups, state and federal agencies, and the public. This coordination ensured that stakeholders had established communication channels and relationships to support mitigation planning and mitigation actions included in the plan.

The hazards examined in the plan include the following:

- Coastal erosion
- Dam/levee failure
- Drought
- Earthquake
- Energy pipeline failure
- Extreme cold
- Extreme heat
- Flood
- Hurricane/coastal storms
- Mass movement
- Public health emergency
- Severe weather
- Technology failure
- Toxic release/hazardous materials incident
- Tsunami
- Utility failure
- Wildfire

The risk and vulnerability associated with each of these hazards were determined for each participating jurisdiction, based on past events, past and predicted future losses, and the expected probability of future occurrence. From these evaluations, hazards were ranked as high, medium, or low risk to each jurisdiction. The hazard rankings were used to focus and prioritize individual jurisdictional mitigation strategies.

The planning process included a review and update of mitigation goals and objectives that were previously established. The updated goals and objectives guide the selection of mitigation actions to address risk from the identified hazards. Mitigation goals were updated based on the updated risk assessment, discussions, research, and input from plan participants and stakeholders. The goal development process considered the goals outlined in the 2023 Texas State Hazard Mitigation Plan, as well as other relevant county and local planning documents. The following goals were established for the 2025 hazard mitigation plan update:

1. Improve and coordinate data collection efforts to fully maximize mitigation capabilities.
2. Enhance public outreach strategies to improve information sharing regarding hazards, including risk reduction strategies.
3. Reduce the impacts of hazards on people and property and protect natural and cultural resources.
4. Work to improve and coordinate existing local plans, policies, codes, and regulations to reduce hazard impacts.
5. Implement property protection measures to reduce or eliminate repetitive loss occurrences.

6. Investigate and implement a range of structural projects that will reduce the effects of hazards on public and private property throughout the County.
7. Investigate and implement a range of nature-based solutions that utilize, enhance, and protect natural resources and their ability to reduce hazard impacts.
8. Advance hazard analysis and mitigation strategies to reflect interdependencies across infrastructure and community lifelines.
9. Prioritize mitigation investments to inform and support efforts to seek funding.

Maintenance of the plan includes a schedule for monitoring and evaluating the plan annually and producing an updated plan every five years. The plan will be available online at ReadyHarris.org.

City of Stafford
Fire Department
10210-A, Mula Road, Texas 77477
281.208.6984

TO: Mayor Mathew and Council

From: J. Magana, Fire Chief

Date: July 2, 2026

Reference: Request to Donate Decommissioned Air-Packs

I respectfully request consideration and approval to donate decommissioned self-contained breathing apparatus air packs to the Fort Bend County Fire Field, a 501(c)(3) nonprofit organization.

These air packs have met or exceeded their established life expectancy and no longer meet the requirements of the Texas Commission on Fire Protection for use by our department. As a result, they have been removed from service and are no longer suitable for operational use by City firefighters.

Although these air packs no longer meet the state regulatory requirements for our department, they may still provide value in a non-operational training environment. The Fort Bend County Fire Field provides training opportunities for industrial firefighters and operates under standards different from those of municipal fire departments regulated by the Texas Commission on Fire Protection. These air packs would be used to support industrial fire training and related training activities, rather than for City emergency response operations.

Donating this equipment would allow the City to remove outdated and unusable equipment from inventory while supporting a nonprofit fire training organization that provides valuable training opportunities to the industrial fire service. Retaining the air packs would not benefit the City, as they can no longer be used for our operations and would otherwise remain stored with no practical purpose.

If approved, the donation would be completed in accordance with all applicable City policies and legal requirements for the disposal or transfer of surplus property. The equipment would be transferred as-is, with the understanding that it is no longer certified or approved for use by the City of Stafford Fire Department.

Thank you for your consideration

Jose Magana, Fire Chief

City of Stafford
Fire Department
10210-A, Mula Road, Texas 77477
281.208.6984

TO: Mayor Mathew and Council

From: J. Magana, Fire Chief

Date: July 2, 2026

Reference: Request to Donate Decommissioned Surplus Vehicles

I respectfully request consideration to allow the Fire Department to donate decommissioned surplus vehicles that have exceeded their expected lifespan and are no longer suitable or cost-effective for continued City use.

These vehicles have been taken out of frontline service and stripped of any equipment, parts, or components that the city could still use. What's left is outdated and no longer meets the operational needs or reliability standards our department requires. Keeping these units would entail ongoing costs for maintenance, servicing, storage, and insurance for vehicles no longer used for City operations.

The proposed donation would assist two volunteer fire departments that have limited funding and operate as 501(c)(3) nonprofit organizations. While these vehicles no longer meet the City's needs, the recipient departments might be able to use them in a limited capacity due to their lower call volume and decreased demand on vehicles and systems.

This request will enable the city to remove unused assets from inventory, reduce unnecessary ongoing costs, and support neighboring volunteer fire departments that deliver vital public safety services to their communities.

If approved, the donation will be made in accordance with all applicable City policies and legal requirements for the disposal or transfer of surplus property.

Thank you for your consideration

Jose Magana, Fire Chief

Stafford Fire Dept Light Duty Vehicle Fleet

VEHICLE ID	YEAR	MAKE	MODEL	TYPE	SHOP #	ASSIGNED	ENGINE HRS	MILEAGE	REMARKS	Engine hour to Mileage ration
SQUAD 21	2009	FORD/KOENIG	F-450	TRT/UTILITY	2195	FS #1	2659	29,056	PRIME MOVER/ Grant funded	**87747**
UTILITY 22	2008	FORD	F-250	UTILITY	2101	FS #2	3917	69,416	Decommissioned Service Life	**129261**
BATTALION 21	2026	CHEVY	2500	COMMAND	2199	FS#2	20.1	303	New Battalion	**663**
C2101	2020	CHEVY	1500	STAFF	2104	FIRE CHIEF	3957	47,438		**130581**
SPARE	2016	CHEVY	TAHOE	SPARE	2114	FS #2	4000	50,139	Decommissioned Service Life	**132000**
C2104	2022	CHEVY	TAHOE	STAFF	2111	DIV. CHIEF OF TRAINING	1556	30,884		**51348**
C2102	2022	CHEVY	TAHOE	STAFF	2110	ASST. FIRE CHIEF	1559	26982		**51447**
BATTALION 22	2020	CHEVY	TAHOE	COMMAND	2108	FS#2	2150	39,588	Spare Battalion	**70950**

Stafford Fire Marshal Office Light Duty Vehicle Fleet

VEHICLE ID	YEAR	MAKE	MODEL	TYPE	SHOP #	ASSIGNED	ENGINE HRS	MILAGE	REMARKS	Engine hour to Mileage ration
C2103	2022	CHEVY	TAHOE	STAFF	2303	FIRE MARSHAL	2398	31,631		**79134**
C2131	2024	CHEVY	TAHOE	STAFF	2306	ASST. FIRE MARSHAL	1079	25,217		**35607**
C2137	2018	CHEVY	TAHOE	STAFF	2304	DEPUTY FM	7384	103,345	Electrical issues- Pending evaluation	**243672**
C2138	2025	CHEVY	TAHOE	STAFF	2307	DEPUTY FM	8	254		**264**
C2140	2020	CHEVY	TAHOE	STAFF	2309	DEPUTY FM	4868	55,229		**160644**
C2161	2015	FORD	F-150	STAFF	2301	PT - DEPUTY FM	3098	43,560		**102234**
N/A	2018	CHEVY	TAHOE	STAFF	2305	N/A	OOS	OOS	Decommisioned - TRANS- OOS	**N/A**

Beasley Community Volunteer Fire Department

214 S 3rd St. Beasley, TX 77417 Phone: 979-387-2412

Chief Magana,

Beasley Fire Department is requesting the donation of a Ford F-250 Pickup Truck. This Pickup Truck will be used to respond to Medical Incidents, Motor Vehicle Accidents, fires as a utility vehicle as well as pull our UTV. This addition to our department would be tremendously appreciated and useful in helping protect our citizens.

Thanks,

Tim Sabrsula

Fire Chief

Beasley Fire Dept.

Fairchild Fire Department
8715 Fairchilds Rd Richmond, TX 77469
Station Phone 979-793-6676

Fire Chief- Josh Shed, CFE
jshed@fairchildfd.org
346-840-6156

Assistant Chief- Kyle Powers
832-588-1229
admin@fairchildfd.org

Chief Magana,

The Fairchild Fire Department is asking for a donation of a Chevrolet Tahoe. This vehicle will be utilized in response to medical incidents, motor vehicle incidents, and fires as a command vehicle. This would be a great addition to our department and well appreciated. Fairchild Fire would assume all responsibility of this unit if approved and understand that this tahoe will be an as-is procurement with no liabilities tied to the City of Stafford or Stafford FD.

Thank you for your consideration,

Josh Shed

Fairchild Fire Chief

RESOLUTION NO. _________

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STAFFORD APPROVING A GRANT AGREEMENT BETWEEN THE CITY OF STAFFORD AND THE NATIONAL CIVIC LEAGUE FOR THE CITY VOTER PARTICIPATION PROJECT AND AUTHORIZING THE MAYOR TO EXECUTE.

*　　　*　　　*　　　*　　　*

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF STAFFORD, TEXAS:

Section 1. The City Council hereby approves the Mayor to execute a grant agreement, between the City of Stafford and National Civic League, for the City Voter Participation Project, as described and set forth as "Exhibit A", attached hereto, and incorporated herein for all purposes.

PASSED, APPROVED and RESOLVED this the ____ day of ________, 2026.

____

_________, Mayor

ATTEST:

EXHIBIT A

GRANT AGREEMENT

THIS GRANT AGREEMENT is made as of ________ ___, 2026 between National Civic League, a nonprofit, nonpartisan 501(c)(3) corporation incorporated in the State of Colorado ("Grantor") and the City of Stafford, Texas, a home rule municipal corporation of the State of Texas ("Grantee"), with respect to the following:

A. Grantor's mission is to advance civic engagement and promote innovations in democracy to make decision-making more participatory, equitable, and effective.

B. Grantor has obtained recognition of its tax-exempt status under Section 501(c)(3) of the Internal Revenue Code (the "Code") from the Internal Revenue Service, and is not classified as a private foundation under Section 509(a) of the Code.

C. Grantor, through its Local Policy Lab program, has obtained a grant from the Houston Endowment, Inc. (the "Houston Endowment" or the "Endowment"), a philanthropic funder whose priorities include increasing informed civic engagement. The purpose of the Endowment's grant to Grantor includes increasing voter participation and turnout in the November 2026 election. Grantor’s contact person for this grant is Laura Wood (laura@localpolicylab.org).

D. Grantee, as a home rule corporation in the State of Texas, is tax-exempt under the Internal Revenue Code. Grantee's address is City Hall, 2610 S Main Street, Stafford, TX 77477, and telephone number is (281) 261-3900. Grantee's contact person for this grant is Ashley Merchant (AMerchant@staffordtx.gov) Grantee's EIN is 746026239.

E. Grantee wishes to initiate a project (for the purpose of this agreement, referred to as the "City Voter Participation Project") to engage and educate its residents in order to increase voter participation and turnout in the elections scheduled to be held November 3, 2026.

F. In furtherance of its charitable and educational purposes, Grantor now wishes to make a grant to Grantee, in the amount and on the terms and conditions in this Agreement.

NOW, THEREFORE, in consideration of the mutual rights and obligations set forth herein, the parties to this Agreement hereby agree as follows:

1. Items described in Grantee's Proposal and/or Summary of Intended Uses of the grant funds, as shown in Exhibit A to this Grant Agreement (the "Grant Purposes"), shall be *directly in furtherance of the City Voter Participation Project.* As a matter of information, permissible uses of funds include the following as related to the Project:

- Labor/Materials - purchase informational and other materials;
- defray or reimburse direct expenses paid to city staff; or
- pay consultant fees.

2. Unless otherwise terminated as provided in this Agreement, the grant period will end on November 3, 2026 ("Grant Period End Date"). Grantee shall use the Grant solely for the Grant Purposes, and Grantee shall repay to Grantor any portion of the Grant that is not used for the Grant Purposes. No part of the grant funds may be used for Grantee's general support or general purposes. Permitted expenditures that are not (a) incurred by the Grant Period End Date, and (b) fully expended within sixty (60) days thereafter, shall also be repaid. Any significant changes in the purposes for which grant funds are spent must be approved in writing by Grantor before implementation.

3. The total amount of the grant is Nineteen thousand one hundred sixty dollars ($19,160.00), subject to the last sentence of this paragraph 3 (the "Grant"). Within 30 days after the execution and delivery of this Agreement by Grantee to Grantor, subject to Grantee's prior fulfillment of the Summary of Intended Uses and Project Budget requirements and Local Policy Lab's approvals, specified in Exhibit A, Grantor shall pay the Grant amount to Grantee. Grantee understands and agrees that Grantor's ability and obligation to pay any amount of the Grant to Grantee under this Agreement depends upon Grantor's receipt of sufficient funds from contributors in support of the Grant Purposes, and Grantee agrees not to take any action to require Grantor to pay to Grantee any amount under this Agreement to the extent that such funds on deposit with Grantor are insufficient on the date the amount is due to be paid to Grantee.

4. Grantee shall report to Grantor or Grantor's agent in writing, following the timetable and requirements set forth in Exhibit A, on the activities conducted by Grantee with the proceeds of the Grant and all expenditures made from Grant funds, and on Grantee's compliance with the terms of this Agreement.

5. With regard to any subgrantees convenient or necessary to carry out the purposes of the Grant, Grantee shall retain full discretion and control over their selection, acting completely independently of Grantor. There is no agreement, written or oral, by which Grantor may cause Grantee to choose any particular subgrantee.

6. The Grant shall not be used in any attempt to influence legislation within the meaning of Internal Revenue Code § 4911(d) as interpreted by applicable Treasury Regulations and rulings of the Internal Revenue Service. Furthermore, for purposes of this section, the term "influencing legislation" means— (A) any attempt to influence any legislation through an attempt to affect the opinions of the general public or any segment thereof, and (B) any attempt to influence any legislation through communication with any member or employee of a legislative body, or with any government official or employee who may participate in the formulation of the legislation. Grantee shall not use any portion of the Grant to participate or intervene in any political campaign on behalf of or in opposition to any candidate for public office, to induce or encourage violations of law or public policy, to cause any private inurement or improper private benefit to occur, nor to take any other action inconsistent with Section 501(c)(3) of the Code.

7. Grantee is solely responsible for the activity supported by the grant funds, the content of any product of the project, and the manner in which any such product may be disseminated. Grantee shall not transfer or assign this Agreement without the prior written consent of Grantor. This Agreement does not create any relationship of agency, partnership, or joint venture between the parties, and no party shall make any such representation to anyone.

8. Grantee shall notify Grantor immediately of (a) any use of the Grant inconsistent with furthering the Grant Purposes; or (b) any other material change with respect to the matters covered by Grantee's representations, warranties, and assurances to Grantor contained herein.

9. Neither this Agreement nor any other statement, oral or written, nor the making of any contribution or grant to Grantee, shall be interpreted to create any pledge or any commitment by Grantor or by any related person or entity to make any other grant or contribution to Grantee or any other entity for this or any other project. The Grant contemplated by this Agreement shall be a separate and independent transaction from any other transaction between Grantor and Grantee or any other entity.

10. Grantor may terminate this Agreement and/or withhold future payments under this Agreement at any time if it determines, in the exercise of its reasonable discretion, that (a) Grantee has failed to comply with the provisions of this Agreement; or (b) circumstances relevant to Grantee, including, but not limited to, those respecting its organization or financial condition, are such that Grantor has reason to conclude that Grantee may not be able to satisfactorily complete the objectives contemplated by this Agreement. Such termination shall be effective upon receipt by Grantee of written notice from Grantor. In the event of termination of this Agreement, Grantor may demand the immediate return of all or any unexpended portion of the Grant. Grantee shall promptly comply therewith. Grantee's obligation to comply with the reporting and return of funds provisions of this Agreement shall survive the termination of this Agreement.

11. Any required notices under this grant shall be sent to the contact persons listed above at the email addresses listed above. The sender of any such email shall be responsible for ensuring the email was delivered to the proper email address. The sender's duty shall be considered fulfilled if they send a copy of the email via a nationally recognized courier (e.g., FedEx) or regular mail, postage prepaid:

if to the Grantor, addressed to: President, National Civic League, 190 E. 9th Ave. Suite 440, Denver, CO 80203

if to the Grantee, addressed to: Mayor, City Hall, 2610 S Main Street, Stafford, TX 77477

12. This Agreement shall be construed in accordance with, and governed by, the laws of the State of Texas.

13. This Agreement is subject to such additional terms and conditions as may be stated in Exhibit A attached to this Agreement.

14. This Agreement supersedes any prior oral or written understandings or communications between the parties and constitutes the entire agreement of the parties with respect to the subject matter hereof. This Agreement may not be amended or modified except in a writing signed by both parties hereto.

IN WITNESS WHEREOF, the parties have executed or caused to be executed this Grant Agreement on the dates set forth opposite their signatures below.

NATIONAL CIVIC LEAGUE

DATED: _______, 2026

Signed:

Name:

Title:

CITY OF STAFFORD

DATED: __________, 2026 Signed:

Name:

EXHIBIT A

PROJECT PROPOSAL/SUMMARY OF INTENDED USES OF GRANT FUNDS

Grantee's summary of intended uses is attached or shall be submitted to National Civic League for approval within 14 days after the date of this agreement.

PROJECT BUDGET

Grantee's budget covering its intended uses is attached or shall be submitted to National Civic League for approval within 14 days after the date of this agreement.

REPORTING REQUIREMENT

Within 90 days after the November 3, 2026 election, Grantee shall submit a brief report by email to Grantor (as specified in Recital Section E and provided in Section 11 of this Grant Agreement) containing (1) a summary of the actions taken to further the purpose of the grant, (2) a financial accounting of the expenditure of grant funds, and (3) copies of any written materials obtained with grant funds.

RECORD KEEPING REQUIREMENT

Grantee's recordkeeping and inspection requirements are as follows: Grantee shall maintain a ledger to show the grant funds separately. All expenditures made in furtherance of the purposes of the grant shall be charged off against the grant and shall appear on that ledger. Grantee shall keep records to substantiate such expenditures. Grantee shall make the ledger and related books and records available to Grantor at reasonable times for review and audit. Grantee shall keep copies of all such ledgers, books and records at a location known to and accessible to Grantor for at least four (4) years after completion of the use of the grant funds. The requirements of this paragraph shall survive any termination of this Agreement.

ADDITIONAL TERMS AND CONDITIONS

All grant funds must be kept segregated continuously in a separate fund dedicated to the Grant Purposes, and no part of the grant funds may be used for Grantee's general support or general purposes.

HUMAN RESOURCES DEPARTMENT MEMO

TO: MAYOR & CITY COUNCIL
FROM: SHANELL GARCIA, DIRECTOR OF HUMAN RESOURCES
SUBJECT: YEAR OF SERVICE MONETAR
DATE: 7/15/2026 MEETING

Attached is the formal Administrative Procedure outlining our current budgeted practice for recognizing employee years of service.

This practice has been in place for more than fifteen years. We have also solicited feedback from employees, and the overwhelming majority expressed a preference for continuing the monetary recognition program rather than replacing it with plaques or service pins.

Your review and approval of this administrative procedure would be greatly appreciated. Please let me know if you have any questions or would like to discuss any aspect of the procedure.

Please let me know if you have any questions.

Take care,
Shanell Garcia

Years of Service Monetary Recognition Administrative Procedure

Subject: Employee Service Awards
Effective Date: 7/15/2026
Approved By: City Council
Applies To: All City Employees

Purpose

To establish a consistent process for recognizing employees' years of dedicated service through a monetary award.

---

1. Eligibility

Employees become eligible for a monetary service award upon completing **ten (10) years of continuous service** with the City and every **five (5) years thereafter**.

Eligibility is determined based on the employee's official hire date as reflected in the City's payroll and personnel records.

---

2. Roles and Responsibilities

2.1 Human Resources Department

The Human Resources Department shall:

- Verify employee years of service using the City's official payroll and personnel records.
- Identify eligible employees for each service milestone.
- Calculate the appropriate monetary award.
- Budget for the annual cost of service awards within the appropriate budget line item, subject to funding approved by the City Council.
- Provide the Finance Department with documentation of eligible employees and approved award amounts.

2.2 Finance Department

The Finance Department shall:

- Verify the information and calculations provided by Human Resources.
- Process and issue the monetary award through payroll in accordance with all applicable federal and state tax withholding requirements and payroll procedures.
- Maintain applicable financial records related to the payment.

---

3. Service Award Guidelines

3.1 Award Amounts

The amounts listed below represent the **net award** employees will receive **after all required taxes and payroll deductions have been applied.**

Years of Service	Net Award
10 Years	$100
15 Years	$150
20 Years	$200
25 Years	$250
30 Years	$300
35 Years	$350

For employees with **more than thirty-five (35) years of service**, the award shall increase by **$50 for each additional year of service**.

Public Works

Memo

Date: **July 15, 2026**

To: **Mayor Ken Mathew and Council**

From: **Laura Morales, Public Works Assistant Superintendent**

Re: **Request for Council Direction-Potential Partnership with National Fitness Campaign for Fitness Court Project**

Staff is requesting City Council's direction on whether to move forward by evaluating a proposed Fitness Court in partnership with the National Fitness Campaign.

City of Stafford Grant Manager and I recently met with representatives from the National Fitness Campaign to discuss the opportunity to bring a free outdoor Fitness Court to our community. The program offers grant funding between $30,000 and $60,000, with the City's estimated share ranging from approximately $160,000 to $270,000, depending on the project scope and selected location.

Potential locations include Stafford City Park, First Street Park, Fountain Lake Park, or another suitable City-owned property. Since staff are already evaluating playground replacements at several parks, this is an ideal time to determine whether a Fitness Court would complement the City's long-term parks and recreation goals.

At this time, staff is not requesting approval to construct the project. Rather, we are requesting Council's direction on whether to invest the time and resources necessary to evaluate potential sites, develop conceptual plans and cost estimates, pursue grant funding, and prepare a detailed proposal for Council's future consideration.

If Council directs staff to proceed, we will return with a complete project recommendation, including location options, budget, funding opportunities, and an implementation plan.

July 2, 2026

Mayor Ken Mathew
City of Stafford
2610 South Main Street
Stafford, TX 77477

RE: Proposal for Residential Trash Polycarts

Dear Mayor Mathew,

At GFL Environmental, we truly value our long-standing partnership with the City of Stafford and remain dedicated to supporting your vision for a cleaner, more beautiful community.

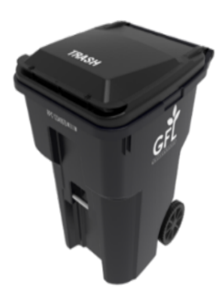
To further this commitment, GFL is pleased to propose a significant investment in the City's residential waste services by providing high-quality 96-gallon polycarts to all residences at no cost to the City. We understand that providing these carts represents a substantial financial undertaking for our company; however, we firmly believe it is an essential step toward modernizing service and elevating the appearance of your neighborhoods.

In light of this commitment to community beautification, we respectfully request a four (4) year extension to our current agreement, which would include the two one-year renewals outlined in the original contract. This extension would secure our partnership through December 31, 2030, allowing us to maintain the stability and high quality of service that Stafford residents expect.

We are happy to confirm that all other rates, terms, and conditions of our existing contract will remain unchanged, ensuring this upgrade brings no additional financial impact on the City's budget.

We appreciate the opportunity to continue serving the City of Stafford and look forward to partnering with you to provide a consistent, beautiful look on every street for all your residents.

Sincerely,



Suzanne Haboush
GFL Environmental

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STAFFORD, TEXAS, AUTHORIZING THE MAYOR TO EXECUTE AMENDMENT NO. 1 OF THE SOLID WASTE COLLECTION SERVICE CONTRACT WITH WASTE CORPORATION OF TEXAS, L.P. D/B/A GFL ENVIRONMENTAL.

* * * * *

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF STAFFORD, TEXAS:

Section 1. That the City Council hereby authorizes the Mayor to execute Amendment No. 1 with Waste Corporation of Texas, L.P. d/b/a GFL Environmental ("GFL") for the collection of solid waste within the City of Stafford, in accordance with the terms and conditions of the amendment attached hereto as Exhibit "A" and incorporated herein for all purposes.

PASSED, APPROVED, and RESOLVED this the 15th day of July, 2026.

____
Ken Mathew
Mayor

ATTEST:

____
Roxanne Benitez
City Secretary

EXHIBIT "A"

2

AMENDMENT NO. 1
TO THE SOLID WASTE COLLECTION AND DISPOSAL CONTRACT

This Amendment No. 1 (“Amendment”) is made and entered into this 2nd day of July, 2026, by and between the **CITY OF STAFFORD, TEXAS** (“City”) and **GFL of Texas, L.P.** (“Contractor”).

WITNESSETH:

WHEREAS, the City and Contractor entered into a Solid Waste Collection and Disposal Contract (the “Contract”) with an effective date of January 1, 2024; and

WHEREAS, the parties now desire to amend the Contract to include the provision of residential trash carts and an extension of the Contract term;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. **Provision of Trash Carts:** Contractor shall supply one (1) 96-gallon trash polycart to each Residential Unit within the City at no additional cost to the City.

2. **Contract Extension:** In consideration for the provision of the 96-gallon polycarts, the term of the Contract is hereby extended by an additional four (4) years beyond its current term, plus the two (2) one-year renewals provided for in the original Contract.

3. **New Termination Date:** The new expiration date for this Contract, including the aforementioned extensions and renewals, shall be **December 31, 2030**.

4. **Residential Service Terms:** Except for the provision of the 96-gallon polycart and the change to the termination date, all other terms and conditions regarding residential trash collection, as set forth in Exhibit “A” and the original Contract Documents, remain in full force and effect.

5. **Ratification:** All other provisions of the original Contract not specifically addressed in this Amendment shall remain unchanged and are hereby ratified and confirmed.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the date first written above.

CITY OF STAFFORD, TEXAS

By: ___________________________

Ken Mathew, Mayor

ATTEST:

By: ___________________________

Roxanne Benitez, City Secretary

GFL of Texas, L.P.

By: ___________________________

Name: _________________________

Title: __________________________

City of Stafford

Budget Clearance Form

Description of Requested Item - (Please attach all supporting documentation)
Request the use of funds for emergency purchase of a new SCBA air compressor to fill our SCBA bottles. The cost of repairs to fix the current one is high and parts are not available.

Classification of Expenditure (check the one that applies)

[X]	Emergency	[ ]	Normal
[ ]	Critical	[ ]	Grant Funds - Paid in Advance
[ ]	Very Necessary	[ ]	Grant Funds - Reimbursement

Agenda Date:	07/15/2026	Requested By:	J. Magana
Department:	Fire	Department Head Approval:	[signature]

Budget

Budget Line Item	101-522-561.00
Expenditure Required	$81,791
Current Budget	N/A
Additional Funding	$81,791
Funding Source	Fund Balance

Finance Approval:	Anka Shah	Date:	07/07/26

Mayor's Comments

Mayor's Approval for Discussion Item	Ken Mathew	Mayor's Approval for Consent Agenda	
Date:	7/7/26	Date:	
Rejected by Mayor for Inclusion on Agenda		Date:	

City of Stafford
Fire Department

10210-A, Mula Road, Texas 77477
281.208.6984

TO: Mayor Mathew and Council

From: J. Magana, Fire Chief

Date: July 02, 2026

Reference: Request for Funding Approval- SCBA Compressor Replacement

This memorandum requests approval to fund the urgent replacement of the Fire Department's Self-Contained Breathing Apparatus (SCBA) compressor system. On June 11, a certified technician inspected the department's only operational SCBA compressor following a major mechanical failure. Over the past five years, repairs have cost more than $ 11,000. The current repair estimate is $ 27,863.09, and the unit is no longer in production. Available or found replacement parts could take several months to arrive, preventing the department from refilling SCBA cylinders internally. These cylinders are vital for firefighter safety and emergency response.

Department policy requires firefighters to wear SCBA in Immediately Dangerous to Life and Health (IDLH) environments, such as structure fires, hazardous materials incidents, and technical rescues. A working compressor is crucial for providing breathing air that complies with NFPA 1989 standards. Without a functional compressor, the department must rely on nearby agencies for cylinder refills. This dependency can cause response delays, place additional stress on regional resources, and eliminate system redundancy during major incidents. A single structural fire, HazMat event, or technical rescue could notably deplete the department's available air supply.

Considering the compressor's age, repair costs, parts availability, and the risks of failure during operation, replacement is the most practical and reliable option. The Fire Department respectfully requests the Council's approval to proceed with the emergency purchase of a new SCBA compressor system to ensure firefighter safety and maintain emergency response capabilities.

The Fire Department recommends approval for an emergency purchase of an SCBA compressor system at a total cost of $81,790.75. Funding this system represents the best use of funds while addressing critical safety vulnerabilities and providing long-term operational cost savings for the City of Stafford.

Thank you for your consideration,

Jose Magana, Fire Chief

HEADQUARTERS: SHREVEPORT, LA 71148-8007 *SERVING TEXAS*

ACCT. #	**24120**	SHIP TO:	Stafford Fire Department
SOLD TO:	Stafford Fire Department		2702 South Main
	2702 South Main		Stafford, Texas, 77477
	Stafford, Texas, 77477		
ATTN:		ATTN:	Mark Banberchot
PHONE:		PHONE:	573-291-0191
EMAIL:		EMAIL:	mvanberschot@staffordtx.gov

CREDIT CARD:		**DIST**	**CUST PO NUMBER**	**SALES REP ID**		**SALES REP #**
NAME/EXP DATE			Mark Banberchot	169		
NUMBER/CODE/ZIP			**TERMS**	**FREIGHT**	**DATE**	**FORM TYPE**
TRANSACTION ID#			30	ADD	6/18/2026	**QUOTE**

ITEM	LOC	DESCRIPTION	DIST	QTY	SHIPPED	PRICE	AMOUNT
		Bauer Quote 20131, Buy Board 798-26	$ -			$ -	$ -
		Lead Time 6-8 Weeks	$ -			$ -	$ -
1		**BAUER-SYSTEM, Vertecon SE 13 E3 6000PSI With Securus**	$ -	1		$ 52,430.00	$ 52,430.00
		Moisture Monitor & CO Monitor	$ -			$ -	$ -
			$ -			$ -	$ -
2		**BAUER-ASO, Upgrade From 208 TO 460V**	$ -	2		$ 1,150.00	$ 2,300.00
			$ -			$ -	$ -
			$ -			$ -	$ -
3		BAUER, Tariff	$ -	1		$ 1,149.75	$ 1,149.75
			$ -			$ -	$ -
4		Installation & Training	$ -	1		$ 5,500.00	$ 5,500.00
			$ -			$ -	$ -
5		BAUER-SYSTEM, Three Postion Fill Station With Cascade	$ -	1		$ 17,911.00	$ 17,911.00
		Control Top	$ -			$ -	$ -
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ADDITIONAL COMMENTS BELOW	**DIST TOTAL: $**	**81,790.75**	Subtotal	$ 79,290.75
			Tax	$ -
		ADD	Freight	$ 2,500.00
			TOTAL	$ 81,790.75

Quote is good for 30 days. 3% convenience fee will be added to all credit card purchases over $10,000. This does not include debit cards. Please review our Return and Payment Policies at www.cascoindustries.com/policies

HOUSTON
3200 Southwest Freeway, Su
Houston, TX 77027
(713) 860-6400

Jessica Biddle Holoubek
Senior Counsel
jholoubek@abhr.com
(713) 860-6491

June 22, 2026

The Honorable Ken Mathew, Mayor
City of Stafford
2610 South Main Street
Stafford, Texas 77477
Via email c/o Joe Williams JWilliams@staffordtx.gov

Re: Flock Safety Camera Program Funding

Dear Mayor Mathew:

On behalf of the East Fort Bend Development Authority (the "Authority" or "EFBDA"), I am writing regarding the continued funding of the Flock Safety camera program serving the Stafford area.

As you know, the prior agreement for the program has expired. The Authority Board has discussed continued participation in the program and recognizes the public safety benefits provided by the Flock camera system to law enforcement and the community. Based on discussions with City staff, the annual cost for renewal of the program is $52,500.

The Authority is willing to contribute fifty percent (50%) of the annual renewal cost and requests that the City of Stafford contribute the remaining fifty percent (50%). Accordingly, the Authority is prepared to fund $26,250 toward the upcoming contract year if the City agrees to fund the remaining $26,250.

If the City is agreeable to this cost-sharing arrangement, we would be pleased to work with City staff to prepare the necessary agreement documentation to extend the program for an additional term.

Thank you for your consideration. Please let me know if you have any questions or require any additional information.

Sincerely,

JBHoloubek

Jessica Biddle Holoubek
Counsel for East Fort Bend Development Authority

cc via email: Felecia Evans-Smith, Chair, EFBDA Board of Directors
Richard Ramirez, City
Lilibeth Duran, City
Roxanne Benitez, City
Cheryl Panozzo, Firm

SEDC
STAFFORD ECONOMIC DEVELOPMENT CORPORATION
2610 South Main Street, Stafford, TX, 77477 Phone: 281-261-3900

Memo

To: Mayor Mathew and Council Members

From: Deja Patterson, Assistant City Secretary

Date: July 6, 2026

Re: Park Facilities Improvements Project

In accordance with the state law, all Stafford Economic Development Corporation (SEDC) projects must be approved once by SEDC and twice by City Council.

The SEDC Board of directors approved Resolution 26-04, for the above referenced project, at the meeting held on June 23, 2026.

This item is for the first approval of the proposed project and resolution. The resolution for SEDC and City Council are included with this memo.

If you have any questions, please contact President Krahn or myself.

Thank you for your consideration in this matter.

Sincerely,

Deja Patterson

Deja Patterson
Assistant City Secretary

RESOLUTION NO. ________

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STAFFORD APPROVING AS A PROJECT OF THE STAFFORD ECONOMIC DEVELOPMENT CORPORATION, A PROJECT FOR THE CONSTRUCTION, INSTALLATION, REPAIR, DEVELOPMENT, MAINTENANCE, AND IMPROVEMENT OF PLAY STRUCTURES, PARK EQUIPMENT AND AMENITIES, SAFETY SURFACING, SITE IMPROVEMENTS, AND ALL OTHER RELATED EQUIPMENT, FACILITIES, AND IMPROVEMENTS TO ENHANCE THE CITY OF STAFFORD'S PUBLIC PARK FACILITIES

* * * * * * * *

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF STAFFORD, TEXAS:

<u>Section 1</u>. The City Council hereby approves as a project of the Stafford Economic Corporation the "Park Facilities Update Project" as described in the Stafford Economic Development Corporation resolution attached hereto as Exhibit 1 and incorporated herein for all purposes.

PASSED AND APPROVED on first reading this the ____ day of _________ 2026.

PASSED, APPROVED, AND RESOLVED on second reading this the ____ day of _________ 2026.

____
Ken Mathew, Mayor

ATTEST:

____
Roxanne Benitez, City Secretary

EXHIBIT 1

STAFFORD ECONOMIC DEVELOPMENT CORPORATION
RESOLUTION NO. 26-04

STAFFORD ECONOMIC DEVELOPMENT CORPORATION
RESOLUTION NO. 26-04

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE STAFFORD ECONOMIC DEVELOPMENT CORPORATION APPROVING AS A PROJECT OF CORPORATION, A PROJECT FOR THE CONSTRUCTION, INSTALLATION, REPAIR, DEVELOPMENT, MAINTENANCE, AND IMPROVEMENT OF PLAY STRUCTURES, PARK EQUIPMENT AND AMENITIES, SAFETY SURFACING, SITE IMPROVEMENTS, AND ALL OTHER RELATED EQUIPMENT, FACILITIES, AND IMPROVEMENTS TO ENHANCE THE CITY OF STAFFORD'S PUBLIC PARK FACILITIES

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE STAFFORD ECONOMIC DEVELOPMENT CORPORATION:

Section 1. The Board of Directors of the Stafford Economic Development Corporation (the "Corporation") hereby creates the "Park Facilities Update Project" (the "Project").

Section 2. The Corporation does hereby approve as a Project of the Corporation expenditures for land, buildings, equipment, facilities, and improvements found by the board of directors to be required or suitable for use for professional and amateur sports, including children's sports, athletic, entertainment, tourist, convention, and public park purposes and events, including stadiums, ball parks, auditoriums, amphitheaters, concert halls, parks and park facilities, open space improvements, museums, exhibition facilities, and related store, restaurant, concession, and automobile parking facilities, related area transportation facilities, and related roads, streets, and water and sewer facilities, and other related improvements that enhance such activities at such facilities under the provisions of Section 505.152 of the Local Government Code.

Section 3. The Project consists of the construction, installation, repair, development, maintenance, and improvement of play structures, park equipment and amenities, safety surfacing, site improvements, and all other related equipment, facilities, and improvements to enhance the City of Stafford's public park facilities.

Section 4. The estimated amount of expenditures for the Project is $2,000,000.00 along with $10,000.00 annual maintenance costs, along with annual operating costs.

Section 5. A public hearing before the Corporation is hereby called regarding the proposed Project. Said public hearing shall be held at 6:30 p.m., on **June 23, 2026**, in the Council Chambers, Stafford City Hall, 2610 South Main, Stafford, Texas.

Section 6. Two public hearings before Stafford City Council are hereby called regarding the proposed Project. Said public hearings shall be held at **7:00 p.m.** on **July 15, 2026**, in the Council Chambers, Stafford City Hall, 2610 South Main, Stafford, Texas and at **7:00 p.m. on August 5, 2026**, in the Council Chambers, Stafford City Hall, 2610 South Main, Stafford, Texas.

Section 7. The Administrative Assistant of the Corporation is hereby authorized and directed to cause notice of such public hearings to be published in a newspaper of general circulation within the City of Stafford, Texas, in substantially the same form as attached hereto as Exhibit "A."

PASSED, APPROVED, AND RESOLVED on this 26th day of May 2026.

Randy Krahn, President
Board of Directors

ATTEST:

William K. Bostic, Jr., Secretary
Board of Directors

EXHIBIT A

STAFFORD ECONOMIC DEVELOPMENT CORPORATION
and
CITY OF STAFFORD CITY COUNCIL
NOTICE OF PROJECT AND NOTICE OF PUBLIC HEARINGS

The Stafford Economic Development Corporation hereby gives notice, pursuant to Section 505.160 of the Texas Local Government Code, that the Corporation has adopted, as a Project of the Corporation, "Park Facilities Update Project" consisting of the construction, installation, repair, development, maintenance, and improvement of play structures, park equipment and amenities, safety surfacing, site improvements, and all other related equipment, facilities, and improvements to enhance the City of Stafford's public park facilities. The estimated amount of expenditures for the Project is **$2,000,000.00** along with **$10,000.00** annual maintenance costs along with annual operating cost.

The Stafford Economic Development Corporation hereby gives notice that it will conduct a public hearing to solicit citizen input on the proposed Project. Said public hearing before the Stafford Economic Development Corporation is hereby called regarding the proposed Project. Said public hearing will be held at **6:30 p.m. on June 23, 2026**, in the Council Chambers, Stafford City Hall, 2610 South Main, Stafford, Texas.

The City Council of the City of Stafford, Texas will conduct public hearings to solicit citizen input on the proposed Project. Said public hearings shall be held at **7:00 p.m. on July 15, 2026,** in the Council Chambers, Stafford City Hall, 2610 South Main, Stafford, Texas and at **7:00 p.m. on August 5, 2026**, in the Council Chambers, Stafford City Hall, 2610 South Main, Stafford, Texas.

Interested citizens are invited to attend and will be given an opportunity to be heard. For further information, please contact Assistant City Secretary Deja Patterson at (281) 261-3904.

CITY COUNCIL MINUTES

MINUTES
REGULAR CITY COUNCIL MEETING
CITY OF STAFFORD, TEXAS
WEDNESDAY, JUNE 17, 2026

On the 17th day of June, 2026, at 6:30 p.m., the City Council of Stafford, Texas met in regular session in the Council Chambers. Mayor Mathew called the meeting to order. The following members of the City Council were present: Mayor Ken Mathew, Mayor Pro Tem Tim Wood, and Council Members Alice Chen, William K. Bostic Jr. (arrived at 6:33 p.m.), Xavier Herrera (left at 9:39 p.m.), Virginia Rosas, and Wen Guerra. Absent: None. The following City Staff were present: Chief of Police Richard Ramirez, City Secretary Roxanne Benitez, Director of Recreation Susan Ricks, Public Works Superintendent Ian Sargent, Public Works Assistant Superintendent Laura Morales, Code Compliance Administrator Scott McElrath, and City Attorney Jeffrey Lubritz.

NOTE: Items appearing in these minutes are in the order they were discussed, not necessarily in the order they appeared on the agenda.

1. Call to Order.

   Mayor Mathew called the meeting to order at 6:30 p.m.

2. Executive session as authorized by Chapter 551, Texas Government Code, Section 551.071(1)(A), pending or contemplated litigation; and Section 551.071(2), authorized under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas.

   The City Council went into executive session at 6:30 p.m.

   The City Council came out of executive session at 6:59 p.m.

   The City Council meeting resumed at 7:00 p.m.

3. Pledges of Allegiance.

   Council Member Chen led the pledges to the United States and Texas flags.

4. Consideration of appropriate action on items discussed in Executive Session.

   No action was taken.

5. Public comments.

   Comments were received from the following:

   - Laura Morales, Public Works Assistant Superintendent, spoke regarding Jarrod Damewood, a mechanic in Public Works, who served the City for twenty-one (21) years and recently passed.

   At this time, Mayor Mathew held a moment of silence for the passing of Jarrod Damewood.

Several Council Members spoke regarding Mr. Damewood and offered their condolences.

Comments were also received from the following:

- Ian Sargent, Public Works Superintendent, spoke regarding Jarrod Damewood and his service to the City.
- Raffy Palalon, Public Works Shop Foreman, spoke regarding his relationship with Jarrod Damewood.
- Cliff Cowperthwait, who lives at 111 Squires Bend, spoke on Agenda Item #15 regarding the Charter Review Commission's recommendations.

Council Member Herrera made a motion to allow Mr. Cowperthwait to speak for an additional minute, and Council Member Bostic seconded the motion. Mayor Mathew, Mayor Pro Tem Wood, and Council Members Chen, Bostic, Herrera, Rosas, and Guerra voted "Aye". "Nay" – None. Motion carried 7-0.

- Mr. Cowperthwait continued to speak regarding the Charter Review Commission recommendations.

At this time, Council Member Rosas made a motion to take Agenda Item 15 after Agenda Item 11, and Mayor Pro Tem Wood seconded the motion. Mayor Mathew, Mayor Pro Tem Wood, and Council Members Bostic, Herrera, Rosas, and Guerra voted "Aye". "Nay" – Council Member Chen. Motion carried 6-1.

6. Presentation: Swearing-In and Pinning Ceremony for New Stafford Police and Telecommunications Officers.

   Chief of Police Richard Ramirez provided bios for the new employees. The official oaths of office were administered previously. Chief Ramirez performed a ceremonial oath to the following:

   - Officer D. Hernandez
   - Officer R. Ramirez
   - Officer J. Hobbs
   - Officer M. Limbousis
   - Officer O. Alsamara

7. Presentation: Fifteen (15) Minutes of Stafford history.

   Council Member Rosas asked that the item be moved to the July 1 City Council meeting.

8. (a) Discussion regarding an Award of Bid for the 2026 General Street Repairs Project.
   (b) Discussion of a Resolution approving the agreement with SAS Concrete Construction, LLC for the 2026 General Street Repairs Project.

Public Works Assistant Superintendent Laura Morales spoke regarding the bid proposals received. She advised that the engineer's recommendation was for SAS Concrete Construction, LLC.

Bob Jones, with Jones Engineering Solutions, answered questions from the Council Members.

Mayor Pro Tem Wood exited the meeting at 7:42 p.m.

Mr. Jones continued to answer questions from the Council Members.

Mayor Pro Tem Wood entered the meeting at 7:46 p.m.

Mr. Jones answered questions from the Council Members.

(c) Public Comments on items (a)-(b).

Comments were received from the following:

- Ray Thomas, who lives at 614 Go Man Go Drive, commended Mr. Jones on his communication. He spoke regarding funds budgeted for residential street repairs. Mr. Thomas also spoke regarding repairs needed in his area.

(d) Possible Consideration of appropriate action on items (a)-(b).

Council Member Herrera made a motion to award the bid to SAS Concrete Construction, LLC and approve Resolution No. 28-26, as presented, and Council Member Chen seconded the motion. Mayor Mathew, Mayor Pro Tem Wood, and Council Members Chen, Bostic, Herrera, Rosas, and Guerra voted "Aye". "Nay" – None. Motion carried 7-0.

9. (a) Discussion of a replat of a tract or parcel, containing 10.9 acres, situated in the William Stafford 1-1/2 league survey, Abstract No. 89, being all of unrestricted reserve "Q5" of Freeport Southwest Section 10, Fort Bend County, Texas.

City Planner Silvia Bolivar provided a PowerPoint presentation regarding the proposed replat. She answered questions from the Council Members.

(b) Public Hearing.

The public hearing opened at 8:05 p.m.

No comments were provided.

The public hearing closed at 8:06 p.m.

(c) Possible Consideration of appropriate action on item (a).

Council Member Chen made a motion to approve the replat, with the proposed recommendations by City Staff and the Planning and Zoning Commission, and Council Member Herrera seconded the motion. Mayor Mathew, Mayor Pro Tem Wood, and Council Members Chen, Bostic, Herrera, Rosas, and Guerra voted "Aye". "Nay" – None. Motion carried 7-0.

10.(a) Discussion of an Ordinance amending Chapter 102 of the Code of Ordinances, the same being the City's Comprehensive Zoning Ordinance, to grant a Specific Use Permit for the operation of a new and used automobile sales business, located at 9731 Mula Road.

City Planner Silvia Bolivar provided a PowerPoint presentation regarding the proposed specific use permit. She answered questions from the Council Members.

Hamid Mirabi, the property owner, spoke regarding his business and location.

Ms. Bolivar continued to answer questions from the Council Members.

(b) Public Hearing.

The public hearing opened at 8:25 p.m.

Comments were received from the following:

- Cliff Cowperthwait, who lives at 111 Squires Bend, spoke regarding the City's previous permitting software.

The public hearing closed at 8:26 p.m.

(c) Possible Consideration of appropriate action on item (a).

Council Member Rosas made a motion to approve Ordinance No. 1312, as presented, and Council Member Herrera seconded the motion. Mayor Mathew, Mayor Pro Tem Wood, and Council Members Chen, Bostic, Herrera, Rosas, and Guerra voted "Aye". "Nay" – None. Motion carried 7-0.

11.(a) Discussion of a Resolution approving the City's Purchasing Policy.

City Attorney Jeffrey Lubritz spoke regarding the proposed policy.

(b) Public Comments on item (a).

Comments were received from the following:

- Sadie Williams, who lives at 2403 West Bend Drive, spoke regarding supporting local Stafford businesses.

Mayor Pro Tem Wood made a motion to allow Mrs. Williams to speak for an additional minute, and Council Member Herrera seconded the motion. Mayor Mathew, Mayor Pro Tem Wood, and Council Members Chen, Bostic, Herrera, Rosas, and Guerra voted "Aye". "Nay" – None. Motion carried 7-0.

- Mrs. Williams spoke regarding City departments using local vendors.
- Ray Thomas, who lives at 614 Go Man Go Drive, commended the City Council on strengthening the purchasing policy.

(c) Possible Consideration of appropriate action on item (a).

Council Member Rosas made a motion to approve Resolution No. 29-26, as presented, and Council Member Guerra seconded the motion.

After discussion, the vote was taken. Mayor Mathew, Mayor Pro Tem Wood, and Council Members Herrera, and Rosas voted "Aye". "Nay" – Council Members Chen, Bostic, and Guerra. Motion carried 4-3.

15.(a) Discussion regarding amendments and recommendations by the Charter Review Commission.

Council Member Rosas suggested that a joint meeting be held with the Charter Review Commission so that they may discuss the Commission's proposed amendments and recommendations.

(b) Public Comments on item (a).

Comments were received from the following:

- Ray Thomas, who lives at 614 Go Man Go Drive, agreed with the recommendation and advised that the item should be a standalone item as it could possibly affect government operations. He also advised that residents should be notified of the meeting.
- Cliff Cowperthwait, who lives at 111 Squires Bend, suggested that the City Council not delay the agenda item too long.
- Clint Mendonca, Vice-Chair of the Charter Review Commission who lives at 12343 Fern Meadow Drive, agreed with the recommendation that there be a joint meeting.

(c) Possible Consideration of appropriate action on item (a).

Mayor Pro Tem Wood made a motion to hold a special joint meeting in July, and Council Member Rosas seconded the motion. Mayor Mathew, Mayor Pro Tem Wood, and Council Members Chen, Bostic, Herrera, Rosas, and Guerra voted "Aye". "Nay" – None. Motion carried 7-0.

12.(a) Discussion of an Ordinance amending Chapter 18 "Businesses", Article XIII "Mobile Food Vendors".

City Attorney Jeffrey Lubritz spoke regarding the proposed amendments that were required due to recent legislation. He answered questions from the Council Members.

Code Compliance Administrator Scott McElrath spoke regarding the proposed changes. He answered questions from the Council Members.

Chief of Police Richard Ramirez also answered questions from Council Members.

(b) Public Comments on item (a).

Comments were received from the following:

- Ray Thomas, who lives at 614 Go Man Go Drive, spoke regarding food trucks, new laws, and the City's position regarding food trucks.

(c) Possible Consideration of appropriate action on item (a).

Council Member Rosas made a motion to approve Ordinance No. 1313, as presented, and Mayor Pro Tem Wood seconded the motion. Mayor Mathew, Mayor Pro Tem Wood, and Council Members Chen, Bostic, Herrera, Rosas, and Guerra voted "Aye". "Nay" – None. Motion carried 7-0.

13.(a) Discussion regarding sidewalk repairs completed on Staffordshire Road. (Guerra)

Council Member Guerra advised that he requested the agenda item. He spoke on his concerns regarding sidewalks in high-traffic areas that were not usable.

Council Member Rosas recommended that the item be tabled to the next meeting so that related documents, for the agenda item, could be presented.

(b) Public Comments on item (a).

Comments were received from the following:

- Ray Thomas, who lives at 614 Go Man Go, spoke regarding various sidewalks in the City as well as vehicles blocking sidewalks in several areas in the City.

Mayor Pro Tem Wood made a motion to allow Mr. Thomas to speak for an additional minute, and Council Member Rosas seconded the motion. Mayor Mathew, Mayor Pro Tem Wood, and Council Members Chen, Bostic, Herrera, Rosas, and Guerra voted "Aye". "Nay" – None. Motion carried 7-0.

- Mr. Thomas advised that the City should be enforcing the rules regarding vehicles parked and blocking driveways.

(c) Possible Consideration of appropriate action on item (a).

No action was taken.

14.(a) Discussion regarding budget for the 2026 Asian American and Pacific Islander Heritage Month Celebration event. (Chen)

Council Member Herrera exited the meeting at 9:10 p.m.

Council Member Chen advised that she requested the agenda item. She provided the event expenditures and advised that the event was under budget.

(b) Public Comments on item (a).

None.

(c) Possible Consideration of appropriate action on item (a).

No action was taken.

16.(a) Discussion regarding appointments to the Stafford Economic Development Corporation (SEDC) Board of Directors and Planning & Zoning Commission.

Council Members discussed the Commission Members and SEDC Directors whose terms were expiring.

Council Member Herrera entered the meeting at 9:16 p.m.

(b) Public Comments on item (a).

None.

(c) Possible Consideration of appropriate action on item (a).

Council Member Chen made a motion to re-appoint all members of the Planning and Zoning Commission, and Council Member Bostic seconded the motion.

After discussion, Council Member Chen made an amended motion to re-appoint the members of the Planning and Zoning Commission whose terms were expiring, and Mayor Pro Tem Wood seconded the motion.

After further discussion, Council Member Bostic made an amended motion to re-appoint Greg Holsapple, Shameer Baloch, and Mathew Vairamon to the Planning and Zoning Commission and to re-appoint Ken Mathew, A.J. Honore, and Alice Chen to the Stafford Economic Development Corporation Board, and Mayor Pro Tem Wood seconded the motion. Mayor Mathew, Mayor Pro Tem Wood, and Council Members Chen, Bostic, Herrera, Rosas, and Guerra voted "Aye". "Nay" – None. Motion carried 7-0.

The vote was then taken on the first amended motion. Mayor Mathew, Mayor Pro Tem Wood, and Council Members Chen, Bostic, Herrera, Rosas, and Guerra voted "Aye". "Nay" – None. Motion carried 7-0.

After discussion, the vote was taken on the original motion. "Aye" – None. "Nay" – Mayor Mathew, Mayor Pro Tem Wood, and Council Members Chen, Bostic, Herrera, Rosas, and Guerra. Motion failed 0-7.

17.(a) Discussion regarding appointments to the following City Council/Advisory Committees:

- Humane
- Technology & Multimedia
- Fourth of July
- Finance
- Compensation, Personnel Policy, & Benefits
- Legislative
- Stafford Centre
- Juneteenth
- Asian American & Pacific Islander Heritage Month

The Council Members discussed possibly changing the members of various Committees.

(b) Public Comments on item (a).

None.

(c) Possible Consideration of appropriate action on item (a).

Mayor Pro Tem Wood made a motion to re-appoint the current standing members for the Humane, Technology and Multimedia, Fourth of July, Finance, Legislative, Stafford Centre, and Juneteenth Committees; to appoint Ken

Mathew, Virginia Rosas, and Tim Wood to the Compensation, Personnel Policy and Benefits Committee; and to table the appointments for the Asian American and Pacific Islander Heritage Month Committee to a future date, and Council Member Rosas seconded the motion. Mayor Mathew, Mayor Pro Tem Wood, and Council Members Chen, Bostic, Herrera, Rosas, and Guerra voted "Aye". "Nay" – None. Motion carried 7-0.

18. (a) Approval of Minutes from the May 20, 2026 Regular City Council Meeting.
(b) Approval of Minutes from the June 3, 2026 Regular City Council Meeting.

No discussion was held.

(c) Public Comments on items (a)-(b).

None.

(d) Possible Consideration of appropriate action on items (a)-(b).

Council Member Chen made a motion to approve the minutes, as presented, and Council Member Bostic seconded the motion. Mayor Mathew, Mayor Pro Tem Wood, and Council Members Chen, Bostic, Rosas, and Guerra voted "Aye". "Nay" – None. Motion carried 6-0.

19. Council Reports.

Council Member Bostic
- Advised that the Juneteenth event would be held on Friday, June 19 and provided details.
- Advised that the Stafford Youth Basketball Association (SYBA) would hold their annual Basketball Clinic on Saturday, June 20.

Council Member Chen
- Advised that Congressman Al Green would be the honoree for the Juneteenth Celebration on Friday, June 19.
- Spoke regarding the Fourth of July Celebration events on July 3 and July 4 and provided details.

Mayor Pro Tem Wood
- Spoke regarding the Juneteenth event.
- Wished all fathers a Happy Father's Day.
- Spoke regarding FIFA World Cup events and provided details.
- Advised all to be aware of children outside in the neighborhood.

Council Member Rosas
- Advised that June 15 would have been her parents' 85th wedding anniversary.
- Congratulated Council Member Bostic on the Juneteenth event.
- Advised that her 45th wedding anniversary was on June 20.
- Spoke regarding Father's Day.
- Advised that the SMSD Community meeting to meet with Superintendent Dr. Adam Stephens was on June 24.

- Advised that the City Council and SMSD joint meeting was on June 25.
- Advised that the sixth anniversary of Mayor Leonard Scarcella's passing was on June 28.
- Offered her condolences to the family and coworkers of Jarrod Damewood.

<u>Mayor Mathew</u>

- Spoke regarding former Mayor Leonard Scarcella.

<u>Council Member Guerra</u>

- Advised that his son, Michael, would turn 39 on June 19.
- Spoke regarding Father's Day.
- Spoke regarding former Mayor Leonard Scarcella.

20. Council Member requests for future agenda items.

Mayor Pro Tem Wood requested a discussion item regarding the existing sidewalk ordinance as well as issues that need to be addressed.

Council Member Guerra requested a discussion item regarding allocating funds in the next fiscal year's budget to address areas of ponding water in the City.

21. Adjournment.

Without objection, the meeting adjourned at 9:53 p.m.

ATTEST:

Roxanne Benitez City Secretary	Ken Mathew Mayor

DIVIDER PAGE

<u>MINUTES</u>
JOINT WORKSHOP
STAFFORD CITY COUNCIL AND STAFFORD
MUNICIPAL SCHOOL DISTRICT BOARD OF TRUSTEES
THURSDAY, JUNE 25, 2026

On the 25th day of June, 2026, at 7:00 p.m., the City Council of Stafford, Texas and Board of Trustees of the Stafford Municipal School District (SMSD) met in the Board Room of the Scarcella Administration Building in said City. In addition to the Council and Trustees listed below, the following City and SMSD Staff were present: City Secretary Roxanne Benitez and Executive Assistant to the Superintendent/Board Coordinator Sharon Gilmore.

NOTE: Items appearing in these minutes are in the order they were discussed, not necessarily in the order they appeared on the agenda.

1. Call to Order.

   President Hamirani called the meeting to order for the SMSD Board at 7:00 p.m.

   Mayor Mathew called the meeting to order for the City Council at 7:01 p.m.

2. Announcement by the Board President and Mayor whether a quorum is present, that the meeting has been duly called and notice of the meeting has been posted for the time and manner required by law.

   President Hinojosa announced that there was a quorum of SMSD Board of Trustees present. The following were in attendance:
   - President Ash Hamirani
   - Vice-President Jacqueline Jean-Baptiste
   - Secretary Patricia Soza-Montelongo
   - Trustee Manuel Hinojosa
   - Trustee Suzette Thompson
   - Trustee Joyce Wilkins
   - Trustee Joycelyn Bennett

   Mayor Mathew announced that there was a quorum of the City Council present. The following were in attendance:
   - Mayor Ken Mathew
   - Mayor Pro Tem Tim Wood
   - Council Member Alice Chen
   - Council Member William K. Bostic
   - Council Member Xavier Herrera (arrived at 7:50 p.m.)
   - Council Member Virginia Rosas
   - Council Member Wen Guerra

3. Invocation and Pledge.

Secretary Soza-Montelongo provided the invocation.

Vice-President Jean-Baptiste led the pledge.

4. Presentation by the Chief Financial Officer regarding the 2026-2027 SMSD budget and tax rates.

Chief Financial Officer Dovran Ovezov provided a PowerPoint presentation on the following:

- Legislative updates.
- Maintenance and operation tax rates.
- Estimated tax values.
- Proposed tax rates.

He answered questions from the Council Members.

SMSD Superintendent Dr. Adam Stephens provided a PowerPoint presentation on the following:

- Student enrollment data.
- Attendance statistics.
- Budget factors.

He answered questions from the Council Members.

Mr. Ovezov also provided a PowerPoint presentation on:

- District funding determinations.
- Budget assumptions.
- Revenues and expenditures.
- Debt service payments.
- Child nutrition program.
- Tax anticipation notes.

He and Dr. Stephens answered questions from Council Members and Board Trustees.

5. Public Comments on Agenda Items.

None.

6. Adjournment.

Council Member Herrera motioned to adjourn the meeting at 8:10 p.m., and Council Member Chen seconded the motion. Mayor Mathew, Mayor Pro Tem Wood, and Council Members Chen, Bostic, Herrera, Rosas, and Guerra voted “Aye”. “Nay” – none. Motion carried 7-0.

Vice-President Jean-Baptiste motioned to adjourn the meeting at 8:10 p.m., and Board Trustee Thompson seconded the motion. President Hamirani, Vice-President Jean-Baptiste, Secretary Soza-Montelongo, and Trustees Hinojosa, Thompson, Wilkins, and Bennett voted “Aye”. “Nay” – none. Motion carried 7-0.

ATTEST:

Roxanne Benitez	Ken Mathew
City Secretary	Mayor

DIVIDER PAGE

MINUTES
REGULAR CITY COUNCIL MEETING
CITY OF STAFFORD, TEXAS
WEDNESDAY, JULY 1, 2026

On the 1st day of July, 2026, at 6:30 p.m., the City Council of Stafford, Texas met in regular session in the Council Chambers. Mayor Mathew called the meeting to order. The following members of the City Council were present: Mayor Ken Mathew, Mayor Pro Tem Tim Wood, and Council Members Alice Chen, William K. Bostic Jr. (arrived at 6:32 p.m.), Xavier Herrera (arrived at 6:50 p.m., left at 8:30 p.m.), Virginia Rosas, and Wen Guerra. Absent: None. The following City Staff were present: Chief of Police Richard Ramirez, City Secretary Roxanne Benitez, Director of Recreation Susan Ricks, Public Works Superintendent Ian Sargent, Public Works Assistant Superintendent Laura Morales, Director of Information Technology Ryan Young, Assistant Chief of Police Kelly Wright, Police Lieutenant Luciano Lopez, Police Captain Anthony Garcia, and City Attorney Jeffrey Lubritz.

NOTE: Items appearing in these minutes are in the order they were discussed, not necessarily in the order they appeared on the agenda.

1. Call to Order.

   Mayor Mathew called the meeting to order at 6:30 p.m.

2. Executive session as authorized by Chapter 551, Texas Government Code, Section 551.071(1)(A), pending or contemplated litigation; and Section 551.071(2), authorized under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas.

   The City Council went into executive session at 6:30 p.m.

   The City Council came out of executive session at 6:58 p.m.

   The City Council meeting resumed at 7:00 p.m.

3. Pledges of Allegiance.

   Mayor Pro Tem Wood led the pledge to the United States flag. Council Member Herrera led the pledge to the Texas flag.

4. Consideration of appropriate action on items discussed in Executive Session.

   No action was taken.

At this time, Council Member Rosas made a motion to take Agenda Items 17, 18, 19, and 20 after Agenda Item 11, and Council Member Herrera seconded the motion. Mayor Mathew, Mayor Pro Tem Wood, and Council Members Chen, Bostic, Herrera, and Rosas voted “Aye”. “Nay” – Council Member Guerra. Motion carried 6-1.

5. Public comments.

   None.

6. (a) Consent Agenda (Items i.-ii.). Any item tagged will be discussed and considered at the conclusion of this item or at the next regular City Council Meeting; any item approved will include payment of expenses.
   (i.) Investment Report for the period ending May 31, 2026.
   (ii.) Request by Development Services Manager Mariela Santana for approval of annual Stockpiling License renewals.

   No discussion was held.

   (b) Public Comments on item (a).

   None.

   (c) Possible Consideration of appropriate action on items (i.-ii.).

   Council Member Herrera made a motion to approve the Consent Agenda, as presented, and Council Member Chen seconded the motion. Mayor Mathew, Mayor Pro Tem Wood, and Council Members Chen, Bostic, Herrera, Rosas, and Guerra voted “Aye”. “Nay” – None. Motion carried 7-0.

7. Presentation: Fifteen (15) Minutes of Stafford history.

   City Historian Sadie Williams provided a PowerPoint presentation on two (2) cannons from the Revolutionary War that were previously housed in Stafford and named after twin sisters, Elizabeth and Eleanor Rice.

8. Presentation: Jack Jebbia, Founder, Future Farmers of America (FFA) program at Stafford Municipal School District (SMSD) schools. (Guerra)

   Council Member Guerra advised that he requested the agenda item and asked that it be tabled.

9. Presentation: Police Department Five (5) Year Strategic Business Plan by Chief of Police.

   Chief of Police Richard Ramirez presented the five-year strategic business plan for the Police Department. He answered questions from the Council Members.

At this time, Mayor Pro Tem Wood made a motion to take Agenda Item 13 out of order, and Council Member Herrera seconded the motion. Mayor Mathew, Mayor Pro Tem Wood, and Council Members Chen, Bostic, Herrera, Rosas, and Guerra voted “Aye”. “Nay” – None. Motion carried 7-0.

13. (a) Discussion regarding an appointment to the Juneteenth Committee.

    City Secretary Roxanne Benitez advised that she received an application from Rosalyn Mason.

Mrs. Mason spoke regarding her experience with the City of Stafford. She answered questions from the Council Members.

(b) Public Comments on item (a).

None.

(c) Possible Consideration of appropriate action on item (a).

Mayor Pro Tem Wood made a motion to appoint Rosalyn Mason to the Juneteenth Committee, and Council Member Chen seconded the motion. Mayor Mathew, Mayor Pro Tem Wood, and Council Members Chen, Bostic, Herrera, Rosas, and Guerra voted "Aye". "Nay" – None. Motion carried 7-0.

At this time, Council Member Rosas made a motion to take Agenda Item 14 out of order, and Mayor Pro Tem Wood seconded the motion. Mayor Mathew, Mayor Pro Tem Wood, and Council Members Chen, Bostic, Herrera, Rosas, and Guerra voted "Aye". "Nay" – None. Motion carried 7-0.

14.(a) Discussion regarding an appointment to the Drainage, Flood Mitigation, and Subsidence Committee.

City Secretary Roxanne Benitez advised that there were currently three (3) vacancies, in which she received one (1) application from Juan Delgado. She also advised that, if filled, it would be an at-large position.

Council Members discussed the proposed appointment.

(b) Public Comments on item (a).

None.

(c) Possible Consideration of appropriate action on item (a).

Council Member Bostic made a motion to appoint Juan Delgado to the Drainage, Flood Mitigation, and Subsidence Committee, and Mayor Pro Tem Wood seconded the motion. Mayor Mathew, Mayor Pro Tem Wood, and Council Members Chen, Bostic, Herrera, Rosas, and Guerra voted "Aye". "Nay" – None. Motion carried 7-0.

10.(a) Discussion regarding request from Director of Information Technology to purchase two (2) Cisco 1250 Firewalls.

Director of Information Technology Ryan Young provided a PowerPoint presentation regarding the purchasing request. He answered questions from the Council Members.

Council Member Herrera exited the meeting at 7:47 p.m.

Mr. Young continued to answer questions from the Council Members.

Council Member Herrera entered the meeting at 7:55 p.m.

(b) Public Comments on item (a).

None.

(c) Possible Consideration of appropriate action on item (a).

Mayor Pro Tem Wood made a motion to approve the purchasing request, as presented, and Council Member Herrera seconded the motion. Mayor Mathew, Mayor Pro Tem Wood, and Council Members Herrera, Rosas, and Guerra voted "Aye". "Nay" – Council Members Chen and Bostic. Motion carried 5-2.

11.(a) Discussion of a Resolution approving Change Order No. 1 for the Pond 1 Outfall Connection Improvements and Directors Drive Drainage Improvements Project.

Bob Jones, with Jones Engineering Solutions, spoke regarding the proposed change order. He answered questions from the Council Members.

(b) Public Comments on item (a).

None.

(c) Possible Consideration of appropriate action on item (a).

Council Member Herrera made a motion to approve Resolution No. 30-26, as presented, and Council Member Rosas seconded the motion. Mayor Mathew, Mayor Pro Tem Wood, and Council Members Chen, Bostic, Herrera, Rosas, and Guerra voted "Aye". "Nay" – None. Motion carried 7-0.

Council Member Rosas made a motion that all agenda items proposed by Council Member Guerra, without supporting documentation, be tabled until supporting documentation was received, and Council Member Herrera seconded the motion.

After discussion, the vote was taken. Mayor Pro Tem Wood and Council Members Herrera and Rosas voted "Aye". "Nay" – Mayor Mathew and Council Members Chen, Bostic, and Guerra. Motion failed 3-4.

17.(a) Discussion regarding sidewalk repairs completed on Staffordshire Road. (Guerra)

Council Member Guerra advised that he requested the agenda item. He spoke of his concerns regarding sidewalks in high-traffic areas. Council Member Guerra requested that the item be tabled to a future meeting.

(b) Public Comments on item (a).

None.

(c) Possible Consideration of appropriate action on item (a).

No action was taken.

At this time, Council Member Guerra made a motion to table Agenda Items 18, 19, 20, and 15, and Mayor Pro Tem Wood seconded the motion. Mayor Mathew, Mayor Pro Tem Wood, and Council Members Chen, Bostic, Herrera, Rosas, and Guerra voted "Aye". "Nay" – None. Motion carried 7-0.

Mayor Pro Tem Wood made a subsequent motion to take Agenda Item 16 out of order, and Council Member Rosas seconded the motion. Mayor Mathew, Mayor Pro Tem Wood, and Council Members Chen, Bostic, Herrera, Rosas, and Guerra voted "Aye". "Nay" – None. Motion carried 7-0.

18.(a) Discussion regarding allocating funds in the Fiscal Year 2026-2027 to repair areas of ponding water in the City. (Guerra)
(b) Public Comments on item (a).
(c) Possible Consideration of appropriate action on item (a).

Agenda item was tabled.

19.(a) Discussion regarding possible street repairs on Cravens Road and Staffordshire Road. (Guerra)
(b) Public Comments on item (a).
(c) Possible Consideration of appropriate action on item (a).

Agenda item was tabled.

20.(a) Update and Discussion regarding installation of traffic calming devices as well as drainage and street repairs in Missouri City Estates. (Guerra)
(b) Public Comments on item (a).
(c) Possible Consideration of appropriate action on item (a).

Agenda item was tabled.

15.(a) Discussion regarding possible renovation of Stafford Swimming Pool facilities. (Guerra)
(b) Public Comments on item (a).
(c) Possible Consideration of appropriate action on item (a).

Agenda item was tabled.

16.(a) Discussion regarding State Laws and City Ordinances on the blockage of public sidewalks by, including but not limited to, vehicles, garbage/recycling receptacles, and tree limbs, as well as enforcement of said laws/ordinances. (Wood)

Council Member Bostic exited the meeting at 8:20 p.m.

Mayor Pro Tem Wood advised that he requested the agenda item. He provided photos of vehicles blocking public sidewalks.

Council Member Bostic entered the meeting at 8:22 p.m.

Mayor Pro Tem Wood spoke of his concerns on sidewalks being blocked by various obstacles.

Chief of Police Richard Ramirez spoke regarding current state laws and city ordinances.

Council Members spoke of their concerns.

(b) Public Comments on item (a).

None.

(c) Possible Consideration of appropriate action on item (a).

No action was taken.

12. Update from Economic Development Administrator regarding economic development related activities.

Economic Development Administrator Joe Esch spoke regarding current economic development activities. He answered questions from the Council Members.

21. (a) Approval of Minutes from the June 10, 2026 Special Called City Council Meeting.

No discussion was held.

(b) Public Comments on item (a).

None.

(c) Possible Consideration of appropriate action on item (a).

Council Member Chen made a motion to approve the minutes, as presented, and Council Member Rosas seconded the motion. Mayor Mathew, Mayor Pro Tem Wood, and Council Members Chen, Bostic, Rosas, and Guerra voted “Aye”. “Nay” – None. Motion carried 6-0.

22. Council Reports.

Mayor Mathew

- Spoke regarding the Independence Day celebrations on July 3 and 4.

Council Member Chen

- Spoke regarding the United States, a land of opportunity.
- Spoke regarding the Fourth of July Celebration events on July 3 and July 4 and provided details.
- Thanked Council Member Bostic on a successful Juneteenth event.
- Urged everyone to be safe as there would be several events in the area.

Mayor Pro Tem Wood

- Spoke regarding the 250th anniversary of the United States.
- Spoke regarding various FIFA World Cup events.

- Spoke regarding those who have fought for their freedom.
- Wished all a joyful 4th of July.

Council Member Bostic

- Commended the Juneteenth Committee Members and Mayor Mathew on a successful event.
- Advised that it was the 40th anniversary of the Stafford Cobras.
- Spoke regarding the 250th anniversary of the United States.
- Urged all to be safe during the holiday weekend.
- Advised that popping fireworks was not allowed in the City.

Mayor Mathew

- Spoke regarding the people coming from other countries to the United States.

Council Member Guerra

- Spoke regarding the Native American constitution.
- Advised that fireworks displays and discharging of firearms were against the law.
- Spoke regarding Mexico competing in the FIFA World Cup finals.
- Advised that Father Sunny Joseph, with Holy Family Catholic Church, was relocating.

Council Member Rosas

- Spoke regarding the 250th anniversary of the United States.
- Thanked all service men and women serving in the military.
- Advised that Stafford City Hall was closed on Friday, July 3.
- Advised that there would be a special called budget meeting on July 8.
- Advised that there would be a joint meeting with the Charter Review Commission on July 13.
- Encouraged all to attend the events on July 3 and 4.

23. Council Member requests for future agenda items.

None.

24. Adjournment.

Without objection, the meeting adjourned at 9:16 p.m.

ATTEST:

Roxanne Benitez City Secretary	Ken Mathew Mayor