

MINUTES  
SPECIAL CALLED CITY COUNCIL  
BUDGET WORKSHOP  
CITY OF STAFFORD, TEXAS  
THURSDAY, SEPTEMBER 14, 2023

On the 14<sup>th</sup> day of September, 2023, at 2:00 p.m., the City Council of Stafford, Texas met in the Council Chambers. The following members of City Council were present: Mayor Ken Mathew, Mayor Pro Tem Xavier Herrera (arrived at 2:42 p.m.), and Council Members Alice Chen, William K. Bostic Jr. (arrived at 2:04 p.m.), Virginia Rosas, and Tim Wood. Absent: Council Member Christopher Caldwell. The following City Staff were present: City Secretary Roxanne Benitez, Chief Financial Officer Alka Shah, Accounting Manager Horace Calasara, Chief of Police Richard Ramirez, Director of Public Works/Development Services Jose Pastrana, Fire Chief Larry Di Camillo, Senior Development Services Specialist Laura Morales, Court Director Nicole Nguyen, Municipal Court Judge Debra Sinclair, Director of Human Resources Shanell Garcia, Code Compliance Administrator Scott McElrath, Director of Recreation Susan Ricks, Assistant Fire Chief Jose Magana, Fire Marshal Inspector Jon Lopez, Director of Multimedia Robert Frith, Stafford Centre General Manager Bryan Blaum, and Stafford Centre Assistant General Manager Rebecca Hathorn.

1. CALL TO ORDER

Mayor Mathew called the meeting to order at 2:01 p.m.

2. Pledges of Allegiance.

Council Member Chen led the pledge to the United States flag. Council Member Rosas led the pledge to the Texas flag.

3. Budget Workshop on proposed FY 2023-2024 Budget of the City of Stafford, with a suspension of the rules, including the following:

(a) Layout of Budget by Mayor Ken Mathew.

Mayor Mathew advised that he provided the budget layout at the budget workshop held on August 22, 2023.

(b) Presentation by Finance Department.

(c) Other items related to the FY 2023-2024 Budget.

Chief Financial Officer Alka Shah presented the line items for the departments listed below, which were discussed in detail by City Council and City Staff:

- Facilities
- Animal Services
- Code Enforcement

- Civic Center
- Recreation
- Municipal Court

*Mayor Pro Tem Herrera exited the meeting at 3:29 p.m.*

- Human Resources
- Non-Departmental Codes
  - Deductibles for Claims
  - Sales Tax Repayment to State
  - Municipal Sales Tax (MST) Transfers
  - Debt Service (DS) Transfers

*Mayor Pro Tem Herrera entered the meeting at 3:46 p.m.*

- One-time purchase requests
- Stafford Centre

City Council and City Staff also discussed the following:

- Special Revenue Funds
- Stafford Economic Development Corporation (SEDC)

*Council Member Wood exited the meeting at 4:40 p.m.*

*Council Member Wood entered the meeting at 4:43 p.m.*

- Personnel requests from Department Directors

(d) Public comments on items (a-c).

- Cliff Cowperthwait, who lives at 111 Squires Bend, criticized the City Council for not preparing and finalizing the budget sooner. He advised that there should be contingency funds in case of a natural disaster. Mr. Cowperthwait also advised that if certain line items in the proposed budget were increased, funds in other line items would need to decrease.

(e) Consideration of appropriate action on items (a-c).

No action was taken.

#### 4. Adjournment.

Without objection, the meeting was adjourned at 4:55 p.m.

ATTEST:

*Roxanne Benitez*

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Roxanne Benitez  
City Secretary

*Ken Mathew*

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Ken Mathew  
Mayor