

MINUTES
REGULAR CITY COUNCIL MEETING
CITY OF STAFFORD, TEXAS
WEDNESDAY, OCTOBER 2, 2024

On the 2nd day of October, 2024, at 6:30 p.m., the City Council of Stafford, Texas met in special 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 Alice Chen and Council Members William K. Bostic Jr., Tim Wood, Christopher Caldwell, Virginia Rosas, and Xavier Herrera (arrived at 6:37 p.m.; left at 8:39 p.m.). Absent: None. The following City Staff were present: City Secretary Roxanne Benitez, Chief of Police Richard Ramirez, Director of Public Works/Development Services Kyle Jung, Senior Development Services Specialist Laura Morales, Fire Marshal Jon Lopez, Assistant Fire Chief Jose Magana, Director of Human Resources Shanell Garcia, and City Attorney Bridgette Begle.

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.

At this time, Mayor Mathew acknowledged that October 2 was Mahatma Ghandi's birthday. He also recognized several international students who were in the audience.

2. Executive session as authorized by Chapter 551, Texas Government Code, Section 551.071(1)(A), pending or contemplated litigation; 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 6:35 p.m.

The City Council came out of executive session at 6:55 p.m.

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

3. Pledges of Allegiance.

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

5. Public Comments.

Public Comments were received from the following:

- Clay Foster, who lives at 10500 Fountain Lake Drive, spoke on the budget passing September 30 and advised that it was a pivotal moment for the City. Mr. Foster also advised that the City had to move forward. He spoke on department numbers, budget shortfalls, a property tax that would

meet obligations, essential equipment and training, and stabilization of the fund balance. Mr. Foster advised that the bare minimum property tax would be .15, which would generate 6 to 6.5 million to stop the bleeding.

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

- Mr. Foster spoke on the infrastructure and streets falling apart. He also spoke on the sixteen frozen Police Department positions and delayed response times. Mr. Foster advised that it was not efficient to have a fleet of patrol cars that did not work. He also advised that they owed it to the first responders, city employees, and the people who live there.
- Patricia Soza-Montelongo, who lives at 1814 Terrence, congratulated the City Council for passing the 2024-2025 budget. She advised that she hoped that the community could uplift each other and work together. Mrs. Soza-Montelongo advised that times had changed. She also advised that each of the Council Members had the best interest of the City in their hearts.

At this time, Council Member Caldwell made a motion to take Agenda Item 10 out of order, and Council Member Herrera seconded the motion. Mayor Mathew, Mayor Pro Tem Chen, and Council Members Bostic, Wood, Caldwell, Rosas, and Herrera voted “Aye”. “Nay” – None. Motion carried 7-0.

- 10.(a) Discussion of the future of the Stafford Civic Center, estimated cost of repairs, current budget impact, possible use of hotel occupancy tax (HOT) funds, grants, and a potential SEDC project to put it in good working condition.
- (b) Discussion and consideration of paying for an appraisal of the Stafford Civic Center and the city-owned land in between Constitution Avenue to the east, the Municipal Pool to the north (including the undeveloped land to the north of the Civic Center with the sand volleyball courts, but not including the pool) and Stafford Pride to the east and to the south and consideration of the City of Stafford selling this property to Stafford Municipal School District.
- (c) Discussion of the possible impact on the City of Stafford’s budget, impact to interlocal agreements and shared usage, process, timing, and funding of this potential action.

Council Member Wood advised that he requested that this agenda item be added. He introduced Director of Public Works/Development Services Kyle Jung, Director of Recreation Susan Ricks, and SMSD Superintendent Dr. Robert Bostic.

Dr. Bostic provided a PowerPoint presentation regarding the Civic Center and SMSD property.

Dr. Bostic answered questions from the Council Members.

SMSD Board Trustee Patricia Soza-Montelongo spoke on her experience with the Civic Center.

SMSD Board President Manuel Hinojosa advised that the Civic Center was an integral part of their mission and goals.

Director of Public Works/Development Services Kyle Jung spoke on the structural issues at the Civic Center.

Mr. Jung answered questions from the Council Members.

Director of Recreation Susan Ricks also answered questions from the Council Members.

SMSD Board President Manuel Hinojosa answered questions from the Council Members.

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

Public Comments were received from the following:

- Clay Foster, who lives at 10500 Fountain Lake Drive, spoke on the possible sale of the Civic Center to SMSD. He advised that it was a great sale if both parties benefitted from it. Mr. Foster spoke on the history of SMSD. He advised that the City should do everything they could to support the school district.

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

Council Wood made a motion to direct Director of Public Works/Development Services Kyle Jung to bring to City Council, the cost for a repair assessment of the Civic Center, and Council Member Herrera seconded the motion.

After discussion, the vote was taken. Council Member Wood voted “Aye”. “Nay” – Mayor Mathew, Mayor Pro Tem Chen, and Council Members Bostic, Caldwell, Rosas, and Herrera. Motion failed 1-6.

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

No action was taken.

6. Proclamation – Fire Prevention Week

The proclamation was read aloud, via pre-recorded video, declaring October 6-12, 2024 as Fire Prevention Week in the City of Stafford.

Council Member Caldwell exited the meeting at 8:06 p.m.

7. Update from Grant Manager Ashley Merchant on the Community Development Block Grant Regional Mitigation Program.

Grant Manager Ashley Merchant provided an update on the Community Development Block Grant Regional Mitigation Program.

Council Member Caldwell entered the meeting at 8:08 p.m.

Ms. Merchant answered questions from the Council Members. Director of Public Works/Development Services Kyle Jung also answered questions from the Council Members.

8. (a) Discussion of a replat of a tract or parcel containing 1.065 acres or 46,394 square feet of land, being situated in the Jane Dees survey, Abstract No. 404, Harris County, Texas, being all Restricted Reserve "A", Block 1, Hamor Subdivision.

City Planner Thomas Coon provided a PowerPoint presentation on the proposed replat.

Mr. Coon answered questions from the Council Members.

- (b) Public Hearing.

The Public Hearing opened at 8:22 p.m.

No comments were received during the public hearing.

The Public Hearing closed at 8:22 p.m.

- (c) Possible consideration of appropriate action on item (a).

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

9. (a) Discussion of a replat of a parcel being 2.765 acres or 120,426 square feet tract of land, being situated in the James Alston survey, Abstract No. 101, Fort Bend County, Texas, being out of Restricted Reserve "A", Block 1, Lois Stafford Addition.

City Planner Thomas Coon provided a PowerPoint presentation on the proposed replat.

Mr. Coon answered questions from the Council Members

- (b) Public Hearing.

The Public Hearing opened at 8:29 p.m.

No comments were received during the public hearing.

The Public Hearing closed at 8:29 p.m.

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

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

11. Council Reports.

Council Member Herrera

- Advised that the Families Helping Families non-profit organization would hold an event on Thursday, October 3, from 6:00 p.m. to 9:00 p.m. at the Avenida Steakhouse.
- Advised that the Turkish Foundation would be holding a Four Seasons event on October 12 at the Stafford Centre, beginning at 7:45 p.m.

Council Member Rosas

- Advised that there would be Police Department ceremonial swearing-in on October 11 at 8:30 a.m. She suggested holding them in the Council Chambers prior to the Council meetings.
- Advised that the Hispanic Heritage Fiesta was held on September 20 and 21. She recognized the entire committee and advised that they raised \$2,700 in scholarship funds. She also advised that there was a good turn out and both events were very successful. She thanked the City Council.
- Advised that there would be a Grand Opening event of the SMSD Community Center on Saturday, October 5 from 10:00 a.m. to 1:00 p.m.
- Advised that October was Breast Cancer Awareness Month.
- Advised that October 14 was Columbus Day/Indigenous Peoples Day.

Mayor Pro Tem Chen

- Advised that National Night Out was held the previous evening and added that she hosted an event for the Grove West subdivision. She thanked the first responders and Grove West team members.

Council Member Bostic

- Spoke on the various National Night Out events. He commended the first responders and Public Works employees.
- Recommended that all be weather aware as there was something brewing in the Gulf.
- Suggested that people donate to the Hurricane Helene efforts.

Council Member Wood

- Advised that October was National Bullying Prevention month and spoke on bullying.
- Advised that the Stafford High School Tennis Team won two additional matches recently and were going on to the first round of playoffs.
- Wished a happy birthday to his daughter Ana who would be turning five on October 14.

Council Member Rosas

- Recognized Promenade, Fountain Park Apartments, Grove West, and Dove Country for holding National Night Out events.

12.(a) Consent Agenda (Items i.-xxiii.). 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 approving the agreement with Business Information Systems, Inc. for annual video web hosting, in the amount of \$2,950.00.
- (ii.) Approval of training requests by Chief of Police Richard Ramirez for the following:
 - Ratification of 1st Annual Forensic Science Symposium, for Police Department Personnel, in the amount of \$00.00.
 - Ratification of TCIC/TLETS Mobile Operator Training Course, for J. Trevino, in the amount of \$50.00.
 - Instructor Certification Gracie Survival Tactics training, for G. Deleon, in the amount of \$1,500.00.
 - Instructor Certification Gracie Survival Tactics training, for L. Tristan, in the amount of \$1,500.00.
 - Texas Association of Hostage Negotiators training, for K. Melendez, in the amount of \$1,859.00.
 - TCOLE Training Conference, for R. Rulong, in the amount of \$1,127.00
- (iii.) Request by Director of Public Works/Development Services Kyle Jung to purchase thirty (30) hand-held radios in that amount of \$53,811.00.
- (iv.) Resolution approving an extension agreement with Curt Services for fire plan reviews, in the amount of \$38,000.00.
- (v.) Resolution approving an extension agreement with Food Safety Group for health plan reviews, in the amount of \$3,000.00.
- (vi.) Resolution approving an extension agreement with SafeBuilt for building inspections, in the amount of \$3,000.00.
- (vii.) Resolution approving a short-term agreement with Westco Grounds for landscaping services, in the amount of \$40,500.00.
- (viii.) Resolution selecting Lexipol PoliceOne Academy as an authorized provider for online training software for Police Department Personnel.
- (ix.) Resolution selecting Lexipol as an authorized provider for Manual and Daily Training Bulletins Output System for the Police Department.
- (x.) Resolution approving Service Agreement with Motorola Solutions for radio support services.
- (xi.) Resolution selecting Motorola Solutions as an authorized vendor for Command Central Crime Statistics and Analysis Software for the Police Department.
- (xii.) Resolution selecting G.T. Distributors as an authorized vendor for weapons and ammunition for Police Department Personnel.
- (xiii.) Resolution selecting LeadsOnline as an authorized vendor for Investigative Software for Police Department Personnel.
- (xiv.) Resolution selecting Got You Covered as an authorized vendor for Police Department uniforms.
- (xv.) Acceptance of Donation to the Police Department, in the amount of \$2,250.00, for appliance purchases.
- (xvi.) Resolution approving a subscriber agreement with TransUnion Risk and Alternative Data Solutions, Inc. for investigative software services.
- (xvii.) Resolution approving an agreement with SafeFleet and Coban Technologies, Inc. for Nexus cloud subscription services.

- (xviii.) Resolution approving an agreement with Cellubrite, Inc. for forensic software services.
- (xix.) Resolution selecting Harris County Radio Services as an authorized vendor for radio maintenance services.
- (xx.) Resolution selecting Harris County as an authorized vendor for warrant services.
- (xxi.) Resolution selecting Commercial Electronics Corp as an authorized vendor for voice recording software and maintenance services.
- (xxii.) Resolution approving a maintenance and support agreement with FileOnQ for evidence tracking software services.
- (xxiii.) Resolution approving a service agreement with Dr. Jesse A. Reed III for psychological examination services.

Mayor Pro Tem Chen asked to pull items (ii.), (iv.), (v.), (vi.), and (vii.) for discussion. She advised that Chief Financial Officer Alka Shah did not sign the budget clearance forms as the budget was not approved until September 30.

Chief of Police Richard Ramirez advised that the deadline to submit the items was September 25.

(b) Public Comments on item (a).

None.

(c) Possible consideration of appropriate action on items (i.-xxiii.).

Council Member Caldwell made a motion to approve all items on the Consent Agenda, except for Items (ii.), (iv.), (v.), (vi.), and (vii.), and Council Member Rosas seconded the motion. Mayor Mathew, Mayor Pro Tem Chen and Council Members Bostic, Wood, Caldwell, and Rosas voted "Aye". "Nay" – None. Motion carried 6-0.

Council Member Caldwell made a motion to approve Items (ii.), (iv.), (v.), (vi.), and (vii.) on the Consent Agenda, contingent on the signature from the Chief Financial Officer on the following day, October 3, 2024, before noon, and Mayor Pro Tem Chen seconded the motion.

After a brief discussion, the vote was taken. Mayor Mathew, Mayor Pro Tem Chen and Council Members Bostic, Wood, Caldwell, and Rosas voted "Aye". "Nay" – None. Motion carried 6-0.

- 13. (a) Approval of Minutes from the August 7, 2024 Special Called City Council Meeting.
- (b) Approval of Minutes from the August 7, 2024 Regular City Council Meeting.
- (c) Approval of Minutes from the August 14, 2024 Special Called City Council Meeting.
- (d) Approval of Minutes from the August 15, 2024 Joint Workshop with the Stafford Municipal School District Board Trustees.

No discussion was held.

(e) Public Comments on items (a)-(d).

None.

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

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

14. Council Member requests for future agenda items.

None.


15. Adjournment.

Without objection, the meeting adjourned at 8:55 p.m.

ATTEST:



Roxanne Benitez
City Secretary



Ken Mathew
Mayor