

MINUTES
REGULAR CITY COUNCIL MEETING
CITY OF STAFFORD, TEXAS
WEDNESDAY, NOVEMBER 20, 2024

On the 20th day of November, 2024, 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 Alice Chen, and Council Members William K. Bostic Jr., Tim Wood, Christopher Caldwell, and Virginia Rosas. Absent: Council Member Xavier Herrera. The following City Staff were present: Assistant City Secretary Shandra Phillips, Director of Human Resources Shanell Garcia, Director of Public Works/Development Services Kyle Jung, Fire Chief Larry Di Camillo, Fire Marshal Jon Lopez, Deputy Fire Marshal Steven Flagg, Assistant Fire Marshal Jennifer Maldonado, Fire Inspector Mike Fleming, Fire Marshal Administrative Assistant Mariela Ponce, 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 6:31 p.m.

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 6:31 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 Mathew led the pledge to the United States flag. Mayor Mathew led the pledge to the Texas flag.

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

No action was taken.

5. Public Comments.

Public Comments were received from the following:

- Clay Foster, who lives at 10500 Fountain Lake Drive, thanked Council Members Bostic and Rosas for responding to his emails. Mr. Foster spoke on the City not having property a tax for thirty years, franchise taxes, fees for services, and budgeted amounts from 2009-2024.

Council Member Wood made a motion to allow Mr. Foster to speak for an additional minute, and Council Member Bostic seconded the motion. Mayor Mathew, Mayor Pro Tem Chen, and Council Members Bostic, Rosas, Wood, and Caldwell voted “Aye”. “Nay” – None. Motion carried 6-0.

- Mr. Foster advised that the City was not fine and wanted to see improvement.
- Lana Hoelsing, who lives at 327 N. Esplanade Lane, advised that she wished the talks of property tax would rest for a while.

6. Recognition of the Stafford Fire Marshal’s Office for receiving the Texas Fire Marshal’s Association Achievement of Excellence – Silver Award.

Fire Chief Larry Di Camillo advised that this was the first time receiving the award. He spoke about the program and the criteria. Fire Chief DiCamillo recognized the Fire Marshal’s Office Staff.

Council Members congratulated the Fire Marshal’s Office Staff.

7. (a) Discussion regarding the Compensation Structure for Fiscal Year 2024-2025.

Director of Human Resources Shanell Garcia advised that the item was a routine yearly item.

(b) Public comments on item (a).

None.

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

Mayor Pro Tem Chen made a motion to approve the City’s Compensation Structure for Fiscal Year 2024-2025 as presented, and Council Member Bostic seconded the motion. Mayor Mathew, Mayor Pro Tem Chen, and Council Members Bostic, Rosas, Wood, and Caldwell voted “Aye”. “Nay” – None. Motion carried 6-0.

8. (a) Discussion regarding a Resolution approving an agreement with Higginbotham for COBRA Services.

Director of Human Resources Shanell Garcia advised that COBRA administrative services was a package deal with medical. She spoke on the relationship with Higginbotham and their services.

Ms. Garcia 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 Chen made a motion to approve Resolution No. 86-24 as presented, and Council Member Wood seconded the motion. Mayor Mathew, Mayor Pro Tem Chen, and Council Members Bostic, Rosas, Wood, and Caldwell voted “Aye”. “Nay” – None. Motion carried 6-0.

9. (a) Discussion regarding a request for the Stafford Economic Development Corporation (SEDC) to accept the Stafford monuments as a project.

Council Member Rosas advised that she requested that this item be added to the agenda. She also advised that she wanted City Council's prior approval for the item to be presented to SEDC for consideration.

Council Member Bostic spoke regarding the item being presented to SEDC previously and the cost.

- (b) Public comments on item (a).

None.

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

Council Member Rosas made a motion to send a request for the Stafford Economic Development Corporation (SEDC) to accept the Stafford monuments as a project, and Council Member Bostic seconded the motion. Mayor Mathew, Mayor Pro Tem Chen, and Council Members Bostic, Rosas, Wood, and Caldwell voted "Aye". "Nay" – None. Motion carried 6-0.

- 10.(a) Discussion regarding a Resolution adopting the Drainage Committee bylaws.

Council Member Bostic advised that he requested this item be added to the agenda. He spoke on the purpose of the committee and proposed changes to the ordinance.

Council Members and Director of Public Works/Development Services Kyle Jung discussed the role of the committee, flood zones, and FEMA flood map.

- (b) Public comments on items (a)-(b).

Public Comments were received from the following:

- Cliff Cowperthwait, who lives at 111 Squires Bend, spoke about the importance of FEMA maps. He advised that the committee would give the citizens a voice to outline issues.
- Clay Foster, who lives at 10500 Fountain Lake Drive, asked where would the money come from.

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

Council Member Bostic made a motion to approve Resolution No. 87-24 with changes in sections 3-5, and Mayor Pro Tem Chen seconded the motion. Mayor Mathew, Mayor Pro Tem Chen, and Council Members Bostic, Rosas, Wood, and Caldwell voted "Aye". "Nay" – None. Motion carried 6-0.

- 11.(a) Discussion regarding scheduling a special joint meeting between the City Council and Stafford Economic Development Corporation (SEDC) to discuss the Stafford Centre expansion.

FMSquared President Bryan Blaum advised that City Council and Stafford Economic Development Corporation (SEDC) approved a joint meeting with Conventions, Sports, & Leisure (CSL) regarding the expansion.

The Council Members and Mr. Blaum discussed dates and times for a Special Called Joint Meeting.

(b) Public Comments on item (a).

None.

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

Council Member Rosas motioned to schedule a Special Called Joint Meeting on Wednesday, December 18, 2024 at 6:30 p.m. with the Stafford Economic Development Corporation (SEDC), and Council Member Bostic seconded the motion. Mayor Mathew, Mayor Pro Tem Chen, and Council Members Bostic, Rosas, Wood, and Caldwell voted "Aye". "Nay" – None. Motion carried 6-0.

12.(a) Discussion regarding an amendment to the Sign Ordinance ratifying the amendments made in Resolution No. 05-16, removing the COVID-19 business sign regulations, and adding requirements for political advertising.

Council Member Rosas advised she requested this item be added to the agenda. She advised that sections needed to be revised and spoke on those proposed changes.

City Attorney Bridgette Begle spoke on the ratification and proposed changes.

(b) Public comments on item (a).

None.

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

Council Member Rosas made a motion to approve Ordinance No. 1291 with changes and deleting section 4, and Council Member Wood seconded the motion. Mayor Mathew, and Council Members Rosas, Wood, and Caldwell voted "Aye". "Nay" – Mayor Pro Tem Chen and Council Member Bostic. Motion carried 4-2.

13. Council Reports.

Mayor Mathew

- Advised that he was very proud of the Stafford High School football team.
- Wished everyone a Happy Thanksgiving.

Council Member Bostic

- Advised that he partnered with the ALS association and participated in the Finding The Cure Walk at the University of Houston campus.
- Wished everyone a Happy Turkey Day.
- Wished the Michigan Wolverines success on their football game against the Ohio State Buckeyes on Saturday, November 30.

Council Member Rosas

- Wished her son a Happy Birthday. Also wished her granddaughter a Happy 2nd Birthday.
- Wished everyone a Happy and safe Thanksgiving. She advised that it was a time to reflect on family and joy.
- Advised that November 29 was Native American Day.

- Advised that on December 7 the Houston Human Society was going to be at the Code Compliance Building from 9:00 a.m.-11:00 a.m.
- Advised that Santa's Convoy was on December 21 from 1:00 p.m.-5:00 p.m. She also advised that the rainout date would be Sunday, December 22.
- Advised that November 21 was the Great American Smokeout Day.

Mayor Pro Tem Chen

- Advised that November 30 was Small Business Saturday. She thanked all Stafford businesses.
- Wished everyone a Happy Thanksgiving. She advised that Thanksgiving was a time to reflect and cherish loved ones.

Council Member Wood

- Thanked all veterans for their service. He also thanked Council Member Bostic for a successful Veterans Day ceremony held by the Parks Committee on Saturday, November 9.
- Congratulated Stafford High School coaches, staff, and football team on their win against Needville at the Senior Night game on November 8. He advised that they advanced to the first round of playoffs being the number one seed from their district. He also advised that they defeated Wheatley on November 15 and advanced to the second round of the playoffs.
- Advised that on Friday, November 22 at 7:30 p.m. the Stafford High School football team will play against Pinetree in Athens, TX.
- Wished everyone a Happy Thanksgiving.

14.(a) Consent Agenda (Items i.-iv.). 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.) Approval of training requests by Chief of Police Richard Ramirez for the following:

- Advanced Roadside-Impaired Driving Enforcement (ARIDE) training, for Police Department personnel, in the amount of \$00.00.
- FEMA G-300 Intermediate Incident Command System for Expanding Incidents training, for R. Rulong, in the amount of \$00.00.
- FEMA G-400 Advanced Incident Command System for Complex Incidents training, for R. Rulong, in the amount of \$00.00.
- Firearms Instructor Tryouts, for R. Ward, in the amount of \$20.00.
- Firearm Instructor training, for R. Ward, in the amount of \$200.00.
- Firearms Instructor Tryouts, for L. Lopez, in the amount of \$20.00.
- Firearm Instructor training, for L. Lopez, in the amount of \$200.00.

(ii.) Request by Chief of Police Richard Ramirez to send two (2) Police Department vehicles to auction.

(iii.) Request by Code Compliance Administrator Scott McElrath to hold a pet food drive on Saturday, December 7, 2024 in partnership with the Houston Humane Society.

(iv.) Resolution approving the agreement with JF Petroleum Group for fuel system and services.

(b) Public Comments on item (a).

None.

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

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

15.(a) Approval of Minutes from the October 16, 2024 Regular City Council Meeting.

(b) Approval of Minutes from the November 6, 2024 Regular City Council Meeting.

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

None.

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

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

16. Council Member requests for future agenda items.

Council Member Rosas requested an agenda item to discuss scheduling a Town Hall Meeting.

17. Adjournment.

Without objection, the meeting adjourned at 8:41 p.m.

ATTEST:



Shandra Phillips
Assistant City Secretary



Ken Mathew
Mayor