

MINUTES
REGULAR CITY COUNCIL MEETING
CITY OF STAFFORD, TEXAS
WEDNESDAY, MARCH 5, 2025

On the 5th day of March, 2025, 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, Virginia Rosas, and Xavier Herrera (arrived at 6:36 p.m.; left at 9:36 p.m.). Absent: None. The following City Staff were present: City Secretary Roxanne Benitez, Director of Public Works/Development Services Kyle Jung, Director of Human Resources Shanell Garcia, Chief of Police Richard Ramirez, 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.

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; and Section 551.076(a) to deliberate specific occasions for implementation of security personnel or devices.

The City Council went into executive session at 6:31 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 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.

5. Public Comments.

Public Comments were received from the following:

- Clay Foster, who lives at 10500 Fountain Lake Drive, suggested the implementation of a public improvement district and provided details.
- Ray Thomas, who lives at 614 Go Man Go Drive, spoke regarding how the City procured products and services.

Council Member Wood made a motion to allow Mr. Thomas 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. Thomas spoke regarding City purchases. Director of Public Works/Development Services Kyle Jung provided clarification on the City’s purchasing policy as well as state procurement laws.

6. Presentation: Recognition Letter to Alice Hsiao.

Mayor Mathew read the recognition letter in appreciation of Alice Hsiao’s donation of eighteen (18) mattresses to the Fire Department.

7. (a) Presentation from Ron Cox Consulting regarding the City Council Governance Session held on December 11, 2024.

Ron Cox, with Ron Cox Consulting, provided a PowerPoint presentation regarding the discussions and outcome of the December 11, 2024 Governance session.

(b) Public Comments on item (a).

Public Comments were received from the following:

- Ray Thomas, who lives at 614 Go Man Go Drive, spoke regarding the presentation and commended Mr. Cox on his presentation. He also spoke regarding streets in the City that needed repair.

Council Member Wood made a motion to allow Mr. Thomas 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. Thomas spoke on previous City services that were cut from the budget.
- Clay Foster, who lives at 10500 Fountain Lake Drive, spoke regarding streamlining the Council meetings.

Council Member Rosas exited the meeting at 7:51 p.m.

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

No action was taken.

8. (a) Discussion regarding scheduling a date for a pre-planning budget meeting for Council Members and Directors.

Council Member Caldwell advised that he requested the item and spoke on the budget process.

Council Member Rosas entered the meeting at 7:52 p.m.

Council Members discussed when they should meet, what would be discussed at the pre-planning budget meeting, and what actions should take place prior to the meeting.

City Staff asked for direction from the Council Members regarding what their expectations were regarding the budget.

After discussion, the consensus from the Council Members was to schedule the pre-planning budget meeting for Wednesday, May 14, 2025 from 6:30 p.m. to 9:00 p.m.

(b) Public comments on item (a).

Public Comments were received from the following:

- Cliff Cowperthwait, who lives at 111 Squires Bend, advised that salaries and reinstating the frozen positions should be top priorities.

Council Member Herrera made a motion to allow Mr. Cowperthwait to speak for an additional minute, and Council Member Wood 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. Cowperthwait spoke on the needs of the departments and lack of funding.
- Ray Thomas, who lives at 614 Go Man Go Drive, spoke regarding previous budget workshops, reviewing budgets from five years ago, departmental needs, citizen services, and funding.

Council Member Wood made a motion to allow Mr. Thomas 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.

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

- Mr. Thomas suggested that quarterly reports be implemented, so issues could be discovered.
- Clay Foster, who lives at 10500 Fountain Lake Drive, spoke about previous actions from City Council regarding the budget.

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

- Mr. Foster spoke regarding his previous experience regarding budgeting and suggested implementing measurable and achievable goals.

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

Council Member Wood made a motion to schedule the City Council and Directors pre-planning budget meeting for Wednesday, May 14, 2025, from 2:00 p.m. to 7:00 p.m., and Council Member Rosas seconded the motion. Mayor Mathew, Mayor Pro Tem Chen, and Council Members Bostic, Wood, Caldwell, and Rosas voted “Aye”. “Nay” – Council Member Herrera. Motion carried 6-1.

9. (a) Discussion regarding a Resolution to amend the Membership provision of the Drainage, Flood Mitigation, and Subsidence Committee Bylaws (Bostic).
- 10.(a) Discussion regarding a Resolution amending the Membership provision of the Drainage, Flood Mitigation, and Subsidence Committee Bylaws (Rosas).

Council Member Bostic spoke regarding previous discussions from City Council regarding the Committee.

Council Member Wood exited the meeting at 8:28 p.m.

Council Member Herrera exited the meeting at 8:29 p.m.

Council Member Rosas spoke regarding previous actions from Council Members as well as previous Committee appointments.

9. (b) Public comments on item (a).
10. (b) Public comments on item (a).

None.

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

Council Member Wood entered the meeting at 8:34 p.m.

Council Member Bostic made a motion to approve Resolution No. 16-25, with twelve (12) Committee Members, and Mayor Pro Tem Chen seconded the motion.

Council Member Herrera entered the meeting at 8:39 p.m.

After discussion, the vote was taken. Mayor Mathew, Mayor Pro Tem Chen, and Council Members Bostic, Wood, and Herrera voted "Aye". "Nay" Council Member Rosas. Abstained – Council Member Caldwell. Motion carried 5-1-1.

- 11.(a) Discussion regarding appointments to the Drainage, Flood Mitigation, and Subsidence Committee (Caldwell).

Council Member Caldwell requested that resumes be submitted to Council Members for review.

Council Members discussed previous appointments, who should be appointed to the Committee, and rescinding the previous appointments.

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

Public Comments were received from the following:

- Ray Thomas, who lives at 614 Go Man Go Drive, spoke regarding the process that was done for the previous Committee appointments. He also spoke regarding inconsistencies in the Committee appointments.
- Clay Foster, who lives at 10500 Fountain Lake Drive, spoke regarding contentiousness on conversations regarding various committees. He

suggested that the Mayor receive applications and resumes then submit his appointments to Council Members for approval.

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

Council Member Wood made a motion to rescind appointments made to the Drainage, Flood Mitigation, and Subsidence Committee, direct the Mayor to direct the Multimedia Director to advertise on social media and other platforms, and allow applicants, who submitted resumes, to appear and answer questions at the April 2, 2025 Regular City Council meeting, and Council Member Caldwell seconded the motion.

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

12.(a) Discussion regarding the implementation of an application form for volunteer City Boards and Commissions (Rosas).

Council Member Rosas advised that she requested that this item be added to the agenda.

Council Members and City Attorney Bridgette Begle discussed what should be included on the form and when it should be implemented.

(b) Public comments on item (a).

Public Comments were received from the following:

- Clay Foster, who lives at 10500 Fountain Lake Drive, spoke in favor of having a standardized form.

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

Council Member Wood made a motion to require an application and resume for all City Council appointed Commissions and Committees, and Council Member Rosas seconded the motion.

After discussion the vote was taken. Mayor Mathew and Council Members Wood, Caldwell, Rosas, and Herrera voted "Aye". "Nay" – Mayor Pro Tem Chen and Council Member Bostic. Motion carried 5-2.

Council Member Bostic exited the meeting at 9:14 p.m.

13.(a) Discussion regarding possibly implementing a fee assessment to owners of vacant retail buildings and warehouses (Rosas).

Council Member Rosas advised that she requested that this item be added to the agenda.

City Attorney Bridgette Begle spoke regarding how the process could be implemented.

Ms. Begle answered questions from Council Members

Council Member Bostic entered the meeting at 9:15 p.m.

Council Members continued to discuss how the program could be implemented.

(b) Public comments on item (a).

None.

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

No action was taken.

14.(a) Discussion regarding Interim Pay request for the Administration Department.

City Secretary Roxanne Benitez spoke regarding the proposed request.

Ms. Benitez answered questions from 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 the agenda item, as presented, and Council Member Wood seconded the motion.

After a brief discussion, the vote was taken. Mayor Mathew, Mayor Pro Tem Chen, and Council Members Bostic, Wood, Caldwell, Rosas, and Herrera voted "Aye". "Nay" – None. Motion carried 7-0.

15. Council Reports.

Council Member Herrera

- Advised that Congressman Sylvester Turner passed earlier that day.
- Advised that Baker Ripley provided complimentary tax preparation services and anyone wanting more information to call (713) 273-3755 or visit bakerripley.org.
- Advised that the school board advocates group would be having a informative gathering on Sunday, March 16, from 2:00 p.m. to 5:00 p.m. at the Elks Lodge.

Mayor Pro Tem Chen

- Spoke on the passing of former City Attorney, Arthur Pertile.
- Spoke on the passing of Congressman Sylvester Turner.

Mayor Mathew

- Spoke on the passing of Congressman Sylvester Turner.
- Spoke on the passing of former City Attorney, Arthur Pertile.

Council Member Bostic

- Offered his condolences to the families of Sylvester Turner, Art Pertile, and the wife of Steven Huynh.

- Advised that Holy Family Catholic Church and the Knights of Columbus would be hosting a blood and bone marrow drive on Sunday, March 9, from 8:00 a.m. to 3:00 p.m.
- Commended Mayor Pro Tem Chen for receiving an Outstanding Alumni award from the Soochow University in Taiwan.

Mayor Pro Tem Chen

- Spoke on the award she received and thanked everyone who supported her.

Council Member Rosas

- Provided the funeral arrangements for Steven Huynh's wife.
- Offered her condolences to the family of Art Pertile. She provided the funeral arrangements.
- Advised that the 50 Plus Expo was held earlier that day at the Stafford Centre.
- Advised that Daylight Savings Time was on Sunday, March 9.
- Advised that Ramadan had begun.
- Advised that St. Patrick's Day was on March 17.
- Advised that the Stafford MSD Education Foundation would be holding a bowling tournament on June 6 and provided details.
- Advised that the Stars of the Sixties event was held the previous week at the Stafford Centre. She spoke about future events at the Stafford Centre.
- Wished Council Member Wood a happy birthday.

Council Member Wood

- Wished Council Member Rosas a happy early birthday.
- Offered condolences to the Huynh, Pertile, and Turner families.
- Advised that Spring Break would be next week and suggested that people be aware of children in the neighborhoods.
- Commended the SMSD Scholars on the UIL Academics competitions.
- Commended the Stafford High School Basketball Team for ending the season 36-1. He congratulated the coaches and players.
- Recognized the Stafford track, soccer, baseball, softball, and tennis teams.
- Commended the SMSD STEM Academy for being ranked as one of the top five schools in the region.

16.(a) Consent Agenda (Items i.-v.). 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 period ending January 31, 2025.

(ii.) Request by Chief of Police Richard Ramirez, for S. Smith and K. Hernandez, to receive a Field Training Officer stipend, in the amount of \$700.00.

(iii.) Training request by Fire Chief Larry Di Camillo, for G. Ybarra, to attend Emergency Vehicle Operator training, in the amount of \$250.00.

(iv.) Request by Chief of Police Richard Ramirez to send five (5) Police Department vehicles to be auctioned.

(v.) Request from the Exchange Club of Fort Bend to place signage and stakes on U.S. 90-A.

No discussion was held.

(b) Public Comments on item (a).

None.

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

Mayor Pro Tem Chen made a motion to approve all items on the Consent Agenda, as presented, 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.

17.(a) Approval of Minutes from the February 5, 2025 Regular City Council Meeting.

(b) Approval of Minutes from the February 11, 2025 Joint Meeting with SMSD.

(c) Approval of Minutes from the February 12, 2025 Revenue Exploration Workshop.

(d) Approval of Minutes from the February 19, 2025 Regular City Council Meeting.

City Secretary advised that Council Member Rosas contacted her regarding a correction to the minutes for the February 19, 2025 Regular City Council meeting.

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

None.

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

Council Member Wood made a motion to approve the minutes, with a correction, and Mayor Pro Tem Chen 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.

18. Council Member requests for future agenda items.

Council Member Rosas requested an agenda item regarding having Human Resources present a plan for employees who have reached or topped out of their pay scale.

Council Member Rosas requested an agenda item regarding discussion and review of the purchasing policy and competitive bid process.

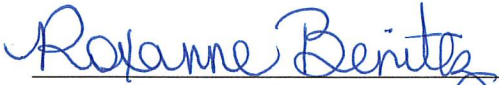
Council Member Wood requested an agenda item regarding using hotel occupancy tax (HOT) funds to purchase, build, and place new signage around Stafford.

Council Member Bostic requested an agenda item regarding the employee efficiency audit and cost.


19. Adjournment.

Without objection, the meeting adjourned at 9:58 p.m.

ATTEST:



Roxanne Benitez
City Secretary



Ken Mathew
Mayor