



*City of Pattison*

*P.O. Box 223*

*Pattison, TX 77466*

*281-934-3715*

*Website: [www.pattison.texas.gov](http://www.pattison.texas.gov)*

## City Council Meeting Minutes December 12, 2024

---

### **I. Call Meeting to Order**

The City Council meeting of the Pattison City Council was called to order by Mayor Daphney Kirby at 6:00 p.m. at the City of Pattison City Hall, located at 3410 1<sup>st</sup> Street, Pattison, Texas 77466.

#### **Members Present:**

Mayor Daphney Kirby, Councilmembers: Joe Garcia, Frank Cobio, Ken Coulter, Sandy Buller, Anissa McGowan

**Also, Present:** Tm Kirwin, City Attorney; Lorene Hartfiel, City Secretary; Debra Reyes, Ginger Nice, Josh Taylor, Lya Coulter, Amanda Stevens, EHRA; Vince and Rhonda Yokom, WCEDP

### **II. Invocation**

Debra Reyes led the invocation.

### **III. Pledge of Allegiance**

Mayor Kirby led the pledges.

### **IV. Citizens Comments – No action can be taken.**

Josh Taylor -

### **V. Council to approve agenda and reordering, if necessary.**

Mayor Kirby asked for a motion for the Council to approve the agenda as presented. Councilmember Garcia made a motion that the agenda be approved as presented, seconded by Councilmember Buller. The motion passed unanimously.

### **VI. Declare Conflicts of Interest**

Daphney Kirby declared a conflict with line item #6.

### **VII. Consent Agenda**

Mayor Kirby asked for a motion for the Council to approve the consent agenda as presented. Councilmember McGowan made a motion that the consent agenda be approved as presented. Councilmember Buller seconded the motion. The motion passed with 4 in favor and Councilmember Garcia abstained.

### **VIII. Business**

1. A presentation from the Waller County Economic Development Partnership (WCEDP). Vince Yokom, WCEDP gave a presentation to the council regarding the benefits of joining the Waller County Economic Development Partnership.



*City of Pattison*

*P.O. Box 223*

*Pattison, TX 77466*

*281-934-3715*

*Website: [www.pattison.texas.gov](http://www.pattison.texas.gov)*

## City Council Meeting Minutes December 12, 2024

---

2. Council to discuss and take possible action regarding membership with the Waller County Economic Development Partnership (WCEDP).

Councilmember Garcia made a motion to renew membership with the Waller County Economic Development Partnership. Councilmember Buller seconded the motion. The motion passed with 4 in favor and Councilmember Coulter abstained.

3. An update from the Planning Commission.

Planning Commission Chair, Lya Coulter reported that the Planning Commission has:

- Completed their preliminary review of the Zoning Ordinance
- There are currently 4 members on the commission, which all 4 positions expire in July 2025

4. City of Pattison, LJA Engineer's Project Report.

Council was presented with a report from the City Engineer.

5. Council to discuss and take possible action to approve, disapprove, or approve with conditions the Azalea (formerly Maple Grove) Final Plat, Section 2.

Councilmember Buller made a motion to approve with the condition after receiving the updated drainage input analysis from Brookshire Katy Drainage District. Councilmember Coulter seconded the motion. The motion passed unanimously.

6. Council to discuss and take possible action regarding tree debris removal.

***Note: Mayor Kirby stepped away from the council table due to a declared conflict of interest.***

Councilmember McGowan made a motion to approve the tree debris removal quote provided by Clear My Land for \$4,200.00. Councilmember Buller seconded the motion. The motion passed unanimously.

7. Council to discuss and take possible action regarding code enforcement initiatives and policy formation for 2025.

Councilmember Garcia made a motion to authorize the Mayor and the City Secretary to create a Citizen Complaint Form, to report code enforcement violations. Councilmember Buller seconded the motion. The motion passed unanimously.



*City of Pattison*

*P.O. Box 223*

*Pattison, TX 77466*

*281-934-3715*

*Website: [www.pattison.texas.gov](http://www.pattison.texas.gov)*

## **City Council Meeting Minutes December 12, 2024**

---

8. Council to discuss and take possible action regarding contract for electricity.

Councilmember Garcia made a motion to authorize the Mayor, City Secretary, and City Attorney to watch the rates and to execute an agreement when the rates are favorable. Councilmember Cobio seconded the motion. The motion passed unanimously.

9. Council to discuss and take possible action regarding the BRIC grant application for a generator.

Councilmember McGowan made a motion to approve GrantWorks grant management fee for the BRIC grant application, in the amount of \$6,000.00. Councilmember Coulter seconded the motion. The motion passed unanimously.

10. City Secretary to give an update regarding the May 3, 2025 General Election.

The Notice of Deadline to File Application for a Place on the Ballot has been posted. The first day to file for a place on the ballot is January 15, 2025.

11. Council to discuss and take possible action regarding city cleanup dates for the H-GAC Solid Waste Grant.

Council selected the following dates for city cleanups and illegal dumping cleanups:

- March 8, 2025                      Backup date March 22, 2025
- April 5, 2025                      Backup date April 12, 2025
- May 3, 2025                        Backup date May 10, 2025
- June 7, 2025                       Backup date June 15, 2025

12. Council to discuss and take possible action regarding the 2025 calendar for city events and meetings.

Councilmember Garcia made a motion to table this item. Councilmember McGowan seconded the motion. The motion passed unanimously.

13. Council to discuss and take possible action regarding education, training, and travel expenses. (*Councilmember McGowan*)

Councilmember McGowan made a motion for a procedure for Education and Travel. Councilmember Cobio seconded the motion. The motion passed unanimously.





**City of Pattison**

**P.O. Box 223**

**Pattison, TX 77466**

**281-934-3715**

**Website: [www.pattison.texas.gov](http://www.pattison.texas.gov)**

## **City Council Meeting Minutes December 12, 2024**

---

14. Council to discuss and take possible action regarding city council members' tour of city for project assessments. *(Councilmember McGowan)*

No action was taken.

15. Council to discuss and take possible action regarding city hall renovations.

- a. Councilmember Buller made a motion to award the city hall renovations to ERC. Councilmember Coulter seconded the motion. The motion passed unanimously.
- b. City Attorney Kirwin discussed the Memorandum of Understanding (MOU) to extend the ARPA funds. A special meeting will be held to approve the MOU.

16. Mayor to give an update on and discussion of:

- a. Waller County Hazard Mitigation Plan (HMP)
  - No update available
- b. Hazard Mitigation Grant Program (HMGP – DR 4485) (City of Pattison Master Drainage Plan) update
  - A meeting will be scheduled for the second week of January with the engineers for DR 4485 Grant, TXCDBG 24-25, and the city's master drainage project. (LJA, SPI, Kaluza)
- c. GLO (Texas General Land Office) New Disaster Recovery Reallocation Program (DRRP)
  - Application was not submitted
- d. Code Enforcement Webinar (January 15, 2024, 9 am – 12 noon)
  - If anyone wants to attend, email the city secretary and she will register you.
- e. Zoning Workshop – January 25, 2025, 9 a.m. – 12 noon
- f. Upcoming Meetings
  - Special City Council Meeting, December 19, 2024 at 5 p.m.
  - Goals and Strategic Planning Workshop for the City Council and the Planning Commission – January 16, 2025, 6 p.m.
  - City Council meeting – January 9, 2025, 6 p.m.

17. Request from council for future agenda items, announcements, comments.



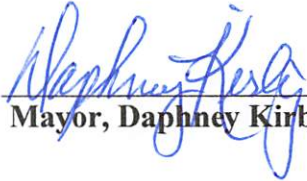
*City of Pattison*  
P.O. Box 223  
Pattison, TX 77466  
281-934-3715  
Website: [www.pattison.texas.gov](http://www.pattison.texas.gov)

**City Council Meeting Minutes December 12, 2024**

---

**IX. Adjourn meeting**

The meeting was adjourned at 7:45 p.m.

  
\_\_\_\_\_  
Mayor, Daphney Kirby

**Attest:**

  
\_\_\_\_\_  
City Secretary, Lorene Hartfiel