



CLUTE CITY HALL COUNCIL CHAMBERS  
108 E. MAIN STREET ~ CLUTE, TEXAS 77531

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**CITY COUNCIL:**

**MAYOR:** CALVIN SHIFLET

**MAYOR PRO-TEM:** ERICK AGUILAR

**COUNCIL MEMBER:** JEFF CRISP

**COUNCIL MEMBER:** NICOLE MADDOX

**COUNCIL MEMBER:** JOE LOPEZ

**COUNCIL MEMBER:** FRANCES VAUGHN

**STAFF:**

**CITY MANAGER:** CJ SNIPES

**CITY CLERK:** ROSIE POITEVINT

**CITY ATTORNEY:** CHRIS DUNCAN

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**COUNCIL MEETING AGENDA**  
**THURSDAY, JANUARY 23, 2025 @ 7:00 PM**

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NOTICE IS HEREBY GIVEN OF A COUNCIL MEETING TO BE HELD ON THURSDAY, JANUARY 23, 2025 @ 7:00 PM IN THE COUNCIL CHAMBERS OF CLUTE CITY HALL LOCATED AT 108 MAIN STREET, CLUTE, TEXAS 77531 FOR THE BELOW LISTED ITEMS. THE CITY COUNCIL RESERVES THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION AT ANY TIME DURING THE COURSE OF THIS MEETING TO DISCUSS ANY MATTERS LISTED ON THE AGENDA, AS AUTHORIZED BY THE TEXAS GOVERNMENT CODE, INCLUDING, BUT NOT LIMITED TO SECTIONS 551.071 (CONSULTATION WITH AN ATTORNEY), 551.072 (DELIBERATION ABOUT REAL PROPERTY), 551.073 (DELIBERATION ABOUT GIFTS AND DONATIONS), 551.074 (PERSONNEL MATTERS), 551.076 (DELIBERATION ABOUT SECURITY DEVICES), 551.087 (ECONOMIC DEVELOPMENT), 418.175.183 (DELIBERATIONS ABOUT HOMELAND SECURITY ISSUES) AND AS AUTHORIZED BY THE TEXAS TAX CODE, INCLUDING BUT NOT LIMITED TO, SECTION 321.3022 (SALES TAX INFORMATION).

THE AGENDA, MEETING PACKET AND VIDEO LINK ARE POSTED ON THE CITY'S WEBSITE AT [WWW.CLUTETEXAS.GOV](http://WWW.CLUTETEXAS.GOV)

TO ADDRESS THE COUNCIL DURING PUBLIC COMMENTS, A GENERAL PUBLIC COMMENT FORM MUST BE COMPLETED AND PRESENTED TO THE CITY CLERK BEFORE THE START OF THE COUNCIL MEETING. SPEAKERS MUST OBSERVE THE FIVE (5) MINUTE TIME LIMIT.

A RECORDING OF THE MEETING VIDEO WILL BE MADE AVAILABLE UPON WRITTEN REQUEST TO THE PUBLIC IN ACCORDANCE WITH THE OPEN MEETINGS ACT.

**I. COMMENCEMENT**

A. CALL TO ORDER

B. INVOCATION

C. PLEDGE OF ALLEGIANCE

D. ROLL CALL CITY COUNCIL

**II. CITIZENS/VISITORS COMMENTS**

THIS IS AN OPPORTUNITY FOR CITIZENS AND VISITORS TO SPEAK TO COUNCIL RELATING TO NON-AGENDA ITEMS. SPEAKERS ARE ADVISED THAT COMMENTS CANNOT BE RECEIVED ON MATTERS WHICH ARE THE SUBJECT OF A PUBLIC HEARING ONCE THE PUBLIC HEARING HAS BEEN CLOSED. SPEAKERS ARE REQUIRED TO SUBMIT A GENERAL PUBLIC COMMENT FORM IN ADVANCE PRIOR TO THE MEETING AND MUST LIMIT THEIR PRESENTATIONS TO FIVE (5) MINUTES EACH.

### **III. CONSENT AGENDA**

ITEMS LISTED UNDER THE CONSENT AGENDA ARE CONSIDERED ROUTINE AND ARE GENERALLY ENACTED IN ONE MOTION. THE EXCEPTION TO THIS RULE IS THAT COUNCIL MEMBERS MAY REQUEST ONE OR MORE ITEMS BE REMOVED FROM THE CONSENT AGENDA FOR SEPARATE ACTION.

- A. **MINUTES: JOINT PUBLIC HEARING AND REGULAR COUNCIL MEETING JANUARY 9, 2025, AT 7:00 P.M.**
- B. **BRAZORIA COUNTY LIBRARY BRANCH MEETING AREA POLICY**

### **IV. RECOGNITIONS AND PRESENTATIONS**

- A. **CLUTE VOLUNTEER FIRE DEPARTMENT 2024 AWARDS:**
  - KERRY RODRIGUEZ                      AUXILIARY MEMBER OF THE YEAR
  - ALFREDO LOPEZ                        FIREFIGHTER OF THE YEAR
- B. **ADMINISTRATION OF OATH TO CLUTE FIRE DEPARTMENT NEWLY ELECTED OFFICERS**

### **V. BUSINESS ITEMS**

- A. **CONSIDERATION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 2025-003 CALLING THE GENERAL ELECTION FOR MAY 3, 2025**
- B. **CONSIDERATION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 2025-004 CALLING A CHARTER ELECTION FOR MAY 3, 2025**
- C. **CONSIDERATION AND POSSIBLE ACTION TO ADOPT A RESOLUTION NO. 02-2025 A RESOLUTION PROVIDING THAT THE ELECTION HELD BY THE CITY ON MAY 3, 2025, BE HELD JOINTLY WITH OTHER ENTITIES IN BRAZORIA COUNTY HAVING AN ELECTION ON THE SAME DAY AND AUTHORIZING THE MAYOR TO SIGN AN AGREEMENT AND CONTRACT WITH BRAZORIA COUNTY FOR ELECTION SERVICES IN CONNECTION WITH SUCH JOINT ELECTION**
- D. **CONSIDERATION AND POSSIBLE ACTION TO ADOPT RESOLUTION NO. 03-2025 ACCEPTING THE RECOMMENDATION BY THE PLANNING & ZONING COMMISSION TO APPROVE THE PRELIMINARY REPLAT FOR THE PROPERTY LOCATED AT 109 E. PLANTATION DRIVE AND SETTING A JOINT PUBLIC HEARING DATE FOR APPROVAL OF FINAL PLAT (RECOMMENDED DATE: FEBRUARY 13, 2025 AT 7:00 P.M.)**
- E. **CONSIDERATION AND POSSIBLE ACTION TO SET A JOINT PUBLIC HEARING FOR AN SPECIFIC USE PERMIT FOR A MOBILE HOME PARK FOR PROPERTY LOCATED AT 310 SH288B (RECOMMENDED DATE: FEBRUARY 13, 2025 AT 7:00 P.M.)**

### **VI. NOTICE/ANNOUNCEMENT OF UPCOMING EVENTS AND MEETINGS**

- A. **TENTATIVE JOINT PUBLIC HEARING AND REGULAR CITY COUNCIL MEETING, THURSDAY, FEBRUARY 13, 2025, AT 7:00 P.M.**
- B. **CITY COUNCIL MEETING, THURSDAY, FEBRUARY 27, 2025, AT 7:00 P.M.**

### **VII. ADJOURNMENT HEARING**

NOTE: IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND PARKING SPACES ARE AVAILABLE. PLEASE NOTE: REQUESTS FOR ACCOMMODATIONS OR INTERPRETIVE SERVICES MUST BE MADE 48 HOURS IN ADVANCE OF THE STATED MEETING TIME. PLEASE CONTACT THE CITY CLERK'S OFFICE AT 979-265-2541 FOR ADDITIONAL INFORMATION.

I, ROSIE POITEVINT, CITY CLERK OF THE CITY DO HEREBY CERTIFY THAT THE ABOVE NOTICE OF MEETING AND AGENDA FOR THE CITY COUNCIL OF THE CITY OF CLUTE, TEXAS WAS POSTED ON **JANUARY 17, 2025, BY 5:00 P.M.** IN A PLACE CONVENIENT AND READILY ACCESSIBLE AT ALL TIMES TO THE GENERAL PUBLIC IN COMPLIANCE WITH CHAPTER 551 OF THE TEXAS GOVERNMENT CODE.



ROSIE POITEVINT, CITY CLERK