



# CITY OF STAFFORD

2610 SOUTH MAIN STREET • STAFFORD, TEXAS 77477  
(281) 261-3900 • FAX: (281) 261-3994  
WWW.STAFFORDTX.GOV

## CITY COUNCIL MEETING AGENDA

Wednesday, September 15, 2021 at 6:30 p.m.

City Hall, Council Chambers

2610 South Main St, Stafford, TX 77477

***\*\*Council will meet in person, however citizens may attend in person or participate via GotoMeeting\*\****

1. Call to Order.
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. Section 551.074(1) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, complaint, or dismissal of a public officer or employee including a Senior Development Services Specialist.

### REGULAR SESSION BEGINS AT 7:00 P.M.

3. Pledge of Allegiance.
4. Consideration of appropriate action on items discussed in Executive Session.
5. Council Reports: The Mayor and Council may make announcements of community interest on the following items:
  - (1) expressions of thanks, congratulations, or condolence;
  - (2) information regarding holiday schedules;
  - (3) an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutary recognition for purposes of this subdivision;
  - (4) a reminder about an upcoming event organized or sponsored by the governing body;
  - (5) information regarding a social, ceremonial, or community event

COUNCILMEMBERS  
WEN GUERRA  
KEN MATHEW  
XAVIER HERRERA

CECIL WILLIS JR.  
MAYOR

COUNCILMEMBERS  
VIRGINIA ROSAS  
DON JONES  
ALICE CHEN

organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the political subdivision; and

(6) announcements involving an imminent threat to the public health and safety of people in the political subdivision that has arisen after the posting of the agenda.

6. Public Comments on items on the agenda.
7. Presentation of 15 minutes of Stafford history.
8. (a) Discussion on an extension request to the Plat for Enclave at Stafford Oaks.  
(b) Consideration of appropriate action on item (a).
9. (a) Discussion of a Resolution of the City Council of Stafford, Texas approving a renewal to the Interlocal Agreement for Fire Fighting, Fire Protection and Fire Investigation Services with the City of Meadows Place, Texas.  
(b) Consideration of appropriate action on item (a).
10. (a) Discussion of a Resolution of the City Council of the City of Stafford, Texas, approving a Fee Schedule for FY2021-2022.  
(b) Consideration of appropriate action on item (a).
11. (a) Discussion of a Resolution of the City Council of the City of Stafford, Texas, adopting a Budgeting and Long-Range Financial Planning Policy.  
(b) Consideration of appropriate action on item (a).
12. (a) Consideration of Accounts Payable Statement.  
(b) Presentation of the final amended budget for FY2020-2021.  
(c) Consideration of appropriate action on item (a-b).
13. (a) Discussion on the rules and procedures for City Council meetings.  
(b) Consideration of appropriate action on item (a).


14. (a) Discussion and update on the Time Clock Plus project.  
(b) Consideration of appropriate action on item (a).
  
15. (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. Approval of Richard Ramirez, Police Chief request to approve training and all related expenses for employees in the Police Department in the amount of \$1693.59.
  - ii. Approval of Richard Ramirez, Police Chief request to approve the removal of the non-operational License Plate Readers from certain locations within the City.
  - iii. Approval of Nicole Nguyen, Municipal Court Director request to approve training and all related expenses for employees in the Municipal Court Department in the amount of \$360.00
  - iv. Approval of Ryan Young, IT Director request to approve the renewal of the hardware and software maintenance contracts for equipment that makes up the City's data backup system in the amount of \$12,545.00.
  - v. Approve of refunds or transfer of fees for canceled events at the Stafford Centre as requested by clients or required by the City due to COVID-19, totaling \$6800.00.

(b) Consideration of appropriate action on items (i-v).
  
16. (a) Approval of the Amended City Council Special Meeting minutes of July 14, 2021; and  
(b) Approval of the amended City Council Regular meeting minutes of August 4, 2021; and  
(c) Approval of the City Council Budget Workshop meeting minutes of August 23, 2021; and  
(d) Approval of the City Council Budget Workshop meeting minutes of August 26, 2021; and  
(e) Approval of the City Council Regular meeting minutes of September 1, 2021  
(f) Consideration of appropriate action on item (a-e).

17. (a) Discussion of requests by Councilmembers for future agenda items.  
(b) Consideration of appropriate action on item (a).
18. Adjournment.

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (281) 261-3900 or FAX (281) 261-3994 for further information.

**AGENDA WAS POSTED ON THE BULLETIN BOARD OF THE STAFFORD CITY HALL ON SEPTEMBER 10, 2021.**

  
**Nicola Browe,**  
**Acting City Secretary**

**SUPPLEMENTAL NOTICE OF PUBLIC PARTICIPATION BY TELEPHONE OR VIDEOCONFERENCE:**

The City of Stafford, Texas will conduct the meeting scheduled at **6:30 p.m. on Wednesday, September 15, 2021** in person, but the public may participate by telephone or video conference below.

To participate via videoconference, go to:

<https://global.gotomeeting.com/join/788279997>

The public toll-free dial-in number to participate in the telephonic meeting is **1 (877) 309- 2073; Access Code: 788 279 997**

The public will be permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting.

A recording of the telephonic meeting will be made, and will be available to the public in accordance with the Open Meetings Act upon written request.

This supplemental written notice, the meeting agenda, and the agenda packet, are posted online at:

<http://staffordtx.suiteonemedia.com/web/site.aspx>.