



# 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, April 21, 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 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;

### **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 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

COUNCILMEMBERS  
WEN GUERRA  
KEN MATHEW  
XAVIER HERRERA

CECIL WILLIS JR.  
MAYOR

COUNCILMEMBERS  
VIRGINIA ROSAS  
DON JONES  
ALICE CHEN

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. (a) Discussion of a Final Plat Titled “Stafford Park Replat No. 1 for the creation of 2 lots.  
(b) Consideration of appropriate action on item (a).
8. (a) Discussion of an Ordinance of the City of Stafford, Texas, amending Chapter 102 of the Code of Ordinances of the City, the same being the Comprehensive Zoning Ordinance for a modification of a previously approved Specific Use Permit for the construction and operation of a hotel, Ordinance 1055, to add for the construction and operation of a grocery store with fuel sales at 12507 S. Kirkwood.  
(b) Public Hearing.  
(c) Consideration of appropriate action on item (a).
9. (a) Discussion of a Resolution of the City of Stafford, Texas expressing official intent to reimburse costs of projects.  
(b) Consideration of appropriate action on item (a).
10. (a) Quarterly presentation by City Planner, Tatyana Luttschlager on Development Services and Public Works projects, including the following: Mobility and roadway maintenance, Drainage, Private Developments and Planned Development Districts.  
(b) Consideration of appropriate action on item (a).
11. (a) Discussion of an Ordinance of the City of Stafford, Texas adopting amendment Number 4 to the original budget of the City of Stafford, Texas, for the 2020-2021 fiscal year, allocating unappropriated funds, providing detailed line item increases or decreases, providing for severability and containing other provisions relating to the subject.  
(b) Consideration of appropriate action on item (a).

12. (a) Discussion of a Resolution of the City of Stafford, Texas issuing notice of public meeting to approve an agreement with the law firm of Linebarger Goggan Blair & Sampson, LLP as special counsel to perform all legal services necessary to collect unpaid fines, fees and court costs as provided in Tx Code of Criminal Procedure Art. 103.0031 and authorizing the execution of such agreement. The agreement to be considered is necessary for the unpaid fines, fees and court costs owed to The City of Stafford to be collected in the most effective manner. The City of Stafford desires that such unpaid fines, fees and court costs be collected as provided in the Texas Code of Criminal Procedure.

The Linebarger Goggan Blair & Sampson, LLP firm is fully qualified to provide this representation, being the largest law firm specializing in the collection of governmental receivables in the State of Texas, as well as the United States, and having been engaged in this specialized legal service for more than 40 years. In addition, the Linebarger Goggan Blair and Sampson, LLP firm possesses infrastructure and technology, such as call center technology, that The City of Stafford does not currently possess.

Linebarger Goggan Blair & Sampson, LLP has represented The City of Stafford for the past eleven (11) years with competence and professionalism, in the collection of unpaid fines, fees and court costs beginning in 2010.

The specialized legal services required by this agreement cannot be adequately performed by the attorneys and supporting personnel of The City of Stafford due to the high cost of implementing the appropriate infrastructure and technology and employing sufficient in-house attorneys and staff with the level of experience and competence necessary to perform these activities.

Linebarger will be compensated on a contingent fee basis as provided in Tx Code of Criminal Procedure Art. 103.0031. This

Article specifically provides for an additional collection fee, in the amount of 30 percent, in certain cases to compensate collection attorneys. A contract to pay inside or outside attorneys on an hourly basis would represent an additional cost to The City of Stafford.

Entering into the proposed agreement is in the best interests of the residents of The City of Stafford because the unpaid fines, fees and court costs will be professionally and competently collected without the additional costs to The City of Stafford of implementing infrastructure and technology, and employing in-house personnel or paying outside counsel on an hourly fee basis, which would otherwise be required.

(b) Consideration of appropriate action on item (a).

13. (a) Discussion of an Ordinance of the City Council of the City of Stafford, Texas, adopting amendments to the City of Stafford Personnel Policies by Resolution; Repealing all ordinances or parts of ordinances inconsistent or in conflict with this ordinance; and providing for severability.  
(b) Discussion of a Resolution of the City of Stafford, Texas, adopting amendments to the City's Personnel Policies and establishing an effective date for such policies.  
(c) Consideration of appropriate action on item (a).
14. (a) Discussion of additional compensation for added duties to the City Planner.  
(b) Consideration of appropriate action on item (a).
15. (a) Discussion of Municipal Court Judges Compensation.  
(b) Consideration of appropriate action on item (a).
16. (a) Discussion of Resolution of the City of Stafford, Texas appointing Nicola Browe as Acting City Secretary.  
(b) Consideration of appropriate action on item (a).
17. (a) Discussion of the proposal by Councilmember Guerra that the City plant three memorial trees.

- (b) Consideration of appropriate action on item(a)
18. (a) Consent Agenda (Items “i through 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 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 \$13,625.00
  - ii. Approval of Assistant City Secretary, Nicola Browe request to approve training and all related expenses for employees in the City Secretary’s Office in the amount of \$1128.71
  - iii. Approval of Police Chief, Richard Ramirez request to approve training and all related expenses for employees in the Police Department at Zero Cost.
  - iv. Approval of expenses in the Federal Asset Forfeiture and State Asset Forfeiture Funds
- (b) Consideration of appropriate action on items (i-iv).
19. (a) Consideration of Statements.  
(b) Consideration of appropriate action on item (a).
20. Approval of the following City Council Meeting minutes.  
(a) February 24, 2021 Special City Council Meeting; and  
(b) April 7 Regular, 2021 City Council Meeting.  
(c) Consideration of appropriate action on items (a).
21. (a) Discussion of requests by Councilmembers for future agenda items.  
(b) Consideration of appropriate action on item (a).
22. 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.**

**I CERTIFY THAT THE ABOVE NOTICE OF MEETING AND AGENDA WAS POSTED ON THE BULLETIN BOARD OF THE STAFFORD CITY HALL ON**

APRIL 16, 2021.



**Nicola Browe,**  
Assistant City Secretary

**SUPPLEMENTAL NOTICE OF MEETING BY  
TELEPHONE CONFERENCE:**

In accordance with order of the Office of the Governor issued March 16, 2020, the City of Stafford, Texas will conduct the meeting scheduled at **6:30 p.m. on Wednesday, April 21, 2021** by telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19). There will be no public access to the location described above.

This supplemental written notice, the meeting agenda, and agenda packet, are posted online <http://staffordtx.suiteonemedia.com/web/site.aspx>.

<https://global.gotomeeting.com/join/558640061>

The public toll-free dial-in number to participate in the telephonic meeting is **1 (866) 899 - 4679; Access Code: 558-640-061**

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.