

**MINUTES OF A REGULAR MEETING
OF THE CITY COUNCIL OF STAFFORD, TEXAS HELD
IN SAID CITY ON WEDNESDAY, OCTOBER 20, 2021**

On the 20th day of October 2021, at 7:00 p.m., the City Council of Stafford, Texas met in regular session in the City Council Chambers, in person and GoToMeeting Audio/Video in said City. Mayor Willis called the meeting to order. The following members of the Council were present: Councilmembers Mayor Cecil Willis; Mayor Pro Tem Ken Mathew, Councilmembers Wen Guerra, Virginia Rosas, Don Jones, Alice Chen, and Xavier Herrera. Absent: None. The following City staff were present: Richard Ramirez (Chief of Police), Alka Shah, (Finance Director), Nicola Browe (Acting City Secretary); and Art Pertile (Olson & Olson, LLP).

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
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, 551.074 PERSONNEL MATTERS; CLOSED MEETING. (1) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee; Debra Sinclair, Michelle Hurtado, Peter De Leef and Kelly Benavides.

COUNCIL RECONVENED AT 7:02 P.M.

3. PLEDGE OF ALLEGIANCE
4. Council Reports.

Mayor Willis announced that going forward all City Council, Planning & Zoning and SEDC meetings will be back in person, like prior to the COVID-19 protocols.

Mayor and Council provided the citizens with announcements of events within the city, including announcing that it was National Breast Cancer awareness and was mentioned at a previous meeting, however Councilmember Rosas urged every man and woman to get annual breast cancer screens.

Council advised residents of the Grand opening of Costco and urged everyone to shop local.

Mayor and Council asked for a moment of silence to recognize the passing of General Colin Powell, and three well-known residents of Stafford.

5. Public comments on items on the agenda.
No members of the public addressed City Council.

Councilmember Rosas made a motion to move item 11 up next on the agenda. Mayor Pro Tem Mathew duly seconded the motion. Mayor Willis called the roll for a vote. Mayor Willis, Mayor Pro Tem Mathew, and Councilmembers Guerra, Rosas, Jones, Chen, and Herrera voted “yes”; none against. Mayor Willis announced the result of the vote (7-0) and declared the motion approved.

11. (a) Discussion of FEMA Public Assistance Reimbursement request – Winter Storm Uri.

Ms. Ashley Merchant provided City Council with the parameters for the request and the anticipated amount of reimbursement in the amount of \$54,882.98.

Mayor Willis invited members of the public to address City Council on this item.
No members of the public addressed City Council.

Councilmember Rosas made a motion to accept the grant reimbursement request. Councilmember Chen duly seconded the motion. Mayor Willis called the roll for a vote. Mayor Willis, Mayor Pro Tem Mathew, and Councilmembers Guerra, Rosas, Jones, Chen, and Herrera voted “yes”; none against. Mayor Willis announced the result of the vote (7-0) and declared the motion approved.

6. (a) Presentation by the FFA Chapter on “American Agriculture is a dying industry”.

Mayor Willis announced that he had received notification from the FFA group that unfortunately they were not able to attend this evening.

7. Presentation by CenterPoint Energy on recent outages, work performed with current and future improvements to the infrastructure.

Mr. Dominic Robinson addressed City Council and introduced his team of people representing the divisions that have had a hand in the resolution of the recent outages.

Ms. Takea Reeder started out the presentation for City Council and began by describing the events that transpired in September and the initial analysis of outages and showed a report on the large screen of a count of outages.

Mr. Robinson continued the presentation and provided a detailed report of the inspections that took place, both physical and infrared. He went on to describe the

8.3 miles of tree and other vegetation trimming that took place and the plans to upgrade in the future on US90/ Murphy Road. Mr. Robinson spoke about the stress placed on the lines from at least two vehicular incidents on US90A.

A representative (name inaudible) who works in the Planning division spoke of the plans to upgrade and bolster the infrastructure through to 2023.

Gary O'Neal part of the Foresters division provided City Council with information about the tree trimming program in place and coming again soon. He then went into detail about the volunteer trees or those planted in error under and or near power lines. Palm Trees while aesthetically pleasing are not appropriate for locating near a line.

Mr. O'Neal added that there were over 125 Tree crews working at any one time on scheduled trimming.

He spoke on the Tree Giveaway program where the right tree right place, is working for the neighborhoods.

Mr. O'Neal then addressed one of the common phone complaints. CenterPoint will respond after hours to a tree trimming emergency, i.e., fire crews or fallen tree, however, they will NOT remove the limbs. On a schedule tree trimming program limbs are removed.

Mayor Pro Tem asked if CenterPoint would reconsider this as how does a homeowner rid themselves of the fallen tree.

Mr. O'Neal reiterated the current policy and said the priority on an out of hours fallen tree removal/cut down is addressed the removal is not something they handle, as it is typically not the regular crews.

Councilmember Guerra stated that he had been swamped with calls about outages, and that some people's appliances did not withstand the outages and failed. What was CenterPoint going to do to reimburse these people who cannot afford to go out and buy new refrigerators etc.

Mr. Robinson provided Mr. Guerra with information regarding the Claims Department who would look at each situation and provide assistance where and if possible.

Mr. Guerra added that as President of the EDC, he has a responsibility also to the business community, and the businesses were calling him daily about the outages, this is unacceptable and should not be repeated as they cannot survive like that.

Mr. Robinson assured that CenterPoint will and has addressed the major issues

causing the outages during the month of September, however, he urged Mr. Guerra that when he receives a complaint that either he or the person contact CenterPoint, as without the knowledge of what and where it cannot be properly addressed.

Councilmember Rosas spoke about the subdivision she resides in Dove Country. She stated there is zero liability and would really like at some point in the future a proper explanation of the grid, as she loses even now power several times a day. She has concerns as it is an aging neighborhood, and some residents require power for their medical equipment.

She is one of the fortunate ones and has purchased a generator so that she can live without the outages, not all residents can afford the cost of a generator.

Mr. Robinson stated that he was unaware it was happening in that area and would do a deeper investigation and provide Council with an update.

City Council all thanked Mr. Robinson for bringing such a talented and committed team to provide a good presentation to City Council and the watching public.

Mayor Willis invited members of the public to address City Council on this item. No members of the public addressed city council.

No action was required on this item.

8. (a) Discussion of a resolution of the City of Stafford, Texas appointing Debra Sinclair as Presiding Municipal Court Judge and Michelle Hurtado and Peter De Leef and Kelly Benavides as Associate Municipal Court Judges.

Art Pertile and Mayor Willis informed City Council of the agreements in the packet are for the Judge and the three Associate Judges appointments.

Mayor Willis invited members of the public to address City Council on this item. No members of the Public addressed City Council.

(b) Councilmember Guerra made a motion to approve the resolution to reappoint Debra Sinclair as the Presiding Judge and Michelle Hurtado, Peter DeLeef, and Kelly Benavides as Associate Judges for the Stafford Municipal Court. Mayor Pro Tem Mathew duly seconded the motion. Mayor Willis called the roll for a vote. Mayor Willis, Mayor Pro Tem Mathew, and Councilmembers Guerra, Rosas, Jones, Chen, and Herrera voted "yes"; none against. Mayor Willis announced the result of the vote (7-0) and declared the motion approved.

9. (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; Amending the official Zoning District Map to rezone approximately 4.89

acres of land at 605 Dulles Avenue, Stafford, Texas 77477, from Residential, Commercial and Technology (RCT) Zoning District to Planned Development District (PDD), to be known as The Enclave at Stafford Oaks; establishing development standards.

Councilmember Jones exited the meeting at 8:27 pm.

Councilmember Jones entered the meeting at 8:29 pm.

Tatyana Luttschlager, City Planner, and Interim Public Works Director provided City Council with the update on this project and where the original approval provided the developer some logistical issues and have submitted a request to overcome those issues.

Councilmember Rosas inquired if the change would impede Fire or Police in an emergency.

Ms. Luttschlager stated that it would not.

Councilmember Chen confirmed that one of the changes was privacy fencing at 6ft height.

Ms. Luttschlager stated that was correct.

Mayor Willis invited members of the public to address City Council on this item.

Mr. Fahad, of Dulles Ventures addressed and thanked City Council on behalf of the owner who was unable to attend due to an illness.

Councilmember Herrera made a motion to approve the amendment to the Zoning District Map as presented. Mayor Pro Tem Mathew duly seconded the motion. Mayor Willis called the roll for a vote. Mayor Willis, Mayor Pro Tem Mathew, and Councilmembers Guerra, Rosas, Jones, Chen, and Herrera voted "yes"; none against. Mayor Willis announced the result of the vote (7-0) and declared the motion approved.

10. (a) Discussion of an Ordinance of the City of Stafford, Texas amending Chapter 102 of the Code of Ordinance of the City, the same being the Comprehensive Zoning Ordinance, by granting a specific use permit to Together we stand Christian Church for the operation and expansion of a religious institution located at 1430 Texas parkway in the Mixed-Use Development district (MU) Zoning District.

Tatyana Luttschlager provided City Council with a detailed report of the request, including pictures of the proposed changes at the location.

Mayor Willis invited members of the public to address City Council.

Valerie (Pastor Rice daughter) and Rose (Pastor Rice daughter) thanked City Council for the opportunity to discuss the project. It has been a vision of their fathers and he is delighted to be able to bring it to fruition.

City Council addressed questions to both Valeri and Rose.

(b) Councilmember Rosas made a motion to approve the Ordinance as presented. Mayor Pro Tem Mathew duly seconded the motion. Mayor Willis called the roll for a vote. Mayor Willis, Mayor Pro Tem Mathew, and Councilmembers Guerra, Rosas, Jones, Chen, and Herrera voted "yes"; none against. Mayor Willis announced the result of the vote (7-0) and declared the motion approved.

12. (a) Consent Agenda (Items i-viii). 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 Scott McElrath, Code Compliance Administrator request for training and all related expenses for employees in the Code Enforcement division in the amount of \$1,126.00.
- ii. Approval of Scott McElrath, Code Compliance Administrator request to hold a Pet Food Drive with the Houston Humane Society on December 11, 2021.
- iii. Approval of Alka Shah, Finance Director request for training and all related expenses for employees in the Finance Department in the amount of \$525.00.
- iv. Approval of a Resolution of the City of Stafford, Texas amending the City of Stafford's Investment Policy for 2021 to include certain additional Certificates of Deposits as authorized investments as recommended by Alka Shah, Finance Director.
- v. Approval of Alka Shah, Finance Director request to implement version 10 of Incode, the city's financial accounting software in the amount of \$21,690.00.
- vi. Approval of a Resolution of the City of Stafford, Texas, authorizing the mayor to execute a contract with Techland Houston/Costume Work for the purchase of dimmer modules for the Stafford Centre in the amount of \$62,302.73.
- vii. Approval of Ryan Young, IT Directors request to purchase the materials, and services required to install three new single mode fiber cables between the Development Services, City Administration, and the PD buildings in the amount of \$20,236.45.
- viii. Approval of Richard Ramirez, Police Chief request for training and all related expenses for employees in the Police Department at Zero Cost to the City.

Mayor Willis invited members of the public to address city council on this item. No members of the public addressed city council.

Councilmember Chen tagged Item i: *Approval of Scott McElrath, Code Compliance Administrator request for training and all related expenses for employees in the Code Enforcement division in the amount of \$1,126.00.*

Councilmember Rosas noted that the amount requested on the agenda is not the final amount within the memo, the amount listed on the agenda is \$826.00.

Councilmember Chen tagged Item ii: *Approval of Scott McElrath, Code Compliance Administrator request to hold a Pet Food Drive with the Houston Humane Society on December 11, 2021*

Council discussed the Pet Food Drive and Pete Ramirez, Animal Control Officer provided answers to the logistics of the event, as well as whom the donations of pet food were coming from.

Councilmember Rosas tagged Item V: *Approval of Alka Shah, Finance Director request to implement version 10 of Incode, the city's financial accounting software in the amount of \$21,690.00.*

Council discussed the amount of the contract and if legal had verified the verbiage. (b) Councilmember Rosas made a motion to approve the consent agenda with item i. being corrected and approved for \$826.00 and pending legal review of the contract for Incode for item v. Councilmember Chen duly seconded the motion. Mayor Willis called the roll for a vote. Mayor Willis, Mayor Pro Tem Mathew, and Councilmembers Guerra, Rosas, Jones, Chen, and Herrera voted "yes"; none against. Mayor Willis announced the result of the vote (7-0) and declared the motion approved.

13. (a) Approval of the Regular City Council meeting minutes October 6, 2021.

Mayor Willis invited members of the public to address city council on this item. No members of the public addressed city council.

Councilmember Chen made a motion to approve the City Council meeting minutes of October 6, 2021, with corrections. Councilmember Rosas duly seconded the motion. Mayor Willis called the roll for a vote. Mayor Willis, Mayor Pro Tem Mathew, and Councilmembers Guerra, Rosas, Jones, and Chen voted "yes"; none against. Mayor Willis announced the result of the vote (7-0) and declared the motion approved.

14. Adjournment.

Councilmember Jones made a motion to adjourn. Councilmember Herrera duly seconded the motion. Mayor Willis called the roll for a vote. Mayor Willis, Mayor Pro Tem Mathew, and Councilmembers Guerra, Rosas, Jones, Chen, and Herrera

voted "yes"; none against. Mayor Willis announced the result of the vote (7-0) and declared the motion approved.

THE MEETING ADJOURNED AT 9:00 PM.

ATTEST:



Nicola Browe
Assistant City Secretary



Cecil Willis Jr.
Mayor