

MINUTES OF THE REGULAR MEETING OF THE CITY  
COUNCIL OF STAFFORD, TEXAS HELD IN SAID CITY ON  
WEDNESDAY, DECEMBER 1, 2021

On the 1st day of December 2021, at 7:00 p.m., the City Council of Stafford, Texas met in regular session in the City Council Chambers. Mayor Willis called the meeting to order. The following members of the Council were present. Mayor Cecil Willis and Councilmembers Ken Mathew (Mayor Pro Tem), Wen Guerra, Virginia Rosas, Don Jones, Alice Chen and Councilmember Xavier Herrera. Absent: None. The following City staff were present. Nicola Browe (Acting City Secretary); and Art Pertile (Olson & Olson) and Katie Rutherford (Olson & Olson).

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

Mayor Willis called the meeting to order at 6:30 P.M.

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.

**COUNCIL RECONVENED AT 7:00 P.M.**

3. Pledge of Allegiance.
4. Consideration of appropriate action on items discussed in Executive Session.

City Council did not go into Executive Session.

5. Council Reports:  
Mayor Willis expressed his thanks to staff for their efforts in decorating the City Hall complex inside and out.

Mayor Willis announced that the December 18<sup>th</sup> Trail ride is being postponed to a later date.

Mayor Willis announced that on December 18<sup>th</sup> Stafford Fire Department will conduct their Santa Convoy, from 1:00 P.M.

Councilmember Rosas announced that the Fire Department would welcome donation of soft toys for the convoy.

Councilmember Rosas announced the Houston Humane Society, in partnership with Stafford Humane Office will be hosting a pet food pantry giveaway.

Council member Rosas announced that Sunday, December 5, 2021, there will be a Mayor's Plaque unveiling at the Stafford Centre, being hosted by Stafford Historical Society at 1:30 through to 3:30 P.M.

Councilmember Rosas announced that the SMSD Culinary Students will be hosting their senior breakfast on December 10, 2021, at 8:30 A.M.

Councilmember Guerra announced that he had some exciting news that he had bought Kelsey Sebold to the Grid, providing the citizens of Stafford with much needed medical clinics.

Councilmember Herrera announced that student J Petrie who went to Baylor, who is an all American has been chosen for the Big 12, is a candidate for the Jim Thorp award.

Councilmember Herrera announced the sale of the Fountains, stating that he is looking forward to good things coming into that location.

Councilmember Jones announced that sadly the coronavirus newest mutation "omicron" has been found in the USA. He added that so many of us are fatigued with this disease and urges everyone to do their due diligence, get vaccinated and stay safe.

Councilmember Chen announced that like Councilmember Rosas stated there will be a pet pantry at the Stafford Code Compliance Location. She added that there would be a free toy for the first 50 families with pets.

6. Mayor Willis invited members of the public to discuss items listed on the agenda. Mr. Richard Ramirez, Kingsway, Stafford addressed City Council and expanded on the recognition of the Petrie family. He also added another student who deserved recognition, Dylan Smith. Dylan has been drafted to the Detroit Tigers. He stated that Stafford SMSD is turning out some fine individuals, not all are athletes, but it should be highlighted that the caliber of students graduating SMSD is outstanding.

7. Introduction of new City of Stafford Police Officers, by Police Chief, Richard Ramirez.

Chief Ramirez stated that he is going back in time a little but felt the city should welcome new officers to the family. He introduced each officer and gave a brief bio for each.

Officer Rulong

Officer Rainey

Officer Pottor

Officer Hurrocks.

Mayor and Council took it in turns to offer thanks and good wishes for their career with City of Stafford. Mayor and Council took pictures with the new officers.

8. (a) Discussion of the Fort Bend County Official Polling Places for the Elections of 2022.

Acting City Secretary, Nici Browe provided the City Council with an update on polling locations for 2022, noting that the City Hall will be for all early voting and Election Day polls.

(b) No action was taken on this item.

9. (a) Consent Agenda (Items I-vii). 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 the Final Budget of FY2020-2021 – Special Revenue Funds.
  - II. Approval of the Final Budget of FY2020-2021 – Stafford Economic Development Corporation (SEDC).
  - III. Approval of Investment reports for the month of October 2021.
  - IV. Approval of a Resolution of the City Council of the City of Stafford, Texas, authorizing the mayor to execute a contract with Clear Channel Outdoor for the placement of digital messages for 2022 in the amount of \$0.00.
  - V. Approval of Tatyana Luttschlager (City Planner) request to transfer funds to 10-514-805 in the amount of \$31,226.16.
  - VI. Approval of Richard Ramirez (Police Chief) request for training and all related expenses for employees in the Police Department in the amount of \$1920.00.
  - VII. 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 \$500.00.

Councilmember Chen tagged Item Vii: Stafford Centre refund request, and noted that she was informed by the Centre staff that the applicant withdrew the request and is proceeding as planned.

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

No members of the public addressed City Council.

(b) Councilmember Herrera made a motion to approve the Consent Agenda items I through VI and VII withdrawn. 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.

10. Approval of the following City Council Meeting Minutes.

(a) Approval of the minutes of the Regular City Council meeting of November 17, 2021.

Acting City Secretary noted that Councilmember Chen had requested that she add a time for the event she had announced on page 2.

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 Minutes with the addition of the time as already noted. 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, Chen, and Herrera voted “yes”. None Against. Mayor Willis announced the result of the vote (7-0) and declared the motion approved.

11. Councilmember Herrera made a motion to adjourn the meeting. Councilmember Chen duly seconded the motion. Mayor Willis called the roll for the 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.

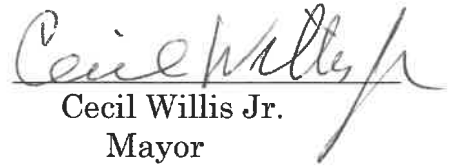
THE MEETING ADJOURNED AT 7:37 P.M.

ATTEST:



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Nicola Browe  
Assistant City Secretary



Cecil Willis Jr.  
Mayor