

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF
STAFFORD, TEXAS HELD IN SAID CITY ON WEDNESDAY, NOVEMBER 17,
2021.

On the 17th day of November, 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, and Alice Chen. Absent: Councilmember Xavier Herrera. 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 best wishes to staff and the citizens for Thanksgiving.

Councilmember Rosas announced a Thanksgiving Food Drive on November 24th, being organized by Mary Ann Smith and Edward Rector.

Councilmember Chen announced a vaccination event for the Stafford Municipal School District (SMSD) children ages 5-11 years. This event is to be held at the SMSD campus. from 10AM.

Councilmember Chen also announced a Food Donation event hosted by SMSD and ABC 13 from now through November 30th.

Councilmember Guerra announced the passing of a Stafford resident.

6. Mayor Willis invited members of the public to discuss items listed on the agenda. No members of the public addressed City Council.
7. Presentation on Fall/Spring Progress report including procedures and impact on the academic school year(s) due to the ongoing Covid-19 Pandemic at SMSD. Councilmember Don Jones introduced this item and provided his thoughts, insight, fears, and desires to see how staff and children alike at SMSD are doing with this never-ending Pandemic.

Dr. Dubose, SMSD spoke at length about the impact that Covid-19 had on the school district, especially the beginning of the Pandemic when school administrators had to rethink how to educate the children from a distance. Dr. Dubose stated that in her 29 years of being an educator she has never experienced something like this and found that everyone had to get creative to provide the children with the tools to work. She spoke about those challenges, and how overall the teachers and children rose to the challenge and managed to maintain a level of education

The school invested a lot of money and time in providing each child with tablets and other devices that would allow them access to academics.

Dr Dubose addressed the topic of teacher burn out, and how investment of funds in areas that had not been anticipated prior to the Covid-19 pandemic.

Dr Dubose concluded her comprehensive presentation with news that nationally there is a recognized learning loss from children who have been forced into home-based learning. The schools are seeing the learning loss, and discipline issues and have focus groups to ensure these areas are approached time sensitively as well as making up that gap without causing the children to be overwhelmed.

Councilmember Rosas stated that she has family members who have been educators and she has the utmost respect for the profession and is thankful for all that SMSD has done for the children during these challenging times.

Dr Dubose stated that she also wanted it to be known that the school cafeteria staffs as well as transportation staff, have been continually working as well, making sure they kept the children fed.

City Council each expressed their gratitude for the teachers and administrators for their diligence and commitment to the children.

8. Presentation by Ms. Mary Ann Smith on the Christmas Trail Ride.
Ms. Smith and Mr. Rector as well as Lana Hoelsing provided City Council with updates and maps for the upcoming trail ride.

Ms. Smith stated that the purpose of her presence today is to request a waiver of the Health Food Permit fee of \$200.00.

Art Pertile, City Attorney stated that he would personally like to donate that fee.

Ms. Smith thanked Mr. Pertile for his generosity.

Ms. Smith went over the request that was approved at a previous City Council meeting that covered the request for two tractors to assist with the floats and a street sweeper to follow behind the parade.

No further action was taken on this item.

9. (a) Approval of a Resolution of the City Council of the City of Stafford, Texas, authorizing the mayor to execute a LED Street Light Installation Agreement with CenterPoint Energy Houston Electric, LLC for the installation of LED Lights for Street Lights within the City.

Mr. Brian Giang, associate service consultant from CenterPoint Energy Street Light Engineering introduced this item and provided a brief presentation on the lights, replacements, operations, and tentative timelines.

Councilmembers addressed Mr. Giang with their questions and concerns.

(b) Councilmember Rosas made a motion to approve the resolution as presented. 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, and Chen voted "yes". None Against. Mayor Willis announced the result of the vote (6-0) and declared the motion approved. Councilmember Herrera was absent.

- 10.(a) An Ordinance of The City of Stafford, Texas Code of Ordinances Amending Chapter 102 "Zoning", Article Vii. "Development Standards", Section 102-155.11. "Planting Standards Adjacent To Overhead Utilities", Section 102-155.16. "Interference With Existing Utilities, Curbs, Sidewalks, Drainage Facilities, Roadways, Street Lights, Appeal Of Denial Of Waiver", And Sec. 102-156. "Landscape Appendices"; Providing A Penalty In An Amount Not To Exceed \$2,000 For Each Day Of Violation Of Any Provision Hereof; Repealing All Ordinances Or Parts Of Ordinances In Conflict Herewith; Providing For Severability; And Providing For An Effective Date.

Tatyana Luttschlager, City Planner introduced this item and provided City Council with a detailed explanation of her findings recently and how the ordinance needed amendment to prevent further issues in the future.

She provided City Council with the list of trees that should be allowable, and the ones being removed for their reference.

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 amotion to approve the ordinance as presented. Councilmember Jones 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 (6-0) and declared the motion approved. Councilmember Herrera was absent.

- 11.(a) Discussion of a Resolution of the City of Stafford, Texas, authorizing participation in the National Opioid Settlement Agreements secured by the office of the Attorney General as a "non-litigating subdivision"; and authorizing the mayor to execute certain settlement participation documents.

Art Pertile, City Attorney introduced this item and provided City Council with a comprehensive overview of the resolution.

City Council addressed their questions to Mr. Pertile for clarification.

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 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, and Chen voted “yes”. None Against. Mayor Willis announced the result of the vote (6-0) and declared the motion approved. Councilmember Herrera was absent.

- 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 a Resolution of the City Council of the City of Stafford, Texas, authorizing the mayor to renew a maintenance agreement with Craig Mechanical, Inc. for HVAC Maintenance Services at the Stafford Civic Center, Stafford City Hall, and Stafford Police Department.
 - II. Discussion of a Resolution of the City Council of the City of Stafford, Texas, amending the Humane Committee.
 - III. Approval of a Resolution of the City Council of the City of Stafford, Texas, authorizing the mayor to execute a Maintenance Service Contract with Elevator Repair Service Inc. (ERS) the maintenance of the Stafford Police Department Elevator.
 - IV. Approval of Larry Di Camillo, Fire Chief request to accept a high-water vehicle from the Texas A&M Engineering Extension Service (TEEX) via their cooperative fire department property program.
 - V. Approval of Larry DiCamillo, Fire Chief Request to participate in the Fort Bend County Hazard Mitigation plan.
 - VI. Approval of a Resolution of the City Council of the City of Stafford authorizing the mayor to execute an agreement with Farrwest for the calibration and maintenance of City of Stafford Fire Apparatus in the amount of \$5,035.46 per year.
 - VII. Approval of a Resolution of the City Council of the City of Stafford authorizing the mayor to execute and agreement with Siddons-Martin Emergency Group, LLC for the Service and repair of City of Stafford Fire Apparatus and scheduled preventative maintenance.
 - VIII. Approval of a Resolution of the City Council of the City of Stafford recommending the application of the City of Meadows Place to create Official names “Meadows Place Bayou”, “East Meadows Place Bayou” and “West Meadows Place Bayou” to the City of Meadows Drainage Canals.

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 Consent Agenda as presented. 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 (6-0) and declared the motion approved. Councilmember Herrera was absent.

13. Approval of the following City Council Meeting Minutes.

(a) Approval of the minutes of the Regular City Council meeting of October 7, 2020; and

(b) Approval of the minutes of the Regular City Council meeting of October 21, 2020; and

(c) Approval of the minutes of the Regular City Council meeting of November 4, 2020; and

(d) Approval of the minutes of the Special City Council Personnel Policy meeting of February 24, 2021; and

(e) Approval of the minutes of the Special City Council Personnel Policy meeting of March 10, 2021; and

(f) Approval of the minutes of the Special City Council Personnel Policy meeting of March 31, 2021; and

(g) Approval of the minutes of the Regular City Council meeting of October 20, 2021; and

(h) Approval of the minutes of the Regular City Council meeting of November 3, 2021.

(i) Councilmember Rosas made a motion to approve the Minutes listed with corrections already noted. 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, and Chen voted “yes”. None Against. Mayor Willis announced the result of the vote (6-0) and declared the motion approved. Councilmember Herrera was absent

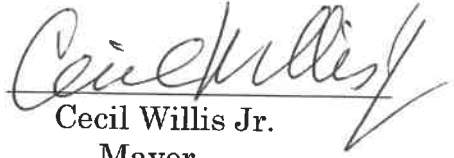
14. Councilmember Rosas made a motion to adjourn the meeting. Councilmember Chen duly seconded the motion. Mayor Willis called the roll for the vote. Mayor Willis, Mayor Pro Tem Mathew and Councilmembers Guerra, Rosas, Jones, and Chen voted “yes” none against. Mayor Willis announced the result of the vote (6-0) and declared the motion approved.

THE MEETING ADJOURNED AT 8:50 P.M.

ATTEST:



Nicola Browe
Assistant City Secretary



Cecil Willis Jr.
Mayor