

MINUTES OF A REGULAR MEETING  
OF THE CITY COUNCIL OF STAFFORD, TEXAS HELD  
IN PERSON IN SAID CITY ON

WEDNESDAY, JANUARY 19, 2022

On the 19th day of January 2022, at 7:00 p.m., the City Council of Stafford, Texas met in regular session in the City Council Chambers 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 Mathew and Councilmembers Wen Guerra, Virginia Rosas, Don Jones, Alice Chen, and Xavier Herrera. Absent: None. The following City staff were present: Nicola Browe (Acting City Secretary); Scott McElrath (Code Compliance Administrator); Art Pertile (Olson & Olson, LLP). Katie Rutherford (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. Mayor Willis Called the meeting to order at 6:30 PM.
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, or dismissal of a public officer or employee including Director of Multimedia Communications; City Secretary; and Director of Public Works/Development Services.

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

3. Pledge of Allegiance
4. Consideration of appropriate action on items discussion Executive Session. The City Council did not take any action on the items discussed in Executive Session.
5. Council Reports:  
Mayor Willis kicked off the reports section of the meeting by presenting key dates for the City's General Election for two Council positions in May 2022.

Mayor Willis spoke about the results of the last census ended up with redistricting taking place. Currently City of Stafford appears to be spliced into

two, with two county commissioners and potentially two senators and state representatives.

Mayor Willis announced to the public to be aware of the news on the forecast inclement weather and to take precautions. Pets, Plants and Pipes.

Mayor Willis also announced that the Annual State of the City meeting will be held at the Stafford Civic Center on Wednesday, January 26, 2022. at 7:00P.M.

Mayor Willis announced that the barrels on FM1092 / Murphy is the TXDOT mobility project and has been in the works since 2013.

Councilmember Chen stated that the President of the United States has announced that they will be sending every household in the US four at home tests for Covid-19.

Councilmember Chen announced at the Stafford MSD High School Library will be hosting a Pfizer Covid-19 second dose vaccine clinic on April 18, 2022. Also, if you have had the second dose you can receive a booster at this clinic at the same time. 2-5PM You will have to register online and provided the audience with the link address.

Councilmember Guerra stated that the FM1092 project he was a part of back in 2013 with former councilmember Felicia Evans-Smith and Mayor Willis. The project will begin from the IH59 to Houston all the way to Stafford, through Missouri City and on to Highway 6. They will be doing poles and sidewalks and noted that with improvements come headaches and urged people to be understanding as it will eventually alleviate the congestion.

Councilmember Guerra warned the public about door knock scammers. Currently the latest is people posing as selling masks. DO NOT try them on if offered as they are tainted with chemicals and you will pass out, for them to rob you.

Councilmember Rosas wished Councilmember Guerra a Happy Birthday and Missouri City Mayor, as well as her brother-in-law, Dennis Bauman.

Councilmember Rosas announced weather permitting SMSD Community Breakfast will be held at 8:30 A.M at the High School Cafeteria. The Floral Department will be selling floral decorations as a fund raiser to continue the breakfast events. She applauded Chef Ralls for her exemplary program and the great quality of students she turns out.

Mayor Pro Tem Mathew stated that he had a knock at the door, but did not answer the door. He wished Mayor of Missouri City and Councilmember Guerra

a Happy Birthday.

Councilmember Jones spoke about the SYB basketball event kickoff for the season and stated it was an amazing turn out and in memory of John Collins. He would have been as proud as he was.

6. Councilmember Herrera echoed Councilmember Jones sentiments on the basketball and aid it was a huge turn out and has a long history.

Mayor Willis invited members of the public to discuss items listed on the agenda.

7. No members of the public addressed City Council.

(a) Presentation of 15 minutes of Stafford History.

Ms. Sadie Williams, Stafford's local historian and President of the Stafford Historical Society provided a wonderful presentation on the formation of the Fort Bend Water District. She walked Council, staff and the audience back to the 1940's pre-World War II and explained that houses had ditches out front of their homes, where raw sewage ran.

Ms. Williams concluded her presentation by bringing us to present day.

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

8. (b) No action was taken on this item.

(a) Discussion of the 4<sup>th</sup> of July celebrations to include approval of the contract for Fireworks "Sky Wonder Pyrotechnics, LLC" in the amount of \$25,000.00.

Councilmember Chen informed Council that the 4<sup>th</sup> of July Committee met and discussed various aspects of the 4<sup>th</sup> of July weekend celebrations. She went on to state that the Committee recommended the event return to a two-day event, and tonight is seeking approval of the fireworks in the amount of \$25,000, so we can pay the deposit required.

Councilmember Chen and Councilmember Rosas explained that the 4<sup>th</sup> of July Committee wish to hold two days, without a parade this year but have a festival, a DJ, a band, and vendor booths and of course fireworks after the Freedom Rings Concert on the second day.

Mayor Willis inquired if there would be an honoree person as there is no parade, there would not be a parade marshal.

Councilmember Rosas stated that this was under discussion at the 4<sup>th</sup> of July Committee.

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

(b) Councilmember Rosas made a motion to approve the invoice for the Fireworks as presented and to make the city's 4<sup>th</sup> July event a two-day event. 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.

9. (a) Discussion of an ordinance of the City of Stafford, Texas amending Chapter 102 "Zoning", Article V "Applications and Amendments" Section 102-103. "Nonconforming uses, lots and structures", Sections 102.103.1 through 102.103.17, Providing a penalty in an amount not to exceed \$2,000 for each day of violation of any provisions hereof; repealing all ordinances or parts of ordinances in conflict herewith; providing for severability; and providing for an effective date.

Tatyana Luttschlager and Art Pertile both provided a very detailed explanation of the current issues with the non-conforming structures ordinances. They also went into detail on how Apollo Paint and Body facility and lot, cannot be sold as a non-conforming use the way the ordinance is written and provided the council with proposed changes, to include the Specific Use Permit to bring these properties into compliance.

City Council aimed their questions to both legal and Ms. Luttschlager to gain a full understanding of the proposed changes.

*Councilmember Guerra exited the meeting at 7:47 P.M.*

*Councilmember Guerra entered the meeting at 7:53 P.M.*

(b) Mayor Willis opened the Public Hearing at 8:03 P.M.

Frank After son of owners of Apollo Paint and Body repair on South Main Street thanked the Mayor and Council for taking this challenge on with the situation his parents find themselves in. With the current ordinance, his parents who are now elderly wish to retire and sell the business, however, as it stands today, that is not permissible. The proposed amendment is a great compromise and will not have an issue with the Specific Use Permit and bringing the frontage up to par.

Rima After the owner of Apollo Paint and Body spoke to Council stating that she is 78 years old and needs to retire. Thanked Council for this hearing and

opportunity to make some changes to the ordinance.

Mayor Willis closed the Public Hearing at 8:10 P.M.

(c) Councilmember Herrera made a motion to approve the Amendment to the Zoning Ordinance for Non-Conforming uses as presented by Ms. Luttenschlager. Councilmember Guerra 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 "Zoning", Article IV. "Zoning Districts", Section 102-83. "Principal permitted use table" to allow hotel as a permitted use in Mixed Use Development District (MU-1). 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.

Ms. Luttenschlager walked Council through the required changes for permitted uses for hotels in the MU-1 Zoning District.

(b) Mayor Willis opened the Public Hearing at 8:35 PM.

No members of the public addressed City Council on this item.

Mayor Willis closed the Public Hearing at 8:35 P.M.

(c) Councilmember Chen made a motion to approve the Amendment to the Zoning Ordinance for permitted uses as presented by Ms. Luttenschlager. 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. (a) Consent Agenda (Items i-x). 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 Fire Chief, Larry DiCamillo request to allocate proceeds from the sale of the Rescue Truck to various funds within the Fire Department budget in the amount of \$41,0000.
  - II. Approval of Fire Chief, Larry DiCamillo request for Training and all related expenses for employees in the Fire Department in the amount of 50.00.
  - III. Approval of Communication and Multimedia Director, Carolyn

- Entricht request to declare non-functioning and/or outdated equipment as surplus and submit to auction.
- IV. Approval of a Resolution of the City of Stafford, Texas authorizing the Mayor to execute an agreement with CGI Digital for "Video Tour" Stafford/Business Program with zero cost to the City.
  - V. Approval of Communication and Multimedia Director, Carolyn Entricht request to purchase lighting equipment for the mini studio in the amount not to exceed \$10,500.
  - VI. Discussion of a Resolution of the City of Stafford, Texas, authorizing the mayor to execute an agreement with McKim& Creed for "Grant-to-others survey" services in the amount of \$4,950.00.
  - VII. Discussion of a Resolution of the City of Stafford, Texas, authorizing the mayor to execute an agreement with Lawrence Vaccaro, Jr. LLC for Public Works consulting services in the amount of \$75.00 per billable hour.
  - VIII. Approval of Police Chief, Richard Ramirez request for training and all related expenses for employees in the Police Department -- Free of Charge.
  - IX. Approval of refunds or transfer of fees for cancelled events as requested by clients or required by the City due to Covid-19 for the Stafford Centre in the amount of \$12,500.00
  - X. Approval of refunds or transfer of fees for cancelled events as requested by clients or required by the City due to Covid-19 for the Stafford Civic Center in the amount of \$500.00.

Councilmember Chen tagged item III and V. She went on to thank Ms. Entricht for compiling a large list of items that are surplus and can be auctioned off. Ms. Chen also stated that Ms. Entricht's request for the studio is in the next year budget.

Mayor Willis informed Council that as of future packets they will see an agenda clearance request form. The form will have met both Finance and Mayors approval prior to being placed on the agenda. All the details for Council to make an appropriate decision will be on the clearance form.

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

Councilmember Herrera made a motion to approve the consent agenda items i-x 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) Approval of the following City Council Meeting Minutes of Regular City Council January 5, 2022.

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 minor correction of adding an "S" to one word. 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, Chen, and Herrera voted "yes" none against. Mayor Willis announced the result of the vote (7-0) and declared the motion approved.

13. (a) Discussion of requests by Councilmembers for future agenda items.

Councilmember Jones asked to request the continuation of the quarterly updates from Ms. Luttenschlager.

Mayor Willis informed Council that Ms. Luttenschlager is intending to bring it at the second meeting in February.

(b) no action was taken on this item.

*Councilmember Herrera exited the meeting at 8:45 PM*

14. Councilmember Guerra made a motion to adjourn the meeting. 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 for the vote.

THE MEETING ADJOURNED AT 8:48 PM.

ATTEST:



Nicola Browe



Cecil Willis Jr.

Acting City Secretary

Mayor