

MINUTES  
REGULAR CITY COUNCIL MEETING  
CITY OF STAFFORD, TEXAS  
WEDNESDAY, MAY 18, 2022

On the 18<sup>th</sup> day of May 2022, 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 City Council were present. Mayor Cecil Willis Jr., Mayor Pro Tem Ken Mathew, and Council Members Alice Chen, Wen Guerra, Xavier Herrera, Don Jones, and Virginia Rosas. Absent: None. The following City staff were present: City Secretary Roxanne Benitez, Director of Human Resources Shanell Garcia, Chief of Police Richard Ramirez, City Attorney Art Pertile, and Attorney Katie Rutherford.

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. 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.  
City Council reconvened at 7:00 p.m.

3. Pledge of Allegiance.

Council Member Jones led the pledges to the United States and Texas flags.

4. Consideration of appropriate action on items discussed in Executive Session.  
City Council did not go into Executive Session.

5. Presentation of proclamation to Stafford resident, Jalen Petrie, for his accomplishments and receive comments from Petrie family.

Mayor Willis read a proclamation proclaiming June 3, 2022 as Jalen Pitre Day in the City of Stafford and presented the proclamation to the parents of Jalen Pitre.

6. Council Reports.

Mayor Willis

- Congratulated newly elected SMSD Board Members – Suzette Thompson and Patricia Soza-Montelongo.

- Congratulated Manuel Hinojosa the newly elected SMSD President, the first Stafford High School graduate to become President.
- Congratulated the newly elected WCID #2 board members.

#### Council Member Rosas

- Congratulated Manuel Hinojosa for being elected as the new SMSD President
- Acknowledged Greg Holsapple for serving twenty-five years as a trustee.
- Acknowledged Alicia Castille for serving seven years as a trustee.
- Congratulated Linda Walker and Linda Burke for being elected to the Fort Bend County WCID #2 Board.
- Congratulated Patricia Soza and Suzette Thompson for being elected as new SMSD trustees.

#### Council Member Guerra

- Congratulated President Hinojosa on his election as the SMSD President.
- Advised that there were four individuals, who attended Stafford schools, and now members of the SMSD board. He acknowledged their accomplishments.
- Commended Greg Holsapple for his twenty-five years of service on the board.
- Commended Jalen Pitre as well as the dedication of his parents.
- Recognized Police Appreciation Week.
- Acknowledged that it was George Strait's birthday.

#### Council Member Chen

- Congratulated the newly elected SMSD trustees and President Hinojosa.
- Congratulated Jalen Pitre and commended his mother, DeVita Pitre.
- Advised that the 4<sup>th</sup> of July festivities would be celebrated on Sunday, July 3, from 6:30 p.m. to 11:30 p.m. and Monday, July 4, from 7:00 p.m. to 9:00 p.m.

#### Mayor Pro Tem Mathew

- Advised that he was proud of Jalen Pitre's educational accomplishments; advised that Mr. Pitre was an inspiration and an example for others to follow.
- Congratulated the new SMSD board members: Suzette Thompson, Patricia Montelongo, and President Hinojosa.
- Congratulated new WCID #2 board members.
- Commended Greg Holsapple on twenty-five years of service.

#### Council Member Herrera

- Recognized Jalen Pitre's parents, Rick and DeVita Pitre.
- Recognized President Hinojosa and congratulated him on his appointment.
- Congratulated the new SMSD board members: Patricia Montelongo and Suzette Thompson.
- Appreciated Alicia Castille and Greg Holsapple for their service on the board.
- Recognized Police Week and Public Works Week.

- Encouraged others to visit Whataburger as proceeds from sales will be donated to SMSD.

#### Council Member Jones

- Advised that his focus was on community, and added that the event that occurred in Buffalo, New York, could happen there. He also advised that the expectation was to teach children to be civil and that prejudice was a learned behavior. He advised that the perpetrator was only eighteen years old and asked where he learned this from. He also advised that the subject needed to be discussed and to not hide from it.

#### Mayor Pro Tem Mathew

- Advised that no one chose their race, everyone needed to be united, and assist others.

At this time, Mayor Willis asked for a moment of silence for the lives lost in Buffalo, New York on May 14, 2022.

#### 7. Public Comments

None.

8. (a) Discussion of an ordinance of the City of Stafford, Texas, canvassing the returns and declaring the results of the election held on May 7, 2022, for City Council Member Position 3 and Position 4; and calling a runoff election for June 11, 2022 for the purpose of electing Council Member Position 3 and Council Member Position 4; and providing for other matters relating to the election.

Mayor Willis read the canvass information, which was presented by John Oldham, Elections Administrator for Fort Bend County. He also called out the number of votes received and announced the names of the candidates for the runoff election.

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

Council Member Herrera made a motion to approve Ordinance No. 1224, canvassing the returns and declaring the results of the election held on May 7, 2022, for City Council Member Position 3 and Position 4; and calling a runoff election for June 11, 2022 for the purpose of electing Council Member Position 3 and Council Member Position 4; and providing for other matters relating to the election, and Council Member Chen seconded the motion. Mayor Willis, Mayor Pro Tem Mathew, and Council Members Chen, Guerra, Herrera, Jones, and Rosas voted "Aye". "Nay" – none. Motion carried 7-0.

9. (a) Discussion of an ordinance of the City of Stafford, Texas, amending Code of Ordinances Chapter 18 "Businesses" to repeal Article V. "Towing"; adopting a new Article V. "Towing"; providing a penalty for a violation of the ordinance in an

amount not to exceed \$500; repealing all ordinances or parts of ordinances in conflict; providing for severability; and providing an effective date.

Chief of Police Richard Ramirez advised that this would be an update to the program in which Officer Shanklin managed. He also advised that currently, there were nineteen companies on the rotation; the new ordinance would have nine companies listed. Chief of Police Ramirez advised that, if adopted, the ordinance would go into effect on January 1, 2023. Officer Shanklin advised that she would inspect the facilities of potential tow companies, after that, all approved companies would enter into a lottery, and nine companies would be selected. Council, Staff, and the City Attorney discussed locations and proximity of towing companies to the City of Stafford and the total number of towing companies that should be allowed.

Public comments were received from the following:

- Taten Blue, who lives at 5147 Stuyvesant Lane, advised that he and his parents own four of the nineteen companies on the current rotation. He also advised that reducing the number to nine would negatively affect them.
- Thomas Bedrossian, who lives at 9702 Lyrical Drive, advised that his employees live and work in Stafford, and added that employees could lose their jobs if this change was made. He also advised that he owns shops on Murphy Road and Staffordshire Road and would like to stay.
- Jonathan Elias, who lives at 1024 FM 1092, advised that it would present a problem if the number of companies went from nineteen to nine.
- Roel Buentello, who live at 7341 Petra Lane, advised that his company offers heavy duty and light duty and did not agree with the proposed changes. He also advised that he has worked with the City of Stafford for over twelve years.
- Cliff Cowperthwait, who lives at 111 Squires Bend, advised that many companies would lose opportunities if there was a lottery.

Council, Staff, and towing company owners discussed the number of towing companies that should be allowed, the lottery system, and grandfathering current companies. After discussion, City Attorney Art Pertile suggested that the lottery be removed, nine towing companies be grandfathered, and three new companies be added.

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

The agenda item was tabled to the next meeting. No action was taken.

*Council Member Rosas exited the meeting at 8:50 p.m.*

10. (a) Discussion of proceeding with phase two to implement recommended changes of a comprehensive compensation study and benefits analysis for City employees.

Director of Human Resources Shanell Garcia gave a PowerPoint presentation regarding the four companies that presented proposals for a compensation study.

*Council Member Rosas entered the meeting at 8:52 p.m.*

*Mayor Pro Tem Mathew exited the meeting at 8:52 p.m.*

*Council Member Guerra exited the meeting at 8:52 p.m.*

Ms. Garcia also advised that she contacted several cities in the area and received recommendations.

*Council Member Herrera exited the meeting at 8:53 p.m.*

*Mayor Pro Tem Mathew entered the meeting at 8:54 p.m.*

Ms. Garcia advised that she would be working with other department heads on the compensation study. She also advised that she was currently working on the list of benchmark cities.

*Council Member Guerra entered the meeting at 8:56 p.m.*

*Council Member Herrera entered the meeting at 8:56 p.m.*

Ms. Garcia advised that Staff received proposals from the following companies:

- McGrath Human Resources Group
- Gallagher Benefits Consulting
- Public Sector Consultants
- Logic Compensation Group

She also advised that the Compensation, Personnel, Policy, and Benefits Committee met and selected Public Sector Consultants as their recommendation.

The City Council discussed the reasoning for selecting Public Sector Consultants, the timeline in which they would present the study to Council, and how often a compensation study should be completed.

Public comments were received from the following:

- Cliff Cowperthwait, who lives at 111 Squires Bend, commended Council on the increases given to the Police and Fire Department employees and asked if the study would be for the filled and vacant positions. Director of Human Resources Shanell Garcia advised that the study would cover all positions.
- A.J. Honore, a former Council Member who lives at 162 Kingsway, provided some history regarding a compensation study that was done previously in 2017, and suggested that a committee, to enhance revenues, be created.
- Marcia Fouts, Health Inspector, advised that she has worked for the City for twenty-one years, and thanked the Council for reviewing salaries. She asked the Council to act quickly and take care of the employees.

- Gloria Orea, Court Clerk, advised that many employees left for higher salaries elsewhere, and asked that employees be given the raises needed.
- (b) Discussion of salary increases for all City administrative employees.  
Mayor Pro Tem Mathew suggested that the administrative employees be taken care of as soon as possible. He also advised that, with the high cost of living, many were struggling to feed their families.
- (c) Consideration of appropriate action on items (a) and (b).  
Council Member Rosas made a motion to select Public Sector Consultants to conduct a compensation study, and Council Member Jones seconded. Mayor Willis, Mayor Pro Tem Mathew, and Council Members Chen, Guerra, Herrera, Jones, and Rosas voted "Aye". "Nay" – none. Motion carried 7-0.

11. (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 City Secretary, Roxanne Benitez, request to use Stafford Centre on August 10, 2022 to host a Salt Grass Chapter Meeting.
  - (ii) Approval of IT Director, Ryan Young, request for annual renewal payment to Incode/Tyler Technologies in the amount of \$24,251.00.
  - (iii) Approval of request by Public Works Director Jose Pastrana for transfer of \$12,000 from the Contingency Fund to account 10-512-385 for payment of installation of anode cathodic protection.
  - (iv) Approval of request by Fire Chief Larry DiCamillo for Fire Department personnel Melvin Evanicky to attend TEEEX Wild Land School at a cost of \$935.00.
  - (v) Approval of request by Chief of Police Richard Ramirez for ratification of \$150.00 paid for training of Police Department personnel Leslie Claunch to attend Legal & Liability Risk Management Institute virtual seminar.
  - (vi) Approval of Resolution of City of Stafford amending the City of Stafford's Investment Policy for 2022.
  - (vii) Approval of Resolution of City of Stafford authorizing the Mayor to sign an engagement letter agreement with Whitley Penn for auditing services for the City of Stafford.
- (b) Consideration of appropriate action on items (i.-vii.).  
Council Member Guerra made a motion to approve all items on the Consent Agenda as presented, and Council Member Rosas seconded the motion. Mayor Willis, Mayor Pro Tem Mathew, and Council Members Chen, Guerra, Herrera, Jones, and Rosas voted "Aye". "Nay" – none. Motion carried 7-0.

12. (a) Approval of the Special City Council Meeting Minutes of March 30, 2022,  
 (b) Approval of the Regular City Council Meeting Minutes of April 20, 2022,  
 (c) Consideration of appropriate action on items (a)-(b).  
 Council Member Chen made a motion to approve the minutes for the meetings held on March 30, 2022 and April 20, 2022, and Council Member Guerra

seconded. Mayor Willis, Mayor Pro Tem Mathew, and Council Members Chen, Guerra, Herrera, Jones, and Rosas voted "Aye". "Nay" – none. Motion carried 7-0.

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

No requests were made.

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

No action was taken.

14. Adjournment.

Council Member Guerra made a motion to adjourn the meeting at 9:45 p.m., and Mayor Pro Tem Mathew seconded the motion. Mayor Willis, Mayor Pro Tem Mathew, and Council Members Chen, Guerra, Herrera, Jones, and Rosas voted "Aye". "Nay" – none. Motion carried 7-0.

ATTEST:



Roxanne Benitez  
City Secretary



Cecil Willis Jr.  
Mayor