

MINUTES
REGULAR CITY COUNCIL MEETING
CITY OF STAFFORD, TEXAS
WEDNESDAY, JUNE 15, 2022

On the 15th day of June 2022, at 7:00 p.m., the City Council of Stafford, Texas met in regular session in the 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 (arrived at 6:39 p.m.), and Virginia Rosas. Absent: None. The following City staff were present: City Secretary Roxanne Benitez, Chief of Police Richard Ramirez, Director of Public Works/Economic Development Services Jose Pastrana, Senior Development Services Specialist Laura Morales, and City Attorney Art Pertile.

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, to wit: Director of Multimedia Communications.

City Council reconvened at 7:00 p.m.

3. Pledge of Allegiance.

Council Member Chen led the pledge to the United States flag. Council Member Herrera led the pledge to the Texas flag.

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

No action was taken.

5. Council Reports.

Mayor Willis

- Commended and thanked Multimedia Communications Specialist Norma Salcedo for the upgrades to the City website and social media.
- Expressed his condolences for the passing of Mayor Pro Tem Mathew's sister-in-law.

- Announced that Kenneth Schackai, a thirty-year volunteer member of the Stafford Fire Department had passed away.

Council Member Herrera

- Advised that, on Saturday, June 18, Total Performance Fitness, located at 711 Avenue E, would be holding their grand opening from 12:00 p.m. to 5:00 p.m. He also advised that there would be live entertainment, food, music, and appearances by Texan players Jalen Pitre and Kendall Sheffield, as well as boxer Cristian Montano. He encouraged all to attend.

Council Member Guerra

- Offered his condolences to the volunteer firefighter who passed and advised that he had a long career. He suggested that an area be created to honor employees that have passed.
- Recognized Council Member Chen for coordinating the donation of funds for the SMSD playgrounds.
- Advised that fellow Knight coordinated funds for Police and Fire personnel who have passed.

Council Member Chen

- Thanked Council Member Guerra for his comment.
- Advised that many parents from the school contacted her in February to assist in fundraising; \$27,000 in donations were received; thanked donors.
- Attended the Riceland Urgent Care grand opening on June 11 along with Mayor Willis, Council Member Guerra, and Council Member Herrera.
- Acknowledged the one-year anniversary of Legacy Cigar and advised that they have great food, music, and a DJ.

Council Member Jones

- Advised that he visited the SMSD STEM magnet program with Council Member Chen and encouraged all Council Members to visit.
- Recognized that Juneteenth was now a federal holiday and announced the following Juneteenth events:
 - Juneteenth Celebration, hosted by Fort Bend County Judge KP George, on Friday, June 17, 2022, from 12:00 p.m. to 2:00 p.m.
 - Juneteenth Basketball Clinic, hosted by the Stafford Youth Basketball Association (SYBA), on Saturday, June 18, 2022, from 9:00 a.m. to 3:00 p.m. at the Stafford High School Athletic Complex.

Council Member Rosas

- Expressed condolences to Mayor Pro Tem Mathew on the passing of his sister-in-law.
- Wished a Happy Juneteenth to everyone.
- Offered condolences to the volunteer firefighter that passed away.

- Advised that her 41st wedding anniversary was on June 20.
- Advised that the Council were waiting on the final results of the runoff election.

At this time, Mayor Willis asked for a moment of silence for the passing of Kenneth Schackai and the sister-in-law of Mayor Pro Tem Mathew.

6. Public Comments.

- Cliff Cowperthwait, who lives at 111 Squires Bend, offered his condolences to Mayor Pro Tem Mathew for the passing of his sister-in-law. He also advised that the new City website needed a lot of work as he located some issues. Mr. Cowperthwait suggested removing the pop-ups that appear when one leaves the City website and is transferred to an external site.

7. (a) Discussion of a Resolution of the City Council of the City of Stafford, Texas, amending the Fee Schedule for Non-Consent Tows, Tow Truck Inspections, and Storage Lot Inspections.

City Attorney Art Pertile advised that typically, to amend the towing fee schedule, a rate study is required. He also advised that the City of Houston performs a rate study regularly then the City of Stafford adopts the same rates. Chief of Police Ramirez advised that, if adopted, the resolution would go into effect the following day.

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

Council Member Guerra made a motion to approve Resolution No. 31-22, amending the fee schedule for non-consent tows, tow truck inspections, and storage lot inspections, 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.

8. (a) Discussion of award of bid for janitorial services for City of Stafford facilities.

Senior Development Services Specialist Laura Morales advised that the bid opening was held on May 18, 2022 and the City received twelve bids. She also advised that Staff's recommendation was Building Stars, based on pricing, services provided, and responsiveness. Council and Staff discussed the current janitorial provider, pricing, background checks for janitorial employees, how many employees would be servicing the City, and at what times. Ms. Morales introduced Joel Euresti, the Regional Director for Building Stars, who advised that the janitorial staff would accommodate the City when there were evening meetings.

(b) Discussion of a Resolution of the City Council of the City of Stafford, Texas approving the contract for janitorial services with Building Stars.

None.

(c) Consideration for appropriate action on items (a-b).

Council Member Rosas made a motion to award the bid for janitorial services to Building Stars and adopt Resolution No. 32-22 approving the contract for janitorial

services with Building Stars, 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.

Council Member Herrera exited the meeting at 7:33 p.m.

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 requests by Chief of Police Richard Ramirez for the following:

- Ratification of School Based Law Enforcement (SBLE) Introductory Training for Police Department personnel, in the amount of \$00.00.
- Level I Call Record Analysis Training for S. Flagg, in the amount of \$00.00.
- Level I Practical Kinesic Interviews & Interrogations Training for Police Department personnel, in the amount of \$00.00.
- Basic Instructor Course #1014 Training for J. McDougle, in the amount of \$100.00.
- The Reid Technique of Investigative Interviewing and Positive Persuasion Online Training for N. Cohn, in the amount of \$00.00.
- Glock Armorer's Training Course for H. Garcia, in the amount of \$250.00.

(ii) Approval of request by SMSD for use of the Stafford Centre to hold a training session on July 25-26, 2022.

(iii) Approval of request by Public Works Director Jose Pastrana for transfer of \$5,850 from the Contingency Fund to account 10-531-710 for payment of engineering services for sanitary sewer services for the Stafford Swimming Pool.

(iv) Approval of Request by Chief of Police Richard Ramirez for the Retirement of Police Department Facility Dog, Maiden.

(v) Approval of a Resolution of the City of Stafford, Texas, Authorizing the Mayor to execute an Agreement with Rashidat Adelosla-Salam for Finance Services.

(vi) Approval of a Resolution of the City of Stafford, Texas, Authorizing the Mayor to execute an Agreement with Higginbotham Insurance Agency, Inc. for Benefits Consulting Services.

(vii) Approval of Request by Chief of Police Richard Ramirez for Child Safety Fund purchases in the total amount of \$39,821.58.

(b) Consideration of appropriate action on items (i-vii).

After a brief discussion, Council Member Chen 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, Jones, and Rosas voted "Aye". "Nay" – none. Motion carried 6-0.

10. (a) Approval of the Regular City Council Meeting Minutes of May 18, 2022,
(b) Consideration of appropriate action on item (a).

Council Member Chen made a motion to approve the May 18, 2022 City Council meeting minutes, and Council Member Guerra seconded. Mayor Willis, Mayor Pro Tem Mathew, and Council Members Chen, Guerra, Jones, and Rosas voted "Aye". "Nay" – none. Motion carried 6-0.

11. (a) Discussion of requests by Councilmembers for future agenda items.
(b) Consideration of appropriate action on item (a).

Council Member Jones motioned to have an discussion item regarding a Juneteenth celebration in Stafford for 2023, and Mayor Pro Tem Mathew seconded. Mayor Pro Tem Mathew, and Council Members Chen, Guerra, Jones, and Rosas voted "Aye". "Nay" – Mayor Willis. Motion carried 5-1.

Council Member Rosas requested to have an agenda item regarding the effectiveness of the nine-million dollars in certificates of obligation for Police, Fire, and drainage.

Council Member Herrera entered the meeting at 7:36 p.m.

Council Member Rosas motioned to have an discussion item regarding an update from City Engineer Bob Jones on the signage on Staffordshire Road, and Council Member Jones seconded. Mayor Pro Tem Mathew, and Council Members Jones and Rosas voted "Aye". "Nay" – Mayor Willis and Council Members Chen, and Guerra. Council Member Herrera abstained. Motion tied 3-3.

12. Executive session as authorized by Chapter 551, Texas Government Code, Section 551.074 (1), to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee including Presiding Municipal Court Judge and Municipal Court Director.

City Attorney Art Pertile advised that Municipal Court Director Nicole Nguyen requested that the discussion be held in open session.

Municipal Court Director Nicole Nguyen requested clarification regarding her role. She also requested that she be given her job description and advised that she previously requested it in September 2021. Ms. Nguyen advised that, in October 2020, her role as the Department Head was removed. She also advised

that, since that time, it has been difficult for her to manage the department. Mayor Willis advised that Staff would respond to her request.

Municipal Court Presiding Judge Debra Sinclair advised that she had been with the City of Stafford since 2004 and believed that personnel matters should be discussed in closed session. She also advised that she had forty years of experience and that decisions made should be for the benefit of the department. Judge Sinclair advised that she hoped Ms. Nguyen receives what she needed so that the department could move forward.

13. Reconvene.

City Council did not discuss in executive session; discussion was held in open session.

14. Consideration of appropriate action on items discussed in Executive Session.

No action was taken.

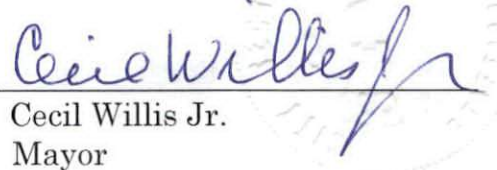
15. Adjournment.

Council Member Herrera made a motion to adjourn the meeting at 7:45 p.m., and Council Member Jones 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