

MINUTES
REGULAR CITY COUNCIL MEETING
CITY OF STAFFORD, TEXAS
WEDNESDAY, JULY 6, 2022

On the 6th day of July 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, and Virginia Rosas. Absent: None. The following City staff were present: City Secretary Roxanne Benitez, Chief of Police Richard Ramirez, 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 employee, to wit: Assistant City Secretary & Director of Multimedia Communications.

City Council reconvened at 7:00 p.m.

3. Comments from former Council Member Virginia Rosas.

Ms. Rosas read a statement congratulating Council Member Bostic on his election, thanking the Stafford community, announcing her achievements while serving as a member of the Planning & Zoning Commission and City Council.

4. (a) Administering of the Oath of Office to the newly elected City Council Member Position #3 – William K. Bostic Jr. and Position #4 – Don Jones.

City Secretary Roxanne Benitez administered the oath of office to Council Member William K. Bostic Jr., Position #3.

City Secretary Roxanne Benitez administered the oath of office to Council Member Don Jones, Position #4.

(b)Comments from newly elected Council Members Bostic and Jones as well as other Council Members.

Council Member Bostic commended Virginia Rosas on her campaign and thanked those in attendance. He advised that he would like drainage and sidewalk improvements. Council Member Bostic encouraged other residents to become involved and added that he previously served on the Planning & Zoning Commission for ten years, with two of those years serving as Chairman.

Council Member Jones advised that he has been a public servant since 1980. He also advised that he was beginning his fourth term as a Council Member. Council Member Jones advised that he takes a commonsense approach, wants to be proactive and hear what the people in the community have to say. He also advised that he has known Council Member Bostic since he was a sophomore in high school. Council Member Jones thanked the Council and advised that they should work as a team. He also thanked his son, the voters, Rodney Butler, A.J. Honore, and Ed Zach.

Council Member Guerra advised that he has known Council Member Bostic since he was ten years old and commended him on obtaining master's degrees in political science and business. He also advised that Council Member Bostic was the first SMSD graduate to become a City of Stafford Council Member. Council Member Guerra commended Virginia Rosas on her service to the City.

Mayor Pro Tem Mathew congratulated Council Member Bostic as he is the future of the City as well as approachable. He also advised that the Council was made up of different people who all need to work together. Mayor Pro Tem suggested that more young people become involved. He congratulated Council Member Jones on his re-election.

Council Member Chen commended Virginia Rosas and added that she learned a lot from her in the past three years. She thanked Ms. Rosas for her service and advised that they had several good times together during the Christmas and Humane events as well as food drives. Council Member Chen advised that she previously served with Council Member Bostic on the Planning & Zoning Commission and added that he is a very educated man who will bring great ideas.

Council Member Herrera advised that he served with Virginia Rosas on the Planning & Zoning Commission as well as the school board. He also advised that he appreciated her guidance and thanked her for her service. Council Member Herrera congratulated Council Member Bostic and advised that he previously served with him on the Planning & Zoning Commission as well. He commended Council Member Bostic's mother and family. Council Member Herrera advised that he was glad that Council Member Jones was re-elected.

Mayor Willis advised that the election cycle brought forth two SMSD graduates, Council Member Bostic and SMSD President Manuel Hinojosa. He welcomed

Council Member Bostic and advised that taking the oath of office was serious as it takes time away from one's family. Mayor Willis welcomed Council Member Jones back and advised that he looked forward to working with him.

(c)Public comments on items (a-b).

Cliff Cowperthwait, who lives at 111 Squires Bend, congratulated Council Members Bostic and Jones. He also encouraged Virginia Rosas to keep going.

The meeting recessed from 7:48 p.m. to 8:05 p.m. for photographs and so that the public could congratulate the newly elected Council Members.

5. Pledges of Allegiance.

Council Member Bostic led the pledge to the United States flag. Council Member Jones led the pledge to the Texas flag.

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

Council Member Guerra made a motion to appoint Shandra Phillips as the Assistant City Secretary for the City of Stafford, and Mayor Pro Tem Mathew seconded the motion. Mayor Willis, Mayor Pro Tem Mathew, and Council Members Bostic, Chen, Guerra, Herrera, and Jones voted "Aye". "Nay" – none. Motion carried 7-0

Council Member Guerra made a motion to appoint Robert Frith as the Director of Multimedia Communications for the City of Stafford, and Council Member Chen seconded the motion. Mayor Willis, Mayor Pro Tem Mathew, and Council Members Bostic, Chen, Guerra, Herrera, and Jones voted "Aye". "Nay" – none. Motion carried 7-0

7. Council Reports.

Mayor Willis

- Advised that the 4th of July events held on July 3 and 4 were successful and thanked the community for attending; advised that there were over 1,463 attendees; thanked the Police, Fire, and Public Works Staff; recognized Director of Recreation Susan Ricks, Staff, and volunteers for their service.
- Advised that everyone could now drive on Trinity Drive, from Cash Road to the GRID, which would improve mobility in the City.

Council Member Chen

- Advised that Bluebonnet and Trinity Drive were now open to the public; also advised that she, Mayor Willis, former Council Member Virginia Rosas, and Mayor Pro Tem Mathew attended the ribbon cutting for the road opening.
- Thanked the 4th of July Committee Members for another year of successful events held on July 3 and 4; also thanked Virginia Rosas, Council Member

Guerra, Mrs. Willis, Director of Recreation Susan Ricks, all volunteers as well as the Police and Public Works Departments.

Council Member Guerra

- Advised that Lena Morgan, a long-time resident of Stafford, passed away.
- Advised that the Trinity bridge and street were brought forth by the SEDC for mobility and functionality.
- Thanked everyone for attending the 4th of July celebrations as well as the City employees for their work; recognized Carla's Ice House for their assistance at the events.

Mayor Pro Tem Mathew

- Advised that he believed the attendance at the July 4th celebrations were the largest crowds they ever had.
- Thanked Virginia Rosas for her service.

Council Member Jones

- Advised that the festival and symphony at the 4th of July celebrations were incredible.
- Advised of a mass shooting that recently occurred in Highland Park, Illinois; advised that his thoughts were with the community.

Council Member Herrera

- Congratulated everyone on the success of the July 4th celebrations; recognized Chief Ramirez, Police Department Staff, Public Works Staff, Director of Recreation Susan Ricks, Fire Department Staff, and Mrs. Willis.
- Thanked Virginia Rosas for her service and spearheading the 4th of July events.
- Recognized former Council Member A.J. Honore, who was in attendance.

Council Member Bostic

- Commended those who were a part of the 4th of July celebrations.
- Advised that his thoughts were with the community in Highland Park, Illinois.
- Reminded residents that it was hurricane season and to check their gutters and drains.

8. (a) Discussion of Selection of Mayor Pro Tem.
- (b) Designation of the Order of Succession in which other Council Members Shall have the Power to Perform the Duties of the Mayor and Mayor Pro Tem in the Event the Mayor and Mayor Pro Tem are Unable to Act.
- (c) Consideration of appropriate action on items (a-b).

Council Member Herrera made a motion to appoint Council Member Don Jones as Mayor Pro Tem, and Council Member Chen seconded the motion. Mayor Willis, Mayor Pro Tem Mathew, and Council Members Bostic, Chen, Guerra, Herrera, and Mathew voted “Aye”. “Nay” – none. Motion carried 7-0.

Council Member Guerra made a motion to designate the order of succession as follows:

- Mayor Willis
- Mayor Pro Tem Jones
- Council Member Guerra
- Council Member Mathew
- Council Member Chen
- Council Member Herrera
- Council Member Bostic

and Council Member Chen seconded the motion. Mayor Willis, Mayor Pro Tem Jones, and Council Members Bostic, Chen, Guerra, Herrera, and Mathew voted “Aye”. “Nay” – none. Motion carried 7-0.

9. Public Comments on items on the agenda.

None.

10. City Board and Commission Appointments:

(a) Planning & Zoning Commission

Mayor Willis advised that his recommendation were to re-appoint Mary Ann Smith, Lana Hoelsing, and Matthew Vairamon.

(b) Stafford Economic Development Corporation (SEDC)

No discussion was held.

(c) Consideration of appropriate action on items (a) – (b).

Council Member Herrera made a motion to table the items until the next meeting, and Council Member Guerra seconded the motion. Mayor Willis, Mayor Pro Tem Jones, and Council Members Bostic, Chen, Guerra, Herrera, and Mathew voted “Aye”. “Nay” – none. Motion carried 7-0.

11. City Council & Advisory Committees Appointments

Council Member Guerra suggested that the committee meetings be held in the evening. Mayor Pro Tem Jones advised that the meetings were held during the day so that City Staff would not have to work late.

(a) Humane

(h) Consideration of appropriate action on items (a) – (g).

No action was taken on item (a).

(b) Technology & Multimedia

(h) Consideration of appropriate action on items (a) – (g).

Cliff Cowperthwait, who lives at 111 Squires Bend, asked Council Member Bostic if he had experience with technology; he replied yes. He also asked if Virginia Rosas could serve on the committee. Mayor Willis advised that only Council Members could serve.

After discussion, Mayor Pro Tem Jones made a motion to appoint Council Members Bostic and Herrera to the Technology & Multimedia Committee, and Council Member Mathew seconded the motion. Mayor Willis, Mayor Pro Tem Jones, and Council Members Bostic, Chen, Guerra, Herrera, and Mathew voted “Aye”. “Nay” – none. Motion carried 7-0.

Mayor Willis suggested abolishing all committees. Mayor Pro Tem Jones advised that serving on the committees was an honor and beneficial.

(c) Fourth of July

(h) Consideration of appropriate action on items (a) – (g).

Mayor Willis advised that the sole purpose of the Fourth of July Committee was to select the honoree each year.

Virginia Rosas, who lives at 619 Elm View Court, advised that she was a former member, and added that originally the committee started as a volunteer committee. She suggested that, for next year, the committee return to a volunteer committee eliminating Council Members. Ms. Rosas suggested that Mrs. Willis create the group and select the volunteers who would serve.

Council Member Guerra suggested that the volunteers be selected from the list of volunteers. He also suggested having a member, from each quadrant of the City, serve.

Mayor Willis advised that it could be an issue if they could not find volunteers from each quadrant who want to serve.

A.J. Honore, who lives at 162 Kingsway, advised that he appreciated Ms. Rosas’ comments and suggested expanding the Fourth of July Committee to a Hospitality Committee to incorporate all ideas.

After discussion, Council Member Chen made a motion to appoint Council Members Chen, Mathew and Guerra to the Fourth of July Committee, and Council Member Guerra seconded the motion. Mayor Willis, Mayor Pro Tem Jones, and Council Members Bostic, Chen, Guerra, Herrera, and Mathew voted “Aye”. “Nay” – none. Motion carried 7-0.

Council Member Mathew agreed with Ms. Rosas’ statements and withdrew his name from the Fourth of July Committee.

(d) Finance

(h) Consideration of appropriate action on items (a) – (g).

Council Member Guerra made a motion to appoint Council Members Bostic, Chen, and Mathew to the Finance Committee, and Council Member Chen seconded the motion. Mayor Pro Tem Jones, and Council Members Bostic, Chen, Guerra, and Mathew voted “Aye”. “Nay” – Mayor Willis and Council Member Herrera. Motion carried 5-2.

(e) Compensation, Personnel Policy, & Benefits

(h) Consideration of appropriate action on items (a) – (g).

Cliff Cowperthwait, who lives at 111 Squires Bend, asked if the committee would discuss the compensation study. Mayor Willis responded yes.

Mayor Pro Tem Jones made a motion to appoint Council Members Mathew and Guerra, as well as himself to the Compensation, Personnel Policy, & Benefits Committee, and Council Member Chen seconded the motion. Mayor Willis, Mayor Pro Tem Jones, and Council Members Bostic, Chen, Guerra, Herrera, and Mathew voted “Aye”. “Nay” – none. Motion carried 7-0.

(f) Legislative

(h) Consideration of appropriate action on items (a) – (g).

Mayor Pro Tem Jones asked if it was a conflict for Mayor Willis to serve. Mayor Willis advised that contracts do not go through his office.

After discussion, Council Member Chen made a motion to appoint Mayor Willis and Council Members Guerra and Herrera to the Legislative Committee, and Council Member Mathew seconded the motion. Mayor Willis, Mayor Pro Tem Jones, and Council Members Bostic, Chen, Guerra, Herrera, and Mathew voted “Aye”. “Nay” – none. Motion carried 7-0.

(g) Stafford Centre

(h) Consideration of appropriate action on items (a) – (g).

Council Member Bostic made a motion to appoint Mayor Pro Tem Jones and Council Members Chen and Guerra to the Stafford Centre Committee, and Council Member Guerra seconded the motion. Mayor Pro Tem Jones, and Council Members Bostic, Chen, Guerra, Herrera, and Mathew voted “Aye”. “Nay” – Mayor Willis. Motion carried 6-1.

(a) Humane

(h) Consideration of appropriate action on items (a) – (g).

Cliff Cowperthwait, who lives at 111 Squires Bend, advised that Council should be able to make a motion on this item.

Council Member Bostic made a motion to appoint Council Members Bostic and Chen to the Humane Committee, and Council Member Guerra seconded the motion. Mayor Willis, Mayor Pro Tem Jones, and Council Members Bostic, Chen, Guerra, Herrera, and Mathew voted “Aye”. “Nay” – none. Motion carried 7-0.

Council Member Herrera exited the meeting at 9:16 p.m.

12. (a) Discussion of results from the 2020 U.S. Census as they pertain to the City of Stafford, Texas Demographically and Economically.

Mayor Pro Tem Jones provided a PowerPoint presentation regarding the 2020 U.S. Census. He advised that, based on the data regarding population and demographics, the City could possibly receive funding. The Council discussed the following:

- Economic incentives
- Decline in population
- Land saturation
- New multi-family housing

Council Member Herrera entered the meeting at 9:38 p.m.

Cliff Cowperthwait, who lives at 111 Squires Bend, advised that he was proud to live in Stafford as it is a diverse city with a diverse Council. He suggested that more restaurants, of different types, be brought into the City.

A.J. Honore, who lives at 162 Kingsway, thanked Mayor Pro Tem Jones for his presentation, and added that it could be used for the growth of the City. He also advised that the population had decreased due to a lot of children moving out of their parents' homes.

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

No action was taken.

13. (a) Discussion of possible Juneteenth Celebration for the City of Stafford.

Mayor Pro Tem Jones advised that Juneteenth became a federal holiday last year. He also advised that many cities made efforts to have events and recognize this national holiday. Mayor Pro Tem Jones advised that he hopes that the City of Stafford would plan a significant event for next year and suggested the Stafford Centre as a potential venue. He provided some handouts to Council regarding the history of Juneteenth. Council Member Guerra suggested collaborating with the City of Missouri City to hold a joint Juneteenth celebration.

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

Council Member Bostic made a motion to celebrate Juneteenth by holding a celebration at the Stafford Centre, and Council Member Mathew seconded the motion. Mayor Willis, Mayor Pro Tem Jones, and Council Members Bostic, Chen, Guerra, Herrera, and Mathew voted "Aye". "Nay" – none. Motion carried 7-0.

14. (a) Consent Agenda (Items i.-xii.). 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 request by City Secretary Roxanne Benitez to attend Texas Municipal Clerks Association Board Meeting on August 4-6, 2022 in Richardson, Texas in the amount of \$713.33.
- (ii.) Approval of Resolution for the City of Stafford authorizing an Interlocal Agreement between the Fort Bend County Drainage District and City of Stafford for certain governmental functions and services.
- (iii.) Approval of request by H.R. Director Shanell Garcia for Human Resources personnel to attend HR Gulf coast Symposium Conference on July 27-28, 2022 in the amount of \$994.00.
- (iv.) Approval of requests by Battalion Chief Jose Magana for the following:
- Lonestar Leadership Fire Training DOP Class for Fire Department personnel, July 5 – August 15, 2022, in the amount of \$1,400.00.
 - Lonestar Leadership Fire Training Fire Service Instructor 1 for Fire Department personnel, July 5 – August 15, 2022, in the amount of \$1,750.00.
 - Lonestar Leadership Fire Training Fire Officer 1 for Fire Department personnel, July 5 – August 15, 2022, in the amount of \$1,750.00.
- (v.) Approval of request by H.R. Director Shanell Garcia request to use Stafford Centre on August 3, 2022 and August 24, 2022 for training purposes.
- (vi.) Approval of Resolution for the City of Stafford authorizing an Interlocal Agreement between South Central Planning & Development Commission and City of Stafford for permitting software.
- (vii.) Approval of request by Fire Chief Larry DiCamillo for Fire Investigation Training Program for Fire Marshal personnel, July 17-21, 2022, in the amount of \$1,704.00.
- (viii.) Approval of request by Fire Chief Larry DiCamillo for Glock / Armorer's Course for Fire Marshal personnel, November 10, 2022, in the amount of \$250.00.
- (ix.) Approval of requests by Chief of Police Richard Ramirez for the following:
- Ratification of Body Language for Law Enforcement Training for Police Department personnel, in the amount of \$225.00.
 - Ratification of TCIC-TLETS Mobile Access Training for Police Department personnel, in the amount of \$00.00.
 - Ratification of Photographing the Death Scene: Tips & Tricks Training for Police Department personnel, in the amount of \$150.00.
 - Basic SRO Training for J. Sandoval, in the amount of \$495.00.
 - Basic SRO Training for R. Novak, in the amount of \$495.00.
 - AAIR Train the Trainer course for H. Garcia, in the amount of \$00.00.
 - Managing Administrative Operations course for J. Williams, in the amount of \$345.00.
 - ALERRT Train the Trainer Course for H. Garcia, in the amount of \$00.00.

- Spanish for Law Enforcement course for R. Rainey, in the amount of \$00.00.
- Basic Instructor Course #1014 for R. Rulong, in the amount of \$100.00.
- (x.) Approval of Pay Application #1 and Final Construction of Sanitary Sewer Line for Stafford Swimming Pool.
- (xi.) Approval of Investment Report for period ending May 31, 2022.
- (xii.) Approval of requests by the Stafford Centre for the following:
 - Transfer of event date, for People Need the Lord Ministries, from June 28-29, 2022 to August 9-10, 2022.
 - Refund of event, in the amount of \$10,000.00, for BakerRipley previously scheduled for August 8-12, 2022.

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

After a brief discussion, Council Member Chen made a motion to approve item vi. on the Consent Agenda using grant funds instead of contingency funds in the amount of \$8,665.00 for permitting software, and Council Member Mathew seconded the motion. Mayor Pro Tem Jones, and Council Members Bostic, Chen, Guerra, Herrera, and Mathew voted “Aye”. “Nay” – Mayor Willis. Motion carried 6-1.

Council Member Guerra made a motion to approve all items, excluding item vi., on the Consent Agenda, and Council Member Herrera seconded the motion. Mayor Willis, Mayor Pro Tem Jones, and Council Members Bostic, Chen, Guerra, Herrera, and Mathew voted “Aye”. “Nay” – none. Motion carried 7-0.

15. (a) Approval of the Regular City Council Meeting Minutes of June 1, 2022,
 (b) Approval of the Special Called City Council Meeting Minutes of June 22, 2022,
 (c) Consideration of appropriate action on items (a)-(b).

Council Member Guerra made a motion to approve the meeting minutes from the June 1, 2022 and June 22, 2022 meetings with the slight modifications recommended by Council Member Chen, and Council Member Chen seconded. Mayor Willis, Mayor Pro Tem Jones, and Council Members Bostic, Chen, Guerra, Herrera, and Mathew voted “Aye”. “Nay” – none. Motion carried 7-0.

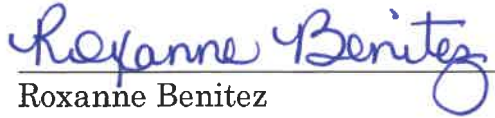
16. (a) Discussion of requests by Councilmembers for future agenda items.
 (b) Consideration of appropriate action on item (a).

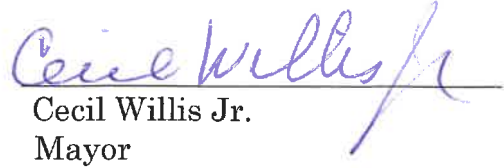
Council Member Bostic motioned to have an discussion item on allowing the public to attend meetings remotely by teleconference or video conference, and Council Member Mathew seconded. Mayor Pro Tem Mathew, and Council Members Bostic, Chen, Guerra, Herrera, and Mathew voted “Aye”. “Nay” – Mayor Willis. Motion carried 6-1.

17. Adjournment.

Council Member Herrera made a motion to adjourn the meeting at 10:12 p.m., and Council Member Chen seconded the motion. Mayor Willis, Mayor Pro Tem Jones, and Council Members Bostic, Chen, Guerra, Herrera, and Mathew voted “Aye”. “Nay” – none. Motion carried 7-0.

ATTEST:


Roxanne Benitez
City Secretary


Cecil Willis Jr.
Mayor