

MINUTES  
SPECIAL CALLED CITY COUNCIL  
BUDGET WORKSHOP  
CITY OF STAFFORD, TEXAS  
THURSDAY, SEPTEMBER 8, 2022

On the 8<sup>th</sup> day of September 2022, at 3:00 p.m., the City Council of Stafford, Texas met in the Council Chambers. The following members of City Council were present: Mayor Cecil Willis Jr., Mayor Pro Tem Don Jones (arrived at 3:10 p.m.), and Council Members Alice Chen, William K. Bostic Jr. (arrived at 3:13 p.m.), Wen Guerra, and Ken Mathew. Absent: Council Member Xavier Herrera. The following City staff were present: City Secretary Roxanne Benitez, Director of Finance Alka Shah, Chief of Police Richard Ramirez, Fire Chief Larry Di Camillo, Director of Court Nicole Nguyen, Director of Human Resources Shanell Garcia, Director of Recreation Susan Ricks, and Director of Public Works / Development Services Jose Pastrana.

1. CALL TO ORDER

Mayor Willis called the meeting to order at 3:00 p.m.

2. Pledges of Allegiance.

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

3. Budget Workshop on proposed FY 2022-2023 Budget of the City of Stafford, with a suspension of the rules, including the following:

- (a) Layout of Budget by Mayor, Cecil Willis Jr.
- (b) Presentation by Finance Department.
- (c) Other items related to the FY 2022-2023 Budget.

Mayor Willis thanked everyone for their work on the budget, and added that Council and Staff would discuss the following:

- Special Restricted Funds
- Stafford Economic Development Corporation (SEDC)
- User Fee Schedule

Mayor Willis advised that the meeting to adopt the budget would be held on September 28, 2022. He also advised that the Compensation, Personnel, Policy, and Benefits Committee would meet next week to discuss the proposed compensation study. Mayor Willis advised that the consultants, who were performing the compensation study, would be meeting individually with Department Heads as well.

Council Member Guerra asked how the budget could be approved without the results of the compensation study. Mayor Willis advised that there were funds in the contingency.

#### Special Restricted Funds

Council and Staff discussed special funds, restricted funds allowed by state law, such as:

- Municipal Court Building Security Fund
- Municipal Court Technology Fund
- Child Safety Fund
- Special Revenues for the Police Department Canine Unit
- Police Seizure Funds

#### Stafford Economic Development Corporation (SEDC)

Director of Finance Alka Shah advised that the SEDC Board of Directors approved the SEDC proposed budget and added the following:

- One million dollars for street and drainage improvement projects
- \$175,000 for an Economic Development Director position, with the funds coming from the contingency fund.

#### User Fee Schedule

Director of Finance Alka Shah presented the proposed fee schedule with amendments to the following departmental fees:

- Civic Center
- Fire Marshal
- Fire Department
- Police Department
- Development Services

Ms. Shah advised that additional changes were made to grant funding as well as budget line items for copier rental and paper for all departments.

Mayor Pro Tem Jones asked about salaries and bonuses for FM Squared, whom manage the Stafford Centre.

Mayor Willis asked Council Members to submit any questions to the appropriate Department Heads by 4:00 p.m. Friday, September 9, 2022.

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

No public comments were made.

(e) Consideration of appropriate action on items (a-c).

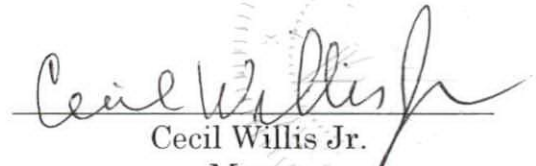
No action was taken.

4. Adjournment.

Council Member Chen made a motion to adjourn the meeting at 4:40 p.m., and Mayor Pro Tem Jones seconded the motion. Mayor Willis, Mayor Pro Tem Jones and Council Members Bostic, Chen, Guerra, and Mathew voted "Aye". "Nay" – none. Motion carried 6-0.

ATTEST:

  
Roxanne Benitez  
City Secretary

  
Cecil Willis Jr.  
Mayor