

MINUTES
REGULAR CITY COUNCIL MEETING
CITY OF STAFFORD, TEXAS
WEDNESDAY, SEPTEMBER 21, 2022

On the 21st day of September, 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 Don Jones, and Council Members William Bostic Jr. (arrived at 6:31 p.m.), Alice Chen, Wen Guerra, Xavier Herrera, and Ken Mathew. Absent: None. The following City staff were present: City Secretary Roxanne Benitez, Chief of Police Richard Ramirez, Director of Public Works/Development Services Jose Pastrana, Director of Finance Alka Shah, City Planner Thomas Coon, Director of Information Technology Ryan Young, Project Manager Lawrence Vaccaro, 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: Director of Court.

City Council reconvened at 7:00 p.m.

3. Pledges of Allegiance.

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

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

No action was taken.

5. Public Comments on items on the agenda.

None.

6. (a) Discussion of Final Plat titled, "Park Hill Villas", a subdivision of 10.3137 acres in Commercial Reserve "B", Clark Plaza One, Section Four and Restricted

Reserve "C-2", Clark Plaza One, Section Three, Reserve "C" Re-Plat for the Creation of eighty-five (85) lots and eight (8) reserves.

Director of Public Works/Development Services Jose Pastrana introduced newly hired City Planner Thomas Coon. Mr. Coon advised that the Planning and Zoning Commission approved the proposed plat at their meeting on September 13.

Council Member Herrera asked if the proposed plat met all required standards. Mr. Coon advised that it had.

The following public comments were made:

- Reginald Mance, who lives at 2403 War Admiral Drive, asked what was being built, advised that the City was growing too fast and added that there was not enough accountability. City Attorney Art Pertile advised that Mr. Mance would have the opportunity to speak if a proposed zoning change were to occur.
- Cliff Cowperthwait, who lives at 111 Squires Bend, asked if the property was zoned as residential. City Attorney Art Pertile advised that it was. Mr. Cowperthwait asked about roads. City Attorney Pertile advised that the builder would create the roads.
- Tim Connolly, the owner's representative, advised that the property would be single-family residential homes for sale, not rental properties. He also advised that the builders were eager to start.

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

Council Member Chen made a motion to approve the Final Plat titled, "Park Hill Villas", a subdivision of 10.3137 acres in Commercial Reserve "B", Clark Plaza One, Section Four and Restricted Reserve "C-2", Clark Plaza One, Section Three, Reserve "C" Re-Plat for the Creation of eighty-five (85) lots and eight (8) reserves, pending comments from the City Engineer, 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.

7. (a) Discussion of Final Plat titled, "Retreat at Stafford", a subdivision of 5.94 acres of Re-Plat of Lot 55 and the South 70-feet of the South One-Half of Lot 56, Stafford Oaks Subdivision for the Creation of forty (40) lots and three (3) reserves.

City Planner Thomas Coon advised that it was a simple plat.

Council Member Herrera asked if the proposed plat met all requirements. Mr. Coon advised that it had.

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

Council Member Chen made a motion to approve the Final Plat titled, "Retreat at Stafford", a subdivision of 5.94 acres of Re-Plat of Lot 55 and the South 70-feet of the South One-Half of Lot 56, Stafford Oaks Subdivision for the Creation of forty (40) lots and three (3) reserves, as presented, 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.

8. (a) Discussion of Final Plat titled, "Lovett 90 Logistics Center", a subdivision of 38.512 acres situated on the South Side of Pike Road for the creation of one (1) reserve.

City Planner Thomas Coon advised that the item was presented to the Planning and Zoning Commission at their September 13 meeting and was recommended for approval.

Council Member Guerra expressed concerns regarding the road leading to the property. Director of Public Works/Development Services Jose Pastrana advised that a traffic impact analysis study would be completed prior to construction.

Council Member Herrera asked if the plat met all of Stafford's plat requirements. Mr. Coon advised that it had.

The following public comments were made:

- Cliff Cowperthwait, who lives at 111 Squires Bend, asked where the property was located. Mr. Coon indicated on the map where the property was.

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

Council Member Herrera made a motion to approve the Final Plat titled, "Lovett 90 Logistics Center", a subdivision of 38.512 acres situated on the South Side of Pike Road for the creation of one (1) reserve, as presented, and Council Member Chen seconded the motion. Mayor Willis, Mayor Pro Tem Jones and Council Members Chen, Guerra, Herrera, and Mathew voted "Aye". "Nay" – Council Member Bostic. Motion carried 6-1.

9. (a) Discussion of Final Plat titled, "Dulles – Brand Development", a subdivision of 15.88 acres out of a portion of Lot 50 and all of Lots 51 and 78 of the Stafford Oaks Subdivision, being all of Lots 1 and 2, Block 1, Momin Subdivision, Section One and Restricted Reserve "A", Block 1, Stafford Oaks Veterinary Hospital, located in the City's extra-territorial jurisdiction (ETJ) and not the city limits.

City Planner Thomas Coon advised that the plat consisted of three unrestricted reserves and one restricted reserve, would be used for drainage purposes only, and added that the item had been approved by the Planning and Zoning Commission.

Council Member Herrera asked what the submittal process for plats in the City's extra-territorial jurisdiction was. City Attorney Art Pertile advised that the plats were reviewed and approved by the City, then submitted to the County for subsequent approval. He also advised that, if approved by both entities, the permits would be obtained from the County, not the City.

Council Member Herrera asked if the plat met all of Stafford's platting requirements. Mr. Coon advised that it had.

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

Council Member Guerra made a motion to approve the Final Plat titled, "Dulles – Brand Development", a subdivision of 15.88 acres out of a portion of Lot 50 and all of Lots 51 and 78 of the Stafford Oaks Subdivision, being all of Lots 1 and 2, Block 1, Momin Subdivision, Section One and Restricted Reserve "A", Block 1, Stafford Oaks Veterinary Hospital, located in the City's extra-territorial jurisdiction (ETJ) and not the city limits, as presented, 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.

10.(a) Discussion of Resolution Authorizing an Agreement between the City of Stafford, Texas and AT&T for cellular phones and services for City Staff.

Director of Information Technology Ryan Young advised that AT&T provided a more stable billing package, and they were the only provider that offered FirstNet, a service that provides priority during emergencies.

Council and Staff discussed differences in service and price between the current provider, Verizon, and the proposed provider, AT&T. They also discussed the transfer of service and devices.

Mayor Pro Tem Jones exited the meeting at 7:49 p.m.

Mayor Pro Tem Jones entered the meeting at 7:50 p.m.

The following public comments were made:

- Reginald Mance, who lives at 2403 War Admiral Drive, asked what FirstNet was. Chief Ramirez advised that it was a federal government program for emergency situations..

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

After a brief discussion, Mayor Pro Tem Jones made a motion to approve Resolution No. 41-22 authorizing an agreement between the City of Stafford, Texas and AT&T for cellular phones and service for City officials and employees, 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.

11.(a) Discussion of Resolution Approving an Agreement between the City of Stafford, Texas and Synchronized Swim Team for use of the Stafford Swimming Pool.

Mayor Willis advised that this agreement was one of many that would be presented to Council for approval.

The following public comments were made:

- Manuel Hinojosa, who lives at 12807 Linda Street, asked if feedback had been received from the Stafford Stingrays regarding scheduling conflicts due to other swim teams requesting to use the Stafford Pool at the same time.

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

Council Member Guerra made a motion to approve Resolution No. 42-22 approving an agreement between the City of Stafford, Texas and the Synchronized Swim Team for use of the Stafford Swimming Pool, 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.

12.(a) Discussion of Resolution Designating a Representative and Alternate to the Houston Galveston Area Council (H-GAC) General Assembly for 2023.

Mayor Willis advised that he was the 2022 Representative and the Alternate was Council Member Guerra.

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

Council Member Mathew made a motion to approve Resolution No. 43-22, appointing Mayor Willis as the Representative and Council Member Guerra as the Alternate to the Houston Galveston Area Council (H-GAC) General Assembly for 2023, 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.

13.(a) Discussion of possible outlets for the public to attend and participate in meetings remotely.

Council Member Bostic asked for clarification as to what had occurred regarding this item. Mayor Willis advised that nothing had occurred as Council had not voted on this item.

Council Member Herrera exited the meeting at 8:06 p.m.

City Attorney Art Pertile advised that Council could decide on virtual participation, however, a quorum of Council Members would need to be present.

Council Member Guerra advised that virtual meetings were held during the pandemic and worked well.

Council Member Mathew advised that it was a good idea.

Council Member Herrera entered the meeting at 8:09 p.m.

Mayor Pro Tem Jones advised that there was a strong push for virtual participation and working remotely.

The following public comments were made:

- Reginald Mance, who lives at 2403 War Admiral Drive, spoke in favor of holding virtual meetings.
- Manuel Hinojosa, who lives at 12807 Linda Street, suggested adopting rules of decorum for virtual meetings to maintain structure and order.
- Cliff Cowperthwait, who lives at 111 Squires Bend, advised that if someone were to appear in person, they would have three minutes to speak. He also advised that the City does not have the capabilities, budget, or staffing to hold virtual meetings. Mr. Cowperthwait advised that it was a good idea but believed that it could not be accomplished.

Mayor Willis advised that other cities hold meetings both in person and virtually, with no attendance. He also advised that anyone in the world could attend virtual Council meetings, and everyone would have three minutes to speak on agenda items. Mayor Willis advised that a neighboring city allows the virtual public to comment once during the meeting. He also advised that a lot of details were needed to evaluate this process.

Mayor Pro Tem Jones advised that it would be an incredible tool and suggested that the Technology Committee meet with Director of Multimedia Communications Robert Frith to discuss.

City Attorney Art Pertile advised that a policy would need to be created listing the Council's directives.

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

Council Member Bostic made a motion to allow the public to appear remotely and that a status update be provided at the October 19 City Council 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.

14. Council Reports.

Council Member Chen

- Advised that Congressman Al Green presented a bill to have the name of the Stafford Post Office changed to the Leonard Scarcella Post Office; the bill

passed with 397 votes in favor and 29 votes against. She advised that this was good news and thanked Congressman Green for his efforts.

Council Member Herrera and Mathew exited the meeting at 8:33 p.m.

- Advised that Stafford MSD Education Foundation were in need of sponsors, players, and donations for their annual golf tournament on November 7, located at the Quail Valley Golf Course in Missouri City.

Council Member Herrera entered the meeting at 8:34 p.m.

Council Member Herrera

- Advised that Commissioner Rodney Ellis would be holding a drive-through tree giveaway on September 24, from 10:00 a.m. to 1:00 p.m. at the Fountain Life Center, located at 14083 S. Main and added that there would be different varieties of trees given away.

Council Member Mathew entered the meeting at 8:37 p.m.

Council Member Guerra

- Congratulated the Houston Astros on winning the American League West title for the fifth time in six years.
- Advised that resident Carlos Garcia passed away, graduated in 2019, and services were held on Monday.
- Advised that a great leader Joseph Fiorenza, who fought for civil rights in the 1960s, passed away and requested a moment of silence.

At this time, Mayor Willis asked for a moment of silence for Joseph Fiorenza.

15.(a) Consent Agenda (Items i.-viii.). 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 training request by Municipal Court Director Nicole Nguyen for G. Orea and N. Nguyen to attend Berkana Court Interpreter Program in the amount of \$360.00.

(ii.) Approval of training request by Director of Public Works / Economic Development Services Jose Pastrana for I. Rico to attend Backflow Re-Certification Course in the amount of \$1,080.50.

(iii.) Approval of request by City Secretary Roxanne Benitez to transfer registration fees paid for the Texas Municipal League (TML) Annual Conference on October 5-7, 2022 in San Antonio, Texas to Council Member Alice Chen in the amount of \$405.00.

(iv.) Approval of request by Council Member Alice Chen for hotel accommodations, parking, and mileage fees for the Texas Municipal League (TML) Conference in San Antonio, Texas on October 5-7, 2022 in the amount of \$825.53.

(v.) Approval of training requests by City Secretary Roxanne Benitez for the following:

- S.O.S. Election Law Seminar in Austin, TX, November 30 – December 2, 2022 for R. Benitez in the amount of \$803.63.
- TMCA Board Meeting and Election Law Seminar in Denton, TX on January 10-13, 2023 for R. Benitez in the amount of \$874.18.

(vi.) Approval of request by the Stafford Centre for transfer of the event date, for IndiaTX.com, from August 26-27, 2022 to June 9-10, 2023.

(vii.) Approval of training requests by Chief of Police Richard Ramirez for the following:

- Heartsaver CPR Course for K. Hernandez, in the amount of \$15.00.
- Heartsaver CPR Course for D. Hayden, in the amount of \$15.00.
- Heartsaver CPR Course for E. Spence, in the amount of \$15.00.
- Texas Police Chief Leadership Series (TPCLS) Course for R. Ramirez, in the amount of \$1,301.00.
- Performance Appraisals and Employee Accountability Training for J. Williams, in the amount of \$295.00.

(viii.) Approval of request by Director of Human Resources Shanell Garcia for ratification of Leadership Workshop Retreat / Training for Department Heads, in the amount of \$6,488.98.

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

Council Member Herrera made a motion to approve all items on the Consent Agenda with a modification to item (v.) changing the name from R. Benitez to S. Phillips for the S.O.S. Election Law Seminar in Austin, TX, 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.

16.(a) Approval of Minutes from the August 3, 2022 Regular City Council Meeting.

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

Council Member Chen made a motion to approve the meeting minutes for the August 3, 2022 regular meeting as presented, and Mayor Pro Tem Jones seconded. Mayor Willis, Mayor Pro Tem Jones, and Council Members Bostic, Chen, Guerra, Herrera, and Mathew voted "Aye". "Nay" – none. Motion carried 7-0.

17.(a) Discussion of requests by Council Members for future agenda items.

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

Council Member Guerra made a motion to hold a discussion at the next meeting regarding Vaccaro Manor and Cravens Road, and Council Member Bostic 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 hold a discussion at the next meeting regarding Pike Road, and Council Member Bostic seconded the motion. Mayor Pro Tem Jones, and Council Members Bostic, Guerra, Herrera, and Mathew voted “Aye”. “Nay” – Mayor Willis and Council Member Chen. Motion carried 5-2.

Council Member Herrera made a motion to, prior to the September 28 special called meeting for the adoption of the budget, hold a special called meeting on September 26 to discuss the 2022 salary study and not lasting more than two hours, and Council Member Bostic seconded the motion.


After a brief discussion, Council Member Herrera revised his motion with the recommended changes by City Attorney Art Pertile, and Council Member Bostic seconded the motion. Mayor Pro Tem Jones, and Council Members Bostic, Guerra, Herrera, and Mathew voted “Aye”. “Nay” – Mayor Willis and Council Member Chen. Motion carried 5-2.

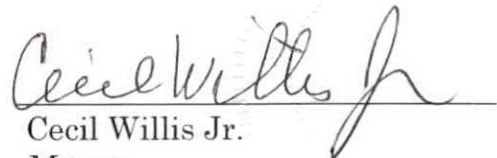
Council Member Chen made a motion to hold a discussion at the next meeting regarding adding a requirement for back-up documentation for items that are brought forward for Council approval, and Council Member Bostic seconded the motion. Council Members Bostic, Chen, Guerra, Herrera, and Mathew voted “Aye”. “Nay” – Mayor Willis and Mayor Pro Tem Jones. Motion carried 5-2.

18. Adjournment.

Council Member Herrera made a motion to adjourn the meeting at 8:52 p.m., and Council Member Chen seconded the motion. Mayor Willis, Mayor Pro Tem Jones, and Council Members Bostic, Chen, Guerra, and Herrera voted “Aye”. “Nay” – Council Member Mathew. Motion carried 6-1.

ATTEST:


Roxanne Benitez
City Secretary


Cecil Willis Jr.
Mayor