

MINUTES  
REGULAR CITY COUNCIL MEETING  
CITY OF STAFFORD, TEXAS  
WEDNESDAY, OCTOBER 19, 2022

On the 19<sup>th</sup> day of October, 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., Alice Chen, Wen Guerra, Xavier Herrera, and Ken Mathew. Absent: None. The following City staff were present: Assistant City Secretary Shandra Phillips, Chief of Police Richard Ramirez, Director of Public Works/Development Services Jose Pastrana, and Olson & Olson Attorney Mary Ann Powell.

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 Information Technology.

City Council reconvened at 7:01 p.m.

3. Pledges of Allegiance.

Council Member Herrera led the pledge to the United States flag. Council Member Guerra 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. Presentation by Stafford FFA regarding agricultural industry and upcoming competition.

Stafford High School Agriculture/ FFA Advisor Russell Kujawa advised that the students would be participating in the Agriculture Issues competition on November 5.

FFA Students Alyssa Taylor, Michelle Young, and Sherlyn Lopez gave a presentation on "Is American Agriculture Dying or Evolving?".

The Mayor and City Council commended the students on their performance.

7. (a) Update from Bob Jones, with Jones Engineering, regarding Underpass on Stafford / Staffordshire Road.

City Engineer Bob Jones, with Jones Engineering Solutions, provided an update and discussed the following with Mayor and City Council:

- Accidents that occurred on Staffordshire, in the south bound lanes, that caused residential property damage.
- TxDOT consideration in regard to merging the outside lane with the inside lane to have one lane going southbound as the traffic exited. Also adding additional reflective striping along the underpass.
- Additional lighting on the feeder roads.

The following public comments were made:

- Virginia Rosas, who lives at 619 Elm View Court, thanked City Engineer Bob Jones for the update. She advised that she was elated for the partnership between the City and TxDot to mediate the problem stemming from vehicle accidents causing residential property damage. She also advised that she was thankful for the item being on the agenda to show support to Kingsway and Dove Country and let them know the City was working towards rectification.

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

No action was taken.

8. (a) Discussion of a Resolution approving a parking agreement with CenterPoint Energy and authorizing the Mayor to execute.

Director of Public Works/Development Services Jose Pastrana advised that there was a drafted agreement with CenterPoint Energy. He also advised that the agreement with CenterPoint was for parking vehicles at the Gordon Fountain Lake Park located at 10701 Fountain Lake Drive. Mr. Pastrana advised that this was a 5-year agreement extension.

City Council and Staff discussed parking area and fees.

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

Council Member Herrera made a motion to approve Resolution No. 55-22, approving a parking agreement with CenterPoint Energy and authorizing the Mayor to execute, 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.

9. (a) Discussion of Possible Request to CenterPoint Energy Installation of Light Poles on Katy Street.

Council Member Guerra advised that he asked for this item to be added to the agenda for discussion due to the area being very dark and wanted to be proactive to deter crime from this area.

Mayor Willis acknowledged that Katy Street was dark, however it was not a functioning city street, it was considered a street right-of-way.

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

No action was taken.

10.(a) Discussion of Council Members Providing Supporting Documents when an Agenda Item Request is Submitted.

Council Member Chen advised that she noticed for the past few months when Council Members submitted an item to be placed on the agenda, there had not been any supporting documentation for review prior to the meeting. She also advised that if the item has a financial impact to the City, the item should have supporting details.

The following public comments were made:

- Cliff Cowperthwait, who lives at 111 Squires Bend, suggested that a binder with the completed packet be provided for the public to review.
- Virginia Rosas, who lives at 619 Elm View Court, advised that she agreed and if someone placed an item on the agenda, they should provide full disclosure of their plan, financial impact, revenue, and a funding source.

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

Council Member Chen made a motion for Council Members providing supporting documents when an agenda item request is submitted, and Council Member Guerra seconded the motion. Mayor Willis, and Council Members Chen, and Mathew voted "Aye". "Nay" – Mayor Pro Tem Jones, and Council Members Bostic, Guerra, and Herrera. Motion failed 3-4.

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

Council Member Bostic advised that he met with the Technology & Multimedia Committee and would like to revisit this item once all details had been outlined.

The following public comments were made:

- Cliff Cowperthwait, who lives at 111 Squires Bend, advised that he does not agree with opening the meetings to the public virtually. He also advised that the City would need a moderator and the equipment to support virtual meetings.

- Virginia Rosas, who lives at 619 Elm View Court, advised that she supported virtual meetings, however due to budget constraints and with no funds in contingency, asked what would be the funding source.

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

No action was taken.

## 12. Council Reports.

### Mayor Willis

- Commended and Congratulated City Attorney Art Pertile on receiving the prestigious Marvin J. Glink Private Practice Local Government Attorney Award at the 87<sup>th</sup> Annual International Municipal Lawyers Association Conference in Portland, Oregon.
- Advised that Joe Rome passed on Monday, October 17. He also advised that Mr. Rome owned Stafford Auto Supply a family business that operated for sixty-two years, he served the City on the Planning & Zoning Commission for twenty-eight years, and SEDC for twenty-three years. He advised that Mr. Rome supported the community, truly cared about the City, and would be extremely missed.

### Council Member Guerra

- Provided condolences to the family of Joe Rome. He advised that him and Mr. Rome had been friends for over forty-two years. He also advised that he was a special man, loyal to the City, and his contributions to the community and the City were inevitable. He advised that Mr. Rome's visitation would be held on Friday, October 21 from 4:00 p.m. to 8:00 p.m. at Earthman Southwest Funeral Home with funeral services on Saturday, October 22 at 10:00 a.m. at Earthman Southwest Funeral Home.

### Council Member Chen

- Provided condolences to Joe Rome. She advised that her and Mr. Rome always talked about the history of Stafford. She also advised that she was very sad to hear of his passing, he was a great asset to the City, and may he rest in peace.
- Advised that the City of Stafford partnered with the Houston Humane Society to host the Halloween Pet Pantry Dog and Cat Food Giveaway that would be held on Saturday, October 29 from 9:00 a.m. to 11:00 a.m. at the Code Compliance Building, 2510 S. Main, St. She also thanked Multimedia Communications Specialist Norma Salcedo for videoing the advertisement of the event.

### Council Member Bostic

- Provided condolences to Joe Rome. He advised that it was an honor to serve on the Planning & Zoning Commission with Mr. Rome for ten years. He also advised that he saw him about two weeks prior to his passing. He advised that life is short and remember to always reach out to your friends and family members.

### Mayor Pro Tem Jones

- Provided condolences to Joe Rome. He advised that he interacted with Mr. Rome at several joint meetings with SEDC and City Council. He also advised that Mr. Rome's voice would be missed the most, he epitomized what a Texan was to him, and was a strong admirable man.

Council Member Herrera

- Provided sincere condolences to the family of Joe Rome. He advised that it was an honor and pleasure to serve on the Planning and Zoning Commission with Mr. Rome.

Council Member Mathew

- Provided condolences to Joe Rome. He advised that he served with Mr. Rome on the Planning & Zoning Commission. He also advised that he was an advisor to him, a straight-forward person, and an icon. He advised that Mr. Rome would never be forgotten, God bless his soul, and he will be missed.

At this time, Mayor Willis asked for a moment of silence for Joe Rome. Mayor advised that the flags were at half-staff in his honor.

13. (a) Consent Agenda (Items i.-xi.). 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.) Request by Director of Human Resources Shanell Garcia for Approval of Compensation Structure for Fiscal Year 2022-2023.

(ii.) Request by Code Compliance Administrator Scott McElrath to Hold a Pet Pantry Food Distribution Drive with the Houston Humane Society on October 29, 2022.

(iii.) Resolution approving services contract renewal with SHI for software and email protection services.

(iv.) Request by Chief of Police Richard Ramirez to select Office Depot as an authorized vendor for the purchase of office supplies.

(v.) Request by City Secretary Roxanne Benitez to attend the Office of the Attorney General Open Meetings & Public Information Act Training in Sugar Land on October 27, 2022 in the amount of \$00.00.

(vi.) Approval of training request by Battalion Chief Jose Magana for D. Merchant and D. Dixon to attend Heavy Rescue Conference in the amount of \$3,800.00.

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

- Ratification of 2022 TAPE IT Conference for A. Stout, in the amount of \$1,007.60.
- Ratification of 2022 TAPE IT Conference for A. Mitchell, in the amount of \$1,007.60.
- OSS Academy Online Training for A. Garcia, in the amount of \$70.00.
- Detective and New Criminal Investigator Training for K. Wright, in the amount of \$1,295.00

(viii.) Request by Chief of Police Richard Ramirez to purchase three Chevrolet Tahoes for the Police Department.

(ix.) Resolution approving maintenance and support agreement with FileOnQ for evidence tracking software system.

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

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

14. (a) Approval of Minutes from the August 17, 2022 Regular City Council Meeting.

(b) Approval of Minutes from the August 29, 2022 Special Joint Meeting with the Stafford Municipal School District (SMSD).

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

Council Member Chen made a motion to approve the meeting minutes for the August 17, 2022 regular meeting and the August 29, 2022 Special Joint Meeting with the Stafford Municipal School District (SMSD) both with corrections, and Council Member Herrera seconded the motion. Mayor Willis, Mayor Pro Tem Jones, and Council Members Bostic, Chen, Guerra, Mathew, and Herrera voted "Aye". "Nay" – none. Motion carried 7-0.

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

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

Mayor Pro Tem Jones made a motion requesting that the Stafford Youth Basketball Association (SYBA) to place signs in the City until December 01, 2022 to promote youth basketball, and Council Member Guerra seconded the motion. Mayor Pro Tem Jones, and Council Members Bostic, Chen, Guerra, Mathew, and Herrera voted "Aye". "Nay" – Mayor Willis. Motion carried 6-1.

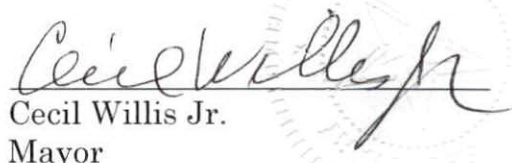
16. Adjournment.

Council Member Herrera made a motion to adjourn the meeting at 8:59 p.m., and Council Member Mathew seconded the motion. Mayor Willis, Mayor Pro Tem Jones, and Council Members Bostic, Chen, Guerra, Mathew, and Herrera voted "Aye". "Nay" – none. Motion carried 7-0.

ATTEST:



Shandra Phillips  
Assistant City Secretary



Cecil Willis Jr.  
Mayor