

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

On the 21st day of December, 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 (arrived at 6:33 p.m.), and Council Members William Bostic Jr. (arrived at 6:36 p.m.), Alice Chen, Wen Guerra, Xavier Herrera, and Ken Mathew. Absent: none. The following City Staff were present: City Secretary Roxanne Benitez, Fire Chief Larry Di Camillo, Director of Public Works/Development Services Jose Pastrana, City Planner Thomas Coon, City Attorney Art Pertile (arrived at 6:32 p.m.), 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, Code Section 551.071, (1) a settlement offer; (2) on a matter in which the duty of the Attorney to the Governmental Body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this Chapter.

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: Trinity Drive Condemnation Settlement.

Council Member Guerra motioned to approve the Trinity Drive Condemnation Settlement as discussed, 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.

6. (a) Discussion of Final Plat titled "Zouri", a subdivision of 1.031 acres of land, located at 10480 Scarpinato Road, situated in the H.F. Dewitt Survey, Abstract

No. 161, for the creation of one (1) block and one (1) reserve, City of Stafford, Fort Bend County, Texas.

Mayor Willis advised that there was some information missing on the proposed plat.

(b) Public Hearing on the Proposed Final Plat.

The public hearing opened at 7:04 p.m.

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

Council Member Herrera motioned to postpone public hearing until January 4, 2023, 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.

7. (a) Discussion of Final Plat titled "Bobby Joseph Packer Lane Development", a subdivision of a two (2) acre tract of land, located at 1502 Packer Lane, situated in the William T. Neal ¼ League, Survey, Abstract No. 64, Fort Bend County, Texas.

Mayor Willis advised that the proposed plat was in the City's extraterritorial jurisdiction, and not in the city limits.

City Planner Thomas Coon provided a presentation regarding the proposed plat. He advised that the proposed final plat was recommended by the Planning & Zoning Commission and Staff.

(b) Public Hearing on the Proposed Final Plat

The public hearing opened at 7:07 p.m.

No public comments were received.

The public hearing closed at 7:08 p.m.

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

Council Member Guerra motioned to approve the proposed final plat titled "Bobby Joseph Packer Lane Development", and Mayor Pro Tem Jones 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.

5. Public Comments on items on the agenda.

None.

8. (a) Discussion of the Stafford Fire Department's current salary being below the comp-ratio of 90% of market from the compensation study.

Council Member Bostic requested this agenda item and advised that the Fire Department was the lowest paid City department. He suggested that the Fire Department employees be brought up to 90% of market, like other departments.

Council Member Guerra suggested that the Police Department employees be brought up to 90% of market if the Fire Department employees were to be given an increase.

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

Mayor Willis advised that the Police and Fire Department sworn employees were not at 90% of market.

Mayor Pro Tem Jones suggested that employees come and advise what they need so that the City could retain them. He advised that City needed to be competitive.

Mayor Willis advised that the City provided a robust benefits package. He also advised that some employees do not want health insurance, while others with a spouse and family, need health insurance.

Council Member Guerra agreed that the Fire Department needed to be brought up to 90% and advised that the Police Department should be brought up to 90% as well. He also advised that the largest portion of a City's budget is public safety.

Mayor Willis advised that the City received several applications for the new positions approved in the budget. He also advised that the department heads would begin discussing next year's budget in forty-five days.

Council Member Bostic made a motion to bring the Fire Department, Fire Marshal, and Police Department employees to ninety percent of market, and Mayor Pro Tem Jones seconded the motion. Mayor Pro Tem Jones, and Council Members Bostic and Guerra voted "Aye". "Nay" – Mayor Willis, and Council Members Chen, Herrera, and Mathew. Motion failed 3-4.

9. (a) Discussion regarding purpose, objective, strategies, and agenda for pending City Council and Staff workshop on new revenue generating concept/ideas to increase current and/or future fund balance.

Mayor Pro Tem Jones asked for feedback regarding how the workshop should be conducted and when.

Mayor Willis advised that he was recently informed that the audit would most likely be received in February.

Mayor Pro Tem Jones requested that feedback from each department be provided at the workshop. He advised that the Council should be proactive. Mayor Pro Tem Jones requested feedback from the Council and suggested that the Council not wait until the audit was received.

Council Member Mathew suggested that the Council have the workshop after the audit was received. He advised that the actions at the workshop would be based on the audit.

Council Member Bostic suggested that the workshop be held so that Council could plan for the future. He also suggested that the public be allowed to provide their input.

Public comments were received from the following:

- Virginia Rosas, who lives at 619 Elm View Court, advised that the Council voted to hold the workshop after the audit was completed. She also advised that the workshop was a good idea but should be held after the audit. Mayor Pro Tem Jones advised that he previously spoke to several employees and would like to plan for the future.

Council Member Herrera exited the meeting at 7:46 p.m.

- Cliff Cowperthwait, who lives at 111 Squires Bend, spoke on the purpose of the audit, budget, and chart of accounts. He asked that he be able to attend the workshop. Mr. Cowperthwait advised that the audit would take longer than in previous years due to changes in financial procedures. Mayor Pro Tem Jones advised that the workshop would be open to the public. He also advised that he would like to build up the contingency.

Mayor Willis advised that he did not agree with several points in the document presented in the packet. He asked what the purpose of the Finance Committee would be if the Council decided to hold workshops to discuss finances.

Council Member Herrera entered the meeting at 7:57 p.m.

Mayor Willis advised on previous budget actions and processes. He also advised that the Council unanimously approved the fund balance policy. Mayor Willis advised that the Council approved an investment policy as well. He also advised that he believed the vacant Police Department positions would be filled by February.

Council Member Chen spoke on interest income that was earned after the investment policy was approved. She also spoke on the contingency fund and current fund balance.

Mayor Willis advised that the City functioned for twenty-eight years with zero property taxes and a balanced budget.

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

Mayor Pro Tem Jones made a motion to hold a fund balance workshop on January 31, 2023, and Council Member Bostic seconded the motion.

After discussion, a vote was held. Mayor Pro Tem Jones, and Council Members Bostic, Guerra, and Mathew voted “Aye”. “Nay” – Mayor Willis, and Council Members Chen and Herrera. Motion carried 4-3.

Council Member Mathew made a motion to rescind his previous vote in the affirmative on this item, and Council Member Chen seconded.

After discussion, a vote was held. Mayor Willis, and Council Members Chen, Herrera, and Mathew voted “Aye”. “Nay” – Mayor Pro Tem Jones, and Council Members Bostic and Guerra. Motion carried 4-3.

With the rescinded vote, the original motion, made by Mayor Pro Tem Jones, failed 3-4.

10.(a) Discussion regarding changing the meeting times for Planning & Zoning Commission meetings.

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

The Council did not discuss as the Planning & Zoning Commission previously decided to change their meeting times.

11. Council Reports

Mayor Willis

- Advised that this should be the last Council meeting for the year.
- Wished everyone a Merry Christmas and Happy Hannukah.
- Advised that on December 23 & 26, 2023, non-emergency services and City Hall would be closed for the holidays. Also advised that emergency services would be working as normal.
- Commended the Police, Fire, and Public Works departments and employees.
- Advised that there would be bad weather arriving the following afternoon. He also advised of the 4Ps: People, Pets, Pipes, and Plants. He advised that there would be a forty degree decrease in temperature the next day. He also advised that updates would be posted on all social media sites as they became available. He encouraged all to be prepared and safe.

Council Member Bostic

- Wished everyone a Merry Christmas and Happy Hannukah.
- Encouraged everyone to check their carbon monoxide alarms. Discouraged all from warming up in garage due to carbon monoxide exposure.
- Suggested that all check on their neighbors, bundle up, and be aware of the 4Ps: Pets, Plants, Pipes, and People.
- Wished everyone a Happy New Year.

Council Member Guerra

- Wished everyone a Merry Christmas, Happy Hannukah, and Happy Kwanzaa.

- Suggested that all those going out of town for the holidays, turn off their water and drain their pipes.
- Suggested that those who were staying home for the holidays, open the cabinets under the sinks in the bathroom and kitchen. Also suggested to have a small heater in those rooms to provide heat circulation.
- Encouraged everyone to take care of their pets.
- Suggested that all donate any extra clothes and coats to those in need.

Mayor Pro Tem Jones

- Wished everyone a Merry Christmas, Happy Hannukah, Happy Kwanzaa, and Feliz Navidad.
- Advised that the Council Members were trying to make the City better by supporting one another and being productive even though they may at times agree to disagree.

Council Member Herrera

- Wished everyone a Merry Christmas, Happy Hannukah, and Happy Kwanzaa.
- Encouraged those going out of town to sign up for the Department of Homeland Security emergency alerts.
- Advised that the Houston Small Business Administration, in collaboration with Rice University, would be holding a veteran business competition to connect veterans with investors, advisors, and resources. He encouraged veteran-owned companies to inquire about this competition. He advised that the application deadline was February 11, 2023, with the competition being April 20-22, 2023.
- Wished everyone Seasons Greetings and Happy New Year.

Council Member Chen

- Advised of the Fort Bend County pet adoption event that was held on Saturday, December 17. She also advised that many animals, that were adopted during the Covid pandemic, had been abandoned in parks and neighborhoods. She thanked Code Compliance Administrator Scott McElrath, Animal Control Officer Pete Ramirez, and Animal Control Officer Rene Hernandez for their assistance at this event. More than 180 dogs and cats were available and thirty were adopted. Encouraged others to adopt.
- Thanked Santa Claus and the Fire Department for the Santa's Convoy event held on Sunday, December 18. She also thanked Council Members and all those who donated to this event. She advised that the route map was posted on the City website and was the same route each year.
- Wished everyone Happy Holidays and Merry Christmas.

Council Member Mathew

- Wished everyone a Merry Christmas, Happy Holidays, Happy Hannukah, Happy New Year, and Happy Kwanzaa.
- Encouraged all to help and love one another.

12.(a) Consent Agenda (Items i.-iv.). 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 requests by Chief of Police Richard Ramirez for the following:

- Managing Patrol Operations (TPCA) Training, for J. Williams, in the amount of \$345.00.
- Crime Scene Search Training, for J. Sandoval, in the amount of \$199.00.
- Intermediate Crime Scene Search Training, for A. Richards, in the amount of \$199.00.

(ii.) Resolution approving an engagement agreement with Olson & Olson LLP for legal services.

(iii.) Resolution approving an Interlocal Agreement with the City of Missouri City for Mutual Aid Emergency Response.

(iv.) Approval of Request by Director of Information Technology Ryan Young to Purchase Sixty (60) PCs for Computer Refresh in the Amount of \$153,986.60.

Mayor Pro Tem Jones asked to have item (iv.) pulled for discussion. He asked about the purpose of the item and if it was previously discussed. Council Member Chen advised that the funds were received from a grant for this year's purchases.

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

Council Member Chen 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, Herrera, and Mathew voted "Aye". "Nay" – none. Motion carried 7-0.

13.(a) Approval of Minutes from the December 7, 2022 Regular City Council Meeting.

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

Council Member Chen made a motion to approve the minutes for the December 7, 2022 regular meeting, with one minor change, 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.

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

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

Council Member Bostic made a motion to have Bob Jones, with Jones Engineering, provide an update regarding the drainage report, and Council Member Herrera 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.

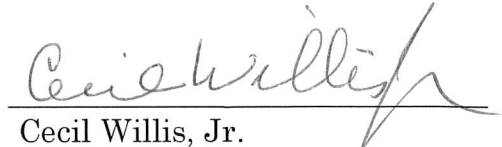
No action was taken.

15. Adjournment.

Council Member Herrera made a motion to adjourn the meeting at 8:54 p.m., and Mayor Pro Tem Jones 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