

MINUTES OF A REGULAR MEETING
OF THE CITY COUNCIL OF STAFFORD, TEXAS HELD
BY TELECONFERENCE, GOTOMEETING AUDIO/VIDEO
IN SAID CITY ON WEDNESDAY, JANUARY 20, 2021

On the 20th day of January 2021, at 6:30 p.m., the City Council of Stafford, Texas met in regular session by teleconference, GoToMeeting Audio/Video in said City. Mayor Cecil Willis called the meeting to order. The following members of the Council were present: Councilmembers Wen Guerra, Ken Mathew, Virginia Rosas, Don Jones and Alice Chen. Absent: None. The following City staff were present: Tomika R. Lewis (City Secretary); Shanell Garcia (Human Resources Director); Patti Worfe (SEDC Executive Director); Dorrance Roderick (Finance Director); and Art Pertile (Olson & Olson, LLP).

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
2. The City Council went into 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; Section 551.074(1) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, complaint, dismissal or appeal of termination of the Chief of Police.

REGULAR SESSION BEGAN AT 7:00 P.M.

3. PLEDGE OF ALLEGIANCE
4. Consideration of appropriate action on items discussed in Executive Session.

(b) No action taken on this item.

5. Council Reports:

Mayor Willis announced the historical Inauguration of the 46th President of the United States, Joseph R. Biden and first woman, Vice President Kamala Harris.

He also Stafford Town Hall Meeting will be held virtually on January 27, 2021 at 7:00 pm.

Roberta Carr Kincaid, Stafford resident passed on January 7, 2021 and asked for a moment of silence.

Councilmember Guerra stated a former Stafford police officer, Louis Solis passed away and asked for a moment of silence.

Councilmember Jones recognized that on January 15, 2021, Martin Luther King would have been 93 years old. He is celebrated nationally on the 18th of January, and this year it was the 36th anniversary of that celebration.

Councilmember Rosas announced that on tomorrow, January 21st the Stafford Municipal School District will host a Blood Drive with the Gulf Coast Regional Blood Center from 9:30 a.m. to 2:00 p.m. at the Stafford High School student lot.

6. Public comments on items on the agenda.

There were no public comments.

7. (a) Discussion of an ordinance of the City of Stafford, Texas, amending Chapter 102 “Zoning” of the City of Stafford Code of Ordinances; amending the official Zoning District map to rezone approximately 5.8 acres of land located at 13715 Murphy Road Stafford, Texas from Arts and Education (AE) to (PDD) Planned Development District; providing a penalty in an amount not to exceed \$2,000 for each day of violation of any provision hereof; repealing all ordinances or parts of ordinances in conflict herewith; providing for severability; providing an effective date.

Tatyana Luttschlager, City Planner stated Formosa Africa requested to rezone their property from Arts and Education to a Planned Development District with a variety of uses including retail uses, officer-warehouse and light industrial uses. Staff reviewed the application, which showed the applicant met all requirements needed for rezoning and recommended adding the condition of finishing improvements within a year. The Planning and Zoning Commission recommended approval with a (1) one year condition.

The applicant, Sinya Chang gave a brief overview of their efforts with signing leases with possible tenants.

The Council briefly discussed this item.

The Public Hearing opened at 7:35 p.m.

The Public Hearing closed at 7:35 p.m.

(b) Councilmember Rosas made a motion to approve from Arts and Education to a Planned Development District subject to Council approving the percentage of retail in the PDD. Councilmember Chen duly seconded the motion. The Mayor called the roll for a vote. Mayor Willis and Councilmembers Guerra, Mathew, Rosas, Jones and Chen voted “yes”; none against. The Mayor announced the result of the vote (6-

0) and declared the motion approved.

Councilmember Rosas requested to make an announcement under Item #5 and stated Councilmember Wen Guerra's birthday was on Monday and she wanted to wish him a "Happy Birthday".

8. (a) Discussion of an ordinance of the City of Stafford, Texas, amending chapter 102 "Zoning" of the City of Stafford Code of Ordinances; amending the official Zoning District map to rezone approximately 5 acres of land located at 13570 Murphy Road, Stafford, Texas 77477 from Primary Corridor (PC) to (PDD) Planned Development District; providing a penalty in an amount not to exceed \$2,000 for each day of violation of any provision hereof; repealing all ordinances or parts of ordinances in conflict herewith; providing for severability; providing an effective date.

Tatyana Luttschlager, City Planner stated MW Industrial Investments, LLC requested to rezone from Primary Corridor to Planned Development Districts – "MW Industrial". The intentions were to keep all zoning standards of the Primary Corridor with the only difference being for the uses. The applicant proposed to add the use of warehousing and distribution. Staff reviewed the application, which showed the application provided enough information to create a new zoning district.

The Council briefly discussed this item.

The Public Hearing opened at 7:51 p.m.

The Public Hearing closed at 7:52 p.m.

(b) Councilmember Mathew made a motion to approve. Councilmember Chen duly seconded the motion. The Mayor called the roll for a vote. Mayor Willis and Councilmembers Guerra, Mathew, Rosas, Jones and Chen voted "yes"; none against. The Mayor announced the result of the vote (6-0) and declared the motion approved.

9. (a) Discussion of an ordinance of the City of Stafford, Texas, amending Ordinance 1055 and Chapter 102 of the Code of Ordinances of the City, the same being the Comprehensive Zoning Ordinance, by granting a specific use permit to Sugar Creek Hospitality, Inc. to allow the construction and operation of a grocery store with fuel sales on a 2.765 acre tract of land being Restricted "A-2" of the replat of Reserve "A" Block 1 of the Lois Stafford addition; located within the City in Zoning District Mixed Use-1; providing requirements and conditions for this specific use permit; providing for severability; and providing a penalty in an amount not to exceed two thousand dollars for violation of any provision hereof; repealing all ordinances or parts of ordinances in conflict herewith; providing for severability; providing an effective date.

City Attorney, Art Pertile stated you will open the Public Hearing and we ask that you continue the Public Hearing and instruct staff and the Planning & Zoning Commission to review the issues that have risen in regards to the zoning.

The Public Hearing opened at 7:54 p.m.

Imtiyah Momin at 12404 South Kirkwood inquired about if this item will be discussed tonight.

Mr. Pertile gave further clarification explained the process for this item, allowing persons to speak, the council will take no action this evening, but instruct staff and Planning & Zoning Commission to review the project and they will provide recommendations to city council at that time.

The Public Hearing will continue to the Planning and Zoning Commission.

(b) Councilmember Chen made a motion to continue the Public Hearing to the Planning and Zoning Commission. Councilmember Rosas duly seconded the motion. The Mayor called the roll for a vote. Mayor Willis and Councilmembers Guerra, Mathew, Rosas, Jones and Chen voted “yes”; none against. The Mayor announced the result of the vote (6-0) and declared the motion approved.

10. Discussion of requested items from Councilmember Don Jones:

(a) Discussion of City Council establishing and maintaining a Stafford City Council Ethical Standards Committee.

Councilmember Jones read an excerpt from a book on the life of Martin Luther King the topic being Ethics.

(b) Discussion of Mayor Pro Tem resignation.

Councilmember Jones read an email he sent to Council on January 7, 2021 regarding his resignation of the Mayor Pro Tem position.

(c) Discussion of the selection of Mayor Pro Tem.

Councilmember Rosas recommended the appointment of Councilmember Ken Mathew as Mayor Pro Tem.

Councilmember Rosas made a motion to appoint Councilmember Ken Mathew to the Mayor Pro Tem position.

Councilmember Mathew recommended the appointment of Mayor Pro Tem to Councilmember Alice Chen.

Councilmember Alice Chen accepted the recommendation and asked that Council consider her for another six months in the position, if she does a good job in the position.

Councilmember Rosas withdrew her motion.

Councilmember Mathew made a motion to appoint Councilmember Alice Chen as Mayor Pro Tem. Councilmember Rosas duly seconded the motion. The Mayor called the roll for a vote. Mayor Willis and Councilmembers Guerra, Mathew, Rosas, Jones and Chen voted “yes”; none against. The Mayor announced the result of the vote (6-0) and declared the motion approved.

Councilmember Jones made a motion to establish a committee of Ethics Committee for the City of Stafford. No second made on the motion. The motion failed.

(d) Designation of the order of succession in which other Councilmembers shall have the power to perform the duties of the Mayor and the Mayor Pro Tem in the event the Mayor and the Mayor Pro Tem are unable to act.

Councilmember Rosas made a motion for the order of succession be Mayor Willis, Mayor Pro Tem Chen, Councilmembers Guerra, Mathew, Rosas, Jones, and then Position #5. Councilmember Jones duly seconded the motion. The Mayor called the roll for a vote. Mayor Willis and Councilmembers Guerra, Mathew, Rosas, Jones and Chen voted “yes”; none against. The Mayor announced the result of the vote (6-0) and declared the motion approved.

11. Discussion of matters pertaining to the City of Stafford Elections:

(a) Discussion of a resolution of the City of Stafford, Texas, approving an agreement with Fort Bend County to conduct the February 20, 2021 Special Election of the City of Stafford.

City Secretary, Tomika R. Lewis stated this agreement was for the February 20, 2021 Special Election for Council Position #5. The cost for this election will be \$8,780, due to the City of Stafford being the only municipality that Fort Bend County will conduct an election for during this time.

Councilmember Guerra made a motion to approve. Councilmember Chen duly seconded the motion. The Mayor called the roll for a vote. Mayor Willis, Mayor Pro Tem Chen and Councilmembers Guerra, Mathew, Rosas, and Jones voted “yes”; none against. The Mayor announced the result of the vote (6-0) and declared the motion approved.

(b) Setting date, time, and place for the February 20, 2021 Candidates Forum.

Councilmember Rosas recommended having the Candidate Forum at Stafford City Hall, hosted by the Chamber of Commerce on either February 2 or February 4 at 7:00 p.m.

Councilmember Rosas made a motion for the Chamber of Commerce to host the Candidate Forum at Stafford City Hall on either February 2 or February 4 at 7:00 p.m. Mayor Pro Tem Chen duly seconded the motion. The Mayor called the roll for a vote. Mayor Willis, Mayor Pro Tem Chen and Councilmembers Guerra, Mathew, Rosas, and Jones voted “yes”; none against. The Mayor announced the result of the vote (6-0) and declared the motion approved.

(c) Discussion of an ordinance of the City of Stafford, Texas, providing for the holding of a joint general election with the Stafford Municipal School District to be held on May 1, 2021, for the purpose of electing two (2) Councilmembers; and providing details relating to the holding of such elections.

Councilmember Rosas made a motion to approve the ordinance calling for a Joint General Election with Stafford Municipal School District on May 1, 2021. Mayor Pro Tem Chen duly seconded the motion. The Mayor called the roll for a vote. Mayor Willis, Mayor Pro Tem Chen and Councilmembers Guerra, Mathew, Rosas, and Jones voted “yes”; none against. The Mayor announced the result of the vote (6-0) and declared the motion approved.

(d) Discussion of a resolution of the City of Stafford, Texas, approving an agreement with Fort Bend County to conduct the May 1, 2021 joint general election of the City of Stafford and the Stafford Municipal School District.

Councilmember Rosas made a motion to approve the agreement with Fort Bend County to conduct the May 1, 2021 joint general election. Mayor Pro Tem Chen duly seconded the motion. The Mayor called the roll for a vote. Mayor Willis, Mayor Pro Tem Chen and Councilmembers Guerra, Mathew, Rosas, and Jones voted “yes”; none against. The Mayor announced the result of the vote (6-0) and declared the motion approved.

(e) Setting date, time, and place for the May 1, 2021 Candidates Forum.

Mayor Willis stated he would suggest using both City Hall and Civic Center and contact the Chamber to conduct this Forum also.

City Secretary Tomika Lewis informed the Council that the County has not yet set Early Voting dates, as the Commissioner Court is to set those in the near future.

Councilmember Rosas made a motion to table this item until the County Commissioners Court have provided the early voting dates. Mayor Pro Tem Chen duly seconded the motion. The Mayor called the roll for a vote. Mayor Willis, Mayor

Pro Tem Chen and Councilmembers Guerra, Mathew, Rosas, and Jones voted “yes”; none against. The Mayor announced the result of the vote (6-0) and declared the motion approved.

12. (a) Discussion of the request by Fort Bend County for the City to co-sponsor the use of a city facility for a COVID-19 vaccine immunization location.

Mayor Willis stated pulled this item due to look at options as both the Stafford Centre Committee and the Civic Center Committee had a discussion due to the initial contact from the County Judge, however, there is still no further information therefore he is pulling this item.

13. (a) Discussion of a resolution of the City of Stafford, Texas, approving an agreement with Cypress Creek Emergency Medical Services for Fire Dispatch Services.

Battalion Chief Operations, Jose Magana stated the current contract with Cypress Creek Emergency Medical Services expired in December. There are, however, some changes in the fees and the way they billing cycle will operate this year. They will no longer be billing us in arrears, moving forward they will bill quarterly, which means the City will have to pay those fees up front. There is an increase in base fee, and an increase in calls Stafford will be running.

A budget amendment will be needed for this approval, which will come back to Council at the next meeting.

Councilmember Rosas made a motion to approve an agreement with Cypress Creek Emergency Medical Services for Fire Dispatch Services. Mayor Pro Tem Chen duly seconded the motion. The Mayor called the roll for a vote. Mayor Willis, Mayor Pro Tem Chen and Councilmembers Guerra, Mathew, Rosas, and Jones voted “yes”; none against. The Mayor announced the result of the vote (6-0) and declared the motion approved.

14. (a) Mayor Willis introduced the Consent Agenda (Items “i through 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 refunds or transfer of fees for canceled events at the Stafford Centre as requested by clients or required by the City due to COVID-19, totaling \$10,500.
 - ii. Approval to decommission items from the Stafford Centre and Stafford Civic Center Inventories.
 - iii. Approval of Battalion Chief Operations, Jose Magana’s request to approve the removal of probation and a \$50 per month salary increases, effective September 3, 2020 for the following employees: Ryan Berg; James Aston; Bradley Wolf; Shunn Blanks; and Melvin Evanicky.

iv. Approval of Police Chief, Richard Ramirez request to approve training and all related expenses for employees in the Police Department for \$170.00.

Councilmember Rosas pulled Item #ii and inquired if any of the departments had an opportunity to review the items for decommission. Recreation Director, Susan Ricks stated some of the Department Heads came over to view some items.

(b) Councilmember Rosas made a motion to approve. Mayor Pro Tem Chen duly seconded the motion. The Mayor called the roll for a vote. Mayor Willis, Mayor Pro Tem Chen and Councilmembers Guerra, Mathew, Rosas, and Jones voted “yes”; none against. The Mayor announced the result of the vote (6-0) and declared the motion approved.

15. (a) Mayor Willis introduced the consideration of statements.

Councilmember Chen tagged Item 25 and Item 26 for discussion.

Item 25, Westco for maintenance for landscape. Monthly \$13,000 would exceed budget, therefore a budget amendment would be required. GL# 10-512-605

Item 26, 40-540-820 3 year Bond for new fire and police, request balance of \$30,000 on this year’s budget.

Dorrance provided a detailed explanation on that he will be bringing a budget amendment that would not impact the general fund, purely administrative.

(b) Councilmember Rosas made a motion to approve. Mayor Pro Tm Chen duly seconded the motion. The Mayor called the roll for a vote. Mayor Willis, Mayor Pro Tem Chen and Councilmembers Guerra, Mathew, Rosas, and Jones voted “yes”; none against. The Mayor announced the result of the vote (6-0) and declared the motion approved.

16. Approval of the following City Council Meeting minutes:

(a) Councilmember Rosas made a motion to approve the September 30, 2020 Special City Council Meeting with corrections. Mayor Pro Tem Chen duly seconded the motion. The Mayor called the roll for a vote. Mayor Willis, Mayor Pro Tem Chen and Councilmembers Guerra, Mathew, Rosas, and Jones voted “yes”; none against. The Mayor announced the result of the vote (6-0) and declared the motion approved.

(b) Councilmember Rosas made a motion to approve the November 16, 2020 Special City Council Meeting. Mayor Pro Tem Chen duly seconded the motion. The Mayor called the roll for a vote. Mayor Willis, Mayor Pro Tem Chen and Councilmembers Guerra, Mathew, Rosas, and Jones voted “yes”; none against. The Mayor announced the result of the vote (6-0) and declared the motion approved.

(c) Councilmember Rosas made a motion to approve the November 18, 2020 Regular City Council Meeting. Mayor Pro Tem Chen duly seconded the motion. The Mayor called the roll for a vote. Mayor Pro Tem Chen and Councilmembers Guerra, Mathew, Rosas, and Jones voted “yes”; Mayor Willis voted “no”. The Mayor announced the result of the vote (5-1) and declared the motion approved.

(d) Councilmember Rosas made a motion to approve the December 2, 2020 Regular City Council Meeting with corrections. Mayor Pro Tem Chen duly seconded the motion. The Mayor called the roll for a vote. Mayor Pro Tem Chen and Councilmembers Guerra, Mathew, Rosas, and Jones voted “yes”; Mayor Willis voted “no”. The Mayor announced the result of the vote (5-1) and declared the motion approved.

(e) Councilmember Rosas made a motion to approve the December 16, 2020 Regular City Council Meeting. Mayor Pro Tem Chen duly seconded the motion. The Mayor called the roll for a vote. Mayor Pro Tem Chen and Councilmembers Guerra, Mathew, Rosas, and Jones voted “yes”; Mayor Willis voted “no”. The Mayor announced the result of the vote (5-1) and declared the motion approved.

17. (a) Discussion of request by Councilmembers for future agenda items.

(b) No action taken on this item.

Councilmember Jones made a motion to discuss committee assignments. Councilmember Rosas duly seconded the motion. The Mayor called the roll for a vote. Mayor Pro Tem Chen and Councilmembers Guerra, Mathew, Rosas, and Jones voted “yes”; Mayor Willis voted “no”. The Mayor announced the result of the vote (5-1) and declared the motion approved.

Councilmember Rosas made a motion to discuss the Mayor’s plaque to be placed in City Hall. Mayor Pro Tem Chen duly seconded the motion. The Mayor called the roll for a vote. Mayor Pro Tem Chen and Councilmembers Guerra, Mathew, Rosas, and Jones voted “yes”; Mayor Willis voted “no”. The Mayor announced the result of the vote (5-1) and declared the motion approved.

Mayor Pro Tem Chen made a motion to hold a workshop on the proposed Personnel Policy. Councilmember Rosas duly seconded the motion. The Mayor called the roll for a vote. Mayor Pro Tem Chen and Councilmembers Guerra, Mathew, Rosas, and Jones voted “yes”; Mayor Willis voted “no”. The Mayor announced the result of the vote (5-1) and declared the motion approved.

The Council reconvened into Executive Session at 9:53 p.m.

The Council returned to regular session at 10:40 p.m.

18. Councilmember Guerra made a motion to adjourn the meeting. Mayor Pro Tem Chen seconded the motion. The Mayor called the roll for a vote. Mayor Willis, Mayor Pro Tem Chen and Councilmembers Guerra, Rosas, and Jones voted “yes”; Councilmember Mathew voted “no”. The Mayor announced the result of the vote (5-1) and declared the meeting adjourned.

THE MEETING ADJOURNED AT 10:41 P.M.

ATTEST:

Assistant City Sec A. O. Brode
Tomika R. Lewis
City Secretary

Cecil Willis Jr.
Cecil Willis Jr.
Mayor