

MINUTES OF A REGULAR MEETING
OF THE CITY COUNCIL OF STAFFORD, TEXAS HELD
BY TELECONFERENCE, GOTOMEETING AUDIO/VIDEO
IN SAID CITY ON WEDNESDAY, JUNE 2, 2021

On the 2nd day of June, 2021, at 6:30 p.m., the City Council of Stafford, Texas met in regular session in the City Council Chambers and staff by teleconference, GoToMeeting Audio/Video in said City. Mayor Willis called the meeting to order. The following members of the Council were present: Councilmembers Mayor Cecil Willis, Councilmembers Wen Guerra, Virginia Rosas, Don Jones, Alice Chen and Xavier Herrera. Absent: Mayor Pro Tem Ken Mathew. The following City staff were present: Nicola Browe (Acting City Secretary); Shanell Garcia (Human Resources Director); Larry DiCamillo, Fire Chief; Tatyana Luttenschlager (City Planner); Richard Ramirez (Police Chief); Scott McElrath (Code Compliance Administrator); 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. 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

RECONVENED IN REGULAR SESSOIN AT 7:00 P.M.

3. Pledge of Allegiance.

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

5. Council Reports:

6. Public Comments on items on the agenda.
Mayor Willis invited members of the Public to address City Council on any item on the agenda.

No members of the public addressed City Council.

7. Presentation of 15 minutes of Stafford History.
Ms. Sadie Williams, Historian and local resident provided the City Council with a 15 minute presentation on Sammy Magana.
(b) No action was taken on this item.

Councilmember Herrera exited the meeting at 7:09 P.M.

8. Appointment of the following committees:

(a) Appointments to the **Planning & Zoning Commission**.

Mayor Willis stated that he had spoken to William Bostic, Joe Rome, Adam Sanchez and Aldrin George all wish to continue to serve on the commission. His recommendation. Both Mary Ann Smith and Lana Hoelsing are in July and we just appointed Mr. Vairamon.

Mayor Willis invited members of the public to address City Council on this item.

Mary Ann Smith, Stafford Run Subdivision – stated that the Mayors recommendations were sound and reasonable.

Councilmember Rosas made a motion to accept Mayor Willis’s recommendation for reappointment to the Planning & Zoning Commission. Councilmember Chen duly seconded the motion. Mayor Willis called the roll for a vote. Mayor Willis, Councilmembers Guerra, Rosas, Jones and Chen voted “yes”; none against. Mayor Willis announced the result of the vote (5-0) and declared the motion approved. Mayor Pro Tem Mathew absent from the meeting and Councilmember Herrera absent for the vote.

Councilmember Herrera exited the meeting at 7:13 P.M.

(b) Appointments to the **Parks Committee**.

Mayor Willis informed the Council that there had been a vacancy for some time on the Parks Committee and he has found what he believes is a suitable and capable replacement, however, in the meantime Ms. Antonia Comardo has submitted her resignation from the Committee so he will be turning his attention to another suitable candidate to which he will bring to the Committee in July. Mayor Willis recommended “Lali Castille” for the open position on the Parks Committee and reappointing: Harvey Koudelka, Joji Jorge, Mary Ann Smith, Linda Burks, John Rose and Trina Reed for two year terms

Mayor Willis invited members of the public to address City Council on this item.

Mary Ann Smith, Stafford Run Subdivision – stated that the Mayors recommendations were appropriate.

Councilmember Rosas made a motion to accept the recommendation of appointment and reappointment per the Mayor for the Parks Committee for two year terms. Councilmember Guerra duly seconded the motion. Mayor Willis called the roll for a vote. Mayor Willis, Councilmembers Guerra, Rosas, Jones, Chen and Herrera voted “yes”; none against.. Mayor Willis announced the result of the vote (6-0) and declared the motion approved. Mayor Pro Tem Mathew absent.

(c) Appointments to the **Stafford Economic Development Corporation (SEDC)**.

Mayor Willis invited members of the Public to address City Council on this item.

No members of the Public addressed City Council.

Councilmember Rosas made a motion to accept the recommendation by Mayor Willis of the expired terms of 08/2020 for Lawrence Vaccaro, Ken Mathew and Wen Guerra to be reappointed with terms to expire 08/2022. Councilmember Guerra duly seconded the motion. Mayor Willis called the roll for a vote. Mayor Willis, Councilmembers Guerra, Rosas, Jones, Chen and Herrera voted “Yes”; none against. Mayor Willis announced the result of the vote (6-0) and declared the motion approved. Mayor Pro Tem Mathew was absent.

Councilmember Rosas made a motion to approve the Mayors recommendation to appoint Damon Leonetti, Gwen Goodwin, Joe Rome and Randy Krahn to the Board of Directors for terms to expire 08/2023. Mayor Willis, Councilmembers Guerra, Rosas, Jones, Chen and Herrera voted “Yes”; none against. Mayor Willis announced the result of the vote (6-0) and declared the motion approved. Mayor Pro Tem Mathew was absent.

(d) Appointments to the City Council & Advisory Committees not outlined in items a-c. [Humane; Technology & Multimedia; Fourth of July; Finance; Compensation, Personnel Policy & Benefits; Legislative; Stafford Centre]

(e) Consideration of appropriate action on item (a-d).

Humane Committee

Mayor Willis invited members of the Public to address City Council on this item. No members of the Public addressed City Council.

Councilmember Rosas made a motion to appoint herself to Chair of the Humane Committee and Councilmember Chen as the Vice Chair. Councilmember Chen duly seconded the motion. Mayor Willis called the roll for a vote. Mayor Willis, Councilmembers Guerra, Rosas, Jones, Chen and Herrera voted “Yes”; none against. Mayor Willis announced the result of the vote (6-0) and declared the motion approved. Mayor Pro Tem Mathew was absent.

Technology and Multimedia Committee

Councilmember Rosas made a motion to appoint herself to Chair of the Technology and Multimedia Committee and Councilmembers Don Jones and Xavier Herrera to join her on the Committee. Councilmember Guerra duly seconded the motion. Mayor Willis called the roll for a vote. Mayor Willis, Councilmembers Guerra, Rosas, Jones, Chen and Herrera voted “Yes”; none against. Mayor Willis announced the result of the vote (6-0) and declared the motion approved. Mayor Pro Tem Mathew was absent.

Fourth July Committee

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

Finance Committee

Councilmember Guerra made a motion to appoint Mayor Cecil Willis, Mayor Pro Tem Mathew and Councilmember Chen to the Finance Committee. Councilmember Rosas duly seconded the motion. Mayor Willis called the roll for a vote. Mayor Willis, Councilmembers Guerra, Rosas, Jones, Chen and Herrera voted “Yes”; none against. Mayor Willis announced the result of the vote (6-0) and declared the motion approved. Mayor Pro Tem Mathew was absent.

Compensation, Personnel Policy & Benefits Committee

Councilmember Jones made a motion to appoint himself, Mayor Pro Tem Mathew and Councilmember Guerra to the Compensation, Personnel Policy and Benefits Committee. Councilmember Rosas duly seconded the motion. Mayor Willis called the roll for a vote. Mayor Willis, Councilmembers Guerra, Rosas, Jones, Chen and Herrera voted “Yes”; none against. Mayor Willis announced the result of the vote (6-0) and declared the motion approved. Mayor Pro Tem Mathew was absent.

Legislative Committee

Mayor Willis invited members of the Public to address the City Council on this item. No members of the public addressed City Council.

Councilmember Guerra made a motion to appoint Mayor Willis, Himself and Councilmember Herrera to the Legislative Committee. Councilmember Rosas duly seconded the motion. Mayor Willis called the roll for a vote. Mayor Willis, Councilmembers Guerra, Rosas, Jones, Chen and Herrera voted “Yes”; none against. Mayor Willis announced the result of the vote (6-0) and declared the motion approved. Mayor Pro Tem Mathew was absent.

Stafford Centre Committee

Councilmember Guerra made a motion to appoint Councilmember Guerra and Rosas and Mayor Willis to the Stafford Centre Committee. Councilmember Rosas duly seconded the motion. Mayor Willis called the roll for a vote. Mayor Willis, Councilmembers Guerra, Rosas, Jones, Chen and Herrera voted “Yes”; none against. Mayor Willis announced the result of the vote (6-0) and declared the motion approved. Mayor Pro Tem Mathew was absent.

9. (a) Discussion of a Resolution of the City of Stafford approving as a project of the Stafford Economic Development Corporation for the demolition of existing structures within the City of Stafford.

(b) Mayor Willis opened the Public Hearing at 8:15 pm.
No members of the Public addressed City Council.
Mayor Willis closed the Public Hearing at 8:16 pm

(c) Councilmember Rosas made a motion to approve the resolution as presented. Councilmember Chen duly seconded the motion. Mayor Willis called the roll for a vote.

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

10. (a) Discussion of a Tax Abatement Agreement with Stafford Park Property LLC and Glove Ventures, LLC – USA Gloves in Reinvestment Zone No. 26 located at 11325 Cash Road in the City of Stafford, Fort Bend County, Texas

Attorney, Art Pertile provided an introduction to this item and reminded Council of the appropriate motion should they want to proceed with this item.

Mayor Willis invited members of the public to address City Council on this item. No members of the public addressed City Council.

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

11. (a) Discussion of an ordinance of the City of Stafford, Texas adopting amendment No. 5 to the original budget of the City of Stafford for the 2020-2021 fiscal year; allocating unappropriated funds; providing for detailed line item increases or decreases; providing for severability; and containing other provisions relating to the subject.

Mayor Willis invited members of the public to address City Council on this item. No members of the public addressed City Council.

(c) Councilmember Rosas made a motion to approve the Ordinance for Budget amendment #5 to include the Federal Forfeiture charges and all line item changes as presented. Councilmember Guerra duly seconded the motion. Mayor Willis called the roll for a vote. Mayor Willis, and Councilmembers Guerra, Rosas, Jones, Chen and Herrera voted “yes”; none against. Mayor Willis announced the result of the vote (6-0) and declared the motion approved. Mayor Pro Tem Mathew was absent.

Councilmember Jones exited the meeting

12. (a) Consent Agenda (Items i-v). 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 Municipal Court Director, Nicole Nguyen request to approve training and all related expenses for employees in Municipal Court Department in the amount of \$100.00.

- ii. Approval of Fire Chief, Larry DiCamillo request to approve training and all

related expenses for employees in the Fire Department in the amount of \$1850.00.

- iii. Approval of Police Chief, Richard Ramirez request to approve training and all related expenses for employees in the Police Department in the amount of \$1641.40.
- iv. Approval of an Ordinance amending the records and information management ordinance for the City of Stafford, Texas; providing for a records and information management policy for the City of Stafford, Texas; Designating the City Secretary as records management officer; establishing a records retention schedule and providing for destruction of municipal records; providing for the repeal of all ordinances in conflict herewith; and providing severability.
- v. 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 \$600.00

(b) Councilmember Guerra made a motion to approve the consent agenda as presented. Councilmember Herrera duly seconded the motion. Mayor Willis called the roll for a vote. Mayor Willis, Councilmembers Guerra, Rosas, Chen and Xavier voted “yes”; none against. Mayor Willis announced the result of the vote (5-0) and declared the motion approved. Mayor Pro Tem Mathew was absent and Councilmember Jones was absent for the vote.

13. *Councilmember Jones entered the meeting.*

(a) Consideration of Financial Statements.

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

14. Approval of the following City Council Meeting minutes.

(a) Regular City Council Meeting May 19, 2021

(b) Special City Council Meeting May 24, 2021

(c) Councilmember Guerra made a motion to approve the May 19, 2021 minutes with corrections. Councilmember Rosas duly seconded the motion. Mayor Willis called the roll for a vote. Mayor Willis, Councilmembers Guerra, Rosas, Jones, Chen and Xavier voted “yes”; none against. Mayor Willis announced the result of the vote (6-0) and declared the motion approved. Mayor Pro Tem Mathew was absent.


(d) Councilmember Chen made a motion to approve the May 24, 2021 minutes as presented. Councilmember Guerra duly seconded the motion. Mayor Willis called the roll for a vote. Mayor Willis, Councilmembers Guerra, Rosas, Jones, Chen and Xavier voted “yes”; none against. Mayor Willis announced the result of the vote (6-0) and declared the motion approved. Mayor Pro Tem Mathew was absent.

15. (a) Discussion of requests by Councilmembers for future agenda items.
(b) There were no motions for future agenda items.


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

THE MEETING ADJOURNED AT 8:35 PM.

ATTEST:



Nicola Browe
Acting City Secretary



Cecil Willis Jr.
Mayor