

**ALLEN OWEN**  
Mayor

**JERRY WYATT**  
Mayor Pro Tem  
Councilmember at Large Position 1

**DANNY NGUYEN**  
Councilmember at Large Position 2



**BOBBY MARSHALL**  
Councilmember District A

**DON SMITH**  
Councilmember District B

**ROBIN ELACKATT**  
Councilmember District C

**FLOYD EMERY**  
Councilmember District D

## **CITY COUNCIL SPECIAL MEETING MINUTES**

The City Council of the City of Missouri City, Texas, met in special session **Monday, October 24, 2011, at 6:00 p.m.** at City Hall, Second Floor Council Chambers, 1522 Texas Parkway, Missouri City, Texas, to consider the following:

### **1. CALL TO ORDER**

Mayor Owen called the meeting to order at 6:05 p.m.

Those also present: Mayor Pro Tem Wyatt, Councilmembers Nguyen, Marshall, Smith and Emery; Interim City Manager Mueller, City Attorney Kelley, City Secretary Gonzalez, Assistant City Manager Atkinson and Assistant City Manager Elmer, Judge Champagne, Court Administrator Haney, Judge Richter, Director of Development Services Smith, Director of Finance Vela, Director of Communications Brescian, Project Manager Marvin, Public Information Manager Walker, Golf Course Manager Stittleburg, and Purchasing Manager Oberrender. Also present: Rick Staige of Traffic Engineers, Inc. Absent: Councilmember Elackatt

### **2. DISCUSSION/POSSIBLE ACTION**

(a) Discuss and consider municipal court operations.

Assistant City Manager Atkinson reviewed information discussed from the Council retreat held on September 23<sup>rd</sup> noting there is no cost difference in providing a night versus day docket. The schedules of those working the night court would be adjusted to not create additional overtime expense. Judge Champagne stated she would be able to fit it into her schedule. Interim City Manager Mueller suggested a six-month trial period. Mayor Owen addressed the cleanliness of the restrooms at municipal court. Judge Richter noted that on court day, there is a large number of people coming into the building with children causing it to not be as clean on that day.

(b) Discuss and consider generator philosophy for community center and golf pro shop.

Assistant City Manager Elmer discussed the generator philosophy for the community center and golf pro shop stating it would cost approximately \$140,000 to run the whole facility on one generator; this includes designing the facility and upsizing the generator.

(c) Discuss and consider handicap parking at community center and golf pro shop.

Assistant City Manager Elmer discussed the handicap parking at the community center and golf pro shop. Elmer stated the parking lot for the building would have four handicap parking spots located next to the main entrance. Mayor Owen inquired if four handicap parking spots would be enough. Assistant City Manager Elmer noted the parking lot complied with TDLR and ADA requirements. Mayor Owen stated he was inquiring about the current parking noting that four spots are not enough. If Council desires to add additional handicap spaces, staff recommends designating the spaces along the front of the building. For the regular spaces displaced, additional overflow parking will be available across La Quinta near the driving range.

- (d) Discuss and consider parking lot lighting for the community center and golf pro shop.

Assistant City Manager Elmer discussed the parking lot lighting for the community center and golf pro shop. Elmer noted staff researched the various costs of adding different types of permanent lighting to the new parking lot area and presented the following three options for discussion:

	<i>Cost Estimate</i>
Option 1: LED Lighting to match Community Center & Golf Pro Shop parking lot	Under Development
Option 2: Solar Powered Lighting	"
Option 3: Standard High Pressure Sodium Lighting	"
Design Cost	\$12,000

- (e) Discuss and consider the prioritization of miscellaneous course improvements.

Interim City Manager Mueller presented short term and long-term course improvements noting staff had prioritized the short-term improvements and added more detailed cost estimates to present for discussion of adding the improvements to the community center and golf pro shop project budget. The current short-term improvements are: practice range, demolishing cart barn, restrooms on course and cart path repairs at La Quinta adding a total of \$466,000. The amount is adjustable by determining if all seven restrooms are in need. Interim City Manager Mueller advised placing these short-term items on hold until the project is closer.

- (f) Discuss and consider interior design contract for the community center.

Assistant City Manager Elmer discussed interior design contract for the community center. The major component of the interior design is selection of the furniture and fixtures that require purchase by the City and installed prior to opening the facility. Due to the unknown lead times for delivery of the furniture and fixtures, staff feels it is necessary to begin moving forward with the interior design. Based on staff review of qualifications, experience, and price, staff ranked Interior Design Group as the preferred firm. In an informal RFP process, negotiation of price with the preferred vendor is allowable, and staff recommends a revised proposal of \$22,500 (plus expenses). The City will execute its standard agreement. Staff recommends authorization of a contract with Interior Design Group in the amount of \$22,500 plus reimbursable expenses for interior design services with the estimated total costs including expenses at \$24,000.

Council recessed Special City Council meeting at 7:20 p.m. to begin the Missouri City Recreation and Leisure Local Government Corporation meeting.

### 3. CLOSED EXECUTIVE SESSION

After proper notice given pursuant to the Texas Open Meetings Act, the City Council went into executive session at 8:15 p.m. regarding:

**Texas Government Code, Section 551.074** – Deliberation concerning the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: city manager.

### 4. RECONVENE

### 5. ADJOURN

Councilmember Marshall moved to have Chris Hartung contact Ed Broussard and offer the position of City Manager, should he accept. Mayor Pro Tem Wyatt seconded. **MOTION PASSED UNANIMOUSLY.**

The Special City Council meeting adjourned at 8:30 p.m.

ATTEST:

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Allen Owen, Mayor

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Maria Gonzalez, City Secretary