

YOLANDA FORD
Mayor

VASHAUNDRA EDWARDS
Councilmember at Large Position No. 1

CHRIS PRESTON
Mayor Pro Tem
Councilmember at Large Position No. 2



CHERYL STERLING
Councilmember District A

JEFFREY L. BONEY
Councilmember District B

ANTHONY G. MAROULIS
Councilmember District C

FLOYD EMERY
Councilmember District D

CITY COUNCIL SPECIAL MEETING AGENDA

Notice is hereby given of a Special City Council Meeting to be held on **Monday, March 16, 2020, at 5:30 p.m.** at: **City Hall, Council Chamber, 2nd Floor**, 1522 Texas Parkway, Missouri City, Texas, 77489, for the purpose of considering the following agenda items. All agenda items are subject to action. The City Council reserves the right to meet in a closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551 of the Texas Government Code.

1. CALL TO ORDER

2. DISCUSSION/POSSIBLE ACTION

- (a) Discuss Sienna 325, L.P.'s request to disannex approximately 34.16 acres of land for a residential development. The proposed area of disannexation is currently zoned SD suburban district with Specific Use Permit No. 193, providing for a temporary construction yard, and is located north of the Sienna Steep Bank Village residential subdivision, south of McKeever Road, east of Sienna Parkway, and west of Westpoint Estates residential subdivision. The proposed area of disannexation is designated for suburban commercial uses on the Future Land Use map of the Comprehensive Plan.
- (b) Discussion regarding user fee recommendation.
- (c) Discuss the procurement of executive search firm services for the position of the city manager.
- (d) Consider and discuss the City's board, committee, and commission member appointments and reappointments.

3. CLOSED EXECUTIVE SESSION

The City Council may go into Executive Session regarding any item posted on the Agenda as authorized by Title 5, Chapter 551 of the Texas Government Code. Notice is hereby given that the City Council may go into Executive Session in accordance with the following provision of the Government Code:

Texas Government Code, Section 551.071 – Consultation with attorney to seek or receive legal advice regarding pending or contemplated litigation, a settlement offer, or on a matter in which the duty of the attorney to the City under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act: (i) Mitchell Carter v. City of Missouri City, et al.(Fort Bend County Cause No. 19-DCV-265905 in the 458th District Court of Fort Bend County, Texas and Cause No. 19-DCV-265895 in the 268th District Court of Fort Bend County, Texas; (ii) Ivy Kenneth Joy L. Mirafior and Josefina P. Serrano v. the City of Missouri City, Texas, and Yolanda Ford, in her official capacity as Mayor of the City of Missouri City, Texas (Harris County Cause Number 201975796 in the 234th District Court of Harris County); and (iii) Jerry Flowers & Linda Flowers vs. Trent Williams, Missouri City, Texas, & the Manors Property Owners Association, Inc. (Cause No. 20-DCV-270180 in the 400th District Court of Fort Bend County).

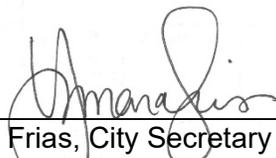
Texas Government Code, Section 551.074 – Deliberations concerning the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee: the city manager, city attorney, and city secretary.

- 4. **RECONVENE** into Special Session and consider action, if any, on items discussed in Executive Session.
- 5. **ADJOURN**

In compliance with the Americans with Disabilities Act, the City of Missouri City will provide for reasonable accommodations for persons attending City Council meetings. To better serve you, requests should be received 24 hours prior to the meetings. Please contact Maria Jackson, City Secretary, at 281.403.8686.

CERTIFICATION

I certify that a copy of the March 16, 2020, agenda of items to be considered by the City Council was posted on the City Hall bulletin board on March 12, 2020, at 4:00 p.m.



Yomara Frias, City Secretary Department

I certify that the attached notice and agenda of items to be considered by the City Council was removed by me from the City Hall bulletin board on the ____ day of _____, 2020.

Signed: _____

Title: _____



CITY COUNCIL AGENDA ITEM COVER MEMO

March 16, 2020

To: Mayor and City Council
Agenda Item: 2(a) Sienna Disannexation Request
Submitted by: E. Joyce Iyamu

SYNOPSIS

On or about February 7, 2020, the City of Missouri City (the "City") received a request from Sienna 325, L.P. for the disannexation of 34.16 acres of land. This is a briefing to inform the City Council about the request and the projected timeline.

STRATEGIC PLAN 2019 GOALS ADDRESSED

- Have quality development through buildout

BACKGROUND

Pursuant to Sections 43.142 and 43.145 of the Texas Local Government Code and Section 2.02 of the City's Home Rule Charter, Sienna 325, L.P. ("Sienna") has requested that the City of Missouri City disannex an approximate 34.16-acre tract of land for residential development. Sienna desires to utilize the land for single family residential uses set forth in the City's zoning ordinance as R-1, R-1-A, R-2, R-3, R-4, R-5, R-6, or other acceptable single family uses. If disannexed, the land may become subject to a land development agreement that incorporates portions of the Sienna Plantation Joint Development Agreement, as amended.

The land is located within the corporate limits of Missouri City, Texas, north of the Sienna Steep Bank Village residential subdivision, south of McKeever Road, east of Sienna Parkway, and west of the Westpoint Estates residential subdivision. The proposed schedule for the disannexation is as follows:

Monday, March 16, 2020	City Council briefed on disannexation request.
Wednesday, March 25, 2020	Publication, posting of 1st public hearing on website. Notice of 1st public hearing to Fort Bend Independent School District. Notice of 1st public hearing to public entities. Notice of 1st public hearing to each railroad company that serves the city and is on the city's tax roll if the company's right-of-way is in the area proposed for disannexation.
Wednesday, April 1, 2020	Publication, posting of 2 nd public hearing on website.

Notice of 2nd public hearing to each railroad company that serves the city and is on the city's tax roll if the company's right-of-way is in the area proposed for disannexation.

Monday, April 6, 2020 1st public hearing.
 Monday, April 13, 2020 2nd public hearing. (*Special Meeting*)
 Monday, May 4, 2020 1st reading of disannexation ordinance.
 Monday, May 18, 2020 2nd reading of disannexation ordinance.

BUDGET/FISCAL ANALYSIS

The Property has a market value of \$1,483,330.

Property ID	Account	Owner Name	Owner Name	Address	Description	2019 Market Value
R30713	0007-00-000-0801-907	O0592004	Sienna 325 LP	McKeever RD, Missouri City, TX 77459	0007 T Barnett, ACRES 24.7252, Part of a 34.160 Acre Tract, For Mo City Annex	\$1,211,660
R30715	0007-00-000-0902-907	O0592004	Sienna 325 LP	Sienna PKWY, Missouri City, TX 77459	0007 T Barnett, ACRES 5.5438, Part of a 34.160 Acre Tract, For Mo City Annex	\$271,670
					Total	\$1,483,330

Source: Fort Bend Appraisal District

Purchasing Review: N/A
Financial/Budget Review: Keresa Aaron, Sr. Budget Analyst

SUPPORTING MATERIALS

1. Disannexation request

STAFF'S RECOMMENDATION

No action is required. This item is for informational purposes.

Director Approval: E. Joyce Iyamu

**Assistant City Manager/
 Interim City Manager Approval:** Bill Atkinson

PETITION FOR DISANNEXATION

SIENNA 325, L.P., a Texas limited partnership (the "Petitioner") represents that the Petitioner owns the majority of land of the approximately 34 acres described on the attached **Exhibit "A"** made a part hereof (the "Tract"), all located within the city limits of the City of Missouri City.

Petitioner hereby petitions the City of Missouri City ("City") to disannex all of the Tract so as to be situated outside the City boundaries.

Petitioner desires that the Tract be disannexed in accordance with Section 43.142 of the Texas Local Government Code, and not for failure to provide services as that process is set forth in Section 43.141, Texas Local Government Code.

Furthermore, the Petitioner acknowledges that the amount of property taxes and fees collected by the City during the time this Tract has been located within the City is less than or equal to the amount of money that the City has spent for the direct benefit of the areas during that same period; and thus, the Petitioners waive any remedies or rights as set forth in law (specifically Section 43.148, Texas Local Government Code) or equity pertaining to same.

EXECUTED this 7th day of February, 2020.

SIENNA 325, L.P., a Texas limited partnership

By: Sienna 325 GP, LLC, a Texas
limited liability company, its General
Partner

By: 
Name: Alvin San Miguel
Title: Vice President

EXHIBIT A

County: Fort Bend
Project: Sienna
Job No. 133325
MBS No. 13-147

FIELD NOTES FOR 34.160 ACRES

Being a tract containing 34.160 acres of land, located in the Thomas Barnett League, Abstract 7, in Fort Bend County, Texas; Said 34.160 acre tract being a call 34.160 acre tract recorded in the name of Sienna 325 LP in File Number 2013157640 of the Official Records of Fort Bend County (O.R.F.B.C); Said 34.160 acre tract being more particularly described by a metes and bounds description as follows (bearings being based on the Texas Coordinate System, South Central Zone, NAD 83, as derived from GPS observations):

Beginning at a 5/8-inch iron rod found at the southeast corner of Sienna Parkway (140-foot width) as described in a Right-of-Way Deed recorded in Volume 2030, Page 958 of the O.R.F.B.C., from which the northeast corner of Sienna Parkway (160-foot width) as dedicated in a Roadway Plat recorded in Slide Number 1176 B of the Fort Bend County Plat Records (F.B.C.P.R.) and the northwest corner of Reserve "A", Sienna Steep Bank Village, Section One bears North 87 degrees 13 minutes 35 seconds East, a distance of 11.60 feet;

Thence, with the easterly Right-of-Way (R.O.W.) line of said Sienna Parkway (140-foot width), the following four (4) courses:

- 1) 239.18 feet along the arc of a curve to the right, said curve having a radius of 1930.00 feet, a central angle of 07 degrees 06 minutes 02 seconds and a chord that bears North 29 degrees 40 minutes 24 seconds West, a distance of 239.03 to a 5/8-inch iron rod found;
- 2) North 26 degrees 05 minutes 04 seconds West, a distance of 1001.33 feet to a 5/8-inch iron rod found;
- 3) 351.86 feet along the arc of a curve to the right, said curve having a radius of 1930.00 feet, a central angle of 10 degrees 26 minutes 44 seconds and a chord that bears North 20 degrees 50 minutes 36 seconds West, a distance of 351.37 feet to a 5/8-inch iron rod found;
- 4) North 15 degrees 40 minutes 51 seconds West, a distance of 82.58 feet to a the southerly R.O.W. line of McKeever Road (80-foot width), a R.O.W. recorded in File Number 1941033014 of the O.R.F.B.C. and the northerly line of aforesaid 34.177 acre tract, from which a found 5/8-inch iron rod bears South 87 degrees 55 minutes 51 seconds West, a distance of 1.05 feet;

Thence, with the northerly and easterly line of said 34.177 acre tract, the following eight (8) courses:

- 1) North 87 degrees 04 minutes 27 seconds East, a distance of 430.74 feet to a 5/8-inch iron rod found;
- 2) 449.82 feet along the arc of a curve to the right, said curve having a radius of 638.60 feet, a central angle of 40 degrees 21 minutes 30 seconds and a chord that bears South 72 degrees 26 minutes 59 seconds East, a distance of 440.58 feet to a 5/8-inch iron rod found;

- 3) South 44 degrees 25 minutes 45 seconds East, a distance of 222.07 feet to a 5/8-inch iron rod found, from which a concrete monument with 2-inch disk found on the southwest line of Silver Ridge, Section One, a subdivision recorded in Slide Numbers 609B and 610A bears North 72 degrees 22 minutes 57 seconds East, a distance of 73.02 feet;
- 4) South 32 degrees 08 minutes 14 seconds East, a distance of 1055.74 feet to a 5/8-inch iron rod found, from which a concrete monument with 2-inch brass disk found on the southwesterly line of said Silver Ridge, Section One bears North 48 degrees 51 minutes 41 seconds East, a distance of 76.68 feet;
- 5) South 44 degrees 04 minutes 44 seconds East, a distance of 196.36 feet to a 5/8-inch iron rod found;
- 6) South 61 degrees 04 minutes 14 seconds East, a distance of 182.65 feet to a 5/8-inch iron rod found;
- 7) South 76 degrees 39 minutes 34 seconds East, a distance of 152.10 feet to a 5/8-inch iron rod found;
- 8) South 06 degrees 10 minutes 26 seconds West, a distance of 23.98 feet to a 5/8-inch iron rod found on the northerly line of Reserve "A", Sienna Steep Bank Village, Section Three, a subdivision recorded in Slide Numbers 1771A and 1771B of the F.B.C.P.R.;

Thence, with the northerly line of said Reserve "A" and the northerly line of aforesaid Reserve "A", Sienna Steep Bank Village, Section One, South 87 degrees 13 minutes 35 seconds West, a distance of 1304.77 feet to the **Point of Beginning** and containing 34.160 acres of land.

PLAT OF SURVEY WAS PREPARED IN CONNECTION WITH THE HEREIN DESCRIPTION AND FILED UNDER JOB NUMBER 133325, GBI PARTNERS, LP.

GBI PARTNERS, L.P.
TBPELS Firm No. 10130300
Ph: 281.499.4539
December 23, 2019



CITY COUNCIL AGENDA ITEM COVER MEMO

March 16, 2020

To: Mayor and City Council
Agenda Item: 2(b) Review and Approval of User Fee Study Recommendations
Submitted by: Allena Portis, Director of Financial Services

SYNOPSIS

The City has been working with Willdan to complete a User Fee Study focused on development related services. Many of these fees are for services that benefit an individual or group, and are not fully supported by tax revenue. The benefits to reviewing and updated these user fees are to:

1. Reduce General Fund subsidy
2. Better support department funding
3. Set realistic expectations for cost recovery

STRATEGIC PLAN 2019 GOALS ADDRESSED

- Maintain a financially sound City

BACKGROUND

A presentation on the User Fee Study was given to the Finance and Services Committee on October 10, 2019 and the City Council received a presentation on November 18, 2019. A workshop to engage stakeholders including the development/building community was held on February 27, 2020.

City staff and Willdan analyzed user fees for Planning, Building, Public Works, Engineering, Fire, and Animal Control. Analysis included evaluation of staff involved, time estimates, development of fully burdened hourly rates, citywide overhead, and the calculation of a full cost recovery fee. This level of detail provides the basis for the following:

1. Defensible methodology
2. Compliant fees-for-service
3. Reasonable cost of providing services
4. Cost recovery

The City can legally set fees at a level to recover the full cost of providing these services. The underlying assumption for the user fee is that costs of services benefiting individuals and not the entire community should be borne by the individuals receiving the service. In some instances, it is reasonable to establish Fees that do not recover the full cost, which results in a General Fund subsidy. The City benefits by realigning its user fees by:

1. Reducing General Fund subsidy
2. Better supporting the departments' funding
3. Setting realistic expectations for cost recovery

1. Reducing General Fund subsidy
2. Better supporting the departments' funding
3. Setting realistic expectations for cost recovery

The study process provided each department the opportunity to propose additions and deletions to their fee schedules, as well as rename, reorganize, and clarify fees imposed. Based on the consultant's analysis, departments have made recommendations on proposed fees. Certain fees have been recommended to increase or decrease to reflect current program costs while other fees will remain unchanged.

Highlights of Recommended Fees

The proposed fees, recommended by City staff, are presented by department. The Fee Study Document included as an attachment contains a description of the fee, current fee amount, full cost of service, and recommended fee for each fee with a proposed change.

City staff considered the following criteria in making fee recommendations:

- Type of permit and service provided
- Current fees
- Sensitivity to public/customers
- Reasonableness of fees/increases
- Comparisons to neighboring jurisdictions, though fees charged by other cities are not necessarily based on the same methodology or cost recovery principles
- City's desire to better balance subsidizing the cost of services

In order to provide consistent guidelines for setting recommended fees, a cost recovery policy was submitted to Council for review in November 2020. Preparing a cost recovery policy is considered a best practice by the Government Finance Officer's Association.

SUPPORTING MATERIALS

1. Proposed Resolution with schedule of fees
2. Fee Study Document
3. Stakeholder Sign-In Sheet

STAFF'S RECOMMENDATION

Recommended Action:

Staff recommends Council approve the resolutions setting the various fees recommended in the fee schedules with an effective date of May 1, 2020.

Director Approval: Allena Portis, Director of Financial Services

**Assistant City Manager/
Interim City Manager Approval:** Bill Atkinson

RESOLUTION NO. R-20-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS, APPROVING A FEE SCHEDULE; REPEALING RESOLUTION NO. R-19-24; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE; AND MAKING CERTAIN FINDINGS RELATING THERETO.

* * * * *

Whereas, the City of Missouri City, Texas makes certain services, documents and publications, and facilities available to the public; and

Whereas, these changes are in response to and in conformance with the recently amended Section 214.907, Local government Code as added by House Bill 852 and signed into effect immediately on May 21, 2019; and

Whereas, the fees established herein are no more than reasonably necessary to cover the City's cost of exercising proper police regulation through its development, building permit and inspection program; and

Whereas, the City Council of the City of Missouri City has determined that it is in the best interest of the health, safety and general welfare of the public to adopt this Resolution.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS:

Section 1. That all matters stated herein above are found to be true and correct.

Section 2. The fees associated with building codes, fire codes, right-of-way use, and development and planning shall be in the amounts specified in the Schedule of Fees attached hereto as Exhibit "A" and made a part hereof.

Section 3. The officers and employees of the City are hereby authorized and directed to execute such instruments and take such actions as are consistent with the provisions of this Resolution.

Section 4. Repeal. Resolution No. R-19-24, adopted on July 15, 2019, is repealed as of the effective date of this Resolution. Additionally all other resolutions or parts of resolutions, if any, in conflict herewith, shall be and are expressly repealed to the extent of such conflict.

Section 5. That this Resolution will become effective immediately.

Section 6. Severability. In the event any clause, phrase, provision, sentence or part of this Resolution or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Resolution as a whole or any part or

provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Missouri City, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

PASSED, APPROVED and ADOPTED this 16th day of March, 2020.

Yolanda Ford, Mayor

ATTEST:

APPROVED AS TO FORM:

Maria Jackson, City Secretary

E. Joyce Iyamu, City Attorney

EXHIBIT "A"

SCHEDULE OF FEES

DESCRIPTION		FEEs
I.	<u>In General</u>	
	A. Commercial change of occupancy	
	1. Change of occupancy inspection	\$100.00 \$150.00
	2. General electric inspection	\$50.00 \$75.00
	3. Site inspection	\$25.00 \$50.00
	B. Re-inspections¹	
	1. First re-inspection	\$25.00 \$35.00
	2. Subsequent re-inspections will increase by \$25.00 \$35.00	
	C. Temporary construction trailer/dumpster and/or storage container	
	1. Permit fee	\$100.00 each \$95.00
II.	<u>Building</u>	
	A. Non Residential Plan-review fee	

¹ Where there is a conflict between a general re-inspection fee and a specific re-inspection fee, the specific re-inspection fee shall apply.

	<p>1. When the valuation of the proposed construction exceeds \$1,000.00 and the City requires a plan to be submitted, a plan-review fee shall be paid to the City at the time of submitting plans and specifications for review. Such plan-review fee is <u>in addition</u> to the building permit fee.</p>	<p>1/2 of the required building permit fee for the initial review; \$0.00 for the first resubmittal²; \$75.00 per hour with a two hour minimum for each additional resubmittal</p>
	<p>2. Verification of previously approved plans</p>	<p>\$1.00 per page</p>
	<p>3. Flat Plan-review fee</p>	<p>NEW FEE \$100.00</p>

² A building plan resubmittal includes, but is not limited to, a revision to a submitted plan in response to staff comments, a customer-initiated modification to a submitted plan, and any revision to a submitted plan after the issuance of a building permit directly related to such plan.

	B. Non-Residential Building permit fee (based on the valuation of the proposed construction)	
	1. Less than \$1000.00	\$15.00
	2. \$1,000.00 to \$49,999.99	\$15.00 for the first \$1,000 plus \$5.00 for each additional thousand or fraction thereof, to and including \$49,999.99
	3. \$50,000.00 to \$99,999.99	\$260.00 for the first \$50,000 plus \$4.00 for each additional thousand or fraction thereof, to and including \$99,999.99
	4. \$100,000.00 to \$499,999.99	\$460.00 for the first \$100,000 plus \$3.00 for each additional thousand or fraction thereof, to and including \$499,999.99
	5. \$500,000.00 and up	\$1,600.00 for the first \$500,000 plus \$2.00 for each additional thousand or fraction thereof
	C. Residential Building Permit Fee	
	1. Single Family Residential & Duplex Building, including additions	Total square feet x \$0.50
	2. All other categories including Multi-family including additions	Total square feet x \$0.60
	3. Plan Review Fee	Total square feet x \$0.20
	4. Major Remodel	\$75
	5. Minor Remodel	\$50

		6. Roof/Reroof	\$75
		7. Window Installation/Replacement (>5 Windows)	\$50
		8. Window Installation/Replacement (<5 Windows)	\$25
		9. Siding, Façade Changes	\$75
		10. Detached Accessory Structures (Storage Shed, Porch, Carports)	\$100
		11. Patio without Roof	\$50
		12. Solar Panels	\$100
		13. Driveways and/or Driveway Approach	\$100

	D.	Moving fee	
		1. For the moving of any building or structure, the fee shall be:	\$100.00
	E.	Demolition fee	
		For the demolition of any building or structure, the fee shall be:	
		1. 0 to less than 100,000 cu. ft.	\$ 50.00
		2. 100,000 cu. ft. and over	\$0.50/1000 cu. ft.
	F.	Contractor registration fee	
		1. Plumbing	\$0.00/year
		2. Electrical	\$0.00/year
		3. Mechanical	\$80.00/year \$100.00/year
		4. Building	\$80.00/year \$100.00/year
		5. Sign	\$80.00/year \$100.00/year
		6. Swimming pool	\$80.00/year \$100.00/year
		7. Irrigation	\$80.00/year \$100.00/year
	G.	Consultant fee	
		1. Plan review	Plan review fee plus the actual cost
		2. Inspection	Inspection fee plus the actual cost
III.		<u>Plumbing</u>	

	Permit application fee	\$15.00 \$30.00
	Plumbing fixture or trap, or set of fixtures on one trap (including water and drainage piping)	\$5.00 each
	Water heater	\$10.00 each
	Water treating equipment	\$10.00 each
	Boiler	\$25.00 each
	Interceptor or separator	\$25.00 each
	Sample well	\$10.00 each
	Storm inlet or area drain	\$5.00 each
	Storm sewer (per 200 linear feet)	\$15.00 each
	Roof drain	\$5.00 each
	Sanitary sewer (per 200 linear feet)	\$15.00 each
	Manhole	\$5.00 each
	Water piping	\$15.00 each
	Residential irrigation system	\$30.00 each
	Commercial irrigation system	\$50.00 each
	Backflow prevention device	\$10.00 each
	Vacuum breaker	\$2.50 each
	Water heating equipment replacement	\$30.00 each
	All other plumbing-related installations	\$5.00 each
	Homeowner plumbing permit	\$25.00
IV.	<u>Gas</u>	
	Permit application fee	\$15.00 \$30.00
	Gas piping system	\$15.00 each

		Fixture/gas opening	\$5.00 each
		Furnace, boiler, water heater or other heating appliance	\$5.00 each
		All other gas-related installations	\$5.00 each
		Gas test	\$20.00 each
		Temporary gas cut in	\$25.00 each
		Emergency same day gas test	\$85.00 each
V.		<u>Electrical</u>	
	A.	General electrical fees	
		1. Permit application fee	\$15.00 \$30.00
		2. Meter loop and service	\$ 15.00 each
		3. Lighting fixture or receptacle	\$.50 each
		4. Fixed appliances	\$5.00 each
		5. Temporary electric pole	\$15.00 each
		6. Temporary wiring	\$5.00 each
		7. Temporary cut in	\$ 25.00 each
		8. Sub-panel	\$5.00 each
		9. Transformer	\$5.00 each
		10. Generator (residential)	\$35.00 each
		11. Generator (commercial)	\$70.00 each
		12. Area lighting pole	\$25.00 each
		13. Underground wire installation (per 100 linear feet)	\$10.00
		14. Reconnect fee	\$ 20.00 each
		15. Sign circuit	\$5.00 each
		16. Special event wiring	\$25.00 each

		17. Emergency same day reconnect fee	\$85.00 each
		18. All other electrical-related installations	\$15.00 each

	B. Motors	
	1. Less than 10 HP	\$5.00 each
	2. 10 HP to less than 100 HP	\$15.00 each
	3. 100 HP and over	\$25.00 each
	4. X-ray machines	\$10.00 each
VI.	<u>Mechanical</u>	
	Permit application fee	\$15.00 \$30.00
	Duct system	Minimum \$20.00 \$30.00 each, plus \$2.00 per outlet
	Clothes dryer vent	\$5.00 each
	Residential exhaust fan	\$5.00 each
	Fire damper	\$10.00 each
	Refrigeration	Minimum \$25.00 per unit plus \$3.00 per HP
	New cooling tower installation	\$100.00 each plus \$1.00 per ton
	Cooling tower replacement	\$100.00 each
	Commercial vent hood and exhaust	\$30.00 each
	Heating unit only	\$30.00 each
	Evaporator coil and drain	\$15.00 each
	Air conditioning units only	\$30.00 each

		Combined heating and air conditioning system	Minimum \$30.00 plus \$3.00 per ton
		VAV, mix boxes	\$15.00 \$25.00
		Commercial ventilating equipment or fans	\$50.00 each
		All other mechanical-related installations	\$15.00 each
VII.		<u>Infrastructure</u>	
	A.	Major construction improvement and right of way permits³	
		1. Percent of construction costs	1% for first 1.5% for first \$500,000 valuation and .75% for first 1.00% for \$500,000 (and above) up to \$5,000,000 and .75% for all valuation exceeding \$5,000,000 (NEW FEE) Capped at \$75,000

³ This subsection does not include fees for network providers, as provided by V.T.C.A., Local Government Code Ch. 284. See subsection VII.D below.

	B. Plan review	
	<p>1. Construction Plans 0 acres to less than 6 acres</p> <p>6.00 acres to less than 16 acres</p> <p>16.00 acres to less than 100 acres</p> <p>100 acres and greater</p>	<p>\$200.00-Initial \$300.00-Initial review; \$100.00 1st resubmittal; \$50.00 for each additional resubmittal</p> <p>\$250.00-Initial \$350.00 Initial review; \$125.00 1st resubmittal; \$65.00 for each additional resubmittal</p> <p>\$350.00-Initial \$500.00 Initial review; \$175.00 1st resubmittal; \$85.00 for each additional resubmittal</p> <p>\$500.00-Initial \$700.00 Initial review; \$250.00 1st resubmittal; \$125.00 for each additional resubmittal</p>

	<p>2. Grading Plans (area being recontoured)</p> <p>0 acres to less than 3 acres</p> <p>3 acres to less than 15 acres</p> <p>15 acres or greater</p>	<p>\$25.00 each \$35.00 each</p> <p>\$50.00 each \$75.00 each</p> <p>\$100.00 each \$150.00 each</p>
	<p>3. Commercial Development</p>	<p>\$100.00 Initial \$150.00 Initial submittal; \$50.00 1st resubmittal; \$25.00 for each additional resubmittal</p>
	<p>4. Major Landscaping</p>	<p>\$200.00 Initial \$300.00 Initial submittal; \$100.00 1st resubmittal; \$50.00 for each additional resubmittal</p>
	<p>5. Expedited Plan Review (plans will be reviewed in 5 days or less if the City has available staff)</p>	<p>The applicable fee for such plan review shall be doubled</p>
	<p>C. Variation review</p>	
	<p>1. Variation review fee</p>	<p>\$50.00 each \$100.00 each</p>
	<p>D. Wireless Services Right-of-Way Fees</p>	
	<p>1. Network node right-of-way permit application</p>	<p>The lesser of 1% of the valuation of the project or \$100.00</p>

	2. Network nodes right-of-way permit application	\$500.00 per application for up to five (5) network nodes; \$100.00 for each additional node
	3. Pole right-of-way permit application	\$200.00
	4. Transport facility right-of-way permit application	The lesser of 1% of the valuation of the project or \$100.00
	5. Resubmission Fee	\$50.00
	6. Monthly rate for transport facilities	\$28.00 per month per network node for which backhaul is provided by the transport facility
	7. Annual rate for network nodes on City service poles	\$20.00 per year per service pole
	8. Annual rate for network providers	\$250.00 per network node in right-of-way
	9. Annual rate adjustment	After the first year after the effective date of this Resolution, and every year thereafter, the annual rate set forth in Subsection VII. D.6 above shall be increased by an amount equal to one-half (1/2) the annual change, if any, in the consumer price index.

	E	Floodplain Permit	
		1. Floodplain permitting fees (minimum)	NEW FEE \$100.00
		2. Floodplain permitting fees multiple lots requiring map revision – Initial Review Fee up to 25 acres	NEW FEE \$350.00
		3. Floodplain permitting fees multiple lots requiring map revision - Initial Review Fee exceeding 25 acres	NEW FEE \$500.00

VIII.		<u>Fences</u>	
		Fences over six feet (the first 50 linear feet)	\$25.00 \$35.00
		Each additional 50 linear feet or part thereof	\$10.00 \$15.00
IX.		<u>Pools</u>	
		Public/semi-public	\$500.00
		Private	\$100.00 \$125.00
		Self-contained spas	\$25.00 \$30.00
X.		<u>Signs</u>	
	A.	Plan review fees Plan review fees for a sign are <u>in addition</u> to a sign permit fee.	
		1. Master sign plan review	\$150.00; \$0.00 for the first resubmittal; \$30.00 for each additional resubmittal
		2. Master sign plan amendment (modification after approval of a master sign plan) review	\$50.00; \$0.00 for the first resubmittal; \$30.00 for each additional resubmittal
		3. Sign permit plan review	50% of the cost of sign permit fee; \$0.00 for the first resubmittal; \$30.00 for each additional resubmittal
	B.	Sign permit fees A sign permit fee is <u>in addition</u> to all applicable plan review fees.	

		1. Signs 96 square feet or less	\$100.00/each \$150.00/each
		2. Signs 97 square feet or more	\$100.00 base fee plus \$.50 \$.75 each sq. ft. over 96 or fraction thereof
		3. Searchlight	\$25.00
		4. Special event signage (no fee, but permit required)	\$0.00
		5. Temporary display	\$25.00
	C.	Re-inspection fees	
		1. Site re-inspection	\$50.00 per re-inspection

XI.		<u>Fire</u>	
	A.	Operational permits- unless otherwise indicated, operational permits shall be renewed annually and will be inspected annually by the fire code official	
		1. Section 105.6.1 Adult or child day care facility	\$50.00 \$150.00
		2. Section 105.6.2 Carbon dioxide systems used in beverage dispensing applications (permitted and inspected every two years)	\$75.00 \$125.00 /every 2 years
		3. Section 105.6.3 Carnivals or fairs (per event)	\$500.00 \$150.00
		4. Section 105.6.4 Compressed gases	\$50.00 \$150.00
		5. Section 105.6.5 Dry cleaning (permitted and inspected every two years)	\$50.00 \$200.00 /every 2 years
		6. Section 105.6.6 Explosives (including, but not limited to, fireworks, pyrotechnic special effects materials, or pyrotechnic special effects) (per fireworks display event) This fee includes the cost of firefighters required to be present at a fireworks display location. Aerial firework displays sponsored by the City of Missouri City shall be exempt from payment of the listed permit fees, but shall obtain a permit and have the required plan review and inspections.	\$1,000.00 \$500.00
		7. Section 105.6.7 Foster home	\$25.00 \$100.00
		8. Section 105.6.8 Flammable and combustible liquids	\$50.00 \$125.00
		9. Section 105.6.9 Hazardous materials	\$50.00 \$200.00
		10. Section 105.6.10 Health care facility (hospitals, nursing homes, health clinics, dialysis clinics):	
		• 1-100 licensed beds	\$100.00 \$150.00
		• 101-150 licensed beds	\$150.00 \$200.00

	<ul style="list-style-type: none"> Over 150 licensed beds 	\$200.00 \$250.00
	11. Section 105.6.11 High-piled storage (permitted and inspected every two years)	\$100.00 \$200.00 /every 2 years
	12. Section 105.6.12 Hot work operations (per site)	\$100.00 \$125.00
	13. Section 105.6.13 Pool supply retail establishment (permitted and inspected every two years)	\$25.00 \$150.00 /every 2 years
	14. Section 105.6.14 Residential care facility	
	a. 3-5 licensed occupancy	\$100.00 \$125.00
	b. 6-16 licensed occupancy	\$150.00
	c. Over 16 licensed occupancy	\$200.00
	15. Section 105.6.15 Rooftop heliports	\$500.00 \$175.00
	16. Section 105.6.16 Temporary storage tanks (per tank)	\$50.00 \$125.00
	17. Section 105.6.17 Tire-rebuilding plants	\$500.00 \$150.00
	18. Operational permit fee for Assembly's	NEW FEE \$80.00
	19. Operational permit for Annual Fire and Life Safety inspections	NEW FEE \$80.00
B.	Construction permits	
	1. Section 105.7.1 Automatic fire-extinguishing systems:	
	a. Fire sprinkler system installation (first 10,000 square feet)	\$100.00 \$250.00
	b. Each additional 10,000 square feet	\$50.00 \$300.00
	c. Remove, add, or relocate 1-25 sprinkler heads	\$25.00 \$125.00

	d. Remove, add, or relocate over 25 sprinkler heads	\$100.00 \$200.00
	e. Fixed fire extinguishing systems	\$50.00 \$110.00
	2. Section 105.7.2 Battery systems (liquid capacity over 50 gallons)	\$100.00 \$110.00
	3. Section 105.7.3 Compressed gases	\$100.00 \$175.00
	4. Section 105.7.4 Fire alarm and detection systems and related equipment (automatic, manual, and/or monitored)	\$100.00 \$175.00
	5. Section 105.7.5 Fire pumps and related equipment	\$100.00 \$125.00
	6. Section 105.7.6 Flammable and combustible liquids	\$100.00 \$175.00
	7. Section 105.7.7 Gates or barriers across roadways or private drives	\$25.00 \$75.00
	8. Section 105.7.8 Hazardous materials	\$150.00 \$350.00
	9. Section 105.7.9 Industrial ovens	\$50.00 \$100.00
	10. Section 105.7.10 LP-gas	\$100.00 \$110.00
	11. Section 105.7.11 Private fire hydrants (per hydrant installation)	\$25.00 \$75.00
	12. Section 105.7.12 Smoke control or smoke exhaust systems	\$50.00 \$100.00
	13. Section 105.7.13 Spraying or dipping	\$150.00 \$200.00
	14. Section 105.7.14 Standpipe systems (per 2 connections)	\$50.00 \$150.00
	15. Section 105.7.15 Temporary membrane structures and tents	\$25.00 \$150.00
	16. Section 105.7.16 Underground private fire mains	\$50.00 \$200.00
	Single family residential automatic fire sprinklers shall be exempt from payment of the listed permit fees, but shall obtain a permit and have the required plan review and inspections.	

	C.	Re-inspection fees	
		1. Site re-inspection	\$50.00 \$150.00 per re-inspection
		2. Subsequent re-inspections will increase by \$25.00	
	D.	Plan Review Fees	
		1. Fire - building review fee	NEW FEE \$85.00
		2. Plan Review- 2nd review after rejections	NEW FEE \$175.00
		3. Plan Review- 3rd review after rejections	NEW FEE \$130.00

XII.		<u>Food Establishment Permit Fees</u>	
	A.	Health fees	
		1. 1 to 4 employees	\$200.00/yr
		2. 5 to 9 employees	\$300.00/yr
		3. 10 to 25 employees	\$400.00/yr
		4. 26 to 50 employees	\$500.00/yr
		5. 51 to 100 employees	\$600.00/yr
		6. 101 or more employees	\$700.00/yr
		7. Mobile vending unit (1 inspection/year)	\$200.00/yr
		8. Day Care Centers – with kitchens (2 inspections/year)	\$100.00/yr \$150.00/yr
		9. Day Care Centers – without kitchens (2 inspections/year)	\$75.00/yr \$100.00/yr
		10. Group Residence (Institution)	NEW FEE \$150.00
		11. Nonprofit establishments of all sizes	\$ \$50.00/yr \$100.00/yr
		12. Pre-opening health inspection	\$100.00 \$150.00
		13. Owner-initiated inspection	\$100.00 \$150.00
		14. Small Establishment under 1,000 sq. ft.	NEW FEE \$200.00
		15. Medium Establishment 1,001 sq. ft. - 10,000 sq. ft.	NEW FEE \$500.00
		16. Large Establishment above 10,000 sq. ft.	NEW FEE \$700.00
		17. Mobile vending unit (1 inspection/year)	NEW FEE \$200.00
	B.	Temporary health permit	

		1. Base fee, including first day	\$55.00
		2. For each additional day of event	\$22.00
		3. Renewal fee following closure of more than 30 days; percent of annual fee plus re-inspection fee	25%
	C.	Health re-inspection Fees	
		1. First re-inspection fee	\$50.00
		2. Second re-inspection fee	\$100.00
		3. Third re-inspection fee	\$150.00
		4. Subsequent re-inspections will increase by \$50.00	

XIII.	<u>Planning Fees</u>	
	Zoning map amendment applications	\$450.00 plus \$25 per acre
	Specific use permit & planned development applications	\$1,200.00
	Conceptual plan applications (residential and non-residential)	\$400.00 plus \$2.00 per residential lot plus \$10.00 per acre not divided into residential lots
	Preliminary plat applications (residential and non-residential)	\$400.00 plus \$6.00 per residential lot plus \$30.00 per acre not divided into residential lots
	Final plat applications (residential and non-residential)	\$500.00 plus \$12.50 per residential lot plus \$80 per acre not divided into residential lots
	Large acreage tract plat	\$300.00
	Minor correction or amending plat	\$300.00
	Vacation of plat	\$1000.00
	Exemptions from platting	\$300.00
	Zoning Board of Adjustment (Appeals/Variance) request	\$300.00 \$500.00
	Discussion items- per P & Z meeting	\$600.00
	Extension of plat approval	\$250.00

	Design review fee (non-residential-architectural, site plan, landscape reviews and related inspections)	\$0.05 per square foot of the entire site with a minimum of \$500.00 and a maximum of \$1,500 per platted reserve
	Design review fee for each additional building	\$.05 per square foot of the building with a maximum of \$200 per building
	Resubmittal for design review (in conjunction with a building permit application)	\$200.00 each resubmittal
	Child-Care Home Site Approval	\$50.00
	Child-Care Center Site Approval (for existing buildings and structures only)	\$50.00
	Pre-Development Meetings	NEW FEE \$100.00
XIV.	<u>After-Hours or Timed Non-Emergency Inspection</u>	
	Hourly fee (2 hours minimum for after-hours inspections)	\$65.00 per hr \$75.00 per hr
XV.	<u>Double Fees</u>	
	With respect to any permit fees enumerated above, where work is started prior to obtaining the applicable permit, the fees specified shall be doubled. Such doubled fee shall not relieve any person from fully complying with the requirements in the execution of the work nor from any other penalties prescribed in the code.	
XVI.	<u>Temporary Parking, Storage, and/or Use of a Recreational Vehicle Owned by an Out-of-Town Guest at an Occupied Residence</u>	

		Permit fee for a maximum period not to exceed ten (10) consecutive days. A maximum of three (3) such permits shall be issued per twelve (12) month period per occupied residence.	\$25.00 each \$35.00 each
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XVII.		<u>Residential Rental Registration</u>	
		Permit for Residential Rental Registration for units not exempt under Subsection 14-527 of the Code of Ordinances	\$50.00 per dwelling unit/year
		Permit for Residential Rental Registration for units exempt under Subsection 14-527 of the Code of Ordinances	\$10.00 per \$15.00 per dwelling unit/year
XVIII.		<u>Portable Storage Unit Placement</u>	
		Permit for placement of portable storage unit	\$25.00 per portable storage unit
XIX.		<u>Manufactured Homes</u>	
		License for manufactured home parks ⁴	\$25 per manufactured home stand
		Permit for parking manufactured homes	\$25 per manufactured home
		Replacement permit for parking manufactured homes	\$10 per permit
XX.		<u>Temporary Use Permit for the Provision of Relief Services</u>	
		Temporary use permit for the provision of relief services approved in accordance with Chapter 22, Article IV of the Missouri City Code	\$0 \$50.00
XXI.		<u>Tobacco Bar Permit</u>	
		Permit for the operation of a tobacco bar pursuant to Subsection 70-107(4) of the Missouri City Code	\$50.00
XXII.		<u>Recording Fees</u>	
		Deeds	\$11 for the first page; \$4 for subsequent pages
		Easements	\$11 for the first page; \$4 for subsequent pages
		Liens	\$11 for the first page; \$4 for subsequent pages

⁴ The manufactured home park license fee includes the cost of a site plan review.

		Releases	\$10 for the first page; \$5 for subsequent pages
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DESCRIPTION – EXISTING FEES	CURRENT FEE	FULL COST OF SERVICE	RECOMMENDED FEE
ANIMAL SERVICES			
Daily Boarding Fees			
Class A- Canine/Feline	\$7.50	\$270.64	\$12.50
Class B- Small Livestock	\$7.50	\$46.45	\$12.00
Class C- Large Livestock	\$10.00	\$46.45	\$15.00
Class D-1- Wild animal unconfined	\$10.00	\$46.45	\$15.00
Class D-1- Wild animal confined	\$10.00	\$46.45	\$15.00
Annual City Registration Fees			
Dog Declared Dangerous by City	\$50.00	\$293.00	\$100.00
Adoption Fees			
Canines	\$85.00 per animal	\$186.99	\$110.00 per animal
Felines	\$70.00 per animal	\$194.90	\$90.00 per animal
Daily Quarantine Fee			
Canines	\$7.50	\$44.42	\$12.00
Felines	\$7.50	\$44.42	\$12.00
BUILDING			
Commercial Change of Occupancy			
Change of occupancy inspection	\$100.00	\$381.14	\$150.00
General electric inspection	\$50.00	\$277.75	\$75.00
Site inspection	\$25.00	\$194.50	\$50.00
Re-Inspections			
First re-inspection	\$25.00	\$98.14	\$35.00
Subsequent re-inspections will increase by	\$25.00	\$98.14	\$35.00
Temporary construction trailer/dumpster and/or storage container			
Permit Fee	\$100.00	\$98.14	\$95.00
Contractor Registration Fee			
Mechanical	\$80.00	\$117.97	\$100.00
Building	\$80.00	\$117.97	\$100.00
Sign	\$80.00	\$117.97	\$100.00
Swimming Pool	\$80.00	\$117.97	\$100.00
Irrigation	\$80.00	\$117.97	\$100.00
Plumbing			
Permit application fee	\$15.00	\$39.15	\$30.00
Gas			
Permit application fee	\$15.00	\$39.15	\$30.00
Electrical			
Permit application fee	\$15.00	\$39.15	\$30.00
Mechanical			
Permit Application Fee	\$15.00	\$39.15	\$30.00

Duct System	Minimum \$20.00 each , plus \$2 per outlet	\$39.15	Minimum \$30.00 each, plus \$2 per outlet
VAV, mix boxes	\$15.00	\$39.15	\$25.00
Infrastructure			
<i>Major construction improvement and right of way permits</i>			
Percent of construction costs	1% for first \$500,000 valuation and 0.75% for all valuation exceeding \$500,000	1.76% for first \$500,000 valuation and 1.13% for all valuation exceeding \$500,000	1.5% for first \$500,000 valuation and 1.00% for \$500,000(and above) up to \$5,000,000 and 0.75% for \$5,000,000 (and above) capped at \$75,000
<i>Plan Review</i>			
Construction Plans:			
0 acres to less than 6 acres	\$200 initial review	\$490.81	\$300 initial review
6.00 acres to less than 16 acres	\$250 initial review	\$643.01	\$350 initial review
16.00 acres to less than 100 acres	\$350 initial review	\$1,102.69	\$500 initial review
100 acres and greater	\$500 initial review	\$1,704.64	\$700 initial review
Grading Plans (area being recontoured)			
0 acres to less than 3 acres	\$25.00	\$157.73	\$35.00
3 acres to less than 15 acres	\$50.00	\$265.63	\$75.00
15 acres or greater	\$100.00	\$505.60	\$150.00
Commercial Development	\$100 initial submittal	\$329.16	\$150 initial submittal
Major Landscaping	\$200 initial submittal		\$300.00 Initial submittal
<i>Variance Review</i>			
Variance Review Fee	\$50.00	\$230.98	\$100.00
<i>Fences</i>			
Fences over six feet (the first 50 linear feet)	\$25.00	\$273.03	\$35.00
Each additional 50 linear feet or part thereof	\$10.00	\$273.03	\$15.00
<i>Pools</i>			
Private	\$100.00	\$344.33	\$125.00
Self-contained spas	\$25.00	\$273.55	\$30.00

<i>Sign Permit Fees</i>			
Signs 96 square feet or less	\$100.00	\$831.04	\$150.00
Signs 97 square feet or more	\$100.00 base fee plus \$0.50 each sq ft over 96 or fraction thereof	\$8.31 each sq ft over 96 or fraction thereof	\$100.00 base fee plus \$0.75 each sq ft over 96 or fraction thereof
FIRE			
Operational Permits			
Section 105.6.1 Adult or child day care facility	\$50.00	\$221.85	\$150.00
Section 105.6.2 Carbon dioxide systems used in beverage dispensing applications	\$75.00/every 2 years	\$133.11	\$125/every 2 years
Section 105.6.3 Carnivals of fairs (per event)	\$500.00	\$177.48	\$150.00
Section 105.6.4 Compressed gases	\$50.00	\$177.48	\$150.00
Section 105.6.5 Dry cleaning	\$50.00/ every 2 years	\$221.85	\$200.00/ every 2 years
Section 105.6.6 Explosives	\$1,000.00	\$532.45	\$500
Section 105.6.7 Foster home	\$25.00	\$133.11	\$100.00
Section 105.6.8 Flammable and combustible liquids	\$50.00	\$133.11	\$125.00
Section 105.6.9 Hazardous materials	\$50.00	\$221.85	\$200.00
Section 105.6.10 Health care facility (hospitals, nursing homes, health clinics, dialysis clinics):			
• 1-100 licensed beds	\$100.00	\$177.48	\$150.00
• 101-150 licensed beds	\$150.00	\$221.85	\$200.00
• Over 150 licensed beds	\$200.00	\$266.22	\$250.00
Section 105.6.11 High-piled storage (permitted and inspected every two years)	\$100.00/every 2 years	\$221.85	\$200.00/every 2 years
Section 105.6.12 Hot work operations (per site)	\$100.00	\$133.11	\$125.00
Section 105.6.13 Pool supply retail establishment (permitted and inspected every two years)	\$25.00/every 2 years	\$177.48	\$150.00/every 2 years
Section 105.6.14 Residential care facility			
3-5 licensed occupancy	\$100.00	\$133.11	\$125.00
Section 105.6.15 Rooftop heliports	\$500.00	\$177.48	\$175.00

Section 105.6.16 Temporary storage tanks (per tank)	\$50.00	\$133.11	\$125.00
Section 105.6.17 Tire-rebuilding plants	\$500.00	\$177.48	\$150.00
Construction permits			
Section 105.7.1 Automatic fire-extinguishing systems:			
a. Fire sprinkler system installation (first 10,000 square feet)	\$100.00	\$266.22	\$250.00
b. Each additional 10,000 square feet	\$50.00	\$332.78	\$300.00
c. Remove, add, or relocate 1-25 sprinkler heads	\$25.00	\$133.11	\$125.00
d. Remove, add, or relocate over 25 sprinkler heads	\$100.00	\$221.85	\$200.00
e. Fixed fire extinguishing systems	\$50.00	\$110.93	\$110.00
Section 105.7.2 Battery systems (liquid capacity over 50 gallons)	\$100	\$110.93	\$110.00
Section 105.7.3 Compressed gases	\$100.00	\$199.67	\$175.00
Section 105.7.4 Fire alarm and detection systems and related equipment (automatic, manual, and/or monitored)	\$100.00	\$199.67	\$175.00
Section 105.7.5 Fire pumps and related equipment	\$100.00	\$133.11	\$125.00
Section 105.7.6 Flammable and combustible liquids	\$100.00	\$177.48	\$175.00
Section 105.7.7 Gates or barriers across roadways or private drives	\$25.00	\$110.93	\$75.00
Section 105.7.8 Hazardous materials	\$150.00	\$354.97	\$350.00
Section 105.7.9 Industrial ovens	\$50.00	\$110.93	\$100.00
Section 105.7.10 LP-gas	\$100.00	\$110.93	\$110.00
Section 105.7.11 Private fire hydrants (per hydrant installation)	\$25.00	\$110.93	\$75.00
Section 105.7.12 Smoke control or smoke exhaust systems	\$50.00	\$133.11	\$100.00
Section 105.7.13 Spraying or dipping	\$150.00	\$221.85	\$200.00
Section 105.7.14 Standpipe systems (per 2 connections)	\$50.00	\$177.48	\$150.00
Section 105.7.15 Temporary membrane structures and tents	\$25.00	\$221.85	\$150.00
Section 105.7.16 Underground private fire mains	\$50.00	\$266.22	\$200.00

Re-inspection fees			
Site re-inspection	\$50.00 per re-inspection	\$221.85 per re-inspection	\$150.00 per re-inspection
Subsequent re-inspections	\$75.00	\$110.93	\$100.00
Food Establishment Permit Fees			
Day Care Centers – with kitchens (2 inspections/year)	\$100.00/yr	\$500.61	\$150.00/yr
Day Care Centers – without kitchens (2 inspections/year)	\$75.00/yr	\$500.61	\$100.00/yr
Nonprofit establishments of all sizes	\$50.00/yr	\$500.61	\$100.00/yr
Pre-opening health inspection	\$100.00	\$500.61	\$150.00
Owner-initiated inspection	\$100.00	\$500.61	\$150.00
PLANNING			
Zoning Board of Adjustment (Appeals/Variance) request	\$300.00	\$1,260.23	\$500.00
After-Hours or Timed Non-Emergency Inspection			
Hourly fee (2 hours minimum for after-hours inspections)	\$65.00 per hr	\$156.61	\$75.00 per hr
Temporary Parking, Storage, and/or Use of a Recreational Vehicle Owned by an Out-of-Town Guest at an Occupied Residence			
Permit fee for a maximum period not to exceed ten (10) consecutive days. A maximum of three (3) such permits shall be issued per twelve (12) month period per occupied residence.	\$25.00 each	\$39.66	\$35.00 each
Residential Rental Registration			
Permit for Residential Rental Registration for units exempt under Subsection 14-527 of the Code of Ordinances	\$10.00 per dwelling unit/year	\$39.33	\$15.00 per dwelling unit/year
Temporary Use Permit for the Provision of Relief Services			
Temporary use permit for the provision of relief services approved in accordance with Chapter 22, Article IV of the Missouri City Code	\$0.00	\$344.28	\$50.00

DESCRIPTION – NEW FEES		FULL COST OF SERVICE	RECOMMENDED FEE
ANIMAL SERVICES			
Microchipping Fee		\$32.37	\$20
<i>Registration fees re-structured to include consideration for microchipping</i>			
BUILDING			
Flat Plan review fee		\$439.58	\$100
INFRASTRUCTURE			
Floodplain permitting fees (minimum)		\$123.79	\$100
Floodplain permitting fees multiple lots requiring map revision – Initial Review Fee up to 25 acres		\$412.14	\$350
Floodplain permitting fees multiple lots requiring map revision – Initial Review fee exceeding 25 acres		\$692.88	\$500
FIRE			
Operational permit fee for Assembly's		\$88.74	\$80
Operational permit for Annual Fire and Life Safety inspections		\$88.74	\$80
Fire – building review fee		\$88.74	\$85.00
Plan review – 2 nd review after rejections		\$177.48	\$175.00
Plan review – 3 rd review after rejections		\$133.11	\$130.00
FOOD ESTABLISHMENT PERMIT FEES			
Health Fees			
Group Residence (Institution)		\$500.61	\$150.00
Small Establishment under 1,000 sq. ft.		\$341.61	\$200.00
Medium Establishment 1,001 sq. ft. – 10,000 sq. ft.		\$522.37	\$500.00
Large Establishment above 10,000 sq. ft.		\$737.52	\$700.00
Mobile vending unit (1 inspection/year)		\$500.61	\$200.00
PLANNING			
Pre-Development Meetings		\$1,849.32	\$100.00

Attendance Sheet
 City of Missouri City Fee Study Stakeholders Meeting,
 February 27, 2020, 4:00 PM

Developer	Email	Telephone	RSVP Confirmation Status	Check if Present
Kelly R Kaluza & Associates, Inc. A.J. Schulle, P.E.	ajschulle@kellykaluza.com	281-341-0808		
Laurance Turner Kelly R Kaluza & Associates, Inc.				
Bruce Walck Powers Brown Architecture	walck@powersbrown.com	713-224-0456	Declined 2/27/2020	
Dan Muniza Trammell Crow Company	dmuniza@trammellcrow.com	713-963-4007	Confirmed	✓
Chase Evans Rosenberger Construction	cevans@rosenbergerconstruction.com	281-207-0700 x117	Declined: 2/25/2020	
Noel Keeley D.R. Horton Inc. SARA	nkeeley@drhorton.com snotice@drhorton.com	281-881-5202 832-500-5684	Confirmed	✓
Sean Eaton Gehan Homes	seaton@gehanhomes.com	713-443-5322	Decline: 2/25/2020	
Juan Ospina Burton Construction	jospina@burtonconstruction.com	281-313-5055	Confirmed	
Geoff Freeman LJA Engineering	gfreesman@lja.com	713.358.8830	May be little late	✓
Amanda Carriage	acarriage@lja.com		Tentative	
James Brown			Confirmed	
Chad E. Hablinks, P.E. Costelloinc.com	chablinski@costelloinc.com	713.783.7788 ext. 3825	Confirmed	
Costelloinc.com Jorge L. De La Rosa, Sr.	jdelarosa@costelloinc.com	713.783.7788		
Jake Burgus TBG Partners	jacob.burgus@tbgpartners.com	713 439 0057 ext. 517 319 759 7880		✓
Janet M. Baccus, P.E. JONES CARTER	jbaccus@jonescarter.com	713.353.7246		
Tom Duecker JONES CARTER	jduecker@jonescarter.com	832.913.4000 Ext. 2951		✓
Sean Burch	SBurch@jonescarter.com		Tentative	
Other:				



**CITY COUNCIL
AGENDA ITEM COVER MEMO**

March 16, 2020

To: Mayor and City Council
Agenda Item: 2(c) City Manager Executive Search Firm.
Submitted by: Martin Russell, Director of Human Resources

SYNOPSIS

This report provides an update from the March 2, 2020 City Council Special meeting.

STRATEGIC PLAN 2019 GOALS ADDRESSED

- Develop a high performing City team.

BACKGROUND

During the March 2nd, 2020 City Council Special meeting, a discussion was presented to Council, to consider hiring an Executive Search Firm for the City Manager open position. This presentation provides an update.

BUDGET/FISCAL ANALYSIS

Purchasing Review: N/A
Financial/Budget Review: N/A

Note: Compliance with the conflict of interest questionnaire requirements, if applicable, and the interested party disclosure requirements (HB 1295) has been confirmed/is pending within 30-days of this Council action and prior to execution.

SUPPORTING MATERIALS

1. PowerPoint Presentation (forthcoming)

STAFF'S RECOMMENDATION

Staff recommendation – Hiring Executive Search Firm for open City Manager position.

Director Approval: Martin Russell, Director of Human Resources
Assistant Manager Approval: Bill Atkinson



CITY COUNCIL AGENDA ITEM COVER MEMO

March 16, 2020

To: Mayor and City Council
Agenda Item: 2(d) Discuss the City's board, committee, and commission member appointments and reappointments.
Submitted by: Maria Jackson, City Secretary

SYNOPSIS

Discuss the appointment/reappointment of members to various City boards/committees/commissions before formally appointing them during an upcoming regular City Council meeting.

BACKGROUND

City Staff will present to City Council the board, committee and commission members whose term will expire on June 30, 2020; or, if there are board vacancies. Staff is seeking direction from City Council on whom to extend the opportunity to serve another term. At this time, no committee member was contacted. Council is to discuss all members and provide staff with the feedback needed to extend an invitation to serve another term.

Community Development Advisory Committee members

- Position 6 – Eunice Reiter, Citizen At Large
- Position 7 – Zelia Brown, Citizen At Large

Board Functions

During the first funding year of the Community Development Block Grant (CDBG) Program (1998), the City of Missouri City established a Community Development Advisory Committee. Presently, the Committee membership is composed of the Council members from Districts A and B; one additional Council member; a resident from the Target Area in District A; a resident from the Target Area in District B; and, two citizens at large with an interest in the CDBG program, for the purpose of providing direction to the distribution of the CDBG funds. The citizen members of the committee serve staggered two year terms.

New Candidate Applications

1. Claudia Iveth Garcia
2. Genevieve Joseph
3. Candace McCray
4. William Booher
5. James Davidson, Jr.
6. Ashley Holloway, District B

Terms expire: June 30, 2020

Construction Board of Adjustments & Appeals members:

- Position 1 – George E. Johnson, III, District B
- Position 2 – Roger Morris, District A

- **Alternate – Vacant, District D**

Board Functions

This board hears appeals to Building Code, Fire Code and infrastructure standard requirements in Missouri City.

Terms expire: June 30, 2020

Electrical Board member

- Position 2 – Charles Jarvis

Board Functions

The Electrical Board hears appeals and other matters concerning the city's electrical regulations.

Term expires: June 30, 2020

Parks Board members

- Position 2 - Thomasine Johnson, District B
- Position 4 – Mary Ross, District D
- Position 6 - Sharman McGilbert, District A
- Position 8 – Brian Merchant, District B
- Position 10 - Don Johnson, District D
- Position 12 - Buddy Snyder, District B

Board Functions

The Parks Board serves in an advisory capacity to City Council on parks and recreation policy matters.

New Candidate Applications

1. Reggie Abraham, District C
2. Charles Lewis, Jr., District D
3. Ashley Holloway, District B
4. Lillian H. Davis, District D
5. Kymberly McMorries, District A

Terms expire: June 30, 2020

Planning and Zoning Commission members

- Position 1 – Gloria Lucas, District A
- Position 2 - Courtney Johnson-Rose, District A
- Position 3 - Sonya Brown-Marshall, District D
- Position 4 – James G. Norcom, III, District B

Board Functions

The Planning and Zoning Commission is the final authority on applications concerning the subdivision of land and makes recommendations to City Council regarding applications for amendments to the Missouri City Zoning Map and Zoning Ordinance.

New Candidate Applications

1. Daniel Silva, District A
2. Jim Fonteneaux, Sr., District B

3. Karen Overton, District D
4. Rodney Griffin, District A
5. Angie Wierzbicki, District B
6. Peter Thompson, District D
7. William Booher, District D

Terms expire: June 30, 2020

Zoning Board of Adjustments & Appeals members

- Position 4 - Roger Morris, District A
- Position 5 – Denice Pringle, District D
- Alternate - Cleotha Aldridge, District B
- Alternate - Sharon Jurica, District C

Board Functions

The Zoning Board of Adjustment and Appeals hears appeals in the enforcement of the Zoning Ordinance.

New Candidate Applications

1. Reggie Abraham, District C
2. William Booher, District D

Terms expire: June 30, 2020

TIRZ BOARD #3

Members & Functions The Tax Increment Reinvestment Zone (TIRZ) Board #3 consists of 11 members who serve in staggered two-year terms. Positions #1 through #6 and #9 are appointed by the Council and positions #7, #8, #10 and #11 are reserved for other taxing units levying taxes within the zone. TIRZ Board #3 makes recommendations to the Council concerning the administration of the zone. They also prepare (or cause to be prepared) and adopt a project plan and reinvestment zone financing plan for the zone, and submit plans to the Council for its approval.

On February 20, 2020, City Council was notified of the vacancy left by Mr. Reitz.

- **Position 3 – Vacancy left by David Reitz**

New Candidate Applications

1. Curtis Williams, District B
2. Dianne Jemison Pollard, District D
3. Leslie Mack, Jr., District B
4. Karen Overton, District D
5. Mary Ross, District D
6. Reggie Abraham, District C
7. Shaizad A Chatriwala, District C

Term expires: December 31, 2021

Missouri City Parks Foundation

- Position 1 – Harry Johnson
- Position 2 – Anthony Snipes
- Position 3 – E. Joyce Iyamu
- Position 4 – Tom Nichols

- Position 5 – Lisa Glenn (Secretary)
- Position 6 – Krystal Toups
- Position 7 – Bill Odle (President)
- Position 8 – Adrienne Barker
- Position 9 – Jim Browne
- Position 10 – Alice Aanstoos
- **Position 11 – vacancy left by Tom Wilcox**
- **Position 12 – vacancy left by Gustave (Gus) Hawkins**
- **Position 13 – vacancy left by Marvin Marcell**

ARTICLE 2. PURPOSE

2.1. The Corporation is organized exclusively for charitable and educational purposes allowed by law, including supporting the City in the City's acquisition, ownership, construction, development, improvement, operation, or maintenance of land, equipment and facilities owned or controlled by the City including land, facilities, equipment and activities for recreation, entertainment, sports, the arts, and similar activities that might benefit the citizens of the City of Missouri City.

2.2. The Corporation will focus its efforts on encouraging persons, businesses, and corporations, to make contributions of funds, equipment or donations of real estate or other property of value, to the Foundation.

ARTICLE 5. BOARD OF DIRECTORS

5.3. Appointment, Vacancies, and Removal. The City Council appoints the persons to serve as directors on the Board, will fill vacancies on the Board, and may remove a director at any time.

Terms expire: June 30, 2020

2020 Charter Review Commission

Section 11.13 of the City's Charter states the following procedure regarding the Charter Review Commission:

The council shall appoint a charter review commission at least every four (4) years. The council shall appoint the first charter review commission after the adoption of this provision no later than July, 1981. All charter review commissions shall be appointed in July and each shall consist of five (5) citizens of the City of Missouri City.

A. Duties of the commission:

1. Inquire into the operation of the city government under the Charter provisions and determine whether any such provisions require revision. To this end public hearings may be held, and the commission shall have the power to compel the attendance of any officer or employee of the city and require the submission of any of the city records which it may deem necessary to the conduct of such hearing.
2. Propose any recommendations it may deem desirable to insure compliance with the provisions of the Charter by the several departments of the city government.
3. Propose, if it deems desirable, amendments to this Charter to improve the effective application of the Charter to current conditions.
4. Report its finding and present its proposed amendments, if any, to the council.

B. Action by council: The council shall receive and have published in the designated official public newspaper of the city a summary of any report presented by the Charter review commission; shall consider any recommendations made, and if any amendments be presented as part of such report, may order such amendment or amendments to be submitted to the voters of the city in the manner provided by law.

C. Term of office: The term of office of such Charter review commission shall be six (6) months; and at the completion of such term a report shall be presented to the council, and all records of the proceedings of such commission shall be filed with the city secretary and shall become a public record.

During the August 2, 2004, regular City Council meeting, City Council moved to appoint the following individuals to the commission:

1. Joe Workman, District D
2. Carl Bowles, District A
3. Albert Glover, District B
4. Scott Moseley, District B
5. Allen Robinson, District A

During the July 7, 2008, regular City Council meeting, City Council moved to appoint the following individuals to the commission:

1. Joe Workman, District D
2. Carl Bowles, District A
3. Albert Glover, District B
4. Roger Morris, District A
5. Scott Moseley, District B

During the July 2, 2012, regular City Council Meeting, City Council moved to appoint the following individuals to the commission:

1. Eunice Reiter, District A
2. Albert Glover, District B
3. Scott Moseley, District B
4. Robert Burton, District C
5. Joe Workman, District D
6. Buddy Jimerson, District D, Alternate

During the July 18, 2016, special City Council Meeting, City Council moved to appoint the following individuals to the commission:

1. Joe Workman, District D
2. Robin Elackatt, District C
3. Scott Moseley, District B
4. Eunice Reiter, District A
5. Cheryl Sterling, District A

SUPPORTING MATERIALS

1. Board, Committee, Commission Rosters
2. New Applicants
3. PZ Attendance Log from July 2019 to Present
4. Parks Board Attendance Log from 2019 to Present
5. Resolution R-17-35 re Missouri City Parks Board Bylaws
6. Resolution R-14-36 re Rules of Procedure for the Planning & Zoning Commission
7. 2016 Missouri City Parks Foundation Creation Resolution

STAFF'S RECOMMENDATION

Discuss the appointment/reappointment of members to various City boards/committees/commissions and direct staff accordingly.

Director Approval: Maria Jackson, City Secretary



(2019-2021)
COMMUNITY DEVELOPMENT
ADVISORY COMMITTEE
ROSTER

Name & Address	Position	Member Type	Term Expires	Meeting Date when <u>first</u> Appointed	Phone Number(s)	District
Cheryl Sterling	Position 1	District A Councilmember	n/a	11/18/2020		A
Jeffrey L. Boney	Position 2	District B Councilmember	n/a	11/20/2017		B
Chris Preston	Position 3	Any member of Council to serve At-Large Position	n/a	5/25/2014		C
Monica Rasmus	Position 4	Regular	6/30/2021	1/3/2012		A
Bertha Eugene	Position 5	Regular	6/30/2021	1/3/2012		B
Eunice Reiter	Position 6	Regular	6/30/2020	1/3/2012		Citizen At Large
Zelia Brown	Position 7	Regular	6/30/2020	7/2/2018		Citizen At Large



(2019-2021)
**CONSTRUCTION BOARD OF
 ADJUSTMENT AND APPEALS**

Name & Address	Position	Member Type	Term Expires	Meeting Date when first appointed	Phone Number(s) & Email Addresses	District
George E. Johnson III	Position 1	Regular	6/30/2020	7/18/2016		B
Roger Morris	Position 2	Regular	6/30/2020	8/2/1993		A
Sammy Freeman	Position 3	Regular	6/30/2021	10/1/2001		D
William W. Johnson	Position 4	Regular	6/30/2021	10/1/2001		D
Daniel Silva	Position 5	Regular	6/30/2021	05/20/2019		A
Warren Howard Waugh		Alternate	6/30/2021	06/17/2019		C
Vacancy left by Pamiel Johnson Gaskin on February 28, 2020		Alternate	6/30/2020			D



(2019-2021)
ELECTRICAL BOARD
ROSTER

Name & Address	Position	Term Expires	Meeting Date when first	Phone Number(s)	District
Buford Jurica	Position 1 Master Electrician	6/30/2021	6/18/1980		C
Charles Jarvis	Position 2 Registered Electrical Engineer	6/30/2020	06/04/2018		D
Kevin Mondshine	Position 3 Registered Electrical Engineer	6/30/2021	6/3/2019		D
Christopher Harvey	Position 4 CenterPoint Energy - Required per Charter	6/30/2020	03/28/2018		N/A
Frank Hester	Position 5	6/30/2021	07/06/04		N/A
Kirk Allen Chief Bldg. Official 1522 Texas Parkway Missouri City, Texas 77489	Staff Building Official	N/A	Position Required by Charter		N/A
Gus Garcia City Electrical Inspector 1522 Texas Parkway Missouri City, TX 77489	Staff	N/A	Position Required by Charter		N/A



(2020-2021) PARKS BOARD

ROSTER

Name	Position	Term Expire	Meeting Date when first appointed	Phone Number(s) and email addresses	District
Victoria Porter	Position 1	6/30/2021	07/17/2017		D
Thomasine Johnson	Position 2	6/30/2020	07/1/2013		B
Raj Joseph	Position 3	6/30/2021	12/5/2019		C
Mary Ross	Position 4	6/30/2020	12/16/2019		D
Claudia Iveth Garcia	Position 5	6/30/2021	05/20/2019		B
Sharman McGilbert	Position 6 Co-Chairman	6/30/2020	07/16/2007		A
Diane Giltner	Position 7	6/30/2021	07/18/2011		C
Brian Merchant	Position 8	6/30/2020	07/17/2017		B
Llarance Turner	Position 9 Chairman	6/30/2021	10/1/2001		A
Don Johnson	Position 10	6/30/2020	08/17/2009		D
J.R. Atkins	Position 11	6/30/2021	06/20/2016		C
Buddy Snyder	Position 12	6/30/2020	07/21/2014		B
Leslie Mack Jr.	Position 13	6/30/2021	05/20/2019		B



**(2019-2021) PLANNING AND ZONING
COMMISSION
ROSTER**

Name	Position	Term Expires	Meeting Date when first Appointed	Phone Number(s)	District
Gloria Lucas	Position 1	6/30/2020	01/07/2019		A
Courtney Johnson Rose	Position 2	6/30/2020	7/21/2014		A
Sonya Brown-Marshall	Position 3 Chair	6/30/2020	7/6/2004		D
James G. Norcom, III	Position 4	6/30/2020	05/09/2018		B
John T. O'Malley	Position 5	6/30/2021	8/16/2004		D
Monica L. Rasmus	Position 6	6/30/2021	06/03/2019		A
Hugh Brightwell	Position 7	6/30/2021	6/6/2005		D
James R. (Bob) Bailey	Position 8	6/30/2021	05/20/2019		C
Timothy R. Haney	Position 9 Vice Chair	6/30/2021	7/6/1999		C

This commission also serves as the Capital Improvements Advisory Committee for the City.



(2019-2021)
ZONING BOARD OF ADJUSTMENTS
AND APPEALS ROSTER

Name & Address	Position	Member Type	Term Expires	Meeting Date when first Appointed	Phone Number(s)	District
Joe Workman	Position 1	Vice-Chairman	6/30/21	08/06/07		D
Peter Thompson	Position 2	Regular	06/30/21	05/20/2019		D
Robin Elackatt	Position 3	Regular	06/30/21	07/03/17		D
Roger Morris	Position 4	Chairman	06/30/20	08/18/86		A
Denice Pringle	Position 5	Regular	06/30/20	12/5/2019		D
J.R. Atkins	n/a	Alternate	06/30/21	07/18/16		C
Candace McCray	n/a	Alternate	06/30/21	12/5/2019		D
Cleotha Aldridge	n/a	Alternate	06/30/20	07/06/04		B
Sharon Jurica	n/a	Alternate	06/30/20	01/22/02		C



(2018-2020)
MISSOURI CITY PARKS FOUNDATION
ROSTER

Name & Address	Position	Term Expires	Meeting Date Appointed	Phone Number(s) Email Address
Harry Johnson	Position 1	6/30/2020	03/18/2019	
Anthony Snipes	Position 2	6/30/2020	2/15/2016	
E. Joyce Iyamu	Position 3	6/30/2020	2/15/2016	
Tom S. Nichols	Position 4	6/30/2020	03/18/2019	
Lisa Glenn	Position 5 Secretary	6/30/2020	6/20/2016	
Krystal Touns	Position 6	6/30/2020	6/20/2016	
Bill Odle	Position 7 President	6/30/2020	6/20/2016	
Adrienne Barker	Position 8	6/30/2020	6/20/2016	



(2018-2020)
MISSOURI CITY PARKS FOUNDATION
ROSTER

Jim Browne	Position 9	6/30/2020	9/06/2016	
Alice Aanstoos	Position 10	6/30/2020	03/18/2019	
Vacancy left by Tom Wilcox	Position 11	6/30/2020		
Vacancy left by Gustave (Gus) Hawkins	Position 12	6/30/2020		
Vacancy left by Marvin Marcell	Position 13	6/30/2020		



(2020-2021)
TIRZ #3 ROSTER

Name	Position	First Appointment	Term Expire*	District	Phone Number(s)
Robert Hodge	Position 1	12/01/2014	12/31/2021	D	
Reggie Abraham	Position 2 Member	12/5/2019	12/31/2020	C	
Vacancy left by the late David Reitz on 02.20.2020	Position 3 Member		12/31/2021	C	
JaPaula Kemp	Position 4 Member	02/18/2019	12/31/2020	B	
Joyce Raynor	Position 5 Member	12/02/2013	12/31/2021	B	
Joe Workman	Chairman Position 6 Member	02/18/2008	12/31/2020	D	
Stephen Brown, Jr.	Position 7 FBC Rep	n/a	12/31/2021		
David Sepulveda	Position 8 FBC Drainage District Rep	n/a	12/31/2020		
Sharon Jurica	Position 9 Member <i>(City Member because FBISD failed to appoint)</i>	11/16/2009	12/31/2021	C	
Marshall B. Heins	Position 10 HCC Rep	05/06/2019	12/31/2020		
Frank Hester	Position 11 SPLID Rep Sienna Plantation LID Rep	n/a	12/31/2021		



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

Ashley Holloway
Name

B
District

Address

Missouri City, Texas 77489
City, State, Zip Code

HUNTERS GLEN Section : 5A
Subdivision

Phone Number

Email Address

Registered Nurse
Occupation

No response.
Education

On which Board/Committee/Commission would you like to serve?::

Community Development Advisory Committee or Parks Board

Explain why::

I have been a citizen of Missouri City for 34 years. I have seen drastic changes within Missouri City over these past years. Unfortunately, the citizens of Texas Parkway/2234 do not have the same quality of business and beautification as our sister street Highway 6. I would like to be an advocate for the long time citizens of Old Missouri City, such as myself. The library, HCC, and Discount Tire are all very nice, but the old movie theater strip, and Shipley Donut strip should be either renovated or torn down and rebuilt.

Please list your civic or community involvement which you feel would make you an ideal candidate for the position you are applying for::

I am involved with the marriage ministry and children's ministry of Christian Bible Church. I love my city which is why I had my house built in Hunter's Glen 5. I was raised in Hunter's Point Estate.

Hobbies/Personal/Family Interests::

Cooking, Exercising, Jogging, Listening to Music, Writing Plays, Going to Church, Gardening, Playing with My Kids

References (optional)::

Darryl Smith

Length of residence in the City::

34 years

Are you a registered voter?::

Yes

If available, please attach your resume::

No file was uploaded

Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?:: Yes

Submission Date:: February 27, 2019

Signature of Applicant:: Ashley Holloway



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

Claudia Iveth Garcia
Name

B
District

Address

Missouri City, Texas 77459
City, State, Zip Code

QUAIL VALLEY EAST Section : 4
Subdivision

Phone Number

Email Address

Community Affairs Manager for Community Health Choice, a non profit health insurance company serving members with Medicaid, CHIP and Health Insurance Marketplace

Occupation

No response
Education

On which Board/Committee/Commission would you like to serve?::

Community Development Advisory Committee or Parks Board

Explain why::

I love being involved in the community. Through my work I serve many underserved communities in Southeast Texas, but I would like to participate in something that also benefits the city where I've lived for the last 4 years. I am especially excited about the Community Development and the Parks Board because both are my passions that drive me, personally and professionally. I would like to see Missouri City continue to grow and engage its citizens in activities that enrich their lives.

Please list your civic or community involvement which you feel would make you an ideal candidate for the position you are applying for:::

Board Member--Hispanic Health Coalition

Member--Mayor Turner's Complete Communities Neighborhood Support Team in Gulfton

Advisory Board Member-Nurse Family Partnership

Member--IMPACT Committee (child and maternal health)

Planning Committee Member--Access Health Back to School event

Hobbies/Personal/Family Interests::

Running (have coached beginner 5K's for Houston Area Road Runners Association's Power in Motion Program and completed 24 half marathons. I believe in fitness at ANY age, shape, size and level

Yoga (certified yoga instructor)

Traveling

Cooking/Baking

References (optional)::

No response

Length of residence in the City::

July 2015

Are you a registered voter?::

Yes

If available, please attach your resume::

Claudia.Garcia.Resume 2017.doc

Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?:: Yes

Submission Date:: February 27, 2019

Signature of Applicant:: Claudia Garcia

Claudia Iveth Garcia

Cell :

• Email:

EDUCATION

Bachelor of Science in Psychology

Bachelor of Science in Consumer Science and Merchandising

University of Houston
Houston, Texas

RELEVANT EXPERIENCE

Community Affairs Manager: April 2017--present

Community Health Choice
Houston, Texas

- ◆ Manage value added services and member advisory groups in service delivery areas
- ◆ Member Event and company sponsored community event planning and oversight
- ◆ Create and foster partnerships with community organizations
- ◆ Oversees corporate giving programs such as employee matching and employee volunteerism

Director of Marketing and Outreach: November 2014—April 2017

Community Health Choice
Houston, Texas

- ◆ Oversee day to day operations of the Marketing and Community Outreach Department and lead a team of 10 community relations representatives in the Harris and Jefferson Service Area
- ◆ Develops and implements CHIP/STAR (Medicaid) strategic marketing strategies

Human Resources Manager; May 2012—November 2014

Community Health Choice
Houston, Texas

- ◆ Educate and advise directors and managers on current HR Laws and processes
- ◆ Responsible for coordination of employee engagement and participation in various large scale events such as March of Dimes, TexMed Run, United Way Campaign, and internal employee engagement.

Human Resources Generalist; April 2010—May 2012

Brazosport Regional Health System
Lake Jackson, TX

- ◆ Actively recruit, hire and onboard all new employees
- ◆ Educate and advise directors and managers on current HR Laws

Human Resources Generalist; March 2008—February 2010

Paychex Premier Human Resources
Woodland Hills, CA

- ◆ Built strong client relationships with an average of 40 small/medium businesses
- ◆ Recommended, coordinated, and delivered training seminars for clients and their employees
- ◆ Liason to branch, region, and corporate offices, facilitate resolution of client issues regarding benefits, payroll, human resources, and safety

Human Resources Generalist; February 2006—March 2008

Little Caesar Enterprises, Southwest Zone
Houston, TX

- ◆ Fielded employee relations issues for 135+ stores in ten states in the SW Zone, made recommendations to resolve complaints
- ◆ Monitored, audited, and investigated HR related matters, ie; sexual harassment, discrimination, ADA, FMLA, Wage and Hour, EEOC, and DOL claims
- ◆ Assisted in the development and roll out of training programs, new procedures, event planning, and management meetings across territory



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

Genevieve Joseph _____ D _____
Name **District**

_____ Missouri City, Texas 77459
Address **City, State, Zip Code**

QUAIL PARK PATIO HOMES Section : 1
Subdivision

_____ **Phone Number** _____ **Email Address**

Administrative _____

Sterling Structures _____

Administrative Coordinator _____

Occupation

Bachelors _____

Education

On which Board/Committee/Commission would you like to serve?::

Community Development Advisory Committee _____

Explain why::

Missouri City has grown tremendously from the time I moved here in 1998. I would like to see the areas that have not been updated in those years receive some attention.

Please list your civic or community involvement which you feel would make you an ideal candidate for the position you are applying for.::

I have lived in Missouri City for 21 years in the same house. I would like to see the surrounding areas of Missouri City be just as nice as the area in which I live.

Hobbies/Personal/Family Interests::

Hobbies include reading

References (optional)::

No response

Length of residence in the City::

21 years

Are you a registered voter?::

Yes

If available, please attach your resume::

No file was uploaded

Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?:: Yes

Submission Date:: March 28, 2019

Signature of Applicant:: Genevieve Joseph



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

Candace McCray _____
Name **District**

_____ Missouri City, Texas 77459
Address **City, State, Zip Code**

LAKE SHORE HARBOR Section : 1
Subdivision

_____ **Phone Number** **Email Address** _____

Team Member/ Certified Trainer at Chick Fil-A
Occupation

University of Houston
Education

On which Board/Committee/Commission would you like to serve?::

Community Development Advisory Committee

Update The Zoning Board of Adjustment and Appeals

Explain why::

I believe that this committee best aligns with my personal interests. I would like to influence change within my own community by making it an even better place to live. I will be given the chance to do that by following the HUD Department of the Federal Government five national points. I would like to have an understanding of what it means to be an active citizen.

Update I am interested in promoting and prioritizing the general health, safety, and welfare of Missouri City residents. I am a resident of 5 years and I have witnessed the expansions in the community that contribute to the improvement of the city. I believe this board is responsible for

that. By being a member of this board I will have the ability to contribute to the purpose of creating a community that reflects citizen's ideals.

Please list your civic or community involvement which you feel would make you an ideal candidate for the position you are applying for.::

Member of the Black Students Health Association at the University of Houston; member of NAACP Unit #6806; Campaign volunteer;

Hobbies/Personal/Family Interests::

Volunteering with local organizations; Youth mentorship & women empowerment; International travel; teaching others about financial literacy

References (optional)::

Available Upon Request

Length of residence in the City::

5 years

Are you a registered voter?::

Yes

If available, please attach your resume::

Resume SPR 2019 2.pdf

Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?:: Yes

Submission Date:: May 1, 2019

Update May 8, 2019

Signature of Applicant:: Candace McCray

Candace McCray

Kinesiology Undergraduate - Health Professions Track

EDUCATION

University of Houston  **Houston, Texas** – *Kinesiology Exercise Science*

August 2018 – May 2021

Kinesiology undergraduate at The University of Houston on the health professions track with a graduation date set for May 2021.

Lawrence E. Elkins High School  **Missouri City, Texas** – *Diploma*

August 2013– May 2017

EXPERIENCE

Chick Fil-A  **Houston, Texas** – *Team Member*

MAY 2015 – current

- Compassionately assisted customers with excellent customer service
- Take orders and prepare orders
- Communicated with fellow team members to ensure maximum efficiency and teamwork
- Ensured proper monetary transactions
- Provided customers with product knowledge
- Exceeded sales goals of \$1500 within three hours

Atlantis Fellowships  **Thessaloniki, Greece** – *Fellow*

June 2018

- Completed 40 hours of shadowing surgeons and nurses in Papageorgiou General Hospital
- Observed Cesarean deliveries, Intubations, treatment for infectious diseases, etc.
- Weekly department rotations between Labor & Delivery, Pathology, and the ICU
- Earned certificate of completion

Georgia Aquarium Gift Shop  **Atlanta, Georgia - Sales Representative**

JANUARY 2018 - APRIL 2018

- Compassionately assisted customers with excellent customer service
- Take orders and prepare orders
- Communicated with fellow team members to ensure maximum efficiency and teamwork
- Ensured proper monetary transactions
- Provided customers with product knowledge
- Organize and monitor inventory
- Responsible for increasing store sales

SKILLS

Customer Service

Sales

Excellent verbal and written communication skills

Strong problem solving skills

Proficient in Microsoft Word, Powerpoint, Prezi, Google Slides, Excel, R code

Adaptable

AWARDS

Dean's List : maintained a 3.8 GPA at The University of Houston in the Fall of 2018

Chapter Member Nominee of The National Society of Collegiate Scholars at The University of Houston in the Spring of 2019

COMMUNITY SERVICE

- Houston Food Bank Volunteer, March 2019
- Houston Public Warehouse, February 2019

ORGANIZATIONS

NAACP Unit #6806 at The University of Houston Spring 2019-current, Member

Black Student Health Association Spring 2019 - current, Member

The National Society of Collegiate Scholars at The University of Houston Spring 2019-current, Member

Grace Alive Ministries Fall 2016 -2017, Social Media & Marketing Team



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

William Booher _____ D _____
Name **District**

_____ Missouri City, Texas 77459 _____
Address **City, State, Zip Code**

PEARL POINTE AT LAKE OLYMPIA Section : 1 _____
Subdivision

_____ **Phone Number** _____ **Email Address** _____

Finance Professional _____

Occupation

No response _____

Education

On which Board/Committee/Commission would you like to serve?::

Zoning Board of Adjustments _____

Community Development Advisory Committee _____

Planning & Zoning Commission _____

Explain why::

I will be running for an Elected Office in 2020 and want to get involved in as many ways possible to offer my expertise in Finance and Development. Hopefully contributing to our City's growth and learning at the ground level. _____

Please list your civic or community involvement which you feel would make you an ideal candidate for the position you are applying for.::

Precinct Chairperson _____

Fort Bend County Republican Party Communications Chair _____

Yale Club of Houston Treasurer

Interviewer for Yale

Hobbies/Personal/Family Interests::

No response

References (optional)::

No response

Length of residence in the City::

21

Are you a registered voter?::

Yes

If available, please attach your resume::

William Booher 2019 - Resume.docx

Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?:: Yes

Submission Date:: May 1, 2019

Signature of Applicant:: William Booher

WILLIAM JAMEL BOOHER

Education

2004 - 2005

COLUMBIA BUSINESS SCHOOL

New York, New York

MBA, Finance/Media

- Junior Achievement at Columbia Business School
- Venturing with the Eugene Lang Center's Director Professor Murray Low
- GMAT: 790 (99th percentile)

1994 - 1998

YALE UNIVERSITY

New Haven, Connecticut

B A , History of Science, History of Medicine

- The William Phelps Scholarship (4 years)
- The Hammon Foundation Scholarship (4 years)
- Editor-In-Chief, The Akili Newsmagazine (African-American student paper)
- SAT: V: 800, M: 740 LSAT: 175

Experience

2017 – Present

THE BIAFRA GROUP, LLC

Houston, Texas

Founder, Senior Advisor

- Advisor to executives providing thought partnership, strategic analysis, and insights
 - Annual strategic planning cycles to support informed decision making around the company's long-term strategic direction
 - Support the Board, C-suite, and senior leaders, providing an exceptional opportunity to work on the most important strategic topics
- Specialize in cost management, innovation, growth, digital, and business/organizational transformation strategy
- Lead development of strategic roadmaps, organizational redesigns, and facilitation framework strategies to drive effective implementation and organizational adoption

2016 – 2017

THE DEPOSITORY TRUST & CLEARING CORPORATION (DTCC)

New York, New York

Director of Global Strategy

- Member of the Executive Management Team
 - Formulate and monitor the execution of corporate strategy and associated plans, programs, and projects in support of DTCC's vision, mission and goals;
 - Maintain a viable, integrated planning structure and process; ensure alignment of objectives between the Operating plan and long range plan;
- Lead the development of Global Strategy;
 - Translate it for people across functions and business units, and drive organizational change forging new working relationships and synergies across the organization;
 - Establish greater transparency and accountability for carrying out the company's strategy; and counsel the Board of Directors and executive management on strategic planning
 - Leads the development of the strategic plan/framework for the organization, and the detailed current year operating plan
 - Formalizing and leading the strategic planning process, focusing on long term trends and outlook, and competitive intelligence
- Ensure global operations are in place and functioning to completely meet the demand of our customers in the most cost efficient, high quality, high profit manner

2012 – 2016

HYUNDAI CAPITAL AMERICA

Irvine, California

CORPORATE STRATEGY GROUP: Business Strategy, Process Innovation, & Strategic Services

Senior Director, Deputy Department Head

- Responsible for the day-to-day operations of the Department
 - Strategic Leadership: Develop business strategies that will drive growth, profitability and competitive success for the Capital Company in the face of shifting customer and regulatory behavior
 - Product Strategy: In partnership with the leaders of individual products verticals, develop and implement new strategies for products across the business Recommend new product extensions or enhancements as changes are warranted or justified and develop long term goals for related product lines Identify and target potential customers and /or markets for new products extensions Influence sales force regarding strategies, markets and customers
 - Execution: Coordinate and communicate across the line of business to manage and sequence delivery of business strategy and intent, build business requirements and execute against the product strategy
 - Partnership: Develop and enhance professional rapport with all stakeholders Work closely with senior stakeholder including: Product Development, Sales, Operations, Finance, Communication and others to drive product strategy and improvement
- Lead the Corporate Intelligence function
 - Responsible for delivering relevant, timely, and high-value analysis and insights to a wide range of stakeholders, including C-suite, Board, senior business leaders, and client-facing groups
 - Focus on broader industry trends and the competitive landscape across Hyundai's major business lines
- Lead the Strategy, Process Improvement, & Strategic Services functions
 - Spearhead the development, communication and implementation of effective growth strategies and processes for the Global market, including the U S
 - Collaborate with the management team to develop and implement plans for the operational infrastructure of systems, processes, and people designed to accommodate the rapid growth objectives
 - Spearhead & Champion Key Cross-functional Enterprise-wide strategy development & execution
 - Customer & Dealer Service Strategy
 - Voice of the Dealer & Business Development Manager
 - Wholesale Business (Dealer Finance) Strategy Review
 - Canada Market Entry Strategy
 - Information Systems (IS) Enterprise Storage and Delivery (Corporate)
 - Support Advise & Integrate high-impact Departmental Originated (Business Unit) Key Strategic Efforts
 - Set the vision, direction, and approach for all Corporate Strategy executed initiatives

2010 – 2012

WELLS FARGO & COMPANY: Wealth, Brokerage, & Retirement

Charlotte, North Carolina

Vice President of Strategy, Institutional Retirement & Trust and Retail Retirement

- Led strategic projects for the Wells Fargo Executive team, including project/scope definition, cross-functional team leadership, analytical support for growth initiatives (financial model development, communication of strategic relevance, and execution) and overall project management
 - Close Partnership with Institutional Retirement (401K) & Retail Retirement (IRA) product/service leaders on business support (product strategy development, new service development) and with business unit leadership on business development support (internal growth initiatives)
 - Initiated & led creation of the Financial Advisors/Institutional Retirement Service/Product Alliance
 - Developed both Financial Advisor & Plan Sponsor Process (identification, recruitment, on-boarding, evaluation, & retention)
- Develop strong relationships across the company and cultivate the team's linkages with client-facing groups, client segment and product development teams, and the broader strategy community

2005 – 2010	MITCHELL MADISON GROUP (McKinsey & Co. Spin-Off) Engagement Manager, Financial Services <ul style="list-style-type: none"> • Worked with a national bank across corporate banking to manage and optimize channel activity <ul style="list-style-type: none"> ○ Driving cross-sell and new client acquisitions sales through new and existing channels and developing channel expansion opportunities ○ Support the strategic planning process, including evaluating the market environment, competitive position, performance relative to customer expectations, capabilities (strengths and weaknesses), and operational / financial performance • Led a firm-wide organization review of a major Global Wholesale Bank <ul style="list-style-type: none"> ○ Reviewed the distribution channel operating model and transformed the organization analyzed strategic options to increase profitability of existing business models ○ Restructured the IT and Ops organization ○ Defined 3-5 Year Strategic Plan • Responsible for the strategic development and implementation of a Global Financial Services Company's transformation from a Product focused organization to a Customer-centric enterprise <ul style="list-style-type: none"> ○ Executed Business Transformation Office <ul style="list-style-type: none"> ▪ Established clear roles, accountabilities, and deliverables with matrixed, cross-functional team members and stakeholder groups ▪ Measured, monitored and reported the outcome of projects on an ongoing basis, post-implementation, provided feedback and additional support to the business: tracked milestones, ensured that deliverables were met, and reported project status ○ Led and directed matrixed work team composed of product, customer, channel stakeholders and key support partners (MIS, Technology, IT, Finance) 	New York, New York
2000 – 2002	J. P. MORGAN & COMPANY Associate, European Banks and Institutions Group (EBIG) <ul style="list-style-type: none"> • Generated Elephant Trade credit derivative opportunities & Balance Sheet Recapitalizations; Derivative enhanced disposal transactions • Identified, evaluated, and cultivated new business opportunities for key relationship managers • Completed first phase of client optimization including mapping client trading accounts to client profiles to discover additional areas of opportunities; designed instruments to assist in the analysis of client accounts 	London, UK
1998 – 2000	BOOZ ALLEN & HAMILTON INC Senior Consultant, Communications, Media & Technology <ul style="list-style-type: none"> • Evaluated \$100MM telecommunications market opportunity for a leading venture capital firm • Performed industry and comparable company research; formulating valuation techniques and creating models including discounted cash flow, break-up, accretion/dilution; comparable company and transaction analyses • Structured entry strategy for new segment of Private Wealth Market for leading Global Investment Bank; • Assisted in the launch of the new business including working closely with senior level management on business development, customer acquisition, strategic partners, financial projection, modeling and market analysis 	New York, New York

Internships/Special Contract Engagements

2004	THE BOSTON CONSULTING GROUP Summer Associate	New York, New York
2003	GENERAL ATLANTIC PARTNERS (contract through Stax, Inc.) Special Project, Technology in the Government Sector	Greenwich, Connecticut
	THE SOROS GROUP (contract through Stax, Inc.) Special Project, Technology in the Financial Sector	New York, New York
1997	GOLDMAN SACHS, PARTNERSHIP Summer Analyst, Fixed Income, Currency, & Commodities (Derivatives)	New York, New York

Additional Information

Entrepreneurial:

\$TASH, It's Your Money, It's Your Life, It's Your Stash!
Founder & Editor-In-Chief of finance lifestyle magazine

Other Awards:

2018 White House Regional Fellow, 2018 Africa Business Fellow Finalist, National Merit Scholarship;

Organizations:

Yale Class of 1998 Secretary, Yale Club of Houston Treasurer, The Hudson Institute



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

James Davidson, Jr.
Name

B
District

Address

Missouri City, Texas 77459
City, State, Zip Code

Parks Edge/Dry Creek Village
Subdivision

Phone Number

Email Address

Retirement Marketing/AIG/Sr. Communication Consultant

Occupation/Employer/Job Title

Master Degree
Education

On which Board/Committee/Commission would you like to serve?::

Tax Increment Reinvestment Zone (TIRZ) Board #2, or Community Development Advisory
Committee

Explain why::

I recently moved into the Dry Creek Community, though I grew up and lived in Missouri City since 1996. When starting my family and purchasing my first home, I chose to come back to Missouri City because of its potential and was excited to see the city take investment/reinvestment seriously.

With regard to background, I've served on the Houston Area Urban League Young professionals board multiple terms. While chair, I lead voter & policy education programs, and created issue-based initiatives to raise awareness for city of Houston residents. I have my Masters in Public Administration from the University of Houston and received a degree in communications from the University of Kentucky. I've also worked in retirement marketing & project management for the last six years.

Please list your civic or community involvement which you feel would make you an ideal candidate for the position you are applying for.::

Civic involvement:

- FBISD Board Leadership Academy Inaugural Class

- Volunteer, read across the glob

- Career Day participant at various FBISD schools

Voter registration drives and member, The Fort Bend Church

As a new home owner, I would like to assist int he decision making process for growing a world class community that attracts business, retail and families to Missouri City

Hobbies/Personal/Family Interests::

N/A

References (optional)::

Mayor Yolanda Ford

Length of residence in the City::

18

Are you a registered voter?::

Yes

If available, please attach your resume::

No file was uploaded

Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?:: Yes

Submission Date:: 2/9/2020

Signature of Applicant:: James Davidson, Jr.



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

Reggie Abraham _____ C
Name **District**

_____ Missouri City, Texas 77459
Address **City, State, Zip Code**

HERITAGE COLONY AT FIRST COLONY Section : 1
Subdivision

_____ **Phone Number** _____ **Email Address**

CEO/Managing Partner _____

True Care Surgical Center _____

Occupation

Doctorate, Management & Organizational Leadership _____

Education

On which Board/Committee/Commission would you like to serve?::

Zoning Board of Adjustments and Appeals. Position 5, Parks Board, TIRZ #3 _____

Explain why::

I have lived in Missouri City for 33 years. I would like the opportunity to be a voice for the people who live in our community. _____

I am also interested in the position below if TIRR position is already taken. _____

Parks Board, Position 3 _____

TIRZ #3 Board, Position 2 _____

Please list your civic or community involvement which you feel would make you an ideal candidate for the position you are applying for.::

I have sat on Fort Bend ISD committee's for zoning and building improvement committees. I am also very passionate about our community and like to be involved in making our city a great place to live.

Hobbies/Personal/Family Interests::

I volunteer for the Houston Livestock Show and Rodeo and been involved for over 7 years.

I enjoy playing golf at Quail Valley Golf Club

I play soccer at our community centers in Missouri City.

I have a family of 6 which includes my wife (Evelyn), 2 sons (Mathew & Andrew), and daughter's (Hannah & my dog Emily)

References (optional)::

None referenced

Length of residence in the City::

33 years

Are you a registered voter?::

Yes

If available, please attach your resume::

Reggie Abraham CV.doc

Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?:: Yes

Submission Date:: October 9, 2019

Signature of Applicant:: Reggie Abraham

Reggie Abraham, DM, MHA, MBA

Houston, Texas • Ph.

Summary of Qualifications

- Over eighteen years of experience in the field of healthcare in private physician groups, physician organizations, urgent care, on-site clinics, ancillary services, and hospitals.
- Executive level experience with a strong emphasis in operations management, revenue cycle management, human resources management, and fiscal management.
- Extensive experience in Health Information Management, Electronic Health Records, Practice Management Systems.
- Outstanding leadership qualities and excellent management skills, including significant experience in hospitals, physician practices, ancillary services, and telemedicine.
- High degree of initiative with a solid work ethic, sound judgment, excellent decision making skills, and a professional demeanor.
- Exceptional communication skills, problem solving capabilities, excellent analytical skills and organizational skills.
- Experience in establishing and maintaining effective working relationships with superiors, employees, policymaking bodies, third party payers, patients, and the public.

Professional Experience

Axis One Source, LLC, 2018
CEO/Managing Partner
True Care Surgical Center

- True Care Surgical Center Management
- Physician practice management consulting services
- Revenue cycle management
- Credentialing and managed care contracting
- Business development
- IT management including PM, EHR, HIM
- Physician, clerical, administrative, and clinical staffing
- Development of ancillary services
- Occupational health services, new business development and management
- Urgent care start-ups and management
- Space, design, and construction of healthcare facilities
- IT support
- Website design and development
- Development of on-site clinic for employer groups who are self insured for occupational health services

US Pain & Spine Institute, 2016 – 2018
Chief Operating Officer

- Operational oversight of a multi-disciplinary healthcare company consisting of a seven bed hospital, Ambulatory Surgery Center, eight pain management clinics, primary care and wellness clinic, three pharmacies, two labs, and three diagnostic imaging centers.
- New business development with focus on new service lines and market current book of business.
- Developed a Personal Injury platform as a new service line to facilitate cases at the hospital and the out-of-network surgery center.
- Direct over-sight of revenue cycle management through an external billing & collections company maintaining collections rate and days in AR compared to MGMA benchmarks.
- Directly involved in new business development for all service lines, including establishing and maintaining good relationships with external referral sources.
- Directly involved with the seamless conversion and transition of practice management software for revenue cycle management.
- Manage Human Resource functions for the several departments with regards to: recruiting and selection, hiring and termination, training, professional development, mentoring, counseling, performance evaluations, and salary planning.
- Budgeting and fiscal oversight of all the different service lines to ensure profitability. Implemented a platform for MACRA and Merit-based Incentive Payment System to not only avoid a penalty, rather to earn a bonus payment by reporting the required measures.
- Instrumental in establishing and successfully implementing a tele-medicine platform.

Westfield Urgent Care, 2014 – 2016
Chief Executive Officer

- Implementation and management of Onsite Health Clinics for employers that are self-insured and have more than 250 employees.
- Focus on finding innovative ways to improve healthcare in the work place, especially given the recent trends of budget cuts and change increases to healthcare policy.
- Collaboratively work with self-insured employer groups to create a customized on-site clinic, based on their needs, goals, and cultures.
- Dedicated to changing the conversation about healthcare in the workplace by providing cost-effective, quality care to employees on-site and thereby creating a thriving work environment.
- Instrumental in starting an Urgent Care center November of 2014.
- Involved in all aspects of management of the center from HR, Financial Management, Compliance, day-to-day operations, Revenue Cycle, Contracting, Marketing, and Facilities Management.
- Develop additional locations for urgent care centers across Houston.
- Business development with focus on occupational health services to local school districts and small to medium size local businesses.

- Established relationships with local businesses to provide occupational health services on a direct contract basis with no insurance billing.

University of Texas Health, Houston, 2010 – 2014

UTHS

Director, Management Operations

- Plan, implement, and control operational, financial, administrative and activities in the areas of clinical practice and education.
- Design and evaluate operational and financial models; prepare and implement business and strategic plans, and develop and maintain administrative infrastructure for efficient and financially sound operations.
- Develop, implement, and monitor budget for multiple funding sources and ensure budget compliance.
- Manage departmental facilities, procurement activities, equipment purchases, and equipment inventory.
- Serve as the designated responsible party for financial reporting for the department.
- Prepare and interpret financial analyses to better support the department's mission.
- Manage contracts for professional services, processing contractual agreements, invoicing and collection activities to ensure a positive margin.
- Manage Human Resource functions for the department with regards to: recruiting and selection, hiring and termination, training, professional development, mentoring, counseling, performance evaluations, and salary planning.
- Responsible for the design, execution and effectiveness of a system of internal controls which provides reasonable assurance that operations are effective and efficient, assets are safeguarded; financial information is reliable and compliant with applicable laws, regulations, policies and procedures.

Southside Group of Companies, 2010 – 2010

Vice President, Operations

- Direct oversight of operations of several divisions of Southside Group of Companies including: Southside Healthcare Solutions, Southside Home Health, Durable Medical Equipment, Physician Clinics, Southside Sleep Center, and Southside Infusion
- Operating budget of over \$20 million
- HR responsibility for the organization as the Director of HR.
- Established a Pulmonary and Pain clinic from ground up including a pulmonary rehab facility and sleep center
- Direct oversight of Operations, fiscal management, facilities management, human resources, revenue cycle management, marketing and new business development, and corporate compliance

Methodist Health System, 2006 – 2010

Administrator – Department of Obstetrics & Gynecology

- Develop the annual Departmental budget, including revenue projections and justification of expenditures.

- Collaborated with the Department Chairman and Faculty to develop long-range projections and financial plans, maintain appropriate analyses, and recommend necessary adjustments.
- Assume primary responsibility for the fiscal administration and integrity of the Department including purchasing, capital equipment, inventory management, monthly account management and reports, and grants management.
- Participate in strategic planning for the Department regarding operations and new program development.
- Responsible for the hiring, training, development, and evaluation of the administrative, technical and clerical work force of the Department. Direct, assign, coordinate and review the staff within the Department.
- Handle and coordinate with Human Resources personnel activities including, but not limited to wage and salary administration, development of position descriptions, orientation and training of new staff, and employee relations.
- Responsible for promoting a customer service orientation throughout the Department.
- Work with Department Chairman and Division Chiefs on faculty recruitment, promotion and credentialing and practice plan administration.
- In conjunction with the Department Chairman and Faculty, complete space and resource planning for the Department, working closely with each Division in identifying and prioritizing the Department's administrative, clinical, educational and research resource needs, including addressing space allocation and renovation issues.
- Maintain direct fiscal and management responsibility for all equipment and personnel in clinical sites.
- Ensure Departmental compliance with all state and federal regulatory agencies, CMMS, HIPAA, EEOC, etc.
- Responsible for the effective operation of all billing and collections operations in the Department.
- Ensure charges are effectively captured, accurately coded and appropriately documented.
- Responsible for management of pre- and post-awards research administration, including budget development and review for all grants submitted by the Department.

Pediatric Center, 2001 – 2006

Administrator

- Provide leadership and direction to all the clinical, administrative and financial functions of the organization.
- Manage the administrative infrastructure of the company to achieve the business goals efficiently and profitably.
- Oversee daily operations, fiscal management, human resources, new business development, billing and collections, contract negotiations, payroll, staff evaluation and review process, physician recruiting, practice expansion, marketing, compensation and benefits, financial management and budgeting.
- Supervise directors and managers and oversee the activities of all clinic staff and activities.
- Provide direct oversight for all accounting and financial functions of the organization.

Bellaire Dermatology Associates, 2000 – 2001

Administrator

- Provide leadership to all clinical and administrative staff.
- Negotiated new managed care contracts and re-negotiated reimbursement rates on existing managed care contracts.
- Human resources management, responsible for the overall management of staff and related functions, accounting, staff payroll and benefits.
- Identify new business development opportunities, established and maintained relations with employers, insurers, and patients, marketing, and sales.
- Implemented procedure and policy manuals. Onsite IT support administrator for hardware and medical software.
- Directly involved in the sales and marketing of dermatology and cosmetic products and services.
- Provided employee guidance and counseling as needed. Managed employee morale to meet company goals and objectives.
- Annual budget preparation for various service lines, including product sales and dermatology services
- Oversight for all accounting and financial functions of the organization.
- Directly involved with the transition of the EHR system with included data conversion and transfer of accounting information.

Memorial Hermann Healthnetwork Providers, 1997 – 2000

Manager, Contracting/Provider Relations

- Responsible for management of provider relations and contracting.
- Negotiated new contracts and also contract renewals and re-negotiations.
- Spear headed the education and communication concerning provider relations and contracting to physicians and their office staff.
- Regulated and accessed on a continuous basis pricing and/or reimbursement rates for physician contracts with managed care organizations

Education

DM - Doctorate in Management and Organizational Leadership, University of Phoenix

MHA - Master of Healthcare Administration, University of Houston, Clear Lake (UHCL)

MBA - Master of Business Administration, UHCL

BS - Bachelor of Science in Healthcare Administration with concentration in Finance, UHCL

Computer skills

Microsoft Office: MS Project, Word, Excel, PowerPoint, Outlook

Practice Management Software: eClinical Works, McKesson Practice Partner, Medical Manager (Intergrity), Medisoft, Vantage Med, eClinical, Athena Health, Allscripts.

Health Information Management

IT Administration: Computer software, hardware, networking.

Awards

President – Medical Group Management Association, Gulf Coast Division at University of Houston, Clear Lake

Awarded a certificate of completion in mediation and dispute resolution from University of Houston, Clear Lake



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

Charles Lewis Jr. _____ D _____
Name **District**

_____ Missouri City, Texas 77459 _____
Address **City, State, Zip Code**

QUAIL PARK PATIO HOMES Section : 1 _____
Subdivision

_____ **Phone Number** _____ **Email Address** _____

2nd year law student _____
Occupation

Texas Tech-- History, Political Science, Thurgood Marshall School of Law _____
Education

On which Board/Committee/Commission would you like to serve?::
Parks Board _____

Explain why::
The city needs a voice of the future. Also I believe that the Freedom Tree is being deeply neglected by the city. The Freedom Tree is Missouri City's greatest gem, it deserves respect from the park board.

Please list your civic or community involvement which you feel would make you an ideal candidate for the position you are applying for.::
A resident who has a deep passion and love for Missouri City. Also I am a person who has an uplifting vision for the future of this city, who want to see growth with progressive ideas.

Hobbies/Personal/Family Interests::

Visiting museums and viewing street art in Houston, reading and running when not busy with school. Traveling to new cities around the world and in the U.S.

References (optional)::

No response

Length of residence in the City::

20 years

Are you a registered voter?::

Yes

If available, please attach your resume::

resume final.docx

Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?:: Yes

Submission Date:: April 1, 2019

Signature of Applicant:: Charles Lewis Jr.

CHARLES LEWIS

EDUCATION

Texas Southern University, Thurgood Marshall School of Law, Houston Texas May 2020
Juris Doctor Candidate, GPA: 3.05, Top 20%

- *Thurgood Marshall Law Review*
- Dean's List
- 1L Property Tutor

Texas Tech University, Lubbock Texas

Double Major, Bachelor of Arts in Political Science and History

Minor in Spanish, GPA: 3.0

- Dean's List, (2014-2016)
- Texas Tech History Club, (2016-2017)
- Texas Tech Center: Seville, Seville, Spain, Study Abroad Program Participant (Fall 2015)

EXPERIENCE

TJ Davis Law Firm, PLLC, Houston, Texas

7/2018-Present

Law Clerk

- Drafted discovery requests, nondisclosure agreements, and court filings.
- Prepared and compiled deposition briefs and evidence for trial for criminal litigation
- Assisted with client intake and managed database of over 150 clients and open case files.

Longshoremen's Association Local 1351, Houston, Texas

Longshoreman Clerk

7/2017 – Present

- Scheduled streamlined the efficiency of the work place
- Developed a diverse work environment among employees
- Oversaw the organization of incoming and outgoing shipment

Texas Tech University Hospitality Services, Lubbock, Texas

Student Manager

1/2016 - 5/2017

Hospitality Assistant

4/2014 - 5/2015

- Coordinated responsibility for setting goals, and distributing tasks among employees

Marco's Pizza, Missouri City

Team Leader/Driver

5/2015 - 8/2015

- Conducted efficient customer service and communication skills

SKILLS AND INTEREST

- Intermediate Spanish
- Long-distances running
- Enjoy history and exploring new cities and cuisines



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

Lillian H. Davis
Name

D

District

Address

Missouri City, Texas 77459

City, State, Zip Code

QUAIL VALLEY GLENN LAKES Section : 1
Subdivision

Phone Number

Email Address

Registered Nurse

Home Health Supervisor 25 years in the industry

Occupation

No response

Education

On which Board/Committee/Commission would you like to serve?::

Parks Board

Explain why::

Would love the opportunity to promote awareness of healthy living and promoting holistic wellness in the community

Please list your civic or community involvement which you feel would make you an ideal candidate for the position you are applying for::

Community health organization experience. Public health professional. Geriatric care professional.

Hobbies/Personal/Family Interests::

Group fitness instructor.

Creative arts worship leader

References (optional)::

No response

Length of residence in the City::

4 years

Are you a registered voter?::

Yes

If available, please attach your resume::

Lillian H Resume.docx

Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?:: Yes

Submission Date:: February 28, 2019

Signature of Applicant:: Lillian Hollins Davis

Lillian H. Davis, RN HCS-D, COS-C
Missouri City, TX 77459

Professional Summary: I am a highly skilled professional with more than 20 years management and practical experience in hospital and home health. My areas of specialized practice include Home Health, Infusion, Gerontology, Coding, Quality Management and Utilization Review.

Credentials: Registered Nurse

Board Examination

License, State of Louisiana 1989

License by Endorsement, State of Indiana 1990

License by Endorsement, State of Texas 2014

Specialty Credentials: HCS-D ICD-10 Board Medical Specialty Coding and Compliance
Certificate for Oasis Specialist-Clinical Oasis Answers 2016

Experience

Clinical Coder, Utilization Review Specialist June 2015 ---current

Kindred at Home (formerly Gentiva) Remote Coder---Corporate Services

Responsible for reviewing OASIS assessments for accuracy, and ensuring comprehensive coding review and assignment to ensure all coding guidelines are met. Reviewing documentation for clinicians to ensure clinical standards, skilled requirements are met.

Manager of Clinical Practice March 2013 --- June 2015

Gentiva Home Health 8606 Allisonville Road, Indianapolis, IN 46250 (317) 915-1440

Clinical oversight of home health services for location serving 200+ patients. Responsible for staff supervision for all clinical and ancillary staff, responsible for ensuring clinical and quality standards were met. Responsible for implementation of performance and process standards from initial referral intake, to admission, to client care delivery, client discharge, and client customer services review.

Administrator August 2011---March 2013

Intrepid USA HealthCare Services 3333 Founders Rd. Suite 100, Indianapolis, IN 46268 (317)334-0859

Administrative management of agency operations for Medicare certified home health agency specializing in disease management programs and comprehensive home rehab services. Fiscal oversight, ensuring regulatory and clinical compliance with all state, federal and specialty accreditation entities.

Director of Operations August 2008 --- August 2011

Amedisys Home Healthcare 9101 Wesleyan Road, Suite 300 Indianapolis, IN 46282 (317) 876-8201

Provided administration oversight and management of entire operation of home health agency services specializing in disease management programs, rehab services. Provided fiscal oversight, budget analysis and sales initiatives and implementation and ensuring regulatory and clinical compliance with all state, federal and specialty accreditation entities. Oversaw branch operations of parent and branch units.

Regional Clinical Manager Indiana Region February 2005—July 2008

American Nursing Care 1001 Summit Dr. Ste. 300 Milford, OH 45150 (513) 576-0262

Provided clinical oversight to six branch offices for Indiana state territory, providing quality patient care, provide mentoring and clinical management orientation for branch clinical management professionals to ensure the quality initiatives were exceeded and regulatory compliance was established.

Director of Clinical Services January 2003----January 2005

NBA HomeCare Plus 5254 W. 62nd Street Indianapolis, IN 46268

Clinical management and oversight of private duty and Medicare certified services ensuring the delivery of quality patient care.

Patient Care Manager December 2000 ---- January 2003

SpectraCare of Indiana 8402 Georgetown Road, Indianapolis, IN 46268

Responsible for care coordination of rehab, infusion, pediatric client care services. Responsible for staff development for all new hires including PPS, OASIS education. Provide quality management education for all clinical staff.

Education: Associate Science of Nursing Louisiana Tech University 1989



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

Kymberly McMorries
Name

A

District

Address

Missouri City, Texas 77459

City, State, Zip Code

QUAIL VALLEY NORTH Section : 1

Subdivision

Phone Number

Email Address

Attorney, self-employed

Occupation

Juris Doctorate

Education

On which Board/Committee/Commission would you like to serve?::

Parks Board

Explain why::

I would like to become more involved in my community, and I see there is a vacancy.

Please list your civic or community involvement which you feel would make you an ideal candidate for the position you are applying for.::

I served on a focus group for FBISD with regards to rebalancing high schools, and I have been actively involved in volunteering with the schools. I also am a mentor for a child at QVE, and I was a volunteer with the Missouri City animal shelter.

Hobbies/Personal/Family Interests::

Movies, travel, food, reading

References (optional)::

No response

Length of residence in the City::

9.5 years

Are you a registered voter?::

Yes

If available, please attach your resume::

No file was uploaded

Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?:: Yes

Submission Date:: March 11, 2019

Signature of Applicant:: Kymberly McMorries



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

Valore Lott _____ D _____
Name **District**

_____ Missouri City, Texas 77459
Address **City, State, Zip Code**

QUAIL VALLEY EAST Section : 4
Subdivision

_____ **Phone Number** _____ **Email Address**

Real Estate Broker/RE/MAX Fine Properties _____

Occupation

B.S. & M.S. TSU _____
Education

On which Board/Committee/Commission would you like to serve?::

Parks Board _____

Explain why::

1.Avid national, state, & local park visitor _____

2.Naturalist _____

3.Active BabyBoomer _____

Please list your civic or community involvement which you feel would make you an ideal candidate for the position you are applying for.::

1.Secretary - Missouri City AARP (Approx 7 yrs) _____

2.Meals on Wheels Home Delivery volunteer (10yrs) & Volunteer Advisory Board _____

Hobbies/Personal/Family Interests::

Travel, Fishing, Reading, Road-tripping

References (optional)::

No response

Length of residence in the City::

35 years

Are you a registered voter?::

Yes

If available, please attach your resume::

No file was uploaded

Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?:: Yes

Submission Date:: March 10, 2019

Signature of Applicant:: Valore Lott



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

Daniel Silva A
Name **District**

Missouri City, Texas 77489
Address **City, State, Zip Code**

GLEN PARK SEC 1, BLOCK 2, LOT 47
Subdivision

Phone Number **Email Address**

Business Owner
Occupation

1 Years College
Education

Civic/Church/Community Involvement::

Catholic (Holy Family)

10 Years Vice President Glen Park Homeowners Association

2014 to 2016 President, Mexican American Golf Association (Houston Tx. Chapter)

2018 Member MAGA San Antonio

UH Alumni Association Member

Hobbies/Personal/Family Interests::

Golf with Family & Friends

Home Gardening (Citrus & Fruit Tree Enthusiast)

Season Ticket Holder for UH, Astros, Skeeters & Texans

On which Board/Committee/Commission would you like to serve?::

Planning & Zoning Commission

Explain why::

My dreams have always been representing my community, sharing, giving my time to improve & make a difference in Missouri City. From seeing the neighborhood kids grow up, graduate & remembering the good times we all had when we came together in Glenn Park. We have made it our goal to maintain our subdivision well represented within Missouri City.

References (optional)::

Randy Meyers _____

Calvin Simon _____

Clifford Brooks _____

Length of residence in the City::

15 years

If available, please attach your resume::

Resume Daniel Silva Letter 2018.pdf

Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?:: Yes

Signature of Applicant:: Daniel Silva

Submission Date:: December 27, 2018



INDEPENDENT CRANE
& EQUIPMENT

January 3, 2019

Missouri City

Introduction: Daniel Silva

Since 1991 Daniel Silva has worked for several Major Crane Manufactures (5) all offshore field service and in management positions, Daniel has traveled to Colombia for Texaco and now for Chevron for the past 18 years, He has an excellent understanding to Chevrons offshore safety requirements and an unblemished safety record. Another advantage is that he is also fluent in Spanish, having Certified all Chevron Crane Operators in Safe Operation and Crane Safety Awareness.

Daniel Silva, President of Independent Crane & Equipment, LLC (ICE), incorporated his company in August, 2008, and has led ICE in its mission to provide excellent services to its customers since that time.

Attached you will find Mr. Silva's work history (in the form of a resume). Mr. Silva has in the past and does currently maintain all the certifications and training required/necessary to administer and perform the designated services on behalf of ICE. The company's employee drug testing is administered by Pipeline Testing Consortium. Our safety programs and proper insurances are monitored by ISNetwork...In short, Mr. Silva and ICE are pleased to confirm that ICE meets all the qualifications and programs that are required by all of our clients in the oil and gas industry.

If I can be additional assistance, or if you should need additional documentation regarding this matter, please don't hesitate to contact me at your earliest convenience.

Sincerely,

A handwritten signature in black ink that reads "Clifford Brooks, Jr." in a cursive style.

Clifford Brooks, Jr.
Chief Financial Officer

Attachment:

Resume
of
Daniel Silva

January 1991 - September 2001

**WEATHERFORD /AMERICAN AREO CRANES
6707 NORTHWIND DR.
HOUSTON TEXAS 77041**

SENIOR SERVICE TECHNICIAN:

OFFSHORE GULF OF MEXICO AND SOUTH-CENTRAL AMERICA OPERATIONS; COMPLETE NEW PEDESTAL OFFSHORE CRANE INSTALLATIONS; COMMISSIONING CRANES FROM 10-TONS TO 75-TON CRANE CAPACITY; COMPLETE REFURBISHMENT OF PLATFORM PEDESTAL CRANES ON EXISTING OFFSHORE PLATFORMS; INSTALLATION OF TEMPORARY PORTABLE RENTAL CRANE OFFSHORE; COMPLETE ANNUAL INSPECTION AND REPAIRS OF ALL OFFSHORE CRANES AS PER AMERICAN PETROLEUM INSTITUTE GUIDE LINES API R2D2 RECOMMENDED SPECIFICATIONS; TRAVELS TO SOUTH AND CENTRAL AMERICA ON CRANE REPAIRS AND INSPECTIONS; CRANE CERTIFICATION AND OPERATOR CLASS ROOM INSTRUCTOR; BILINGUAL LECTURES AND CLASSES GIVEN IN SPANISH FORMAT FOR CRANE OPERATORS IN MEXICO AND COLOMBIA (TEXACO / RIOHACHA).

September 2001 - September 2007

**MARINE & MAINLAND CRANES
11981-A SPENCER RD.(FM529)
HOUSTON TEXAS 77041**

SENIOR SERVICE TECHNICIAN:

OFFSHORE GULF OF MEXICO AND SOUTH-CENTRAL AMERICA OPERATIONS; COMPLETE NEW PEDESTAL OFFSHORE CRANE INSTALLATIONS; COMMISSIONING CRANES FROM 10-TONS TO 75 -TON CRANE CAPACITY; COMPLETE REFURBISHMENT OF PLATFORM PEDESTAL CRANES ON EXISTING OFFSHORE PLATFORMS; INSTALLATION OF TEMPORARY PORTABLE RENTAL CRANE OFFSHORE; COMPLETE ANNUAL INSPECTION AND REPAIRS OF ALL OFFSHORE CRANES AS PER AMERICAN PETROLEUM INSTITUTE GUIDE LINES (API R2D2 RECOMMENDED SPECIFICATIONS); INSPECTOR OF OVERHEAD MONORAIL CRANE AND LIFTING EQUIPMENT TO LAND FACILITIES IN REFINERIES AND CHEMICAL PLANTS (BP TXCITY , SEAWAY TEPPCO,WILLIAMS PIPELINE ,VOPAK, STERLING CHEMICAL); TRAVELS TO SOUTH AND WEST AFRICA FOR INSPECTIONS AND REPAIRS OF PLATFORM PEDESTAL CRANES; TRAVELS TO SOUTH AND CENTRAL AMERICA ON CRANE REPAIRS AND INSPECTIONS; CRANE CERTIFICATION AND OPERATOR CLASS ROOM INSTRUCTOR; BILINGUAL LECTURES AND CLASSES GIVEN IN SPANISH FORMAT FOR CRANE OPERATORS IN MEXICO AND COLOMBIA (CHEVRON / RIOHACHA)

September 2007 to August 2008

**ENERGY CRANES
6707 NORTHWIND DR.
HOUSTON TEXAS 77041**

SENIOR SERVICE TECHNICIAN:

OFFSHORE GULF OF MEXICO AND SOUTH-CENTRAL AMERICA OPERATIONS, COMPLETE NEW PEDESTAL OFFSHORE CRANE INSTALLATIONS , COMMISSIONING CRANES FROM 10 TONS TO 75 TON CRANE CAPACITY , COMPLETE REFURBISHMENT OF PLATFORM PEDESTAL CRANES ON EXISTING OFFSHORE PLATFORMS, INSTALLATION OF TEMPORARY PORTABLE RENTAL CRANE OFFSHORE , COMPLETE ANNUAL INSPECTION AND REPAIRS OF ALL OFFSHORE CRANES AS PER AMERICAN PETROLEUM INSTITUTE GUIDE LINES API R2D2 RECOMMENDED SPECIFICATIONS, INSPECTOR OF OVERHEAD MONORAIL CRANE AND LIFTING EQUIPMENT TO LAND FACILITIES IN REFINERIES AND CHEMICAL PLANTS (BP TXCITY , SEAWAY TEPPCO,WILLIAMS PIPELINE ,VOPAK, STERLING CHEMICAL)TRAVELS TO SOUTH AND WEST AFRICA FOR INSPECTIONS AND REPAIRS OF PLATFORM PEDESTAL CRANES, TRAVELS TO SOUTH AND CENTRAL AMERICA ON CRANE REPAIRS AND INSPECTIONS, CRANE CERTIFICATION AND OPERATOR CLASS ROOM INSTRUCTOR , BILINGUAL LECTURES AND CLASSES GIVEN IN SPANISH FORMAT FOR CRANE OPERATORS IN MEXICO AND COLOMBIA (CHEVRON / RIOHACHA).

August - 2008 – PRESENT

**INDEPENDENT CRANE & EQUIPMENT
12 GREENWAY PLAZA, SUITE 1100
HOUSTON, TEXAS**

COMPLETE REFURBISHMENT OF PLATFORM PEDESTAL CRANES ON EXISTING OFFSHORE PLATFORMS; INSTALLATION OF TEMPORARY PORTABLE RENTAL CRANE OFFSHORE; COMPLETE ANNUAL INSPECTION AND REPAIRS OF ALL OFFSHORE CRANES AS PER AMERICAN PETROLEUM INSTITUTE GUIDE LINES (API R2D2 RECOMMENDED SPECIFICATIONS; INSPECTOR OF OVERHEAD MONORAIL CRANE AND LIFTING EQUIPMENT TO LAND FACILITIES IN REFINERIES AND CHEMICAL PLANTS (ENTERPRISE PRODUCTS SEAWAY TEPPCO,WILLIAMS PIPELINE ,VOPAK, LAREDO GROUP OFFSHORE); TRAVELS TO NORTH AND SOUTH CAROLINA FOR INSPECTIONS AND REPAIRS OF BRIDGE OVERHEAD CRANES; TRAVELS TO SOUTH AND CENTRAL AMERICA ON CRANE REPAIRS AND INSPECTIONS; CRANE CERTIFICATION AND OPERATOR CLASS ROOM INSTRUCTOR; BILINGUAL LECTURES AND CLASSES GIVEN IN SPANISH FORMAT FOR CRANE OPERATORS IN MEXICO AND COLOMBIA (CHEVRON / RIOHACHA).



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

Jim Fonteneaux, Sr. _____ B
Name **District**

_____ Missouri City, Texas 77489
Address **City, State, Zip Code**

MEADOWCREEK Section : 3
Subdivision

_____ **Phone Number** _____ **Email Address**

Oil & Gas Exec/Market Investor
Occupation

High School/Bachelors/Graduate Studies
Education

Civic/Church/Community Involvement::
President & Chair - Meadowcreek Association Inc

Hobbies/Personal/Family Interests::
No response

On which Board/Committee/Commission would you like to serve?::
Planning & Zoning Comm or either TRIZ with reasonable time to review/research opportunities.

Explain why::
I would bring the broad skill set necessary to assist City Council's forward planning of what will undoubtedly be complicated business & legal matters associated with development and redevelopment opportunities.

References (optional)::

No response

Length of residence in the City::

28 years

If available, please attach your resume::

No file was uploaded

Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?:: Yes

Signature of Applicant:: Jim Fonteneaux, Sr.

Submission Date:: December 25, 2018



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

Karen Overton
Name

D
District

Address

Missouri City, Texas 77459
City, State, Zip Code

PEARL POINTE AT LAKE OLYMPIA Section : 1
Subdivision

Phone Number

Email Address

Professor
Occupation

MBA
Education

Civic/Church/Community Involvement::

Habitat for Humanity Finance committee, Chairperson

Graduate Missouri City Citizen University

Community Volunteer - Lake Olympia Subdivision

Board Director Municipal Utility District No. 49

Voter Registrar Deputy

FB Election Judge

Hobbies/Personal/Family Interests::

Yoga

Avid non-fiction reader

Line Dancer

AOA member YMCA

On which Board/Committee/Commission would you like to serve?::

Planning & Zoning Commission

Explain why::

Based on my prior work experience and active community involvement, I could assist with creating a 21st century community.

References (optional)::

Mayor Yolanda Ford

HCC Trustee Neeta Sane

Vivian Ellis, HCC counselor

Judge Teana Watson

Length of residence in the City::

10 years

If available, please attach your resume::

Overton, Karen Resumegeneral2016.pdf

Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?:: Yes

Signature of Applicant:: Karen E.Overton

Submission Date:: December 26, 2018

KAREN OVERTON

VITAE

KAREN OVERTON

Email:

SUMMARY:

Exceptionally professional leader and visionary with a solid history of building successful **Community Partnerships**, Profit-driven strategies, and organizational planning. Respected educator and business development expert who consistently demonstrates a steadfast commitment to the strategies and goals of the organization. Insightful and analytical negotiator adept at nurturing collaboration between strategic resources.

- Fosters strong community involvement through innovative outreach and awareness pursuits.
- Expert in organizational structure and development.
- High-level experience and understanding of **Marketing, Management, and Financial Planning**.

Key Qualifications

- Mission/Vision Development
- Fund Raising & Fiscal Planning
- Marketing & Business Development
- Instructional Marketing Plans
- Strategic Relationships
- Program Evaluation & Design
- Public Speaking
- Promotion Planning
- Group/Individual Instruction
- Board of Directors Presentations
- Staff Management
- Community Leaders Networking

Career Highlights

Business Administration Department • Houston Community College • Houston, TX INTERIM DEPARTMENT CHAIR/ASSOCIATE PROFESSOR

Serving more than 1.3 million students since its establishment in 1971, HCC is the third largest community college in the US and offers a broad range of educational opportunities in continuing and adult education, ESL, distant learning, and Associate-level degree-seeking curricula for students in the Houston in area.

Served as Department Chair as well as Associate Professor to deliver program development and oversight, created and launched the program's strategic sales and marketing initiatives, and fostered internal and community relationships to build the department's external reach. Coordinated with the Board of Trustees to create community action programs. Provided subject matter expertise to develop and deliver innovative instructional methodology, syllabi, and educational experiences for each discipline. Created and implemented teaching materials performing student assessments. Designed and delivered coursework, promoted enrollment and retention, and developed student-participation resources. Performed student advisory and mentorship activities.

KAREN OVERTON

VITAE

Key highlights—DEPARTMENT CHAIR

- Developed the department's sales and marketing plan designed to increased student enrollment—successful initiatives that resulted in improvement of 73% and 79% respectively for 2008 and 2009 through targeted department improvement, whole campus, and community reach initiatives including:
 - Targeted department improvement through whole campus and community marketing activities including personal selling to students in all college disciplines.
 - Trained department professors and launched consultative talks at 6 college campuses to bring program awareness to students in other areas.
 - Listed product positioning of classes with a strategy based on market research results for better overall program positioning.
 - The establishment of intern and mentoring programs for students and community business leaders.
 - Design and launch of a student awareness campaign “Can I Help” to provide a resource for student registration problem resolution.
 - Negotiated and established dual credit programs through the Independent School District and Community College.
- Developed critical recruiting standards and procedures, and employed and trained 8 new adjunct professors.

Key highlights—ASSOCIATE PROFESSOR

- Developed the first college of Business Administration “Student in Action” organization.
- Successfully spearheaded the college's Haiti Relief Efforts Fund Raiser.
- Served in various governance and resource functions including:
 - President of Faculty Senate for 3 consecutive years.
 - College Leadership Program—Selected by Chancellor from a pool of more than 3,000 candidates.
 - Chair of the Academic Conversion Committee.
- **Created and taught more than 15 different distance and on-campus management, marketing, human relations, and personal finance courses through LMS platforms: WebCT, Blackboard, Vista 8.03, Moodle and Canvas LMS.**
- Significantly increased student enrollment and retention levels by developing a holistic department sales and marketing plan including:
 - College and community outreach.
 - Creation of the department's honors program.
 - Training and awareness initiatives targeting students, administrators, community, and other departments.
 - Establishing communications with college counselors, explaining the department's programs.
- Authored course transfer guidelines for conversion to 4-year curriculums.

Business/Marketing Departments • University of Houston • Houston, TX 1994-1995

ADJUNCT INSTRUCTOR

Provided management and marketing courses curriculum development, planning, and instruction. Developed student enrollment marketing objectives, and worked with department leaders to improve educational initiatives and student success.

Key highlights

- Delivered course instruction over a highly-diverse range of management and marketing classes.

KAREN OVERTON

VITAE

- Carried out various community, school, corporate, and organizational activities to foster interest and growth of the department by building student and community interest in its programs.
- Developed the overall business administration curriculum and defined specific educational objectives.

Additional Experience

Adjunct Instructor • Houston Community College • Houston, TX 1984-1990
Senior Account Executive • Valvoline Oil Company • Houston, TX 1981-1984
Territory Manager • Exxon USA • Dallas, TX 1977-1981
Marketing Analyst • Union Oil of California • Los Angeles, CA 1976-1977
Lending Officer Assistant • Texas Commercial Bank • Houston, TX 1973-1976

Education • Professional Development

Masters of Business Administration

Texas Southern University, Houston, TX

Bachelor of Arts in Sociology, Minor in Psychology

Texas Southern University, Houston, TX

Awards and Special Accomplishments

- ☐ *Faculty Sponsor for first Business Administration Student Org.*
- ☐ *Graduate of Competent Leadership Program*
- ☐ *San Jacinto Girl Scout Council Speaker's Bureau*
- ☐ *Who's Whom Among American Teachers Roster*
- ☐ *Southwest College Team Captain for HCC Foundation*
- ☐ *Department Chair for Business Administration/Houston Community College*
- ☐ *Faculty Senate Chairperson for Southwest College*
- ☐ *YMCA Campaign Fund Solicitor*

KAREN OVERTON

VITAE

Memberships and Affiliations

- *Membership Chairperson for National Community Organization Convention*
- *Board Secretary for Glenshire Community Association*
- *Board member for Westland YMCA, Houston, Texas*
- *Project Manager - Builders, Inc.*
- *PTO Board Member - Johnston Middle School*
- *PTO Board Member – Sugar Grove School*
- *Chairperson - Johnston Middle School Locker Renewal Project*
- *Interim Business Administration Department Chair, 2008*
- *Certificate of Technology Instruction/ Houston Committee College, 2008*
- *Board member for National Community Organization*
- *Chairperson - Southwest Faculty Senate - HCC, 2008, 2009, 2010*
- *Team Captain, HCC Foundation, 2009*
- *VIP member FOR FBISD, Dulles High School*
- *President and founder, Voters In Action Association*
- *President of Seriously Speaking Toastmasters*
- *Administrative Assistant area Governor of Toastmasters International*
- *Speakers Bureau for National Community Organization*
- *Counselor for Young Junior Achievement Organization*
- *Inner-City Marketing Committee for Young Junior Achievement of Southeast Texas*
- *Media Sales Association member*
- *Who's Who Among American Teacher 1996, 1999, 2004*
- *Curriculum Disciplinary Committee for Houston Community College*
- *Former Board Member Southwest Girl Scout Council*
- *YMCA fund-raiser/Solicitor, 2003*
- *Member of Texas Community College Association*
- *Author Acknowledgements in two Business Management textbooks*

Hobbies

Golf, Yoga, amateur guitar player, professional volunteer and avid non-fiction reader.



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

Rodney Griffin _____
Name _____ **District** A

_____ Missouri City, Texas 77489
Address _____ **City, State, Zip Code**

HUNTERS GLEN Section : 2
Subdivision _____

_____ **Phone Number** _____ **Email Address** _____

Retired Real Estate & Insurance Broker
Occupation _____

B.A. Mathematics & minor Government University of Texas At Austin
Education _____

Civic/Church/Community Involvement::

Precinct Chair, State Democratic Executive Committee , National Alliance On Mental Illness,
Wheeler Avenue Baptist Church, Readers' Roundtable " As We Saw It " UT Press, Hunters Glen
HOA, _____

Hobbies/Personal/Family Interests::

Chess, Reading, Travelling, Fishing, Spending time with family, Public Affairs/ Public Policy
Advocacy _____

On which Board/Committee/Commission would you like to serve?::

Planning & Zoning _____

Explain why::

I live in District since 1980 and have seen Texas Parkway go from a robust street to one that lacks the once upscale businesses. We along the Texas Parkway “corridor” should not have to leave our community for services other communities enjoy. I want that back!!!

References (optional)::

Marquis Who’s Who in the South and Southwest 18th edition

“As We Saw It” Book (Profile) University of Texas Press

Length of residence in the City::

38 years 1month

If available, please attach your resume::

Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?:: Yes

Signature of Applicant:: Rodney Griffin

Submission Date:: March 26, 2018

Rodney Leverett Griffin

Objective: City of Missouri City Planning and Zoning Commission

Summary: Professional real estate and financial services consultant. Received numerous national commendations, recognitions, and awards for outstanding service in insurance, real estate, and government. I am referenced in Marquis Who's Who in the South & Southwest 17th & 18th editions. My background, along with excellent communication skills, vision, and strong attention to detail will make me an asset to your organization. Nearly thirty - nine years ago Jan and I settled in Missouri City to raise our children. I became a respected member of the business community, an admired civic leader; and am an alumnus of the Fort Bend Chamber Leadership Forum

Professional Experience:

The Rodney Griffin Group (June 2004 - Present)

Principal - Real Estate Consulting and Financial Services
Residential and Commercial

State Comptroller of Public Accounts-(January 1998 to September 2004)

Taxpayer Services Officer

- Provided customer services to business taxpayers in sales, franchise fuel, and twenty other state taxes
- Prepared presentations and seminars for businesses

Allstate Life Insurance Company (July 1991 to October 1998)

Life Specialist (Licensed Insurance Broker, Local Recording Agent, Commercial, Group I, Group II)

- As a charter member of Allstate's Life Initiative Program, Allstate Life became a member of the top **100** lifeinsurance companies
- Trained Allstate managers and agents in marketing and servicing life insurance
- Increased profitability of Allstate Property and Casualty by 20 percent
- Earned numerous awards including National Conference, Partnership Ring, Sales Leader and Sales Achievement from National Association of Life Underwriters

The Rodney Griffin Group (1981 to 1991) Licensed Real Estate Broker

Principal Owner

- Provided Real estate brokerage and appraisal services in residential and commercial markets
- Consulted on Community development projects throughout City of Houston

Southwestern Bell Telephone Company (September 1974 to September 1981)

Marketing Representative/Facilities Supervisor

- Marketed telecommunication systems to real estate and city government
- Promoted to Facilities supervisor

- Administered network within budget
- Modernized and managed outside plant facilities to handle tens of thousands of new telephone lines
- Coordinated telecommunications for River Oaks Tennis Tournament.

City of Austin (June 1970 to June 1974)

Department of Community Action - Division Head

- Administered, directed, managed, developed and supervised over 400 employees in public and private funded city department in a manager – council form of government
- Directly responsible for planning, research, public information, community resource mobilization, intergovernmental relations, and training functions
- Member director of community development committee for Community Action program
- Saint John Neighborhood Development Project- Chair/ Revitalized NE predominately African American community. Preserved the residential character of the community while improving the community for the next generation

Education:

Bachelor of Science

Mathematics - University of Texas at Austin

Minor: Government

Continuing Education:

Texas A & M School of Extension, College Station, Texas

Texas Southern University Continuing Education-Houston, Texas

Telephony Seminars - Interactive Voice Recognition- Daythal Kendall, Phd- Instructor

American College, CLU/CHFC matriculated

Continuing Education – Texas Real Estate Brokerage

Technical Skills:

Industry specific and full scope of Microsoft strategic solutions to include Vb6, SQL Server

Platforms: Windows 95/98/2000, 2007, 2010, Windows NT, XP

Databases: MS Access, MS SQL Server

Languages: Visual Basic 6, VB Script, VBA, SQL 6, Parity Vos.

Other Software: MS Office /97, 2000; Word Suite 2002, PowerPoint, Excel, WordPerfect

Honors:

Certificate of Congressional Recognition 2018

White House Guest@ The Civil Rights Summit 2014

Special Guest of President Bill Clinton 2001

Jesse H. Jones Scholarship

Houston Endowment Inc.



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

Angie Wierzbicki _____ B _____
Name **District**

_____ Missouri City, Texas 77459 _____
Address **City, State, Zip Code**

MEADOWCREEK Section : 1&4 _____
Subdivision

_____ **Phone Number** _____ **Email Address** _____

Executive Director _____

Cullinan Park Conservancy _____

President _____

Angie Wierzbicki Consulting, Inc. _____

Nonprofit Consultant _____

Occupation

BA - Broadcast Journalism, University of Southern California, MS - Recreation, Park and Tourism
Administration, Western Illinois University _____

Education

On which Board/Committee/Commission would you like to serve?::

Planning & Zoning Commission _____

Explain why::

I have been an active resident in Missouri City and care deeply about our community. The Planning & Zoning Commission is very important to the City's future. Having worked in the public/nonprofit sector, I understand the importance of having community members at the table

and I believe my education, experience and opinions will be beneficial to the Committee, and ultimately the City.

Please list your civic or community involvement which you feel would make you an ideal candidate for the position you are applying for.::

I am most known in the community for starting Missouri City Green with my husband and two friends. I was the first Chairperson and initiated every event that still stands today. It's true, one of my biggest passions is beautifying our City (and our world). But I also have a Masters Degree that encompassed community and economic development. Both of these experiences helped to spur me to run for City Council last year. I lost, but I learned a lot about - and made a lot of contacts and friends - many of our City's residents. I believe I will be a fair representative when it comes to planning and zoning - looking out for the community at-large's interest, not just mine or a special interest.

Hobbies/Personal/Family Interests::

No response

References (optional)::

No response

Length of residence in the City::

8 years

Are you a registered voter?::

Yes

If available, please attach your resume::

Angie.W resume 12.18.pdf

Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?:: Yes

Submission Date:: February 27, 2019

Signature of Applicant:: Angie Wierzbicki

ANGIE WIERZBICKI
Missouri City, TX

Special Talents: Able to network effectively in a variety of environments, establish constructive rapport with key stakeholders and decision makers, obtain and organize local resources and take positive action toward value creation.

RELEVANT PROFESSIONAL EXPERIENCE:

Executive Director – February 2017 to Present – Cullinan Park Conservancy – Sugar Land, TX

- Develop and implement goals and activities, with Board of Directors, to achieve organizational mission
- Write and manage all grant requests and subsequent reports
- Coordinate all marketing and public relations activities, including social media, print and online media and e-blasts
- Point of contact for public, as well as City of Sugar Land, for Cullinan Park operations
- Leadership in \$500,000 annual budget through fundraising efforts (grants, individual and corporate donations)
- Secured \$1,073,000 from 2015-2016 in grants (during time as grant writing consultant)

Executive Director – April 2014 to February 2017 – Fort Bend Cares Foundation – Sugar Land, TX

- Developed and implemented goals and activities, with Board of Trustees, to achieve organizational mission
- Provided leadership in organizational, financial and programming plans and deliverables
- Oversaw Grants Committee, made up of 40 volunteers who review on average 40 applications a year
 - Develop relationships with community nonprofits
 - Recommend strategies to volunteers for successful review of applications
 - Evaluate successful applicants' reports annually
- Coordinated event volunteer efforts
 - Recruit, train and manage approximately 50 volunteers for several events each year
 - Increased new volunteer participation by 10% over two years, while retaining existing volunteers
- Lead fundraising through corporate sponsorships, individual donations and other revenue opportunities
 - Increased income by 23% in first year, and *additional* 16% in second year
- Coordinated marketing and public relations activities, including social media, print and online media and e-blasts

Development Director – July 2013 to April 2014 – Hope for Three – Stafford, TX

- Coordinated outreach and fundraising events and campaigns
- Identified new and cultivated ongoing corporate relationships to enhance sponsorships and large donations
- Updated existing gift program to engage individual and small business donors
- Primary member of grantwriting team, assisting with writing, editing and compliance of grant requests and awards
 - Successful written applications totaled \$275,000 during this time
- Oversaw and managed marketing committee and tasks, including social media, print and online media

Assistant Director, Marketing & Special Events – December 2012 to July 2013

Event & Volunteer Coordinator – September 2012 to December 2012 – Galveston Historical Foundation (GHF) – Galveston, TX

- Oversaw and coordinated all major event efforts of the Foundation
 - Budgeting, Fundraising, Logistics, Volunteer Recruitment & Training (800+ for annual Historic Homes Tour and 600+ for annual Dickens on the Strand) and Event Evaluation
- Assisted in all marketing efforts of the organization, with special emphasis on events
- Identified and cultivated relationships with key individuals, businesses and other contributors to events and GHF

Development Director – January 2011 to September 2012 – Central Fort Bend Chamber Alliance – Rosenberg, TX

- Supervised staff of 5, while leading all development efforts, as Interim President from April 2011 to August 2011
- Planned and implemented small and large events and programs
 - Budgeting, Fundraising, Logistics, Volunteer Recruitment and Training and Event Evaluation
- Worked hand-in-hand with Marketing and Communication Directors to effectively promote events and sponsorships.
- Established and maintained relationships with key partners in the community and region, including elected officials.

Special Events Specialist – January 2009 to September 2010 – City of Pearland, Parks & Recreation – Pearland, TX

- Assisted in planning and implementation of 22 annual events; attendance ranging from 100 to 12,000 for individual events.
 - Budgeting, Fundraising, Logistics, Marketing, Volunteer Recruitment & Training and Event Evaluation
- Created and implemented “green” event strategies to improve the environmental stewardship of the department, city and event participants.

Executive Director – July 2007 to May 2008 – Louisa Development Group (LDG) – Wapello, IA

- Managed day-to-day activities, including working with Board of Directors to pursue mission and vision through successful organizational activities and relationships.
- Actively recruited new members and maintained existing member relationships.
- Marketing manager for Naturally Louisa County, a county-wide tourism campaign.
- Wrote, edited and produced monthly newsletters, as well as a weekly newspaper column and additional press releases.

Peace Corps Volunteer - June 2000 to August 2002 - Chinguluwe Health Center - Malawi, Africa

- Advised and facilitated the construction and installation of 110 protected shallow wells in 40 villages, serving 22,000 people. Supervised multiple volunteers, while also obtaining funding and connecting to other local resources.
- Encouraged and supported two community based fish ponds, serving 1,100 people, used for sustainable food and economic stability.
- Established eco-sanitation project with 12-member women’s group in village of Gonondo. With Water Aid, assisted women taking control of finances, food and sanitation, creating entrepreneurial activity.
- Trained in Permaculture, coordinated and taught a permaculture course to local health professionals.

ADDITIONAL SPECIFIC EXPERIENCE:

Founder and First Chairperson, Fort Bend Community Action Network – Established November 2016

- Fort Bend Community Action Network (Fort Bend CAN) is the largest non-partisan, progressive coalition in Fort Bend County
- The organization seeks to connect community members, build awareness, engage and educate, as well as move the county, region and country forward in progressive causes

Writer – August 2016 to Present

- Nonprofit Quarterly (www.nonprofitquarterly.org) Sugar Land Moms (www.sugarlandmoms.com)

Grant writer & Nonprofit Consultant – May 2014 to Present

- Grant writing clients include agencies in the greater Houston area
- Fundraising letters and appeals for agencies in Texas and Tennessee
- Facilitation of Nonprofit Board Retreats and Fundraising Workshops for agencies in the greater Houston area
- Additional consultation and support provided to several other non-profits in the greater Houston area

Founder and First Chairperson, Missouri City Green – Established August 2010

- Missouri City Green is the Keep Texas Beautiful Affiliate for Missouri City, TX
- MCG hosts several city-wide events each year with the goal of beautifying the City, attracting hundreds of residents to each event (Examples include Trash-Off, Electronics Recycling, etc).

EDUCATION and LEADERSHIP PROGRAMS:

- **Fort Bend Chamber of Commerce Leadership Program – 2016 Graduate**
- **Missouri City Citizens University - 2016 Graduate**
- **Fort Bend Leadership Excellence for Nonprofits – 2015 Graduate**
- **Central Fort Bend Chamber Leadership Program – 2012 Graduate**
- **Certificate, Professional Community & Economic Developer – August 2011** – Community Development Inst.
- **Continuing Education Course on Grant writing – December 2010** – University of Houston
- **Master of Science in Recreation, Park and Tourism Administration - May 2007**
Peace Corps Fellow; emphasis Community and Economic Development - Western Illinois University - Macomb, IL
- **Bachelor of Arts in Broadcast Journalism - May 2000**
Minor: Peace and Conflict Studies - University of Southern California - Los Angeles, CA



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

Peter Thompson _____ D _____
Name **District**

_____ Missouri City, Texas 77459
Address **City, State, Zip Code**

QUAIL VALLEY THUNDERBIRD Section : 2
Subdivision

_____ **Phone Number** _____ **Email Address**

Retired telephone company engineer with six years of right-of-way purchasing experience. 2 years as telephone company representative to the City of Houston Plat Approval Board. Four years as a member of the Fort Bend Appraisal District Review Board. Four years as a member of telephone company representative to the Houston Builders association.

Occupation

High School, some college
Education

On which Board/Committee/Commission would you like to serve?::

Planning & Zoning _____

Explain why::

I enjoyed my work with builders, developers and government officials during my working career.

Please list your civic or community involvement which you feel would make you an ideal candidate for the position you are applying for.::

My 33 year work experience in providing utilities to developers throughout the Houston area.

Hobbies/Personal/Family Interests::

Member Sugar Creek Baptist Church

Certified Volunteer Chaplain Assistant with the Texas Department of Criminal Justice.

References (optional)::

No response

Length of residence in the City::

31 years

Are you a registered voter?::

Yes

If available, please attach your resume::

No file was uploaded

Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?:: Yes

Submission Date:: March 8, 2019

Signature of Applicant:: Peter Thompson



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

Curtis Williams
Name

B

District

Address

Missouri City, Texas 77459

City, State, Zip Code

QUAIL VALLEY THUNDERBIRD Section : 2
Subdivision

Phone Number

Email Address

No response
Occupation

No response
Education

Civic/Church/Community Involvement::

No response

Hobbies/Personal/Family Interests::

No response

On which Board/Committee/Commission would you like to serve?::

TIRZ 3

Explain why::

Looking forward to helping fill vacant and upcoming positions going to be vacated! Sharing thoughts and ideas from my background and experiences!

References (optional)::

No response

Length of residence in the City::

14 years

If available, please attach your resume::

No file was uploaded

Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?:: Yes

Signature of Applicant:: Curtis Williams

Submission Date:: December 26, 2018



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

Dr. Dianne Jemison Pollard
Name

D

District

Address

Missouri City, Texas 77459

City, State, Zip Code

QUAIL VALLEY THUNDERBIRD Section : 2
Subdivision

Phone Number

Email Address

Professor/ Dean of Education
Occupation

BA, MA, MFA, Ed.D.
Education

Civic/Church/Community Involvement::

Antioch Baptist Church; League of Business and Professional Women; Alpha Kappa Alpha Sorority; The Links, Inc.; Founder/Director of the Children's Theatre Camp at Texas Southern University.

Hobbies/Personal/Family Interests::

Fitness, Sports, the arts, two adult children, one grandchild, church activities.

On which Board/Committee/Commission would you like to serve?::

TIRZ

Explain why::

I am committed to serving the community in any area where I am assigned. I have diverse experiences and the preparation necessary to help in the ongoing development in Missouri City for all citizens.

References (optional)::

Available upon request.

Length of residence in the City::

2 years

If available, please attach your resume::

No file was uploaded

Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?:: Yes

Signature of Applicant:: Dr. Dianne Jemison Pollard

Submission Date:: December 26, 2018



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

Leslie Mack Jr. B
Name **District**

Missouri City, Texas 77489
Address **City, State, Zip Code**

HUNTERS GLEN Section : 4
Subdivision

Phone Number **Email Address**

No response
Occupation

Associate Degree
Education

Civic/Church/Community Involvement::
Board Member for Hunters Glen IV H.O.A.

Hobbies/Personal/Family Interests::
No response

On which Board/Committee/Commission would you like to serve?::
TIRZ Board

Explain why::
As a member of the Missouri City community for over 8 years, I have developed an interest in the revitalization of our great city. As a tax payer, I would like to help implement new innovative ideas that can bring our city into the future.

References (optional)::

George Parker

Frank Stats

Length of residence in the City::

8 years

If available, please attach your resume::

No file was uploaded

Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?:: Yes

Signature of Applicant:: Leslie Mack Jr.

Submission Date:: December 26, 2018



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

Karen Overton _____
Name **District**

_____ Missouri City, Texas 77459
Address **City, State, Zip Code**

PEARL POINTE AT LAKE OLYMPIA Section : 1
Subdivision

_____ **Phone Number** _____ **Email Address**

Associate Professor/Business Management
Occupation

MBA
Education

Civic/Church/Community Involvement::

Graduate Citizen University

Board Director MUD #49

Comprehensive Planning Committee, Missouri City

Lake Olympia Community Volunteer

Missouri City Community Organizer

Fort Bend County Voter Deputy Registrar

Fort Bend Election Judge

Hobbies/Personal/Family Interests::

AOA - Active Older Adult Member @ YMCA

Yoga Enthusiast

Author

Public Speaker

Line Dance

On which Board/Committee/Commission would you like to serve?::

TIRZ 2 or TIRZ 3

Explain why::

I would bring the broad skill set necessary to assist City Council's forward planning of what will undoubtedly be complicated business & legal matters associated with development and redevelopment opportunities.

References (optional)::

Commissioner Grady Prestage

Mayor Yolanda Ford

HCC Trustee Neeta Sane

Judge Teana Watson

Length of residence in the City::

10 years

If available, please attach your resume::

Overton, Karen Resumegeneral2016.pdf

Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?:: Yes

Signature of Applicant:: Karen E.Overton

***Updated Submission Date::** December 11, 2019

KAREN OVERTON

VITAE

KAREN OVERTON

Email:

SUMMARY:

Exceptionally professional leader and visionary with a solid history of building successful **Community Partnerships**, Profit-driven strategies, and organizational planning. Respected educator and business development expert who consistently demonstrates a steadfast commitment to the strategies and goals of the organization. Insightful and analytical negotiator adept at nurturing collaboration between strategic resources.

- Fosters strong community involvement through innovative outreach and awareness pursuits.
- Expert in organizational structure and development.
- High-level experience and understanding of **Marketing, Management, and Financial Planning**.

Key Qualifications

- Mission/Vision Development
- Fund Raising & Fiscal Planning
- Marketing & Business Development
- Instructional Marketing Plans
- Strategic Relationships
- Program Evaluation & Design
- Public Speaking
- Promotion Planning
- Group/Individual Instruction
- Board of Directors Presentations
- Staff Management
- Community Leaders Networking

Career Highlights

Business Administration Department • Houston Community College • Houston, TX INTERIM DEPARTMENT CHAIR/ASSOCIATE PROFESSOR

Serving more than 1.3 million students since its establishment in 1971, HCC is the third largest community college in the US and offers a broad range of educational opportunities in continuing and adult education, ESL, distant learning, and Associate-level degree-seeking curricula for students in the Houston area.

Served as Department Chair as well as Associate Professor to deliver program development and oversight, created and launched the program's strategic sales and marketing initiatives, and fostered internal and community relationships to build the department's external reach. Coordinated with the Board of Trustees to create community action programs. Provided subject matter expertise to develop and deliver innovative instructional methodology, syllabi, and educational experiences for each discipline. Created and implemented teaching materials performing student assessments. Designed and delivered coursework, promoted enrollment and retention, and developed student-participation resources. Performed student advisory and mentorship activities.

KAREN OVERTON

VITAE

Key highlights—DEPARTMENT CHAIR

- Developed the department's sales and marketing plan designed to increase student enrollment—successful initiatives that resulted in improvement of 73% and 79% respectively for 2008 and 2009 through targeted department improvement, whole campus, and community reach initiatives including:
 - Targeted department improvement through whole campus and community marketing activities including personal selling to students in all college disciplines.
 - Trained department professors and launched consultative talks at 6 college campuses to bring program awareness to students in other areas.
 - Listed product positioning of classes with a strategy based on market research results for better overall program positioning.
 - The establishment of intern and mentoring programs for students and community business leaders.
 - Design and launch of a student awareness campaign “Can I Help” to provide a resource for student registration problem resolution.
 - Negotiated and established dual credit programs through the Independent School District and Community College.
- Developed critical recruiting standards and procedures, and employed and trained 8 new adjunct professors.

Key highlights—ASSOCIATE PROFESSOR

- Developed the first college of Business Administration “Student in Action” organization.
- Successfully spearheaded the college's Haiti Relief Efforts Fund Raiser.
- Served in various governance and resource functions including:
 - President of Faculty Senate for 3 consecutive years.
 - College Leadership Program—Selected by Chancellor from a pool of more than 3,000 candidates.
 - Chair of the Academic Conversion Committee.
- **Created and taught more than 15 different distance and on-campus management, marketing, human relations, and personal finance courses through LMS platforms: WebCT, Blackboard, Vista 8.03, Moodle and Canvas LMS.**
- Significantly increased student enrollment and retention levels by developing a holistic department sales and marketing plan including:
 - College and community outreach.
 - Creation of the department's honors program.
 - Training and awareness initiatives targeting students, administrators, community, and other departments.
 - Establishing communications with college counselors, explaining the department's programs.
- Authored course transfer guidelines for conversion to 4-year curriculums.

Business/Marketing Departments • University of Houston • Houston, TX 1994-1995

ADJUNCT INSTRUCTOR

Provided management and marketing courses curriculum development, planning, and instruction. Developed student enrollment marketing objectives, and worked with department leaders to improve educational initiatives and student success.

Key highlights

- Delivered course instruction over a highly-diverse range of management and marketing classes.

KAREN OVERTON

VITAE

- Carried out various community, school, corporate, and organizational activities to foster interest and growth of the department by building student and community interest in its programs.
- Developed the overall business administration curriculum and defined specific educational objectives.

Additional Experience

Adjunct Instructor • Houston Community College • Houston, TX 1984-1990
Senior Account Executive • Valvoline Oil Company • Houston, TX 1981-1984
Territory Manager • Exxon USA • Dallas, TX 1977-1981
Marketing Analyst • Union Oil of California • Los Angeles, CA 1976-1977
Lending Officer Assistant • Texas Commercial Bank • Houston, TX 1973-1976

Education • Professional Development

Masters of Business Administration

Texas Southern University, Houston, TX

Bachelor of Arts in Sociology, Minor in Psychology

Texas Southern University, Houston, TX

Awards and Special Accomplishments

- ☐ *Faculty Sponsor for first Business Administration Student Org.*
- ☐ *Graduate of Competent Leadership Program*
- ☐ *San Jacinto Girl Scout Council Speaker's Bureau*
- ☐ *Who's Whom Among American Teachers Roster*
- ☐ *Southwest College Team Captain for HCC Foundation*
- ☐ *Department Chair for Business Administration/Houston Community College*
- ☐ *Faculty Senate Chairperson for Southwest College*
- ☐ *YMCA Campaign Fund Solicitor*

KAREN OVERTON

VITAE

Memberships and Affiliations

- *Membership Chairperson for National Community Organization Convention*
- *Board Secretary for Glenshire Community Association*
- *Board member for Westland YMCA, Houston, Texas*
- *Project Manager - Builders, Inc.*
- *PTO Board Member - Johnston Middle School*
- *PTO Board Member – Sugar Grove School*
- *Chairperson - Johnston Middle School Locker Renewal Project*
- *Interim Business Administration Department Chair, 2008*
- *Certificate of Technology Instruction/ Houston Committee College, 2008*
- *Board member for National Community Organization*
- *Chairperson - Southwest Faculty Senate - HCC, 2008, 2009, 2010*
- *Team Captain, HCC Foundation, 2009*
- *VIP member FOR FBISD, Dulles High School*
- *President and founder, Voters In Action Association*
- *President of Seriously Speaking Toastmasters*
- *Administrative Assistant area Governor of Toastmasters International*
- *Speakers Bureau for National Community Organization*
- *Counselor for Young Junior Achievement Organization*
- *Inner-City Marketing Committee for Young Junior Achievement of Southeast Texas*
- *Media Sales Association member*
- *Who's Who Among American Teacher 1996, 1999, 2004*
- *Curriculum Disciplinary Committee for Houston Community College*
- *Former Board Member Southwest Girl Scout Council*
- *YMCA fund-raiser/Solicitor, 2003*
- *Member of Texas Community College Association*
- *Author Acknowledgements in two Business Management textbooks*

Hobbies

Golf, Yoga, amateur guitar player, professional volunteer and avid non-fiction reader.



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

Mary Ross _____ D _____
Name **District**

_____ Missouri City, Texas 77459
Address **City, State, Zip Code**

CREEKMONT Section : 2 _____
Subdivision

_____ **Phone Number** _____ **Email Address** _____

Procurement Specialist, Retired _____
Occupation

Some college _____
Education

On which Board/Committee/Commission would you like to serve?::
Parks Board, any TIRZ, or _____

Explain why::

I have served on civic organizations that relate to quality of life issues for communities where I live, and have lived for most of my adult life. There is current neighborhood development going on in Missouri City that will effect the quality of life in Missouri City neighborhoods. My past involvement with drainage issues, environmental issues, and quality of life planning for neighborhoods in both Missouri City and the City of Houston gives me the desire to work in the best possible interest of both the residents and the City of Missouri City, Texas after studying related governing or planning documents for each project that may come before the commission. My experience with contract and specification creation, and analyzing specifications for the bidding of multi million dollar supply and service contracts, one time major purchases and services gives me the ability to examine all sides of issues by the presiding rules and, depending

on the requirements, by the desire of the residents and any limitation(s) or requirement(s) of the city.

Please list your civic or community involvement which you feel would make you an ideal candidate for the position you are applying for. :

Immediate Past President of Creekmont HOA (Missouri City)

Currently serves on the Environmental Committee of the Houston Complete Communities for Briargate CIA in the City of Houston in Council District K

Past President of the Briargate Community Improvement Association (Houston/Fort Bend)

Past President, Fort Bend Houston Super Neighborhood Council (Houston Fort Bend)

Founded the Coalition Against the Blue Ridge Landfill Expansion.

Fort Bend County Precinct Chair

Fort Bend County Deputy Voter Registrar

Hobbies/Personal/Family Interests::

I am and have historically been involved in my church and community. My family is my rock, and so is my community. I have and will extend assistance and kindness to current and former community members because if we all do this, our communities the City of Missouri City, and neighboring communities will be better for it.

References (optional)::

JaPaula Kemp

Christopher Preston

Mayor Yolanda Ford

Vashaunda Edwards

Length of residence in the City::

12 1/2 years

Are you a registered voter? :

Yes

If available, please attach your resume::

No file was uploaded

Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?:: Yes

Submission Date:: December 9, 2019

Signature of Applicant:: Mary Ross



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

Shaizad A Chatriwala
Name

C
District

Address

Missouri City, Texas 77459
City, State, Zip Code

PLANTATION CREEK Section : 1
Subdivision

Phone Number

Email Address

Consulting Engineer
Occupation

B.S. Civil Eng. & B.S. Natural Gas Eng.
Education

Civic/Church/Community Involvement:

1. Director of First colony LID-14: overseeing flood protection for the sub.div. In 2019 reduced the tax by 26% tax and implemented debt reduction a move towards making LID-14 complete Debt Free by year 2023/24.
2. Currently, HOA-Rep. Plantation Creek Subdivision at the First Colony
3. Key member of the transition team of the Fort Bend County Judge (elect):KP George.
4. Former Dir. Brand Lane Islamic Center (BLIC-ISGH) and Everest Academy -Stafford, TX
5. During Harvey, Managed the Shelter at (BLIC-ISGH), Stafford, TX, with 100+ residents
6. Involved in the establishing the Houston Food Bank Center at (BLIC-ISGH), Stafford, TX during 2017

Hobbies/Personal/Family Interests::

1. Traveled extensively around the world and lower 48 states in US.
2. Married wife of last 40 yrs. with three sons, Imran-Air Force, Omar -Journalist, Adnan-Software Dev. Five Grand Kids.

3. Social worker always willing to help in community and social activities.

On which Board/Committee/Commission would you like to serve?

I am open to work on any committee including TIRZ Board

Explain why:

I have 35 yrs of experience in construction and engineering . I have worked on the management side of the major Oil and Gas Co. I can definitely bring on the table years of experience in development of Missouri City. Responsible for conducting economics and feasible studies, involved in decision making on major development and infrastructure projects.

References (optional):

Judge George Fort Bend County.

Length of residence in the City:

8 yrs in Missouri City, previously Sugar Land

If available, please attach your resume:

See attached

Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities? Yes

Signature of Applicant: Shaizad A Chatriwala

Submission Date: February 25, 2020

SHAIZAD “SAM” CHATRIWALA

Education

B.S Civil Engineering Texas A&M at Kingsville (previously it was Texas A&I)

B.S Natural Gas Engineering Texas A&M at Kingsville (previously it was Texas A&I)

Industry Courses in Management and Engineering

Family

A Lifelong resident of Texas travelled around the country and overseas due to work related activities. Currently I reside in Missouri City since 2012, prior to that I lived in Sugar Land.

Happily (Off course) married to my wife for last forty-two years, Raquel (Razia) Chatriwala, an educator by profession.

Proud father of three sons and five grandchildren.

Imran the eldest son, Second Lieutenant at the US Airforce

Omar is a Multi Media Journalist is currently Executive producer with News organization

Adnan is a manager at a major Multimedia Game development.

Profession

- Independent Consultant in Petroleum engineering, specializing in Upstream in Oil and Gas development, Infrastructure and facilities planning. Additionally, property developer utilizing Civil Engineering experience.
- I have thirty-five (35) years of industry experience in Upstream side of Oil and Gas, specializing in Engineering design, Operations and Management. I have worked for fortune 500 companies in the Oil industry; Chevron, Shell, Aramco, Baker Oil.
- Supervised and managed multi million dollars projects related to Oil & Gas Up stream projects related to; Facilities and Infrastructure. As a Snr Engineer handled Oil production of one million barrels of oil on a daily basis.
- Responsible for conducting economics and feasible studies, involved in decision making on major development and infrastructure projects.
- Published and presented technical papers at the major industry conferences.
- Training young professionals and development careers.

SHAIZAD "SAM" CHATRIWALA

Community Involvement

I have passion from an early age to do community work and help people. From my schooldays, I was involved in social activities, troop leader of Scout, General secretary at the university for the student body, held several positions at the community level organizations. Following are some of my past and present activities.

- Currently Director of First colony LID-14: overseeing flood protection for our families, implemented higher quality service at lower costs allowed for a potential 40% reduction of LID tax. In Sept. 2019 time reduced the tax as first step by 26% tax and implemented Debt reduction a move towards making LID-14 complete Debt Free by year 2023/24.

http://fbindependent.com/digital-edition-p13426-1.htm?fbclid=IwAR36wZ0jmPtqLQc5hHUiCZmTixbnEr_B6I6lXVEtJWV8f4b1S271f8G02Uw

- I was the Director of the local non-profit organization, managed community center, managed 10-acre facility with a full-time school.
- During Harvey managed shelter with more 100 plus families. Provided food and all amenities at the shelter and shared the excess with the other neighborhoods.

<https://www.nydailynews.com/news/national/houston-mosques-turn-shelters-aid-harvey-victims-article-1.3456479>

<https://www.americanmusliminstitution.org/press-releases/american-muslims-forego-eid-feasts-to-help-hurricane-harvey-victims/>

<http://dunyanews.tv/en/World/403797-Texas-Muslims-help-flood-victims-by-opening-doors>

<https://www.arkrepublic.com/2018/08/27/you-gotta-have-faith-islamic-and-jewish-groups-opened-their-doors-to-the-poor-and-tired-during-hurricane-harvey-regardless-of-religious-affiliation/>

- Currently, HOA Rep. Plantation Creek Subdivision at the First Colony.
- Introduced Houston Food Bank to the community, we distribute food on monthly basis to one hundred plus families in Missouri City and Stafford neighborhoods. It is open to all needy families.
- Key member of the Fort Bend County Judge George's Transition Team

PLANNING & ZONING COMMISSION ATTENDANCE
 JULY 2019 – JUNE 2020

	Position		JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	REG	SP
Gloria Lucas	Position 1	A	P	P	P	P	P	P	P	P					8/8	
Courtney Rose	Position 2	A	A	P	A	A	P	A	P	A					3/8	
Sonya B-M	Position 3 Chair	D	P	P	P	P	P	A	P	P					7/8	
James Norcom III	Position 4	B	P	P	P	P	P	A	P	A					6/8	
John O'Malley	Position 5	D	P	P	P	P	A	P	P	P					7/8	
Monica L. Rasmus	Position 6	B	P	P	P	A	A	P	A	P					5/8	
Hugh Brightwell	Position 7	D	A	P	A	P	A	P	A	P					4/8	
James R. (Bob) Bailey	Position 8	C	P	P	A	A	P	P	P	P					6/8	
Tim Haney	Position 9 Vice Chair	C	P	P	P	A	P	P	P	P					7/8	

**Missouri City Parks Board
2020 Member Attendance**

Board Member	Position/ District	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total Meetings Attended	Excused	Absent	Total Meetings
Victoria Porter	Position 1 D	NM	1	1										2	0	0	2
Thomasine Johnson	Position 2 B	NM	1	1										2	0	0	2
Raj Jospheh	Position 3	NM	1	1										2	0	0	2
Mary Ross	Position 4 D	NM	1	1										2	0	0	2
Claudia Iveth Garcia	Position 5 B	NM	1	EXC										1	1	0	2
Sharman McGilbert	Position 6 A	NM	1	EXC										1	1	0	2
Diane Giltner	Position 7 C	NM	1	1										2	0	0	2
Brian Merchant	Position 8 B	NM	1	EXC										1	1	0	2
Llarance Turner Chairman	Position 9 A	NM	1	1										2	0	0	2
Don Johnson	Position 10 D	NM	1	1										2	0	0	2
J.R. Atkins	Position 11 C	NM	A	A										0	0	2	2
Buddy Snyder Vice-Chair	Position 12 B	NM	1	1										2	0	0	2
Leslie Mack Jr.	Position 13 B	NM	1	1										2	0	0	2

Present	P
Absent	A
No Meeting	NM
No Quorum	NQ
Seat Vacant	VAC
Excused	Exc

RESOLUTION NO. R-17-35

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS, ADOPTING BYLAWS FOR THE CITY OF MISSOURI CITY PARKS BOARD; AND REPEALING ALL OTHER RESOLUTIONS IN CONFLICT HEREWITH.

* * * * *

WHEREAS, Section 74-33 of the Missouri City Code provides that City of Missouri City Parks Board (the "Parks Board") may adopt its own rules of procedure for the conduct of its business, subject to the approval of such rules by the city council; and

WHEREAS, on November 2, 2017, the Parks Board considered bylaws governing the conduct of its own affairs, and adopted such bylaws, pending approval of the City Council of the City of Missouri City; now therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS:

Section 1. The facts and recitals set forth in the preamble of this Resolution are hereby found to be true and correct and are in all things incorporated herein and made a part hereof.

Section 2. That the City Council of the City of Missouri City hereby adopts the bylaws of the City of Missouri City Parks Board attached hereto as Exhibit "A" and made a part hereof.

Section 3. All resolutions or parts of resolutions in conflict herewith are repealed to the extent of such conflict only.

Section 4. This Resolution shall take effect immediately upon its passage.

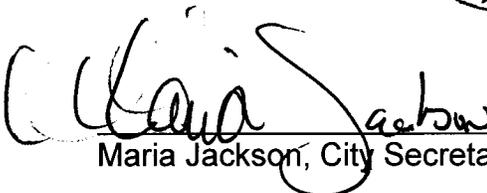
PASSED, APPROVED and ADOPTED this 4th day of December, 2017.

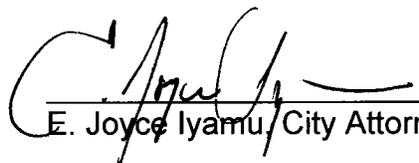



Allen Owen, Mayor

ATTEST:

APPROVED AS TO FORM:


Maria Jackson, City Secretary


E. Joyce Iyamu, City Attorney

BYLAWS OF THE CITY OF MISSOURI CITY PARKS BOARD

ARTICLE I – ORGANIZATION AND OFFICERS

A. Organization

The City of Missouri City Parks Board (the “Board”) shall consist of those members appointed by the City Council and shall be organized under the provisions of the Missouri City Code, as amended.

B. Officers

Members of the Board shall elect a Chair and a Vice-Chair at the first meeting following the 30th of September of each year and at such other times as those offices may become vacant. The Chair and the Vice-Chair shall hold office for one year, or until their successors have been elected.

C. Duties

1. The Chair shall preside at meetings, begin and end meetings on time, create and maintain a positive tone during meetings, keep meetings moving by following the agenda, understand and have a working knowledge of parliamentary procedure, decide all points of order or procedure, perform other duties as usually pertain to that office, and when authorized by the Board, execute all official documents of the Board.
2. The Vice-Chair shall perform the duties of the Chair in the Chair's absence at a meeting. In the event of the absence of both the Chair and Vice-Chair at any meeting, the members of the Board present at the meeting shall elect one of its members who is present at the meeting to preside at such meeting.
3. The Director of the Parks and Recreation Department or his designee (the “Director”) shall (a) be the regular technical advisor to the Board and the custodian of the minutes and other official records, (b) attend to the correspondence of the Board, and (c) cause to be given such notice as is required in the manner prescribed by law.
4. Board members shall be required to attend all meetings of the Board. Absences will be duly recorded in the minutes of each meeting. Board members who are absent, not due to illness or family emergency, for three (3) consecutive regular meetings, will be reported to City Council and may be subject to removal from office.
5. The Chair may create and dissolve committees and appoint individuals to serve on such committees. Such committees shall be comprised of Board members or interested citizens of the City, provided that no committee may act on behalf of the City or the Board without the express approval of the City

Council.

ARTICLE II – QUORUM AND BOARD MEETINGS

A. Regular Meetings

Regular meetings of the Board shall be held on the first Thursday of each month except that no regular meetings of the Board will be held during the months of July and December unless a parkland dedication is scheduled for consideration during the months of July or December. Regular meetings shall commence at 7:00 p.m. and shall be held in the City Council Chamber, or whenever necessary, at any previously designated public place within the boundaries of the City.

B. Special Meetings

Special meetings of the Board shall be convened at appropriate times as may be determined by the Board or the Chair for the proper performance of the Board's responsibilities.

C. Quorum

Five (5) members of the Board shall constitute a quorum for all meetings. City Council will be notified whenever a quorum is not present at a meeting.

D. Agenda

1. An agenda shall be prepared by the Director for each meeting of the Board.
2. Notice of each meeting shall be provided in accordance with the law.
3. Each agenda shall include the following agenda items: "Public Comments," "Staff Reports," "Board Reports," and "Items for Next Agenda."

E. Conduct of Meetings

1. Robert's Rules of Order, latest version, shall be the Board's final authority on all questions of procedure and parliamentary law not covered by these Bylaws.
2. The Director shall record or cause to be recorded, accurate and complete minutes of all proceedings of the Board.
3. The Director shall be present or cause staff to be present at each Board meeting, to provide assistance, reports and recommendations.
4. The order of business at meetings of the Board shall be as follows:
 - a. Call to order
 - b. Roll call

- c. Minutes
- d. Public comments
- e. Matters within the jurisdiction of the Board
- f. Staff Reports
- h. Board Reports
- g. Items for next agenda
- h. Executive session as authorized by the Texas Open Meetings Act

The order of business at a meeting of the Board may be changed by an affirmative vote of a majority of the members of the Board present at such meeting.

- 5. Public comments shall be limited to items not listed on the agenda. Each person wishing to address the Board during the Public Comments session shall state his or her name and address for the record. Public comments shall be limited to three (3) minutes per individual and to ten (10) minutes per subject, except that such time limits may be extended by an affirmative vote of a majority of the Board members present at the meeting. Any deliberation of or discussion about the subject raised during the Public Comments session shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.
 - 6. "Staff Reports" and "Board Reports" shall be limited to items of community interest, including, but not limited to, expressions of thanks, congratulations or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee or other citizen; a reminder of an upcoming event organized or sponsored by the City; information regarding a social, ceremonial or community event organized or sponsored by an entity other than the city that was attended or is scheduled to be attended by a member of the Board or an employee or official of the City; and announcements involving an imminent threat of the public health and safety of the residents of the City that has arisen after the posting of the agenda.
 - 7. No matters shall be discussed unless on the agenda for that meeting and unless a motion has been made and seconded or a report submitted regarding the matter.
 - 8. An item may be added to a future agenda by: (a) a member of the Board requesting, before the adjournment of a board meeting, that such item be added to the agenda of a future meeting; or (b) by a member of the Board requesting, via email to the Director at least five (5) days prior to the next meeting, that such item be added to a future agenda.
 - 9. Action by the Board shall be by resolution or motion carried by the affirmative votes of a majority of the members of the Board present at the meeting.
- F. A regular or special meeting of the Board may be cancelled by the Director after consultation with the Chair, for one or more of the following reasons:
- 1. It is known, at least 24 hours in advance of such meeting, that a quorum of members will not be present at said meeting;

2. A lack of items on the agenda;
3. A meeting falls on or is adjacent to a city holiday, provided that the meeting may be rescheduled to the second Thursday of the month;
4. As predetermination by the Board; or
5. Due to inclement weather.

ARTICLE III - OFFICIAL RECORDS

A. Definition

The official records shall include these Bylaws and the minutes of the Board together with all findings, decisions, and other official actions of the Board. Notes and tape recordings of proceedings and discussions shall not constitute the official record of the Board.

B. Retention

All applications coming before the Board shall be filed and maintained by the Director in accordance with the City's record retention and disposition schedule.

C. Public Record

The official minutes and applications presented to the Board shall be on file in the office of the Director and shall be open to public inspection during customary working hours.

ARTICLE IV - AMENDMENTS

A. Amendment Procedure

Any proposed amendment to these Bylaws shall be considered and favorably acted on by the Board at a meeting of the Board prior to submitting such proposed amendment to the City Council for consideration.

B. Repealing Clause

All previously adopted Bylaws of the Board shall be and the same are hereby expressly repealed.

ADOPTED this 2nd day of November, 2017.

Llarance Turner, Chair

RESOLUTION NO. R-14-36

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS, ADOPTING RULES OF PROCEDURE FOR THE PLANNING AND ZONING COMMISSION AND THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE OF THE CITY OF MISSOURI CITY, TEXAS, AND REPEALING ALL OTHER RESOLUTIONS IN CONFLICT HEREWITH.

* * * * *

WHEREAS, Section 2-133 of the Missouri City Code provides that the Planning and Zoning Commission shall have the authority and responsibility to adopt rules and regulations governing the conduct of its affairs; and

WHEREAS, Section 2-133 of the Missouri City Code requires the City Council of the City of Missouri City to approve such rules and regulations before they become effective; and

WHEREAS, Chapter 395 of the Texas Local Government Code (Chapter 395) authorizes a political subdivision to finance capital improvements associated with new development; and

WHEREAS, Chapter 395 requires that a Capital Improvements Advisory Committee be appointed to advise a political subdivision on certain matters related to the procedures promulgated by Chapter 395; and

WHEREAS, the City Council of the City of Missouri City has appointed the Planning and Zoning Commission as the Capital Improvements Advisory Committee; and

WHEREAS, on September 10, 2014, and on October 8, 2014, the Planning and Zoning Commission considered rules and regulations governing the conduct of its own affairs, including procedural rules for the Capital Improvements Advisory Committee, and adopted such rules and regulations pending the approval of the City Council of the City of Missouri City; now therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS:

Section 1. That the facts and recitations set forth in the preamble of this Resolution are hereby found to be true and correct, and are made a part of this Resolution for all purposes.

Section 2. That the City Council of the City of Missouri City hereby adopts the Planning and Zoning Commission Rules of Procedure attached hereto as Exhibit "A" and made a part hereof.

Section 3. All resolutions or parts of resolutions in conflict herewith are repealed to the extent of such conflict only.

Section 4. This Resolution shall take effect immediately upon its passage.

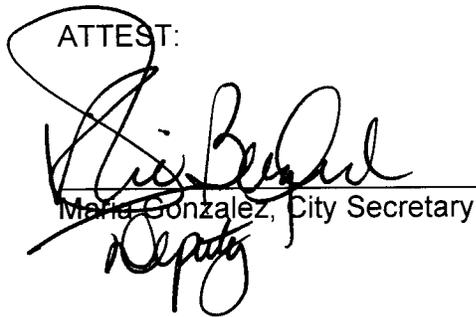
PASSED, APPROVED, and ADOPTED on this 20 day of October, 2014.


Allen Owen, Mayor

APPROVED AS TO FORM:


Caroline Kelley, City Attorney

ATTEST:


Maria Gonzalez, City Secretary
Deputy

Planning and Zoning Commission
Rules of Procedure

**PLANNING AND ZONING COMMISSION
MISSOURI CITY, TEXAS
RULES OF PROCEDURE**

I. ORGANIZATION AND OFFICERS

101. Organization

The Planning and Zoning Commission ("Commission") shall consist of those members appointed by the City Council and shall be organized under the laws of the State of Texas, the City Charter, as amended; the Missouri City Code, as amended; and the City Zoning Ordinance, as amended.

102. Officers

A Chairman, Vice Chairman, and an Assistant Secretary shall be elected from among the Commission's membership at the first meeting following the 31st of July of each year and at such other times as those offices may become vacant. If at any meeting of the Commission neither the Chairman, the Vice Chairman, nor the Assistant Secretary is present, those Commission members present shall elect one of their number to be Chairman for conducting the meeting as provided herein.

103. Duties

- A. The Chairman shall preside at meetings, decide all points of order or procedure, execute all plat certificates, and, when authorized by the Commission, execute all official documents of the Commission.
- B. The Vice Chairman shall attest the signature of the Chairman on official documents of the Commission, as required, and shall perform the duties of the Chairman in the Chairman's absence. The Vice Chairman shall be the Secretary of the Commission.
- C. The Assistant Secretary shall attest the signature of the Chairman on official documents of the Commission and shall perform the duties of the Secretary in the absence of the Vice Chairman or at any meeting at which the Vice Chairman is presiding. In the absence of both the Chairman and the Vice Chairman, the Assistant Secretary shall serve as the Chairman.
- D. The Director of Development Services ("Director") shall be the regular technical advisor of the Commission and the custodian of the minutes and other official records, shall attend to the correspondence of the Commission, and shall cause to be given such notices as are required in the manner prescribed by law.
- E. It shall be the duty of the Commissioners to attend all meetings. Commissioners who are absent for three (3) consecutive regular meetings are subject to removal from office.

Planning and Zoning Commission
Rules of Procedure

104. Rules of Order

Robert's Rules of Order, latest revision, shall be the Commission's final authority on all questions of procedure and parliamentary law not covered by these Rules of Procedure.

II. MEETINGS

201. Quorum

A quorum shall consist of a majority of members qualified and serving on the Commission.

202. Agenda

An agenda shall be prepared by the Director or his designee for each meeting of the Commission. The agenda shall include applications prepared and submitted according to the Missouri City Code, as amended, and the procedures provided herein.

203. Regular Meetings

Regular meetings shall be held on the second Wednesday of each month after proper notice is given as required by law.

204. Special Meetings

Special meetings for any purpose may be held (1) on the call of the Chairman, (2) on the call of the Director, or (3) on the request of three (3) or more Commissioners and by giving written notice to all members and the general public at least 72 hours before the meeting.

205. Public Meetings

All meetings shall be held in full compliance with the provisions of the laws of the State of Texas, the Missouri City Code, as amended, and these Rules of Procedure. Any party in interest may appear on his or her own behalf or be represented by counsel or an agent.

III. CONDUCT OF MEETINGS

301. Order of Business

The Director or his designee shall record the names of the members present and absent at each meeting of the Commission. The order of business shall be as follows:

1. Call to order.
2. Roll call.
3. Minutes.
4. Reports.

Planning and Zoning Commission
Rules of Procedure

5. Public Comments. Public comments shall be limited to three (3) minutes per individual and to 10 minutes per subject. Public comments may address items that are not on the agenda.
6. Plats.
7. Zoning map amendments.
8. Zoning text amendments.
9. Other matters within the jurisdiction of the Commission or the Capital Improvements Advisory Committee.
10. Executive session as authorized by the Texas Open Meetings Act.

302. Vote Required

A majority of the quorum present at any meeting shall be necessary to approve or disapprove items of business; provided, however, that a majority shall be no less than three (3) members.

IV. OFFICIAL RECORDS

401. Definition

The official records shall include these rules and regulations and the minutes of the Commission together with all findings, decisions, and other official actions of the Commission. Notes and tape recordings of proceedings and discussions shall not constitute the official records of the Commission.

402. Recording of Vote

The minutes of the Commission's proceedings shall show the vote of each member on each decision of the Commission, or if absent or failing to vote, shall indicate that fact.

403. Files

All applications coming before the Commission shall be filed and maintained by the Director or his designee in accordance with the City's record retention and disposition schedule.

404. Public Record

The official minutes and applications presented to the Commission shall be on file in the office of the Director or his designee and shall be open to public inspection during customary working hours.

V. APPLICATION PROCEDURES

501. Application Types

The Commission shall consider plats, plans, zoning amendments, and other matters related to City planning as requested by the City Council, City officials, or the public.

Planning and Zoning Commission
Rules of Procedure

502. Application Required

Applications for consideration and discussion by the Commission shall be complete before being placed on any agenda of the Commission. The Director may require a reasonable amount of documentation to complete the application in order for the Commission to clearly understand the application. The application, in sufficient copies, shall consist of maps, plats, and written descriptions as required by the Missouri City Code, as amended, or the Director.

VI. CAPITAL IMPROVEMENTS ADVISORY COMMITTEE

601. Membership

- A. The Capital Improvements Advisory Committee (Committee) shall be composed of the Commission.
- B. The Chairman and Vice Chairman of the Commission shall serve as the Chairman and Vice Chairman, respectively, of the Committee.

602. Duties

- A. The Committee shall serve in an advisory capacity.
- B. The Committee shall:
 - (1) advise and assist the City Council in adopting land use assumptions;
 - (2) review impact fee capital improvements plans and file written comments;
 - (3) monitor and evaluate the implementation of the impact fee capital improvements plans;
 - (4) file semiannual reports with respect to the progress of impact fee capital improvements plans and report to the City Council any perceived inequities in implementing the plans or in imposing the impact fees; and
 - (5) advise the City Council of the need to update or revise land use assumptions, impact fee capital improvements plans, and impact fees.
- C. The Committee's written comments and recommendations regarding land use assumptions, impact fee capital improvement plans, and impact fees shall be submitted to the City Council before the fifth business day before the date of any public hearing or City Council action on such assumptions, plans, or fees.

Planning and Zoning Commission
Rules of Procedure

603. Rules of Order

Commission Rules of Procedure shall apply to the Committee.

VII. RULES OF PROCEDURE AND AMENDMENTS

701. Rules of Procedure

A copy of these Rules of Procedure and of any amendments thereto shall be made available in the office of the City Secretary within ten (10) days following their date of adoption.

702. Amendment Procedure

Any proposed amendment to these rules shall be considered and favorably acted on by the Commission at two separate commission meetings prior to submitting such proposed amendment to the City Council for consideration.

703. Repealing Clause

All previously adopted rules and regulations of the Commission shall be and the same are hereby expressly repealed.

ADOPTED:

This ____ day of _____, 2014.

Sonya Brown-Marshall, Chairman

ATTEST:

Filed in the office of the City Secretary this ____ day of _____, 2014.

Maria Gonzalez, City Secretary

RESOLUTION NO. R-16-11

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS, RATIFYING THE CREATION OF THE MISSOURI CITY PARKS FOUNDATION AND THE SUBMISSION OF THE APPLICATION FOR FORMATION THEREOF; APPROVING BYLAWS FOR SAID FOUNDATION; PROVIDING FOR REPEAL; PROVIDING FOR SEVERABILITY; AND MAKING CERTAIN FINDINGS RELATING THERETO.

* * * * *

WHEREAS, the City of Missouri City Comprehensive Plan provides that the City of Missouri City (the "City") park system will maintain a high quality of life for its citizens by striving to maintain and develop park lands at a rate recognized statewide as a standard of excellence to be emulated; and

WHEREAS, the City Council considers the establishment and maintenance of a livable community to be one of the City's most important goals; and

WHEREAS, on February 15, 2016, the City Council determined that creating a nonprofit foundation to raise funds would enhance the City's park system and unanimously authorized City staff to proceed with the initial steps of filing the necessary documents to create such foundation; and

WHEREAS, the City Council has determined that it is in the best interest of the residents of the City to create a nonprofit foundation to raise funds to benefit the City's park system; now therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS:

Section 1. The facts and recitations contained in the preamble of this Resolution are hereby found and declared to be true and correct.

Section 2. The City Council hereby finds and declares that it is necessary that the Missouri City Parks Foundation, a nonprofit corporation, be formed.

Section 3. The City Council hereby ratifies the application for incorporation and the certificate of formation attached hereto as Exhibit "A."

Section 4. The City Council hereby approves the Missouri City Parks Foundation bylaws substantially in the form attached hereto as Exhibit "B."

Section 5. The City Council hereby finds, determines, recites, and declares that any notes, bonds, loans, debts or other obligations of the Missouri City Parks Foundation shall not be deemed an indebtedness, liability, obligation or pledge of the faith or credit of the State of Texas, the City of Missouri City, or any other political subdivision or governmental unit, nor shall any such notes, bonds, loans, debts or other obligations constitute an indebtedness within the meaning of any constitutional or statutory debt limitation or restriction or an agreement, obligation, or indebtedness of the City or of the State of Texas

within the meaning of the City Charter or of any constitutional or statutory provision whatsoever.

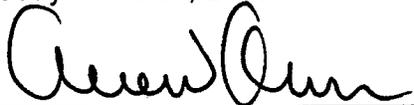
Section 6. The City Council hereby finds, determines, recites, and declares that it is the purpose, intent, and desire of the City in approving the creation of the foundation and its articles of formation and bylaws, that such actions and the foundation comply with the requirements of the Internal Revenue Code of 1986, as such code may be amended, and the Treasury Regulations and Internal Revenue Service rulings promulgated thereunder and the rulings issued pursuant thereto.

Section 7. The officers and employees of the City are hereby authorized and directed to execute such instruments and take such actions as are consistent with the provisions of this Resolution.

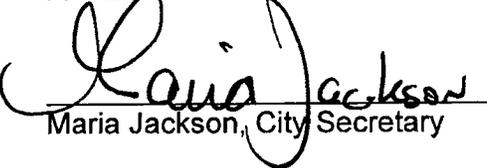
Section 8. Repeal. All resolutions or parts of resolutions, if any, in conflict herewith, shall be and are expressly repealed to the extent of such conflict.

Section 9. Severability. In the event any clause, phrase, provision, sentence or part of this Resolution or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Resolution as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Missouri City, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

PASSED, APPROVED and ADOPTED this 21st day of March, 2016.


Allen Owen, Mayor

ATTEST:


Maria Jackson, City Secretary

APPROVED AS TO FORM:

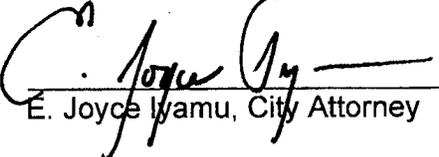

E. Joyce Wamu, City Attorney



Exhibit "A"

**CERTIFICATE OF FORMATION
NONPROFIT CORPORATION**

Article 1 - Entity Name and Type

The filing entity being formed is a nonprofit corporation. The name of the entity is:

Missouri City Parks Foundation

Article 2 - Registered Agent and Registered Office

A. The initial registered agent, who is an individual resident of the state, is:

Maria Jackson

B. The business address of the registered agent and the registered office address is:

City Secretary
1522 Texas Parkway
City of Missouri City
Missouri City, Texas 77489

Article 3 - Management

The management of the affairs of the corporation is vested in the board of directors. The number of directors constituting the initial board of directors and the names and addresses of the persons who are to serve as directors until their successors are elected and qualified are as follows:

Names of Directors:

Allen Owen, Mayor
Anthony Snipes, City Manager
E. Joyce Iyamu, City Attorney

Address: The business address of each director is:

City of Missouri City
1522 Texas Parkway
Missouri City, Texas 77489

Exhibit "A"

Article 4 – Membership

The nonprofit corporation will have no members.

Article 5 - Purpose

A. The nonprofit corporation is organized and will be operated exclusively for charitable and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as such code may be amended. Specifically, the nonprofit corporation will support the City of Missouri City, Texas (the "City"), in the City's acquisition or ownership of land and facilities, and in the construction, development, improvement, operation, or maintenance of land, equipment and facilities owned or controlled by the City, including land, facilities, equipment and activities for recreation, entertainment, sports, the arts, and similar activities that might benefit the citizens of the City.

B. The nonprofit corporation shall operate in compliance with State law, including chapter 22 of the Texas Business Organization Code, this Certificate, and its adopted bylaws.

C. The nonprofit corporation may not engage in any activities that do not further its purposes as set forth in this Certificate or take any action that would be inconsistent with the requirements for a tax exemption for charitable organizations under Section 501(c)(3) of the Internal Revenue Code of 1986 and Section 11.18(c) of the Texas Tax Code and related regulations and rulings, including activities attempting to influence legislation or a political campaign involving a public office or public proposition.

Article 6 – Amendment of Certificate of Formation or Bylaws

To be effective, an amendment to this Certificate of Formation or the bylaws of the nonprofit corporation must be approved by the city council of the City.

Article 7 - Dissolution

Upon dissolution, all corporate assets will be distributed to the City.

Article 8 - Organizer

The name and address of the organizer is:

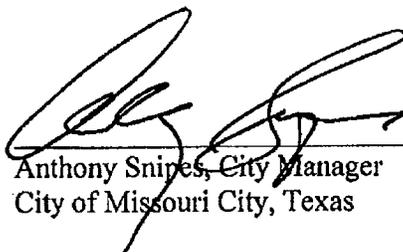
Anthony Snipes, City Manager
City of Missouri City
1522 Texas Parkway
Missouri City, Texas 77489

Exhibit "A"

Article 9 - Execution

The undersigned affirms that the person designated as registered agent has consented to the appointment. The undersigned signs this document subject to the penalties by law for the submission of a materially false or fraudulent instrument and certifies under penalty of perjury that the undersigned is authorized to execute the filing instrument.

Date: 3/8/16



Anthony Snipes, City Manager
City of Missouri City, Texas

Exhibit "B"

**BYLAWS OF THE
MISSOURI CITY PARKS FOUNDATION
A TEXAS NON-PROFIT CORPORATION**

ARTICLE 1. DEFINITIONS.

1.1. In this Article:

Board means the Board of Directors of the Corporation.

City means the City of Missouri City, Texas.

City Council means the city council of the City of Missouri City, Texas.

Corporation means the Missouri City Parks Foundation.

ARTICLE 2. PURPOSE

2.1. The Corporation is organized exclusively for charitable and educational purposes allowed by law, including supporting the City in the City's acquisition, ownership, construction, development, improvement, operation, or maintenance of land, equipment and facilities owned or controlled by the City including land, facilities, equipment and activities for recreation, entertainment, sports, the arts, and similar activities that might benefit the citizens of the City of Missouri City.

2.2. The Corporation will focus its efforts on encouraging persons, businesses, and corporations, to make contributions of funds, equipment or donations of real estate or other property of value, to the Foundation.

2.3. The Corporation may not:

2.3.1. Engage in any activities that do not further its purposes as set forth in this Certificate or take any action that would be inconsistent with the requirements for a tax exemption for charitable organizations under Internal Revenue Code of 1986 and Section 501(c)(3) and Texas Tax Code Section 11.18(c) and related regulations and rulings;

2.3.2. Pay any of its net earnings for the benefit of any private individual, other than for services rendered or as provided for in these Bylaws; or

2.3.3. Devote a substantial part of its activities or income to attempting to influence legislation or the outcome of any public election.

Exhibit "B"

ARTICLE 3. POWERS

3.1. The Corporation has all the powers of a Texas non-profit corporation and will operate in compliance with State law, including Chapter 22 of the Texas Business Organization Code, the Corporation's Certificate of Formation, and these adopted Bylaws.

ARTICLE 4. OFFICES

4.1. The Corporation's initial office will be located at City Hall, 1522 Texas Parkway, Missouri City, Texas 77489.

ARTICLE 5. BOARD OF DIRECTORS

5.1. Number. The Board will have no less than five, but no more than fifteen directors.

5.2. Qualifications. To qualify to serve as a director, a person must be committed to achieving the Corporation's purpose with the financial skills, knowledge, experience or resources necessary to achieve those purposes.

5.3. Appointment, Vacancies, and Removal. The City Council appoints the persons to serve as directors on the Board, will fill vacancies on the Board, and may remove a director at any time.

5.4. Terms. Directors serve two-year terms that begin on July 1 and end on June 30. Directors continue to serve until their successors are appointed. To provide for staggered terms, the City Council may appoint a specified number of the initial directors to serve one-year terms.

5.5. Compensation and Expenses. Directors will not receive a salary or other fixed compensation for their service, but may be reimbursed for expenses incurred under written policies approved by the Board.

5.6. Meetings. Meetings will be held as requested by the President or a majority of the Board or at regular intervals as determined by the Board.

5.7. Quorum. A majority of the appointed directors are a quorum for the transaction of corporate business. The directors may, by resolution, approve procedures to allow directors who cannot attend a meeting to participate in the meeting by telephone or video conference and vote on matters that come before the board.

5.8. Executive Committee. The board of directors by resolution may elect three or more other directors to serve on an executive committee which will include the President that has and may exercise the authority of the board of directors to the extent specified in the resolution. The designation of the executive committee and the delegation of authority to the committee does not operate to relieve the board of directors, or an individual director, of any responsibility imposed on the board or director by law.

Exhibit "B"

5.9. Conflict of Interest. No director of the Board shall have an interest in any contract or transaction involving the Corporation in violation of any policy adopted by the City Council of the City of Missouri City or any charter provision of the City of Missouri City applicable to City officers and employees, Chapter 171 of the Texas Local Government Code, or any provision of any other law that establishes standards of conduct or governs interests in contracts by directors of nonprofit corporations.

ARTICLE 6. OFFICERS

6.1. Officers. The City Council will appoint a director to serve as president of the corporation, who serves at the pleasure of the City Council and may be removed at any time. The Board will elect directors to serve as vice-president, secretary, and treasurer, who serve at the pleasure of the board and may be removed at any time.

6.2. Term. Officers serve one-year terms, or until their successors are appointed.

6.3 President. The president presides at all Board meetings, supervises the business of the Corporation, and performs other duties assigned by the Board. The president executes contracts and other documents evidencing actions approved by the Board. Not less than once a year, the president will give a report to the City Council on the Corporation's activities and financial condition. The president may appoint directors to standing or temporary committees to assist or make recommendations to the Board.

6.4. Vice-President. The vice-president performs the duties of the president in the president's absence and performs other duties as assigned by the president or the Board.

6.5. Secretary. The secretary notifies the directors of Board meetings, records votes and minutes of the Board's meetings, is the custodian of the Corporation's records, and performs other duties as assigned by the president or the Board.

6.6. Treasurer. The treasurer keeps accurate accounts of the Corporations' expenditures and revenues, insures the Board's financial policies are followed, makes regular financial reports to the Board, provides for an independent audit of the Corporation's accounts as requested by the Board, and performs other duties as assigned by the president or the Board.

6.7. Compensation. Directors will not receive a salary or other fixed compensation for their service, but may be reimbursed for out-of-pocket expenses arising from their duties under policies approved by the Board.

Exhibit "B"

ARTICLE 7. FINANCE.

7.1. Fiscal Year. The Corporation's fiscal year is July 1st to June 30th.

7.2 Annual Budget. The Board will adopt an annual budget which specifies revenues and major expenditures by type and amount.

7.3 Checks, Drafts, or Orders for Payment. All checks, drafts, or orders for the payment of corporate funds may be signed manually or electronically, as approved by the corporate officers specified in a resolution adopted by the Board, or in the absence of a resolution, by at least two officers.

7.4. Deposits. All corporate funds will be deposited in a bank or other depositories selected by the Board.

ARTICLE 8. MISCELLANEOUS

8.1 Dissolution. Upon the Corporation's dissolution, its assets will be distributed to the City.

8.2. Amendment to Certificate of Formation or Bylaws. An amendment to the Corporation's Certificate of Formation or these Bylaws is not effective until approved by the Board and the City Council.

8.3. Controlling Law and Conflicts. These Bylaws are subject to the Texas Business Organization Code, including Chapter 22, governing nonprofit corporations. If there is a conflict between these Bylaws and the mandatory provisions of the Texas Business Organization Code, the latter controls.

8.4. Bylaws Effective Date. These Bylaws are effective on the date approved by the initial Board of Directors. Any amendments to the Bylaws are effective on the latest date of the dates approved by the Board and the City Council. The initial Bylaws were adopted by the initial Board of Directors on March 21, 2016.