

YOLANDA FORD
Mayor

VASHAUNDR A 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 MINUTES

The City Council of the City of Missouri City, Texas, met in special session on **Monday, March 30, 2020**, at the City Hall, Council Chamber, 1522 Texas Parkway, Missouri City, Texas, 77489, at **6:00 p.m.** to consider the following.

Due to the COVID 19 Disaster and the Center for Disease Control's recommendation regarding social distancing measures, the Mayor, City Council, City Staff members, and members of the public were not physically present during this meeting. The meeting was made possible through the cloud-based video conferencing platform Zoom.

1. CALL TO ORDER

Mayor Ford called the meeting to order at 6:01 p.m.

Those also present: Mayor Pro Tem Preston, Councilmembers Edwards, Sterling, Maroulis, and Emery; Interim City Manager Atkinson, City Attorney Iyamu, City Secretary Jackson, Assistant City Manager Martel, Director of Financial Services Portis, Director of Human Resources and Organizational Development Russell, Director of Information Technology Cole, Director of Communications Walker, Media Specialist II Sanders, MCTV Producer Penalba, and Purchasing/Risk Manager Pleasant. Also present: Shelby Lackey, Weaver and Tidwell. Absent: Councilmember Boney.

2. DISCUSSION/POSSIBLE ACTION

(a) Discuss the Fiscal Year 2019 Comprehensive Annual Financial Report (CAFR).

Shelby Lackey, Weaver and Tidwell, presented and addressed questions regarding the Fiscal Year 2019 Comprehensive Annual Financial Report (CAFR).

(b) Discuss the proposed Fiscal Year 2021 budget calendar.

Director of Financial Services Portis presented the budget calendar with proposed special City Council meeting dates. City Council requested that the proposed dates be sent out to City Council to determine availability.

(c) Discuss the procurement of executive search firm services for the position of the city manager.

Director of Human Resources and Organizational Development Russell and Purchasing/Risk Manager Pleasant presented the procurement of executive search firm services for the position of the city manager. Councilmember Edwards requested the status of the City Manager job descriptions.

Pleasant stated she was working with the HR director to determine a schedule with City Council for the evaluation of the proposals and requested when Council would like to reconvene to address. Mayor Ford stated to place it on the next City Council meeting agenda on April 6th. Pleasant stated the Mayor, City Council and the Director of Human Resources and Organizational Development would serve on the evaluation committee and of the nine that were submitted, three would be selected to present their proposals.

Mayor Ford then requested to poll City Council's position on moving forward with the complete evaluation of the nine proposals for further discussion during the April 6th City Council meeting.

- Mayor Pro Tem Preston stated yes.
- Councilmember Edwards stated yes.
- Councilmember Emery stated no.
- Councilmember Maroulis stated yes.
- Councilmember Sterling stated yes.

Mayor Ford then stated to move forward with April 6th for further discussion of the evaluation of the proposals. Pleasant stated questions could be directed to her. Councilmember Emery stated he would work on completing the evaluation of the proposal and would make an extra effort to be ready by April 6.

Mayor Ford asked that City Council let her know by Wednesday, April 1, 2020 if they have any issues and, if the majority states they have concerns or need more time, then the agenda item could be postponed. City Attorney Iyamu recommended that only two City Councilmembers contact Mayor Ford to determine if more time was needed.

Councilmember Edwards asked if the Interim City Manager Atkinson would work with the Human Resources Department on obtaining the City Manager job descriptions and findings from the last search. Director of Human Resources and Organizational Development Russell stated he was working to locate the information and would forward to City Council once he was in receipt of it. At this time, he was in receipt of the brochure. Councilmember Sterling asked if the information would not be available by tomorrow, could the Director of Human Resources and Organizational Development reach out to other benchmark cities for similar information. Councilmember Edwards asked if Councilmember Sterling's request could be a last resort and then requested that City Staff members continue to search City files from the last search.

- (d) Consider and discuss the postponement of the May 2, 2020 election date to the November 3, 2020 uniform election date, as provided for by a Proclamation issued by the Governor of Texas suspending certain provisions of the Texas Election Code as a result of the Coronavirus Disease 2019 (COVID-19) Pandemic.

City Secretary Jackson stated that due to concerns regarding COVID-19, Texas Governor Gregg Abbott issued an advisory on March 18, 2020 suspending certain provisions of the Texas Election Code to allow all local political subdivisions that are utilizing the May 2, 2020 uniform election date to consider an alternate uniform date for the election.

She added that at this time, the City Council of Missouri City has not considered or approved the joint election contract with Fort Bend County for election services. Should City Council recommend that an ordinance be placed on a future regular City Council meeting agenda to move the City's special election from May to November, the City Council need not consider approval of the joint election contract for the May 2020 election as the Fort Bend County Elections Administrator confirmed that costs for the November 2020 election would incorporate the City's special election.

City Secretary Jackson stated at as of 5:00 p.m. on this date, the Fort Bend County Elections Administrator confirmed that every district that has historically contracted with them for May elections has notified his office that they were postponing or cancelling their May 2, 2020 elections.

Mayor Ford requested City Council position to postpone the May 2, 2020 election date to the November 3, 2020 uniform election date.

- Mayor Pro Tem Preston stated yes to postpone.

- Councilmember Edwards stated yes to postpone.
- Councilmember Emery stated yes to postpone.
- Councilmember Maroulis stated yes to postpone.
- Councilmember Sterling stated yes to postpone.
- Mayor Ford stated yes to postpone.

City Attorney Iyamu stated the ordinance postponing the election would be placed on the April 6, 2020, regular City Council meeting agenda for official action by the City.

3. ADJOURN

The special City Council meeting adjourned at 7:29 p.m.

Minutes PASSED AND APPROVED this the 6th day of April 2020.

Maria Jackson, City Secretary