

ALLEN OWEN
Mayor

JERRY WYATT
Councilmember at Large Position 1

CHRIS PRESTON
Councilmember at Large Position 2



YOLANDA FORD
Councilmember District A

DON SMITH
Mayor Pro Tem
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, April 4, 2016, at 6:00 p.m.** at: **City Hall, Council Conference Room, 2nd Floor, behind the Council Chamber**, 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 and consider the 2016 board, committee, and commission member appointments and reappointments.
- (b) Consider a request from the Houston Housing Authority to participate in Missouri City's Community Development Block Grant Consolidation Plan.

3. CLOSED EXECUTIVE SESSION

The City Council may go into Executive Session regarding any item posted on the Agenda as authorized by 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 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: Metro contract.

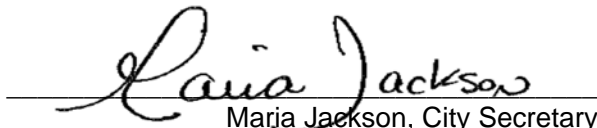
4. RECONVENE into Special Session and Consider Action, if any, on items discussed in Executive Session.

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 April 4, 2016, agenda of items to be considered by the City Council was posted on the City Hall bulletin board on April 1, 2016, at 4:00 p.m.



Maria Jackson, City Secretary

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 _____, 2016.

Signed: _____ Title: _____



CITY COUNCIL AGENDA ITEM COVER MEMO

April 4, 2016

To: Mayor and City Council
Agenda Item: 2(a) Discussion regarding the 2016 board, committee, and commission member appointments and reappointments.
Submitted by: Maria Jackson, City Secretary

SYNOPSIS

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

STRATEGIC PLAN 2019 GOALS ADDRESSED

- Create a great place to live

BACKGROUND

During the March 7, 2016, special City Council meeting, City Staff requested direction from City Council regarding the reappointment of board, committee or commission members whose terms expire on June 30, 2016. City Council requested City Staff to postpone offering several committee members with the opportunity to serve another term in order to allow for more time for the City to receive applications from new citizens who are interested in serving our community.

Discussion ensued and City Council requested City Staff to offer Ramon Guerrero, Electrical Board, an opportunity to serve another two-year term. Mr. Guerrero agreed to continue serving.

The appointment of Charter Review Commission members was discussed and City Council requested City Staff to contact Joe Workman, Albert Glover, Scott Moseley and Eunice Reiter to determine if they would be interested in serving on the commission. At this time, Joe Workman, Eunice Reiter and Scott Moseley have agreed to serve.

The terms for members on the following boards, committees and commissions will be expiring on June 30, 2016.

(2) Community Development Advisory Committee members:

- Position 6 - Eunice Reiter, Citizen At Large
- Position 7 - Jeffrey Boney, 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.

2015 Committee Meetings: 6
2016 Committee Meetings: 2

Regularly Scheduled Meetings: Meetings are held as needed.

(4) Construction Board of Adjustments & Appeals members:

- Position 1 - Bill Marshall
- Position 2 - Roger Morris
- Alternate - Pamiel Gaskin
- Alternate (term ending 2017) – Vacancy left by Larry Blackmon in 2015 due to no longer residing in Missouri City.

Board Functions

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

2015 Committee Meetings: 0
2016 Committee Meetings: 0

Regularly Scheduled Meetings: Meetings are held as needed.

(1) Electrical Board member:

- Position 6 – Ramon Guerrero (*Agreed to continue serving*)

Board Functions

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

2015 Committee Meetings: 0
2016 Committee Meetings: 0

Regularly Scheduled Meetings: Meetings are held as needed.

(6) Parks Board members:

- Position 2 - Thomasine Johnson
- Position 4 - Adrian Matteucci
- Position 6 - Sharman McGilbert
- Position 8 - Donald Ivory
- Position 10 - Don Johnson
- Position 12 - Buddy Snyder

Board Functions

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

2015 Committee Meetings: 11
2016 Committee Meetings: 2

Regularly Scheduled Meetings: Regular meetings are held the first Thursday of each month.

(4) Planning and Zoning Commission members:

- Position 1 - Jeffrey Gaspar
- Position 2 - Courtney Rose
- Position 3 - Sonya Brown-Marshall
- Position 4 - Len Goff Jr.

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.

2015 Committee Meetings: 12

2016 Committee Meetings: 3

Regularly Scheduled Meetings: Regular meetings are held the second Wednesday of each month.

(6) Zoning Board of Adjustments & Appeals members:

- Position 4 - Roger Morris
- Position 5 - Scott Moseley
- Alternate (term ending 2017) – Vacancy left by Paul Chiang in 2015 who declined to continue serving.
- Alternate (term ending 2017) – Vacancy left by Angela Chan in 2016 due to no longer residing in Missouri City.
- Alternate - Cleotha Aldridge
- Alternate - Sharon Jurica

Board Functions

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

2015 Committee Meetings: 1

2016 Committee Meetings: 0

Regularly Scheduled Meetings: Meetings are held as needed.

2016 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.

BUDGET ANALYSIS

No fiscal impact.

SUPPORTING MATERIALS

1. Board, Committee, Commission Rosters
2. Board, Committee, Commission Applications

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



(2015-2016)
COMMUNITY DEVELOPMENT
ADVISORY COMMITTEE
ROSTER

Name & Address	Position	Member Type	Term Expires	Meeting Date when <u>first</u> Appointed	Phone Number(s)	District
Yolanda Ford	Position 1	District A Councilmember	n/a	7/1/2013		A
Don Smith	Position 2	District B Councilmember	n/a	1/3/2012		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	6/30/17	1/3/2012		A
Bertha Eugene	Position 5	Regular	6/30/17	1/3/2012		B
Eunice Reiter	Position 6	Regular	6/30/2016	1/3/2012		Citizen At Large
Jeffrey Boney	Position 7	Regular	6/30/2016	1/3/2012		Citizen At Large



(2015-2016)
**CONSTRUCTION BOARD OF
 ADJUSTMENTS AND APPEALS**

Name & Address	Position	Member Type	Term Expires	Meeting Date when first appointed	Phone Number(s)	District
Bill Marshall	Position 1	Regular	6/30/2016	8/16/1993		A
Roger Morris	Position 2	Regular	6/30/2016	8/2/1993		A
Sammy Freeman	Position 3	Regular	6/30/2017	10/1/2001		D
William W. Johnson	Position 4	Regular	6/30/2017	10/1/2001		D
Hugo Mondragon	Position 5	Regular	6/30/2017	7/15/2002		C
Vacancy left by Larry Blackmon	Position 6	Alternate	6/30/2017			
Pamiel Johnson Gaskin	Position 7	Alternate	6/30/2016	7/21/2014		D



(2015-2016)
ELECTRICAL BOARD
ROSTER

Name & Address	Position	Term Expires	Meeting Date when first	Phone Number(s)	District
Buford Jurica	Position 1 Master Electrician	6/30/2017	6/18/1980		C
Ramon C. Guerrero	Position 2 Registered Electrical Engineer	6/30/2016	7/1/2013		D
Joe Scanlin	Position 3 Chairman, Master Electrician	6/30/2017	7/20/1981		N/A
Frank Maiorana	Position 4 CenterPoint Energy - Required per Charter	6/30/2016	11/7/2005		N/A
Frank Hester	Position 5	6/30/2017	07/06/04		N/A
Dale Wells Bldg. Official	Staff Building Official	N/A	Position Required by Charter		N/A
Gus Garcia City Electrical Inspector	Staff	N/A	Position Required by Charter		N/A



(2015-2016) PARKS BOARD

ROSTER

Name	Position	Term Expire	Meeting Date when first appointed	Phone Number(s) and email addresses	District
Dan Porter	Position 1	6/30/2017	07/06/2015		D
Thomasine Johnson	Position 2	6/30/2016	7/1/2013		B
Pamela Andrews	Position 3	6/30/2017	8/17/2009		B
Adrian Matteucci	Position 4	6/30/2016	07/06/2015		D
Loveless Mitchell	Position 5	6/30/2017	1/7/2002		A
Sharman McGilbert	Position 6 Co-Chairman	6/30/2016	7/16/2007		A
Diane Giltner	Position 7	6/30/2017	7/18/2011		C
Donald Ivory	Position 8	6/30/2016	6/18/1990		B
Llarance Turner	Position 9 Chairman	6/30/2017	10/1/2001		A
Don Johnson	Position 10	6/30/2016	8/17/2009		D
Mark MacInerney	Position 11	6/30/2017	7/1/2013		D
Buddy Snyder	Position 12	6/30/2016	7/21/2014		B
Rafik Sandford	Position 13	6/30/2017	7/21/2014		D



**(2015-2016) PLANNING AND ZONING
COMMISSION
ROSTER**

Name	Position	Term Expires	Meeting Date when first	Phone Number(s)	District
Jeffrey Gaspar	Position 1	6/30/2016	8/12/2009		A
Courtney Johnson Rose	Position 2	6/30/2016	7/21/2014		A
Sonya Brown-Marshall	Position 3 Chair	6/30/2016	7/6/2004		D
Len Goff, Jr.	Position 4	6/30/2016	8/4/2008		D
John T. O'Malley	Position 5	6/30/2017	8/16/2004		D
Douglas Parker	Position 6	6/30/2017	7/1/2013		B
Hugh Brightwell	Position 7	6/30/2017	6/6/2005		D
Ramesh Anand	Position 8	6/30/2017	7/18/2011		C
Timothy R. Haney	Position 9 Vice Chair	6/30/2017	7/6/1999		C

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



(2015-2016)
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	Regular	6/30/17	08/06/07		D
John D. Jobe	Position 2	Regular	06/30/17	07/21/03		D
David Hamner	Position 3	Regular	06/30/17	01/22/02		B
Roger Morris	Position 4	Chairman	06/30/16	08/18/86		A
Scott Moseley	Position 5	Vice Chairman	06/30/16	06/15/87		B
Vacancy left by Paul Chiang 04.28.2015	n/a	Alternate	06/30/17			
Vacancy left by Angela Chan 02.10.2016	n/a	Alternate	06/30/17			
Cleotha Aldridge	n/a	Alternate	06/30/16	07/06/04		B
Sharon Jurica	n/a	Alternate	06/30/16	01/22/02		C



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

Rafik Sandford
Name

D
District

Address

Missouri City, Texas 77459
City, State, Zip Code

QUAIL VALLEY GLENN LAKES
Subdivision

Phone Number

Email Address

Chief Marketing Officer
Occupation

BS/University of North Texas
Education

Civic/Church/Community Involvement::

Missouri City Parks and Recreation Department, Houston Golf Association Member, Houston Junior Golf Association volunteer, First Tee mentor, currently participating in Missouri City University

Hobbies/Personal/Family Interests::

Fun activities with my wife and three kids-traveling, golf, bbq's. Involved with Elkins High School Booster Club.

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

Planning and Zoning

Explain why::

I'd like to help our city grow economically over the next 20 years and actively participating in the process and contributing to the growth is a personal goal. I plan on making Missouri City my

home for the rest of my life and would like my children to do that as well. Planning and Zoning is a board that can help shape our city for the foreseeable future and something I would like to be involved with.

References (optional)::

n/a

Length of residence in the City::

11 years

If available, please attach your resume::

Rafik Sandford Resume .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:: Rafik Sandford

Submission Date:: 6/11/2015

RAFIK C. SANDFORD

Delivering Results by Identifying, Developing and Managing Strategically Unique Partnerships

CORE COMPETENCIES

New Business Development | Strategic Leadership | Account Management | C-Suite Experience
Market Penetration | Product Launch & Marketing | Territory Development and Management
Cross-Functional Teamwork | Training and Mentoring | Meeting Facilitation | Company Startup

PROFESSIONAL EXPERIENCE

Next Level Urgent Care, LLC, Houston, TX

2013-Current

CHIEF MARKETING OFFICER

Dual role centered on business development, marketing, and advertising. Ensure that the company's message is distributed across media channels and to targeted audiences in order to meet sales objectives. Successfully implemented and executed a marketing strategy for start-up urgent care that opened 9 clinics across Houston in 10 months.

- Serve dual role as Chief Marketing Officer and Workman's Compensation Program Director responsible for business development, marketing and advertising of services.
- Facilitate growth, development and implementation of sales, and marketing strategies and forecast for all urgent care centers and programs.
- Develop and measure key metrics around the business including user acquisition and satisfaction rates.
- Implement and manage monthly marketing budget; leverage data and analytics to drive insights.
- Establish and maintain a consistent corporate image throughout all products lines, promotional materials and events.
- Establish and maintain relationships with industry influencers and key strategic partners such as Kelsey-Seybold, Klein ISD, Schlumberger, Cy-Fair ISD, Methodist Hospital System, and Memorial Hermann Hospital System.
- Oversee branding and marketing strategies for consumer, corporate and healthcare customers
- Initiate and coordinate company events throughout the communities it serves across the greater Houston area
- Develop, implement and train internal stakeholders on marketing processes and delivering excellent customer service

Asher Health Management, Sugar Land, TX

2012 – 2013

BUSINESS DEVELOPMENT/MARKETING MANAGER—Sugar Land, TX

Partner with physicians and vendors to form a strategically focused practice management and consulting services organization.

- Create physician partnerships by offering a comprehensive suite of support services which include managed care contracting, billing and accounts receivable management, human resources management, cutting-edge information technology solutions, and financial analysis and reporting.
- Understand market and industry dynamics and responsible for fostering relationships, meeting planning and joint ventures with other business professionals in the market.
- In charge of instigating and approving marketing and sales initiatives to develop strategies to acquire new customers and business opportunities—Revenue Cycle Management, Human Resources, IT, Supply Chain

EXECUTIVE SALES REPRESENTATIVE – Sugar Land, TX

Collaborated with executive board, leadership team, peers and marketing professionals to achieve sales objectives, deliver results and develop people. Assessed territory sales performance and market trends and implement appropriate actions to enhance territory performance. Called on Primary Care, Allergists, Otolaryngologists and Pulmonologists throughout the Greater Houston and Sugar Land area.

Awards: Merck 2011 Hall of Fame Inductee, Multiple Year President's Club Winner—top 2% in US

- Appointed District Trainer for South Houston Essex/White Team to train new hires prior to their initial training class, lead conference calls on market trends, clinical knowledge and studies for team
- Interim Manager for South Houston Essex/White District from April 2008 to October 2008
- Participated in the Schering Plough's Management Development Program
- Moved primary product market share from 4% in January to 19% in December within same year yielding Southwest Region Leap Award Winner
- 2010 Region Award winner for Leadership, Trust, Value and Transparency
- Increased sales of total respiratory portfolio in 2010 for overlay territory by 4.7% to a total sales YTD of \$4,931,344 and 3.8 % in 2011
- Successfully launched Vytarin, Dulera, Avelox in Houston market
- Managed annual budgets to grow territory and district share
- Identified industry trends and changing market regulations and their potential impact on strategic accounts
- Created and managed strategic customer relationships, customer solutions, as well as developed and executed programs for clients within territory providing information and training
- Analyzed and accurately interpreted key financial performance indicators for strategic accounts and how they may impact targeted financial objectives
- Championed converting a community hospital from Levaquin to Avelox becoming first sales executive in primary care sales district to accomplish initiative. - collaborated with pharmacist and PNT committee to sell benefits of product to facilitate change
- Consistently ranked in top 5% of regional rankings and goal attainment

Enterprise Rent a Car

2000 - 2004

BRANCH MANAGEMENT – Sugar Land, TX

Managed day-to-day operations of multiple branch locations with sole responsible for the financial reporting of profit and loss statements for each branch. Negotiated corporate contracts to earn business as sole rental car provider

EDUCATION

Bachelor of Science in Journalism-Public Relations Minor in Marketing – University of North Texas – Denton, TX (1998)



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

Adrian Mask _____
Name **District**

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

QUAIL PARK PATIO HOMES _____
Subdivision

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

Software Development Manager _____
Occupation

B.S. Computer Science, Minor: Physics _____
Education

Civic/Church/Community Involvement::

Worshipful Master of Memorial Lodge #46, Worthy Patron of Grenada Chapter #275, Coach of Texas Saints (9U Select baseball team), and Board Member of the Missouri City Little League.

Hobbies/Personal/Family Interests::

I love hunting and fishing with my family. I am very involved with baseball at Missouri City Little League. My son plays baseball there and I coach a Select team composed of Little League kids ages 9 and under.

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

Construction Board of Adjustments and Appeals and/or Parks Board

Explain why::

I have lived in Missouri City for 27 years. Throughout my years as a resident, I have witnessed the city's businesses begin to move westward, leaving abandoned businesses and struggling

business owners. Appearance is a major factor in getting Missouri City back to the condition it was in when I was young. I feel as though my actions on the Construction Board of Adjustments and Appeals can help make the citizens of Missouri City safer by making sure the buildings in the city are well built and follow strict building codes.

One thing that I love are kids. I believe that the kids are the future of Missouri City. I remember when I was young, I had a dream of moving to Quail Valley when I got older and I did just that. The dreams of our kids will be the future that we live in. The parks that Missouri City provide for the children help build teamwork and social interaction in an age where most kids are glued to a phone, tablet, or computer. I believe that making the Parks enjoyable will help combat the antisocial activities of our youth. I am a baseball coach for Little League children and I see how the baseball fields help the kids become better people. Oak Hill Park is right behind my house and I see how the kids enjoy meeting there to talk and play. These small things help kids in a big way.

References (optional)::

Constable Ruben Davis - Precinct 2

281-403-8010

Kevin Dancy - Deputy Chief of Staff & District Director at U.S. House of Representatives

713-715-8658

Length of residence in the City::

27 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:: Adrian Mask

Submission Date:: 12/29/2015



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

J.R. Atkins

Name

C

District

Address

Missouri City, Texas 77459

City, State, Zip Code

LAKE COLONY

Subdivision

Phone Number

Email Address

Supply Chain Managment

Occupation

N/A

Education

Civic/Church/Community Involvement::

FCCA Neighborhood Rep

Watch D.O.G.S. Co-Coordination Austin Parkway Elementary

WCJC Technology Advisory Board

Hobbies/Personal/Family Interests::

Woodworking

Cycling

Cooking

Technology

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

Zoning Board of Adjustments & Appeals

Explain why::

No response.

References (optional)::

N/A

Length of residence in the City::

4.5 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:: J.R. Atkins

Submission Date:: March 9, 2016

Explain why::

I have been a resident of Missouri City for a total of 25 years. I have watched Missouri City grow over those years. I would like to see more growth and development in certain areas. Being on this Committee would aid in my input being considered.

References (optional)::

N/A

Length of residence in the City::

25 years

If available, please attach your resume::

N/A

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:: Reginald Pearson

Submission Date:: March 22, 2016

Council-Woman Yolanda Ford

Length of residence in the City::

23 years

If available, please attach your resume::

CLSresume14 (1) revd11082014.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

Signature of Applicant:: Cheryl Sterling

Submission Date:: March 8, 2016

CHERYL STERLING, Ed.D.

PROFESSIONAL EXPERIENCE

HOUSTON COMMUNITY COLLEGE

Houston Community College: a comprehensive community college serving 3.5 million residents across two counties. HCC has over 70,000 students and 6 colleges with 23 campuses in a 628 square miles service area. Houston is the fourth largest city in America and the largest city in Texas. HCC operating budget is \$296,000,000 with 789 full-time faculties, 1,715 part-time faculty and approximately 1000 staff, which 300 are student services.

Associate Vice Chancellor of Student Services, 2006- Present

As the Chief Student Affairs Officer and executive staff member, participates as an institutional leader as part of the Dean's Council and reports to the Vice Chancellor of Students. Responsible for 45% of the student services budget, and provide the overall leadership of outreach and recruitment, admissions and enrollment, veteran affairs and testing. Supervise 2 Directors and 1 Program Director and 1 Assistant Director a total of 48 full and part-time support staff.

Responsibilities:

- Directly supervises and maintains responsibility for multiple units within the departments including the Catalogue and Student Handbook. Leads the day to day operations of the district student services departments
- Leads in the development of long term and short-term departmental and institutional goals and objectives
- Provides effective leadership for all district Admissions/Enrollment, Testing, Veteran Affairs, Out-Reach and Recruitment, College Connection, G-Pass, A-Plus Challenge, the Mobile-Go Unit and the Minority Male Initiative
- Provides effective budget management and oversee the fiscal operations of the departments by establishing cost control for all Special Projects, Grants and Scholarships, approximately \$12million
- Leader within the community for educational and economic development
- Provide leadership for all functions including planning, directing and evaluating departmental operations. Ultimately responsible for all federal, state and local compliances

Accomplishments:

- Developed the Minority Male Initiative Program
- Designed and Implemented the Minority Male Initiative Summer STEM Program
- Implemented the annual Minority Male Initiative Golf Tournament
- Developed Partnership with Wal-Mart Career and Placement Services
- Co-Chaired the African-American Male Symposium in collaboration with the state Texas Higher Education Journal
- Collaborate and assist in the faculty development of the curriculum for the STEM Programs
- Assist in coordinating the citywide "Black Expo" and the "Hispanic Forum" in the city of Houston
- Establish and implement all student services policies and procedures for the district
- Collaborated and established relations with University of Texas Health Science Program in developing STEM grants
- Collaborated and established relations with the Museum of Science in developing summer STEM programs

The Community College of Qatar in partnership with Houston Community College

CCQ was the first established community college in the Middle East serving 1.6 million residents. The institution opened with a student body of approximately 304 students 52 Faculty and 9 staff members, currently serving 3,200 students. The institution was established in collaboration with Houston Community College and the Supreme Education Council in Doha, Qatar, a \$45 million project.

Associate Dean of Students /Vice President, 2010-2012

Served as a member of the college executive team. Responsible for developing and implementing curriculum and programs, including health related programs. Provided leadership to the following: assistant dean, counselors, advisors,

testing officers, athletics and recreation directors, tutoring and outreach and recruitment coordinator. Developed in collaboration the Academic, ESL and Workforce Development Programs including schedules, calendars and catalogues.

Responsibilities:

- Responsible for developing and implementing the first strategic plan for the college
- Responsible for staff recruitment, training, supervision and performance evaluations
- Ensured the development and implementation of a robust and varied co-curricular and extra-curricular activity program designed to enhance student learning and personal development
- Development and implementation of faculty and student affairs policies and procedures including judicial affairs and student code of conduct and ultimately, responsible for the college's academic appeals committee
- Successfully translated faculty and staff program requirements in preparation for accreditation

Accomplishments:

- Developed the college catalogue, student handbook and institutional effectiveness
- Developed policies and procedures for faculty, staff, students and the institution
- Established academic standards for the college's faculty, staff and students
- Chaired the college's Strategic Plan
- Formulated a city-wide strategic committee with Ministers of Health, Interior, Customs, Labor and Education
- Assisted with the new build-out of C-Ring and West Bay campuses, approximately 179, 000 square footage
- Established the Workforce, Academic and Student Services division
- Partnered with Michael E. Debakey High School of Health Professions in transitioning students to higher education
- Assist in the development and evaluation of the state's national testing for K-12
- Coordinated activities with academic and workforce units in the college

Interim Vice Chancellor of Student Success, 2008-2010

Reported to the Deputy Chancellor and a member of the Executive Team of the institution. Responsible for leadership college-wide with special expertise in enrollment management and a broad range of student support services. The district unrestricted operational budget was \$245 Million with direct responsibility of \$12M for Student Services with an overall enrollment of 60,000 students. Responsible for student services leadership at the district and the six colleges and 22 campuses. Facilitated the overall development and coordination of student services. Supervise programs of admissions, veterans, financial aid, counseling, international students, student life, intramural sports, learning support, outreach and recruitment, 85 support staff and 250 student services staff district-wide.

Responsibilities:

- Responsible for an on-going development of Student Government and United Student Council
- Responsible for the institution graduation ceremony and student awards events for approximately 1500 students
- Provided budgetary control for the district student activity fees in an excess of \$800,000 annually
- Provided leadership to International students the largest population in the nation serving 5,000 students
- Assisted in the development of institutional effectiveness and the strategic planning for the district
- Supervised a \$40 million budget with the compliance and disbursement of financial aid
- Directed the administration of all college-wide federal funded programs for academic and workforce development

Accomplishments:

- Developed a board proposal for generating and implementing an \$800,000 student activity fee
- Developed the on-line website for the Deaf and Hard of Hearing for the district
- Developed and implemented the district on-line Career Assessment for Career and Job Placement
- Developed the Texas Success Initiative (TSI) Plan for the District
- Developed on-line Counseling and Advising Model for the district 22 Counselors and Advisors
- Established programmatic planning that created realistic resources in collaboration with all the Deans
- Reduced the cost of testing materials and licensures sites by \$200,000 for the district
- Reduced the Financial Aid deficit from \$5 million to \$0 balance from the Department of Education
- Developed the first phase of decentralization in the automation of financial aid for all six colleges

- Revised and implemented on-line orientation for six colleges
- Re-structured district-wide Counseling and Student Services Associate duties and responsibilities
- Developed an automation Recruitment and Retention Module for Student Success
- Partnered with companies and corporations in developing career and technical programs
- Developed adult and continuing education partnerships with companies and organizations
- Poster for the (THECB)Texas Higher Educational Coordinating Board, 2009 Recruitment and Retention Plan

Associate Vice Chancellor of Student Services, 2006-2010

The Chief Student Affairs Officer is responsible for 40% of the student services budget. Supervised directors of veteran affairs, financial aid, international students, admissions and enrollment, learning support, outreach and recruitment. Provided leadership for the early alert program, graduation, student life, intramural sports, learning support and outreach and retention. Served as a liaison for the deans of student services for all six colleges.

Responsibilities:

- Responsible for all district-wide planning, program activities and evaluation of services in student success
- Worked collaboratively with other entities to coordinate the development and delivery of program services to the community
- Responsible for all compliance programs in student services
- Managed and monitored district-wide budget development
- Developed Strategic Planning /Policies and Procedures

Accomplishments:

- Coordinated District-wide graduation
- Collaborated in the development of Strategic Planning, Policies and Procedures
- Implemented College Connections Program
- Developed and implemented the district-wide Minority Male Initiative Program
- Developed the on line advising model
- Worked in collaboration with Institution Effectiveness to develop quality control for the district

HOUSTON COMMUNITY COLLEGE DISTRICT-SOUTHWEST COLLEGE

Interim Dean of Student Service, 2001-2003

Responsible for the over-all student services budget. Supervised 11 counselors, financial aid officer and 82 support staff. Developed and supervised all facets of a comprehensive Student Services Departments in coordinating and managing all related programs, serving 15k students on five campuses. Served as the interim dean and associate dean of students concurrently.

Responsibilities:

- Managed all areas of Assessments, Counseling, Registration, Financial Aid, Student Activities and Testing,
- Supervised the International Student Program, Career and Job Placement, and Admissions
- Established Academic Advising model, Mobile Go and Child Care Programs
- Assisted in the curriculum development of the first Early College and Dual Credit Programs
- Enforced student code of conduct and judicial affairs

Accomplishments:

- Build out of two major campuses and established the one-stop shop student service centers at Alief and Stafford campuses
- Assist in the development of the Recruitment and Retention Plan for southwest college
- Established and implemented childcare centers at Stafford and Alief campuses
- Instrumental in assisting in bringing Stafford Municipal schools into the district tax-base

Associate Dean of Student Development, 1999-2006

Provided leadership in the planning, design, implementation and evaluation of a comprehensive Student Success Center and established the Mobile Go Center Program. Assumed managerial responsibilities for the functions related to system development and quality control.

Responsibilities:

- Managed all areas of Admissions, Financial Aid, Job Placement, Registration, International Students and Testing
- Interpreted, implemented and enforced institutional policies and procedures in conjunction with local, state and federal statutory requirements pertaining to all areas of Student Development

Accomplishments:

- Build-out a major one stop shop at W. Loop campus student success center approximately 80,000 square foot
- Implemented the students first year experience success seminars for southwest college
- Assist with curriculum development of the First Early College and dual credit program

Houston Community College – Southwest, 1997-1999

Department Chair of Counseling: Provided overall counseling services to students to remove barriers that impeded student's ability to reach their academic, career and personal goals.

Responsibilities:

- Coordinated, managed and monitored performance and scheduled all activities related to the Counseling Department
- Oversaw and provided counseling services for eleven campuses
- Served as liaison between administration and the counseling department

Accomplishments:

- Implemented student childcare programs and special projects
- Created and coordinated orientation workshop series for all new students
- Developed Counseling Training Manuals for all southwest counselors

Education

Doctorate of Education, Counselor Education, Texas Southern University, 1993

Master of Education, Guidance and Counseling, Texas Southern University, 1974

Bachelor of Arts, Psychology, Texas Southern University, 1972

Faculty/Teaching Experience

Community College of Qatar, 2010-2012

Psychology:

Psycho-Analytical Theories in Human Behavior

Prairie View A&M University, 2006-2008

Professor of Education, Counseling and Educational Leadership Graduate Program

Counseling Theories, Career Assessments, Multi-cultural Issues and Human Growth and Development

Houston Community College – Southwest, 1992-2010

Developmental Education – Student Success Course

Texas Southern University (General University Academic Center), 1990-1991

Philosophy

Analytical and Philosophical Perspectives

Community College of Qatar

Planned and Chaired the Strategic Planning Conference

Assist in planning the Minister of Labor Educational Conference

Developed in collaboration the Doha Educational Ministers Conference

Publications

J.T.P.A. (Job Training Partnership Act) African American Males in Higher Education

Demise of African American Males (Dissertation)

Perceived Factors that Contribute to Low Persistent Rates of Minority Males in Community Colleges

Published in Diverse- Issues Inside Higher Education and Texas Higher Education Journal

Honors and Awards

Induction: 2008 Texas Southern University College of Education Hall of Fame

Highlighted on the “Deborah Duncan Show” for Outstanding Programs

Top Ten Finalist for The National Bellwether’s Award (Mobile –Go)

The Chancellor’s Bellwether’s Award for International Initiatives in Doha Qatar, 2011

Texas Higher Education Coordinating Board Recruitment and Retention Plan

Outstanding Service “School Home Community Agent”

Outstanding Services “Interim Dean”

Outstanding Service “Women in Transition”

Professional Trained Certified Mediator

Community and College Involvement

JP Morgan Chase Partners

Southern Conference on African American Affairs (Former Board Member)

Gulf Coast College Retention Forum

Ft. Bend County Commissioners/County Precinct Judges

Conrad Johnson Music and Arts Foundation (Former Board Member)

American Association of Collegiate Registrars and Admissions Officers (ACCRAO)

Braes-wood Rotary Club

Junior-Community College Student Personnel Association of Texas (J/CCSPAT)

Texas Association of Black Professionals in Higher Education (TABPHE) (Former Board Member)

American Association of Community Colleges (President Round-Table)

Missouri City Chambers

Fund-raising Accomplishments

Annual March of Dimes Fundraiser

Annual Black History Scholarship Gala-Houston Community College revenue of \$100,000 for scholarships

Co-Chaired Speaker’s Committee, i.e., James Earl Jones (Actor), Soledad O’Brien (CNN Anchor)

Clarence Page (Journalist), Spike Lee (Actor) Dr. Cornell West (Author and Civil Rights Activists) and Actor,

Terrence Howard

Co-Chair HCC Faculty Campaign-Scholarships raised \$100,000

Minority Male Initiative raised \$100,000 (MMI) Golf Tournament)

Leadership Academies

Houston Community College Leadership Excellence Institute, 1996
National Council on Black American Affairs, Mid-Management Leadership Institute, 2006
Thomas Lakin Executive Leadership Institute, 2008
Association of Community College Trustees Presidential Academy, 2009

Grants

Wal-Mart- \$40,000
Citi-bank - \$17,000
Bill and Melinda Gates - \$80,000
Kresge Foundation - \$100,000
Strake Foundation - \$12,000
Pioneer Foundation - \$20,000
Houston Texan - \$50,000
Texas Higher Education Coordinating Board - \$30,000

PRESENTATIONS

Texas Association of Black Professionals in Higher Ed. (TABPHE) State Conference
National Recruitment and Retention Conference (Texas Higher Education Board)
National Conference on African American Studies
Texas Southern University Juneteenth Celebration
Texas Journal of Higher Education African American Male Symposium
Reliant Center Energy Conference

Length of residence in the City::

52 years (1964 to present)

If available, please attach your resume::

N/A

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:: Eunice H. Reiter

Submission Date:: March 22, 2016



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

Joe Workman _____
Name **District**

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

Quail Valley East _____
Subdivision

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

Administrator _____
Occupation

BBA _____
Education

Civic/Church/Community Involvement::
City Council Committees and Commissions _____

Hobbies/Personal/Family Interests::
Golf _____

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

Explain why::
As a former council member, I have first-hand knowledge of the charter and have served on previous commissions considering changes to the current charter. _____

References (optional)::
N/A _____

Length of residence in the City::

43 years

If available, please attach your resume::

N/A

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:: Joe Workman

Submission Date:: March 22, 2016



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

SCOTT MOSELEY B
Name District

[Redacted] MISSOURI CITY, TX 77459
Address City, State, Zip Code

QUAIL VALLEY, THUNDERBIRD NORTH
Subdivision

[Redacted]
Phone Number Email Address

RETIRED
Occupation

BA, EA
Education

Civic/Church/Community Involvement::
2ND BAPTIST CHURCH, MARINE CORPS LEAGUE, MARINE CORPS
COORDINATING COUNCIL-BOARD OF DIRECTORS, AMERICAN
LEGION, VFW, +

Hobbies/Personal/Family Interests::
MUSIC (VETERANS BOND), PHOTOGRAPHY, MASTER NATURALIST
PROGRAM, PAINTING, & ON

On which Board/Committee/Commission would you like to serve?:: DID CITY COUNCIL (THAS),
PLANNING & ZONING, BOARD OF ADJUSTMENT, PARKS BOARD,
HOME OWNERS ASSN, CITIZENS AUXILIARY, ETC.
Explain why:: CHARTER REVIEW (LAST 2 SESSIONS) ETC.

THIS SHOULD BE MY CREDENTIAL

References (optional)::

COUNCILMAN JERRY WYATT, MAYOR ALLEN OWEN
BTC,

Length of residence in the City::

40 YEARS (SINCE 1976)

If available, please attach your resume::

(ENGINEERING PROTOTYPE MGR)
CAREER AS A MARINE OFFICER, (RETIRED-TEXAS INSTRUMENTS
6 YEARS DIAMANT BOARD-BAROLD, 10 YEARS RETIRED FBM INDUSTRIES
DIAMOND PRODUCTS MANAGER (OPERATIONS MANAGER)

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?::

<input checked="" type="checkbox"/>	Yes
<input type="checkbox"/>	No

Signature of Applicant::

MS Moseley

Submission Date::

MARCH 24, 2016



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

J.R. Atkins

Name

C

District

Address

Missouri City, Texas 77459

City, State, Zip Code

LAKE COLONY

Subdivision

Phone Number

Email Address

Supply Chain Conocophillips

Occupation

Arizona State University

Education

Civic/Church/Community Involvement::

FCCA Neighborhood Rep, Austin Parkway Elementary Watchdog Co-Lead, WCJC Network Administration Advisory Committee Meeting, FCCA communications Committee, Co-Host of Austin Parkway Dads horseshoe tournament fundraiser

Hobbies/Personal/Family Interests::

Woodworking, Cycling, Coaching my kids sports teams, camping, rock-climbing, Music, History

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

Parks Board

Explain why::

I think parks and trails have added to the value of Missouri City and I would like to help influence them to ensure upkeep and expansion where it makes sense. My kids and I ride along the trail system at least two times a month.

References (optional)::

Available upon request

Length of residence in the City::

4.5 years

If available, please attach your resume::

JR Atkins.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

Signature of Applicant:: J.R. Atkins

Submission Date:: March 31, 2016

John R. Atkins

Missouri City, TX 77459

Innovative business lead with a cross functional experience and a deep understand of process and systems in Supply Chain and Services. Proven ability to understand complex solutions and impacts changes have on all downstream processes and find compromises to ensure parties walk away with a positive experience post negotiations.

PROFESSIONAL EXPERIENCE

ConocoPhillips, Houston, Texas

Process Automation Lead

October, 2015 – Present

Leading initiatives to drive better efficiencies in across the company by limiting touchpoints. Focused on driving cost down through contact negotiations, systems integration and supply balancing.

Master Data Analyst

April, 2013 – October 2015

Lead a project to implement Teradata to increase visibility of data in our ERP solution to help the business make educated decisions using statistics and visualizations. This was the ground work for measuring all future improvements.

HP, Houston, Texas

Planning and PDM Systems Manager

October, 2010 – April, 2013

Managed a team responsible for operations and enhancement of all Planning and Master Data systems in the Notebook Global Business Unit. Delivered a Pan-HP solution across the Notebook and Desktop organizations to align business processes. Lead change management as we shifted to a new operating model of the business unit delivering new tools with little lead-time.

Data and Process Lead

October, 2008 – October 2010

Lead daily operations and future enhancements in planning systems delivering simplified planning processes in SAP APO. Started and lead a virtual team of systems owners across all regions and the Global Business Unit to drive improvements in IT and inter-department communication.

Dell, Inc., Austin, Texas

Partner Manager

July, 2007 – March 2008

Managed three partners ensuring that contractual obligations where upheld on every onsite service call for Enterprise business. Assisted sales teams in face to face meetings ensuring customers fully understood our support model. I maintained all operational, customer satisfaction and financial metrics for onsite service in the US and Canada.

Site Lead

April 2006 – July 2007

Lead the creation of a new Enterprise Technical Support site in Oklahoma City. I worked alongside other departments to develop every aspect of our new infrastructure, allowing a seamless transition.

Team Lead/Coach

August 2005-March 2006

Lead 25 technicians ranging in experience and was challenged to develop them in their growth. Built a career progression plan for the organization, focused on growth from within, and resulting in a 30% increase of internal promotions.

Escalations Senior Specialist

December 2003-July 2005

I worked alongside engineering to reproduce and root cause issues ranging from firmware to parts quality. I was the final line of resolution for all enterprise cases that I took over and drove resolution.

Server Support Specialists

March 2003-November 2003

Enterprise support agent responsible for troubleshooting and dispatching parts and service for customers calling into support on PowerEdge Servers.



CITY COUNCIL AGENDA ITEM COVER MEMO

April 4, 2016

To: Mayor and City Council
Agenda Item: 2(b) Houston Housing Authority Request
Submitted by: Kelly Carpenter, Development Services

SYNOPSIS

The purpose of this item is to discuss a request from the Houston Housing Authority concerning participating in Missouri City's CDBG Consolidated Plan looking to potentially sending some of its clients into Missouri City for rental housing opportunities. Is there any desire on behalf of City Council for staff to pursue this with the Houston Housing Authority?

STRATEGIC PLAN 2019 GOALS ADDRESSED

- Create a great place to live
- Have quality development through buildout

BACKGROUND

Attached is a letter from the Houston Housing Authority requesting that it be able to participate in the preparation of our CDBG Consolidated plan especially concerning rental housing for their client.

The HHA letter addresses the following:

- Allowing HHA to participate in our CDBG Consolidated Plan Update (the CDBG 5 year plan)
- Apparently to consider actively working with HHA to locate their clients in single family and multi-family housing units.
- HHA runs a voucher program that could allow persons to rent in Missouri City.

BUDGET ANALYSIS

The vast majority of single family home are owner occupied in Missouri City. The city requires that owners register their home with the city if they rent it. Registration is probably much lower than actual renting. Increasing the number of rental single family units could affect the tax base. There is no data to place in the table as there will be no direct cost to the Missouri City.

SUPPORTING MATERIALS

1. HHA Letter

STAFF'S RECOMMENDATION

Staff does not believe that participation in the single family rental program with Houston Housing Authority is consistent with established goals.

Director Approval:

Kelly Carpenter

**Assistant City Manager/
City Manager Approval:**

Scott R. Elmer, P.E.



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

2600 Fountains View Drive Houston, Texas 77067 713.260.0500 P 713.260.0547 TTY www.housingforhouston.com

February 11, 2016

Ms. Latoya Ricketts
Grant Coordinator
City of Missouri City
1522 Texas Parkway
Missouri City, TX 77489-2170

Dear Ms. Ricketts:

I am writing to discuss our shared goal of providing affordable housing in a manner that affirmatively furthers fair housing in the Houston-The Woodlands-Sugarland Metropolitan Statistical Area. Houston Housing Authority (HHA) administers owns approximately 6000 affordable housing units including 3351 public housing units in the City of Houston and administers over 17,000 the Housing Choice Vouchers for the Department of Housing and Urban Development (HUD) within our jurisdiction.

As a fellow recipient of HUD funding through the Community Development Block Grant (CDBG) program we share in the responsibility to promote fair housing throughout the region. HHA administers Housing Choice Vouchers in the City of Houston and within five miles of the city limits excluding other municipalities. The Housing Choice Voucher program provides assistance to tenants and private landlords who wish to lease their units with federal rental assistance payments. This assistance may be provided in or adjacent to your entitlement community receiving CDBG Funds. HHA also maintains waiting list of over 20,000 families for its public housing units and over 10,000 families for Housing Choice Vouchers. Applicants that wish to participate in our programs may currently reside within your entitlement community.

As a requirement of your receipt of CDBG funds you must develop a consolidated plan for the use of your CDBG funds and provide an assessment of affordable housing options and needs in your community. The HUD Houston Field office has requested that we reach out to express our interest in working with you by contributing, in a meaningful manner, to the development of your consolidated plan for the upcoming years. We truly believe that through regional collaboration and communication we can assist in providing more efficient and effective services to the communities that we serve.

Please feel free to contact me at (713)260-0522 or Brian Gage, HHA Senior Policy Advisor at 713-260-0599 or bgage@housingforhouston.com.

Sincerely,


Tory Gunsolley
President and CEO