

ALLEN OWEN

Mayor

JERRY WYATT

Councilmember at Large Position 1

CHRIS PRESTON

Councilmember at Large Position 2



YOLANDA FORD

Councilmember District A

DON SMITH

Councilmember District B

ANTHONY G. MAROULIS

Councilmember District C

FLOYD EMERY

Mayor Pro Tem

Councilmember District D

CITY COUNCIL SPECIAL MEETING AGENDA

Notice is hereby given of a Special City Council Meeting to be held on **Monday, April 3, 2017, 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) Receive an update on the City's Comprehensive Plan.
- (b) Receive an update on code enforcement nuisance's and substandard cases processes.
- (c) Discuss the City's 2017 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 Chapter 551 of the Texas Government Code.

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 3, 2017, agenda of items to be considered by the City Council was posted on the City Hall bulletin board on March 31, 2017, 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 _____, 2017.

Signed: _____ Title: _____



**CITY COUNCIL
AGENDA ITEM COVER MEMO**

April 3, 2017

To: Mayor and City Council
Agenda Item: 2(c) Discuss the City's 2017 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 is requesting direction from City Council before determining if each board, committee or commission member would be interested in serving another two-year term to their respective board, should City Council wish to reappoint them. 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 for another term.

The members for the following boards, committees and commissions will be expiring on June 30, 2017.

(2) Community Development Advisory Committee members:

- Position 4 – Monica Rasmus, District A
- Position 5 – Bertha Eugene, District B

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.

(4) Construction Board of Adjustments & Appeals members:

- Position 3 – Sammy Freeman, District D
- Position 4 – William W. Johnson, District D
- Position 5 – VACANCY – *Resignation made by Hugo MonDragon on August 22, 2016, due to no longer residing in the City.*
- Alternate – George E. Johnson, III, District B

Board Functions

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

(3) Electrical Board member:

- Position 1 – Buford Jurica, District C
- Position 3 – Joe Scanlin
- Position 5 – Frank Hester

Board Functions

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

(7) Parks Board members:

- Position 1 – Dan Porter, District D
- Position 3 – Pamela Andrews, District B
- Position 5 – Loveless Mitchell, District A
- Position 7 - Diane Giltner, District C
- Position 9 – Llarance Turner, District A
- Position 11 – J.R. Atkins, District C
- Position 13 – Rafik Sandford, District D

Board Functions

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

(5) Planning and Zoning Commission members:

- Position 5 – John T. O'Malley, District D
- Position 6 – Douglas Parker, District B
- Position 7 – Hugh Brightwell, District D
- Position 8 – Ramesh Anand, District C
- Position 9 – Timothy R. Haney, District C

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.

(5) Zoning Board of Adjustments & Appeals members:

- Position 1 - Roger Morris, District D
- Position 2 - Scott Moseley, District D
- Position 3 – VACANCY – District B, *left by the late David Hamner*
- Alternate – VACANCY – *Resignation made by Angela Chan on February 25, 2016, due to no longer residing in the City.*

Board Functions

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

SUPPORTING MATERIALS

1. Board, Committee, Commission Rosters
2. PZ Attendance Log from July 2017 to Present
3. Parks Board Attendance Log from 2016 to Present
4. New 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



(2016-2017)
**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	6/30/2018	1/3/2012		Citizen At Large
Jeffrey Boney	Position 7	Regular	6/30/2018	1/3/2012		Citizen At Large



(2016-2017)
**CONSTRUCTION BOARD OF
 ADJUSTMENT AND APPEALS**

Name & Address	Position	Member Type	Term Expires	Meeting Date when first appointed	Phone Number(s)	District
Bill Marshall	Position 1	Regular	6/30/18	8/16/1993		A
Roger Morris	Position 2	Regular	6/30/18	8/2/1993		A
Sammy Freeman	Position 3	Regular	6/30/17	10/1/2001		D
William W. Johnson	Position 4	Regular	6/30/17	10/1/2011		D
VACANCY Left by Hugo MonDragon	Position 5	Regular	6/30/17			C
George E. Johnson III		Alternate	6/30/17	7/18/2016		B
Pamiel Johnson Gaskin		Alternate	6/30/18	7/21/2014		D



(2016-2017)
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	6/30/2018	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	6/30/2018	11/7/2005		N/A
Frank Hester	Position 5	6/30/2017	07/06/04		N/A
Kirk Allen Chief 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



(2016-2017) 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	6/30/2018	7/1/2013		B
Pamela Andrews	Position 3	6/30/2017	8/17/2009		B
Adrian Matteucci	Position 4	6/30/2018	07/06/2015		D
Loveless Mitchell	Position 5	6/30/2017	1/7/2002		A
Sharman McGilbert	Position 6 Co-Chairman	6/30/2018	7/16/2007		A
Diane Giltner	Position 7	6/30/2017	7/18/2011		C
Donald Ivory	Position 8	6/30/2018	6/18/1990		B
Llarance Turner	Position 9 Chairman	6/30/2017	10/1/2001		A
Don Johnson	Position 10	6/30/2018	8/17/2009		D
J.R. Atkins	Position 11	6/30/2017	6/20/2016		C
Buddy Snyder	Position 12	6/30/2018	7/21/2014		B
Rafik Sandford	Position 13	6/30/2017	7/21/2014		D



**(2016-2017) PLANNING AND ZONING
COMMISSION
ROSTER**

Name	Position	Term Expires	Meeting Date when first	Phone Number(s)	District
Reginald Pearson	Position 1	6/30/2018	7/18/2016		A
Courtney Johnson Rose	Position 2	6/30/2018	7/21/2014		A
Sonya Brown-Marshall	Position 3 Chair	6/30/2018	7/6/2004		D
Len Goff, Jr.	Position 4	6/30/2018	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.



(2016-2017)
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
VACANCY Left by David Hamner	Position 3	Regular	06/30/17			B
Roger Morris	Position 4	Chairman	06/30/18	08/18/86		A
Scott Moseley	Position 5	Vice Chairman	06/30/18	06/15/87		B
J.R. Atkins	n/a	Alternate	06/30/17	07/18/16		C
Vacant Left by Angela Chan	n/a	Alternate	06/30/17			
Cleotha Aldridge	n/a	Alternate	06/30/18	07/06/04		B
Sharon Jurica	n/a	Alternate	06/30/18	01/22/02		C

PLANNING & ZONING COMMISSION ATTENDANCE
JULY 2016 – JUNE 2017

	JULY	AUG	SEP	OCT	NOV NOV	DEC	JAN JAN	FEB	MAR	APR	MAY	JUN	REG	SP
Sonya B-M	P	P	P	A	P/A	P	P/P	P	P				8/9	1/2
Tim Haney	P	P	P	P	P/P	P	P/P	P	P				9/9	2/2
John O'Malley	P	P	P	P	P/A	P	P/A	P	P				9/9	0/2
Ramesh Anand	A	P	A	P	P/P	P	A/P	P	P				6/9	2/2
Reginald Pearson		P	P	P	P/P	P	P/P	A	P				7/8	2/2
Hugh Brightwell	P	P	A	A	P/P	P	P/A	A	P				6/9	1/2
Doug Parker	A	P	P	P	P/P	P	A/P	P	P				7/9	2/2
Courtney Rose	P	P	A	A	A/P	P	P/A	A	P				4/9	1/2
Len Goff	A	P	A	P	A/A	A	A/A	A	P				3/9	0/2

**Missouri City Parks Board
2016 Member Attendance**

Board Member	Position/ District	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Dan Porter	Position 1 D	P	P	NM	NA	P	NM	P	P	P	NM	P	NM
Thomasine Johnson	Position 2 B	P	P	NM	NA	P	NM	P	P	A	NM	P	NM
Pamela Andrews	Position 3 B	P	P	NM	NA	P	NM	A	A	P	NM	P	NM
Adrian Matteucci	Position 4 D	P	P	NM	NA	P	NM	P	P	P	NM	P	NM
Loveless Mitchell	Position 5 A	A	P	NM	NA	P	NM	P	P	P	NM	A	NM
Sharman McGilbert Co-Chair	Position 6 A	P	A	NM	NA	A	NM	P	P	P	NM	P	NM
Diane Giltner	Position 7 C	P	P	NM	NA	P	NM	P	P	P	NM	P	NM
Donald Ivory	Position 8 B	A	A	NM	NA	P	NM	A	A	A	NM	A	NM
Llarance Turner Chairman	Position 9 A	P	P	NM	NA	P	NM	P	P	A	NM	P	NM
Don Johnson	Position 10 D	P	P	NM	NA	P	NM	P	P	P	NM	P	NM
J.R. Atkins (Sworn In 7/1/ 2016)	Position 11 C						NM	P	A	P	NM	P	NM
Mark MacInerney (Resigned 6/30/16)	Position 11 C	P	P	NM	NA	A	NM	RES	RES	RES	RES	RES	RES
Buddy Snyder	Position 12 B	P	P	NM	NA	P	NM	P	P	P	NM	P	NM
Rafik Sandford	Position 13 D	P	A	NM	NA	A	NM	P	P	P	NM	P	NM

Present P
Absent A
No Meeting NM
No Quorum NQ
Resigned RES

**Missouri City Parks Board
2017 Member Attendance**

Board Member	Position/ District	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Dan Porter	Position 1 D	P	A	NM									
Thomasine Johnson	Position 2 B	P	A	NM									
Pamela Andrews	Position 3 B	A	P	NM									
Adrian Matteucci	Position 4 D	P	P	NM									
Loveless Mitchell	Position 5 A	A	P	NM									
Sharman McGilbert Co-Chairman	Position 6 A	A	P	NM									
Diane Giltner	Position 7 C	P	P	NM									
Donald Ivory	Position 8 B	A	A	NM									
Llarance Turner Chairman	Position 9 A	P	P	NM									
Don Johnson	Position 10 D	P	P	NM									
J.R. Atkins	Position 11 C	P	P	NM									
Buddy Snyder	Position 12 B	P	P	NM									
Rafik Sandford	Position 13 D	P	A	NM									

Present	P
Absent	A
No Meeting	NM
No Quorum	NQ
Resigned	RES



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

Anil Shah

C

Name

District

Missouri city, TX 77459

Address

City, State, Zip Code

Lakes of Brightwater

Subdivision

Phone Number

Email Address

Retired Civil Engineer

Occupation

Bachelor of Engineering

Education

Civic/Church/Community Involvement::

Pratham USA, Indian Music Society, actively involved in Chinmaya Mission

Formerly served on the Board of Indo-American Forum of Fort Bend

Hobbies/Personal/Family Interests::

Travel, Photography, Reading

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

Park and Recreation

Explain why::

We have been living in Missouri city for over 14 years. It is a beautiful city to live in. We have followed development of edible arbor and other projects with interest. I am a big believer in keeping the development going and improving where necessary within the budgetary constraints. I can contribute to the committee's work with my background in civil engineering and infrastructure projects.

I look forward to working with the city we call home.

References (optional)::

Length of residence in the City::

Over 14 years

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

No

Signature of Applicant:: Anil Shah

Digitally signed by Anil Shah
Date: 2016.06.14 16:15:49
-05'00'

Submission Date:: _____

References (optional)::

n/a

Length of residence in the City::

29 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:: Everett Land

Submission Date:: 6/9/2016



CITY OF MISSOURI CITY

BOARD/COMMITTEE/COMMISSION APPLICATION

Gloria Lucas A
Name **District**

Missouri City/Houston, Texas 77071
Address **City, State, Zip Code**

FONDREN PARK Section : 4
Subdivision

Phone Number **Email Address**

Compliance Administrator
Occupation

Associate in Office Management
Education

Civic/Church/Community Involvement::

Missouri City C-PAC Committee

Fondren Park HOA Board Member

Houston Black Real Estate Association

YELL! Mentoring

Hobbies/Personal/Family Interests::

N/A

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

Zoning Board of Adjustments and Appeals

Explain why::

I believe with my experience as a former senior construction support lender and 16 year real estate agent, I can hear and decide appeals and recommend boundaries and appropriate regulations with regard to the city.

References (optional)::

MO City Council Member - Yoland Ford

Ft. Bend County Commissioner - Grady Prestage

MO City Police Chief - Mike Berezin

Length of residence in the City::

18 years and 7 months

If available, please attach your resume::

GjLucas Resume Compliance Admin..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:: Gloria Lucas

Submission Date:: October 3, 2016

GLORIA LUCAS

OBJECTIVE

To obtain a career in a rewarding and diverse atmosphere, where I can assist others by applying my administrative, networking and customer service skills while challenging and expanding my knowledge and understanding.

SKILLS

Sociable, have excellent customer care skills
Goal oriented, make decisions and solve problems
Excellent interpersonal and leadership skills that can motivate people
Strong knowledge in Microsoft Office Word, Outlook, Excel, computer literate
Ability to process information, organize and prioritize work, work in a team environment
Ability to verbally communicate with persons inside and outside the organization
Good skills in conducting internet research for obtaining customer/client information
Twenty plus years in banking (business banking, construction lending, mortgage)

ACCOMPLISHMENTS

- *Formed and coordinated the Annual YELL! (a 501c3) Mother Daughter Pampering Day
- *Solicited and attained Annual YELL! Scholarships
- *Enhanced and coordinated 3rd Coast Sportsman Club (a 501c3) Youth Weekend Events
- *Organize and chaired Fiesta Club Party Youth Fundraiser. This resulted in six youth going camping
- *Chaperone Gibbs Travel Agency's Historical Black College Tour

PROFESSIONAL EXPERIENCE

FM SQUARED, LLC (City of Stafford)
Compliance Administrator

01/2014 – Present

- Work independently to ensure that companies (our clients) comply with the City of Stafford regulations regarding insurance policies and procedures.
- Examines and evaluates Certificate of Insurance and Insurance Endorsement for conformity of underwriting rules, additional insured, policy is current, and sufficient coverage.
- Responsible for answering compliance questions from clients, vendors and insurance agents.
- Respond to any reports of rule violations, policy violations and standards of conduct.
- Works closely with our Sale Representatives, wholesale and retail insurance brokers/agencies and the City of Stafford Health (permit) Dept.
- Review caterer's/vendor's City of Stafford Food Permits for approval / if passed city inspection, current event date and event's name.

LICENSED REAL ESTATE AGENT
Summit Properties

01/2000 – Present

- Helping people buy, sell and rent property, single family home, land and condos.
- Listening to clients need and communicating effectively
- Work with property buyer and sellers to navigate the complex nature of the property market
- Managing my time and schedule to find the information that clients need.
- Property management: manage leased real estate properties for landlords
- Receive, posted and deposit monthly lease payments
- Prepare and assign work orders

BANK OF FT BEND (Now TEXAN BANK)

03/2008 – 04/2009

Senior Loan Processor

- Prepared new loan documents in accordance with approved loan commitment.
- Ordered documentations (i.e., title work, credit report, hazard insurance, payoff statements, survey, inspection, appraisal and other miscellaneous documentation) required to close transaction.
- Reviewed loan documents with customers to obtain proper signatures.
- Processed, closed and funded loan documents. Prepared loan advances and draws.
- Researched and corrected technical and audit exception reports.
- Maintained a high level of knowledge regarding loan policy and procedures.

WACHOVIA BANK (NOW WELLS FARGO)

04/2004 – 03/2008

Senior Relationship Support Specialist

- Provided exceptional customer service for Commercial Real Estate and Business Banking.
- Reviewed Title Commitment, Survey and Appraisals.
- Processed/ paid title commitments, surveys, appraisals, attorney fees invoices, etc.
- Processed new commercial construction real estate loan(s) request.
- Served as bank's loan closer liaison.
- Met with clients to execute renewal and refinance documents.
- Requested inspection progress reports. Processed construction loan advances/draws.
- Prepared loan modifications, extensions, new loans (Note, DOT, etc.) and refinance documents.

FIRST BANK & TRUST

Sr. Residential Construction Loan Processor/Closer

11/1999 – 03/2004

AFFILIATIONS

- Fondren Park Home Owners Association - Board Member (secretary, treasurer, position II)
- Young Essence Ladies...Learning (YELL!) 501c3 - Volunteer and Group Mentoring Coordinator
- Third Coast Sportsman Club (501c3) – Assistant PR and Program Coordinator
- Missouri City, Texas Police Foundation (501c3) – Board Secretary

EDUCATION

A.A.S., Office Systems Management/Business Administration, Hinds Community College
 Mortgage Lending and Residential Real Estate (*Certificates*)
 Real Estate, Houston Community College System (*50 plus hours of Continual Ed*)
 Houston Association of Realtors
 Licensed Real Estate Agent