

**ALLEN OWEN**  
Mayor

**JERRY WYATT**  
Councilmember at Large Position 1

**CHRIS PRESTON**  
Councilmember at Large Position 2



**YOLANDA FORD**  
Mayor Pro Tem  
Councilmember District A  
**JEFFREY L. BONEY**  
Councilmember District B  
**ANTHONY G. MAROULIS**  
Councilmember District C  
**FLOYD EMERY**  
Councilmember District D

## **CITY COUNCIL MEETING AGENDA**

Notice is hereby given of a meeting of the City Council of Missouri City to be held on **Monday, June 4, 2018**, at **7:00 p.m.** at: **City Hall, Council Chamber, 2<sup>nd</sup> 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. ROLL CALL**

### **2. PLEDGE OF ALLEGIANCE**

### **3. PRESENTATIONS AND RECOGNITIONS**

- (a) Recognize Police Sergeant Phillip Englishbee on his retirement and over 22 years of service with the City of Missouri City.
- (b) Recognize Missouri City resident Mike "The Truth" Jackson on his Ultimate Fighting Championship (UFC) 225 title fight on June 9, 2018.
- (c) Proclaim the week of June 10-16, 2018, as "Juneteenth Week" in the City of Missouri City, Texas.
- (d) Presentation from Danny Nguyen regarding Texas Parkway updates.

### **4. PUBLIC COMMENTS**

*An opportunity for the public to address City Council on agenda items or concerns not on the agenda—those wishing to speak must complete the orange comment card, present the comment card to the City Secretary prior to the beginning of the meeting, and observe a three-minute time limit.*

### **5. STAFF REPORTS**

- (a) City Manager announcements.

### **6. CONSENT AGENDA**

*All consent agenda items listed are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a councilmember so requests; in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda. Information concerning consent agenda items is available for public review.*

- (a) Consider approving minutes of the special and regular City Council meetings of May 21, 2018.

### **7. PUBLIC HEARINGS AND RELATED ACTIONS**

- (a) **Zoning Public Hearings and Ordinances** – *There are no Zoning Public Hearings and Ordinances on this agenda.*

**(b) Public Hearings and related actions**

- (1) Public hearing to receive comments concerning an ordinance continuing Article VII of Chapter 74 of the Missouri City Code; continuing the rules and regulations pertaining to the standards of care for certain elementary-age recreation programs operated by the City of Missouri City; and consider the ordinance on the first of two readings.

**8. APPOINTMENTS**

- (a) Consider appointing members to various boards, commissions, committees, and a foundation.
- (b) Consider appointing directors to the Board of Directors for the Missouri City Management District No. 2.

**9. AUTHORIZATIONS**

- (a) Consider authorizing the purchase of fleet vehicles.
- (b) Consider authorizing the City Attorney or her designee to file a motion to dismiss City of Missouri City, Texas v. Florence Bukky Olawaiye Estate and 2703 Spring Place Drive, Missouri City (Fort Bend County Case Number 16-DCV-233728 in the 400th District Court of Fort Bend County).

**10. ORDINANCES – *There are no Ordinances on this agenda.***

**11. RESOLUTIONS – *There are no Resolutions on this agenda.***

**12. CITY COUNCIL ANNOUNCEMENTS**

*Discussion, review, and possible action regarding a meeting or activity of one or more of the following entities (each entity refers to a City of Missouri City entity unless otherwise indicated):*

Charter Review Commission, Community Development Advisory Committee, Construction Board of Adjustments, Electrical Board, Parks Board, Planning and Zoning Commission, Tax Increment Reinvestment Zone Boards, Fort Bend Chamber of Commerce, Houston-Galveston Area Council, Fort Bend Regional Council, Texas Municipal League, Fort Bend County, Harris County, Gulf Coast Building and Construction Trades Council, Mayor's Youth Commission, Finances and Services Committee, Fort Bend Leadership Forum, Fort Bend County Drainage District, Economic Development Committee, Missouri City Parks Foundation, Missouri City Police and Fire Auxiliary, Livable Community Committee, Texas Parkway Alliance, High Performance Organization Committee, Missouri City Juneteenth Celebration Foundation, Fort Bend County Mayor and Council Association, METRO, Planning, Development and Infrastructure Committee, Fort Bend Independent School District, Greater Fort Bend Economic Development Coalition, Transportation Policy Council, Community Development Advisory Committee, Veterans Memorial Committee, Missouri City Recreation and Leisure Local Government Corporation, Missouri City Development Authority, and the Greater Houston Partnership and Emergency Management updates.

**13. 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.*

**14. RECONVENE**

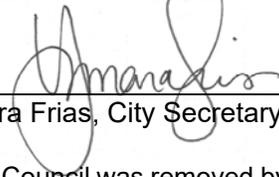
*Reconvene into Regular Session and Consider Action, if any, on items discussed in Executive Session.*

**15. 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 June 4, 2018, agenda of items to be considered by the City Council was posted on the City Hall bulletin board on June 1, 2018, 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 \_\_\_\_\_, 2018.

Signed: \_\_\_\_\_

Title: \_\_\_\_\_



**Council Agenda Item  
June 4, 2018**

**1. ROLL CALL**

**2. PLEDGE OF ALLEGIANCE**

**3. PRESENTATIONS AND RECOGNITIONS**

- (a) Recognize Police Sergeant Phillip Englishbee on his retirement and over 22 years of service with the City of Missouri City.
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- (d) Presentation from Danny Nguyen regarding Texas Parkway updates.

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**5. STAFF REPORTS**

- (a) City Manager announcements.
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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, May 21, 2018**, at the City Hall, Council Conference Room, 2nd Floor, behind the Council Chamber, 1522 Texas Parkway, Missouri City, Texas, 77489, at **5:30 p.m.** to consider the following:

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

Mayor Owen called the meeting to order at 5:38 p.m.

Those also present: Councilmembers Preston, Boney, Maroulis, and Emery; City Manager Snipes, City Attorney Iyamu, City Secretary Jackson, Assistant City Manager Atkinson, Assistant City Manager Elmer, Fire Chief Campbell, Director of Development Services Spriggs, Director of Public Works Kumar, Director of Financial Services Atmore, Director of Communications Walker, Assistant Director of Public Works Brouhard, Public Works Manager Kokes, Revenue Manager Chui, and Media Relations Specialist III Stottlemeyer. Also present: Frank Hester and Renee Yan. Councilmember Wyatt arrived at 5:40 p.m. Mayor Pro Tem Ford arrived at 6:03 p.m.

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

(a) Missouri City Animal Shelter update.

Director of Public Works Kumar provided update on Animal Shelter operations. Kumar stated the City spoke with the City of Stafford on new protocols performed at the shelter.

(b) Window coverings ordinance update.

Councilmember Wyatt stepped away at 6:07 p.m. and returned at 6:14 p.m.

Assistant City Manager Atkinson presented an update on the window coverings ordinance. Councilmember Boney requested burglar bars to be added to an upcoming meeting for discussion purposes.

(c) Capital Improvement Program (CIP), sidewalk program and construction updates.

Director Kumar presented updates on projects under design, under construction, and sidewalk repairs throughout the City. Mayor Pro Tem Ford stated she believed the survey regarding the skate park received a low score. Assistant City Manager Elmer noted the skate park scored high in the survey and it was a project included in a bond package. Mayor Pro Tem Ford requested a copy of the survey.

### **3. CLOSED EXECUTIVE SESSION**

After proper notice given pursuant to the Texas Open Meetings Act, the City Council went into Executive Session at 6:40 p.m.

**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:

(a)(i) Consider authorizing the filing of a lawsuit for damage to City of Missouri City property caused by Third Coast Services LLC.

(a)(ii) Review of City of Missouri City harassment and grievance policies.

**4. RECONVENE**

At 6:59 p.m., Council reconvened into open session.

Councilmember Wyatt moved to authorize lawsuit for damage to City of Missouri City property caused by Third Coast Services LLC. Councilmember Maroulis seconded. **MOTION PASSED UNANIMOUSLY.**

**5. ADJOURN**

The special City Council meeting adjourned at 7:01 p.m.

*ATTEST:*

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Allen Owen, Mayor

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Maria Jackson, City Secretary

**ALLEN OWEN**

Mayor

**JERRY WYATT**

Councilmember at Large Position 1

**CHRIS PRESTON**

Councilmember at Large Position 2



**YOLANDA FORD**

Mayor Pro Tem  
Councilmember District A

**JEFFREY L. BONEY**

Councilmember District B

**ANTHONY G. MAROULIS**

Councilmember District C

**FLOYD EMERY**

Councilmember District D

## CITY COUNCIL MEETING MINUTES

The City Council of the City of Missouri City, Texas, met in regular session on **Monday, May 21, 2018**, at the City Hall, Council Chamber, 2<sup>nd</sup> Floor, 1522 Texas Parkway, Missouri City, Texas, 77489, at **7:00 p.m.** to consider the following:

### 1. **ROLL CALL**

Mayor Owen called the meeting to order at 7:05 p.m.

Those also present: Mayor Pro Tem Ford, Councilmembers Wyatt, Preston, Boney, and Maroulis; City Manager Snipes, City Attorney Iyamu, and City Secretary Jackson. Councilmember Emery arrived 7:06 p.m.

### 2. The **PLEDGE OF ALLEGIANCE** was led by Assistant City Manager Elmer.

Mayor Owen requested a moment of silence for those who passed during the Santa Fe High School shooting.

### 3. **PRESENTATIONS AND RECOGNITIONS**

Mayor Owen administered the oath of office to certain members of the City of Missouri City's boards, committees, and commissions. Mayor Owen proclaimed the month of May 2018, as "Lupus Awareness Month" in the City of Missouri City, Texas; proclaimed the week of May 6-12, 2018, as "Hurricane Preparedness Week" in the City of Missouri City, Texas; and, proclaimed the week of May 20-26, 2018, as "National Public Works Week" in the City of Missouri City, Texas.

Councilmember Boney stepped away at 7:16 p.m. and returned at 7:18 p.m.

### 4. **PUBLIC COMMENTS**

**Bruce Zabovoswski**, 7915 Chancel, thanked the Public Works Department for bridge repairs; however, he added the bridge was still in need of more repairs. He reminded the Mayor that he stated he would do something nice for City Employee Golda Wilkins. Mr. Zabovoswski also provided Councilmember Wyatt with a tennis ball from a pet he adopted at the City's Animal Shelter.

**Margo Bengé**, 2722 N. Doral Drive, spoke about the proposed massage ordinance and noted it was in violation of state law. Ms. Bengé provided Council with information regarding the effect on local law and other penalties and enforcement to be considered when redacting the ordinance.

### 5. **STAFF REPORTS**

City Manager Snipes spoke about the tragedy at Santa Fe High School and noted City employees underwent Active Shooter Training Sessions conducted by the Police Department. He reminded everyone that hurricane season was around the corner and an email with preparedness information was sent out last week. He stated that the Veterans Memorial dedication would be held at the American Legion Park on May 28 at 10:00 a.m. He also noted that non-emergency city offices would be closed on May 28 for Memorial Day. Snipes stated CDBG scholarships were now available with an application due date of May 31. Snipes made the following announcements: the second Skate Park Public Input meeting would be held on Thursday, May 24 and the sixth Summer Day Youth Camp session would begin on June 11. Snipes thanked the

Missouri City Community Tennis Association for the donation of 13 scorecards. He stated that Luke Parker and the local Boy Scout Troop built and installed a dog ramp at the Missouri City Animal Shelter as part of their Eagle Scout Project. He congratulated Chick-fil-A on their grand opening in Sienna. Snipes gave kudos to the following: Mayor Owen for being part of the historical commission oral history, the Missouri City Police Department for coordinating the annual fallen officer's event, the Fire Department for their participation at the Armstrong Elementary Career Day and Fire Station No. 3 open house, the Employee Recognition Committee for planning a week of activities during Public Service Week, Chief Performance Officer Wiesenberger for providing an overview at the citizens university, staff involved in the Community Center Plaza Grand Opening, and the Communications Department for hosting the 2<sup>nd</sup> Annual Mother's Day Cake Decorating event. Snipes stated he received calls from citizens concerned with the treatment of medians on Highway 6 and other highways, to which he noted these were state owned roads and not the responsibility of the City. He provided a traffic level for waste removal service update.

## 6. **CONSENT AGENDA**

- (a) Consider approving minutes of the special City Council meeting of April 30, 2018; the special and regular City Council meetings of May 7, 2018; and, the special City Council meeting of May 9, 2018.
- (b) Consider an ordinance amending Chapter 58, Motor Vehicles and Traffic, of the Missouri City Code; amending regulations related to the use of a wireless communication device while operating a motor vehicle; providing a penalty; and consider the ordinance on the second and final reading.
- (c) Consider an ordinance amending Chapter 18, Businesses, of the Missouri City Code; establishing regulations for massage establishments; providing a penalty; and consider the ordinance on the second and final reading.

Councilmember Emery moved to approve Consent Agenda items 6a and 6b pursuant to recommendations by City Staff. Councilmember Maroulis seconded. **MOTION PASSED UNANIMOUSLY.**

Mayor Owen stated agenda item 6c was removed from the City Council meeting agenda.

There were no **Zoning Public Hearings and Ordinances, Public Hearings and related actions, or APPOINTMENTS.**

## 9. **AUTHORIZATIONS**

- (a) Consider authorizing the city manager to execute an agreement for the reconstruction of Independence Boulevard (Segment 1) and Staffordshire Road.

Councilmember Wyatt moved to authorize the agreement. Councilmember Boney seconded. **MOTION PASSED UNANIMOUSLY.**

- (b) Consider authorizing the city manager to execute an agreement for the materials testing services required for the reconstruction of Independence Boulevard (Segment 1) and Staffordshire Road.

Councilmember Boney moved to authorize the agreement. Councilmember Wyatt seconded. **MOTION PASSED UNANIMOUSLY.**

- (c) Consider authorizing the city manager to negotiate and execute an agreement for veterinarian services for the Missouri City Animal Shelter.

**Bruce Zabovoswski**, 7915 Chancel, stated it was important to support animal services in the City and appreciate the volunteers.

Councilmember Wyatt moved to authorize the city manager to negotiate and execute the agreement. Councilmember Boney seconded. **MOTION PASSED UNANIMOUSLY.**

- (d) Consider approval and authorization for the final Community Development Block Grant (CDBG) 2018 Program Year (PY) Annual Action Plan.

**Bruce Zabovoswski**, 7915 Chancel, submitted his approval of the CDBG action plan.

Grants Coordinator Ricketts stated the Program Year (PY) 2018 Annual Action Plan submission to HUD reflects the following funding allocations as adjusted by the Contingency Language:

<b>Public Service Activities</b>	<b>Funding Allocation (Cap: 15% of total funding)</b>
Fort Bend Seniors Meals on Wheels	\$ 10,200.00
Child Advocates	\$ 10,200.00
Educational Scholarships	\$ 9,975.00
Edison Art	\$ 10,426.00
Total:	\$ 40,801.00
<hr/>	
<b>Non-Public Service Activities</b>	<b>Funding Allocation</b>
Hunter's Glen HOA Park Improvement Project:	\$ 37,000.00
Housing Rehabilitation:	\$ 92,804.60
Code Enforcement:	\$ 47,000.00
Administration: (Cap: 20% of total funding):	\$ 54,401.40
Total:	\$ 231,206.00
<b>Grand Total:</b>	<b>\$272,007</b>

Councilmember Wyatt stated the City should be doing more to get more individuals to apply for such funds and guidance on how to evenly distribute funds. Councilmember Boney requested to reallocate the funds to priority items on the list than to a private project, such as the Hunter's Glen Park. Boney asked about the liability for the Hunter's Glen HOA Park. City Attorney Iyamu explained the entity would need to make the park public and there would be a contract to state it would need to be kept open to the public. Councilmember Maroulis inquired who would be responsible for maintenance of the park. Iyamu stated funds could not be used for maintenance. Councilmember Emery asked about the scholarship program criteria. Ricketts listed the criteria to be eligible for the scholarship.

Councilmember Wyatt moved to approve the final Community Development Block Grant (CDBG) 2018 Program Year (PY) Annual Action Plan with the exception of the Hunter's Glen HOA Park Improvement Project and for those funds to be reallocated to the most blighted area in the City, along 5th Street and that any remaining monies would go towards infrastructure. Councilmember Boney seconded. Councilmember Boney seconded. **MOTION PASSED.**

Ayes: Mayor Owen and Councilmembers Wyatt, Boney, Maroulis and Emery  
 Nays: Mayor Pro Tem Ford and Councilmember Preston

Mayor Owen recognized a Boy Scout and staff member of Senator Miles office in the audience.

**10. ORDINANCES**

- (a) Consider an ordinance establishing temporary maximum speed limits and designating locations, dates and times for school zones located within the City for summer school; providing a penalty; declaring an emergency; and consider the ordinance on the first and final reading.

Councilmember Maroulis moved to adopt the ordinance. Councilmember Boney seconded. **MOTION PASSED UNANIMOUSLY.**

**11. RESOLUTIONS**

- (a) Consider a resolution authorizing the Mayor to execute and the City Secretary to attest a tax abatement agreement by and between the City of Missouri City, Texas, and AX Park 8Ninety Castcom L.P. pertaining to certain personal property improvements to be located on a 6.13 acre tract of land located north of Buffalo Run Park, south of U.S. Highway 90A, east of Cravens Road, and west of the Sam Houston Tollway within Reinvestment Zone No. 16 in the City of Missouri City, Texas.

Councilmember Emery moved to approve the resolution. Councilmember Wyatt seconded. **MOTION PASSED UNANIMOUSLY.**

- (b) Consider a resolution ratifying the submission of a grant application to the Texas Department of Transportation for overtime activities by law enforcement to reduce the incidence of traffic injuries and fatalities.

Councilmember Emery moved to approve the resolution. Councilmember Wyatt seconded. **MOTION PASSED UNANIMOUSLY.**

**12. CITY COUNCIL ANNOUNCEMENTS**

Councilmember Wyatt stated his 50<sup>th</sup> year wedding anniversary was coming up. Councilmember Emery stated Quail Valley would host their Memorial Day Parade and everyone was invited. Councilmember Maroulis sent his prayers to Santa Fe High School. Councilmember Boney celebrated his birthday and wished his wife a happy birthday. Mayor Owen stated emails regarding power outages were sent out and such outages were caused by trees near power lines. He asked citizens to allow CenterPoint Energy to trim their trees.

**13. ADJOURN**

The regular City Council meeting adjourned at 7:58 p.m.

*ATTEST:*

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Allen Owen, Mayor

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Maria Jackson, City Secretary



**Council Agenda Item  
June 4, 2018**

- 7. PUBLIC HEARINGS AND RELATED ACTIONS**  
**(a) Zoning Public Hearings and Ordinances – *There are no Zoning Public Hearings and Ordinances on this agenda.***
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## CITY COUNCIL AGENDA ITEM COVER MEMO

June 4, 2018

**To:** Mayor and City Council  
**Agenda Item:** 7(b)(1) Ordinance continuing the standards of care for certain City-operated recreation programs  
**Submitted by:** Jason S. Mangum, Parks & Recreation Director

### SYNOPSIS

This proposed ordinance continues the standards of care previously adopted for elementary-age recreation programs operated by the City of Missouri City (the "City").

### STRATEGIC PLAN 2019 GOALS ADDRESSED

- Create a great place to live

### BACKGROUND

State law requires programs that operate at least two hours a day and three or more days a week for children aged 5 to 13 to be licensed by the State. However, state law provides an exemption for programs operated by a municipality, provided the municipality annually adopts standards of care for such programs after a public hearing on the subject. The City has adopted an ordinance continuing or amending the City's standards of care for such programs since 2010. The standards were amended as recently as 2013 to specifically require program staff to be trained by the Director of Parks & Recreation and to specifically state that an annual inspection of each program site will be performed by the City's Department of Fire and Rescue Services.

Staff has asked that the existing ordinance be continued as written. Accordingly, these existing standards are presented to City Council and the public for hearing and consideration.

### BUDGET ANALYSIS

Not applicable.

### SUPPORTING MATERIALS

1. Ordinance
2. Background: Article VII, Chapter 74, Parks & Recreation, of the Missouri City Code

### STAFF'S RECOMMENDATION

Staff recommends approval of the ordinance.

**Director Approval:** Jason S. Mangum, Parks & Recreation Director

**Assistant City Manager/  
City Manager Approval:** Scott R. Elmer, P.E., Assistant City Manager

**ORDINANCE NO. O-18-\_\_**

**AN ORDINANCE OF THE CITY OF MISSOURI CITY, TEXAS, CONTINUING ARTICLE VII OF CHAPTER 74 OF THE MISSOURI CITY CODE; CONTINUING THE RULES AND REGULATIONS PERTAINING TO THE STANDARDS OF CARE FOR CERTAIN ELEMENTARY-AGE RECREATION PROGRAMS OPERATED BY THE CITY OF MISSOURI CITY; PROVIDING FOR REPEAL; AND PROVIDING FOR SEVERABILITY.**

\* \* \* \* \*

WHEREAS, Section 42.041 of the Texas Human Resources Code exempts an elementary-age recreation program operated by a municipality from licensing by the Texas Department of Family and Protective Services, provided that such municipality annually adopts standards of care for such programs by ordinance after a public hearing; and

WHEREAS, Article VII of Chapter 74 of the Missouri City Code (“Article VII”) establishes rules and regulations pertaining to the standards of care for certain elementary-age recreation programs operated by the City of Missouri City (the “City”); and

WHEREAS, the standards of care set forth in Article VII are intended to be the minimum standards by which the City Department of Parks and Recreation will operate certain elementary-age recreation programs; and

WHEREAS, the City affirms its commitment to providing quality programs and activities to the residents of the City and determines that enacting this Ordinance is necessary for the protection of public health, public safety, public property and public peace; and

WHEREAS, a public hearing was conducted where all persons interested in speaking about continuing said ordinance were afforded the opportunity to do so; and

WHEREAS, based upon the comments made during such public hearings and based upon the review conducted by City staff, the City Council now determines it to be in the best interest of the general public to continue the rules and regulations providing standards of care for certain elementary-age recreation programs operated by the City; now therefore,

BE IT ORDAINED 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 Ordinance are hereby declared true and correct.

Section 2. The City Council of the City of Missouri City conducted a public hearing on continuing the rules and regulations providing standards of care for elementary-age recreation programs and closed the public hearing prior to the final adoption of this Ordinance.

Section 3. That the City Council of the City of Missouri City herein determines that Article VII of Chapter 74 of the Missouri City Code is continued and shall remain in full force and effect for one year. Nothing herein shall affect the rights and duties that may mature or proceedings that may begin before the readoption of such ordinance.

Section 4. Repeal. All ordinances or parts of ordinances in conflict herewith, if any, shall be and are hereby repealed only to the extent of such conflict.

Section 5. Severability. In the event any clause, phrase, provision, sentence or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance 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 such part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

PASSED and APPROVED on first reading this \_\_\_\_ day of \_\_\_\_\_, 2018.

PASSED, APPROVED and ADOPTED on second and final reading this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Allen Owen, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Maria Jackson, City Secretary

\_\_\_\_\_  
E. Joyce Iyamu, City Attorney

## ARTICLE VII. - ELEMENTARY-AGE RECREATION PROGRAMS

### DIVISION 1. - GENERALLY

Sec. 74-197. - Definitions.

For the purposes of this article, the following words and phrases shall have the meanings ascribed to them:

*Elementary-age recreation program* means a recreation program, including, but not limited to, a summer camp or an after-school activity that is offered by the city at least two hours a day and three or more days a week for a person five years of age to 13 years of age.

*Parent* means a parent or guardian who has legal custody and authority to enroll a person five years of age to 13 years of age in an elementary-age recreation program.

*Participant* means a person who is eligible to participate in an elementary-age recreation program and who has completed all required registration procedures to participate in such program.

*Program coordinator* means a city employee, contract worker, or volunteer of the department who has been assigned the responsibility of administering an elementary-age recreation program.

*Program leader* means a city employee, contract worker, or volunteer of the department who has been assigned the responsibility of implementing an elementary-age recreation program under this article.

*Program manual* means a document consisting of policies, procedures, required forms, and organizational and programming information relevant to city recreation programs.

*Program site* means an area or facility at which an elementary-age recreation program is operated.

*Program staff* means a person, including the program coordinator and the program leader, who has been hired or contracted, or a person who has volunteered, to work for the city who has been assigned responsibility for managing, administering, or implementing some or all portions of an elementary-age recreation program.

*Standards of care* means the standards of care for elementary-age participants set forth in division 4 of this article.

(Code 1999, § 74-211; Ord. No. O-10-25, § 1, 6-21-2010; Ord. No. O-11-16, § 3, 6-6-2011)

Secs. 74-198—74-211. - Reserved.

### DIVISION 2. - ADMINISTRATION

Sec. 74-212. - Implementation.

(a) The director and program staff shall implement an elementary-age recreation program in compliance with the standards of care set forth in division 4 of this article.

- (b) A current copy of the standards of care and the program manual shall be available for the public and program staff at each program site. Program staff shall provide parents of participants a current copy of the standards of care during the elementary-age recreation program registration process.
- (c) The city shall not advertise an elementary-age recreation program under this chapter as a child-care facility. Program staff shall inform parents that an elementary-age recreation program offered by the city is not licensed by the state.

(Code 1999, § 74-212; Ord. No. O-10-25, § 1, 6-21-2010)

Sec. 74-213. - Inspection, monitoring, and enforcement of the standards of care.

The director shall establish deadlines and criteria for compliance with the standards of care. Criteria for compliance shall include the following requirements:

- (1) The program coordinator of each elementary-age recreation program shall:
  - a. Visually inspect each elementary-age recreation program site at least twice during the course of the program and provide the director with a written report detailing such inspection; and
  - b. Receive, record, and resolve complaints, and record the resolution of such complaints, regarding the enforcement of the standards of care.
- (2) The department shall retain each written report described by subsection (1) of this section for at least three years.
- (3) Program staff shall report suspected child abuse in accordance with the Texas Family Code.

(Code 1999, § 74-213; Ord. No. O-10-25, § 1, 6-21-2010)

Sec. 74-214. - Registration.

- (a) A parent of a potential elementary-age recreation program participant must register with the city by completing a registration application. The applicant shall supply the following:
  - (1) The participant's name, address, home telephone number, and date of birth;
  - (2) The name, address, telephone number during program hours of the participant's parent and a copy of photographic identification for that person;
  - (3) Emergency contact names and telephone numbers;
  - (4) The name, telephone number, and date of birth of each person to whom the participant may be released;
  - (5) A statement regarding the participant's special problems or needs;
  - (6) The participant's emergency medical authorization information, including the name and telephone number of the participant's doctor, and the participant's insurance information;
  - (7) A use of image release;
  - (8) A liability waiver;

- (9) A signed acknowledgement by the parent that the participant and the participant's parent have received and agreed to the program code of conduct; and
  - (10) A signed acknowledgment by the parent that the elementary-age recreation program is not licensed by the state as a child-care facility.
- (b) Each registration application must be accompanied by a copy of the potential participant's birth certificate.

(Code 1999, § 74-214; Ord. No. O-10-25, § 1, 6-21-2010)

Secs. 74-215—74-220. - Reserved.

### DIVISION 3. - STAFF QUALIFICATIONS

Sec. 74-221. - Criminal background checks.

The city shall conduct a criminal background check on all elementary-age recreation program staff and on all prospective program staff members. Additionally, the city shall conduct a check of the state department of public safety database for the state sex offender registration program to determine whether each prospective program staff member is a registered sex offender. The city shall not employ or contract with an individual who poses, or who could potentially pose, a risk to the safety or health of elementary-age recreation program participants.

(Code 1999, § 74-221; Ord. No. O-10-25, § 1, 6-21-2010)

Sec. 74-222. - Minimum staff qualifications.

- (a) *Program coordinator.* A program coordinator may serve as a program leader. A program coordinator shall:
- (1) Be at least 21 years of age; and
  - (2) Possess one of the following levels of experience and training:
    - a. Three years of community center service or recreational programming experience; or
    - b. A bachelor's degree from an accredited college or university with major course work in sports management, physical education, recreation, or a related field.
- (b) *Program leader.* A program leader may serve as a program coordinator. A program leader may be a city employee, contract worker, or volunteer of the department. The program leader is responsible for recommending, hiring, supervising and evaluating program staff. Each program site shall have at least one program leader who is 21 years of age or older present at all times.
- (c) *Program staff.* Except for volunteers, program staff shall be 18 years of age or older and trained by the director.
- (d) *Volunteers.* A volunteer shall be 16 years of age or older.

(Code 1999, § 74-222; Ord. No. O-10-25, § 1, 6-21-2010; Ord. No. O-13-17, § 3, 6-17-2013)

Sec. 74-223. - Training and orientation.

- (a) Program staff shall be familiar with the standards of care for elementary-age recreation programs as adopted by city council.
- (b) Each program leader shall train program staff with whom the program leader works in various areas, including the appropriate procedures to handle emergencies; city, department, and recreation program policies and procedures; safety procedures; elementary-age recreation program organization; and other areas as required by the director.

(Code 1999, § 74-223; Ord. No. O-10-25, § 1, 6-21-2010)

Secs. 74-224—74-230. - Reserved.

DIVISION 4. - STANDARDS OF CARE

Sec. 74-231. - Staff-participant ratio.

- (a) In an elementary-age recreation program, the ratio shall be a minimum of one staff person to 15 participants, based on average daily attendance.
- (b) At least one program leader shall be assigned to each program.

(Code 1999, § 74-231; Ord. No. O-10-25, § 1, 6-21-2010; Ord. No. O-13-17, § 4, 6-17-2013)

Sec. 74-232. - Discipline.

Program staff shall execute discipline and guidance as specified in the program manual and in a consistent manner based on the best interests of elementary-age recreation program participants.

(Code 1999, § 74-232; Ord. No. O-10-25, § 1, 6-21-2010)

Sec. 74-233. - Emergency communication.

- (a) Each program site shall have access to a telephone for use in contacting program staff or making emergency telephone calls. At each program site, the program coordinator shall post telephone numbers for the following parties near a telephone that is accessible to all program staff:
  - (1) Ambulance or emergency medical services;
  - (2) City police department;
  - (3) City fire department;
  - (4) Telephone number and address for said program site; and
  - (5) The Texas Poison Center Network.
- (b) The emergency contact names and telephone numbers for each participant shall be available to program staff.

(Code 1999, § 74-233; Ord. No. O-10-25, § 1, 6-21-2010)

Sec. 74-234. - Transportation safety standards.

All recreation program vehicles that transport participants shall be equipped with first aid supplies and a first aid and emergency guide. If such vehicles include seatbelts, participants shall wear seatbelts.

(Code 1999, § 74-234; Ord. No. O-10-25, § 1, 6-21-2010)

Sec. 74-235. - Program site facility standards.

- (a) Program staff shall inspect each program site weekly to check for sanitation and safety violations of the standards of care that might affect the health and safety of participants. If the results of such inspection indicate a violation that could impact the health or safety of a participant or program staff, program staff shall file a report detailing the violation and subsequent resolution of the violation with the program coordinator. The program coordinator shall coordinate the repair of the violation. Such report shall be kept on file with the program coordinator for at least three years.
- (b) The city shall inspect, clean, repair, and maintain the program site buildings and grounds to protect the health of participants.
- (c) The program leader shall inspect, clean, repair, and maintain the program site supplies and equipment to protect the health of participants.
- (d) Program staff shall make first aid supplies available at each program site at a designated location, while transporting participants, and for the duration of any off-site activity.

(Code 1999, § 74-235; Ord. No. O-10-25, § 1, 6-21-2010)

Sec. 74-236. - Fire safety standards.

- (a) It shall be the first priority of program staff to evacuate participants to a pre-designated safe area if a fire, the danger of fire, an explosion or some other fire emergency occurs.
- (b) The program coordinator shall:
  - (1) Coordinate an annual fire inspection performed by a city fire and rescue services department official of each program site and such official shall prepare a report detailing any safety concerns observed during such inspection and a timeline for compliance;
  - (2) Provide that each program site has at least one fire extinguisher readily available to all program staff;
  - (3) Coordinate the inspection of each fire extinguisher quarterly; and
  - (4) Initiate a fire drill at each program site at least once during each elementary-age recreation program.

(Code 1999, § 74-236; Ord. No. O-10-25, § 1, 6-21-2010; Ord. No. O-13-17, § 5, 6-17-2013)

Sec. 74-237. - Health standards.

- (a) *Illness or injury.* Program staff shall address illnesses and injuries in a manner that will protect the health of all participants and program staff members. Program staff will follow emergency procedures for injured participants or for participants with symptoms of an acute illness as specified by the program manual. Program staff will follow the recommendations of the state department of health services concerning the admission or readmission of any participant who has been diagnosed with a communicable disease. A doctor's note shall be required to allow a participant who has been diagnosed with a communicable disease to be readmitted to the program. Should program staff suspect that a participant may have a communicable disease, including, but not limited to, pink eye, lice, ring worm, strep throat, or a fever, the program staff shall ask the participant's parent to pick up the participant immediately.
- (b) *Administration of medication.* Program staff shall administer medication provided that:
  - (1) A parent has completed and signed a medication dispensing release that provides authorization for program staff to dispense medication and details the quantity and time requirements for dosages. Such release shall include a hold harmless clause.
  - (2) Prescription medications are in the original containers labeled with the participant's name, a date, directions and the prescribing physician's name. Program staff shall administer the medication only as stated on the label.
  - (3) Non-prescription medications are labeled with the participant's name and the date the medication was brought to the elementary-age recreation program. Non-prescription medication must be in the original container. The program staff will administer medication only according to label directions and with written parental permission.
  - (4) Medications dispensed will be limited to those not requiring special knowledge or skills on the part of the program staff.
  - (5) Program staff shall not administer medication after the expiration date.
  - (6) Program staff will ensure medications are inaccessible to participants. If necessary, medications will be kept in a refrigerator.
- (c) *Toilet facilities.* Toilet facilities shall be located at each program site and equipped in a manner that allows a participant to use such facilities independently.
- (d) *Sanitation.*
  - (1) An indoor program site shall have adequate light, ventilation, air conditioning and heat. Each program site shall have an adequate supply of water meeting the state department of health services' standards for drinking water. Water shall be supplied to participants in a safe and sanitary manner.
  - (2) Program staff shall remove garbage from each program site daily.
- (e) *Special needs.* The department shall make reasonable accommodations to address special needs participants. For health and safety reasons, a participant who has special problems or needs and who requires personal assistance, including personal assistance to eat, change clothes, or use the restroom, must provide an attendant for the duration of the program. Such attendant will be admitted to the program free of charge.

(Code 1999, § 74-237; Ord. No. O-10-25, § 1, 6-21-2010)



## CITY COUNCIL AGENDA ITEM COVER MEMO

June 4, 2018

**To:** Mayor and City Council  
**Agenda Item:** 8(a) Consider appointing members to various boards, commissions, committees, and foundation.  
**Submitted by:** Maria Jackson, City Secretary

### SYNOPSIS

Consider appointing members to various boards, commissions, committees, and foundation.

### BACKGROUND

During the April 2, 2018, special City Council meeting, City Council requested to interview the candidates for the Community Development Advisory Committee, the Planning & Zoning Commission and the Zoning Board of Adjustments & Appeals. City Council also authorized City Staff to move forward and offer all members with the opportunity to serve another two-year term.

On May 9, 2018, City Council received an update on the responses of the board, committee, and commission members whose term would expire on June 30, 2018. Their responses are below with the notation that the highlighted blue positions are or soon to be vacant:

#### **(2) Community Development Advisory Committee members:**

- Position 6 – Eunice Reiter, Citizen At Large – *Agreed to continue serving.*
- Position 7 – *Vacancy left by Don Smith - Citizen At Large*

#### **Vacancy**

1. Position 7 – Term Expires on June 30, 2018

#### **New Applicant**

1. Zelia Brown – District A

#### **(3) Construction Board of Adjustments & Appeals members:**

- Position 1 – Bill Marshall – *Agreed to continue serving.*
- Position 2 – Roger Morris – *Agreed to continue serving.*
- Alternate – Pamiel Johnson – *Agreed to continue serving.*

#### **(1) Electrical Board member:**

- Position 2 – Ramon C. Guerrero – *Requested to step down once a replacement was named.*

#### **New Applicant**

1. Charles Jarvis – District C

#### **(7) Parks Board members:**

- Position 2 - Thomasine Johnson – *Agreed to continue serving.*
- Position 4 - Adrian Matteucci – *Agreed to continue serving.*
- Position 6 - Sharman McGilbert – *Agreed to continue serving.*
- Position 8 – Brian Merchant – *Agreed to continue serving.*

- Position 10 - Don Johnson – *Agreed to continue serving.*
- Position 12 - Buddy Snyder – *Agreed to continue serving.*
- Position 13 – *Vacancy left by Rafik Sandford*

**Vacancy**

1. Position 13 – Term Expires on June 30, 2019

**(3) Planning and Zoning Commission members:**

- Position 1 – Reginald Pearson – *Agreed to continue serving.*
- Position 2 - Courtney Johnson-Rose – *Agreed to continue serving.*
- Position 3 - Sonya Brown-Marshall – *Agreed to continue serving.*

**(4) Zoning Board of Adjustments & Appeals members:**

- Position 3 – *Vacancy left by James Norcom, III*
- Position 4 - Roger Morris – *Agreed to continue serving.*
- Alternate - Cleotha Aldridge – *Agreed to continue serving.*
- Alternate - Sharon Jurica – *Agreed to continue serving.*

**Vacancy**

1. Position 3 – Term Expires on June 30, 2019

**Current and New Applicants**

1. Robin Elackatt – District D
2. Adrian Matteucci – District D

**(13) Missouri City Parks Foundation:**

- Position 1 – Allen Owen
- Position 2 – Anthony Snipes
- Position 3 – E. Joyce Iyamu
- Position 4 – *Vacancy left by Alan Sandersen (Treasurer)*
- Position 5 – Lisa Glenn (Secretary) – *Agreed to continue serving.*
- Position 6 – Krystal Toups – *Agreed to continue serving.*
- Position 7 – Bill Odle – *Agreed to continue serving.*
- Position 8 – Adrienne Barker (President) – *Agreed to continue serving.*
- Position 9 – Jim Browne – *Agreed to continue serving.*
- Position 10 - Patti Parish-Kaminski – *Agreed to continue serving.*
- Position 11 – Tom Wilcox – *Agreed to continue serving.*
- Position 12 – *Vacancy left by Gustave (Gus) Hawkins*
- Position 13 - Marvin Marcell – *Agreed to continue serving.*

**Vacancies**

1. Position 4 – Term Expires on June 30, 2018
2. Position 12 – Term Expires on June 30, 2018

**President**

1. Adrienne Barker - August 15, 2016 to present

\*\*\*\*\*

During the May 9, 2018, special City Council meeting, City Council interviewed candidates and appointed James G. Norcom, III to the Planning and Zoning Commission, Position 4, to fill the unexpired seat and for his term to expire on June 30, 2020; and, appointed James R. Bailey to the Zoning Board of Adjustment and Appeals (ZBOAA), Position 5, to fill the unexpired seat and for his term to expire on June 30, 2020. City Council also requested that Councilmember Emery reach out to Charles Jarvis regarding his interest on the Electrical Board.

On May 11, 2018, City Council received notification by email that Mr. James Norcom, III agreed to serve the Planning & Zoning Commission and step down from his position on the Zoning Board of Adjustments & Appeals (ZBOAA) as the Position 3 member; and, Mr. Bailey also agreed to serve the ZBOAA. Mr. Norcom and Mr. Bailey were both sworn into office during the May 21, 2018, regular City Council meeting.

On May 17, 2018, Councilmember Emery confirmed he met with Mr. Jarvis relative to his request to serve on the Electrical Board.

On May 21, 2018, City Council received notification by email that Mr. Robin Elackatt, current ZBOAA alternate member, agreed to move to Position 3 seat, vacated by Mr. Norcom, should Council wish to appoint him to this position. Mr. Adrian Matteucci, interviewed by City Council on May 9th for ZBOAA, also agreed to serve the ZBOAA, should Council wish to appoint him.

#### **SUPPORTING MATERIALS**

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

#### **STAFF'S RECOMMENDATION**

Appointment/reappointment of members to various City boards, committees, commissions, and foundation.

**Director Approval:** Maria Jackson, City Secretary



**(2018-2019)**  
**COMMUNITY DEVELOPMENT**  
**ADVISORY COMMITTEE**  
**ROSTER**

<b>Name &amp; Address</b>	<b>Position</b>	<b>Member Type</b>	<b>Term Expires</b>	<b>Meeting Date when <u>first</u> Appointed</b>	<b>Phone Number(s)</b>	<b>District</b>
<b>Yolanda Ford</b>	Position 1	District A Councilmember	n/a	7/1/2013		A
<b>Jeffrey L. Boney</b>	Position 2	District B Councilmember	n/a	11/2072017		B
<b>Chris Preston</b>	Position 3	Any member of Council to serve At-Large Position	n/a	5/25/2014		C
<b>Monica Rasmus</b>	Position 4	Regular	6/30/2019	1/3/2012		A
<b>Bertha Eugene</b>	Position 5	Regular	6/30/2019	1/3/2012		B
<b>Eunice Reiter</b>	Position 6	Regular	6/30/2018	1/3/2012		Citizen At Large
<b>Vacant: Don Smith</b>	Position 7	Regular	6/30/2018	02/05/2018		Citizen At Large



**(2018-2019)**  
**CONSTRUCTION BOARD OF  
 ADJUSTMENT AND APPEALS**

<b>Name &amp; Address</b>	<b>Position</b>	<b>Member Type</b>	<b>Term Expires</b>	<b>Meeting Date when first appointed</b>	<b>Phone Number(s)</b>	<b>District</b>
<b>Bill Marshall</b>	Position 1	Regular	6/30/2018	8/16/1993		A
<b>Roger Morris</b>	Position 2	Regular	6/30/2018	8/2/1993		A
<b>Sammy Freeman</b>	Position 3	Regular	6/30/2019	10/1/2001		D
<b>William W. Johnson</b>	Position 4	Regular	6/30/2019	10/1/2001		D
<b>Alan Atwater</b>	Position 5	Regular	6/30/2019	7/03/2017		C
<b>George E. Johnson III</b>		Alternate	6/30/2019	7/18/2016		B
<b>Pamiel Johnson Gaskin</b>		Alternate	6/30/2018	7/21/2014		D



**(2018-2019)**  
**ELECTRICAL BOARD**  
**ROSTER**

<b>Name &amp; Address</b>	<b>Position</b>	<b>Term Expires</b>	<b>Meeting Date when first</b>	<b>Phone Number(s)</b>	<b>District</b>
<b>Buford Jurica</b>	Position 1 Master Electrician	6/30/2019	6/18/1980		C
<b>Ramon C. Guerrero</b>	Position 2 Registered Electrical Engineer	6/30/2018	7/1/2013		D
<b>Joe Scanlin</b>	Position 3 Chairman, Master Electrician	6/30/2019	7/20/1981		N/A
<b>Chris Harvey</b>	Position 4 CenterPoint Energy - Required per Charter	6/30/2018	03/28/2018		N/A
<b>Frank Hester</b>	Position 5	6/30/2019	07/06/04		N/A
<b>Kirk Allen Chief Bldg. Official</b>	Staff <b>Building Official</b>	N/A	Position Required by Charter		N/A
<b>Gus Garcia City Electrical Inspector</b>	Staff	N/A	Position Required by Charter		N/A



**(2018-2019) PARKS BOARD**

**ROSTER**

Name	Position	Term Expire	Meeting Date when first appointed	Phone Number(s) and email addresses	District
Victoria Porter	Position 1	6/30/2019	07/17/2017		D
Thomasine Johnson	Position 2	6/30/2018	07/1/2013		B
Pamela Andrews	Position 3	6/30/2019	08/17/2009		B
Adrian Matteucci	Position 4	6/30/2018	07/06/2015		D
Loveless Mitchell	Position 5	6/30/2019	01/7/2002		A
Sharman McGilbert	Position 6 Co-Chairman	6/30/2018	07/16/2007		A
Diane Giltner	Position 7	6/30/2019	07/18/2011		C
Brian Merchant	Position 8	6/30/2018	07/17/2017		B
Llarance Turner	Position 9 Chairman	6/30/2019	10/1/2001		A
Don Johnson	Position 10	6/30/2018	08/17/2009		D
J.R. Atkins	Position 11	6/30/2019	06/20/2016		C
Buddy Snyder	Position 12	6/30/2018	07/21/2014		B
<i>Vacancy left by Rafik Sandford</i>	Position 13	6/30/2019			D



**(2018-2019) PLANNING AND ZONING  
COMMISSION  
ROSTER**

<b>Name</b>	<b>Position</b>	<b>Term Expires</b>	<b>Meeting Date when first Appointed</b>	<b>Phone Number(s)</b>	<b>District</b>
<b>Reginald Pearson</b>	Position 1	6/30/2018	7/18/2016		A
<b>Courtney Johnson Rose</b>	Position 2	6/30/2018	7/21/2014		A
<b>Sonya Brown-Marshall</b>	Position 3 Chair	6/30/2018	7/6/2004		D
<b>James G. Norcom, III</b>	Position 4	6/30/2020	05/09/2018		B
<b>John T. O'Malley</b>	Position 5	6/30/2019	8/16/2004		D
<b>Douglas Parker</b>	Position 6	6/30/2019	7/1/2013		B
<b>Hugh Brightwell</b>	Position 7	6/30/2019	6/6/2005		D
<b>Ramesh Anand</b>	Position 8	6/30/2019	7/18/2011		C
<b>Timothy R. Haney</b>	Position 9 Vice Chair	6/30/2019	7/6/1999		C

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



**(2018-2019)**  
**ZONING BOARD OF ADJUSTMENTS**  
**AND APPEALS ROSTER**

<b>Name &amp; Address</b>	<b>Position</b>	<b>Member Type</b>	<b>Term Expires</b>	<b>Meeting Date when <u>first</u> Appointed</b>	<b>Phone Number(s)</b>	<b>District</b>
<b>Joe Workman</b>	Position 1	Regular	6/30/19	08/06/07		D
<b>John D. Jobe</b>	Position 2	Regular	06/30/19	07/21/03		D
<i>Vacancy left by James G. Norcom, III on 05.10.2018</i>	Position 3	Regular	06/30/19			B
<b>Roger Morris</b>	Position 4	Chairman	06/30/18	08/18/86		A
<b>James R. (Bob) Bailey</b>	Position 5	Regular	06/30/20	05/09/2018		C
<b>J.R. Atkins</b>	n/a	Alternate	06/30/19	07/18/16		C
<b>Robin Elackatt</b>	n/a	Alternate	06/30/19	07/03/17		D
<b>Cleotha Aldridge</b>	n/a	Alternate	06/30/18	07/06/04		B
<b>Sharon Jurica</b>	n/a	Alternate	06/30/18	01/22/02		C



**(2016-2018)**  
**MISSOURI CITY PARKS FOUNDATION**  
**ROSTER**

<b>Name &amp; Address</b>	<b>Position</b>	<b>Term Expires</b>	<b>Meeting Date Appointed</b>	<b>Phone Number(s) Email Address</b>
<b>Allen Owen</b>	Position 1	6/30/2018	2/15/2016	
<b>Anthony Snipes</b>	Position 2	6/30/2018	2/15/2016	
<b>E. Joyce Iyamu</b>	Position 3	6/30/2018	2/15/2016	
<b>Vacancy left by Alan Sandersen</b>	Position 4	6/30/2018	6/20/2016	
<b>Lisa Glenn</b>	Position 5 <b>Secretary</b>	6/30/2018	6/20/2016	
<b>Krystal Touns</b>	Position 6	6/30/2018	6/20/2016	
<b>Bill Odle</b>	Position 7	6/30/2018	6/20/2016	
<b>Adrienne Barker</b>	Position 8 <b>President</b>	6/30/2018	6/20/2016	



**(2016-2018)**  
**MISSOURI CITY PARKS FOUNDATION**  
**ROSTER**

<b>Jim Browne</b>	Position 9	6/30/2018	9/06/2016	
<b>Patti Parish-Kaminski</b>	Position 10	6/30/2018	10/17/2016	
<b>Tom Wilcox</b>	Position 11	6/30/2018	10/17/2016	
<b>Vacancy left by Gustave (Gus) Hawkins</b>	Position 12	6/30/2018	10/17/2016	
<b>Marvin Marcell</b>	Position 13	6/30/2018	10/17/2016	



# CITY OF MISSOURI CITY

## BOARD/COMMITTEE/COMMISSION APPLICATION

Zelia Brown A  
**Name** **District**

16202 Carson Circle Missouri City, Texas 7748  
**Address** **City, State, Zip Code**

COLONY CROSSING VILLAGE OF TALBOTS MILL Section : 1  
**Subdivision**

[REDACTED] [REDACTED]  
**Phone Number** **Email Address**

Compliance Manager for State & Federal Grant Programs  
**Occupation**

No response.  
**Education**

### **Civic/Church/Community Involvement::**

Member of the Society of Corporate Compliance & Ethics, guest presenter on grants management for the local chapter of the National Grants Management Association (NGMA) in 2016; guest speaker at the LA Presbytere in 2011 on Disaster Recovery, nominated for the L'Oreal Paris 2008 Women of Worth Award, featured in Ebony magazine in 2007, recipient of two Keys to the City (New Orleans), provide workshops on job placement and job retention, and author.

### **Hobbies/Personal/Family Interests::**

Traveling, Music, Reading, Baking

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

Community Development Advisory Committee, TIRZ Boards,

**Explain why::**

I have extensive experience in assisting with the administration, monitoring, and advisement of multiple community development projects in the Gulf Coast Region totaling over \$1.2 billion, and also job placement and retention.

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**References (optional)::**

No response.

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**Length of residence in the City::**

6 years

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**If available, please attach your resume::**

BIO ZELIA BROWN MAY 2018.pdf

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**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::** Zelia Brown

**Submission Date::** May 6, 2018



**ZELIA BROWN** is Manager for Grants Performance and Compliance for the Houston Community College System supervising a portfolio of over \$25M. She was former Director of multiple HUD Housing Programs totaling \$1.2B, and created policies to end the homelessness wait for Veterans in 2015. As President of her business, WRITE ON TARGET CONSULTING, Brown's company assists those looking for employment, author's job descriptions for employers, and provides workshops to job seekers on how to write a winning resume, interview T.I.P.S., and job retention.

Rooted in integrity, this Rockefeller Fellows Finalist ensures timely expenditure and closeout of grant funds by tracking program and project performance. Brown has successfully decreased the number of grants that were at risk by 62% by maintaining compliance with the federal regulations. Because of her expert knowledge, Brown was requested by the Department of Health and Humans Services to participate in a case study conducted by Price Waterhouse where she provided advisement and desired functionality in support of a new "HHS Mobile Application" that went live in 2017.

A native of the 9<sup>th</sup> Ward, Brown and her two daughters moved to Houston in 2001 and relocated back to New Orleans in the summer of 2005 two months before Hurricane Katrina. Like many other residents, Brown lost everything as her home on the Lakefront sustained 10 feet of water damage.

Brown has provided technical assistance concerning Sections 24, Parts 5 Subpart F, 982, 570, and 200 of the Code of Federal Regulations. Some of her works with organizations include the City of New Orleans, Habitat for Humanity in Fort Bend County, Fort Bend CORPS, The Arc, Texana, The Women's Center, Veterans Affairs, Houston Housing Authority, and the Texas Workforce Commission, to name of few. Brown has supervised multiple programs including, but not limited to, Disaster Recovery with Hurricanes Katrina, Ike and Harvey, NSP, HPRP, CDBG, HOME, FTHB, ESG, HCVP, VASH, Single-Family & Multi-family construction, Owner-occupied Rehab programs, and TWC. She is noted for ensuring that ALL of her projects are "deficiency free," and have received zero (0) findings during Federal, and State audits.

On April 4, 2011, Brown rigorously orchestrated the culmination of bringing together Wells Fargo and American Title, in that for the first time in the history of Fort Bend County a Section 8 Housing Choice Voucher recipient became a homeowner by using their voucher to pay their new home mortgage instead of continuing to pay rent. In her effort to end homelessness for Veterans in Houston, in June of 2015, Brown revised procedural processes regarding enrollment for the Houston Housing Authority so that 102 homeless Veterans could receive Vouchers in one week as opposed to the old procedure of several months. Because of this, her organization, along with many others, were honored by three Secretary of States from the U. S. Department of HUD, DOL, VA, and former Mayor Annise Parker.

When she's not working on housing programs, Brown advocates and assists job seekers and Veterans with job placement and retention, and empowers them with the number one question to ask the interviewer that could end their job search forever. For more info, visit [www.ijustgothired.com](http://www.ijustgothired.com).

In recognition of her leadership and achievements, Brown was on the Dean's List and finished college in three years, and was recipient of the African-Americans in Higher Education Award. She is a member of the Society of Corporate Compliance and Ethics, Alpha Kappa Alpha Sorority Incorporated, was guest presenter on grants management for the local National Grants Management Association (NGMA) in 2016; guest speaker at the LA Presbytere in 2011 on Disaster Recovery, nominated for the L'Oreal Paris 2008 Women of Worth Award, featured in Ebony magazine in 2007, recipient of two Keys to the City (New Orleans), publisher on career strategies for LinkedIn, and author.

Brown is the proud mother of two beautiful and brilliant daughters in which the oldest received her Masters Degree from Tulane University in New Orleans and her youngest is currently attending the University of Houston's undergraduate program.



# CITY OF MISSOURI CITY

## BOARD/COMMITTEE/COMMISSION APPLICATION

Charles Jarvis \_\_\_\_\_  
**Name** **District**

3003 Cypress Point Drive \_\_\_\_\_  
**Address** **City, State, Zip Code**

QUAIL VALLEY LA QUINTA Section : 1 \_\_\_\_\_  
**Subdivision**

\_\_\_\_\_ \_\_\_\_\_  
**Phone Number** **Email Address**

Electrical Engineer \_\_\_\_\_  
**Occupation**

Trinity University, BS Engineering Science \_\_\_\_\_  
**Education**

**Civic/Church/Community Involvement::**  
No response. \_\_\_\_\_

**Hobbies/Personal/Family Interests::**  
Raising and training our 1 year old Belgian Malinois puppy. \_\_\_\_\_

**On which Board/Committee/Commission would you like to serve?::**  
Electrical Board \_\_\_\_\_

**Explain why::**  
I would like to join the Electrical Board to be an integral part of the decision making process that affects the safety and livelihood of the residences and businesses of Missouri City. \_\_\_\_\_

**References (optional)::**  
Kevin Schmidt \_\_\_\_\_

Greg Gehrt [REDACTED]

---

Eric Richie [REDACTED]

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**Length of residence in the City::**

5 years

---

**If available, please attach your resume::**

Charles Jarvis PE 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::** Charles Jarvis

**Submission Date::** April 30, 2018

Charles Jarvis, P.E.

3003 Cypress Point Drive, Missouri City, TX 77459

---

**Qualifications Summary** Licensed Professional Electrical Engineer with project management and lead electrical engineering responsibilities in diverse project types related to life sciences, medical/healthcare, data centers, institutional, commercial build-to-suit, and commercial office interiors.

---

**Experience**      **Senior Project Coordinator, E/B/E Consulting Engineers** Sept. 2017-  
Present

- Interface with Clients, Architects, and Construction Teams to deliver successful coordinated projects.
- Prepare complete power distribution, lighting, and fire alarm design for various projects through Schematic Design, Design Development, and Construction Documentation Phases, with focus on Tenant Improvement
- Review applicable building codes to determine project requirements for the mechanical, electrical, plumbing, fire protection and life safety systems.

**Associate, WSP**

Jan. 2012-  
Sept. 2017

- Prepare complete power distribution, lighting, and fire alarm design for various projects through Schematic Design, Design Development, and Construction Documentation Phases, with focus on Life Sciences, Mission Critical, and Healthcare Projects.
- Prepare technical feasibility reports and due diligence reports for clients ahead of capital investment projects.
- Perform site inspections during construction and submit field reports.
- Review shop drawings and product data submittals for compliance with construction documents.
- Communicate with project team members to discuss changes, revisions to the work in progress, maintain job continuity and assure on-time completion.
- Review and revise specifications according to specific project requirements.
- Supervise and train graduate engineers and designers in performing calculations, selecting, scheduling equipment and producing drawings per company standards.
- Attend project design development/construction meetings with project team members, reviewing and coordinating project scope and design.
- Review and comment on project cost estimates, initial contractor bids, and change cost proposals. Provide range-of-magnitude estimates to clients, when requested, using RS Means as a basis of comparison against change cost proposals.
- Schedule weekly staffing for projects.
- Preparation and coordination of engineering fee proposals.
- Review and approve draft invoice and monthly billing forms prepared by the accounting department.

**Electrical Engineer, WYLIE Consulting Engineers**

Aug. 2008-  
Jan. 2012

- Prepared complete power distribution, lighting, and fire alarm design for various projects through Schematic Design, Design Development, and Construction Documentation Phases, with focus on Commercial Build-to-Suit Projects.
- Reviewed shop drawings and product data submittals for compliance with construction documents

---

**Education**      **Bachelor of Science in Engineering Science**  
**Trinity University, San Antonio, Texas**

Aug. 2004-  
May 2008

## Selected Project Experience

- 1) High Containment Laboratory for Department of Homeland Security, Manhattan, Kansas
  - a) 570,000 SF BSL Laboratory project consisting of BSL-2, BSL-3, BSL-3Ag, and BSL-4 laboratories, and including support building and site infrastructure on 40 Acre project site.
  - b) Designed site electrical and telecommunication ductbank routings, both horizontally and vertically, in coordination with Civil Engineer's utility routings at the request of the client.
  - c) Designed electrical distribution of Campus Water Treatment Plant and Pump House.
  - d) Electrical CA Representative for BSL-4 and Site Infrastructure Scope of Work.
- 2) Tier 3+ Data Center for Large Financial Institution, Dallas, Texas
  - a) 60,000SF Tier 3+ Data Center with 25,000 SF Data Hall and 35,000 SF of MEPFP Support Spaces
    - i) 2N Service Redundancy, UPS Redundancy, STS & PDU Redundancy, and N+1 Generator Redundancy
  - b) Designed Data Hall branch circuiting from PDUs down to individual racks to achieve balanced load across electrical system.
  - c) Coordinated above floor busway routings and under-raised floor conduit routings to ensure coordination between all services in these spaces.
- 3) Proton Beam Therapy Centers, Riyadh, Saudi Arabia & London, England
  - a) Designed 3D embedded conduit routing from magnet power distribution and control cabinets to magnets and gantries.
  - b) Riyadh: Single Cyclotron with 3 Gantries + Fixed Beam Room + Ocular Fixed Beam Room
  - c) London: Single Cyclotron with 4 Gantries + Research Room
- 4) New Hangars and FBO Building at Houston Hobby Airport for Private Fixed Base Operator
  - a) Two new 35,000 SF aircraft hangars, renovation of existing 37,000 SF aircraft hangar, and new 20,000 FBO Building
  - b) Point-of-contact for Client during design and construction of project.
  - c) Designed electrical distribution for site and each building.
- 5) Veterinary Medical Diagnostic Laboratory for Texas State Agency, College Station, Texas
  - a) 90,000 SF Veterinary Medical Diagnostic Laboratory with 8,000 SF BSL-3 Laboratory and 5,000 SF BSL-3 Necropsy Suite.
  - b) Designed and coordinated connection to Campus 12.47kV Electrical Distribution.
  - c) Point-of-contact and Site Representative for all electrical issues on Project.
- 6) High Containment Research Facility for Texas A&M University, College Station, TX
  - a) 97,000 SF High Containment Research Facility with 15,000 SF BSL-3Ag Animal Holding Rooms and Necropsy Suite, 15,000 SF ABSL-2 Animal Holding Rooms and Necropsy Suite, and 8,000 SF BSL-3 Laboratory.
  - b) Designed Electrical Distribution System for the facility, as well as the connection to the Campus 12.47kV Electrical Distribution System.
  - c) Point-of-contact and Site Representative for all electrical issues on Project.
- 7) Partial Campus Renovation for Large Oilfield Service Company, Houston Metro Area
  - a) 100,000 SF Build-To-Suit 4-Story Office Building in 2 Phases—Core and Shell and Tenant Improvement
  - b) 136,000 SF Build-To-Suite 2-Story Building with Training Facilities, Labs, Fitness Center, Auditorium and Conference Center, and Full Service Kitchen with Servery and Dining Area
  - c) Electrical Design for Supplementary Central Plant, adding an additional 2500 tons of Chilled Water capacity to the campus
  - d) LEED Documentation of IEQc6.1 and SSc8 for new buildings on campus
- 8) Recreational Facility with Soccer Fields and Olympic Pool for Local Government, Houston Metro Area
  - a) 30,000 SF Recreational Center with gymnasium, multi-use assembly area, and kitchen and concessions area.
    - i) Recreational Center capable of being completely backed up with 750kW portable generator.
  - b) Soccer Fields with full sports lighting package and dedicated service from utility

- 9) Existing Building Gut with Core & Shell Redesign and Tenant Improvements for Large Healthcare Institution, Houston Metro Area
  - a) 180,000 SF Office Building with complete demolition of existing interiors, accompanied with Core and Shell Improvements and Tenant Improvements
  - b) Reused existing electrical infrastructure to extent possible
- 10) Existing Garage Renovation, Houston Metro Area
  - a) 150,000 SF Garage Lighting Renovation
    - i) Replaced existing 2-Lamp T12 strip fixtures with 150W Metal halide fixtures
    - ii) Coordinated new lighting design with lighting vendor
  - b) Addition of new elevator to side of garage
- 11) Various Medical Projects, including licensed and non-licensed facilities
  - a) Convenient Care Centers equipped with Freestanding Emergency Department for institutional healthcare system in the Houston Metro Area
  - b) Hospital ER Renovation in Edna, TX
  - c) Nursing Home Renovation with addition of Kitchen, Fitness Facility, and Skilled Nursing Wing in Houston Metro Area
  - d) Medical Imaging Suite Initial Buildouts and Renovations, such as RF, CT, MRI, and PET/CT Suites in Houston Metro Area
  - e) Various Medical/Professional Office Building lease spaces in the Houston Metro Area
- 12) Various Tenant Improvement Projects
  - a) Projects ranging from Partial Floor New Construction to Full Floor and Multi-Floor New Construction, as well as minor alterations to existing tenant spaces, in office buildings in the Houston Metro Area



# CITY OF MISSOURI CITY

## BOARD/COMMITTEE/COMMISSION APPLICATION

Robin Elackatt \_\_\_\_\_  
**Name** **District**

3827 Indian Point \_\_\_\_\_  
**Address** **City, State, Zip Code**

SILVER RIDGE \_\_\_\_\_  
**Subdivision**

\_\_\_\_\_ \_\_\_\_\_  
**Phone Number** **Email Address**

Hospital Administrator \_\_\_\_\_  
**Occupation**

MBA, MHA \_\_\_\_\_  
**Education**

**Civic/Church/Community Involvement::**  
N/A \_\_\_\_\_

**Hobbies/Personal/Family Interests::**  
N/A \_\_\_\_\_

**On which Board/Committee/Commission would you like to serve?::**  
Planning & Zoning Commission \_\_\_\_\_

**Explain why::**  
Want to help and get educated on the the Commission. I love my city and want to learn and be involved with the growth opportunities for our City. \_\_\_\_\_

**References (optional)::**  
N/A \_\_\_\_\_

**Length of residence in the City::**

14 years

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**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::** Robin J. Elackatt

**Submission Date::** April 6, 2017



# CITY OF MISSOURI CITY

## BOARD/COMMITTEE/COMMISSION APPLICATION

Adrian Matteucci \_\_\_\_\_  
**Name** **District**

2110 Darby Lane \_\_\_\_\_  
**Address** **City, State, Zip Code**

NEWPOINT ESTATES Section : 3 \_\_\_\_\_  
**Subdivision**

\_\_\_\_\_ \_\_\_\_\_  
**Phone Number** **Email Address**

Project Manager \_\_\_\_\_  
**Occupation**

BS Engineering, BA Political Science \_\_\_\_\_  
**Education**

### Civic/Church/Community Involvement::

Parks Board (2015 - Present) \_\_\_\_\_

Missouri City Green Board of Directors (2017 - Present) \_\_\_\_\_

Comprehensive Plan Committee (2015) \_\_\_\_\_

Citizens' University (2016) \_\_\_\_\_

Citizens' Police and Fire Academy (2017) \_\_\_\_\_

Newpoint Estates HOA Board (2013 - Present) \_\_\_\_\_

### Hobbies/Personal/Family Interests::

Sports, Technology \_\_\_\_\_

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

ZONING BOARD OF ADJUSTMENTS AND APPEALS \_\_\_\_\_

**Explain why::**

An opportunity to take what I learned during Citizens' University and CPAC to serve the City in a slightly different way that I have in the past.

---

**References (optional)::**

Upon Request

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**Length of residence in the City::**

7 yrs

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**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 Matteucci

**Submission Date::** April 2, 2018



## CITY COUNCIL AGENDA ITEM COVER MEMO

June 4, 2018

**To:** Mayor and City Council  
**Agenda Item:** 8(b) Reappointment of Board of Directors to Missouri City Management District No. 2.  
**Submitted by:** Shashi K. Kumar, P.E., Director of Public Works/City Engineer

### SYNOPSIS

This item provides for Council consideration to the reappointment of members to the Board of Directors of Missouri City Management District No. 2, whose current term expired on June 1, 2017.

### STRATEGIC PLAN 2019 GOALS ADDRESSED

- Have a Quality Development through Buildout

### BACKGROUND

Missouri City Management District No. 2 (The District) was created by Act of the 84<sup>th</sup> Legislature, Regular Session, 2015, codified at Chapter 3932, Texas Special District Local Laws Code. Under the current development model, developers are requesting reimbursement from the City for utility infrastructure construction. Currently, the City does not have a financial mechanism to allow for this reimbursement. The District was created in 2015 to provide a mechanism to finance public improvements within the Mustang Bayou Service Area (MBSA).

Pursuant to Section 3931.052 of the Code, "the mayor and members of the governing body of the City of Missouri City appoint directors from persons recommended by the board. A person is appointed if a majority of the members and the mayor vote to appoint the person." The Mayor received a request on behalf of the Board of Directors of the District to re-appoint Dawn Hurd, Ivy Levingston, and Bobby Merchant, to terms ending June 1, 2021. These individuals are all currently serving as directors, and were the initial directors named in the code.

The re-appointment and the positions they will serve on this District are as follows:

- Director #5 – Dawn Hurd
- Director #6 – Ivy Levingston
- Director #7 – Bobby Merchant

### BUDGET ANALYSIS

The approval of the proposed initial Board of Directors of the Missouri City Management District No. 2 has no direct costs.

### SUPPORTING MATERIALS

1. Request letter to the Mayor from Missouri City Management District No. 2.

### STAFF'S RECOMMENDATION

Approve reappointment of three (3) members to the Board of Directors of Missouri City Management District No. 2, whose current term expired on June 1, 2017.

**Director Approval:** Shashi K. Kumar, P.E.

**Assistant City Manager/  
City Manager Approval:** Scott R. Elmer, P.E.

*mtg/  
pending*

MISSOURI CITY MANAGEMENT DISTRICT NO. 2

c/o Allen Boone Humphries Robinson, LLP  
3200 Southwest Freeway, Suite 2600  
Houston, Texas 77027

January 18, 2018

The Honorable Alan Owen  
Mayor, City of Missouri City  
1522 Texas Parkway  
Missouri City, TX 77489

Re: Missouri City Management District No. 2

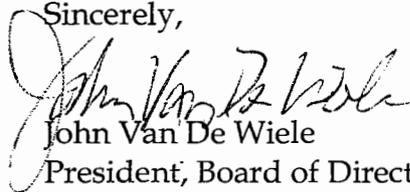
Dear Mayor Owen:

Missouri City Management District No. 2 (the "District") was created by Act of the 84<sup>th</sup> Legislature, Regular Session, 2015, codified at Chapter 3932, Texas Special District Local Laws Code (the "Code"). Pursuant to Section 3932.052 of the Code, "the mayor and members of the governing body of the city shall appoint voting directors from persons recommended by the board" and "a person is appointed if a majority of the members of the governing body, including the mayor, vote to appoint that person."

On behalf of the Board of Directors of the District (the "Board"), I am hereby requesting that the City Council of the City of Missouri City re-appoint Dawn Hurd, Ivy Levingston, and Bobby Merchant to terms ending June 1, 2021. These individuals are initial directors named in the Code and are currently serving as District Board members.

Should you have any questions, please contact the District's attorney, Annette Stephens, at (713) 860-6450.

Sincerely,



John Van De Wiele  
President, Board of Directors



## CITY COUNCIL AGENDA ITEM COVER MEMO

June 4, 2018

**To:** Mayor and City Council  
**Agenda Item:** 9(a) Authorize Purchase of Fleet Vehicles  
**Submitted by:** Mike Tubbs, Fleet Superintendent  
Jessica M. Kokes, Public Works Manager

### SYNOPSIS

The Fleet Maintenance Division request to purchase 15 replacement vehicles for FY 2018. All replacement vehicles have exceeded the recommended "point's value", deeming them candidates for replacement. These units will be purchased using Fort Bend County Contracts, HGAC Contracts, or by obtaining three bids on each listed on the attachments.

### STRATEGIC PLAN 2019 GOALS ADDRESSED

- Create a great place to live

### BACKGROUND

The total expenditure for these 15 vehicles is approximately \$469,531

Additionally, staff anticipates an additional \$61,000 for Make Ready Equipment.

The total expenditure for these vehicles and equipment is approximately \$530,531

- 1 - Replacement Unit 2018 Ford Explorer Police Utility.  
Contract # 15-028 Vehicle # 19, Cost \$28,068 per unit.
- 5 - Replacement Units 2018 Ford F-150 Extended Cab.  
Contract # 16-024 Vehicle # 10, Cost \$22,000 per unit.
- 2 - Replacement Units 2018 Ford Explorer.  
Contract # 15-028 Vehicle # 23, Cost \$24,650 per unit.
- 3 - Replacement Units 2018 Ford F-150 Super Crew.  
Contract # 17-021 Vehicle # 3, Cost \$27,955 per unit.
- 1 - Replacement Unit 2019 Ford F-150 Crew Cab Special Service Vehicles.  
Contract # 18-022 Vehicle # 17, Cost \$24,335 per unit.
- 1 - Replacement unit 2019 Ford F350 4x4 (best of 3 bids) Cost \$28,933 per unit.
- 1 - Replacement unit 2019 Ford F450 Dump body (best of 3 bids) Cost \$42,535 per unit.

- 1 – Replacement unit 2019 Freightliner 108 SD 14 yard Dump Truck HGAC Contract # HT06-18 Cost \$102,495 per unit

**BUDGET ANALYSIS**

Funding Source	Account Number	Project Code/Name	FY18 Funds Budgeted	FY18 Funds Available	Amount Requested*
Transfer from General Fund	606-58650-15-999	Transportation Equipment	\$1,987,898	\$532,971	\$530,531

\*Amount requested includes \$469,531 for fleet replacement and \$61,000 for make ready equipment.

**Purchasing Review: Shannon Pleasant, CTPM, Procurement & Risk Manager**

**Financial/Budget Review: Bertha P. Alexander, MBA, Budget & Financial Reporting Manager**

*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. Vehicle Quotes / Up-fit estimates

**STAFF'S RECOMMENDATION**

Staff recommends approval of this purchase through the Fleet Maintenance Replacement Fund for a total of \$530,531.

**Director Approval:** Shashi K. Kumar, P.E.

**Assistant City Manager/  
City Manager Approval:** Scott R. Elmer, P.E.

**QUOTATION**

**Bill Chrisman**  
Fleet/Commercial Sales Director

12220 Southwest Freeway  
Stafford, TX 77477  
Phone 281.240.3673  
Fax 281.240.1821

Direct 281.274.7204  
bchrisman@helfmanford.com

Date 1-2-18

CITY OF MISSOURI CITY  
ATTN: MIKE TULL

Gentlemen:

We are pleased to submit a price on the following Ford Year 2018 Model K8A

Body Style EXPLORER  
Factory List POLICE UTILITY \$ \_\_\_\_\_  
Freight \$ \_\_\_\_\_  
Dealer Handling \$ \_\_\_\_\_  
Federal Tax \$ \_\_\_\_\_  
Accessories \$ \_\_\_\_\_

SAME EQUIPMENT AS 2017 MODEL

List Price \$ \_\_\_\_\_  
Fleet Discount \$ \_\_\_\_\_  
Net Selling Price FORT BEND COUNTY CONTRACT \$ 28068  
Less Trade In \$ \_\_\_\_\_  
State Tax STATE INSPECTION \$ EXEMPT  
License INCLUDED \$ \_\_\_\_\_  
Total Delivered Price MSC \$ 28068

This quotation good for FACTORY ORDER days from date.  
Thank you for the opportunity to serve you and we hope that we may be favored with your order

**BILL CHRISMAN** DIRECT #(281) 274-7204  
**FLEET MANAGER** FAX (281) 240-1821

Signature \_\_\_\_\_

1 REPLACEMENT  
2559



www.HelfmanFord.com

Bill Chrisman

Fleet Commercial Sales Director

12220 Southwest Freeway  
Stafford, TX 77477  
Phone 281.240.3673  
Fax 281.240.1821

# QUOTATION

Direct 281.274.7204  
bcnrisman@helfmanford.com

Date 1-2-18

CITY OF MISSOURIA CITY  
ATTN: MIKE TULL

Gentlemen:

We are pleased to submit a price on the following

Body Style	<u>Ford</u>	Year	<u>2018</u>	Model	<u>X1C</u>
Factory List	<u>F150 Extended</u>			\$	_____
Freight	<u>CAB</u>			\$	_____
Dealer Handling	<u>Pickup</u>			\$	_____
Federal Tax				\$	_____
Accessories				\$	_____

SALE EQUIPMENT AS 2017 model

List Price	_____	\$	_____
Fleet Discount	_____	\$	_____
Net Selling Price	<u>Fort Bend County Contract</u>	\$	_____
Less Trade In	_____	\$	<u>22,000</u>
State Tax	_____	\$	_____
	<u>STATE INSPECTION</u>	\$	<u>EXEMPT</u>
License	_____	\$	<u>INCLUDED</u>
Total Delivered Price	_____	\$	<u>MSRP</u>
	_____	\$	<u>22,000</u>

This quotation good for 30 days from date.  
Thank you for the opportunity to serve you and we hope that we may be favored with your order

**BILL CHRISMAN** DIRECT # (281) 274-7204  
**FLEET MANAGER** FAX (281) 240-1821

Signature

5 REPLACEMENTS  
4008  
4009  
6101  
6104  
6109

## QUOTATION

**Bill Chrisman**

Fleet/Commercial Sales Director

12220 Southwest Freeway

Stafford, TX 77477

Phone 281.240.3673

Fax 281.240.1821

Direct 281.274.7204

bchrisman@helfmanford.com

Date 1-2-18

CITY OF MISSOURI CITY  
ATTN: MIKE TULL

Gentlemen:

We are pleased to submit a price on the following

FORD Year 2018 Model K713

Body Style	<u>EXPLORER</u>	
Factory List	<u>BASE model</u>	\$ _____
Freight		\$ _____
Dealer Handling		\$ _____
Federal Tax		\$ _____
Accessories		\$ _____

SAME EQUIPMENT AS 2017 model

List Price		\$ _____
Fleet Discount		\$ _____
Net Selling Price	<u>FORD BOND COUNTY CONTRACT</u>	\$ <u>24,650</u>
Less Trade In		\$ _____
State Tax	<u>STATE EXEMPT</u>	\$ <u>EXEMPT</u>
License	<u>INCLUDED</u>	\$ <u>INCLUDED</u>
Total Delivered Price		\$ <u>1750</u>
		\$ <u>24,650</u>

This quotation good for EXACTLY ORDERED days from date.

Thank you for the opportunity to serve you and we hope that we may be favored with your order

**BILL CHRISMAN** DIRECT # (281) 274-7204  
**FLEET MANAGER** FAX (281) 240-1821

Signature

2. REPLACEMENTS 2101  
2475



www.HelfmanFord.com

# QUOTATION

**Bill Chrisman**  
Fleet/Commercial Sales Director

12220 Southwest Freeway  
Stafford, TX 77477  
Phone 281.240.3673  
Fax 281.240.1821

Direct 281.274.7204  
bchrisman@helfmanford.com

Date 1-2-18

CITY OF MISSOURI CITY  
ATTN: MIKE TOBI

Gentlemen:

We are pleased to submit a price on the following FORD Year 2018 Model W1E

Body Style	<u>F150 CREW CAB</u>	\$	_____
Factory List	<u>4X4</u>	\$	_____
Freight		\$	_____
Dealer Handling		\$	_____
Federal Tax		\$	_____
Accessories		\$	_____

SAME EQUIPMENT AS 2017 model

List Price		\$	_____
Fleet Discount		\$	_____
Net Selling Price	<u>FORD BOND COONING CONTRACT</u>	\$	<u>27,955</u>
Less Trade In		\$	_____
State Tax	<u>STATE EXEMPTION</u>	\$	<u>EXEMPT</u>
License	<u>INCLUDED</u>	\$	<u>INCLUDED</u>
Total Delivered Price		\$	<u>MSD</u>
		\$	<u>27,955</u>

This quotation good for FACTORY ORDER days from date.

Thank you for the opportunity to serve you and we hope that we may be favored with your order

**BILL CHRISMAN** DIRECT #(281) 274-7204  
**FLEET MANAGER** FAX (281) 240-1821

Signature

2 REPLACEMENTS 3170  
3201

VIRTC1DP

CNGP530 VEHICLE ORDER CONFIRMATION

05/02/18 15:51:22

==>

Dealer: F52182

2018 F-150

Page: 1 of 2

Order No: 1111 Priority: G3 Ord FIN: QM113 Order Type: 5B Price Level: 835

Ord PEP: 101A Cust/Flt Name: MISSOURI CITY PO Number: MIKE

		RETAIL			RETAIL
W1E	F150 4X4 CREW	\$37755		JOB #2 ORDER	
	145" WHEELBASE			FRT LICENSE BKT	NC
G1	SHADOW BLACK			SYNC	
S	CLTH NO CONSOLE	NC	53B	CLASS IV HITCH	95
G	MED EARTH GRAY			AM/FM CD	
101A	EQUIP GRP	2255	66S	SSV PKG	50
	.XL SERIES			FLEX FUEL	
	.POWER EQUIP GRP				
	.CRUISE CONTROL			TOTAL BASE AND OPTIONS	43545
	.17"SILVER STEEL			XL MID DISCOUNT	(750)
995	5.0L V8 FFV ENG	1995		TOTAL	42795
44G	ELEC 10-SPDAUTO			*THIS IS NOT AN INVOICE*	
	.265/70R-17				
X27	3.31 REG AXLE	NC		* MORE ORDER INFO NEXT PAGE *	
	7000# GVWR			F8=Next	

F1=Help F2=Return to Order F3/F12=Veh Ord Menu

F4=Submit F5=Add to Library

S006 - MORE DATA IS AVAILABLE.

QC04587

CNGP530 VEHICLE ORDER CONFIRMATION

05/02/18 15:51:35

==>

Dealer: F52182

2018 F-150

Page: 2 of 2

Order No: 1111 Priority: G3 Ord FIN: QM113 Order Type: 5B Price Level: 835

Ord PEP: 101A Cust/Flt Name: MISSOURI CITY PO Number: MIKE

		RETAIL			RETAIL
	SP DLR ACCT ADJ				
	SP FLT ACCT CR				
	FUEL CHARGE				
B4A	NET INV FLT OPT	NC			
	PRICED DORA	NC			
	DEST AND DELIV	1395			

TOTAL BASE AND OPTIONS 43545

XL MID DISCOUNT (750)

TOTAL 42795

\*THIS IS NOT AN INVOICE\*

*FORT BOND COOP*  
*CONTRACT # 18-022*  
*Vehicle # 17*      *27,425 (4x4)*  
*Credit for AX2*      *33907*  
*Net 24,335*

*NOT A 4x4*

# HELFMAN FORD

**BILL CHRISMAN**

DIRECTOR FLEET/ COMMERCIAL

[Bchrisman@helfmanford.com](mailto:Bchrisman@helfmanford.com)

Direct 281-274-7204

*1 REPLACEMENT #2103*

12220 SW FREEWAY

STAFFORD TX 77477

main 281-240-3673

fax 281-240-1821

05/02/18 10:42:59  
=>

VEHICLE ORDER CONFIRMATION

05/02/18 10:42:59

2019 F-SERIES SD

Order No: 1111 Priority: H3 Ord Order Type: 5B Price Level: 920  
Ord PEP: 610A Cust/Flt Name: MISSOURI CITY PO Number: MIKE  
RETAIL RETAIL

X3B F350 4X4 S/C \$39460 JOB #1 BUILD  
148" WHEELBASE 10400# GVWR PKG  
Z1 OXFORD WHITE 425 50 STATE EMISS NC  
A VNYL 40/20/40 512 SPARE TIRE/WHL2 NC  
S MEDIUM EARTH GR TELE TT MIR-PWR  
610A PREF EQUIP PKG 59H HI MNT STOP LMP NC  
.XL TRIM JACK  
.TRAILER TOW PKG SP DLR ACCT ADJ  
572 .AIR CONDITIONER NC  
.AM/FM STER/CLK  
996 .6.2L EFI V8 ENG NC  
44P 6-SPD AUTOMATIC NC  
TD8 .LT245 BSW AS 17  
X37 3.73 REG AXLE NC  
90L PWR EQUIP GROUP 915

TOTAL BASE AND OPTIONS 41870  
TOTAL 41870  
\*THIS IS NOT AN INVOICE\*

\* MORE ORDER INFO NEXT PAGE \*

F8=Next  
F3/F12=Veh Ord Menu

F1=Help F2=Return to Order  
F4=Submit F5=Add to Library  
CNGP530 VEHICLE ORDER CONFIRMATION

05/02/18 10:42:59

2019 F-SERIES SD

Order No: 1111 Priority: H3 Ord Order Type: 5B Price Level: 920  
Ord PEP: 610A Cust/Flt Name: MISSOURI CITY PO Number: MIKE  
RETAIL RETAIL

SP FLT ACCT CR  
FUEL CHARGE

B4A NET INV FLT OPT NC  
PRICED DORA NC  
DEST AND DELIV 1495

TOTAL BASE AND OPTIONS 41870  
TOTAL 41870  
\*THIS IS NOT AN INVOICE\*

28,933

+ 499

29,432

OPTIONAL SYNC (Bluetooth)

PARKS

\$ 28,933.00

HELFMAN FORD

BILL CHRISMAN

DIRECTOR FLEET/ COMMERCIAL

Bchrisman@helfmanford.com

Direct 281-274-7204

12220 SW FREEWAY

STAFFORD TX 77477

main 281-240-3673

fax 281-240-1821

1 REPLACEMENT  
5163

QUOTE #1

VIRTC1DP

EN

CNGP530

VEHICLE ORDER CONFIRMATION

05/18/18 10:08:19

==>

Dealer: F52052

2019 F-SERIES SD

Page: 1 of 1

Order No: 9999 Priority: H5 Ord FIN: QQ186 Order Type: 5B Price Level: 920  
Ord Code: 610A Cust/Flt Name: DICKIN PO Number:

		RETAIL	DLR INV		RETAIL	DLR INV
X3B	F350 4X4 S/C	\$39460	\$37290.00	JOB #1 BUILD		
	148" WHEELBASE			10400# GVWR PKG		
Z1	OXFORD WHITE			425 50 STATE EMISS	NC	NC
A	VNYL 40/20/40			512 SPARE TIRE/WHL2	NC	NC
S	MEDIUM EARTH GR			TELE TT MIR-PWR		
610A	PREF EQUIP PKG			59H HI MNT STOP LMP	NC	NC
	.XL TRIM			JACK		
	.TRAILER TOW PKG			SP FLT ACCT CR		(1110.00)
572	.AIR CONDITIONER	NC	NC	FUEL CHARGE		20.72
	.AM/FM STER/CLK			DEST AND DELIV	1495	1495.00
996	.6.2L EFI V8 ENG	NC	NC	TOTAL BASE AND OPTIONS	41870	38536.72
44P	6-SPD AUTOMATIC	NC	NC	TOTAL	41870	38536.72
TD8	.LT245 BSW AS 17			*THIS IS NOT AN INVOICE*		
X37	3.73 REG AXLE	NC	NC			
90L	PWR EQUIP GROUP	915	841.00			

F1=Help F2=Return to Order F3/F12=Veh Ord Menu  
F4=Submit F5=Add to Library  
S099 - PRESS F4 TO SUBMIT QC04443

V1DP0142

2,6

Order price only  
Price good till 10/31/2108  
\$ 29213.72  
14.50 state inspection

29228.22

DENISON "DENNY" STEPHENS Direct 281-337-8368  
dstephens@mcreeford.com Cell 281-413-0404  
Fax 281-337-4024



www.mcreeford.com

2800 GULF FREEWAY | P.O. BOX 577 | DICKINSON, TEXAS 77539

#5163

Quote # 2



VIRTC1DP

CNGP530

VEHICLE ORDER CONFIRMATION

05/03/18 15:17:50

==>

2019 F-SERIES SD

Page: 1 of 1

Order No: 1111 Priority: H3 Ord  
Ord PEP: 650A Cust/Flt Name: MISSOURI

Order Type: 5B Price Level: 920  
PO Number: MIKE

RETAIL

RETAIL

X4G F450 4X2 S/C CC \$40325  
168" WHEELBASE  
Z1 OXFORD WHITE  
A VNYL 40/20/40  
S MEDIUM EARTH GR  
650A PREF EQUIP PKG  
.XL TRIM  
572 .AIR CONDITIONER NC  
.AM/FM STER/CLK  
99Y 6.8L EFI V10 EN NC  
44P 6-SPD AUTOMATIC NC  
TFB .225 BSW AS 19.5  
X48 4.88 REG AXLE NC  
90L PWR EQUIP GROUP 915  
TELE TT MIR-PWR

17F XL DECOR PKG \$220  
LESS TPMS  
16500# GVWR PKG  
425 50 STATE EMISS NC  
JOB #1 BUILD  
SP DLR ACCT ADJ  
SP FLT ACCT CR  
FUEL CHARGE  
B4A NET INV FLT OPT NC  
PRICED DORA NC  
DEST AND DELIV 1495  
TOTAL BASE AND OPTIONS 42955  
TOTAL 42955  
\*THIS IS NOT AN INVOICE\*

*5 step price*  
33,360  
*Body per attached (see #)*  
9,175  

---

42,535

HELFMAN FORD

BILL CHRISMAN  
DIRECTOR FLEET/ COMMERCIAL  
Bchrisman@helfmanford.com  
Direct 281-274-7204

12220 SW FREEWAY  
STAFFORD TX 77477  
main 281-240-3673  
fax 281-240-1821

*REPLACEMENT #4215*

*QUOTE #1*



VIRTC1DP # EN

CNGP530

VEHICLE ORDER CONFIRMATION

05/18/18 10:11:08

==>

Dealer: F52052

2019 F-SERIES SD

Page: 1 of 1

Order No: 9999 Priority: H5 Ord FIN: QQ186 Order Type: 5B Price Level: 920  
Ord PEP: 650A Cust/Flt Name: DICKIN PO Number:

		RETAIL	DLR INV		RETAIL	DLR INV
X4G	F450 4X2 S/C CC	\$40325	\$38107.00	LESS TPMS		
	168" WHEELBASE			16500# GVWR PKG		
Z1	OXFORD WHITE		425	50 STATE EMISS	NC	NC
A	VNYL 40/20/40			JOB #1 BUILD		
S	MEDIUM EARTH GR			SP FLT ACCT CR		(1134.00)
650A	PREF EQUIP PKG			FUEL CHARGE		20.72
	.XL TRIM			DEST AND DELIV	1495	1495.00
572	.AIR CONDITIONER	NC	NC	TOTAL BASE AND OPTIONS	42735	39329.72
	.AM/FM STER/CLK			TOTAL	42735	39329.72
99Y	6.8L EFI V10 EN	NC	NC	*THIS IS NOT AN INVOICE*		
44P	6-SPD AUTOMATIC	NC	NC			
TFB	.225 BSW AS 19.5					
X48	4.88 REG AXLE	NC	NC			
90L	PWR EQUIP GROUP	915	841.00			
	TELE TT MIR-PWR					

F1=Help

F2=Return to Order

F3/F12=Veh Ord Menu

F4=Submit

F5=Add to Library

S099 - PRESS F4 TO SUBMIT

QC04443

V1DP0142

2,6

Order Price only

\$ 33372.72

9175.00 dump body

42547.72

14.50 inspection

42562.22 pricing good till Oct 31, 2018

DENISON "DENNY" STEPHENS  
dstephens@mcreeford.com

Direct 281-337-8368  
Cell 281-413-0404  
Fax 281-337-4024



"That's My Dealer"

www.mcreeford.com

2800 GULF FREEWAY | P.O. BOX 577 | DICKINSON, TEXAS 77539

# 4215

QUOTE #2

To :

**HELFMAN FORD**  
**12220 S.W. FREEWAY**  
**STAFFORD TX 77477**  
**United States**



Quotation Valid Thru : 07/03/2018

*Handwritten: XING GA's QUOTE*

Attention : **BILL CHRISMAN**

Your Request : **MISSOURI CITY**

*We are pleased to quote your requirements as shown below. Our company has a reputation for delivering quality products on time and we look forward to the opportunity of serving you.*

*Prices do not include any Federal, State, or Local taxes unless otherwise indicated.*

Item	Facility / Part / Rev / Description / Details	Quantity Quoted	Unit Price	Extended Price
001	Default <b>MISSOURI CITY</b> Rev NS U/M EA FOR INSTALL ON FORD F450 DRW 60" CA CHASSIS  RUGBY ELIMINATOR LP DU9-3 9FT DUMP BODY, CAPACITY 2/3YD WITH 13" FIXED SIDES, DOUBLE SWING TAIL GATE 10 GA HIGH GRADE STEEL FLOOR, SIDES AND ENDS 3" STRUCTURAL STEEL CROSSMEMBERS ON 16" CENTERS 5" STRUCTURAL CHANNEL LONGITUDINAL FULLY BOXED PERIMETER TAILGATE WITH TWO VERTICAL BRACES 6" VERTICAL SIDE BRACES, 94" O.D. WIDTH 1/4" CAB SHIELD WITH WINDOW 1" DIAMETER TOP AND BOTTOM HINGE PINS RUGBY SR4016ED ELEC/HYD CLASS 40 HOIST, POWER UP/POWER DOWN, PENDANT CONTROL PAINT BODY, TOP AND BOTTOM, BLACK CLASS V REAR HITCH W/7-WAY PLUG  **NOTE: DUE TO FLUCTUATING PRICES ON MATERIALS AND EXPECTED SUB VENDOR COST INCREASES, PLEASE MAKE A NOTE OF THE QUOTE EXPIRATION DATE*****	1.0000	9,175.0000	US\$ 9,175.00

**Total Items Price**

**US\$ 9,175.00**

Thanks again for your interest in our company as one of your suppliers.

Prices do not include any Federal, State, or Local taxes unless otherwise indicated.





**CONTRACT PRICING WORKSHEET**  
For MOTOR VEHICLES Only

Contract No.:

HT06-18

Date Prepared:

5/14/2018

**This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents MUST be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.**

Buying Agency:	City of Missouri City	Contractor:	Houston Freightliner
Contact Person:	Michael Tubbs	Prepared By:	Adam Neuse
Phone:	281-403-8583	Phone:	713-580-8188
Fax:		Fax:	713-676-1603
Email:		Email:	adam.neuse@strhouston.com

Product Code:	C2	Description:	2019 Freightliner 108SD TRA
---------------	----	--------------	-----------------------------

**A. Product Item Base Unit Price Per Contractor's H-GAC Contract:** 78960

**B. Published Options - Itemize below - Attach additional sheet(s) if necessary - Include Option Code in description if applicable.**  
(Note: Published Options are options which were submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
Cum L9 300 HP 860 FT TQ	1138		
MT 40000 LB RR Axle	140		
Tuftrac 40000 LB RR Suspension	2433		
177" Wheelbase	488		
7/16x3-9/19x11-1/8" 120KSI Frame Rail	654		
1/4" Inner Frame Reinforcement	717		
RH Understep Aftertreatment w/ Vert Stack	617		
Trailer Towing Package	812		
Basic High Back Air Driver Seat	159		
AM/FM Radio w/ Bluetooth	299	Special Warren Dump Body	16350
<b>Subtotal From Additional Sheet(s):</b>			
<b>Subtotal B:</b>			23807

**C. Unpublished Options - Itemize below / attach additional sheet(s) if necessary.**  
(Note: Unpublished options are items which were not submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
<b>Subtotal From Additional Sheet(s):</b>			
<b>Subtotal C:</b>			0

**Check:** Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B). **For this transaction the percentage is:** 0%

**D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C):**

Quantity Ordered:	1	X Subtotal of A + B + C:	102767	=	Subtotal D:	102767
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**E. H-GAC Order Processing Charge (Amount Per Current Policy)** Subtotal E: 1000

**F. Trade-Ins / Special Discounts / Other Allowances / Freight / Installation / Miscellaneous Charges**

Description	Cost	Description	Cost
Discount	-1272		
<b>Subtotal F:</b>			-1272

**Delivery Date:** **G. Total Purchase Price (D+E+F):** 102495

*1 REPLACEMENT  
# 4297*

Prepared for:  
 Michael Tubbs  
 City of Missouri City  
 1522 Texas Parkway  
 Missouri City, TX 77489  
 Phone: 281-403-8583



Prepared by:  
 Adam Neuse  
 Houston Freightliner  
 9550 North Loop East  
 Houston, TX 77029  
 Phone:

713 580 8122

**Q U O T A T I O N**

**108SD CONVENTIONAL CHASSIS**

SET BACK AXLE - TRUCK  
 CUM L9 300 HP @ 2000 RPM, 2200 GOV RPM, 860 LB/FT  
 @ 1300 RPM  
 ALLISON 3500 RDS AUTOMATIC TRANSMISSION WITH  
 PTO PROVISION  
 MT-40-14X 40,000# R-SERIES TANDEM REAR AXLE  
 TUFTRAC 40,000# REAR SPRING SUSPENSION  
 DETROIT DA-F-12.0-3 12,000# FF1 71.5 KPI/3.74 DROP  
 SINGLE FRONT AXLE  
 12,000# DUAL TAPERLEAF FRONT SUSPENSION

108 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL  
 CAB  
 4500MM (177 INCH) WHEELBASE  
 7/16X3-9/16X11-1/8 INCH STEEL FRAME  
 (11.11MMX282.6MM/0.437X11.13 INCH) 120KSI  
 1600MM (63 INCH) REAR FRAME OVERHANG  
 1/4 INCH (6.35MM) C-CHANNEL INNER FRAME  
 REINFORCEMENT

		PER UNIT	TOTAL
VEHICLE PRICE	TOTAL # OF UNITS (1)	\$ 86,145	\$ 86,145
EXTENDED WARRANTY		\$ 0	\$ 0
DEALER INSTALLED OPTIONS		\$ 16,350	\$ 16,350
<b>CUSTOMER PRICE BEFORE TAX</b>		<b>\$ 102,495</b>	<b>\$ 102,495</b>

**TAXES AND FEES**

TAXES AND FEES	\$	0	\$	0
OTHER CHARGES	\$	0	\$	0

**TRADE-IN**

TRADE-IN ALLOWANCE	\$	(0)	\$	(0)
--------------------	----	-----	----	-----

<b>BALANCE DUE</b>	<b>(LOCAL CURRENCY)</b>	<b>\$</b>	<b>102,495</b>	<b>\$</b>	<b>102,495</b>
--------------------	-------------------------	-----------	----------------	-----------	----------------

Prepared By:  
 Adam Neuse  
 New Truck Sales  
 Houston Freightliner & Western Star  
 9550 North Loop East, Houston, TX 77029  
 (713) 580-8111 Office  
 (713) 672-9449 Fax  
 (713) 410-5658 Cell  
 adam.neuse@strhouston.com

X \_\_\_\_\_ Date: \_\_\_ / \_\_\_ / \_\_\_

1 REPLACEMENT  
 # 4297

HGAC WORK SHEET

Prepared for:  
Michael Tubbs  
City of Missouri City  
1522 Texas Parkway  
Missouri City, TX 77489  
Phone: 281-403-8583



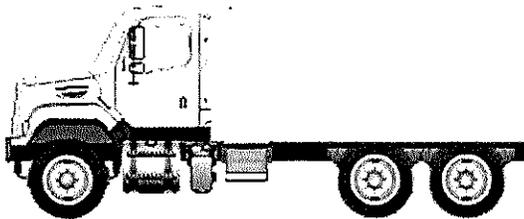
Prepared by:  
Adam Neuse  
Houston Freightliner  
9550 North Loop East  
Houston, TX 77029  
Phone:

*A proposal for*  
**City of Missouri City**

*Prepared by*  
**Houston Freightliner**  
*Adam Neuse*

*May 02, 2018*

## **Freightliner 108SD**



Components shown may not reflect all spec'd options and are not to scale

Prepared for:  
 Michael Tubbs  
 City of Missouri City  
 1522 Texas Parkway  
 Missouri City, TX 77489  
 Phone: 281-403-8583



Prepared by:  
 Adam Neuse  
 Houston Freightliner  
 9550 North Loop East  
 Houston, TX 77029  
 Phone:

## S P E C I F I C A T I O N   P R O P O S A L

Data Code	Description	Weight Front	Weight Rear
<b>Price Level</b>			
PRL-18D	SD PRL-18D (EFF:04/17/18)		
<b>Data Version</b>			
DRL-002	SPECPRO21 DATA RELEASE VER 002		
<b>Vehicle Configuration</b>			
001-176	108SD CONVENTIONAL CHASSIS	6,829	3,748
004-220	2020 MODEL YEAR SPECIFIED		
002-004	SET BACK AXLE - TRUCK		
019-001	TRAILER TOWING PROVISION AT END OF FRAME FOR TRUCK	10	10
003-001	LH PRIMARY STEERING LOCATION		
<b>General Service</b>			
AA1-003	TRUCK/TRAILER CONFIGURATION		
AA6-001	DOMICILED, USA 50 STATES (INCLUDING CALIFORNIA AND CARB OPT-IN STATES)		
A85-011	CONSTRUCTION SERVICE		
A84-1CO	CONSTRUCTION BUSINESS SEGMENT		
AA4-003	DRY BULK COMMODITY		
AA5-002	TERRAIN/DUTY: 100% (ALL) OF THE TIME, IN TRANSIT, IS SPENT ON PAVED ROADS		
AB1-008	MAXIMUM 8% EXPECTED GRADE		
AB5-001	SMOOTH CONCRETE OR ASPHALT PAVEMENT - MOST SEVERE IN-TRANSIT (BETWEEN SITES) ROAD SURFACE		
995-1A0	FREIGHTLINER SD VOCATIONAL WARRANTY		
A66-99D	EXPECTED FRONT AXLE(S) LOAD : 12000.0 lbs		
A68-99D	EXPECTED REAR DRIVE AXLE(S) LOAD : 21000.0 lbs		
A63-99D	EXPECTED GROSS VEHICLE WEIGHT CAPACITY : 33000.0 lbs		
A70-99D	EXPECTED GROSS COMBINATION WEIGHT : 80000.0 lbs		

Prepared for:  
 Michael Tubbs  
 City of Missouri City  
 1522 Texas Parkway  
 Missouri City, TX 77489  
 Phone: 281-403-8583



Prepared by:  
 Adam Neuse  
 Houston Freightliner  
 9550 North Loop East  
 Houston, TX 77029  
 Phone:

Data Code	Description	Weight Front	Weight Rear
<b>Truck Service</b>			
AA3-005	FLATBED/PLATFORM/STAKE BODY		
A88-99D	EXPECTED TRUCK BODY LENGTH : 0.0 ft		
AF3-1R3	DAVIS TRAILER AND EQUIPMENT		
<b>Tractor Service</b>			
AA2-005	FLATBED TRAILER		
AH6-001	SINGLE (1) TRAILER		
<b>Engine</b>			
101-22P	CUM L9 300 HP @ 2000 RPM, 2200 GOV RPM, 860 LB/FT @ 1300 RPM		
<b>Electronic Parameters</b>			
79A-070	70 MPH ROAD SPEED LIMIT		
79B-000	CRUISE CONTROL SPEED LIMIT SAME AS ROAD SPEED LIMIT		
79K-005	PTO MODE ENGINE RPM LIMIT - 900 RPM		
79M-001	PTO MODE BRAKE OVERRIDE - SERVICE BRAKE APPLIED		
79P-004	PTO RPM WITH CRUISE SET SWITCH - 900 RPM		
79Q-004	PTO RPM WITH CRUISE RESUME SWITCH - 900 RPM		
79S-001	PTO MODE CANCEL VEHICLE SPEED - 5 MPH		
79U-007	PTO GOVERNOR RAMP RATE - 250 RPM PER SECOND		
80G-002	PTO MINIMUM RPM - 700		
80J-001	REGEN INHIBIT SPEED THRESHOLD - 0 MPH		
<b>Engine Equipment</b>			
99C-017	2016 ONBOARD DIAGNOSTICS/2010 EPA/CARB/FINAL GHG17 CONFIGURATION		
99D-011	2008 CARB EMISSION CERTIFICATION - CLEAN IDLE (INCLUDES 6X4 INCH LABEL ON LOWER FORWARD CORNER OF DRIVER DOOR)		
13E-001	STANDARD OIL PAN		
105-001	ENGINE MOUNTED OIL CHECK AND FILL		
* 133-004	ONE PIECE VALVE COVER		
014-099	SIDE OF HOOD AIR INTAKE WITH FIREWALL MOUNTED DONALDSON AIR CLEANER		
124-1D7	DR 12V 160 AMP 28-SI QUADRAMOUNT PAD ALTERNATOR WITH REMOTE BATTERY VOLT SENSE		

Prepared for:  
 Michael Tubbs  
 City of Missouri City  
 1522 Texas Parkway  
 Missouri City, TX 77489  
 Phone: 281-403-8583



Prepared by:  
 Adam Neuse  
 Houston Freightliner  
 9550 North Loop East  
 Houston, TX 77029  
 Phone:

Data Code	Description	Weight Front	Weight Rear
292-098	(2) ALLIANCE MODEL 1231XOE, GROUP 31, 12 VOLT MAINTENANCE FREE 2250 CCA THREADED STUD BATTERIES		
290-017	BATTERY BOX FRAME MOUNTED		
281-001	STANDARD BATTERY JUMPERS		
282-003	SINGLE BATTERY BOX FRAME MOUNTED LH SIDE BACK OF CAB		
291-017	WIRE GROUND RETURN FOR BATTERY CABLES WITH ADDITIONAL FRAME GROUND RETURN		
289-001	NON-POLISHED BATTERY BOX COVER		
87P-001	CAB AUXILIARY POWER CABLE	5	
107-032	CUMMINS TURBOCHARGED 18.7 CFM AIR COMPRESSOR WITH INTERNAL SAFETY VALVE		
152-041	ELECTRONIC ENGINE INTEGRAL SHUTDOWN PROTECTION SYSTEM		
128-076	CUMMINS EXHAUST BRAKE INTEGRAL WITH VARIABLE GEOMETRY TURBO WITH ON/OFF DASH SWITCH	20	
016-1C3	RH OUTBOARD UNDER STEP MOUNTED HORIZONTAL AFTERTREATMENT SYSTEM ASSEMBLY WITH RH HORIZONTAL TAILPIPE		
28F-002	ENGINE AFTERTREATMENT DEVICE, AUTOMATIC OVER THE ROAD REGENERATION AND DASH MOUNTED REGENERATION REQUEST SWITCH		
239-001	STANDARD EXHAUST SYSTEM LENGTH		
237-052	RH STANDARD HORIZONTAL TAILPIPE		
23U-002	13 GALLON DIESEL EXHAUST FLUID TANK		
30N-003	100 PERCENT DIESEL EXHAUST FLUID FILL		
23Y-001	STANDARD DIESEL EXHAUST FLUID PUMP MOUNTING		
43X-002	LH MEDIUM DUTY STANDARD DIESEL EXHAUST FLUID TANK LOCATION		
43Y-001	STANDARD DIESEL EXHAUST FLUID TANK CAP		
273-018	HORTON DRIVEMASTER ADVANTAGE ON/OFF FAN DRIVE		
276-001	AUTOMATIC FAN CONTROL WITHOUT DASH SWITCH, NON ENGINE MOUNTED		
110-003	CUMMINS SPIN ON FUEL FILTER		
118-008	COMBINATION FULL FLOW/BYPASS OIL FILTER		
266-028	1200 SQUARE INCH ALUMINUM RADIATOR		
103-039	ANTIFREEZE TO -34F, OAT (NITRITE AND SILICATE FREE) EXTENDED LIFE COOLANT		

Prepared for:  
 Michael Tubbs  
 City of Missouri City  
 1522 Texas Parkway  
 Missouri City, TX 77489  
 Phone: 281-403-8583



Prepared by:  
 Adam Neuse  
 Houston Freightliner  
 9550 North Loop East  
 Houston, TX 77029  
 Phone:

Data Code	Description	Weight Front	Weight Rear
171-007	GATES BLUE STRIPE COOLANT HOSES OR EQUIVALENT		
172-001	CONSTANT TENSION HOSE CLAMPS FOR COOLANT HOSES		
270-016	RADIATOR DRAIN VALVE		
132-004	ELECTRIC GRID AIR INTAKE WARMER		
155-058	DELCO 12V 38MT HD STARTER WITH INTEGRATED MAGNETIC SWITCH		
<b>Transmission</b>			
342-584	ALLISON 3500 RDS AUTOMATIC TRANSMISSION WITH PTO PROVISION		
<b>Transmission Equipment</b>			
343-339	ALLISON VOCATIONAL PACKAGE 223 - AVAILABLE ON 3000/4000 PRODUCT FAMILIES WITH VOCATIONAL MODELS RDS, HS, MH AND TRV		
84B-012	ALLISON VOCATIONAL RATING FOR ON/OFF HIGHWAY APPLICATIONS AVAILABLE WITH ALL PRODUCT FAMILIES		
84C-023	PRIMARY MODE GEARS, LOWEST GEAR 1, START GEAR 1, HIGHEST GEAR 6, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY		
84D-023	SECONDARY MODE GEARS, LOWEST GEAR 1, START GEAR 1, HIGHEST GEAR 6, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY		
84E-000	PRIMARY SHIFT SCHEDULE RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE		
84F-000	SECONDARY SHIFT SCHEDULE RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE		
84G-000	PRIMARY SHIFT SPEED RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE		
84H-000	SECONDARY SHIFT SPEED RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE		
* 84J-000	ENGINE BRAKE RANGE PRESELECT RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE		
* 84K-000	ENGINE BRAKE RANGE ALTERNATE PRESELECT R ECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE		

Prepared for:  
 Michael Tubbs  
 City of Missouri City  
 1522 Texas Parkway  
 Missouri City, TX 77489  
 Phone: 281-403-8583



Prepared by:  
 Adam Neuse  
 Houston Freightliner  
 9550 North Loop East  
 Houston, TX 77029  
 Phone:

Data Code	Description	Weight Front	Weight Rear
84L-000	LOAD BASED SHIFT SCHEDULE AND VEHICLE ACCELERATION CONTROL RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED VOCATIONAL USAGE		
84N-000	NEUTRAL AT STOP - DISABLED, FUELSENSE - DISABLED		
* 84T-000	DISABLE - NEUTRAL RANGE ASSIST		
84U-000	DRIVER SWITCH INPUT - DEFAULT - NO SWITCHES		
84V-001	DIRECTION CHANGE ENABLED WITH MULTIPLEXED SERVICE BRAKES - ALLISON 5TH GEN TRANSMISSIONS		
* 84W-001	AUXILIARY FUNCTION RANGE INHIBIT WITH MULTIPLEXED SERVICE BRAKES - ALLISON 5TH GEN TRANSMISSIONS		
353-022	VEHICLE INTERFACE WIRING CONNECTOR WITHOUT BLUNT CUTS, AT BACK OF CAB		
34C-001	ELECTRONIC TRANSMISSION CUSTOMER ACCESS CONNECTOR FIREWALL MOUNTED		
362-035	CUSTOMER INSTALLED CHELSEA 277 SERIES PTO		
363-001	PTO MOUNTING, LH SIDE OF MAIN TRANSMISSION		
341-018	MAGNETIC PLUGS, ENGINE DRAIN, TRANSMISSION DRAIN, AXLE(S) FILL AND DRAIN		
345-003	PUSH BUTTON ELECTRONIC SHIFT CONTROL, DASH MOUNTED		
97G-004	TRANSMISSION PROGNOSTICS - ENABLED 2013		
370-015	WATER TO OIL TRANSMISSION COOLER, IN RADIATOR END TANK		
346-003	TRANSMISSION OIL CHECK AND FILL WITH ELECTRONIC OIL LEVEL CHECK		
35T-001	SYNTHETIC TRANSMISSION FLUID (TES-295 COMPLIANT)		

### Front Axle and Equipment

400-1A6	DETROIT DA-F-12.0-3 12,000# FF1 71.5 KPI/3.74 DROP SINGLE FRONT AXLE
402-020	MERITOR 15X4 Q+ CAM FRONT BRAKES
403-002	NON-ASBESTOS FRONT BRAKE LINING
419-023	CONMET CAST IRON FRONT BRAKE DRUMS
409-006	FRONT OIL SEALS
408-001	VENTED FRONT HUB CAPS WITH WINDOW, CENTER AND SIDE PLUGS - OIL
416-022	STANDARD SPINDLE NUTS FOR ALL AXLES

Prepared for:  
 Michael Tubbs  
 City of Missouri City  
 1522 Texas Parkway  
 Missouri City, TX 77489  
 Phone: 281-403-8583



Prepared by:  
 Adam Neuse  
 Houston Freightliner  
 9550 North Loop East  
 Houston, TX 77029  
 Phone:

Data Code	Description	Weight Front	Weight Rear
405-002	MERITOR AUTOMATIC FRONT SLACK ADJUSTERS		
406-001	STANDARD KING PIN BUSHINGS		
536-050	TRW THP-60 POWER STEERING		
539-003	POWER STEERING PUMP		
534-015	2 QUART SEE THROUGH POWER STEERING RESERVOIR		
40T-001	ORGANIC SAE 80/90 FRONT AXLE LUBE		
<b>Front Suspension</b>			
620-1F0	12,000# DUAL TAPERLEAF FRONT SUSPENSION	42	
619-005	MAINTENANCE FREE RUBBER BUSHINGS - FRONT SUSPENSION		
410-001	FRONT SHOCK ABSORBERS		
<b>Rear Axle and Equipment</b>			
420-1K3	MT-40-14X 40,000# R-SERIES TANDEM REAR AXLE		2,500
421-529	5.29 REAR AXLE RATIO		
424-003	IRON REAR AXLE CARRIER WITH OPTIONAL HEAVY DUTY AXLE HOUSING		40
386-074	MXL 176T MERITOR EXTENDED LUBE MAIN DRIVELINE WITH HALF ROUND YOKES	25	25
388-073	MXL 17T MERITOR EXTENDED LUBE INTERAXLE DRIVELINE WITH HALF ROUND YOKES		
878-019	(1) INTERAXLE LOCK VALVE FOR TANDEM OR TRIDEM DRIVE AXLES		
87A-001	BLINKING LAMP WITH EACH INTERAXLE LOCK SWITCH, INTERAXLE UNLOCK DEFAULT WITH IGNITION OFF		
423-020	MERITOR 16.5X7 Q+ CAST SPIDER CAM REAR BRAKES, DOUBLE ANCHOR, FABRICATED SHOES		
433-002	NON-ASBESTOS REAR BRAKE LINING		
434-011	BRAKE CAMS AND CHAMBERS ON FORWARD SIDE OF DRIVE AXLE(S)		
451-023	CONMET CAST IRON REAR BRAKE DRUMS		
440-006	REAR OIL SEALS		
426-101	WABCO TRISTOP D LONGSTROKE 2-DRIVE AXLE SPRING PARKING CHAMBERS		20
428-003	HALDEX AUTOMATIC REAR SLACK ADJUSTERS		
41T-001	ORGANIC SAE 80/90 REAR AXLE LUBE		
42T-001	STANDARD REAR AXLE BREATHER(S)		
<b>Rear Suspension</b>			

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Data Code	Description	Weight Front	Weight Rear
622-1A0	TUFTRAC 40,000# REAR SPRING SUSPENSION		410
621-055	TUFTRAC STANDARD RIDE HEIGHT		
431-003	AXLE CLAMPING GROUP		
624-009	54 INCH AXLE SPACING		
623-006	FORE/AFT AND TRANSVERSE CONTROL RODS		
439-001	REAR SHOCK ABSORBERS - ONE AXLE		
<b>Brake System</b>			
490-100	WABCO 4S/4M ABS WITHOUT TRACTION CONTROL		
871-001	REINFORCED NYLON, FABRIC BRAID AND WIRE BRAID CHASSIS AIR LINES		
904-001	FIBER BRAID PARKING BRAKE HOSE		
412-001	STANDARD BRAKE SYSTEM VALVES		
46D-002	STANDARD AIR SYSTEM PRESSURE PROTECTION SYSTEM		
413-002	STD U.S. FRONT BRAKE VALVE		
432-003	RELAY VALVE WITH 5-8 PSI CRACK PRESSURE, NO REAR PROPORTIONING VALVE		
480-009	BW AD-9 BRAKE LINE AIR DRYER WITH HEATER	20	
479-015	AIR DRYER FRAME MOUNTED		
460-093	STEEL AIR BRAKE RESERVOIRS; CUSTOMER ACCEPTS TANKS MOUNTED PERPENDICULAR TO RAIL	10	10
477-001	PULL CABLE ON WET TANK, PETCOCK DRAIN VALVES ON ALL OTHER AIR TANKS		
<b>Trailer Connections</b>			
914-001	AIR CONNECTIONS TO END OF FRAME WITH GLAD HANDS FOR TRUCK AND NO DUST COVERS		
296-010	PRIMARY CONNECTOR/RECEPTACLE WIRED FOR SEPARATE STOP/TURN, ABS CENTER PIN POWERED THROUGH IGNITION		
297-001	SAE J560 7-WAY PRIMARY TRAILER CABLE RECEPTACLE MOUNTED END OF FRAME		
335-004	UPGRADED CHASSIS MULTIPLEXING UNIT		
<b>Wheelbase &amp; Frame</b>			
545-450	4500MM (177 INCH) WHEELBASE		
546-102	7/16X3-9/16X11-1/8 INCH STEEL FRAME (11.11MMX282.6MM/0.437X11.13 INCH) 120KSI	240	130
547-001	1/4 INCH (6.35MM) C-CHANNEL INNER FRAME REINFORCEMENT	170	360
552-030	1600MM (63 INCH) REAR FRAME OVERHANG		

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Data Code	Description	Weight Front	Weight Rear
55W-006	FRAME OVERHANG RANGE: 61 INCH TO 70 INCH		
AC8-99D	CALC'D BACK OF CAB TO REAR SUSP C/L (CA) : 111.45 in		
AE8-99D	CALCULATED EFFECTIVE BACK OF CAB TO REAR SUSPENSION C/L (CA) : 108.45 in		
AE4-99D	CALC'D FRAME LENGTH - OVERALL : 279.37		
AM6-99D	CALC'D SPACE AVAILABLE FOR DECKPLATE : 111.45 in		
FSS-0LH	CALCULATED FRAME SPACE LH SIDE : 24.26 in		
FSS-0RH	CALCULATED FRAME SPACE RH SIDE : 88.64 in		
553-001	SQUARE END OF FRAME		
550-001	FRONT CLOSING CROSSMEMBER		
559-001	STANDARD WEIGHT ENGINE CROSSMEMBER		
562-001	STANDARD MIDSHIP #1 CROSSMEMBER(S)		
572-001	STANDARD REARMOST CROSSMEMBER		
565-002	HEAVY DUTY SUSPENSION CROSSMEMBER		30
<b>Chassis Equipment</b>			
556-1E5	14 INCH PAINTED STEEL BUMPER		
574-001	BUMPER MOUNTING FOR SINGLE LICENSE PLATE		
* 586-024	FENDER AND FRONT OF HOOD MOUNTED FRONT M UDFLAPS		
551-007	GRADE 8 THREADED HEX HEADED FRAME FASTENERS		
<b>Fuel Tanks</b>			
204-151	60 GALLON/227 LITER ALUMINUM FUEL TANK - LH		
218-006	25 INCH DIAMETER FUEL TANK(S)		
215-005	PLAIN ALUMINUM/PAINTED STEEL FUEL/HYDRAULIC TANK(S) WITH PAINTED BANDS		
212-007	FUEL TANK(S) FORWARD		
664-001	PLAIN STEP FINISH		
205-001	FUEL TANK CAP(S)		
122-1H3	DETROIT FUEL/WATER SEPARATOR WITH WATER IN FUEL SENSOR	-5	
216-020	EQUIFLO INBOARD FUEL SYSTEM		
11F-998	NO NATURAL GAS VEHICLE FUEL TANK VENT LINE/STACK		
202-016	HIGH TEMPERATURE REINFORCED NYLON FUEL LINE		

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Data Code	Description	Weight Front	Weight Rear
<b>Tires</b>			
093-2DE	MICHELIN X MULTI ENERGY D 11R22.5 14 PLY RADIAL FRONT TIRES	40	
094-1UX	MICHELIN X MULTI D 11R22.5 14 PLY RADIAL REAR TIRES		192
<b>Hubs</b>			
418-060	CONMET PRESET PLUS PREMIUM IRON FRONT HUBS		
450-060	CONMET PRESET PLUS PREMIUM IRON REAR HUBS		
<b>Wheels</b>			
502-428	ACCURIDE 28828 22.5X8.25 10-HUB PILOT 6.18 INSET 2-HAND HD STEEL DISC FRONT WHEELS	26	
505-428	ACCURIDE 28828 22.5X8.25 10-HUB PILOT 2-HAND HD STEEL DISC REAR WHEELS		104
<b>Cab Exterior</b>			
829-1A5	108 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB		
650-008	AIR CAB MOUNTING		
648-002	NONREMOVABLE BUGSCREEN MOUNTED BEHIND GRILLE		
667-004	FRONT FENDERS SET-BACK AXLE		
678-001	LH AND RH GRAB HANDLES		
646-041	STATIONARY BLACK GRILLE		
65X-004	BLACK HOOD MOUNTED AIR INTAKE GRILLE		
644-004	FIBERGLASS HOOD		
727-1AH	SINGLE 14 INCH ROUND POLISHED AIR HORN ROOF MOUNTED		
726-001	SINGLE ELECTRIC HORN		
728-001	SINGLE HORN SHIELD		
657-001	DOOR LOCKS AND IGNITION SWITCH KEYED THE SAME		
575-001	REAR LICENSE PLATE MOUNT END OF FRAME		
312-068	HALOGEN COMPOSITE HEADLAMPS WITH BLACK BEZELS		
302-001	(5) AMBER MARKER LIGHTS		
294-001	INTEGRAL STOP/TAIL/BACKUP LIGHTS		
300-015	STANDARD FRONT TURN SIGNAL LAMPS		
744-1BH	DUAL WEST COAST MOLDED-IN COLOR MIRRORS		
797-001	DOOR MOUNTED MIRRORS		

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Data Code	Description	Weight Front	Weight Rear
796-001	102 INCH EQUIPMENT WIDTH		
729-001	STANDARD SIDE/REAR REFLECTORS		
768-043	63X14 INCH TINTED REAR WINDOW		
661-004	TINTED DOOR GLASS LH AND RH WITH TINTED OPERATING WING WINDOWS		
654-003	MANUAL DOOR WINDOW REGULATORS		
663-013	TINTED WINDSHIELD		
659-007	8 LITER WINDSHIELD WASHER RESERVOIR, CAB MOUNTED, WITHOUT FLUID LEVEL INDICATOR		
<b>Cab Interior</b>			
707-1AK	OPAL GRAY VINYL INTERIOR		
706-013	MOLDED PLASTIC DOOR PANEL		
708-013	MOLDED PLASTIC DOOR PANEL		
772-006	BLACK MATS WITH SINGLE INSULATION		
785-004	DASH MOUNTED ASH TRAY(S) WITHOUT LIGHTER		
691-008	FORWARD ROOF MOUNTED CONSOLE WITH UPPER STORAGE COMPARTMENTS WITHOUT NETTING		
742-007	(2) CUP HOLDERS LH AND RH DASH		
680-007	GRAY/CHARCOAL WING DASH		
700-002	HEATER, DEFROSTER AND AIR CONDITIONER		
701-001	STANDARD HVAC DUCTING		
703-005	MAIN HVAC CONTROLS WITH RECIRCULATION SWITCH		
170-015	STANDARD HEATER PLUMBING		
130-033	DENSO HEAVY DUTY AIR CONDITIONER COMPRESSOR		
702-002	BINARY CONTROL, R-134A		
739-033	STANDARD INSULATION		
285-013	SOLID-STATE CIRCUIT PROTECTION AND FUSES		
280-007	12V NEGATIVE GROUND ELECTRICAL SYSTEM		
324-014	DOME LIGHT WITH 3-WAY SWITCH ACTIVATED BY LH AND RH DOORS		
655-001	CAB DOOR LATCHES WITH MANUAL DOOR LOCKS		
284-023	(1) 12 VOLT POWER SUPPLY IN DASH		
756-1J1	BASIC HIGH BACK NON SUSPENSION DRIVER SEAT WITH FORE AND AFT ADJUSTMENT		

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Data Code	Description	Weight Front	Weight Rear
760-1DC	BASIC HIGH BACK NON SUSPENSION PASSENGER SEAT		
711-004	LH AND RH INTEGRAL DOOR PANEL ARMRESTS		
758-036	VINYL WITH VINYL INSERT DRIVER SEAT		
761-036	VINYL WITH VINYL INSERT PASSENGER SEAT		
763-101	BLACK SEAT BELTS		
532-001	FIXED STEERING COLUMN		
540-015	4-SPOKE 18 INCH (450MM) STEERING WHEEL		
765-002	DRIVER AND PASSENGER INTERIOR SUN VISORS		
<b>Instruments &amp; Controls</b>			
732-004	GRAY DRIVER INSTRUMENT PANEL		
734-004	GRAY CENTER INSTRUMENT PANEL		
870-001	BLACK GAUGE BEZELS		
486-001	LOW AIR PRESSURE INDICATOR LIGHT AND AUDIBLE ALARM		
840-002	2 INCH PRIMARY AND SECONDARY AIR PRESSURE GAUGES		
198-025	INTAKE MOUNTED AIR RESTRICTION INDICATOR WITHOUT GRADUATIONS		
149-017	ELECTRONIC CRUISE CONTROL WITH SWITCHES ON AUXILIARY GAUGE PANEL (B DASH PANEL)		
156-007	KEY OPERATED IGNITION SWITCH AND INTEGRAL START POSITION; 4 POSITION OFF/RUN/START/ACCESSORY		
811-042	ICU3S, 132X48 DISPLAY WITH DIAGNOSTICS, 28 LED WARNING LAMPS AND DATA LINKED		
160-038	HEAVY DUTY ONBOARD DIAGNOSTICS INTERFACE CONNECTOR LOCATED BELOW LH DASH		
844-001	2 INCH ELECTRIC FUEL GAUGE		
148-003	PROGRAMMABLE RPM CONTROL - ELECTRONIC ENGINE		
856-001	ELECTRICAL ENGINE COOLANT TEMPERATURE GAUGE		
864-001	2 INCH TRANSMISSION OIL TEMPERATURE GAUGE		
830-017	ENGINE AND TRIP HOUR METERS INTEGRAL WITHIN DRIVER DISPLAY		
372-035	(1) DASH MOUNTED PTO SWITCH WITH INDICATOR LAMP	5	
852-002	ELECTRIC ENGINE OIL PRESSURE GAUGE		

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Data Code	Description	Weight Front	Weight Rear
746-115	AM/FM/WB WORLD TUNER RADIO WITH BLUETOOTH AND USB AND AUXILIARY INPUTS, J1939	10	
747-001	DASH MOUNTED RADIO		
750-002	(2) RADIO SPEAKERS IN CAB		
753-001	AM/FM ANTENNA MOUNTED ON FORWARD LH ROOF		
810-027	ELECTRONIC MPH SPEEDOMETER WITH SECONDARY KPH SCALE, WITHOUT ODOMETER		
817-001	STANDARD VEHICLE SPEED SENSOR		
812-001	ELECTRONIC 3000 RPM TACHOMETER		
162-002	IGNITION SWITCH CONTROLLED ENGINE STOP		
482-001	BW TRACTOR PROTECTION VALVE		
883-001	TRAILER HAND CONTROL BRAKE VALVE		
836-015	DIGITAL VOLTAGE DISPLAY INTEGRAL WITH DRIVER DISPLAY		
660-008	SINGLE ELECTRIC WINDSHIELD WIPER MOTOR WITH DELAY		
304-001	MARKER LIGHT SWITCH INTEGRAL WITH HEADLIGHT SWITCH		
882-004	TWO VALVE PARKING BRAKE SYSTEM WITH WARNING INDICATOR		
299-013	SELF CANCELING TURN SIGNAL SWITCH WITH DIMMER, WASHER/WIPER AND HAZARD IN HANDLE		
298-039	INTEGRAL ELECTRONIC TURN SIGNAL FLASHER WITH HAZARD LAMPS OVERRIDING STOP LAMPS		

**Design**

065-000	PAINTE: ONE SOLID COLOR
---------	-------------------------

**Color**

980-5F6	CAB COLOR A: L0006EB WHITE ELITE BC
986-020	BLACK, HIGH SOLIDS POLYURETHANE CHASSIS PAINT
962-972	POWDER WHITE (N0006EA) FRONT WHEELS/RIMS (PKWHT21, TKWHT21, W, TW)
966-972	POWDER WHITE (N0006EA) REAR WHEELS/RIMS (PKWHT21, TKWHT21, W, TW)
964-020	STANDARD BLACK BUMPER PAINT
963-003	STANDARD E COAT/UNDERCOATING

**Certification / Compliance**

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Data Code	Description	Weight Front	Weight Rear
996-001	U.S. FMVSS CERTIFICATION, EXCEPT SALES CABS AND GLIDER KITS		

**Secondary Factory Options**

998-001	CORPORATE PDI CENTER IN-SERVICE ONLY		
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**Sales Programs**

NO SALES PROGRAMS HAVE BEEN SELECTED

**TOTAL VEHICLE SUMMARY**

**Weight Summary**

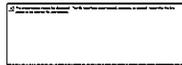
	Weight Front	Weight Rear	Total Weight
Factory Weight <sup>+</sup>	7447 lbs	7579 lbs	15026 lbs
Dealer Installed Options	0 lbs	0 lbs	0 lbs
<b>Total Weight<sup>+</sup></b>	<b>7447 lbs</b>	<b>7579 lbs</b>	<b>15026 lbs</b>

**Dealer Installed Options**

	Weight Front	Weight Rear
WARREN 14 YARD DUMP BODY	0	0
<b>Total Dealer Installed Options</b>	<b>0 lbs</b>	<b>0 lbs</b>

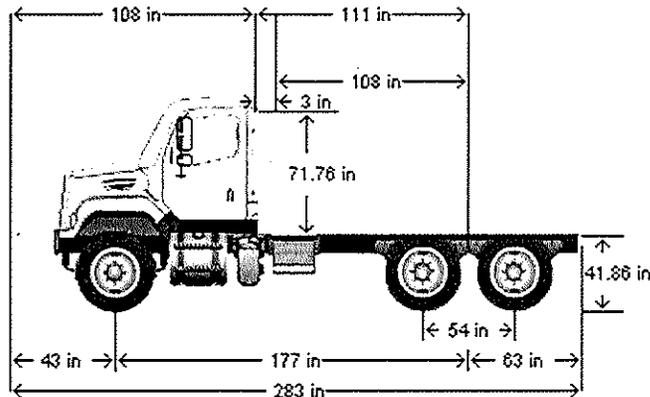
(+) Weights shown are estimates only.  
 If weight is critical, contact Customer Application Engineering.

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## D I M E N S I O N S



### VEHICLE SPECIFICATIONS SUMMARY - DIMENSIONS

Wheelbase (545) .....	4500MM (177 INCH) WHEELBASE
Rear Frame Overhang (552) .....	1600MM (63 INCH) REAR FRAME OVERHANG
Fifth Wheel (578) .....	NO FIFTH WHEEL
Mounting Location (577) .....	NO FIFTH WHEEL LOCATION
Maximum Forward Position (in) .....	0
Maximum Rearward Position (in) .....	0
Amount of Slide Travel (in) .....	0
Slide Increment (in) .....	0
Desired Slide Position (in) .....	0.0
Cab Size (829) .....	108 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB
Sleeper (682) .....	NO SLEEPER BOX/SLEEPERCAB
Exhaust System (016) .....	RH OUTBOARD UNDER STEP MOUNTED HORIZONTAL AFTERTREATMENT SYSTEM ASSEMBLY WITH RH HORIZONTAL TAILPIPE

### TABLE SUMMARY - DIMENSIONS

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Dimensions	Inches
Bumper to Back of Cab (BBC)	104
Bumper to Centerline of Front Axle (BA)	44
Min. Cab to Body Clearance (CB)	1
Back of Cab to Centerline of Rear Axle(s) (CA)	114
Effective Back of Cab to Centerline of Rear Axle(s) (Effective CA)	104
Back of Cab Protrusions (Exhaust/Intake) (CP)	1
Back of Cab Protrusions (Side Extenders/Trim Tab) (CP)	1
Back of Cab Protrusions (CNG Tank)	1
Back of Cab Clearance (CL)	1
Back of Cab to End of Frame	174
Cab Height (CH)	74
Wheelbase (WB)	174
Frame Overhang (OH)	64
Overall Length (OAL)	284
Rear Axle Spacing	54
Unladen Frame Height at Centerline of Rear Axle	44

Performance calculations are estimates only. If performance calculations are critical, please contact Customer Application Engineering.

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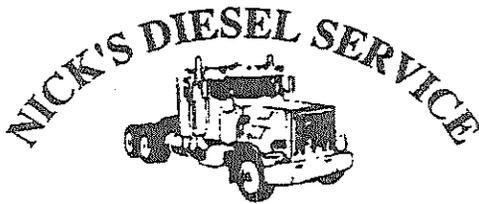
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1-877-775-0243  
www.nicksdiesel.com

QUOTE

Company	Houston Freightliner
Address	
City & State	Houston, Texas
VIN#	??????

Business Phone	713-580-8122
Fax Number	
Zip Code	
Attention	MIKE McCarthy

Date	2/22/18
Est. No.	
RO No.	
Payment Terms	IBS 131198

Misc.	Description Sublet/ Paint	Frtliner	Labor Hrs.	Parts
	Furnish & install a new "Warren" Dump Body model MSF-14 (cap 12/15 yds cap )			
	Install PTO for a 3500RDS trans			
	body includes: frt telescopic hoist, air operated dbl acting tailgate,direct mount pump, controls in cab ,side 42"x ends 48", ATSM 536 Hi-Tensile steel, light package, mud-flaps, half cab protector. ,sub frame, side boards			
	primed & painted white			
	install Electric tarp system with vinyl tarp			
	FOB/HOU			
	NO FET QUOTED			
	Recommend a 108"CT			
	Price \$16,350.00			
	PRICE GOOD TILL 12-31-18			

**VEHICLE COST AND ESTIMATED UPFITTING/MAKE READY FY2018**

<b>OLD UNIT#</b>	<b>YEAR</b>	<b>MAKE</b>	<b>MODEL</b>	<b>VEHICLE COST</b>	<b>UPFIT/MAKE READY COST EST.</b>	<b>DEPARTMENT</b>
2101	2018	FORD	EXPLORER BASE MODEL	\$24,650.00	\$3,000	PD CID
2103	2018	FORD	F150 SSV	\$24,335	\$10,000	PD ADMIN
2475	2018	FORD	EXPLORER BASE MODEL	\$24,650	\$3,000	PD CID
2559	2018	FORD	EXPLORER POLICE UTILITY	\$28,068	\$27,000	PD PATROL/SLICK TOP
3170	2018	FORD	F150 4X4 CREW CAB	\$27,955	\$3,000	FIRE
3201	2018	FORD	F150 4X4 CREW CAB	\$27,955	\$3,000	FIRE PREVENTION
4008	2018	FORD	F150 EXT CAB	\$22,000	\$1,500	PW ENGINEERING
4009	2018	FORD	F150 EXT CAB	\$22,000	\$1,500	PW ENGINEERING
4213	2018	FORD	F150 4X4 CREW CAB	\$27,955	\$2,500	PW STREETS
4215	2018	FORD	F450 DUMP BED	\$42,535	\$1,500	PW STREETS
4297	2018	FREIGHTLINER	14 YD DUMP TRUCK	\$102,495	\$2,000	PW STREETS
5163	2018	FORD	F350 EXT CAB 4X4	\$28,933	\$1,500	PARKS
6101	2018	FORD	F150 EXT CAB	\$22,000	\$500	INSPECTIONS
6104	2018	FORD	F150 EXT CAB	\$22,000	\$500	INSPECTIONS
6109	2018	FORD	F150 EXT CAB	\$22,000	\$500	INSPECTIONS
				<b>\$469,531.00</b>	<b>\$61,000</b>	
					<b>\$530,531</b>	<b>FY 2018 REPLACEMENT TOTAL WITH EST. UPFITTING/MAKE READY</b>
				<b>\$532,971.21</b>	<b>606-58650-15-999-ACCOUNT BALANCE</b>	



**CITY COUNCIL  
AGENDA ITEM COVER MEMO**

June 4, 2018

**To:** Mayor and City Council  
**Agenda Item:** 9(b) Authorizing a motion to dismiss *City of Missouri City, Texas v. Florence Bukky Olawaiye Estate and 2703 Spring Place Drive, Missouri City*  
**Submitted by:** James Santangelo, Assistant City Attorney

**SYNOPSIS**

This authorization by the City Council permits the City Attorney or her designee to file a motion to dismiss litigation initiated by the City for the enforcement of the City Code of Ordinances.

**STRATEGIC PLAN 2019 GOALS ADDRESSED**

- Create a great place to live

**BACKGROUND**

Because Code violations were present at 2703 Spring Place Drive that may have threatened the health, safety and welfare of the public, on or about May 18, 2015, the City Council authorized the City Attorney or her designee to initiate civil proceedings under Chapter 54 of the Texas Local Government Code for the enforcement of municipal ordinances against the property and its owner, the Estate of Florence Bukky Olawaiye. Following the procedure mandated by Chapter 54, such litigation was initiated on or about June 7, 2016. Thereafter, a responsible party maintained regular correspondence with the Permits and Inspections Division of the Department of Development Services regarding bringing the property into compliance with the City Code. A contractor secured a building permit on her behalf and completed work to bring the exterior of the structure into compliance in August of 2017. Because there are no apparent City Code violations currently present at 2703 Spring Place Drive, the City Council may find it in the best interest of the City and its residents to authorize the City Attorney or a designee to dismiss the case against such property and its owner(s).

**BUDGET/FISCAL ANALYSIS**

None.

**SUPPORTING MATERIALS**

None.

**STAFF'S RECOMMENDATION**

Staff recommends that the City Council authorize the City Attorney or her designee to file the motion to dismiss.



**Council Agenda Item  
June 4, 2018**

**10. ORDINANCES** – *There are no Ordinances on this agenda.*

**11. RESOLUTIONS** – *There are no Resolutions on this agenda.*

**12. CITY COUNCIL ANNOUNCEMENTS**

*Discussion, review, and possible action regarding a meeting or activity of one or more of the following entities (each entity refers to a City of Missouri City entity unless otherwise indicated):*

Charter Review Commission, Community Development Advisory Committee, Construction Board of Adjustments, Electrical Board, Parks Board, Planning and Zoning Commission, Tax Increment Reinvestment Zone Boards, Fort Bend Chamber of Commerce, Houston-Galveston Area Council, Fort Bend Regional Council, Texas Municipal League, Fort Bend County, Harris County, Gulf Coast Building and Construction Trades Council, Mayor's Youth Commission, Finances and Services Committee, Fort Bend Leadership Forum, Fort Bend County Drainage District, Economic Development Committee, Missouri City Parks Foundation, Missouri City Police and Fire Auxiliary, Livable Community Committee, Texas Parkway Alliance, High Performance Organization Committee, Missouri City Juneteenth Celebration Foundation, Fort Bend County Mayor and Council Association, METRO, Planning, Development and Infrastructure Committee, Fort Bend Independent School District, Greater Fort Bend Economic Development Coalition, Transportation Policy Council, Community Development Advisory Committee, Veterans Memorial Committee, Missouri City Recreation and Leisure Local Government Corporation, Missouri City Development Authority, and the Greater Houston Partnership and Emergency Management updates.

**13. 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.*

**14. RECONVENE**

*Reconvene into Regular Session and Consider Action, if any, on items discussed in Executive Session.*

**15. ADJOURN**

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