

**YOLANDA FORD**  
Mayor

**VASHAUNDRA EDWARDS**  
Councilmember at Large Position No. 1

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



**REGINALD PEARSON**  
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, July 15, 2019**, 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** – *There are no Presentations and Recognitions on this agenda.*

**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.
- (b) Police Department annual report.

**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 the minutes of the special and regular City Council meetings of July 1, 2019.

**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 for or against the proposed Program Year 2019 Community Development Block Grant (CDBG) Annual Action Plan.

- (2) Public hearing to receive comments for or against the proposed Community Development Block Grant (CDBG) "2019-2013" Consolidated Plan.
- (3) Public hearing to receive comments for or against the proposed Program Year 2017 Annual Action Plan Amendment.

**8. APPOINTMENTS** – *There are no Appointments on this agenda.*

**9. AUTHORIZATIONS**

- (a) Consider authorizing the acceptance a special warranty deed from Fort Bend County Municipal Utility District No. 48 conveying Dry Creek Village Lift Station No. 1.
- (b) Consider awarding a delinquent property tax collection services contract and authorizing the city manager to negotiate and execute a delinquent property tax collection services contract with the awardee.
- (c) Consider authorizing the abandonment of a 2.7-acre easement for the Missouri City Management District No. 2.
- (d) Consider authorizing a 10-year write-off for delinquent taxes on personal property and a 20-year write-off for delinquent taxes on real property in the total amount of \$13,443.05, in accordance with Texas Property Tax Code Section 33.05 "Limitation on Collection of Taxes."
- (e) Consider authorizing the city manager to negotiate and execute a contract for the provision of all services related to removal and hauling of bio-solid sludge from City's wastewater and surface water treatment plants.
- (f) Consider authorizing an interlocal agreement with Fort Bend County providing for the funding of bathroom renovations in Missouri City Fire Station No. 1.

**10. ORDINANCES**

- (a) Consider an ordinance amending the general budget for the fiscal year beginning October 1, 2018, and ending September 30, 2019; transferring various appropriations among accounts; appropriating supplemental revenue to various fund accounts; authorizing the appropriate city officials to take steps necessary to accomplish such transfers; making certain findings; and containing certain provisions relating to the subject; and consider the ordinance on the first and final reading.
- (b) Consider an ordinance establishing a maximum speed limit for the school zone for Elkins High School located on Knight's Court, within the City, including designating a location and times; providing a penalty; and consider the ordinance on the first of two readings.

**11. RESOLUTIONS**

- (a) Consider a resolution amending the schedule of fees for development services.
- (b) Consider a resolution authorizing the Mayor to execute and the City Secretary to attest an economic development agreement by and between the City of Missouri City, Texas Reinvestment Zone Number One, Fort Bend County, Texas, and the Missouri City Development Authority pertaining to the development, construction and rehabilitation of the historic Missouri City Middle School gymnasium project.

**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 Title 5, Chapter 551 of the Texas Government Code.*

**14. RECONVENE**

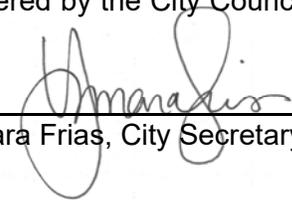
*Reconvene into Regular Session and Consider Action, if any, on items discussed in Executive Session.*

**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 July 15, 2019, agenda of items to be considered by the City Council was posted on the City Hall bulletin board on July 11, 2019, 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 \_\_\_\_\_, 2019.

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

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



**Council Agenda Item  
July 15, 2019**

1. **ROLL CALL**
  2. **PLEDGE OF ALLEGIANCE**
  3. **PRESENTATIONS AND RECOGNITIONS** – *There are no Presentations and Recognitions on this agenda.*
  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.
    - (b) Police Department annual report.
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**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, July 1, 2019**, at the City Hall, Council Chamber, 1522 Texas Parkway, Missouri City, Texas, 77489, at **6:00 p.m.** to consider the following:

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

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

Those also present: Councilmembers Edwards, Pearson, Boney, Maroulis, and Emery; City Manager Snipes, City Secretary Jackson, Assistant City Manager Atkinson, First Assistant City Attorney Way, and Director of Financial Services Portis. Absent: City Attorney Iyamu. Mayor Pro Tem Preston arrived at 6:04 p.m.

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

(a) Update regarding the Police Mini Station.

Police Chief Berezin presented on the Police Mini Station relocation to the 2400 block of Texas Parkway. Mayor Ford stated she was aware of residential concerns and asked about police visibility at the Wells Fargo building. Chief Berezin stated the Police Department would have more visibility as parking would be on the north side of the building; and, the location would be safer for the police officers with two exits. Councilmember Maroulis asked about signage. City Manager Snipes stated the City would be able to collaborate with TxDOT to have a sign. Mayor Ford asked if the monument sign was a City issue or the office building issue. Snipes stated the manager would be amenable to what was in the City code. Mayor Ford requested that the signage ordinance be reviewed. Councilmember Boney asked about the officer's security at a bank building. Berezin stated he would think no one would rob the bank due to their increased presence at the location; however, matters were in place to address such issues, should they arise. Boney asked for a community news release about the relocation. Berezin stated they would also notify residents at their Coffee with a Cop event on Wednesday.

(b) Presentation on City special events.

Recreation Manager Thompson presented an analysis on City special events. Mayor Pro Tem Preston asked if mechanisms were in place to recover costs in case of a cancellation. Thompson stated there were, and there were different timelines in place for cancellations. Mayor Ford asked how we justify the cost of all these events and if we would need to scale back. City Manager Snipes noted the roll back does not go into effect until 2021 and that the City collaborates with organizations for many of the events to reduce the cost on our citizens. Snipes stated staff would move forward as Council directed, should they felt the need to eliminate an event. Councilmember Boney asked for a breakdown of the origin of funds. Snipes provided Council with a breakdown.

Councilmember Edwards stepped away at 6:42 p.m.

- (c) Presentation by Performance Services on 21st century self-funding smart city infrastructure.

Jonathan Blackwell, Performance Services, presented on 21st century self-funding smart city infrastructure.

Councilmember Edwards returned at 6:48 p.m.

Mayor Ford asked for examples of ancillary projects. Blackwell stated they were projects that do not have a traditional payback and not funded through utility savings. Councilmember Boney asked Mr. Blackwell how he heard about the City's project since it was not placed for a bid. Blackwell stated he met with Mayor Ford. Councilmember Emery asked if the presentation pertained to the agenda item on tonight's regular City Council meeting agenda. City Manager Snipes confirmed and noted the company was similar and a competitor of NORESO. Councilmember Boney asked if Blackwell had looked at the City's overall situation and requested that he provide a detailed costs savings. Blackwell stated he had not done so as he did not have further insight. Councilmember Pearson asked if they were circumventing the process in place. Mayor Ford stated that was not the case. Snipes noted three of the vendors initiated this project and through the process of evaluation, it was determined the validity of the firms. Mayor Ford asked why the City did not perform a Request for Qualifications (RFQ) to receive the best value. Snipes stated that going through BuyBoard Cooperative Purchasing helps as they provide feedback on each vendor. Councilmember Boney asked if they were being asked to delay the approval of the project. Snipes stated staff had made their recommendation and will move forward at the discretion of City Council.

City Council recessed the special City Council meeting at 7:12 p.m. At 9:23 p.m., City Council reconvened the special City Council meeting to discuss agenda item 2d.

- (d) Discussion regarding the City Council budget work sessions and required budget and property tax public hearings.

Councilmember Maroulis moved to hold a special City Council meeting on September 23, 2019 at 6:00 p.m. for the second property tax public hearing. Councilmember Pearson seconded. **MOTION PASSED UNANIMOUSLY.**

- (e) Consider concurring with the appointment of an Assistant City Manager.

City Manager Snipes presented on the appointment of an Assistant City Manager. Mayor Ford asked if he was familiar with Municipal Utility Districts (MUDs). Snipes stated he was well versed and would get up to speed to better understand them.

Councilmember Maroulis moved to concur with the city manager's appointment of Glen A. Martel as the Assistant City Manager to begin on July 31, 2019. Councilmember Boney seconded. **MOTION PASSED UNANIMOUSLY.**

### 3. **ADJOURN**

The special City Council meeting adjourned at 8:27 p.m.

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Maria Jackson, City Secretary

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Councilmember District D

## CITY COUNCIL MEETING MINUTES

The City Council of the City of Missouri City, Texas, met in regular session on **Monday, July 1, 2019**, 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 Ford called the meeting to order at 7:13 p.m.

Those also present: Mayor Pro Tem Preston, Councilmembers Edwards, Pearson, Boney, Maroulis, and Emery; City Manager Snipes, First Assistant City Attorney Way, and City Secretary Jackson. Absent: City Attorney Iyamu.

2. The **PLEDGE OF ALLEGIANCE** was led by the Director of Parks and Recreation, Jason Mangum

### 3. PRESENTATIONS AND RECOGNITIONS

Mayor Ford administered the oath of office to certain members of the City of Missouri City's boards, committees, and commissions. Missouri City Green presented the Golden Tree Award to Cornerstone Baptist Church for several contributions towards the City's beautification. Mayor Ford proclaimed the month of July as "Parks and Recreation Month" in the City of Missouri City, Texas.

### 4. PUBLIC COMMENTS

**Tom Simon**, 4111 Harbor Point Drive, spoke over concerns within the Lakes of Brightwater subdivision regarding the proposed new assisted living facility.

**JC Haigh**, 5407 Raintree Drive, spoke over concerns regarding his property and requested release of a certain video and minutes.

**Howard Hockman**, 4126 Starboard Shores, Drive, spoke over concerns within the Lakes of Brightwater subdivision regarding the proposed new assisted living facility, decreased property values, and drainage issues.

**Fangming Zhu**, 2026 Westshore Drive, spoke over concerns within the Lakes of Brightwater subdivision regarding the proposed new assisted living facility.

**Robert Zepeda**, 2311 Reflection Court, spoke over concerns within the Lakes of Brightwater subdivision regarding the proposed new assisted living facility.

**Elzroy Daegh**, 4127 Admiral Court, spoke over concerns within the Lakes of Brightwater subdivision regarding the proposed new assisted living facility.

**Ayodele Shofoluwe**, 3703 Pennington Court, invited the public to an event by Piece by Piece Inc., which empowers people through the advancement of art.

**Bingbing Guo**, 4514 Northshore Court, spoke over concerns within the Lakes of Brightwater subdivision regarding the proposed new assisted living facility.

## **5. STAFF REPORTS**

City Manager Snipes stated Missouri City ranked as number 13 in the 2019 search for the Best of Cities to Live in Texas by the ChamberofCommerce.org. In addition, the City received confirmation that Wells Fargo has committed to be an exclusive \$100,000 banking sponsor for the Veterans Memorial project. Snipes stated the City would be hosting the annual Independence Day festivities on July 4 at Buffalo Run Park. He noted all non-emergency City offices would be closed on July 4 and residents who participate in the Municipal Solid Waste and Recycling Program would receive regular service. Snipes announced the following upcoming events: 2019 Summer Camps, which ends on August 2; Coffee with a Cop on July 3; Senior Casino Trip on July 9; Car Seat Safety Check on July 11; Wimbledon Social on July 13; and Youth Town Hall on July 23.

- (b) Report on impact fees.

Director of Public Works Kumar presented a report on impact fees.

## **6. CONSENT AGENDA**

- (a) Consider approving the minutes of the special and regular City Council meetings of June 17, 2019.

Councilmember Emery moved to approve the Consent Agenda pursuant to recommendations by City Staff. Councilmember Maroulis seconded. **MOTION PASSED UNANIMOUSLY.**

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

## **8. APPOINTMENTS.**

- (a) Consider appointing members to the Census Complete Count committee.

Councilmember Maroulis moved to appoint Leslie Mack, Jr. and Ketan Inamdhar to the Census Complete Count Committee; and, to appoint the remaining members by name submission to the City Secretary. Councilmember Pearson seconded. **MOTION PASSED UNANIMOUSLY.**

## **9. AUTHORIZATIONS**

- (a) Consider authorizing the execution of a contract with an energy saving project company.

Director of Public Works Kumar presented. Mayor Ford stated she appreciated staff for their work on this project; however, she requested a Request for Qualifications (RFQ) to be put out for this contract. Ford noted there were not three presentations to City Council if there were, she requested the meeting minutes of when they were presented. Councilmember Maroulis asked NORESKO if they provide additional possible savings. Keith Chase of NORESKO provided an overview of services and noted his company has all the capacity to offer the same services as the other vendor. Chase stated they could also expand their scope. Chase explained the \$82,000 fee was due to the contract not being authorized in June and it incurred costs to the company. City Manager Snipes noted an RFQ would not be feasible from an administrative standpoint. Councilmember Boney thanked NORESKO for their due diligence and for selecting local vendors.

Councilmember Maroulis moved to authorize the execution of a contract with an energy saving project company with NORESKO. Councilmember Emery seconded. **MOTION PASSED.**

Ayes: Councilmember Pearson, Boney, Maroulis and Emery

Nays: Mayor Ford, Mayor Pro Tem Preston and Councilmember Edwards

- (b) Consider authorizing the negotiation and execution of an agreement for energy retrofit project financing.

Councilmember Boney moved to authorize the negotiation and execution of an agreement for energy retrofit project financing. Councilmember Emery seconded. **MOTION PASSED.**

Ayes: Councilmember Pearson, Boney, Maroulis and Emery  
Nays: Mayor Ford, Mayor Pro Tem Preston and Councilmember Edwards

- (c) Consider authorizing the negotiation and execution of an agreement for new parks signage.

Mayor Pro Tem Preston moved to authorize the negotiation and execution of an agreement for new parks signage with Bass Construction Co. Councilmember Pearson seconded. **MOTION PASSED UNANIMOUSLY.**

- (d) Consider approving the parkland dedication for the Shipman's Cove subdivision.

**Cindy Forney**, 1919 Mossback Circle, spoke about her concerns regarding the Shipman's Cove subdivision parkland dedication and lack of positive recommendation from the Parks Board.

Mayor Ford inquired if the land around the detention pond was being considered as parkland. Director of Parks and Recreation Mangum stated that when the proposal was presented to the Parks Board, the developer gave them a choice of being paid cash in lieu of or give them parkland around the detention area. Mangum stated the Parks Board declined either option as they felt the land around the detention pond was not positive for the City, yet the cash in lieu of was not a good option either as they wanted parkland within the community. The developer then came back to offer private parkland in which they would have to build a private park and with 50% of cash in lieu of. The Parks Board recommended this option in May and was ratified in June for a tie in vote. Mangum noted trails would be placed around the detention pond and the developer received credit for the building of a private park. Councilmember Emery asked if the City would have responsibility in the maintenance. Mangum stated the City would not.

Mayor Pro Tem Preston moved to authorize the purchase and installation of datacenter edge switches. Councilmember Emery seconded. **MOTION PASSED.**

Ayes: Councilmember Pearson, Boney, Maroulis and Emery  
Nays: Mayor Ford, Mayor Pro Tem Preston and Councilmember Edwards

- (e) Consider authorizing a police vehicle lease contract.

Mayor Pro Tem Preston moved to authorize a police vehicle lease contract with EAN Holdings, LLC. Councilmember Edwards seconded. **MOTION PASSED UNANIMOUSLY.**

- (f) Consider authorizing the negotiation and execution of an agreement for the purchase of wastewater and surface water polymers.

Councilmember Pearson moved to authorize the negotiation and execution of an agreement for the purchase of wastewater and surface water polymers with Fort Bend Services. Councilmember Emery seconded. **MOTION PASSED UNANIMOUSLY.**

## 10. ORDINANCES

- (a) Consider an ordinance authorizing the execution of the Tenth Amendment to the Sienna Plantation Joint Development Agreement to provide for certain modifications and to modify

the Land Use Plan as applicable to Tract D to provide for additional residential structures; and consider the ordinance on the second and final reading.

Councilmember Emery 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 to an economic development agreement between the Reinvestment Zone No. 1; the City of Missouri City, Texas; and the Missouri City Development Authority, pertaining to the development and construction of a veteran's memorial and a parks maintenance facility.

Mayor Ford requested a revised document of the Veterans Memorial project that reflects TIRZ funds as well as a document of projects and funds available for TIRZ 1, 2, and 3.

Councilmember Boney moved to approve the resolution. Councilmember Pearson seconded. **MOTION PASSED UNANIMOUSLY.**

## **12. CITY COUNCIL ANNOUNCEMENTS**

Councilmember Emery stated he joined Mayor Ford at the ribbon cutting for the Farmers Market, which moved to Sienna Plantation. Councilmember Boney stated he had a great time at the Juneteenth Celebration week of events. Councilmember Maroulis stated he also enjoyed the Juneteenth parade and was very excited about the LED project. Councilmember Pearson congratulated City Manager's Snipes' son who won first place in the 100-meter hurdles, which has allowed him in the Junior Olympics. Pearson attended the Comcast event grand opening, which would bring approximately 300 jobs to the community. Pearson sent his condolences to the family of Gifford Max Louis Edison, Jr., who served as the MC for the Juneteenth Gala. He also stated Thurgood Marshall Student Nautica MacArthur was a recipient of a Juneteenth scholarship. Pearson also expressed support for the youth ministry at the Holy Family Catholic Church; and, he added his priority that that parks in his district were up to par.

## **13. CLOSED EXECUTIVE SESSION**

After proper notice was given pursuant to the Texas Open Meetings Act, the City Council went into Executive Session at 8:40 p.m.

**Texas Government Code, Section 551.087** – Deliberations regarding commercial or financial information that the governmental body received from a business prospect that the governmental body seeks to locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations: commercial development prospect.

## **14. RECONVENE**

At 9:22 p.m., Council reconvened into open session. No action was taken.

## **15. ADJOURN**

The regular City Council meeting adjourned at 9:22 p.m.

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Maria Jackson, City Secretary



## CITY COUNCIL AGENDA ITEM COVER MEMO

June 15, 2019

**To:** Mayor and City Council  
**Agenda Item:** 7(b1) Public Hearing to receive comments for or against the proposed Program Year 2019 Draft Annual Action Plan  
**Submitted by:** Chalisa G. Dixon, Community Development Coordinator

### SYNOPSIS

Public hearing to receive comments for or against the proposed Program Year 2019 Draft Annual Action Plan.

### STRATEGIC PLAN 2019 GOALS ADDRESSED

- Create a great place to live
- Maintain a financially sound City

### BACKGROUND

The Fiscal Year (FY) 2020 budget for the Department of Housing and Urban Development has been enacted. The City full-year allocations for the Office of Community Planning and Development's (CPD) formula Community Development Block Grants Program (CDBG) for Program Year (PY) 19 is \$284,700; the City's allocation increased by \$12,600. The 2019 CDBG allocations were based on the July 1, 2017 population estimates and the 2012-2016 ACS data,

Pursuant to Federal guidelines and the City's Citizen Participation Plan, the City has published notice of two (2) public hearings to allow the public to express comments (including a 30-day comment period) for the use of the anticipated \$284,700.00 allocation to the City by the U.S. Department of Housing and Urban Development. Public Service funding is capped at 15% of which \$42,705.00 is proposed for allocation. Administration funding is capped at 20% of which \$56,940.00 is proposed for allocation. The Community Development Advisory Committee requests City Council's approval of the allocations for Program Year (PY) 2019, which is the City's Fiscal Year (FY) 2020.

On June 8, 2019 the City's Community Development Advisory Committee (CDAC) met to discuss and vote on recommendations for the PY 19 CDBG Program. These funds may be used to support certain public service and non-public service activities to promote the objectives of the City's Consolidated Plan. The draft Annual Action Plan provides for the proposed projects to expend the full award of \$284,700.

The proposed funding allocation is as follows:

<u>Public Service Activities</u>	<u>Funding Allocation</u>
• Fort Bend Seniors Meals on Wheels	\$ 10,500.00
• Child Advocates	\$ 10,500.00
• Edison Arts	\$ 10,500.00
• Educational Scholarships:	<u>\$ 11,205.00</u>
<b>Total:</b>	<b>\$ 42,705.00</b>

In addition, the City administered projects for funding:

**Non-Public Service Activities**

- Hunter’s Glen HOA Park Improvement Project: \$ 38,000.00
- Housing Rehabilitation: \$ 95,518.00
- Code Enforcement: \$ 51,537.00
- Administration: \$ 56,940.00

**Total:** \$ 241,995.00

**Grand Total: \$284,700.00**

The final Annual Action Plan will be brought before Council at a later date once the CDAC Committee has approved final funding allocations.

**BUDGET ANALYSIS**

Funding for the programs will be available from Program Year 2019 (Fiscal Year 2020) CDBG allocation to the City. The appropriation of the funds in the City’s budget for Fiscal Year 2020 will be submitted to City Council for final approval when the City submits its Fiscal Year 2020 budget.

**Purchasing Review: N/A**

**Financial/Budget Review: Wanja Thomas, MBA**

*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. Power Point Presentation
2. Draft CDAC Meeting Minutes
3. Draft Annual Action Plan

**STAFF’S RECOMMENDATION**

Staff recommends that Council conduct the public hearing to receive input and commence the 30-day comment period, and to consider the final draft of the Program Year 19 Annual Action Plan. .

**Director Approval: Otis T. Spriggs, AICP**

**Assistant City Manager/ City Manager Approval: Bill Atkinson, P.E.  
Anthony L. Snipes, City Manager**

# COMMUNITY DEVELOPMENT BLOCK GRANT PY 2019 ACTION PLAN FUNDING RECOMMENDATION

By: Chalisa G. Dixon  
Community Development Coordinator



Building Better Neighborhoods

The Community Development Block Grant (CDBG) program is a flexible program that provides communities with resources to address a wide range of unique community development needs.

The CDBG entitlement program allocates annual grants funds to the City of Missouri City from the U.S. Department of Housing and Urban Development (HUD) to develop viable communities by providing decent housing, a suitable living environment, and opportunities to expand economic opportunities, principally for low-and moderate-income persons.





## HUD NATIONAL OBJECTIVES



CDBG funded activities must meet one of the following national objectives:

- Benefit low/moderate income individuals
- Prevent or eliminate slums and blight
- Meet an urgent community need



## Eligible CDBG Activities

- ❖ Construction of Public Facilities and Infrastructure:
- ❖ Public improvements -such as water and sewer facilities and streets
- ❖ Public facilities-such as neighborhood centers
- ❖ Rehabilitation of: Residential structures/Non-residential structures
- ❖ Acquisition of Real Property for a Public Purpose
- ❖ Demolition/Clearance
- ❖ Public Services, including Fair Housing
- ❖ Historic Preservation
- ❖ Activities relating to energy conservation
- ❖ Acquisition of Real Property Relocation
- ❖ Code Enforcement
- ❖ Economic Development –job creation or retention activities, specific number of jobs must be created or retained based on funding amount



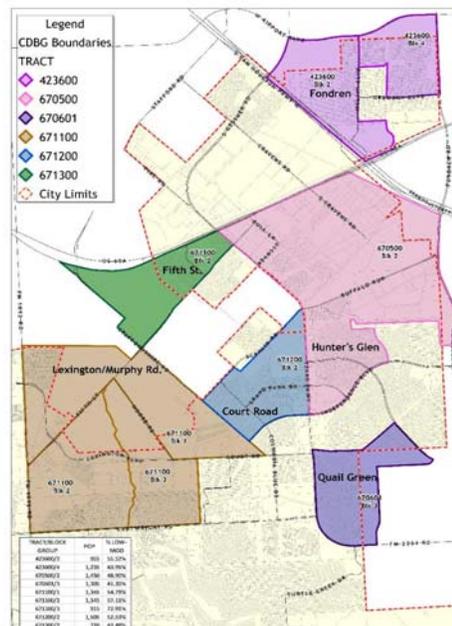
## Ineligible Uses of CDBG Funds

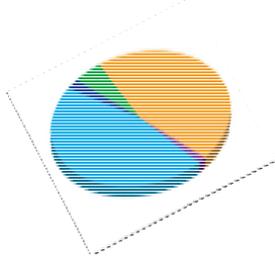
- ❖ Acquisition, construction, or reconstruction of buildings for the general conduct of government
- ❖ Political activities
- ❖ Construction of new housing by units of general local government
- ❖ Operating and maintenance expenses
- ❖ Purchase of equipment
- ❖ Income payments



## CDBG TARGET AREA MAP

- *Fondren: CT 4236.02; 4236.04;*
- *Hunter's Glen: CT 6705.02;*
- *Fifth St.: CT 6713.02;*
- *Quail Green: CT 670601.03*
- *Court Road: CT 6712.02*
- *Lexington/Murphy Road: CT 6711.01; 6711.02; 6711.03*





## PROGRAM YEAR 2019

❖ Funding for Program Year 2019: **\$284,700**

❖ Unexpended Carry-over Funds: **\$273,732.18**

*Anticipated remaining balance from prior years funding: PY17: \$111,219.34 and PY18 \$ 162,512*



## FUNDED AGENCIES & PROGRAMS



Community  
Development  
Block  
Grant









**COMMUNITY DEVELOPMENT ADVISORY COMMITTEE  
DRAFT MEETING MINUTES**

**July 8, 2019, 6:00 PM**

The Community Development Advisory Committee met on Monday, July 8, 2019 at 6:00 PM in the Council Chambers, City Hall Complex, 1522 Texas Parkway, Missouri City, Texas with the following in attendance:

- Eunice Reiter, Committee Chairperson
- Chris Preston, Mayor Pro Tem, Committee member
- Jeffrey Boney, Councilmember, Committee member
- Bertha Eugene, Committee member
- Reginald Pearson, Committee member
- Zelia Brown, Committee member

Absent was:

- Monica Rasmus, Committee Vice Chairperson

Also in attendance were City staff representatives: James Santangelo, Assistant City Attorney; Otis Spriggs, Development Services Director; Chalisa Dixon, Community Development Coordinator; Cynthia Session-Mathis, Program Participant, Chris Linares; Santex Construction, LLC, , Brittney Santos; Administrative Project Coordinator, Santex Construction LLC

**1. Roll call.**

Chairperson Reiter called the meeting to order at 6:00 pm.

**2. APPROVAL OF THE May 16, 2019 MEETING MINUTES**

Chairperson Reiter called for a motion to accept the May 16, 2019 Community Development Advisory Committee meeting minutes.

**Minutes approved as distributed.**

**3. CODE ENFORCEMENT REPORT**

No discussion.

**4. Discuss the Housing Rehabilitation Program:**

- a) Amendment to PY17 Annual Action Plan
  1. Reallocation of HUD Pre-award Funding

Program Coordinator, Chalisa Dixon presented this item. Ms. Dixon informed that in PY16 emergency repairs were approved by the Committee for four to five properties. These properties exceeded the traditional \$10,000 threshold; the Committee approved approximately

\$92,000 for housing rehab, which the additional repairs exceeded what was previously budgeted for that year. The amendment required by HUD, Housing and Urban Development is to account for the additional cost.

Chair Reiter asked if the money was pulled from PY17, would it leave a shortage in that year. Ms. Dixon informed that it would result in a shortage for PY17. The program would not be able to provide services to as many homes as planned; instead of 10 homes, 5 homes may receive service depending on the cost.

Chair Reiter asked if those homes could be rolled over to PY18. Ms. Dixon replied, "Sure".

**Motion by:** Councilmember, Committee Member Pearson to approve the Action Plan Amendment.

**Second:** Councilmember, Committee Member Boney.

The motion is to approve the Action Plan Amendments and increase PY16 budget by \$65,414.30.

**The vote as follows:**

**Ayes:** Chairperson Reiter; Committee member Eugene; Councilmember, Committee member Boney; Councilmember, Committee member Pearson; Mayor Pro Tem, Committee member Preston; Committee member Brown

**Nays:** None.

**The motion passed**

- b) Status on Housing Rehab
  - 2. Viola Abrams Change Order

Program Coordinator, Chalisa Dixon presented this item. Ms. Dixon informed that Ms. Abrams was a previous program year applicant; received services through 5<sup>th</sup> Ward and Fort Bend Habitat for Humanity. Recently the property sustained fire damage in the kitchen. In the process of rehab, it was identified that there was some work completed by Fort Bend Habitat for Humanity, which was patch work, and additional damages occurred. Fort Bend Habitat for Humanity provided volunteer work and did not want to return to the property for additional work.

Ms. Dixon informed that Santex Construction was asked to provide a proposal for the repairs that needed correcting. The cost would be

approximately \$3,535.00 to be exact. It was identified that there could be possible termite damage.

Chair Reiter informed that thus far, \$12,400.00 on Ms. Abrams property. She is requesting an additional \$3,535.

**Motion by:** Committee Member Brown to complete the repairs at the home.

**Second:** Committee Member Eugene.

The motion is to spend an additional \$3,535 for repairs at 506 Redwood.

**The vote as follows:**

**Ayes:** Chairperson Reiter; Committee member Eugene; Councilmember, Committee member Boney; Councilmember, Committee member Pearson; Mayor Pro Tem, Committee member Preston; Committee member Brown

**Nays:** None.

**The motion passed**

**5. Community Development Block Grant Program Updates:**

a) CDBG Activity Update

Chair Reiter asked why the “to-date” spending of \$82,554 was not tied to the \$53,000 that was spoken of under agenda item 4(a). Ms. Dixon informed that some of the monies that were IDS, **(define)** PY16 were rollover funds. Monies rolled over from PY14 and PY16.

b) Housing Study Status Update

Program Coordinator, Chalisa Dixon presented this item. Ms. Dixon informed that the RFP, Request For Proposal was sent to consultants. Responses had not been received. Staff would like to provide additional time for consultants to submit their proposal, with additional time to complete the work. The due date for the proposals has been moved to July 28, 2019, with 90 days to complete the study. The study will not be in the Consolidated plan; however, staff can present it in the CAPER, **(define)** and Action Plan next year.

c) PY19 Annual Action Plan

1. Agency Presentations
2. Allocation recommendation of Public and Non-public Service Activities.

Program Coordinator, Chalisa Dixon presented this item. Ms. Dixon informed that HUD, Housing and Urban Development has allocated \$284,700, which is an increase from previous years of approximately \$12,600. HUD allows the City to cap public service activities around 15% and a program administration cap at 20%.

Director of Development Services, Otis Spriggs presented the survey results showing where the community would like to see services provided. The community would like to see economic development, a first homebuyers program, services for the elderly, and the continuation of youth programs. An area was provided for additional comments; staff will gather that information. The survey will continue through August, 2019.

Chair Reiter asked where the respondents lived. Mr. Spriggs informed that the majority are residents. A section for "non-resident" is provided in the survey. Chair Reiter asked if it was citywide or only the CDBG areas. Mr. Spriggs informed that it is citywide.

Ms. Dixon informed that with the electronic survey, hard copies have been provided at the Public Information Meeting, agencies, residents, and an HOA, Home Owners Association meeting of which Mr. Spriggs attended. Mr. Spriggs informed that one of the questions on the survey asks the participant if they have received HUD funding.

Ms. Dixon informed that around 14 scholarship applications had been had been received. The application deadline has been extended to July 31, 2019. Chair Reiter asked how much was being allocated per student. Ms. Dixon informed that last year it was \$1425 per student. Depending on how many students are approved would determine the amount.

Public Service Activity Allocations will be made in the amount of \$42,705: \$11,205 to scholarships; \$10,500 to Meals on Wheels; \$10,500 to Child Advocates, and \$10,500 to Edison Arts. Non-Public Service Activity Allocations will be made in the amount of \$241,995: Housing Rehabilitation for \$95,518, \$27,000 for First Time Home Buyers Program and \$11,000 for Residential Paint Project; Code Enforcement \$51,537; and Program Administration for \$56,940.

**Motion by:** Committee Member Boney to approve the proposed Annual Action Plan amount of \$284,700.

**Second:** Committee Member Preston.

A motion is to approve the \$284,700 program year 2019 allocation based upon the proposed schedule presented by staff.

**The vote as follows:**

**Ayes:** Chairperson Reiter; Committee member Eugene; Councilmember, Committee member Boney; Councilmember, Committee member Pearson; Mayor Pro Tem, Committee member Preston; Committee member Brown

**Nays:** None.

**The motion passed**

d) New Consolidated Plan and Activities

1. Section 108 Loan Guarantee

Program Coordinator, Chalisa Dixon presented this item. Ms. Dixon introduced Mr. Link Brown, a developer whom is familiar with the Section 108 Loan Guarantee Program. Mr. Link Brown shared with the Committee the Section 108 Loan Guarantee Program is available for cities to use in CDBG areas. Projects on Texas Parkway and Fifth Street would qualify for Section 108 funds. Cities are able to borrow 5 times their CDBG award every year.

Chair Reiter inquired on the interest rate for the loan. Mr. Brown explained the interest rate is set by HUD and varies daily based upon the approval process. Mr. Brown further explained the HUD does not lend the money, funds are provided through a third-party bank however, HUD guarantees participation in the program and the loan.

Councilmember Boney inquired if the third-party lender is a financial institution, a bank. Mr. Brown stated yes, a previously arranged within the program. Although HUD does not lend the money they used banks, such as Wells Fargo Bank and Goldman Sachs Bank whom vest in the instrument. Safeguards are put in place to make sure the program stays in tack.

Councilmember Boney inquired on what type of projects would yield a higher interest rate. Mr. Brown stated once you approved for the project, the interest is not negotiable. Typically, a package is presented with preset amounts. Further explaining, every project has to be for the betterment of the community, projects of a bigger risk can affect the package.

Chair Reiter informed if Municipal Bonds will be less than going through HUD, if it is greater there is no point in doing it. Ms. Dixon informed the income based projects usually result with a lower interest rate. Mr. Brown agreed and informed that credits are built into the package, also because it is HUD; it is meant not to have bonds that are tied to the city. Explaining it is a partnership to spark investment and new development in CDBG areas.

Councilmember Preston inquired of other communities that have incorporated Section Loan 108 into their projects. Mr. Brown stated he would email the Committee a link of cities and their projects. Informing the city would have full control to focus resources in target areas within the City.

Councilmember Boney inquired if Municipalities can use this program to do land banking or infrastructure, to acquire land for future build. Mr. Brown stated the program primary focus is direct resources to CDBG areas.

Mr. Spriggs informed you may use the funds for acquisition and building new structure in CDBG areas. A project can turn vacant property to an investment property, once taxes increase that tax base can be used to repay the loan. Ms. Dixon informed the committee the allocation for PY19 is approximately \$1.4 million. Mr. Spriggs informed CDBG future allocations could be used to repay the loan.

Ms. Dixon informed there is a one-time financing fee of 2.58%, which varies. Based upon the PY 19 allocation, the City's financing fee would be \$36,726. Mr. Spriggs suggested the Section Loan 108 Program be written in the 2019 - 2023 Consolidated Plan, as it was not included in the previous plan therefore those resources were a missed opportunity. If written in this Consolidated Plan, the committee would have the option to use the funds for future projects.

**Motion by:** Committee Member Pearson to add the Section 108 Loan Guarantee Program to the 2019 - 2023 Consolidated Plan

**Second:** Committee Member Boney.

A motion is to add the Section 108 Loan Guarantee Program funding to the 2019 - 2023 Consolidated Plan.

**The vote as follows:**

**Ayes:** Chairperson Reiter; Committee member Eugene; Councilmember, Committee member Boney; Councilmember, Committee member Pearson; Mayor Pro Tem, Committee member Preston; Committee member Brown

**Nays:** None.

**The motion passed**

2. First time Home Buyers Program

**Motion by:** Committee Member Boney to add the First Time Home Buyers Program to the 2019 - 2023 Consolidated Plan

**Second:** Committee Member Pearson.

A motion is to add the First Time Home Buyers Program to the 2019 - 2023 Consolidated Plan.

**The vote as follows:**

**Ayes:** Chairperson Reiter; Committee member Eugene; Councilmember, Committee member Boney; Councilmember, Committee member Pearson; Mayor Pro Tem, Committee member Preston; Committee member Brown

**Nays:** None.

**The motion passed**

3. Residential Paint Program

**Motion by:** Committee Member Boney to add the Residential Paint Project to the 2019 - 2023 Consolidated Plan

**Second:** Committee Member Pearson.

A motion is to add the Residential Paint Project to the 2019 - 2023 Consolidated Plan.

**The vote as follows:**

**Ayes:** Chairperson Reiter; Committee member Eugene; Councilmember, Committee member Boney; Councilmember, Committee member Pearson; Mayor Pro Tem, Committee member Preston; Committee member Brown

**Nays:** None.

**The motion passed**

Staff informed the Committee the a draft of Consolidated Plan and a Activity/Goals Worksheet is enclosed in their packet, to assist in prioritizing program goals for the Consolidated Plan.

A first Public Meeting to present the draft Action Plan and Consolidated plan and will be held Monday, July 15, 2019 at the City Council meeting.

A second Public meeting to held on Monday, August 5, 2019 at the City Council Meeting. The 30-day comment period will commence July 15, 2019 and end August 15, 2019.

Staff informed the Action Plan and Consolidated Plan will be submitted to HUD August 16, 2019, therefore a CDAC meeting will need to take place to take action on the final .

The next meeting date would be July 29<sup>th</sup> or July 30<sup>th</sup>.

6. Public Comment: None.

7. Adjourn.

**Adjourn.**

Chairperson Reiter adjourned the meeting at 6:58 p.m.

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Eunice Reiter, Chairperson

DRAFT



**PY 2019**  
**ANNUAL ACTION PLAN**

**The U. S. Department of  
Housing and Urban Development's  
Community Development Block Grant Program (CDBG)**

**1<sup>st</sup> Program Year of the  
2019-2023 Consolidated Plan**

**City of Missouri City, Texas**  
**DUNS 083582882**  
**Grantee #: B-19-MC-\_\_-\_\_\_\_\_**

**Yolanda Ford, Mayor**

*Vashaundra Edwards, At Large Pos. 1*

*Chris Preston, Mayor Pro Tem, At Large Pos. 2*

*Reginald Pearson, District A*

*Jeffrey Boney, District B*

*Anthony Maroulis, District C*

*Floyd Emery, District D*

*Anthony Snipes, City Manager*

***August 16, 2019***

# Executive Summary

## AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

### 1. Introduction

HUD regulations at 24 CFR Part 91.15 (a)(2) require that City of Missouri City to submit an Action Plan to HUD by August 16, 2019, to receive PY 2019-2020 formula allocation. The Action Plan outlines how these funds will be used to address the goals and objectives outlined in the City's Four Year Consolidated Plan (2019-2023). The PY 2019 Annual Action Plan represents the first year plan for the current Consolidated Plan process (2019-2023). The City received its PY 19 Funding Allocations notice on May 1, 2019, in the amount of \$284,700 for the Community Development Block Grant (CDBG); and Section 108 borrowing authority of \$1,423,500, which may be used to leverage the City's CDBG funding to access low-interest, long-term financing to invest in Opportunity Zones or our CDBG Target Area.

Total estimated PY 2019 funding is \$582,533.58. *(The Draft Annual Action Plan includes information regarding proposed projects to expend an estimated \$284,700 CDBG allocation for PY 2019 plus estimated \$76,357.51 PY2018 & PY2018 carry-over funds. Total estimated PY 2019 funding is \$357,622.51.)* The Department of Development Services (DS) is the lead department responsible for the consolidated planning process. The development of the Action Plan and the Consolidated Plan involves collaboration with other city departments, social service providers, housing developers, economic development entities, and the general public. These efforts shaped the various housing, community development, and economic development strategies which are outlined in the Action Plan.

Included in the plan are the following projects:

- Code Enforcement in CDBG Target Areas
- Housing rehabilitation for owner-occupied units throughout the City
- Services to Disabled Persons - Public service activities other than low/moderate income housing benefit: 15 Persons
- Public Services for Abused and Neglected Children - Public service activities other than low/moderate income housing benefit: 80 Persons
- Public Services for home-bound seniors - Public service activities other than low/moderate income housing benefit: 25 Persons
- Public Services for Scholarships for post-secondary education - Public service activities other than low/moderate income housing benefit: 5 Persons
- Fair Housing Workshop
- Market Housing Study (PY 2017)
- Non-Public Service Activities: Provide additional resources to target areas, such as the First Time Homebuyers Program, Residential Paint Project
- Non-Public Service Activity Parks Improvement Projects

- Program Administration

## **2. Summarize the objectives and outcomes identified in the Plan**

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The City's pending 2019-2023 Year Consolidated Plan, which covers the period October 2019 to September 2020, contains the goals and objectives which the City plans to address over the four year period. The Action Plan identifies those Four Year Plan goals and objectives that will be addressed with funding in that particular fiscal year. The Action Plan identifies 8 activities to be carried out the goals, objectives and outcomes which will be addressed in:

1. Housing Rehabilitation: \$95,518 to provide owner-occupied housing rehabilitation.
2. Non-Public Service Activities: \$38,000 to provide additional resources to target areas, such as the First Time Homebuyers Program, Residential Paint Project and/or Parks Improvements.
3. Code Enforcement: \$51,537 to provide code enforcement in CDBG Target Areas
4. Post-secondary Scholarships: \$11,205 to provide scholarships for education
5. Public Service Activity: \$10,500 to provide (Fort Bend Seniors- home-delivered meals)
6. Public Service Activity: \$10,500 to provide (Child Advocates- services to neglected/abused children)
7. Public Service Activity: \$10,500 to provide (Edison Arts- educational services to children)
8. Fair Housing: \$1000 to provide Fair Housing Workshops

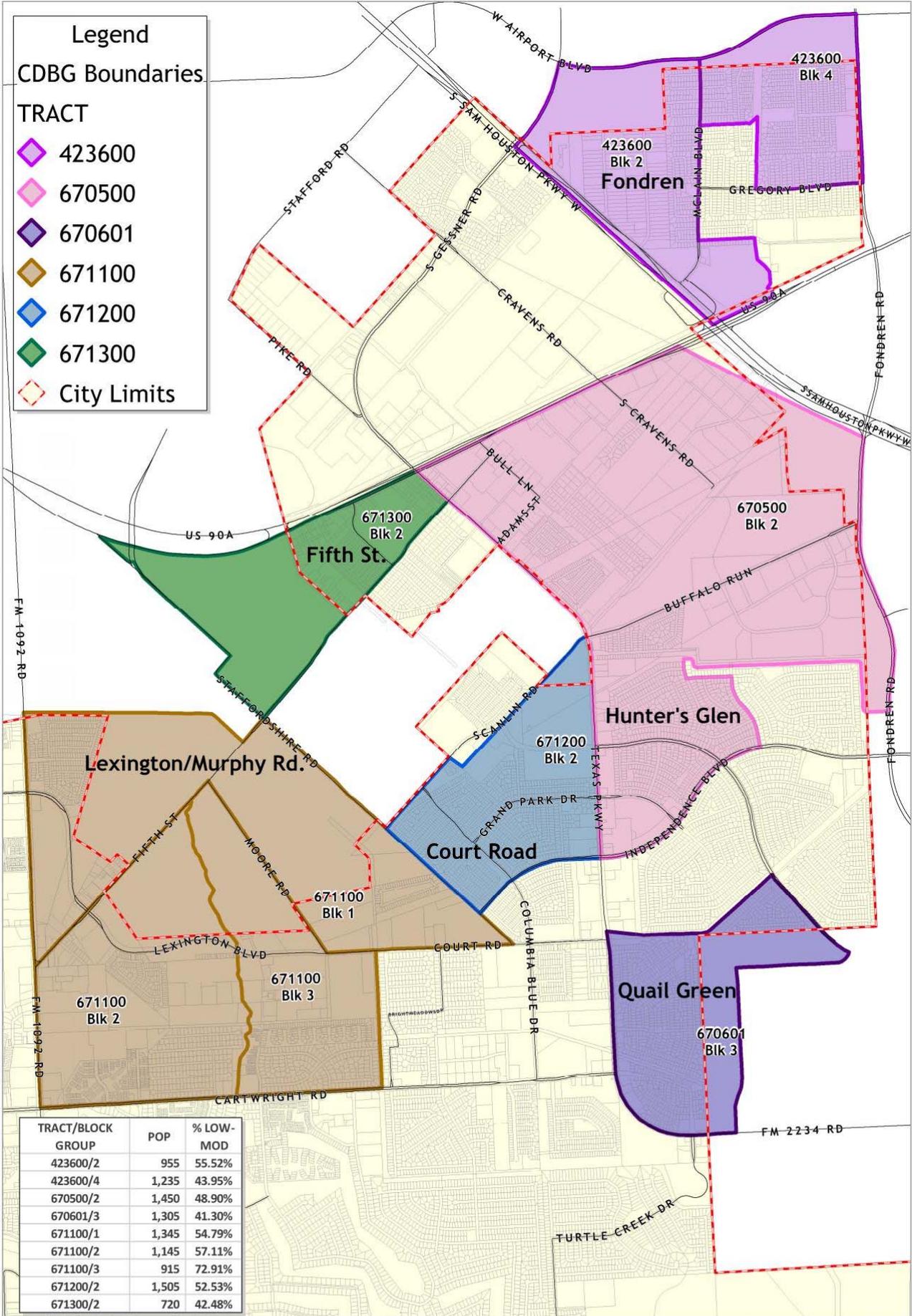
The PY 2019 Annual Action Plan addresses the priority needs set forth in the PY 2019-2023 Consolidated Plan. The proposed activities will serve low- to moderate-income residents through area-based code enforcement; park improvement; housing unit-based housing rehabilitation; and client-based home-delivered meals to the elderly, counseling to abused and neglected children; school-aged education; and post-secondary scholarships. The City will continue to affirmatively further fair housing within its jurisdiction and comply with Section 3 in reducing poverty by employing Section 3 contractors and subcontractors to the greatest extent feasible, provide job training, employment, and contracting opportunities for low- or very-low income residents in connection with projects and activities in Fair Housing and Section 3.

**Legend**

**CDBG Boundaries**

**TRACT**

- ◆ 423600
- ◆ 670500
- ◆ 670601
- ◆ 671100
- ◆ 671200
- ◆ 671300
- City Limits



TRACT/BLOCK GROUP	POP	% LOW-MOD
423600/2	955	55.52%
423600/4	1,235	43.95%
670500/2	1,450	48.90%
670601/3	1,305	41.30%
671100/1	1,345	54.79%
671100/2	1,145	57.11%
671100/3	915	72.91%
671200/2	1,505	52.53%
671300/2	720	42.48%

## Missouri City CDBG Target Area Map

### 3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The following were the major achievements reported in the latest Consolidated Annual Performance and Evaluation Report which covered the period of July 1, 2018 to September 30, 2019:

- Housing - 9 households were assisted.
- Public Services (excluding services to homeless) - 188 persons benefitted.
- Public Facilities Improvements - 2 public facilities and infrastructure projects were
  1. Code Enforcement -2,089 persons benefitted.
  2. Fair Housing - No fair housing complaints were received during PY2018, the public service agencies are on target to meet their goals. The City awards scholarships to all eligible applicants. Housing rehabilitation and code enforcement are also on target. The PY 15 housing rehabilitation program units were completed in PY2018. The PY 16 housing rehabilitation program units will be completed by the end of PY2018; along with the proposed PY 2017 units. The City carried out a number of administrative tasks, including attending several HUD-sponsored workshops/conferences and webinars on fair housing, Section 3, and labor relations. Additionally, the City devoted significant general fund resources to enhancing the housing rehabilitation project through renewing their Rehabilitation Software program, utilization of the Energov System for permitting process, and engaging the City's Building Inspectors to perform necessary inspections. The City improved its CDBG Funding Application and Housing Rehabilitation documents, as well as the Subrecipient review process for the PY2019.

In addition, during PY2018, the City's was proud to participate in a regional collaboration of fair housing assessments and affirmatively furthering fair housing for program year 2018-2023, which was realigned to the Analysis of Impediments for Fair Housing (AI). We will evaluate through the Comprehensive Plan update process, opportunities for redevelopment along four of the City's major corridors Texas Parkway; Cartwright Road; and FM 1092, and its influence development strategies within CDBG target areas including Fifth Street.

The City of Missouri City is committed to affirmatively furthering fair housing choice throughout the City. Title VIII of the Civil Rights Act of 1968 makes discrimination based on race, color, religion, sex, national origin, familial status or disability illegal in connection with the sale or rental of housing and land.

In PY2018, the City continued to work with the Houston Metropolitan Transit Authority (METRO) and Fort Bend Transportation to provide demand-response transportation services for the disabled and elderly. Other transportation services are provided from regional locations to various shopping and health-related hubs. The City will continue to work with METRO to encourage the establishment of fixed-route transit along major thoroughfares in Missouri City.

Also in PY2018, the City began the Request for Proposal process to commence The Housing Study Plan. The Housing Study will provide a measured assessment of present and future unmet housing demand to help formulate community-specific housing policy priorities and intervention strategies related to regulatory changes and the investment of City resources. Study findings will assist the City in financing resources offered through the U.S. Department of Housing and Urban Development and resources

#### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

The Citizen Participation Process includes the integral participation of a 7-member Community Development Advisory Committee. The CDAC is comprised of the 3 district City Council members serving the CDBG Target Areas and 4 citizens living in the Target Areas. In addition to oversight and input from the CDAC, the City also hosts 2 public hearings each year and a 30-day public comment period for the Annual Action Plan. During years in which the Consolidated Plan is developed, the City includes its process in the public hearings and public comment period. Additionally, during the Action/Consolidated Plan process and Fair Housing Planning periods, the City utilizes a public survey to solicit detailed concerns and comments from residents. The surveys are in English and Spanish and are available electronically on the City's website, emailed to all public service agencies and advocacy groups, and available in paper copy at the City's library and City Hall. Agencies and advocacy groups, including homeowner's associations are asked to share the internet link and paper copies of the surveys with their constituents.

For this PY 2019-2023 Consolidated Plan, the City consulted with a number of individuals, including CDAC members through the CDAC meetings, American Red Cross, Metropolitan Transit Authority, Houston-Galveston Area Council, Fort Bend County, public service agencies, minority and special populations' advocacy groups, housing rehabilitation agencies and the staff in City departments. Texas Department of Housing and Community Affairs and their various on-line databases were consulted for information regarding state-wide Section 8 Housing Choice Vouchers, Low-Income Housing Tax Credit properties, state-wide plans and Analyses of Impediments.

More importantly, the City joined in a regional consortium of sister-agencies and conducted a Regional Analysis of Impediments to Fair Housing Choice.

#### **5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Consolidated Plan.

Public hearings to receive comments for or against the proposed City's Community Development Block Grant Program Year 2019 Annual Action Plan were held on July 15, 2019 and August 5, 2019. All comments are summarized as listed below:

## **6. Summary of comments or views not accepted and the reasons for not accepting them**

There were no comments/views not were not accepted when preparing the Action Plan. At the City Council meeting on August 5, 2019 the Council discussed and approved the public hearing regarding the proposed strategies and recommendations presented by staff which included provision of funding for housing rehabilitation, public facilities, & code enforcement projects, and related Public Services.

## **7. Summary**

The Program Year 2019 Action Plan in its first year of the 2019-2023 Consolidated Plan represents the City's plan to ensure an improved quality of life for its low and moderate income residents. The primary objective of the Missouri City CDBG program is the development of a viable urban community through the establishment of decent housing, a suitable living environment, and economic opportunities primarily for low and moderate income persons. These objectives are achieved through a comprehensive approach to program implementation focused on infrastructure, public services, and housing rehabilitation projects throughout the community.

The City of Missouri City's goal is to ensure that all areas of the City have comparable city services and infrastructure and that all residents have equal access to programs. The City aims to be a place where residents of all income levels and situations can enjoy all stages of their lives. The Plan identifies needs and establishes a strategic plan for meeting those needs. The Plan will serve as a guide for decision makers in creating strategies that address the provision of adequate streets, sidewalks, parks and green spaces, community facilities, and quality public services for persons living in low-income communities.

**PR-05 Lead & Responsible Agencies – 91.200(b)**

**1. Agency/entity responsible for preparing/administering the Consolidated Plan**

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	MISSOURI CITY	
CDBG Administrator	MISSOURI CITY	Development Services Department
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

**Table 1 – Responsible Agencies**

**Narrative (optional)**

The City of Missouri City is the CDBG Grantee and the lead agency responsible for administering the programs covered by the Consolidated Plan. The Development Services Department is responsible for the programmatic activities while the Finance Department manages all financial duties. The City has on staff a Community Development Coordinator to conduct the majority of the day-to-day activities and will contract with a CDBG consulting firm to provide technical assistance to the staff and subrecipients, if needed.

The Educational Scholarships Program and the Housing Rehabilitation program are administered in-house by the Development Services Department staff. The Housing Rehabilitation program is managed by two (2) general contractors with administrative approved from City staff. The City has engaged the Building Inspection department to supervise the inspections and permitting of the Housing rehabilitation program. The Code Enforcement, Public Facilities and Capital projects are managed in-house within the Police Department, Public Works and Parks Departments, respectively. Other programs are administered by the subrecipients with oversight by the City staff responsible for CDBG.

The Community Development Advisory Committee convenes to set the funding levels for activities, review progress throughout the year and approve any programmatic changes.

## **Consolidated Plan Public Contact Information**

The City of Missouri City provides residents and stakeholders the opportunity to participate in the CDBG process throughout the year and particularly during the Consolidated and Annual Action Planning Processes. The City's Development Services Department is the primary contact for all public inquiries and comments, however, all of the City's elected officials and members of the Community Development Advisory Committee (CDAC) receive inquiries and comments and notify the Development Services Department to fully address the issues. The City's Community Development Advisory Committee meets multiple times during the annual planning process and periodically throughout the year when amendments are needed and/or issues arise that require review and action by the committee. The CDAC is comprised of the three City Councilmembers responsible for districts in which CDBG Target Areas fall as well as of four residents of the City, each representing different geographic areas or programmatic areas of concern.

## **AP-10 Consultation – 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

The City of Missouri City endeavors to consult with any and all entities that can provide information, services, or funding regarding the needs of the under-resourced and special needs populations in the City. This includes citizen groups, service providers, business leaders, and individual residents themselves. The purpose of the consultation is to ensure that the City's CDBG funds are used to the best and highest use possible, that additional funds are identified and leveraged, and that the residents of Missouri City are provided the best neighborhoods and services possible.

### **Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))**

The City makes every effort to consult with and coordinate with public and private service providers serving Missouri City. Currently, no public housing agency serves Missouri City. The State of Texas' Section 8 Housing Choice Voucher (HCV) program does not cover Fort Bend County or Missouri City. The Harris County Section 8 Housing Choice Voucher program does cover a small corner of Missouri City, but the area is single family and industrial with no multi-family and few rental units. No Harris County HCV program participants have elected to rent in the Fondren Park area that covers Missouri City and Harris County. Fort Bend County is in the process of becoming a Public Housing Authority with Section 8 HCVs, however the designation has not been finalized and there are no funds to provide vouchers to a new PHA.

The City has funded the Child Advocates of Fort Bend County, which receives Missouri City CDBG funding, provides counseling to neglected and abused children and their non-offending guardians.

The City funds several other public service agencies and works with all of the funded agencies as well as others serving the City to facilitate coordination among the service providers. Housing and service providers are encouraged to assist clients in identifying other agencies that can provide additional services and have been instrumental in referring clients to other service providers.

### **Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

There is no Continuum of Care program specifically for Missouri City or Fort Bend County. Several years ago, the Coalition for the Homeless of Houston/Harris County expanded its jurisdiction to cover all of Fort Bend County, including Missouri City. The City, through its consultant, discusses the needs in Fort Bend County with the Coalition. Currently, Fort Bend Women's Center receives CoC funds within the county. Fort Bend County Family Promise received Shelter + Care funding, but cancelled its contract as the program did not address the agency's mission. Family Promise is located in Missouri City. Both, FBF Promise and the FB Women's Center serve Missouri City homeless residents.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

The City does not receive ESG funds.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	Fort Bend Seniors
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City funds Fort Bend Seniors' Meals on Wheels program and consults with the agency as to the additional needs of its clients. The anticipated outcome is that when a housing rehabilitation client appears to be in need of home-delivered meals, the City will refer them to Fort Bend Seniors; and when a Meals on Wheels client is living in a deteriorated home, Fort Bend Seniors refers the client to the City for possible inclusion in the housing rehabilitation program.
2	<b>Agency/Group/Organization</b>	Fort Bend County Community Development
	<b>Agency/Group/Organization Type</b>	Other government - County Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Strategy HOPWA Strategy Market Analysis Economic Development Anti-poverty Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City collaborates with the County's Community Development Department to refer agencies and residents to each other depending on location and need. The anticipated outcomes include (1)ensuring that the under-resourced and special needs populations are provided services through the agency eligible to serve them and (2)determining housing needs/programs throughout the county and how to best access those eligible for Missouri City, as well as understanding the status of the County's proposed Section 8 HCV program.
3	<b>Agency/Group/Organization</b>	Missouri City Community Development Advisory Committee
	<b>Agency/Group/Organization Type</b>	Civic Leaders Business and Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Community Development Advisory Committee, comprised of 3 City Councilmembers and 4 citizen members, 2 of whom reside in the CDBG Target Areas provides valuable consultation to the City staff in the areas of public facility/infrastructure needs, social service needs, priorities of residents, and capacity of applicant agencies. The CDAC meets with City staff numerous times throughout the year and individual members are in contact with the City staff to relay information. The anticipated outcome is to ensure that the priorities of the residents are met and that the City is as efficient and cost-effective in addressing the needs of the under-resourced as possible.
4	<b>Agency/Group/Organization</b>	CHILD ADVOCATES OF FORT BEND COUNTY
	<b>Agency/Group/Organization Type</b>	Services-Children

	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City funds Child Advocates and collaborates and consults with them throughout the year. The anticipated outcome is to determine changes in need and procedures as well as ways in which the City can better serve the agency and assist the agency in serving abused and neglected children in Missouri City.
5	<b>Agency/Group/Organization</b>	Fort Bend Habitat for Humanity
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Throughout the year, the agency was consulted regarding the housing needs both for rehabilitation and affordable housing purchase. The City works closely with Fort Bend Habitat for Humanity and the collaboration and coordination has resulted in and will continue to result in identifying ways in which to further the housing rehabilitation program, address the need for more affordable housing units and find alternative funding for those housing needs which fall outside the scope of the City's CDBG program. The anticipated outcomes are (1) to determine and implement the best practices for housing rehabilitation, (2) to work jointly in securing additional funding sources for special situations and (3) to increase the number of affordable housing units for sale in Missouri City. For PY 18 the City hired an additional General Contractor to conduct the Housing Rehabilitation projects.
7	<b>Agency/Group/Organization</b>	Edison Art Foundation , Inc.
	<b>Agency/Group/Organization Type</b>	Services-Children

<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This agency provides services for youth from a summer arts repertory perspective for underserved, economically disadvantaged, and foster care youth and teens.

**Identify any Agency Types not consulted and provide rationale for not consulting**

The primary agency types not consulted are:

- Public Housing Authority due to the non-existence in Missouri City or Fort Bend County
- General population emergency shelters, transitional housing, and permanent supportive housing due to the non-existence in Missouri City or within a reasonable distance in Fort Bend County

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care	Coalition for the Homeless of Houston/Harris County	The goals of Missouri City's Strategic Plan overlap in the sense that the needs of the homeless, particularly victims of domestic violence, have received a high priority and that Missouri City has reached out to the 2 homeless providers in the area to encourage application for funding.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Disaster Recovery Plan	State of Texas General Land Office	The goals of the strategic plan overlap in the sense that (1) flood prevention is a high priority and (2) housing rehabilitation is a high priority. The City has worked with GLO to determine any prevention activities that should be funded through the Disaster Recovery funds. Likewise, the City is working with Houston Galveston Area Council, as a subrecipient of GLO, to determine the ability to secure housing demolition/reconstruction or major housing rehabilitation for those homeowners whose houses are beyond the scope of the City's housing rehabilitation program. The City has requested CDBG-DR funds from Fort Bend and Harris County through GLO to recover from past disasters.

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

Disaster Recovery and Relief has been a priority of the City as many residents have contacted Development Services for assistances. Staff has connected those individuals with the GLO and other service providers such as Volunteers of America, local faith-base organizations, as well as Fort Bend Habitat who also has a disaster relief arm in terms of services. From a housing needs perspective, the high-priority rating of housing repair has been realized by a number of residents, as demonstrated in the Needs Assessment Survey.

## **AP-12 Participation – 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

The Citizen Participation Process includes the integral participation of a 7-member Community Development Advisory Committee. The CDAC is comprised of the 3 district City Council members serving the CDBG Target Areas and 4 citizens living in the Target Areas. In addition to oversight and input from the CDAC, the City also hosts 2 public hearings each year and a 30-day public comment period for the Annual Action Plan. During years in which the Consolidated Plan is developed, the City includes its process in the public hearings and public comment period. Additionally, during the Consolidated Planning and Fair Housing Planning periods, the City utilizes a public survey to solicit detailed concerns and comments from residents. The surveys are in English and Spanish and are available electronically on the City's website, emailed to all public service agencies and advocacy groups, and available in paper copy at the City's library and City Hall. Agencies and advocacy groups, including homeowner's associations are asked to share the internet link and paper copies of the surveys with their constituents.

For this PY 2019-2023 Consolidated Plan and the proposed 2019 Annual Action Plan, the City consulted with a number of individuals, including CDAC members through the CDAC meetings, Houston-Galveston Area Council, Fort Bend County, public service agencies, minority and special populations' advocacy groups, housing rehabilitation agencies and the staff in City departments. Texas Department of Housing and Community Affairs and their various on-line databases were consulted for information regarding state-wide Section 8 Housing Choice Vouchers, Low-Income Housing Tax Credit properties, state-wide plans and Analyses of Impediments.

More importantly, the City joined in a regional consortium of sister agencies and conducted a Regional Analysis of Impediments to Fair Housing Choice.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/broad community	One informational application preparedness meeting and two public hearings were conducted.	A number of housing rehabilitation questions were fielded and responded to. Pending.	N/A	<a href="https://www.missouricitytx.gov/947/Public-Notices">https://www.missouricitytx.gov/947/Public-Notices</a>
2	Newspaper Ad	Non-English Speaking - Specify other language: Spanish  Non-targeted/broad community	Ads are placed in English and Spanish notifying the public of the 2 public hearings and the 30-day public comment period.	No Public Comments received	No Public Comments received	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Community Development Advisory Committee (CDAC) meetings	Non-targeted/broad community	Throughout the year the City hosts meetings of the Community Development Advisory Committee that are open to the public and notice is posted on the City's website and at City Hall at least 72 hours prior to the meetings.	Comments from the CDAC are included in the minutes and involve funding priorities. The Non profits representatives who applied for the CDBG program attended the meetings.	All comments that are received are accepted and reviewed. Responses are made as is applicable. All CDAC member and public comments are part of the minutes and are accepted and incorporated.	<a href="https://www.missouricitytx.gov/957/Community-Development-Advisory-Committee">https://www.missouricitytx.gov/957/Community-Development-Advisory-Committee</a>
4	Internet Outreach	Non-English Speaking - Specify other language: Spanish	Visited HOA Meetings, public areas, places contacts made with residents.	See Survey Results	All that agreed to participate were received.	<a href="https://forms.gle/L3VnXLioyxt9K1m7">https://forms.gle/L3VnXLioyxt9K1m7</a>

**Table 4 – Citizen Participation Outreach**

## Expected Resources

### AP-15 Expected Resources – 91.220(c)(1,2)

#### Introduction

The City will receive \$284,700 in CDBG funds for PY2019. It anticipates having approximately \$273,732.18 (which includes PY18: \$162,512.84; PY 17: \$111,219.34), which will all carry over to PY2019. The City does not have program income. Therefore, for PY2019, it anticipates approximately \$558,432.18 in available funds for serving low- to moderate-income residents. Prior year resources will be allocated to Housing Rehabilitation, if necessary. In addition to the CDBG allocation, the projects funded will also be leveraged by substantial additional resources from the subrecipients and the City's general fund. The amount leveraged will be approximately \$2 for every CDBG dollar spent.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$284,700	0	\$273,732.18	\$558,432.18	0	

Table 5 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

The City addresses the needs identified in the plan through its public parks, businesses and housing, owned and operated by the City of Missouri City. The Fifth Street Corridor contain properties by private

owners, the City will work with those owners to provide housing rehabilitation, economic development and neighborhood stabilization to eliminate slum and blight.

## **Discussion**

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

**Table 6 – Goals Summary**

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Housing Rehabilitation	2019	2020	Affordable Housing	Fondren Hunter's Glen Fifth St. Quail Green Court Road Lexington/Murphy Road	Housing Rehabilitation Neighborhood Revitalization/Economic Development	CDBG: \$95,518	Rental units rehabilitated: 3 Household Housing Unit Homeowner Housing Rehabilitated: 8 Household Housing Unit
2	Meals on Wheels	2019	2020	Non-Homeless Special Needs Non-Housing Community Development		Senior Services	CDBG: \$10,500	Public service activities other than Low/Moderate Income Housing Benefit: 21 Persons Assisted
3	Services to Neglected or Abused Children	2019	2020	Non-Housing Community Development		Services to Neglected or Abused Children	CDBG: \$10,500	Public service activities other than Low/Moderate Income Housing Benefit: 73 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Post Secondary Scholarships	2019	2020	Non-Housing Community Development		Educational Services	CDBG: \$11,205	Public service activities for Low/Moderate Income Housing Benefit: 5 Households Assisted
5	Adult Basic Education	2019	2020	Non-Housing Community Development		Educational Services	CDBG: \$10,500	Public service activities for Low/Moderate Income Housing Benefit: 20 Households Assisted
6	Code Enforcement	2019	2020	Non-Housing Community Development	Fondren Hunter's Glen Fifth St. Quail Green Court Road Lexington/Murphy Road	Code Enforcement	CDBG: \$51,537	Housing Code Enforcement/Foreclosed Property Care: 750 Household Housing Unit
7	Fair Housing	2019	2020	Affordable Housing Public Housing Homeless Non-Homeless Special Needs		Fair Housing	CDBG: \$1000	Other: 1 Other

## Goal Descriptions

<b>1</b>	<b>Goal Name</b>	Housing Rehabilitation
	<b>Goal Description</b>	<p>During PY2019, the City will contract with General Contractors, to provide minor to moderate housing rehabilitation services to approximately 8 low- to moderate-income owner-occupied housing units throughout the City of Missouri City.</p> <p>During PY2019, Fifth Street Slum &amp; Blight Improvement - Rehabilitation of substandard rental &amp; owner occupied housing located in the designated Fifth Street blighted area to bring housing to standard condition. Minor curb appeal program opportunities will be considered.</p>
<b>2</b>	<b>Goal Name</b>	Meals on Wheels
	<b>Goal Description</b>	During PY2019, Fort Bend Seniors will provide daily hot home-delivered meals to 21 home-bound elderly residents of Missouri City. The CDBG allocation will cover the cost of the meals, and Fort Bend Seniors will cover the salaries of the drivers, vehicle costs and administrative/operating/overhead costs. Residents' city-wide will be served.
<b>3</b>	<b>Goal Name</b>	Services to Neglected or Abused Children
	<b>Goal Description</b>	During PY2019, Child Advocates of Fort Bend County will provide counseling, forensic interviewing and advocacy to 73 abused and/or neglected children in Missouri City. This will be a city-wide project.
<b>4</b>	<b>Goal Name</b>	Post Secondary Scholarships
	<b>Goal Description</b>	During PY2019, the City of Missouri City will award at least 5 scholarships to qualified low- to moderate-income students who are pursuing post-secondary education through a trade/technical school, community college, junior college or 4-year university. The amount of scholarship for each student will depend on the costs not covered by other sources and the number of qualified applicants. This is a city-wide project and is managed by the City, with the selection process conducted by a subcommittee of the Community Development Advisory Committee.

5	<b>Goal Name</b>	Adult Basic Education
	<b>Goal Description</b>	<b>Edison Arts:</b> During PY2019, Edison Arts will provide art and dance educational services during the summer STARs program to 20 students in Missouri City. This will be a city-wide project.
6	<b>Goal Name</b>	Code Enforcement
	<b>Goal Description</b>	During PY2019, the City will assign one code enforcement officer to serve the CDBG Target Areas and to be supported by one or more additional city-wide officers. The activities will include windshield surveys for violations, responding to complaints, in-depth investigations, citing violators, appearing in court when the violations are not resolved.
7	<b>Goal Name</b>	Fair Housing
	<b>Goal Description</b>	During PY2019, the City will conduct educational workshops pertaining to Fair Housing.

# Projects

## AP-35 Projects – 91.220(d)

### Introduction

Missouri City will provide code enforcement activities throughout all CDBG Target Areas, housing rehabilitation city-wide to low- to moderate-income homeowners, public facilities improvement and public services to low- to moderate residents. Public services will include home-delivered meals to home-bound elderly, arts education to students, supportive services to neglected and abused children, and post-secondary scholarships to students.

### Projects

#	Project Name
1	Housing Rehabilitation
2	Fort Bend Senior's Meals On Wheels
3	Child Advocates
4	Post-Secondary Educational Scholarships
5	Edison Arts
6	Code Enforcement
7	Fair Housing
8	Administration
9	Parks Accessibility Improvement Project

Table 7 - Project Information

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The allocation priorities were based on (1) the priorities set in the current Consolidated Plan which were based on a combination of resident survey results, interviews with stakeholders, input from City departments; (2) current residents' complaints or requests for services or area improvements; (3) applications from housing rehabilitation and public service agencies; and (4) unfunded or underfunded needs/priorities in City departments. Limited financial resources is the major obstacle to addressing the underserved needs. Cuts to the funding of non-profit subrecipients, is due to decrease in CDBG funding allocation, real estate decline causing property tax revenues to decline, aging of public facilities/infrastructure, aging of residential units, and increased numbers of under-resourced residents leads to less money to serve more eligible individuals, households and neighborhoods.

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	Housing Rehabilitation
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	:
	<b>Description</b>	Provide minor to moderate housing rehabilitation to 8 housing units owned and occupied by low- to moderate-income residents
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
2	<b>Project Name</b>	Fort Bend Senior's Meals On Wheels
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	:

	<b>Description</b>	Provide home-delivered hot meals to home-bound elderly residents. Additionally, provide interactions with the residents and visual assessments of their conditions, reporting any concerns to the Fort Bend Seniors' case managers.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>3</b>	<b>Project Name</b>	Child Advocates
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	:
	<b>Description</b>	Provide services to abused and neglected children who are under CPS care and/or are low- to moderate-income.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
	<b>Project Name</b>	Post-Secondary Educational Scholarships

4	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	:
	<b>Description</b>	Provide post-secondary education scholarships to low- to moderate-income residents.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
5	<b>Project Name</b>	Edison Arts
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	:
	<b>Description</b>	To provide educational and art services to 20 low- to moderate children.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	

	<b>Planned Activities</b>	
<b>6</b>	<b>Project Name</b>	Code Enforcement
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	:
	<b>Description</b>	Provide residential code enforcement activities in CDBG Target Areas
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>7</b>	<b>Project Name</b>	Fair Housing
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	:
	<b>Description</b>	Conduct Assessment of Fair Housing Plan and provide Fair Housing Information and workshops.
	<b>Target Date</b>	

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>8</b>	<b>Project Name</b>	Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	:
	<b>Description</b>	General Administration
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>9</b>	<b>Project Name</b>	Parks Accessibility Improvement Project
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	

<b>Funding</b>	:
<b>Description</b>	General Administration
<b>Target Date</b>	
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
<b>Location Description</b>	
<b>Planned Activities</b>	

## **AP-50 Geographic Distribution – 91.220(f)**

**Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

### **Geographic Distribution**

In PY2018, the City will not fund Park involvement projects. The City will conduct code enforcement activities in all of the CDBG Target Areas and the total percentage of funds allocated is 17.27, each Target area is divided equally. This primary service area has the following characteristics:

<b>Target Area</b>	<b>Percentage of Funds</b>
Fondren	3
Hunter's Glen	3
Fifth St.	3
Quail Green	3
Court Road	3
Lexington/Murphy Road	3

**Table 8 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

The park investments are allocated based on the park of highest use by low- to moderate-income residents and the need for expanded amenities in the park. The type of investment was based on resident comments and complaints about lack of improvement to park facilities. Although Hunters Glen

### **Discussion**

For PY2019, see the maps in the Executive Summary for the location of the CDBG Target Areas.

# Affordable Housing

## AP-55 Affordable Housing – 91.220(g)

### Introduction

The City of Missouri City will provide funds to a non-profit corporation for the rehabilitation of 8 owner-occupied housing units with PY 2018 funds and complete additional housing units with PY 2016 & PY 2017 funds. Without a HOME program or additional CDBG funding, no additional affordable housing units can be added to the stock through Entitlement funds.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	8
Special-Needs	0
Total	8

**Table 9 - One Year Goals for Affordable Housing by Support Requirement**

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	8
Acquisition of Existing Units	0
Total	8

**Table 10 - One Year Goals for Affordable Housing by Support Type**

### Discussion

The City is limited by the size of its CDBG allocation. Therefore, housing rehabilitation is the primary affordable housing activity that can be funded. During PY2019, Housing Rehabilitation general contractor will complete all remaining PY 2017 and PY2018 activity by providing owner-occupied rehabilitation to approximately 16 homes, and will then expend PY 2019 dollars to complete 8 additional homes.

The City will complete a Market Housing Analysis to determine the level of housing and address the housing needs in Missouri City funded under PY 2018.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

There is no Public Housing Authority that serves the vast majority of Missouri City. Harris County has a Section 8 HCV program that covers a small portion of Missouri City, but that portion does not have significant rental housing. There is no public housing or Section 8 HCV program in Fort Bend County outside of Rosenberg to the far west/southwest of Missouri City.

### **Actions planned during the next year to address the needs to public housing**

Not Applicable. Without any public housing entity in or near Missouri City, there are no plans to address the need for public housing.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

Not Applicable. There are no public housing residents.

### **If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

Not Applicable. There is no PHA serving Missouri City.

### **Discussion**

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

Several years ago, the Coalition for the Homeless of Houston/Harris County expanded its coverage to include Fort Bend County. At that time, Missouri City began relying on the Coalition to provide information on the number and needs of the homeless population in the city. Additionally, Missouri City relies on area homeless providers to address the needs of homeless persons. While the City solicits funding applications from those emergency shelters and transitional housing providers serving the Missouri City area, none applied for funding for PY2019.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The City's one-year goals for reaching out to homeless persons is met through interacting with the Coalition for the Homeless of Houston/Harris County (now including Fort Bend County). The Coalition conducts its point in time enumeration and an annual needs survey throughout Harris and Fort Bend Counties. These two activities serve to reach out to homeless persons and assess their individual needs. The City relies on the Coalition for conducting the enumeration and survey each year

#### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The City of Missouri City must rely on shelters and transitional housing agencies to meet the needs of homeless persons. Though the City has solicited applications for funding from a domestic violence shelter/transitional living program and a family shelter, neither applied for funding in PY2019. The City has placed a high priority on addressing the needs of homeless persons, but at this time there are no agencies applying for funds to serve Missouri City residents. The City will continue to reach out to area agencies that can provide shelter and transitional housing to homeless persons.

#### **Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

While the City solicits applications from potential subrecipients, the only two agencies in the area serving

homeless persons have not applied for funding. Fort Bend Women's Center was a subrecipient until 2010 and no longer applied for funding. Fort Bend Women's Center provides shelter, supportive services, crisis intervention and transitional housing to victims of domestic violence. In prior years, the Women's Center used Missouri City CDBG funds to support the TBRA program and shelter operations. However, the number of Missouri City residents was too small to warrant the administrative expense to receive/manage the funds.

Despite encouraging Family Promise to apply, they have not sought funding through Missouri City. Family Promise provides short-term shelter in churches for families who are homeless but are able to become self-sufficient in a few months' time. Missouri City has encouraged the agency to apply for funding but due to changes in their scope and procedures they have opted not to apply.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

The main way in which Missouri City utilizes CDBG funds to help low-income individuals and families avoid becoming homeless is through the rehabilitation of their homes to make them safe and accessible.

## **Discussion**

Homeless providers locate where there is a large congregation of homeless persons. Homeless persons tend to move to and congregate near homeless providers. As a result, most of the shelters, transitional housing providers, permanent supportive housing providers and service providers for the homeless are located in the core of Houston. As a result, there are limited service providers in suburban areas like Missouri City. There are 2 Fort Bend County providers -- Fort Bend Women's Center and Family Promise -- but these are smaller agencies and target specific subpopulations. These two agencies are actively involved in the Coalition for the Homeless which covers all of Fort Bend County, including Missouri City. However, neither has requested support or assistance from Missouri City for PY2019.

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction:**

Harris County and the cities of Galveston, Missouri City, and Pasadena receive block grants for community development and housing activities from the United States Department of Housing and Urban Development (HUD). As a condition of receiving these funds, the County and cities must certify that they will “Affirmatively Further Fair Housing” choice—or AFFH. The AFFH requirement originates from the Fair Housing Act of 1968, which requires that HUD administer programs and activities relating to housing and urban development in a manner that affirmatively furthers the policies of the Act. In order to meet HUD’s compliance, the City is required to conduct an Analysis of Impediments to Fair Housing Choice, or AI.

In an effort to solicit increased community participation and involvement in identifying barriers to fair housing choice and priorities for affirmatively furthering fair housing, Harris County and the cities of Galveston, Missouri City, and Pasadena through our hired consultant, BBC Research & Consulting, conducted a regional collaborative study and held a number public meetings engaging area residents and stakeholders’ perspectives on housing issues in the region. In early July, 2018 the draft study was completed by the consultants, and made available for public review on the City of Missouri City Website.

As a result of the in-depth study, a number of recognized actions are proposed to assist the City in assuring that Impediments to Fair Housing Choice are addressed. Some areas of recommendation include outreach and education, training, partnership opportunities for collaboration on financial literacy and funding resources, reduction of barriers of affordable housing, promotion of anti-NIMBY plan/policies, streamlining and review of development regulations to evaluate any potential barriers, housing diversity, ensure consistency of state and local codes regarding regulation of all housing types, community and group homes, accessibility and universal design opportunities over the next 5-7 years.

### **Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

Continue to support fair housing outreach and education through:

- Fair housing training events and training (annually)
- Fair housing materials in multiple languages and mediums (consistently available)
- Landlord/tenant resources (consistently available)
- Enhanced media outreach especially during Fair Housing Month each year (annually)
- Materials available in languages other than English (consistently available)
- Continue to maintain a Fair Housing Officer in the Development Services Department who will be responsible for receiving and responding to complaints and inquiries about fair housing issues and violations.
- Continue to encourage Section 3 businesses to bid on construction and maintenance jobs with the City and will give preference to construction contractors who are Section 3- qualified when they are able to meet the other qualifications of capacity, quality workmanship, insurance, bonding, and equipment.
- Continue to strengthen ties with transportation agencies and work with METRO and H-GAC on outreach/education when possible (ongoing)

- Provide and/or partner with local service providers to provide credit counseling and/or financial literacy classes
- Continue to evaluate consistency and application of the following state-code terms in local regulations: "Manufactured Homes," "Assisted Living Facilities," "Boarding Home," "Convalescent and Nursing Homes," "Group Homes," "Homeless Shelters," and "Community Homes." Work with State Representatives in improve regulating legislation.

**Discussion:**

Missouri City policies. Missouri City has incorporated federal and state policies into the city Code of Ordinances which promote the ability of protected class citizens to access low-poverty areas. This is done in section 33-1 of the Missouri City Code of Ordinances, which adopts by reference Title VIII of the Civil Rights Act of 1968, as amended therein and thereafter, also known as the Fair Housing Act, 42 U.S. 3601 et seq., and Title 15, Fair Housing Practices, Chapter 301, Texas Property Code, as amended herein and thereafter, also known as the Texas Fair Housing Act. These policies prohibit discrimination in housing based on race, ethnicity, nationality, family status, and disability.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

The City will focus this next year on housing rehabilitation, residential neighborhood improvements, parks accessibility improvements, and public services. The PY 2015 parking lot lighting and expand the parking lot in Hunters Glen Park project were completed in PY 2016 and PY 2016 Buffalo Run Park project were completed in PY 2017. The City will continue to fund code enforcement in CDBG Target Areas. In addition to area-based improvements to housing rehabilitation and lead based paint, the City will fund counseling for abused and neglected children; home-delivered meals for the elderly; and post-secondary scholarships to low- to moderate-income students. The City will also complete the Market Housing Study to determine the level of housing and address the housing needs in Missouri City.

### **Actions planned to address obstacles to meeting underserved needs**

The CDBG funds will be used to:

- Improve the owner-occupied housing of those who are unable to afford repairs, particularly homes of the elderly and disabled;
- Improve the health, safety and nutrition of home-bound elderly through home-delivered hot meals and personal contact provided by Meals on Wheels;
- Improve the reading level of students through education program provided by Edison Art;
- Provide forensic interviewing and counseling of abused and neglected children provided by Child Advocates; Improve the employability of young adults through the provision of post-secondary scholarships; and Conduct Assessment of Fair Housing Plan.

All of those served will be low- to moderate-income, and based on past years funding these organizations, the vast majority will be minorities -- African American, Hispanic and Asian.

### **Actions planned to foster and maintain affordable housing**

The City will fund a non-profit corporation to provide housing rehabilitation for low- to moderate-income homeowners in order to maintain their homes affordably, allowing them to remain in their homes. Additionally, the non-profit, using other funding, will continue to acquire, rehabilitate housing to low- to moderate-income residents. The City will provide fair housing education, conduct Fair Housing

### **Actions planned to reduce lead-based paint hazards**

Each of the 8 homes that will be rehabilitated will undergo lead-based paint evaluation, regardless of the age of the residents in the home. All of the housing with lead-based paint will be remediated according to federal regulations. Educational materials will be provided to all clients receiving housing rehabilitation. Additionally, the City will request that subrecipients provide lead hazard information to their clients to reduce not only lead-based paint hazards but health hazards from all lead sources.

### **Actions planned to reduce the number of poverty-level families**

The post-secondary scholarships, reading education program of will greatly enhance the employability and incomes of the low- to moderate-income clients. The vast majority of the clientele are living below the poverty level. All of the young adults qualifying for post-secondary scholarships are low- to moderate-income, with approximately 25% being in households with poverty-level incomes.

### **Actions planned to develop institutional structure**

During the next year, the City will continue to review/evaluate/improve its policies and procedures in managing the CDBG program. The Community Development Advisory Committee will receive additional training on CDBG regulations and project eligibility. The Development Services Department will provide additional information to other departments regarding eligibility of projects and better ways to manage projects funded through CDBG. Additionally, the Development Services and Finance Departments will strive to work more closely together in making the financial processes of CDBG more efficient.

Staff will continue to attend HUD trainings, NeighborWorks, Inc and National Community Development Association conferences throughout the year.

Technical assistance will be provided to all subrecipients and all non-profits seeking CDBG funding from Missouri City. By improving the institutional structure of the subrecipients, the City will improve the overall institutional structure of the program.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

There is no public housing in Missouri City, nor is there a Section 8 HCV program. The City will reach out to the LIHTC properties to provide technical assistance to the managers to help residents, particularly the elderly and disabled, in accessing social services. Community Redevelopment Corporations and State

CHDOs that purchase foreclosed properties for rehabilitation and sale at affordable housing prices will be encouraged and the City will work to coordinate with them and facilitate their activities.

Monitoring of subrecipients has proven to be an excellent way to enhance coordination with CDBG-funded agencies. On-site monitoring includes technical assistance and discussions of methods of inter-agency collaboration and coordination.

The United Way of Greater Houston hosts monthly meetings in Fort Bend County to enhance inter-agency coordination among United-Way funded agencies as well as other social service providers. The City will ensure that a representative attends these meetings.

**Discussion:**

Unlike large cities such as Houston, Fort Bend County including Missouri City, is suburban in nature and there are fewer social service and housing agencies providing assistance to the low- to moderate-income. The City will make every effort possible to identify through agencies within the county that do or can serve Missouri City residents and will facilitate services to Missouri City as much as possible.

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

**Introduction:**

The major sections below are not applicable as the City does not receive program income. However, for the new 4-year Consolidated Plan cycle the City is proposing to utilize the Section 108 loan program which may realize some program income, depending on the type of activities. It is estimated that 75% of all CDBG funds will serve low- to moderate-income.

#### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	0
5. The amount of income from float-funded activities	0
<b>Total Program Income</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100%

The City does not receive program income, surplus funds other non-direct allocations from CDBG. It anticipates that 75% of the funds will go to directly serve low- to moderate-income residents.



## CITY COUNCIL AGENDA ITEM COVER MEMO

July 15, 2019

**To:** Mayor and City Council  
**Agenda Item:** 7(b2) Public Hearing to receive comments for or against the proposed 2019-2023 Consolidated Plan  
**Submitted by:** Chalisa G. Dixon, Community Development Coordinator

### SYNOPSIS

Public hearing to receive comments for or against the proposed 2019 - 2023 Consolidated Plan.

### STRATEGIC PLAN 2019 GOALS ADDRESSED

- Create a great place to live
- Maintain a financially sound City

### BACKGROUND

The City is required by the U.S. Department of Housing and Urban Development (HUD) to develop a multi-year Consolidated Plan every 3 to 5 years. The Consolidated Plan presents how the City of Missouri City will use funds provided by the U.S. Department of Housing and Urban Development (HUD) during fiscal years 2019-2023. The Consolidated Plan contains information about the City's needs relative to housing, homelessness, public facility and service, and non-housing community development needs, as well as ideas for grant activities the City should consider funding in the next program year. It also includes information on the prioritization of needs, anticipated resources, goals, and strategies to govern the funding decisions.

Pursuant to Federal guidelines and the City's Citizen Participation Plan, the City has published notice of two (2) public hearings to allow the public to express comments (including a 30-day comment period) related to the proposed recommendations funded to the City by the U.S. Department of Housing and Urban Development, through the Community Development Block Grant Program (CDBG). The consolidated planning process serves as the framework for community and City input to identify priorities and goals to focus funding for the CDBG program.

The primary purpose of the CDBG Program is to develop, enhance and preserve urban communities through the provision of funds to provide investments to alleviate physical and economic deterioration, explain housing opportunities and provide services to the public.

All activities and projects funded under the CDBG Programs must meet one (1) of three (3) national objectives:

1. Benefit low-and moderate-income persons;
2. Aid in the prevention or elimination of slum or blight; or,
3. Meet an urgent community development need, as defined by HUD

Again, we are in our final year of the 2013- 2018 Consolidated Plan, the pending Consolidated Plan is set to be delivered to HUD by August 16, 2019. The City's Community Development Advisory Committee (CDAC) met on July 8, 2019 to discuss recommendations for the 2019 – 2023 Consolidated Plan.

## BUDGET ANALYSIS

Funding for the programs will be provided through the U.S. Department of Housing and Urban Development (HUD).

**Purchasing Review: N/A**

**Financial/Budget Review: Wanja Thomas, MBA**

*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. Consolidated Plan Goal/Activity Table
2. Draft CDAC Meeting Minutes
3. Draft 2019 – 2023 Consolidated Plan

## STAFF'S RECOMMENDATION

Staff recommends that Council conduct the public hearing to receive input and commence the 30-day comment period, and to consider the final draft of the 2019-2023 Consolidated Plan.

**Director Approval: Otis T. Spriggs, AICP**

**Assistant City Manager/  
City Manager Approval: Bill Atkinson P.E.  
Anthony L. Snipes, City Manager**

## CONSOLIDATED PLAN GOAL/ACTIVITY TABLE

Matrix Code	Goal/Activity Name	Needs/Objective Addressed	Goal Outcome Indicator	Priority (H,M,L) High, Med.,Low
05V	Neighborhood Cleanups	One-time or short-term efforts to remove trash and debris from neighborhoods.	Neighborhood Cleanup campaigns or graffiti removal	L
14I	Lead-Based Paint/Lead Hazards Testing/Abatement	S.F. Housing Rehabilitation	Assure quality of life and safety for 5-7 low-mod persons	L
03L	Sidewalk Improvements	Sidewalk Improvements	3000 Persons Assisted	M
03I	Storm Drainage and Flood Prevention	Storm Drainage & Flood Prevention	250 Persons Assisted	M
05H	Adult Basic Education	Educational Services	160 Persons Assisted	M
05E	Transportation Services	Elderly Services	40 Persons Assisted	M
05M	Pediatric Health Care	Health Care	500 Persons Assisted	M
03K	Street Improvements	Street Improvements	800 Persons Assisted	M
05J	Fair Housing	Fair Housing	4000 Persons Assisted	M
14E	Rehabilitation: Publicly or Privately Owned Commercial/Industrial	Exterior “façade improvements”); Correction of code violations.	Assist 5-10 Business with preventing blight and decline along focus corridors	M
05Y	Housing Counseling under 24 CFR 5.100 Supporting DA (05R)	Affordable Housing	Promote Home Ownership for 8-12 residents	M
19E, 24A, 24B, 24C	Repayments of Section 108 Loans, Debt Service Reserve, Activities	Addressing Blight	Assist 5-10 Business with preventing blight and decline along focus corridors	M

## CONSOLIDATED PLAN GOAL/ACTIVITY TABLE

18A	Economic Development Direct Financial Assistance to For-Profit Business	Acquiring property, clearing structures, building, rehabilitation, loans and loan guarantees	Assist 5-10 Business with preventing blight and decline along focus corridors	M
14A	Housing Rehabilitation	Housing Rehabilitation	35 – 50 Housing Units	H
03F	Parks Improvements	Parks Improvements	3000 Persons Assisted	H
05D	Services to Neglected or Abused Children	Services to Neglected or Abused Children	300 Persons Assisted	H
	Post Secondary Scholarships	Educational Services	40 Persons Assisted	H
	Meals on Wheels	Senior Services	40 Persons Assisted	
05A				H
15	Code Enforcement	Code Enforcement	2000 Housing Units/2000 non-residential properties	H
05R	Downpayment Assistance	Affordable Housing	Promote Home Ownership for 8-12 residents	H
20	Planning	Consolidated Plans; Action Plans, Housing Plans; Neighborhood Plans.	Assure Plans are completed by deadlines.	H
21A	CDBG Program Administration	Program Administration	Annual administrative managemnet of HUD Funds	H



**COMMUNITY DEVELOPMENT ADVISORY COMMITTEE  
DRAFT MEETING MINUTES**

**July 8, 2019, 6:00 PM**

The Community Development Advisory Committee met on Monday, July 8, 2019 at 6:00 PM in the Council Chambers, City Hall Complex, 1522 Texas Parkway, Missouri City, Texas with the following in attendance:

- Eunice Reiter, Committee Chairperson
- Chris Preston, Mayor Pro Tem, Committee member
- Jeffrey Boney, Councilmember, Committee member
- Bertha Eugene, Committee member
- Reginald Pearson, Committee member
- Zelia Brown, Committee member

Absent was:

- Monica Rasmus, Committee Vice Chairperson

Also in attendance were City staff representatives: James Santangelo, Assistant City Attorney; Otis Spriggs, Development Services Director; Chalisa Dixon, Community Development Coordinator; Cynthia Session-Mathis, Program Participant, Chris Linares; Santex Construction, LLC, , Brittney Santos; Administrative Project Coordinator, Santex Construction LLC

**1. Roll call.**

Chairperson Reiter called the meeting to order at 6:00 pm.

**2. APPROVAL OF THE May 16, 2019 MEETING MINUTES**

Chairperson Reiter called for a motion to accept the May 16, 2019 Community Development Advisory Committee meeting minutes.

**Minutes approved as distributed.**

**3. CODE ENFORCEMENT REPORT**

No discussion.

**4. Discuss the Housing Rehabilitation Program:**

- a) Amendment to PY17 Annual Action Plan
  1. Reallocation of HUD Pre-award Funding

Program Coordinator, Chalisa Dixon presented this item. Ms. Dixon informed that in PY16 emergency repairs were approved by the Committee for four to five properties. These properties exceeded the traditional \$10,000 threshold; the Committee approved approximately

\$92,000 for housing rehab, which the additional repairs exceeded what was previously budgeted for that year. The amendment required by HUD, Housing and Urban Development is to account for the additional cost.

Chair Reiter asked if the money was pulled from PY17, would it leave a shortage in that year. Ms. Dixon informed that it would result in a shortage for PY17. The program would not be able to provide services to as many homes as planned; instead of 10 homes, 5 homes may receive service depending on the cost.

Chair Reiter asked if those homes could be rolled over to PY18. Ms. Dixon replied, "Sure".

**Motion by:** Councilmember, Committee Member Pearson to approve the Action Plan Amendment.

**Second:** Councilmember, Committee Member Boney.

The motion is to approve the Action Plan Amendments and increase PY16 budget by \$65,414.30.

**The vote as follows:**

**Ayes:** Chairperson Reiter; Committee member Eugene; Councilmember, Committee member Boney; Councilmember, Committee member Pearson; Mayor Pro Tem, Committee member Preston; Committee member Brown

**Nays:** None.

**The motion passed**

- b) Status on Housing Rehab
  - 2. Viola Abrams Change Order

Program Coordinator, Chalisa Dixon presented this item. Ms. Dixon informed that Ms. Abrams was a previous program year applicant; received services through 5<sup>th</sup> Ward and Fort Bend Habitat for Humanity. Recently the property sustained fire damage in the kitchen. In the process of rehab, it was identified that there was some work completed by Fort Bend Habitat for Humanity, which was patch work, and additional damages occurred. Fort Bend Habitat for Humanity provided volunteer work and did not want to return to the property for additional work.

Ms. Dixon informed that Santex Construction was asked to provide a proposal for the repairs that needed correcting. The cost would be

approximately \$3,535.00 to be exact. It was identified that there could be possible termite damage.

Chair Reiter informed that thus far, \$12,400.00 on Ms. Abrams property. She is requesting an additional \$3,535.

**Motion by:** Committee Member Brown to complete the repairs at the home.

**Second:** Committee Member Eugene.

The motion is to spend an additional \$3,535 for repairs at 506 Redwood.

**The vote as follows:**

**Ayes:** Chairperson Reiter; Committee member Eugene; Councilmember, Committee member Boney; Councilmember, Committee member Pearson; Mayor Pro Tem, Committee member Preston; Committee member Brown

**Nays:** None.

**The motion passed**

**5. Community Development Block Grant Program Updates:**

a) CDBG Activity Update

Chair Reiter asked why the “to-date” spending of \$82,554 was not tied to the \$53,000 that was spoken of under agenda item 4(a). Ms. Dixon informed that some of the monies that were IDS, **(define)** PY16 were rollover funds. Monies rolled over from PY14 and PY16.

b) Housing Study Status Update

Program Coordinator, Chalisa Dixon presented this item. Ms. Dixon informed that the RFP, Request For Proposal was sent to consultants. Responses had not been received. Staff would like to provide additional time for consultants to submit their proposal, with additional time to complete the work. The due date for the proposals has been moved to July 28, 2019, with 90 days to complete the study. The study will not be in the Consolidated plan; however, staff can present it in the CAPER, **(define)** and Action Plan next year.

c) PY19 Annual Action Plan

1. Agency Presentations
2. Allocation recommendation of Public and Non-public Service Activities.

Program Coordinator, Chalisa Dixon presented this item. Ms. Dixon informed that HUD, Housing and Urban Development has allocated \$284,700, which is an increase from previous years of approximately \$12,600. HUD allows the City to cap public service activities around 15% and a program administration cap at 20%.

Director of Development Services, Otis Spriggs presented the survey results showing where the community would like to see services provided. The community would like to see economic development, a first homebuyers program, services for the elderly, and the continuation of youth programs. An area was provided for additional comments; staff will gather that information. The survey will continue through August, 2019.

Chair Reiter asked where the respondents lived. Mr. Spriggs informed that the majority are residents. A section for "non-resident" is provided in the survey. Chair Reiter asked if it was citywide or only the CDBG areas. Mr. Spriggs informed that it is citywide.

Ms. Dixon informed that with the electronic survey, hard copies have been provided at the Public Information Meeting, agencies, residents, and an HOA, Home Owners Association meeting of which Mr. Spriggs attended. Mr. Spriggs informed that one of the questions on the survey asks the participant if they have received HUD funding.

Ms. Dixon informed that around 14 scholarship applications had been had been received. The application deadline has been extended to July 31, 2019. Chair Reiter asked how much was being allocated per student. Ms. Dixon informed that last year it was \$1425 per student. Depending on how many students are approved would determine the amount.

Public Service Activity Allocations will be made in the amount of \$42,705: \$11,205 to scholarships; \$10,500 to Meals on Wheels; \$10,500 to Child Advocates, and \$10,500 to Edison Arts. Non-Public Service Activity Allocations will be made in the amount of \$241,995: Housing Rehabilitation for \$95,518, \$27,000 for First Time Home Buyers Program and \$11,000 for Residential Paint Project; Code Enforcement \$51,537; and Program Administration for \$56,940.

**Motion by:** Committee Member Boney to approve the proposed Annual Action Plan amount of \$284,700.

**Second:** Committee Member Preston.

A motion is to approve the \$284,700 program year 2019 allocation based upon the proposed schedule presented by staff.

**The vote as follows:**

**Ayes:** Chairperson Reiter; Committee member Eugene; Councilmember, Committee member Boney; Councilmember, Committee member Pearson; Mayor Pro Tem, Committee member Preston; Committee member Brown

**Nays:** None.

**The motion passed**

d) New Consolidated Plan and Activities

1. Section 108 Loan Guarantee

Program Coordinator, Chalisa Dixon presented this item. Ms. Dixon introduced Mr. Link Brown, a developer whom is familiar with the Section 108 Loan Guarantee Program. Mr. Link Brown shared with the Committee the Section 108 Loan Guarantee Program is available for cities to use in CDBG areas. Projects on Texas Parkway and Fifth Street would qualify for Section 108 funds. Cities are able to borrow 5 times their CDBG award every year.

Chair Reiter inquired on the interest rate for the loan. Mr. Brown explained the interest rate is set by HUD and varies daily based upon the approval process. Mr. Brown further explained the HUD does not lend the money, funds are provided through a third-party bank however, HUD guarantees participation in the program and the loan.

Councilmember Boney inquired if the third-party lender is a financial institution, a bank. Mr. Brown stated yes, a previously arranged within the program. Although HUD does not lend the money they used banks, such as Wells Fargo Bank and Goldman Sachs Bank whom vest in the instrument. Safeguards are put in place to make sure the program stays in tack.

Councilmember Boney inquired on what type of projects would yield a higher interest rate. Mr. Brown stated once you approved for the project, the interest is not negotiable. Typically, a package is presented with preset amounts. Further explaining, every project has to be for the betterment of the community, projects of a bigger risk can affect the package.

Chair Reiter informed if Municipal Bonds will be less than going through HUD, if it is greater there is no point in doing it. Ms. Dixon informed the income based projects usually result with a lower interest rate. Mr. Brown agreed and informed that credits are built into the package, also because it is HUD; it is meant not to have bonds that are tied to the city. Explaining it is a partnership to spark investment and new development in CDBG areas.

Councilmember Preston inquired of other communities that have incorporated Section Loan 108 into their projects. Mr. Brown stated he would email the Committee a link of cities and their projects. Informing the city would have full control to focus resources in target areas within the City.

Councilmember Boney inquired if Municipalities can use this program to do land banking or infrastructure, to acquire land for future build. Mr. Brown stated the program primary focus is direct resources to CDBG areas.

Mr. Spriggs informed you may use the funds for acquisition and building new structure in CDBG areas. A project can turn vacant property to an investment property, once taxes increase that tax base can be used to repay the loan. Ms. Dixon informed the committee the allocation for PY19 is approximately \$1.4 million. Mr. Spriggs informed CDBG future allocations could be used to repay the loan.

Ms. Dixon informed there is a one-time financing fee of 2.58%, which varies. Based upon the PY 19 allocation, the City's financing fee would be \$36,726. Mr. Spriggs suggested the Section Loan 108 Program be written in the 2019 - 2023 Consolidated Plan, as it was not included in the previous plan therefore those resources were a missed opportunity. If written in this Consolidated Plan, the committee would have the option to use the funds for future projects.

**Motion by:** Committee Member Pearson to add the Section 108 Loan Guarantee Program to the 2019 - 2023 Consolidated Plan

**Second:** Committee Member Boney.

A motion is to add the Section 108 Loan Guarantee Program funding to the 2019 - 2023 Consolidated Plan.

**The vote as follows:**

**Ayes:** Chairperson Reiter; Committee member Eugene; Councilmember, Committee member Boney; Councilmember, Committee member Pearson; Mayor Pro Tem, Committee member Preston; Committee member Brown

**Nays:** None.

**The motion passed**

## 2. First time Home Buyers Program

**Motion by:** Committee Member Boney to add the First Time Home Buyers Program to the 2019 - 2023 Consolidated Plan

**Second:** Committee Member Pearson.

A motion is to add the First Time Home Buyers Program to the 2019 - 2023 Consolidated Plan.

### **The vote as follows:**

**Ayes:** Chairperson Reiter; Committee member Eugene; Councilmember, Committee member Boney; Councilmember, Committee member Pearson; Mayor Pro Tem, Committee member Preston; Committee member Brown

**Nays:** None.

### **The motion passed**

## 3. Residential Paint Program

**Motion by:** Committee Member Boney to add the Residential Paint Project to the 2019 - 2023 Consolidated Plan

**Second:** Committee Member Pearson.

A motion is to add the Residential Paint Project to the 2019 - 2023 Consolidated Plan.

### **The vote as follows:**

**Ayes:** Chairperson Reiter; Committee member Eugene; Councilmember, Committee member Boney; Councilmember, Committee member Pearson; Mayor Pro Tem, Committee member Preston; Committee member Brown

**Nays:** None.

### **The motion passed**

Staff informed the Committee the a draft of Consolidated Plan and a Activity/Goals Worksheet is enclosed in their packet, to assist in prioritizing program goals for the Consolidated Plan.

A first Public Meeting to present the draft Action Plan and Consolidated plan and will be held Monday, July 15, 2019 at the City Council meeting.

A second Public meeting to held on Monday, August 5, 2019 at the City Council Meeting. The 30-day comment period will commence July 15, 2019 and end August 15, 2019.

Staff informed the Action Plan and Consolidated Plan will be submitted to HUD August 16, 2019, therefore a CDAC meeting will need to take place to take action on the final .

The next meeting date would be July 29<sup>th</sup> or July 30<sup>th</sup>.

6. Public Comment: None.

7. Adjourn.

**Adjourn.**

Chairperson Reiter adjourned the meeting at 6:58 p.m.

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Eunice Reiter, Chairperson

DRAFT



**2019-2023  
CONSOLIDATED PLAN  
VERSION 1**

**The U. S. Department of  
Housing and Urban Development's  
Community Development Block Grant Program (CDBG)**

**City of Missouri City, Texas  
DUNS 083582882**

**Yolanda Ford, Mayor**

*Vashaundra Edwards, At Large Pos. 1*

*Chris Preston, Mayor Pro Tem, At Large Pos. 2*

*Reginald Pearson, District A*

*Jeffrey Boney, District B*

*Anthony Maroulis, District C*

*Floyd Emery, District D*

*Anthony Snipes, City Manager*

***August 16, 2019***

# Executive Summary

## ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

### 1. Introduction

The City of Missouri City is located primarily in Fort Bend County, Texas, with a small area on the northeast corner in Harris County, southwest of Houston. It is a rapidly growing suburban community with predominately residential in nature with a majority of the housing being single family (89.7%), owner-occupied (80.6%) and built after 1979 (69.3%). There are very few substandard housing units in Missouri City and vacancy rates are much lower than the rest of the area (3.3%). The average household size in Missouri City is greater than the metropolitan area as a whole. Unlike most urban communities, because of the very high rate of single-family units, renter household size (3.21) is greater than owner (2.95), as reported in the 2017 ASC, American Community Survey.

The population of Missouri City is very diverse and non-Hispanic whites are in the minority. The latest reporting shows a population estimate of 74,705 (2018 July 1, 2018 population estimate/US Census, Quick Facts, ACS) with a diverse composition comprised of 41.9% African American, 32.5 White alone, 18% Asian, 15.5% Hispanic, and 22.7% non-Hispanic white, and 2.8% other races. The median age of Missouri City residents, at 38.6. Higher educational levels attainment percentages have improved of those having an Associate Degree within the Fort Bend County area in the 45.7% range. Due to the higher percent of those 35-64 years of age and the higher educational levels, the population is more established, with a considerably higher percent having management and professional positions. The median income in Missouri City, at \$88,896, is nearly \$25,000 higher than the MSA and the unemployment rate, at 5.7% (2017 ACS).

As a result of the housing and population characteristics in Missouri City, HUD has granted the city an exemption from the regulatory 51% low- to moderate-income threshold for an area to be a CDBG Target Area. Missouri City Target Areas need be 41.98% or greater low- to moderate-income. The attached map shows the location of the Target Areas and the distribution of minority populations.

The Program Year 2019-2023 Consolidated Plan is a strategic planning document that summarizes the City's proposed goals, performance outcome objectives, and implementation strategies for each of the identified community needs. Each year during the four-year period covered in the Consolidated Plan, the City of Missouri City will evaluate, and fund accordingly, projects selected to meet the goals and objectives identified in the Plan.

## **2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview**

Based on the level of CDBG funding expected to be received each year, priorities of the Community Development Advisory Committee, results of public comments, survey results, and information gathered locally, statewide and nationally, the City has determined the following objectives and outcomes for the next 4 years: Please see Table Section No. 7 below.

## **3. Evaluation of past performance**

Past performance that helped lead Missouri City to choose its goals and projects include the successful participation of the Community Development Advisory Committee to help direct goals and objectives and select projects; the successful participation of 6 public service agencies; and the successful in-house provision of scholarships, improved sidewalks, enhanced parks, and code enforcement.

All of the projects above have met or exceeded the number of beneficiaries proposed at the beginning of the program year. The total beneficiaries proposed in PY 2011 for public services was 179, with 202 actually served. For PY 2012, 156 beneficiaries were proposed to be served and through the first half of the program year, 206 have been served. Sidewalks in Fondren Park served 862 residents, while park enhancements in the Hunter's Glen Target Area provided additional amenities to 2,434. Code enforcement has been conducted in all Target Areas with more than 5,000 investigations per year and a number of referrals to agencies for assistance to bring low- to moderate-income violators up to code.

## **4. Summary of citizen participation process and consultation process**

The Citizen Participation Process includes the integral participation of a 7-member Community Development Advisory Committee. The CDAC is comprised of the 3 district City Council members serving the CDBG Target Areas and 4 citizens living in the Target Areas. In addition to oversight and input from the CDAC, the City also hosts 2 public hearings each year and a 30-day public comment period for the Annual Action Plan. During years in which the Consolidated Plan is developed, the City includes its process in the public hearings and public comment period. Additionally, during the Consolidated Planning and Fair Housing Planning periods, the City utilizes a public survey to solicit detailed concerns and comments from residents. The surveys are in English and Spanish and are available electronically on the City's website, emailed to all public service agencies and advocacy groups, and available in paper

copy at the City's library and City Hall. Agencies and advocacy groups, including homeowner's associations are asked to share the internet link and paper copies of the surveys with their constituents.

For this PY 2019-2023 Consolidated Plan, the City consulted with a number of individuals, including CDAC members through the CDAC meetings, Houston-Galveston Area Council, Fort Bend County, public service agencies, minority and special populations' advocacy groups, housing rehabilitation agencies and the staff in City departments. Texas Department of Housing and Community Affairs and their various on-line databases were consulted for information regarding state-wide Section 8 Housing Choice Vouchers, Low-Income Housing Tax Credit properties, state-wide plans and Analyses of Impediments.

More importantly, the City joined in a regional consortium of sister agencies and conducted a Regional Analysis of Impediments to Fair Housing Choice.

## **5. Summary of public comments**

The City received 26 responses to the public survey and 4 additional comments during the public hearings. The highest priorities given were to improvements to sidewalks, street lights and walking trails; addition of bicycle lanes; housing rehabilitation; Fair Housing; senior facilities; and senior services, including Meals on Wheels. Moderately high priorities were given to legal services; services and day shelters for the disabled; literacy and adult education; services for victims of domestic violence; and mental health services. The lowest priorities were given to services and shelter/housing for the homeless.

## **6. Summary of comments or views not accepted and the reasons for not accepting them**

All comments and views are accepted.

## **7. Summary**

Listed in the table below is a summary of the community needs and priorities that have been identified for the upcoming five year period. The priorities detailed within the table vary by activity and are based on several factors:

- Level of available CDBG funding against program cost
- Location of need for area-based projects (within CDBG Target Area)
- Level of physical need described in the City's Capital Improvements Plan and/or Parks Master Plan for public facilities and infrastructure
- Number of households or people in need based on Census, State and local data from a variety of sources
- Results of an on-line survey of needs

- Level of need described in applications for subrecipient funding and numbers served by subrecipients in the past
- Availability and capacity of agencies to address the need if funded

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Matrix Code	Goal/Activity Name	Needs/Objective Addressed	Goal Outcome Indicator	Priority (H,M,L) High, Med.,Low
14A,A2:E15	Housing Rehabilitation	Housing Rehabilitation	35 – 50 Housing Units	H
03L	Sidewalk Improvements	Sidewalk Improvements	3000 Persons Assisted	M
03F	Parks Improvements	Parks Improvements	3000 Persons Assisted	H
03I	Storm Drainage and Flood Prevention	Storm Drainage & Flood Prevention	250 Persons Assisted	M
05D	Services to Neglected or Abused Children	Services to Neglected or Abused Children	300 Persons Assisted	H
	Post Secondary Scholarships	Educational Services	40 Persons Assisted	H
05H	Adult Basic Education	Educational Services	160 Persons Assisted	M
	Meals on Wheels	Senior Services	40 Persons Assisted	
05A				H
05E	Transportation Services	Elderly Services	40 Persons Assisted	M
05M	Pediatric Health Care	Health Care	500 Persons Assisted	M
15	Code Enforcement	Code Enforcement	2000 Housing Units/2000 non-residential properties	H
03K	Street Improvements	Street Improvements	800 Persons Assisted	M
05J	Fair Housing	Fair Housing	4000 Persons Assisted	M
14E	Rehabilitation: Publicly or Privately Owned Commercial/Industrial	Exterior “façade improvements”); Correction of code violations.	Assist 5-10 Business with preventing blight and decline along focus corridors	M
05Y	Housing Counseling under 24 CFR 5.100 Supporting DA (05R)	Affordable Housing	Promote Home Ownership for 8-12 residents	M
05R	Downpayment Assistance	Affordable Housing	Promote Home Ownership for 8-12 residents	H
05V	Neighborhood Cleanups	One-time or short-removal of trash and debris from neighborhoods.	Neighborhood Cleanup campaigns or graffiti removal	L
19E, 24A, 24B, 24C	Repayments of Section 108 Loans, Debt Service Reserve, Activities	Addressing Blight	Assist 5-10 Business with preventing blight and decline along focus corridors	M
20	Planning	Consolidated Plans; Action Plans, Housing Plans; Neighborhood Plans.	Assure Plans are completed by deadlines.	H
18A	Economic Development Direct Financial Assistance to For-Profit Business	Acquiring property, clearing structures, building, rehabilitation, loans	Assist 5-10 Business with preventing blight and decline along focus corridors	M
14I	Lead-Based Paint/Lead Hazards Testing/Abatement	S.F. Housing Rehabilitation	Assure quality of life and safety for 5-7 low-mod persons	L
21A	CDBG Program Administration	Program Administration	Annual administrative management of HUD Funds	H

## Table of Activities

## The Process

### PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

**1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source**

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	MISSOURI CITY	
CDBG Administrator	MISSOURI CITY	Development Services Department
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

**Table 1 – Responsible Agencies**

#### Narrative

The City of Missouri City is the CDBG Grantee and the lead agency responsible for administering the programs covered by the Consolidated Plan. The Development Services Department is responsible for the programmatic activities while the Finance Department manages all financial duties. (The table above does not allow entering Department/Agency). The City contracts with a CDBG consulting firm to conduct the majority of the day-to-day activities and to provide technical assistance to the staff and subrecipients.

The Educational Scholarships Program is managed in-house by the Development Services Department and the City's CDBG consultant. The code enforcement and capital projects are managed in-house within the Development Services, Public Works and Parks Departments. Other programs are administered by the subrecipients with oversight by the City's consultant and City staff responsible for CDBG.

#### Consolidated Plan Public Contact Information

The City of Missouri City provides residents and stakeholders the opportunity to participate in the CDBG process throughout the year and particularly during the Consolidated and Annual Action Planning Processes. The City's Development Services Department is the primary contact for all public inquiries and comments, however, all of the City's elected officials and members of the Community Development Advisory Committee (CDAC) receive inquiries and comments and notify the Development Services Department to fully address the issues. The City's Community Development Advisory Committee meets

multiple times during the annual planning process and periodically throughout the year when amendments are needed and/or issues arise that require review and action by the committee. The CDAC is comprised of the three City Councilmembers responsible for districts in which CDBG Target Areas fall as well as of four residents of the City, each representing different geographic areas or programmatic areas of concern.

The Community Development Department serves as the contact for the Consolidated Plan and public comments related to the Plan. Staff can be reached at (281) 403-8600, [chalisa.dixon@missouricitytx.gov](mailto:chalisa.dixon@missouricitytx.gov), or at 1522 Texas Parkway, Missouri City, TX 77584.

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## **PR-10 Consultation - 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

Consultation with local, regional and state organizations is carried out throughout the year. During the Consolidated Planning process, the City conducts formal consultations through telephone interviews and meetings with state agencies, the regional council of governments, the county, advocacy groups, subrecipients, and other non-profits. As part of the consultation process, the City not only gathers information, but also works to enhance coordination and to encourage eligible agencies that address the priority needs to apply for funding.

The City's CDBG consultant as well as City staff also provide technical assistance throughout the year to agencies serving Missouri City residents, and attend county and regional workshops and meetings regarding issues related to housing, homelessness, special needs populations and community development.

**Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).**

The City makes every effort to consult with and coordinate with public and private service providers serving Missouri City. Currently, no public housing agency serves Missouri City. The State of Texas' Section 8 Housing Choice Voucher program does not cover Fort Bend County or Missouri City. The Harris County Section 8 Housing Choice Voucher program does cover a small corner of Missouri City, but the area is a single family and industrial with no HCV units and no Harris County applicants requesting housing in Missouri City. Fort Bend County is in the process of becoming a Public Housing Authority with Section 8 HCVs, however there are no funds to provide vouchers to a new PHA.

The City funds the Fort Bend County Family Health Services agency that has a clinic in Missouri City and serves the uninsured and underinsured residents. Mental health services are provided as ancillary to the Fort Bend County Family Health Services and to the funding of Child Advocates that provides counseling to neglected and abused children. The City funds several other public service agencies and housing rehabilitation agencies works with all of the funded agencies as well as others serving the City to facilitate coordination among the service providers. Housing and service providers are encouraged to assist clients in identifying other agencies that can provide additional services.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness**

There is no Continuum of Care program specifically for Missouri City or Fort Bend County. Several years ago, the Coalition for the Homeless of Houston/Harris County expanded its jurisdiction to cover all of

Fort Bend County, including Missouri City. The City, through its consultant, discussed the needs in Fort Bend County with the Coalition. Currently, Fort Bend Women's Center received CoC funds within the county. Fort Bend County Family Promise received Shelter + Care funding, but cancelled its contract as the program did not address the agency's mission. Family Promise is located in Missouri City, and both do serve Missouri City homeless residents.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS**

The City does not receive ESG funds.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities**

**Table 2 – Agencies, groups, organizations who participated**

3	<b>Agency/Group/Organization</b>	Child Advocates of Fort Bend
	<b>Agency/Group/Organization Type</b>	Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	public service & special needs needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	During on-site monitoring, the agency is asked to discuss area-wide needs, resource availability and ways in which agencies can better collaborate with the City and each other.
4	<b>Agency/Group/Organization</b>	COALITION FOR THE HOMELESS OF HOUSTON/HARRIS COUNTY
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency was contacted by phone and email as well as meeting and event participation. The anticipated outcome is remain knowledgeable of the state of homelessness in the region; housing choice and affordable housing that exist in Missouri City. The city could improve coordination with the Coalition, which has a better knowledge of the conditions and issues facing homeless citizens in Missouri City.
5	<b>Agency/Group/Organization</b>	LULAC
	<b>Agency/Group/Organization Type</b>	Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Anti-poverty Strategy equal opportunity/barriers

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency was contacted by phone and email and asked to complete a stakeholder interview. The anticipated outcome was to determine the types of barriers to service provision, housing choice and affordable housing that exist in Missouri City. The city could improve coordination with local members of the LULAC who have a better knowledge of conditions and issues facing Hispanics in Missouri City.
6	<b>Agency/Group/Organization</b>	City of Missouri City
	<b>Agency/Group/Organization Type</b>	Other government - Local Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development non-housing community development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Parks and Recreation and Public Works departments, along with the Assistant City Manager and City Manager, were consulted to determine the level of need for public facilities and infrastructure improvements in Missouri City. The key personnel gave presentations to the CDAC as well as providing information to the Development Services Department that oversees the CDBG program.
7	<b>Agency/Group/Organization</b>	Fort Bend Habitat for Humanity
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Habitat for Humanity was contacted to determine their level of service in Missouri City and the needs that they perceive for new affordable housing and housing rehabilitation. The issues of developing new affordable housing and identifying qualified applicants who can continue to maintain their homes was discussed. Successful programs in other states were also discussed.
8	<b>Agency/Group/Organization</b>	FORT BEND SENIORS MEALS ON WHEELS
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The needs of and services to the elderly were discussed during monitoring and telephone conversations.
9	<b>Agency/Group/Organization</b>	LITERACY COUNCIL OF FORT BEND COUNTY
	<b>Agency/Group/Organization Type</b>	Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Anti-poverty Strategy General services
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	During monitoring visits and through telephone interviews, Literacy Council was consulted to provide information regarding adult education needs, anti-poverty strategies, and employment opportunities/barriers in Missouri City.
10	<b>Agency/Group/Organization</b>	FORT BEND WOMEN'S CENTER
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Homeless Needs - Families with children
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As the only Fort Bend recipient of Continuum of Care funds through the Coalition for the Homeless of Houston/Harris County, the agency was consulted to provide information regarding the state of homelessness and homeless resources in Fort Bend as well as the state of domestic violence in the area.
11	<b>Agency/Group/Organization</b>	Fort Bend Family Health Center
	<b>Agency/Group/Organization Type</b>	Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Non-housing community development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency was consulted to provide information regarding the number of children and adults who have no or inadequate health insurance, the most prevalent health care needs in the community, the level of services provided in the Missouri City clinic and in other clinics that also see Missouri City residents.

12	<b>Agency/Group/Organization</b>	Houston-Galveston Area Council
	<b>Agency/Group/Organization Type</b>	Regional organization Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Non-housing community development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	H-GAC, the regional COG, was consulted to determine the plans for expanded transit and enhanced transportation in the Missouri City area; the progress in the Hurricane Ike & Harvey recovery efforts in Fort Bend County; the assessment of and plans for air and water quality, storm drainage, and solid waste management in the Missouri City area; H-GAC Lead Outreach Coordinator that has provided for technical assistance on DR applications; and collaborated with H-GAC on the Census data updates, housing construction programs including the New Construction Program.
13	<b>Agency/Group/Organization</b>	FORT BEND COUNTY
	<b>Agency/Group/Organization Type</b>	Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Fort Bend County Community Development Department serves the areas immediately surrounding the west and south of Missouri City. The agency was consulted to regarding their redevelopment efforts in the area as well as any programs that Missouri City residents would be able to access. The anticipated outcomes involved ways in which the 2 organizations can better collaborate, particularly in the areas of revitalization of adjacent and overlapping neighborhoods, evaluation of agencies receiving funding from both, and area-wide planning.
14	<b>Agency/Group/Organization</b>	United Way of Greater Houston
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless Services-Health Regional organization

<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Homelessness Strategy  Homeless Needs - Chronically homeless  Homeless Needs - Families with children  Homelessness Needs - Veterans  Homelessness Needs - Unaccompanied youth  Non-Homeless Special Needs  Anti-poverty Strategy</p>
<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The United Way of Greater Houston hosts monthly meetings of Fort Bend County recipients of United Way funding. The meetings are open to all interested parties and each month focus on a different issue/need in the county as well as agencies striving the meet the needs. Representatives from the City attempt to attend the meetings and when unable, contact the speakers for information discussed.</p>

**Identify any Agency Types not consulted and provide rationale for not consulting**

Public Housing Authorities that serve Missouri City do not exist and were therefore not consulted. The Texas Department of Housing and Community Affairs covers some counties without a PHA, but not Fort Bend County. Harris County PHA provides HCVs outside of Houston, Baytown and Pasadena, but the corner of Missouri City in Harris County has no appreciable rental units and Harris County applicants have not sought housing in the Harris County portion of Missouri City. Fort Bend County does not have a PHA.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Coalition for the Homeless of Houston/Harris County	The City deferred to the most recent CoC application and Coalition for the Homeless plan in the development of the goals for the homeless section of the Consolidated Plan
Comprehensive Plan	City of Missouri City	The City reviewed its Comprehensive Plan to determine ways in which the goals and objectives of the Consolidated Plan could not only overlap but facilitate the accomplishment of the goals and objectives of the Comprehensive Plan.

**Table 3 – Other local / regional / federal planning efforts**

**Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))**

The City contacted the Rosenberg Housing Authority and Harris County Housing Authority to ascertain the number of HCV recipients who are living in Missouri City. None currently are or have applied for units within the City. Texas Department of Housing and Community Affairs was contacted to ascertain its provision of HCVs in Missouri City and any existing and pending LIHTC properties. Houston-Galveston Area Council provided technical assistance regarding Hurricane Harvey recovery efforts, transit and transportation plans, complete census count programming, and environmental quality issues and plans that will directly affect Missouri City. The City contacted the Fort Bend Community Development Department to determine the projects currently funded and anticipated, including their HOME and ESG funding, and proposed development of a PHA, as well as revitalization efforts adjacent to Missouri City.

The results of Houston-Galveston Area Council's Think 2040 Survey for regional sustainability were used to assist in the development of the Consolidated Plan and will be used in implementing the plan over the next 5 years, particularly in the area of public facilities and infrastructure.

**Narrative (optional):**

The City makes every attempt to involve as many local, county, regional and state agencies as possible in its planning process. Additionally, Fort Bend County is actively involved in planning and implementation efforts through membership on Houston-Galveston Area Council advisory commissions. During the next 4 years, the City anticipates working more closely with H-GAC and having representatives sit on relevant advisory commissions.

Unfortunately, the activities carried out by Fort Bend County HOME program are not available to Missouri City residents and there is no Public Housing Authority covering Fort Bend County or Missouri City. The County is in the process of securing status as a PHA for a Section 8 Housing Choice Voucher program (HCV), however it is doubtful that there will be funding available to support vouchers once the County is authorized.

## **PR-15 Citizen Participation**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

The Citizen Participation process involved meetings with the Community Development Advisory Committee, comprised of 7 residents of CDBG Target Areas; 2 public hearings, the 1st including a pre-application workshop for public service and housing rehabilitation agencies; a PY 2011 on-line survey in conjunction with the updated Analysis of Impediments; a PY 2012 on-line survey specifically for the Consolidated Plan; and a publicized 30-day public comment period. Both surveys were provided on-line with links from the City's home page of its website. Additionally, both were available in paper copy for those with no internet access. The surveys were sent to public service and housing agencies requesting that agency staff and clients receive the link to the on-line survey or a paper copy. Both the link to the on-line survey and paper copies were available at City Hall and the library. A 30-day public comment period was provided for the Consolidated and Annual Action Plan.

Notices for the public hearings, public comment period and survey availability were provided in the City's general circulation newspaper, which is translated into more than a dozen languages.

The goals and priorities for the Consolidated Plan were greatly impacted by the surveys, comments and CDAC input. The initial draft goals were determined based on the moderate and high priorities given to eligible projects by those responding to the surveys. The CDAC then met to evaluate the goals and to interject priorities that they deemed important.

In addition the City's participation in the regional consortium of neighboring agencies provided for a more comprehensive community participation and outreach process for the regional AI, which provided multiple opportunities in various formats for residents and stakeholders to share their experience and opinions about fair housing choice and access to opportunity in the region. Methods of engagement focused on creating opportunities to participate such as an online survey, mail formatted version survey, pop up events, open house public meetings and focus groups.

A total of 5,889 residents of the region responded to the resident survey which was available in English, Spanish and Vietnamese.

At "pop up" engagement events, 269 residents participated in prioritization activities and more discussed their fair housing and access to opportunity experiences with the study team. HUD's AFFH-T maps of the region were available for residents to review and discuss. The "pop up"

events serve to bring the AI community engagement process to residents attending other scheduled community events. Selected events were chosen because members of protected classes were the most likely attendees.

A total of 56 residents attended one of four community open house events at locations in Galveston, Pasadena, Missouri City and Harris County. The open house format included a scrolling presentation of results from the AI data and mapping analysis; interactive exercises related to fair housing, community development needs, priorities, and community perceptions; and open discussions with study team members and staff from the participating partners.

Stakeholder consultation included a kickoff meeting with stakeholders, consultation on the resident survey content and stakeholder focus groups. Over 30 organizations were represented in the stakeholder engagement process.

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**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	<p>Non-English Speaking - Specify other language: Spanish, Vietnamese, Hindi, other</p> <p>Non-targeted/broad community</p>	Two public meetings were held. There were 7 attendees at the first public meeting and none at the second.	The needs for affordable housing and examples of programs in other cities were discussed by the representatives from Habitat for Humanity. The need for housing rehabilitation and code enforcement of residential structures was discussed by Fort Bend CORPS staff. No other comments were received.	All comments were accepted	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Newspaper Ad	Non-English Speaking - Specify other language: Spanish, Vietnamese, Hindi, other  Non-targeted/broad community	Public notices for the 2 public hearings and 30-day public comment period as well as links to the public surveys were posted in the general circulation weekly newspaper that has automatic translation in more than a dozen languages. All notices for meetings indicated that special accommodations for the disabled -- physically disabled, hearing impaired or vision impaired -- would be made if requested.	Not Applicable	Not Applicable	
3	Internet Outreach	Non-targeted/broad community	Notices of public meetings and surveys were posted on the City's website in English and Spanish.	Not Applicable	Not Applicable	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	emails to agencies	Non-targeted/broad community	Copies of notices, public surveys and links to website were sent to public service and housing agencies for dissemination to their clients and constituents.	None	None	

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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	emails to agencies	<p>Non-English Speaking - Specify other language: Spanish, Vietnamese</p> <p>Non-targeted/broad community</p> <p>Residents of Target Areas</p>	<p>PY 2011 (in 2012) and PY 2012 surveys were posted through Survey Monkey and in paper form with notice posted in the general circulation newspaper and on the City's website as well as at City Hall and the Library and emailed to HOAs in the Target Areas and public service agencies. 32 PY 2011 surveys were completed and 26 PY 2012 surveys were completed.</p>	<p>The need for improved sidewalks, street lights, streets and parks were the main comments received. The need for services and facilities for seniors were also stated, while the general public sentiment was that shelter and services for the homeless were not needed. Additional comments included the need for youth services, health care, transportation, emergency assistance, housing rehabilitation, adult education/job training, and economic development along Texas Parkway.</p>	<p>All comments were accepted and considered in the development of the goals, objectives and priorities.</p>	
	Consolidated Plan		MISSOURI CITY		22	

**Table 4 – Citizen Participation Outreach**

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# Needs Assessment

## NA-05 Overview

### Needs Assessment Overview

While Missouri City is a relatively young suburban community outside of Houston, with significantly higher incomes and greater rates of homeownership than the overall metropolitan area, it is still facing significant needs that must be addressed to maintain a high quality of life.

**Housing Needs:** Most of the housing in Missouri City is single family, owner occupied and constructed after 1979. Therefore, there are very few structural issues, including lead-based paint hazards. Housing cost burden is the primary housing need, particularly for small and elderly households, due in great part to the relatively low number of 1- to 2-bedroom units. There is no public housing agency to provide affordable housing or rental assistance to Missouri City low-income residents. Housing rehabilitation of homes owned and occupied by low- to moderate-income residents is a high priority need for the City.

**Homeless:** Missouri City and Fort Bend County are part of the Coalition for the Homeless of Houston/Harris County's Continuum of Care program. There are 3 organizations serving the homeless of Missouri City: Fort Bend Family Promise, located in Missouri City and providing shelter to those families who are experiencing short-term/temporary homelessness due to an unforeseen trauma or catastrophe; Fort Bend Women's Center that provides emergency shelter and supportive transitional housing to victims of domestic violence; and Park Youth Ranch that provides emergency shelter to homeless unaccompanied youth. There are no shelters or services in Fort Bend County targeting general-population homeless or homeless veterans. Due to the vast array of services and treatment programs and access to employment, most regional homeless migrate to the core of Houston where they can participate in more comprehensive programs.

**Special Needs Populations:** The primary special needs population in Missouri City is the elderly. Fort Bend Seniors provides services for home-bound seniors, however their on-site programs are not easily accessible to Missouri City seniors. A need for a senior center in Missouri City was given high priority among those completing the surveys. Due to economies of scale, most service and housing providers for special needs populations are located in Houston where the greatest need and highest level of funding is.

**Community Development:** Aging and non-ADA compliant sidewalks are the highest priority need in Missouri City's residential areas. The City is using CDBG and general funds to bring all of the sidewalks up to safe and ADA standards. Streets are beginning to age and need repair and the City has placed a priority on improving streets. Parks in the CDBG Target Areas are in need of enhancements to make them more accessible and attractive to residents. The City is using CDBG and general funds to enhance the parks in the Fondren and Hunter's Glen Target Areas. In order to maintain safety and property

values, the City places a high priority on code enforcement and funds a code enforcement officer for CDBG Target Areas. Street lights are another priority for the City, however, the lights are owned and maintained by Center Point Energy and installation/maintenance is not a CDBG-funded project. Other priorities include flood protection and water/wastewater line improvements.

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## NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c)

### Summary of Housing Needs

Missouri City's housing stock is predominately single family (92.8%). As a result, most of the rental units are single family and above the overall area's fair market rents at \$1,379 (2007-2011 ACS) compared with 860 for the Metropolitan Statistical Area. Despite the difference in median rents, Missouri City has approximately the same rate of renters with a cost burden as the MSA as a whole. The housing values and select monthly owner costs in Missouri City are much closer to the MSA median than the rents and the rate of owners with a cost burden is in line with the MSA's.

The relative newness of the community and its housing results in only 6% built before 1970, and only 31.8% built before lead-based paint became illegal. As a result, only 10 rental units and 50 owner units have been classified below as "substandard" and only 6% of the households have children 6 years old or younger living in housing that may have a lead-based paint hazard.

Demographics	Base Year: 2009	Most Recent Year: 2015	% Change
Population	67,358	70,540	5%
Households	20,273	23,235	15%
Median Income	\$82,569.00	\$87,955.00	7%

**Table 5 - Housing Needs Assessment Demographics**

Data Source: 2005-2009 ACS (Base Year), 2011-2015 ACS (Most Recent Year)

### Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households	1,045	1,405	3,010	2,235	15,535
Small Family Households	470	565	1,145	800	9,020
Large Family Households	65	124	520	485	1,795
Household contains at least one person 62-74 years of age	210	499	850	545	3,935
Household contains at least one person age 75 or older	155	190	345	125	710
Households with one or more children 6 years old or younger	210	184	445	480	2,160

**Table 6 - Total Households Table**

Data Source: 2011-2015 CHAS

## Housing Needs Summary Tables

### 1. Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>										
Substandard Housing - Lacking complete plumbing or kitchen facilities	15	0	10	0	25	20	0	0	0	20
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	0	4	0	0	4	0	0	0	4	4
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	0	0	50	105	155	0	0	15	0	15
Housing cost burden greater than 50% of income (and none of the above problems)	195	310	130	20	655	475	525	350	145	1,495
Housing cost burden greater than 30% of income (and none of the above problems)	15	75	220	195	505	30	185	825	395	1,435

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Zero/negative Income (and none of the above problems)	55	0	0	0	55	195	0	0	0	195

**Table 7 – Housing Problems Table**

Data 2011-2015 CHAS

Source:

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>										
Having 1 or more of four housing problems	205	314	195	125	839	490	525	365	150	1,530
Having none of four housing problems	55	140	540	525	1,260	40	430	1,920	1,430	3,820
Household has negative income, but none of the other housing problems	55	0	0	0	55	195	0	0	0	195

**Table 8 – Housing Problems 2**

Data 2011-2015 CHAS

Source:

3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>								
Small Related	110	200	105	415	205	280	560	1,045
Large Related	45	74	90	209	20	10	234	264
Elderly	35	60	125	220	205	365	204	774
Other	20	60	95	175	90	55	175	320

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Total need by income	210	394	415	1,019	520	710	1,173	2,403

**Table 9 – Cost Burden > 30%**

Data 2011-2015 CHAS  
Source:

#### 4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	110	140	40	290	205	230	180	615
Large Related	45	74	80	199	20	10	4	34
Elderly	20	60	50	130	175	225	60	460
Other	20	45	10	75	90	55	110	255
Total need by income	195	319	180	694	490	520	354	1,364

**Table 10 – Cost Burden > 50%**

Data 2011-2015 CHAS  
Source:

#### 5. Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	0	4	40	65	109	0	0	15	4	19
Multiple, unrelated family households	0	0	15	40	55	0	0	0	0	0
Other, non-family households	0	0	0	0	0	0	0	0	0	0
Total need by income	0	4	55	105	164	0	0	15	4	19

**Table 11 – Crowding Information – 1/2**

Data 2011-2015 CHAS  
Source:

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present								

**Table 12 – Crowding Information – 2/2**

Data Source

Comments:

100% of large families and 66% of small related families used to estimate number with children present.

**Describe the number and type of single person households in need of housing assistance.**

**Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.**

**What are the most common housing problems?**

The most common housing problems in Missouri City are (1) aging single family units in need of minor and moderate rehabilitation; and (2) need for additional affordable housing units. Small households account for 44% of the low- to moderate-income households with a cost burden, followed by the elderly, comprising 22% of the low- to moderate-income households with a cost burden.

**Are any populations/household types more affected than others by these problems?**

The elderly and small households are more affected than others by the housing problems.

**Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance**

The City of Missouri City did not receive HPRP funding nor does it receive Emergency Solutions Grant funds. Fort Bend County did receive HPRP funds and does receive ESG funds, however none of the funds were/are allocated to Missouri City agencies. Fort Bend Women's Center receives homeless funding, including HPRP and ESG, however it is not for housed low-income in risk of becoming homeless.

In Missouri City, there are 409 renter households, 155 of which are extremely low-income, with a housing cost burden of greater than 50%. These households are in particular risk of becoming homeless and residing in shelters or becoming unsheltered. Those with the greatest risk of becoming homeless are the 75 low- to moderate-income households living in housing with other unrelated households.

**If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:**

The City defines "at risk" population as those with an income of 80% of the median or less and a housing cost burden of more than 50%. The estimates are derived from the HUD-provided 2005-2009 American Community Survey data, which shows that there are 409 renter households and 1,910 owner households that are considered "at risk". Those at extreme risk of be those 75 renter households living with other unrelated families. All of these 75 are extremely low-income.

**Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness**

Due to the relatively young age of the housing stock and the very few households that are living in overcrowded conditions, housing cost burden is the primary characteristic linked with instability and an increased risk of homelessness. There are 75 extremely low-income households/families living with unrelated families and 155 extremely low-income renters with a cost burden greater than 50%. Low income results in high cost burdens, and the households with the lowest income and the highest cost burden are the most at risk of homelessness.

### **Discussion**

In general, the housing needs of Missouri City are based on income and cost burden, with 2,793 households having a cost burden of greater than 30%. Small related households, including individuals, and the elderly have the greatest need, comprising over half the cost-burdened households. The relatively small number of 1-bedroom units (1.1% versus 14.9% for the MSA) and 2-bedroom units (4.9% versus 22% for the MSA) results in individuals and small households having to rent units larger, thus more expensive, than they need.

## NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction

#### 0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	745	50	250
White	235	30	100
Black / African American	290	0	145
Asian	125	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	100	0	0

**Table 13 - Disproportionally Greater Need 0 - 30% AMI**

Data Source: 2011-2015 CHAS

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

#### 30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,105	310	0
White	185	145	0
Black / African American	615	39	0
Asian	105	10	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	174	105	0

**Table 14 - Disproportionally Greater Need 30 - 50% AMI**

Data Source: 2011-2015 CHAS

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

### 50%-80% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,605	1,415	0
White	425	400	0
Black / African American	725	565	0
Asian	165	105	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	275	330	0

Table 15 - Disproportionally Greater Need 50 - 80% AMI

Data Source: 2011-2015 CHAS

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

### 80%-100% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	875	1,365	0
White	245	260	0
Black / African American	515	445	0
Asian	4	205	0
American Indian, Alaska Native	25	45	0
Pacific Islander	0	0	0
Hispanic	65	370	0

Table 16 - Disproportionally Greater Need 80 - 100% AMI

Data Source: 2011-2015 CHAS

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

**Discussion**

African Americans/Black residents, having 80% to 100% of Area Median Income, are experiencing more than twice as many (1-4) housing problems

DRAFT

## NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction

#### 0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	695	95	250
White	205	60	100
Black / African American	270	15	145
Asian	125	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	100	0	0

Table 17 – Severe Housing Problems 0 - 30% AMI

Data Source: 2011-2015 CHAS

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

#### 30%-50% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	839	570	0
White	105	230	0
Black / African American	515	149	0
Asian	80	35	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	129	155	0

Table 18 – Severe Housing Problems 30 - 50% AMI

Data Source: 2011-2015 CHAS

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

### 50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	560	2,460	0
White	220	595	0
Black / African American	250	1,050	0
Asian	75	195	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	14	590	0

**Table 19 – Severe Housing Problems 50 - 80% AMI**

Data Source: 2011-2015 CHAS

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

### 80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	275	1,955	0
White	105	405	0
Black / African American	145	820	0
Asian	0	210	0
American Indian, Alaska Native	25	45	0
Pacific Islander	0	0	0
Hispanic	0	435	0

**Table 20 – Severe Housing Problems 80 - 100% AMI**

Data Source: 2011-2015 CHAS

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

## **Discussion**

DRAFT

## NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction:

### Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	17,770	2,955	2,244	250
White	5,800	745	590	100
Black / African American	7,105	1,370	1,100	145
Asian	2,585	330	275	0
American Indian, Alaska Native	45	0	25	0
Pacific Islander	0	0	0	0
Hispanic	2,005	460	238	0

**Table 21 – Greater Need: Housing Cost Burdens AMI**

Data Source: 2011-2015 CHAS

### Discussion:

## **NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)**

### **Are there any Income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?**

As would be expected, the lower the income, the greater the housing cost burden. As a result, those extremely low income have a much higher rate of housing cost burden than other income categories, though moderate-income renters and owners also have a disproportionate share of cost-burdened housing. While Missouri City has very few housing units that are classified as substandard using ACS data and HUD's definition above (10 renter units and 50 owner units), those few units are primarily occupied by the those above low-moderate income (75%). Severe overcrowding in both rental and owner units occurs in the extremely low-income households and the moderate-income households, with moderate overcrowding occurring in all income groups of owner-occupied units.

In reviewing the percent of households by race/ethnicity with a housing cost burden, it appears that the non-Hispanic whites have a disproportionate cost burden. Non-Hispanic white households comprise 33.6% of all households and 44.6% of cost-burdened households. Conversely, African Americans comprise 43.4% of all households and 38.4% of cost-burdened households, while Asians comprise 13.8% of total households and 8.2% of cost-burdened households and Hispanics comprise 9.1% of the total households and 8.8% of the cost-burdened households.

### **If they have needs not identified above, what are those needs?**

The primary need is for housing that is more affordable to the extremely low-income at the lowest end of the income and housing market, and to the moderate-income rising out of poverty and living in higher-end housing.

### **Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?**

The non-Hispanic whites have the most disproportion in housing cost burden and are not concentrated in any specific areas or neighborhoods.

## NA-35 Public Housing – 91.205(b)

### Introduction

There is no Public Housing Authority with jurisdiction in Missouri City. The Texas Department of Housing and Community Affairs provides Section 8 Housing Choice Vouchers in 22 counties that are not served by local PHAs, but Fort Bend County is not one of the counties TDHCA serves. While a corner of Missouri City is in Harris County and Harris County does have Section 8 HCVs, the Harris County area of Missouri City is predominately homeownership and no Harris County PHA applicants have requested housing in Missouri City.

### Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	0	0	833	0	833	0	0	0

**Table 22 - Public Housing by Program Type**

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: PIC (PIH Information Center)

## Characteristics of Residents

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher	
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program
Average Annual Income	0	0	0	12,502	0	12,502	0	0
Average length of stay	0	0	0	5	0	5	0	0
Average Household size	0	0	0	2	0	2	0	0
# Homeless at admission	0	0	0	0	0	0	0	0
# of Elderly Program Participants (>62)	0	0	0	143	0	143	0	0
# of Disabled Families	0	0	0	228	0	228	0	0
# of Families requesting accessibility features	0	0	0	833	0	833	0	0
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

**Table 23 – Characteristics of Public Housing Residents by Program Type**

Data Source: PIC (PIH Information Center)

## Race of Residents

Race	Certificate	Mod-Rehab	Public Housing	Program Type					
				Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	0	0	255	0	255	0	0	0
Black/African American	0	0	0	574	0	574	0	0	0
Asian	0	0	0	0	0	0	0	0	0
American Indian/Alaska Native	0	0	0	1	0	1	0	0	0
Pacific Islander	0	0	0	3	0	3	0	0	0
Other	0	0	0	0	0	0	0	0	0

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

**Table 24 – Race of Public Housing Residents by Program Type**

Data Source: PIC (PIH Information Center)

## Ethnicity of Residents

Ethnicity	Certificate	Mod-Rehab	Public Housing	Program Type					
				Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	0	0	108	0	108	0	0	0
Not Hispanic	0	0	0	725	0	725	0	0	0

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

**Table 25 – Ethnicity of Public Housing Residents by Program Type**

**Data Source:** PIC (PIH Information Center)

DRAFT

**Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:**

There is no PHA serving Missouri City, thus no tenants or applicants on the waiting list.

**Most immediate needs of residents of Public Housing and Housing Choice voucher holders**

Not applicable

**How do these needs compare to the housing needs of the population at large**

Not applicable

**Discussion**

No PHA serves Missouri City at this time. Fort Bend County is contemplating becoming a PHA and providing Section 8 HCVs throughout the County, including Missouri City. At this time there is no funding for new PHAs to receive vouchers.

DRAFT

## NA-40 Homeless Needs Assessment – 91.205(c)

### Introduction:

Missouri City, as part of Fort Bend and Harris Counties, falls under the umbrella of the Coalition for the Homeless of Houston/Harris County, which now includes Fort Bend County agencies. The data collected by the Coalition for the Homeless is for the two counties, with the vast majority of the counts of homeless, beds and services for Houston and the surrounding Harris County areas. According to the latest Point in Time Count data (2012), there were 78 unsheltered homeless and 205 sheltered homeless counted in Fort Bend County. No delineation was made as to the municipal jurisdictions, though the identified "hot spot" in Fort Bend County was in the Richmond/Rosenberg area to the far southwest of Missouri City.

### Homeless Needs Assessment

Population	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
	Sheltered	Unsheltered				
Persons in Households with Adult(s) and Child(ren)	45	5	107	107	95	0
Persons in Households with Only Children	0	0	0	0	0	0
Persons in Households with Only Adults	15	10	80	62	45	0
Chronically Homeless Individuals	0	0	0	0	0	0
Chronically Homeless Families	0	0	0	0	0	0
Veterans	0	0	0	0	0	0
Unaccompanied Child	0	5	5	3	2	0
Persons with HIV	0	0	0	0	0	0

Table 26 - Homeless Needs Assessment

Data provided by Coalition for the Homeless of Houston/Harris County (including Fort Bend County), Fort Bend Family Promise, Fort Bend Women's Center and Park Youth Ranch.

**Data Source Comments:**

Indicate if the homeless population is: Has No Rural Homeless

**If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):**

The 2019 Homeless Count results proved that The Way Home's programs works. Permanent housing combined with supportive services is the key to solving homelessness, and our community's progress in this area has been tremendous compared to other major cities. However; The Way Home has plateaued in its progress for the past four years which confirms that the demand for permanent housing is greater than our region's availability. Also, providing housing for those experiencing homelessness is not only the compassionate thing to do, it is the fiscally responsible thing to do (see our graph, below right, for the cost savings of permanent housing). The Coalition for the Homeless, as lead agency to The Way Home is committed to identifying new and sustainable resources so we can re-energize the local homeless response system and create a community where homelessness is rare, brief, and non-repeating.

**Key Findings:**

- 54% decrease in overall homelessness since 2011.
- 58,000 people touched HMIS in 2018.
- 41% of individuals experiencing homelessness were living unsheltered.
- 17,000 people have been placed in permanent supportive housing since 2011.
- 23% of individuals experiencing homelessness were young adults ages 18-24.

There were no families with minor children nor unaccompanied youth living unsheltered on the night of the Count.

Source: Catherine Troisi, Ph.D., UTHealth School of Public Health and the Coalition for the Homeless of Houston/Harris County

DRAFT

## Nature and Extent of Homelessness: (Percentage)

<b>Race:</b>	<b>Sheltered:</b>	<b>Unsheltered (optional)</b>
White	35	50
Black or African American	60	47
Asian	0	1
American Indian or Alaska Native	0	2
Pacific Islander	0	2
<b>Ethnicity:</b>	<b>Sheltered:</b>	<b>Unsheltered (optional)</b>
Hispanic	14	9
Not Hispanic	0	0

**Alternate Data Source Name:**

A Point-In-Time (PIT) Homeless Count & Survey

**Data Source**

**Comments:** 2019 Homeless Coalition of Houston/Harris County; 2019 Count Report

### Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.

According to the Homelessness Coalition's report, as the observed decrease in the number of persons experiencing homelessness on a single night, there was an increase in the number of persons placed in permanent housing. Permanent housing (PH) consists of Rapid Re-housing (RRH) and Permanent Supportive Housing (PSH) programs. From January 1, 2012 to March 25, 2019, 14,076 persons were placed in permanent housing in the CoC. During this time period, another 3,125 Veteran heads of households were housed through the Housing and Urban Development – Veterans Affairs Supportive Housing (HUD-VASH) program. Of these, 904 Veterans were housed during the past two years. The total number of persons housed during the past seven years is therefore at least 17,201 (we do not have number of Veteran household members housed and so can't include that number) with 3,267 of these placements occurring during the past year.

### Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.

During the course of a year, approximately 55% of those entering the local shelters are African American, 20% are Hispanic and 25% are non-Hispanic white. Due to the nature of the Women's Center, approximately 65% of the 43 entering the shelter are women without children present and the remaining are female-headed families. Approximately 75% entering the shelter for domestic violence victims are African American and 25% are Hispanic. All of these are victims of domestic violence. Due to the nature of Family Promise, all of the 62 from Missouri City are in families, and those who are victims

of domestic violence are referred to the Women's Center. Of those in Family Promise, approximately 48% are African American, 17% are Hispanic and 35% are non-Hispanic white.

### **Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.**

The sheltered homeless in Missouri City are those accessing Fort Bend Women's Center, a domestic violence shelter, Park Youth Ranch for homeless youth, or Family Promise, a shelter for families who are experiencing short-term, non-chronic homelessness due to loss of income or some other catastrophic situation. Those entering Family Promise are not chronically homeless, do not have mental health or substance abuse issues and are able to rebound and exit homelessness within 3 months. Those entering the Women's Center may have mental health or substance abuse issues and may have been homeless in the recent past, however the vast majority are experiencing homelessness for the first time as a result of leaving a domestic violence situation. The Women's Center residents may be families or single women. Park Youth Ranch serves homeless youth in CPS custody or exiting juvenile justice facilities. All will be individuals and many will require additional concentrated services to prevent them from becoming chronically homeless.

There is no information regarding the unsheltered homeless in Missouri City. The Coalition for the Homeless of Houston/Harris County, which now includes Fort Bend County, does not delineate among incorporated and unincorporated areas in their Fort Bend County Point in Time count. The concentration of sheltered and unsheltered homeless is in the Richmond/Rosenberg area, not Missouri City.

There are no rural homeless in Missouri City.

### **Discussion:**

Without accurate data of homelessness in Missouri City from the Continuum of Care of the Coalition's Point in Time survey, the City relied on those served by the two agencies providing shelter to Missouri City residents -- Fort Bend Women's Center, Park Youth Ranch and Fort Bend Family Promise. Both serve Missouri City families and the Women's Center also serves single women. Neither agency serves the chronically homeless or those with serious mental illness or chronic substance use disorders. The Women's Center does receive women with mild mental health issues, primarily PTSD or depression, and those with mild substance use issues. The counts of unsheltered are estimates extrapolated from the Point in Time count for all of Fort Bend County.

## **NA-45 Non-Homeless Special Needs Assessment - 91.205 (b,d)**

### **Introduction:**

The special needs populations in Missouri City constitute approximately 15-20% of the city's population, accounting for those with multiple conditions being counted more than once. The elderly and disabled constitute the greatest number and are most in need of affordable and accessible housing as well as accessible supportive services from in-home care to health care to recreational activities. Transportation is the greatest supportive service need for most elderly and disabled who are unable to drive and have family or friends able to take them shopping and to essential appointments. Fort Bend County's New Freedom Transportation does provide limited demand response transportation services with origination and destination within the County. Missouri City is part of the METRO transit system and METRO Lift is available on a limited basis. However, more extensive door-to-door demand response transportation services are critical to meeting the needs of the special needs population.

### **Describe the characteristics of special needs populations in your community:**

The following is an estimate of the special needs populations in Missouri City: (Note that the table below does not appear in downloaded Word versions)

For downloaded Word versions: Elderly = 6,063; Frail Elderly = 1,736; Severe Mental Illness = 850; Developmentally Disabled = 936; Physically Disabled = 1,294; Substance Abuse = 2,550; HIV/AIDS = 82; Public Housing = 0 for a total of 13,511 (including double counting for those with multiple needs).

### **What are the housing and supportive service needs of these populations and how are these needs determined?**

Of the elderly in Missouri City, 1,280 of the households are low- to moderate-income, with 149 of the renter households and 620 of the owner households having a cost burden of 30% or greater. These 1,280 households are in need of affordable housing, with the 769 households with a housing cost burden in greater need. For those seniors above the area median income, there are several 55+ apartment complexes in the immediate Missouri City area. Most have at least some accessible units and many are below current fair market rents. Of the properties, 2 adjacent to Missouri City are affordable to the low- and moderate-income.

There are no current estimates of the number or percent of disabled in Missouri City with a housing cost burden. The 2005-2007 ACS estimates for Fort Bend County indicate that 38.2% of disabled owners and 68.7% of disabled renters have a housing cost burden. Of the low- to moderate-income disabled, 68.6% of owners and 85.5% of renters have a housing cost burden. These percentages for households

translate to approximately 3,560 disabled adults with a housing cost burden. The number of total housing units with other housing problems is negligible in Missouri City, but the need for accessible units for both the disabled and the frail elderly constitutes an additional housing problem beyond affordability. Based on research conducted for the 2011 Analysis of Impediments, there are approximately 50 multi-family rental units specifically adapted for and accessible to the disabled. The first floor apartments at 3 apartment complexes meet the standards for accessible mobility into and within the units, but not all have ADA-compliant safety features. The mentally ill often have difficulty securing rental housing due to a history of erratic behavior and criminal history. The disabled and mentally ill often do not have employment or rental histories required by landlords. There is no information regarding the housing needs of persons with substance abuse issues or HIV/AIDS in Missouri City.

Assisted living for elderly and disabled are available near Missouri City, and range from \$1850 to \$5,000 per month.

The supportive service needs of the special needs population include at the minimum advocacy and, for most, transportation. In addition, the frail elderly and many of the disabled are in need of a variety of in-home supportive services from Meals on Wheels home-delivered hot meals, to housekeeping and in-home nursing or therapeutic care. For non-frail elderly, a community center with programs specifically for the elderly, including congregate meals, is a need. The disabled, those with mental health issues, and those with HIV/AIDS need specialized medical care. Currently,

The City's Recreation & Tennis Center provides daily senior aerobics/strength training to residents, as well other programs such as breakfasts, lunches, and field trips on a periodic basis. The City funds the Fort Bend Seniors Meals on Wheels in Missouri City, providing meals to 14 elderly, and the center provides services to additional Missouri City residents. East Fort Bend Human Needs Ministry provides food and financial assistance to residents, including special needs residents. United Way of Greater Houston has a service center adjacent to Missouri City in Stafford that provides services to area residents, including special needs populations.

### **Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:**

Since 2004, Fort Bend County has had an annual average rate of HIV diagnoses of 9.725 per 100,000 population and a rate of AIDS diagnoses of 6.725 per 100,000. This translates into approximately 9 cases of HIV or AIDS diagnosed in Missouri City residents each year. The 2011 information on the Houston EMA, including Missouri City, indicates that 74% of all HIV/AIDS cases are in males, with 49% in African Americans, 27% in non-Hispanic whites, 23% in Hispanics and 2% in other races. No agencies in the Missouri City are currently funded through Ryan White or other HIV/AIDS funding, however, Saint Hope Foundation does receive funding at their Stafford location and does receive Ryan White funding.

### **Discussion:**

Those special needs populations in the region who are in greatest need of specialized housing and services are primarily reside in Houston where the majority of the services and supportive housing programs are located and where transportation options are the greatest. Areas around Missouri City do provide limited services and housing options, particularly for the elderly population. However, economies of scale prevent many services for specific populations, such as HIV/AIDS from locating out of the Houston core, where concentrated numbers reside. As Fort Bend County, including Missouri City, continues to grow in population, the cost effectiveness of providing local services increases substantially and it is anticipated that more agencies or branches of regional agencies will locate in or in close proximity to Missouri City.

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## **NA-50 Non-Housing Community Development Needs – 91.215 (f)**

### **Describe the jurisdiction's need for Public Facilities:**

Missouri City is a rather young municipality and its current facilities are not in need of significant improvements. The City's public parks in CDBG Target Areas are in need of enhancements to a more comprehensive set of amenities. Residents indicated that a senior center is needed to serve the growing senior population. The City recently completed the new community center located at the Quail Valley Golf Course, as well as extensive upgrades to the Recreation and Tennis Center. Both serve the entire city.

### **How were these needs determined?**

These needs were determined by a combination of interviews with City departments, a review of the Parks Master Plan, results of the resident surveys and interviews with stakeholders.

### **Describe the jurisdiction's need for Public Improvements:**

The City's sidewalks are in need of repair and upgrades to ADA compliance with proper curb cuts. A storm water detention pond to accommodate storm water runoff in the Cangelosi Watershed is needed to prevent flooding in most of the CDBG Target Areas. The City is currently in the engineering and design process for this project. Streets are aging and beginning to need improvements and many of the neighborhoods are in need of better street lighting. Water and Wastewater improvements do not have a high priority at this time, however as the city ages over the next 5 years, it is feasible that areas might experience need for repairs and improvements.

The City has a high priority for code enforcement, particularly in older areas of the city.

### **How were these needs determined?**

These needs were determined by a combination of interviews with City departments, results of the resident surveys and interviews with stakeholders.

### **Describe the jurisdiction's need for Public Services:**

Missouri City relies on county-wide agencies for most of the public services to residents. The one of the greatest public service needs is educational and job training programs. Literacy Council provides adult literacy, ESL, GED and job training activities with remote sites in Missouri City. However, the demand is greater than funding permits and the need is greater than those seeking services. Additionally, a large

percentage of the youth and young adults in Missouri City are unable to afford post-secondary education. The City, through CDBG, provides scholarships for individuals, however the need far exceeds the total CDBG budget.

Additional services for seniors are also needs in Missouri City. Meals on Wheels has a waiting list for Missouri City residents and more day activities and congregate meals are needed.

Child Advocates provides services to neglected and abused children, with part of the costs funded through CDBG. However, the need continues to grow and is a high priority for the City. Likewise, the City places a high priority on services and shelter to victims of domestic violence.

Subsistence payments and free/low cost health care are high priorities to help ensure a healthy community. Many residents require food through the area food pantries and subsistence payments -- rent, utilities, security deposits -- through organizations such as East Fort Bend Human Needs. Additionally, the need for subsidized prescription assistance and health care, particularly pediatric care, continues to grow in Missouri City.

Most of the social service agencies are located outside of Missouri City, making access more difficult. Increased public transportation, both fixed route through Missouri City and to areas of Fort Bend County and demand response for elderly and disabled to essential services is a priority for low- to moderate-income residents. Additionally, though the Fort Bend Family Health Center (now AccessHealth) and Literacy Council have sites in Missouri City, there is a need for more social service agencies to open sites in or adjacent to Missouri City.

### **How were these needs determined?**

These needs were determined by a combination of interviews with public service providers; local, state, national statistics; results of the resident surveys; and interviews with stakeholders.

# Housing Market Analysis

## MA-05 Overview

### Housing Market Analysis Overview:

The housing market in Missouri City is rather robust with very low vacancy rates and relatively quick sales. While vacancies in general are considerably lower than the MSA as a whole (4.2% versus 11.8%), as with the MSA, rental vacancies are significantly higher than homeowner vacancies. For Missouri City, a part of the reason is the relatively small percent of multi-family units (7.2%) resulting in renters needing to access single-family, individually-owned rentals. This slows the rental process, leaving rentals on the market longer than would be expected for apartment complexes.

Due to the high percent of single family housing as well as the size of the units, with only 6.1% having 2 bedrooms or fewer, the rents in Missouri City are higher than in the MSA. However, incomes are also considerably higher in Missouri City than the remainder of the MSA. Despite the higher incomes, the percent of renters with a housing cost burden tracks closely with the MSA as a whole.

The vast majority of the housing in Missouri City was built after 1979, resulting in very few units with structural issues, either lacking kitchen facilities or plumbing or having lead-based paint hazards. The main structural issues include cracked foundations and deteriorated/leaking roofs. Deferred maintenance/repair of these two major issues leads to additional damage, however the number of substandard units in Missouri City is very small.

## MA-10 Number of Housing Units – 91.210(a)&(b)(2)

### Introduction

The housing in Missouri City is overwhelmingly single-family and units with 3 or more bedrooms. Additionally, Missouri City is a relatively young community and the housing stock is sound with only 60 total units being classified as "substandard" by HUD (lacking complete plumbing or kitchen facilities). While there is a need for affordable housing, an affordability mismatch with higher-income households residing in housing affordable to lower-incomes, causes much of the disparity and need.

### All residential properties by number of units

Property Type	Number	%
1-unit detached structure	21,885	91%
1-unit, attached structure	1,090	5%
2-4 units	80	0%
5-19 units	545	2%
20 or more units	520	2%
Mobile Home, boat, RV, van, etc	14	0%
<b>Total</b>	<b>24,134</b>	<b>100%</b>

**Table 27 – Residential Properties by Unit Number**

Data Source: 2011-2015 ACS

### Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	44	0%	90	2%
1 bedroom	0	0%	460	12%
2 bedrooms	960	5%	330	8%
3 or more bedrooms	18,270	95%	3,070	78%
<b>Total</b>	<b>19,274</b>	<b>100%</b>	<b>3,950</b>	<b>100%</b>

**Table 28 – Unit Size by Tenure**

Data Source: 2011-2015 ACS

### Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.

Currently, there is a housing tax credit property in Missouri City and one that was approved for construction by TDHCA in 2012. Both are elderly complexes and The current project has 108 total units with all being LIHTC units, while the proposed project will have 120 total units and 108 will be LIHTC. Adjacent to Missouri City is a LIHTC project for the general population with 256 units, 250 of

which are LIHTC units. These LIHTC units target eligible households with incomes of 60% or less of the area median income.

Fort Bend County is not one of the 22 counties served by TDHCA's Section 8 HCV program and Fort Bend County is not a Public Housing Authority at this time.

**Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.**

No units are expected to be lost from the affordable housing inventory.

**Does the availability of housing units meet the needs of the population?**

Based on the 2005-2009 ACS data provided by HUD in the Housing section of this Consolidated Plan, there are 749 renters with a housing cost burden that are in need of affordable housing options. Additionally, there are 170 living in overcrowded conditions, either due to multiple households under one roof or too few bedrooms/rooms for the household size. However, the vast majority of the housing in Missouri City has 3 or more bedrooms (96% of owner-occupied and 79% of renter-occupied), indicating that there is sufficient housing for large families. It should also be noted that due to the high percent of multi-generational Asian households in Missouri City, the overcrowding is a result of their culture, not a result of insufficient income to afford a larger unit.

There appears to be an affordability mismatch, with many of the households in Missouri City being conservative with their housing choices. Of owners with a mortgage, 34.4% have monthly housing costs of less than 20% of their income and 36.2% of the renters have housing costs of less than 20% of their income. This indicates that while there is a significantly high percent of renters with a housing cost burden, there is also a significantly high percent of households renting units affordable to lower-incomes.

As a result of calculating the number of renters with a housing cost burden or in overcrowded conditions minus the number of renters paying less than 15% of their income in rent, there is a gap of approximately 562 affordable housing units.

**Describe the need for specific types of housing:**

The greatest need for affordable housing, both rental and owned, in Missouri City is for small related and elderly households. More than half of the cost-burdened renters are small-related or elderly households. Likewise, 2/3 of owners with a cost burden are small-related or elderly households. In part, this is due to the shortage of 1- and 2-bedroom units.

## Discussion

Though housing costs, on average, are somewhat higher in Missouri City than for the MSA as a whole, the median income is considerably higher than the MSA. Additionally, Missouri City, being a "bedroom community" is predominately single family, with well over 90% of the units having 3 or more bedrooms. While the unit sizes provide an adequate number of units for large families, it also increases the cost of housing. Small-related and single-person households, particularly the elderly, are living in housing units that are larger than necessary due to the lack of 1- and 2-bedroom units. This causes a housing cost burden. The need, therefore, is for smaller affordable units, particularly for the elderly. The development of 1- and 2-bedroom units in senior independent living or single family communities would address much of the housing need in Missouri City.

The overcrowding in Missouri City is minor and can be attributed in great part to the multi-generational households of Asians and some Hispanics rather than an inability of households to afford adequate-sized units.

## MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

### Introduction

While the cost of housing has risen significantly between 2000 and the average of 2005-2009, the values declined substantially in 2008 and 2009 and are only beginning to rebound. Rents, however, have continued to increase. The percent of owner-occupied units valued at less than \$100,000 is considerably less than for the entire MSA (14.3% versus 28.8%), making ownership in Missouri City less affordable than in Houston, Harris County or unincorporated Fort Bend County. Much of the difference is due to (1) the age of the housing stock, (2) the size of the units, and (3) the lack of housing that was originally company housing for laborers located adjacent to factories.

### Cost of Housing

	Base Year: 2009	Most Recent Year: 2015	% Change
Median Home Value	158,500	159,500	1%
Median Contract Rent	1,022	1,137	11%

Table 29 – Cost of Housing

Data Source: 2005-2009 ACS (Base Year), 2011-2015 ACS (Most Recent Year)

Rent Paid	Number	%
Less than \$500	369	9.3%
\$500-999	1,285	32.5%
\$1,000-1,499	1,519	38.5%
\$1,500-1,999	665	16.8%
\$2,000 or more	105	2.7%
<b>Total</b>	<b>3,943</b>	<b>99.8%</b>

Table 30 - Rent Paid

Data Source: 2011-2015 ACS

### Housing Affordability

% Units affordable to Households earning	Renter	Owner
30% HAMFI	55	No Data
50% HAMFI	295	775
80% HAMFI	1,115	3,390
100% HAMFI	No Data	5,234
<b>Total</b>	<b>1,465</b>	<b>9,399</b>

Table 31 – Housing Affordability

Data Source: 2011-2015 CHAS

## Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent					
High HOME Rent					
Low HOME Rent					

**Table 32 – Monthly Rent**

**Data Source:** HUD FMR and HOME Rents

### Is there sufficient housing for households at all income levels?

There is a lack of affordable housing for low- to moderate-income small-related and elderly households due to the shortage of 1- and 2-bedroom units. Additionally, there is an affordability mismatch as a high percent of renters and owners are spending less than 15% on housing, thus occupying housing that would be available to lower-income households.

### How is affordability of housing likely to change considering changes to home values and/or rents?

The housing values/rents have increased significantly more than the median income in Missouri City. Most of the disparity is due to the development and annexation of new high-end subdivisions increasing the median and average rents and values. Conversely, much of the older housing stock -- housing built between 1970 and 1990 -- has not significantly increased in value and has decreased significantly since 2008. As a result, the changes in median home values and rents will not adversely change the affordability of housing in Missouri City.

### How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?

HOME rents and FMRs are lower than the median rent for Missouri City due to the large average housing unit size in the city. Comparing the average rents of advertised units in Missouri City with the FMRs, they are comparable and are lower for 1- and 2-bedroom units. The limited number of multi-family units in Missouri City impacts the affordability of rental units. However, there are sufficient affordable multi-family units immediately adjacent to Missouri City in Stafford, far southwest Houston and the unincorporated areas of Fort Bend County. The City will continue to evaluate applications for private multi-family and LIHTC properties and will approve those that fit within the zoning and development codes of the City.

## Discussion

Housing costs in Missouri City are within the range of the MSA's fair market rents and are generally affordable for most Missouri City residents. The gap in affordability comes in the lack of sufficient numbers of small units -- 1- to 2-bedroom single family and multi-family units -- and the high percent of single family homes. The result is that small-related families, individuals and the elderly rent or purchase 3- or 4-bedroom homes, primarily single family, making them less affordable than 1- or 2-bedroom apartments. However, there are sufficient affordable multi-family units adjacent to Missouri City and the City is committed to approve the development of subsidized units that meet zoning and development codes.

Though Missouri City is not a HOME PJ, a non-profit redevelopment corporation located in Houston has recently purchased 4 foreclosed single family homes and will rehabilitate them and sell them at affordable rates. If there plan is successful, they anticipate purchasing more units for affordable sale.

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## MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

### Introduction

The vast majority of the housing in Missouri City was constructed after 1979, with nearly 1/4 being constructed since 2000. As a result the condition of the housing ranges from poor (very few units) to excellent, with very few substandard and even fewer dilapidated, not suitable for rehabilitation. Most of those in need of rehabilitation are in need of relatively minor repairs of less than \$12,000.

While lead-based paint hazards are always a concern, approximately 15% of the households live in housing built before 1980 and have children under 6 years of age. All housing that is rehabilitated using HUD funds are tested for lead-based paint and remediated as required.

### Definitions

A building that is deemed dilapidated or substandard is defined as a structure that has become deteriorated or damaged through exposure to the elements to the extent that it no longer provides protection from the elements, or is in danger of collapse, or is not connected to an approved wastewater disposal system, or is hazardous to public health/safety/welfare. Substandard units suitable for rehabilitation are those for which the necessary rehabilitation would be less than 50% of the value of the property.

### Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	3,940	20%	1,485	38%
With two selected Conditions	75	0%	64	2%
With three selected Conditions	0	0%	0	0%
With four selected Conditions	0	0%	0	0%
No selected Conditions	15,270	79%	2,395	61%
<b>Total</b>	<b>19,285</b>	<b>99%</b>	<b>3,944</b>	<b>101%</b>

Table 33 - Condition of Units

Data Source: 2011-2015 ACS

### Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	4,935	26%	960	24%
1980-1999	8,380	43%	1,375	35%
1950-1979	5,805	30%	1,604	41%
Before 1950	165	1%	4	0%

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
<b>Total</b>	<b>19,285</b>	<b>100%</b>	<b>3,943</b>	<b>100%</b>

**Table 34 – Year Unit Built**

Data Source: 2011-2015 CHAS

### Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	5,970	31%	1,608	41%
Housing Units build before 1980 with children present	2,969	15%	2,365	60%

**Table 35 – Risk of Lead-Based Paint**

Data Source: 2011-2015 ACS (Total Units) 2011-2015 CHAS (Units with Children present)

### Vacant Units

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units	910	5	915
Abandoned Vacant Units	387	5	392
REO Properties	128	0	128
Abandoned REO Properties	31	0	31

**Table 36 - Vacant Units**

Data Source Comments: ACS data used for total vacants, estimates based on Code Enforcement used for substandard units, real estate data used for REO properties

### Need for Owner and Rental Rehabilitation

There is very little need for rental rehabilitation in Missouri City, particularly in the multi-family units. There is a need for minor to moderate owner-occupied rehabilitation. Based on applications by low- to moderate-income residents, it is estimated that less than 3% of the low- to moderate-income owners are in need of housing rehabilitation.

### Estimated Number of Housing Units Occupied by Low or Moderate Income Families with LBP Hazards

Based on the number of units (above table) built before 1980 and the percent low- to moderate-income households based on the 2011-2015 ACS (Total Units) 2011-2015 CHAS, it is estimated that 5970 total units built before 1980 are occupied by low-mod income households. Of these, approximately 2969 are occupied by families with children under 6 years of age. Though not every home built prior to 1980 contain lead-based paint, it can be estimated that there are approximately 1,068 units with lead-based

paint that are occupied by low- to moderate-income households, and 210 of those would have children under the age of six.

## **Discussion**

There are very few housing units in Missouri City that are substandard. Nearly 70% of the housing stock was built after 1979, with nearly 25% being constructed after 1999. As a result of the relatively newness of the housing stock, there are very few units that are substandard. Most units in need of rehabilitation are in need of foundation repairs, new roofs or very minor repairs. The soil content in Southeast Texas leads to cracking of slab foundations and shifting of pier-and-beam foundations. Most of the homes in Missouri City are built on slab foundations and many have had cracking and separating. Program staff has had the challenge of dealing with homes that exceed the allowable maximum rehabilitation costs due to foundation related repairs. More funding resource needs are realized on a regular basis; therefore staff is recommending that the CDAC consider programs such as Section 108 and HOME within this Consolidated Plan Year period.

## MA-25 Public and Assisted Housing – 91.210(b)

### Introduction

### Totals Number of Units

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project -based	Tenant -based	Special Purpose Voucher		
						Veterans Affairs Supportive Housing	Family Unification Program	Disabled *	
# of units vouchers available				1,540			0	0	0
# of accessible units									

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Table 37 – Total Number of Units by Program Type

Data Source: PIC (PIH Information Center)

### Describe the supply of public housing developments:

Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:

There are no public housing units and no PHA in or serving Missouri City.

**Public Housing Condition**

<b>Public Housing Development</b>	<b>Average Inspection Score</b>
None	0

Table 38 - Public Housing Condition

**Describe the restoration and revitalization needs of public housing units in the jurisdiction:**

Not Applicable

**Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:**

Not Applicable, there is no PHA.

**Discussion:**

There is no Public Housing Authority serving Missouri City, therefore there are no public housing units or housing choice vouchers available to Missouri City residents.

DRAFT

## MA-30 Homeless Facilities and Services – 91.210(c)

### Introduction

There is only one homeless facility within the city limits of Missouri City, but 2 other facilities in Fort Bend County do serve Missouri City. Fort Bend Family Promise is located within Missouri City, though it serves all of Fort Bend County. Fort Bend Women's Center is located in the unincorporated area of the county but serves Missouri City as well as the other incorporated and unincorporated areas. Park Youth Ranch is located in Fort Bend County and provides shelter and supportive services to unaccompanied youth. Fort Bend Family Promise has its day center and administrative offices in Missouri City, however, as with all Family Promise agencies throughout the country, FBFP houses its clients in churches on a rotating basis. Fort Bend Women's Center provides emergency shelter, transitional housing and tenant-based rental assisted units for those exiting the shelter but continuing to need supportive and subsidized housing. Park Youth Ranch provides services to at-risk youth and supportive shelter to homeless youth. Those aging out of foster care can receive services through Park Youth Ranch.

### Facilities and Housing Targeted to Homeless Households

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	60	0	15	0	0
Households with Only Adults	0	0	0	0	0
Chronically Homeless Households	0	0	0	0	0
Veterans	22	0	0	0	0
Unaccompanied Youth	25	0	5	0	0

**Table 39 - Facilities and Housing Targeted to Homeless Households**

**Data Source Comments:** The data reflects shelter and transitional housing beds for Women's Center and shelter beds in churches for Family Promise and shelter beds at Park Youth Ranch for the entire Fort Bend County.

**Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons**

The primary mainstream service located in Missouri City is the Fort Bend Family Health Center (now AccessHealth) with a site within the city limits. Other services such as job training, mental health services, legal services, crisis intervention, and subsistence assistance are located outside of Missouri City in Fort Bend County but do serve Missouri City residents. Women's Center, Park Youth Ranch and Family Promise access the mainstream services to provide comprehensive assistance to their residents.

**List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.**

Currently, there are no facilities or services that specifically address the needs of the chronically homeless or veterans. Park Youth Ranch provides 90-day shelter to unaccompanied youth. Fort Bend Women's Center is a domestic violence shelter and transitional housing program providing housing and supportive services to single women and families, while referring male victims to other facilities, providing hotel vouchers or housing them temporarily. Fort Bend Family Promise limits its clientele to families who are experiencing short-term episodes of homelessness due to job loss, illness or other catastrophic occurrences. Individuals and chronically homeless are referred to other facilities. Fort Bend Women's Center and Family Promise do serve veterans and their families, but it is not a target population.

## **MA-35 Special Needs Facilities and Services – 91.210(d)**

### **Introduction**

During the needs assessment phase of the plan, residents were polled in the special needs survey to determine their priority of needs. As seen in the chart below, overwhelmingly 61% or more rated high on sidewalks and street infrastructural improvements. Other areas of importance from a needs perspective include: 55.8% for more jobs and economic development; 48% for youth programs; 48% for housing rehab assistance; 38% for parks and recreation; and 50% for programs for the elderly, just to name a few. There are a number of facilities and services within Fort Bend County to provide assistance to the special needs populations of Missouri City. While most are located outside of Missouri City, several are in close proximity and transportation is available through New Freedom, American Red Cross and Fort Bend Seniors to access more remote services.

The City's CDBG programs along with other grant programs and City's Capital Improvement Programs will be dove-tailed to provide improvements in those areas of need. The CDAC is shown great commitment in recommending new and creative programs to place address these important community needs.

**Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs**

The following are the services available to Missouri City residents:

**Elderly:** Recreational and physical fitness at the City's recreational facility; wellness services and nutritional education through Methodist Hospital Wellness Center; Fort Bend County Behavioral Health Services for mental health services; demand response transportation through American Red Cross, Fort Bend Seniors and METRO Lift; Veterans of Foreign Wars club; congregate meals at the Senior Center in Fort Bend County; Health screenings through Fort Bend Seniors; food pantry and subsistence assistance through East Fort Bend Human Needs; emergency shelf stable food through Fort Bend Seniors.

**Frail Elderly:** Meals on Wheels hot home-delivered meals;

**Mentally Ill:** Fort Bend County's Mental Health Public Defenders Office to provide legal assistance and case management to those involved in the judicial system; Texana Center in Sugar Land to provide outpatient behavioral healthcare;

**Disabled:** Fort Bend office of Texas Department of Aging and Disability Services to provide personal attendant services, day activities, in-home and family support, and residential care; New Freedom and Red Cross to provide demand response transportation; Disabled American Veterans to provide

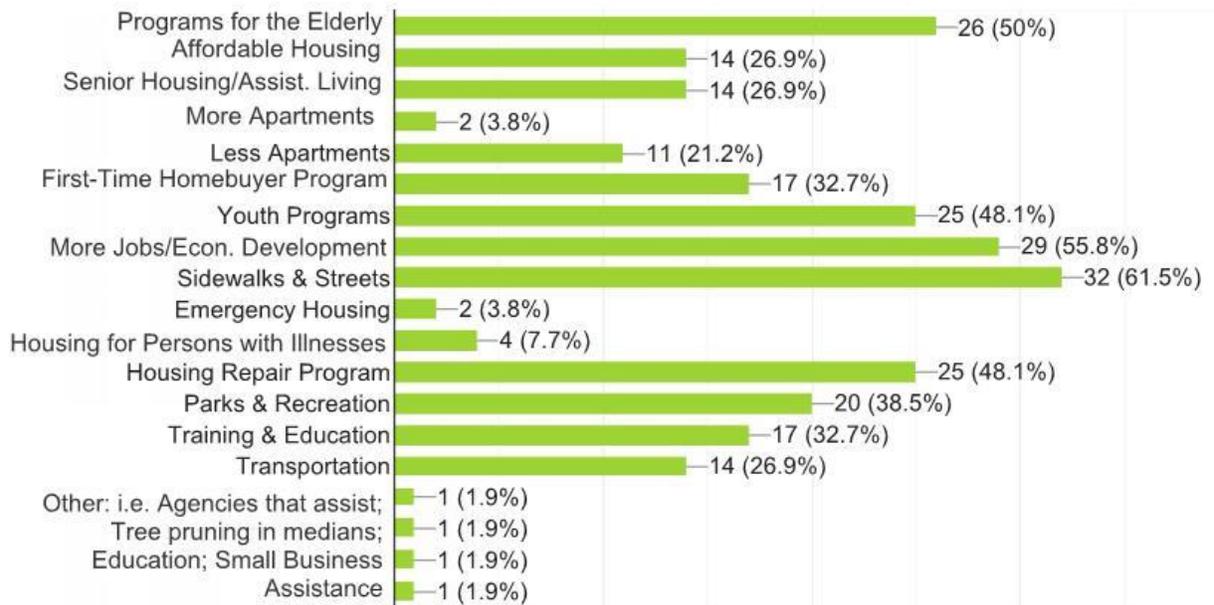
community and events; The Arc to provide advocacy, information and referral, residential services in group homes, learning centers, adult social activities and transportation; Fort Bend Lawyer's care to provide legal services and assistance in fair housing issues;

**Substance Use Disorders/Addictions:** Fort Bend Regional Council on Substance Abuse to provide treatment, counseling, referrals;

**All special needs:** Fort Bend Service Center of United Way of Greater Houston provides services and referrals for all special needs categories.

Please check the five (5) items that are most important to you.

52 responses



**Table of Priority of Needs Assessment**

**Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing**

There are no direct programs for the provision of supportive housing in Missouri City. The Arc does provide residential services in group homes in Fort Bend County for those with mental disabilities. Other special needs populations are referred to supportive housing programs in surrounding areas, including Houston.

**Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with**

**respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)**

The City of Missouri City will continue to assist special needs populations through CDBG funding to:

- Fort Bend Seniors' Meals on Wheels program to provide hot home-delivered meals to the home-bound elderly;
- Child Advocates of Fort Bend to provide counseling services to children who are victims of abuse and/or neglect;
- Fort Bend Family Health Center (now AccessHealth) to provide medical care and referrals to children who are ill, disabled or mentally ill.
- Edison Arts Foundation, Inc. to provide for Summer Theatre Arts Repertory to 20 youth residents of Missouri City from a wholistic standpoint.

**For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))**

Missouri City is not part of a consortial, but as an Entitlement Jurisdiction it will provide funding to:

- Fort Bend Seniors' Meals on Wheels program to provide hot home-delivered meals to the home-bound elderly;
- Child Advocates of Fort Bend to provide counseling services to children who are victims of abuse and/or neglect;
- Fort Bend Family Health Center (now AccessHealth) to provide medical care and referrals to children who are ill, disabled or mentally ill.
- Edison Arts Foundation, Inc. to provide for Summer Theatre Arts Repertory to 20 youth residents of Missouri City from a wholistic standpoint.

## **MA-40 Barriers to Affordable Housing – 91.210(e)**

### **Negative Effects of Public Policies on Affordable Housing and Residential Investment**

Currently, the City has adopted a Fair Housing Ordinance by reference to the Civil Rights Act of 1968, continues to promote the Act during decision making opportunities.

At this time there are no tax incentives provided to developers of affordable housing directly by Missouri City. However, the City approves LIHTC applications to TDHCA that are in accordance with City codes and appear to be financially feasible and sound.

While there are areas zoned for multi-family, townhomes and duplexes, the majority of the residential areas of Missouri City are zoned single family and the homes constructed are generally more than 1,500 square feet, making them less affordable to small-related families, individuals and the elderly.

Due to Missouri City's status as a CDBG Entitlement Jurisdiction, national public policy (HUD regulations) prohibits Fort Bend County and Harris County HOME funds from being used in Missouri City, though Missouri City is not a HOME Participating Jurisdiction. This prevents county CHDOs from constructing affordable housing in Missouri City. The administrative team works constantly towards establishing project activities that will assist those desiring to move towards homeownership such as first-time-home buyer incentives. The team also provides fair housing training at least once a year to the Planning & Zoning Commission and the general public.

## MA-45 Non-Housing Community Development Assets – 91.215 (f)

### Introduction

Missouri City has a strong economic base and a relatively low unemployment rate. According to the 2009-2011 American Community Survey, Missouri City's unemployment rate was 6.6% compared with 8.4% for the MSA and 8.5% for the State of Texas. Employment in management, business, science and arts is more than 10 percentage points (33%) higher in Missouri City than in the MSA or state. The educational attainment for persons 25 years and older is considerably higher than either the MSA or state with 92.2% having at least a high school diploma and 75.6% having at least some college. The median income in Missouri City was \$77,435 as opposed to \$55,792 for the MSA and \$50,266 for the state. Controlling for educational level, incomes in Missouri City are higher than the MSA or state, with those with a Bachelor's degree or higher exceeding the MSA and state median income by more than \$10,000.

While there is poverty in Missouri City, with 8.9% of the population being below the poverty level, the rate is approximately 1/2 of that of the MSA and state. However, it is a focus of the City to reduce poverty through improved educational opportunities. As a result, the City's CDBG program funds post-secondary scholarships and adult literacy/GED/workforce development activities.

### Economic Development Market Analysis

#### Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	1,065	7	3	0	-3
Arts, Entertainment, Accommodations	3,287	1,711	11	14	3
Construction	1,682	251	5	2	-3
Education and Health Care Services	6,337	2,838	20	23	3
Finance, Insurance, and Real Estate	1,891	664	6	5	-1
Information	558	221	2	2	0
Manufacturing	2,270	953	7	8	1
Other Services	874	653	3	5	3
Professional, Scientific, Management Services	3,312	729	11	6	-5

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Public Administration	0	0	0	0	0
Retail Trade	3,810	3,106	12	25	13
Transportation and Warehousing	1,299	122	4	1	-3
Wholesale Trade	1,932	322	6	3	-4
Total	28,317	11,577	--	--	--

**Table 40 - Business Activity**

Data Source: 2011-2015 ACS (Workers), 2015 Longitudinal Employer-Household Dynamics (Jobs)

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## Labor Force

Total Population in the Civilian Labor Force	39,063
Civilian Employed Population 16 years and over	36,115
Unemployment Rate	7.60
Unemployment Rate for Ages 16-24	24.18
Unemployment Rate for Ages 25-65	4.60

**Table 41 - Labor Force**

Data Source: 2011-2015 ACS

Occupations by Sector	Number of People
Management, business and financial	11,855
Farming, fisheries and forestry occupations	1,235
Service	2,445
Sales and office	9,245
Construction, extraction, maintenance and repair	1,525
Production, transportation and material moving	1,145

**Table 42 – Occupations by Sector**

Data Source: 2011-2015 ACS

## Travel Time

Travel Time	Number	Percentage
< 30 Minutes	15,435	45%
30-59 Minutes	15,970	47%
60 or More Minutes	2,700	8%
<b>Total</b>	<b>34,105</b>	<b>100%</b>

**Table 43 - Travel Time**

Data Source: 2011-2015 ACS

## Education:

### Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	1,245	175	770
High school graduate (includes equivalency)	4,860	505	1,530
Some college or Associate's degree	9,315	685	2,320

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Bachelor's degree or higher	14,945	435	2,295

**Table 44 - Educational Attainment by Employment Status**

Data Source: 2011-2015 ACS

### Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	80	150	285	595	450
9th to 12th grade, no diploma	930	255	320	590	605
High school graduate, GED, or alternative	1,710	1,455	1,625	3,815	1,360
Some college, no degree	2,960	1,680	2,330	4,905	1,755
Associate's degree	190	530	880	2,020	390
Bachelor's degree	570	2,643	2,410	6,480	1,985
Graduate or professional degree	110	1,250	1,875	3,005	1,350

**Table 45 - Educational Attainment by Age**

Data Source: 2011-2015 ACS

### Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	58,304
High school graduate (includes equivalency)	96,001
Some college or Associate's degree	124,498
Bachelor's degree	198,149
Graduate or professional degree	224,512

**Table 46 – Median Earnings in the Past 12 Months**

Data Source: 2011-2015 ACS

### Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

The major employment sectors in Missouri City are education, health care, entertainment and retail. The majority of the workforce is employed in education, health care and professional services, with most of the professional service employees commuting to surrounding areas.

### Describe the workforce and infrastructure needs of the business community:

The primary workforce need in the community is post-secondary education, either college or trades education. The primary employment sector need in the community is in the professional and managerial sector with more corporate headquarters and professional services locating in Missouri City. The infrastructure needs of the business community include tax incentives, vacant land for development and infrastructure capacity for higher-density commercial or industrial development. Currently there are 3 Tax Increment Reinvestment Zones (TIRZ) in Missouri City, however Fort Bend Independent School District, the taxing authority with the highest tax rates, does not participate in the tax incentives for the TIRZ.

The City provides a number of economic development incentives including infrastructure assistance, freport tax exemption, and tax abatements/tax increment reinvestment.

**Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.**

During the past year, Niagra Bottling began constructing a a vertically integrated manufacturing and distribution plant in Missouri City. This will create approximately 250-275 jobs in Missouri City. Lakeview Business Park is expected to continue to attract additional manufacturing and distribution companies. LT Foods USA, Flair Flexible Packaging and Allied Group/Warren Alloy are also locating in Lakeview Business Park and will bring more than 400 jobs to Missouri City. Most of the new jobs will be for skilled and unskilled laborers in manufacturing, packaging and distribution.

**How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?**

Currently, the majority of the workforce living in Missouri City is professional/managerial in the areas of education, health care, management and finance. Other than education and health care, this workforce commutes to business locations outside of Missouri City. The employment opportunities in Missouri City are in the areas of retail, education, health care and entertainment (food services). Manufacturing is growing and will be able to employ more local workers. However, to retain the workforce in Missouri City, more higher-end professional jobs are needed with the jurisdiction.

**Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.**

There is a full service Texas Workforce Development office located in far southwest Houston in close proximity to Missouri City. Houston Area Urban League (HAUL) provides workforce training in Harris and Fort Bend Counties available to Missouri City residents. HAUL provides training in information

technology and construction as well as providing customized training and certification for major employers seeking local workers. HAUL also provides college readiness training for high school students.

The Texas Workforce Development and the Skills Development Fund assist in local workforce training initiatives. The Skills Development Fund links businesses and community colleges, providing financial support for the development and instruction of relevant training curricula. Houston Community College, with the Stafford Campus in close proximity to Missouri City provides college and trade education with Associates Degrees and certifications in a number of areas.

The City of Missouri City funds post-secondary scholarships for college or trade programs as well as literacy, GED and workforce development activities of the Literacy Council of Fort Bend.

**Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?**

Yes

**If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.**

Missouri City is part of the Gulf Coast CEDS administered by Houston-Galveston Area Council. The projects being planned or underway in Fort Bend County include improvements to US 59, US 90 and SH 6; flood control; workforce development; telecom expansion and development; business start-up and expansion financing; and Disaster Recovery associated with the hurricanes of 2008.

**Discussion**

Missouri City's workforce is divided between professionals/managers who for the most part work outside of the city and educators, health care workers, manufacturing workers and service employees (retail, food service, other services) working inside Missouri City. The primary goals of the economic development activities -- local, county and regional -- is to expand the local employment opportunities for all workers, including the college educated professional/managerial residents, as well as to train residents to fill the positions at all levels of employment. Within the scope of the CDBG program, the City funds post-secondary scholarships and educational services of the Literacy Council of Fort Bend, providing literacy education, GED preparation, job readiness and workforce development. The City also works with other workforce development and economic development entities to bring jobs and trained workers together.

## **MA-50 Needs and Market Analysis Discussion**

### **Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")**

The CDBG Target Areas of Fondren and Hunter's Glen have the oldest housing, with need for minor rehabilitation. No areas have multiple housing problems and the cost burdened households are not concentrated in any one area of the city.

Overall, 30 percent of households experience at least one of the four housing problems. Native American and Hispanic households experience housing problems at higher rates (50% and 40%, respectively). Thirty three percent of African American households experience one or more housing problems, compared to 23 percent of Non-Hispanic white households.

Nearly half (48%) of large family households and 40 percent of non-family households have one or more housing problems, compared to just 29 percent of small family households.

### **Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")**

The city is majority minority and all but 3 census block groups have at least 20% minority population. The areas of greatest concentration (60% or greater minority population) are concentrated in the north areas of the city -- areas north of Cartwright Rd. All of the CDBG Target Areas are within areas of minority concentration (60% or greater). Additional areas that are not low- to moderate-income also have minority concentrations. Note that Missouri City has an exception to the 51% low-moderate income (LMI) rule for Target Areas and CDBG Target Areas in Missouri City are 33.49% or greater low- to moderate-income. The remaining areas of minority concentration have less than 41.98% LMI. The areas of more than 41.98% LMI and high minority concentration are, for the most part, the Fondren and Hunter's Glen areas east of Texas Parkway and north of Cartwright Road.

### **What are the characteristics of the market in these areas/neighborhoods?**

These areas of highest minority concentration are predominately single family and have asking prices of between \$85,000 and \$175,000, housing age, and housing size. Most of the housing in the areas of high minority concentration are brick veneer built after 1978 and having between 1,200 and 1,750 square feet/3 bedrooms. There is new housing constructed after 2010 within the areas east of Texas Parkway and within both high minority concentration and high rates of LMI.

The housing market within this area has fluctuated greatly since 2008, along with the region as a whole. Housing values dropped significantly prior to 2012 but have been rebounding to some

extent. The City is experiencing a number of infill new housing starts within the CDBG boundary area over the last two (2) years.

**Are there any community assets in these areas/neighborhoods?**

The majority of the City's community assets are in or adjacent to the CDBG Target Areas of LMI concentration and within areas of high minority concentration. The City's public library and City Hall are immediately across Texas Parkway from the Hunter's Glen Target Areas. There are 3 city parks in the Hunter's Glen area and 1 in the Fondren area. Significant retail shopping is along Texas Parkway, however the major chain stores are located on the south end of Missouri City.

**Are there other strategic opportunities in any of these areas?**

The area of greatest LMI concentration and LMI minorities is located in close proximity to US 90 and Sam Houston Tollway, 2 major thoroughfares that have vacant commercial property for development. As these areas develop, the residents will have easy access to the services provided. A number of office/warehouse and industrial new business have invested in those areas and are providing opportunities for employment.

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Households Experiencing Any of 4 Housing Problems	Missouri City			Greater Houston Region		
	# with Problems	Total Households	% with Problems	# with Problems	Total Households	% with Problems
<b>Total</b>	<b>6,605</b>	<b>22,190</b>	<b>30%</b>	<b>735,595</b>	<b>2,068,515</b>	<b>36%</b>
<b>Race/Ethnicity</b>						
Non-Hispanic White	1,624	6,974	23%	246,075	972,175	25%
African American/Black	2,964	9,004	33%	166,049	368,894	45%
Hispanic	1,174	2,914	40%	270,679	570,233	47%
Asian or Pacific Islander	730	2,895	25%	42,395	128,349	33%
Native American	35	70	50%	1,444	4,692	31%
Other, Non-Hispanic	85	329	26%	8,910	24,195	37%
<b>Household Type and Size</b>						
Family households, <5 people	3,945	15,050	26%	349,855	1,188,224	29%
Family households, 5+ people	1,155	2,985	39%	142,640	277,794	51%
Non-family households	1,500	4,130	36%	243,100	602,490	40%
Households Experiencing Any of 4 Severe Housing Problems	# with Severe Problems	Total Households	% with Severe Problems	# with Severe Problems	Total Households	% with Severe Problems
<b>Total</b>	<b>3,115</b>	<b>22,190</b>	<b>14%</b>	<b>405,180</b>	<b>2,068,515</b>	<b>20%</b>
<b>Race/Ethnicity</b>						
Non-Hispanic White	680	6,974	10%	117,154	972,175	12%
African American/Black	1,339	9,004	15%	90,987	368,894	25%
Hispanic	739	2,914	25%	168,908	570,233	30%
Asian or Pacific Islander	309	2,895	11%	22,790	128,349	18%
Native American	35	70	50%	721	4,692	15%
Other, Non-Hispanic	10	329	3%	4,659	24,195	19%

### Demographics of Households with Disproportionate Housing Needs

# Strategic Plan

## SP-05 Overview

### Strategic Plan Overview

The strategic plan has been developed based on linking the limited available CDBG resources and non-federal resources to the priority needs of the community, as determined through data analysis and results of consultations, resident surveys, and stakeholder interviews. As a result, the following have been determined to be the areas of greatest need and able to be accomplished with the existing and projected resources:

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## SP-10 Geographic Priorities – 91.215 (a)(1)

### Geographic Area

Table 47 - Geographic Priority Areas

1	<b>Area Name:</b>	Court Road
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Housing
	<b>Other Revital Description:</b>	
	<b>Identify the neighborhood boundaries for this target area.</b>	This area is Census Tract 671100, the part of Block Group 1 that is on the east corner of the block group north of Court Road, south of Lexington Blvd and the city limits, west/southwest of Staffordshire Road. It is geographically separated from, but part of the same tract/block group at Lexington/Murphy Rd. Target Area.
	<b>Include specific housing and commercial characteristics of this target area.</b>	The area is predominately commercial in nature and will not be a major recipient of CDBG area-benefit funds.
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	The target area was determined by HUD's 2011 list of eligible block groups based on the exception to the 51% low-mod regulation. The Community Development Advisory Committee was consulted for all eligible areas and determined that Court Road should be included.
	<b>Identify the needs in this target area.</b>	The target area has need for commercial improvements and contains a public park.
<b>What are the opportunities for improvement in this target area?</b>	Currently, there are few opportunities for improvements in this target area.	
<b>Are there barriers to improvement in this target area?</b>	The major barrier is that it is not predominately residential and most of the improvements will be linked to commercial properties without a strong policy in place or funding to accomplish commercial improvements and/or economic development.	
2	<b>Area Name:</b>	Fifth St.
	<b>Area Type:</b>	Local Target area

<b>Other Target Area Description:</b>	
<b>HUD Approval Date:</b>	
<b>% of Low/ Mod:</b>	
<b>Revital Type:</b>	Housing
<b>Other Revital Description:</b>	
<b>Identify the neighborhood boundaries for this target area.</b>	The area consists of the part of Census Tract 671300 Block Group 2 that is inside the city. It is located south of US 90, west of Texas Parkway, north of 5th Street and east of the city limits/Present St.
<b>Include specific housing and commercial characteristics of this target area.</b>	The area is mixed use with older single family residential properties, patio home subdivision, Missouri City Middle School, commercial and light industrial properties, and properties converted from residential to commercial. It is one of the oldest areas of the city and is adjacent to the part of 5th Street in unincorporated county that is receiving significant improvements by Fort Bend County Community Development.
<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	The 2011 HUD database of block groups by percent low-mod income indicated that the area was an eligible target area. Further consultation with the Community Development Advisory Committee and with Fort Bend County for the extension of 5th St. outside the city, determined that it should be included as a target area.
<b>Identify the needs in this target area.</b>	The housing stock is varied, with much of the larger-lot single family housing in need of minor to major rehabilitation, while the zero-lot-line patio homes are in good condition. Residential properties converted to commercial as well as older housing units are in need of code enforcement and code compliance.
<b>What are the opportunities for improvement in this target area?</b>	Much of the opportunities are for the area across 5th St. where more distressed conditions exist. The City will be surveying both sides of 5th to determine the south side's eligibility and the needs for both sides of the street. Currently, housing rehabilitation is the greatest opportunity for improvement.
<b>Are there barriers to improvement in this target area?</b>	The mixed use and income of the neighborhood poses barriers to using CDBG funds for infrastructure improvements.

<b>3</b>	<b>Area Name:</b>	Fondren
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Housing
	<b>Other Revital Description:</b>	
	<b>Identify the neighborhood boundaries for this target area.</b>	The area consists of the corner of Missouri City in Harris County, and includes Block Groups 2 and 3 of Census Tract 423600. The area is bounded on the south-southeast by US 90, on the west-southwest by S. Beltway 8 W. (Sam Houston Tollway) and on the north by the city limits, with the exception of the far northeast block group (Block Group 1).
	<b>Include specific housing and commercial characteristics of this target area.</b>	The area is predominately residential with vacant land suitable for development at the intersection of US 90 and S. Beltway 8 W. and an industrial area north of S. Garden along the S. Beltway southeast of the city limits.
<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	The 2011 HUD database of block groups by percent low-mod income indicated that the area was an eligible target area. Further consultation with the Community Development Advisory Committee and with the Public Works Department and Parks and Recreation Department of the City, indicated substantial need in the area for new and improved sidewalks, improvements to McLain Park, code enforcement, and housing rehabilitation.	
<b>Identify the needs in this target area.</b>	The primary area-benefit needs in the Target Area are sidewalks and improvements/enhancements to McLain Park. Minor code enforcement issues arise in the residential section and the code enforcement officer is needed to patrol the area and investigate complaints and sitings of infractions. Additionally, there is a need for code enforcement to be diligent in the industrial section.	

	<b>What are the opportunities for improvement in this target area?</b>	The greatest opportunities in the area are for improved pedestrian mobility through improving the sidewalks, improving McLain Park and ensuring that City codes are enforced. The other major opportunity is dependent upon private investment and that is for the undeveloped areas at the intersection of US 90 and S. Beltway 8. That is prime real estate, fronting on 2 major thoroughfares, and the development can greatly enhance the neighborhood and the residents' access to amenities.
	<b>Are there barriers to improvement in this target area?</b>	The primary barrier to improvement in the area is available resources for the sidewalk and park improvements. Secondly, the industrial section to the northwest of the residences can be a barrier to the residential nature of the area and the code enforcement activities must be stringent in the industrial section.
4	<b>Area Name:</b>	Hunter's Glen
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Housing
	<b>Other Revital Description:</b>	
	<b>Identify the neighborhood boundaries for this target area.</b>	The Hunter's Glen target area consists of Block Groups 1, 2 and 3 of Census Tract 670500. The area extends along the eastern city limit along Fondren Road from US 90 to Independence Blvd and east of Texas Parkway.
<b>Include specific housing and commercial characteristics of this target area.</b>	The area is a combination of established single family homes, new small-lot and zero-lot-line patio homes and single family homes, Thurgood Marshall High School, ponds on Cangelosi Road that will become the improved storm water detention area for the Cangelosi Watershed, several public parks and trails, and vacant land, particularly along US 90 and on either side of Cangelosi Road.	

<p><b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b></p>	<p>The 2011 HUD database of block groups by percent low-mod income indicated that the area was an eligible target area. Further consultation with the Community Development Advisory Committee and with various City departments, coupled with the age of the housing and number of requests for housing rehabilitation and the concentration of African American residents led the City to include this as one of the highest priority areas. The City is committed to ensuring that neighborhoods of high minority concentration are well-served and this area is one of the areas of focus.</p>												
<p><b>Identify the needs in this target area.</b></p>	<p>The primary needs of the area are: improvements to the sidewalks; improvements and enhancements to the parks; code enforcement; and minor housing rehabilitation. Improved access to amenities is also a need in the area.</p>												
<p><b>What are the opportunities for improvement in this target area?</b></p>	<p>Private development provides a great opportunity for commercial development within the vacant land along US 90, giving the residents easier access to shopping and other amenities. The considerable amount of public park land in the area provides great opportunities to keep the desirability and sustainability of the neighborhood high as well as to provide extensive recreational opportunities for the residents. Programs at the high school give neighbors the opportunity for additional activities.</p>												
<p><b>Are there barriers to improvement in this target area?</b></p>	<p>Limited resources have prevented all of the housing rehabilitation applicants throughout the city as well as in Hunter's Glen from receiving timely assistance. Additionally, the number of rental units in the area pose a potential barrier to neighborhood maintenance and sustainability. Limited resources have slowed the improvements to the sidewalks and the parks.</p>												
<p><b>5</b></p>	<table border="1"> <tr> <td data-bbox="711 1556 1036 1612"><b>Area Name:</b></td> <td data-bbox="1036 1556 1446 1612">Lexington/Murphy Road</td> </tr> <tr> <td data-bbox="711 1612 1036 1669"><b>Area Type:</b></td> <td data-bbox="1036 1612 1446 1669">Local Target area</td> </tr> <tr> <td data-bbox="711 1669 1036 1726"><b>Other Target Area Description:</b></td> <td data-bbox="1036 1669 1446 1726"></td> </tr> <tr> <td data-bbox="711 1726 1036 1782"><b>HUD Approval Date:</b></td> <td data-bbox="1036 1726 1446 1782"></td> </tr> <tr> <td data-bbox="711 1782 1036 1839"><b>% of Low/ Mod:</b></td> <td data-bbox="1036 1782 1446 1839"></td> </tr> <tr> <td data-bbox="711 1839 1036 1892"><b>Revital Type:</b></td> <td data-bbox="1036 1839 1446 1892">Housing</td> </tr> </table>	<b>Area Name:</b>	Lexington/Murphy Road	<b>Area Type:</b>	Local Target area	<b>Other Target Area Description:</b>		<b>HUD Approval Date:</b>		<b>% of Low/ Mod:</b>		<b>Revital Type:</b>	Housing
<b>Area Name:</b>	Lexington/Murphy Road												
<b>Area Type:</b>	Local Target area												
<b>Other Target Area Description:</b>													
<b>HUD Approval Date:</b>													
<b>% of Low/ Mod:</b>													
<b>Revital Type:</b>	Housing												

	<b>Other Revital Description:</b>	
	<b>Identify the neighborhood boundaries for this target area.</b>	The area is on the far west edge of the city, in Census Tract 671100/Block Group 1, shared by the Court Road Target Area. The area is bounded by the American Canal on the north, Murphy Road (FM 1092) on the west, 5th Street on the south and the city limits on the east. Lexington Blvd extends through the area.
	<b>Include specific housing and commercial characteristics of this target area.</b>	The area includes predominately vacant land and one subdivision. The area will likely not be considered low- to moderate-income once HUD and the Census Bureau finalize the post 2010 block group data.
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	The 2011 HUD database of block groups by percent low-mod income indicated that the area was an eligible target area. Further consultation with the Community Development Advisory Committee resulted in the decision to keep the area as a Target Area until the revised HUD information regarding eligibility is released.
	<b>Identify the needs in this target area.</b>	There are no specific needs in the area and funds will likely not be allocated beyond code enforcement and any eligible applications for minor housing rehabilitation.
	<b>What are the opportunities for improvement in this target area?</b>	There is significant vacant land with an elementary school on one side and residential on two sides, lending the area to private residential development with commercial amenities along Independence and Murphy Road.
	<b>Are there barriers to improvement in this target area?</b>	The improvements beyond code enforcement compliance and minor housing rehabilitation will need to be private in nature. The public amenities are in good condition and the major improvement opportunity is the quality development of the vacant land.
<b>6</b>	<b>Area Name:</b>	Quail Green
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Housing
	<b>Other Revital Description:</b>	

<b>Identify the neighborhood boundaries for this target area.</b>	Quail Green is located in Census Tract 670600/Block Group 2 and is south of Court Road, east and northeast of Texas Parkway and west of the city limit line.
<b>Include specific housing and commercial characteristics of this target area.</b>	The area is predominately single family residential with commercial properties along Texas Parkway and significant commercial amenities across Texas Parkway at on either side of Cartwright Rd.
<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	The 2011 HUD database of block groups by percent low-mod income indicated that the area was an eligible target area. Further consultation with the Community Development Advisory Committee and with input from City departments, the number of applications for home rehabilitation from the area.
<b>Identify the needs in this target area.</b>	In addition to maintaining code enforcement in the area, sidewalks are in need of improvement particularly with the installation of ADA-compliant curb cuts. Though not an area benefit activity, housing rehabilitation through the homeownership rehabilitation program is a growing need based on the number of applications received.
<b>What are the opportunities for improvement in this target area?</b>	The greatest opportunity for improvement in the area comes from private investments into the commercial strip along Texas Parkway and just outside the area on the west side of Texas Parkway and at Cartwright Rd. Providing shopping, medical care, and other amenities within walking distance or a short drive enhances the viability of the neighborhood and sustains the quality and housing values.
<b>Are there barriers to improvement in this target area?</b>	Ensuring that the commercial strip does not negatively impact the residents is one of the major barriers to improvement in the target area. The major improvements that will benefit the area must be made through private investments and the City has no control over the timing and limited control over the types of investments.

**General Allocation Priorities**

Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA)

The geographic investments are based on:

- First and foremost, a CDBG-eligible target area with at least 41.98% low-moderate income
- High residential composition (at least 60% residential)
- Comparative need

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## SP-25 Priority Needs - 91.215(a)(2)

### Priority Needs

Table 48 – Priority Needs Summary

1	<b>Priority Need Name</b>	Housing Rehabilitation
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Large Families Families with Children Elderly Persons with Physical Disabilities
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Fair Housing Housing Rehabilitation & Minor Paint Program
	<b>Description</b>	Need for minor to moderate rehabilitation of owner-occupied housing.
	<b>Basis for Relative Priority</b>	On-going requests for assistance from residents; input from Community Development Advisory Committee; surveys conducted by Ft. Bend County and Ft. Bend CORPS; ACS data on housing age; code enforcement data; results of resident surveys and input through public meetings/hearings
	2	<b>Priority Need Name</b>
<b>Priority Level</b>		High
<b>Population</b>		Extremely Low Low Moderate Persons with Physical Disabilities Non-housing Community Development
<b>Geographic Areas Affected</b>		Fondren Hunter's Glen Fifth St. Quail Green

	<b>Associated Goals</b>	Sidewalk Improvements
	<b>Description</b>	Installation or rehabilitation of sidewalks in CDBG Target Areas to improve pedestrian mobility and safety throughout the neighborhoods and from homes to commercial areas.
	<b>Basis for Relative Priority</b>	Input from Engineering and Public Works departments; input from Community Development Advisory Committee; input from resident surveys and comments; need to make sidewalks ADA compliant.
<b>3</b>	<b>Priority Need Name</b>	Parks Improvements
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Persons with Physical Disabilities Non-housing Community Development
	<b>Geographic Areas Affected</b>	Fondren Hunter's Glen
	<b>Associated Goals</b>	Parks Improvements
	<b>Description</b>	Improve public parks within CDBG Target Areas to expand the accessibility and availability of recreational activities.
	<b>Basis for Relative Priority</b>	Input from Parks Department; input from Community Development Advisory Committee; input from resident surveys and comments; Capital Improvement Plan; Comprehensive Plan.
<b>4</b>	<b>Priority Need Name</b>	Storm Drainage & Flood Prevention
	<b>Priority Level</b>	Low
	<b>Population</b>	Extremely Low Low Moderate Non-housing Community Development

	<b>Geographic Areas Affected</b>	Fondren Hunter's Glen Fifth St. Quail Green Court Road Lexington/Murphy Road
	<b>Associated Goals</b>	Storm Drainage and Flood Prevention
	<b>Description</b>	Improve the storm drainage through CDBG Target Areas, including the installation or expansion of storm water detention ponds, installation or expansion of storm sewers, cleaning or expansion of open ditches.
	<b>Basis for Relative Priority</b>	Comprehensive Plan; Input from Public Works Department; reported needs as a result of sidewalk improvements; input Community Development Advisory Committee; input from residents through surveys and comments.
5	<b>Priority Need Name</b>	Water & Wastewater Improvements
	<b>Priority Level</b>	Low
	<b>Population</b>	Extremely Low Low Moderate Middle Non-housing Community Development
	<b>Geographic Areas Affected</b>	Fondren Hunter's Glen Fifth St. Quail Green Court Road Lexington/Murphy Road
	<b>Associated Goals</b>	
	<b>Description</b>	Improve and/or expand water lines and wastewater transmission lines in CDBG Target Areas as they age and deteriorate or are in need of greater capacity. Improve water and wastewater treatment facilities that serve CDBG Target Areas as they age, are damaged by natural disasters or are in need of expansion.
	<b>Basis for Relative Priority</b>	Comprehensive Plan; input from Public Works Department and Development Services.

6	<b>Priority Need Name</b>	Services to Neglected or Abused Children
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Families with Children Families with Children Non-housing Community Development
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Services to Neglected or Abused Children
	<b>Description</b>	Provide investigations of abuse/neglect of children, counseling to children and non-offending guardians, medical care to children, support in the way of clothes, school supplies, recreational opportunities to children who are abused, neglected or in CPS care.
	<b>Basis for Relative Priority</b>	Data from Child Advocates, CPS and sheriff's department; input from Community Development Advisory Committee; input from resident surveys and comments.
7	<b>Priority Need Name</b>	Educational Services
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Non-housing Community Development
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Adult Basic Education Post Secondary Scholarships
	<b>Description</b>	Provide support in the form of scholarships to those in college or vocational education, and to nonprofits providing adult basic skills, ESL education, literacy education, GED preparation, job training/readiness education.

	<b>Basis for Relative Priority</b>	Data from national and state sources and school districts; data from Literacy Council of Fort Bend County; input from Community Development Advisory Committee and local educators; input from resident surveys and comments.
8	<b>Priority Need Name</b>	Subsistence Payments
	<b>Priority Level</b>	Low
	<b>Population</b>	Extremely Low Low Moderate Large Families Families with Children Elderly Individuals Families with Children Unaccompanied Youth Non-housing Community Development
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	
	<b>Description</b>	Provide assistance to nonprofits that provide food, prescription assistance, utility assistance, short-term rental assistance to low- to moderate-income residents.
	<b>Basis for Relative Priority</b>	Data from ACS detailing number of extremely low- and low-income; statistics from area food pantries and assistance ministries; input from residents through surveys and comments.
9	<b>Priority Need Name</b>	Domestic Violence Assistance
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Families with Children Individuals Families with Children Victims of Domestic Violence Victims of Domestic Violence Non-housing Community Development

	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	
	<b>Description</b>	Provide assistance to nonprofits serving victims of domestic violence or sexual assault. Assistance in the form of operating expenses for emergency shelters, counseling, education, legal services, outreach, crisis intervention, transitional housing, and supportive housing.
	<b>Basis for Relative Priority</b>	National, state and local data; statistics from CoC applications and Fort Bend Women's Center; input from Community Development Advisory Committee; input from residents through surveys and comments.
<b>10</b>	<b>Priority Need Name</b>	Senior Services
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Elderly Elderly Frail Elderly Non-housing Community Development
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Meals on Wheels
	<b>Description</b>	Provide assistance to nonprofits for the provision of home-delivered hot meals, transportation, recreation, health care, telephone reassurance or other assistance to elderly and frail elderly.
	<b>Basis for Relative Priority</b>	National, state and local data; ACS data regarding number of elderly and frail elderly living alone; data from Fort Bend Senior Center; input from Community Development Advisory Committee; input from residents through surveys and comments.
<b>11</b>	<b>Priority Need Name</b>	Health Care
	<b>Priority Level</b>	High

	<b>Population</b>	Extremely Low Low Moderate Families with Children Elderly Individuals Families with Children Unaccompanied Youth Elderly Frail Elderly Non-housing Community Development
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Pediatric Health Care
	<b>Description</b>	Providing assistance to nonprofit health clinics for health care to uninsured and underinsured persons, focusing particularly on children, pregnant women and elderly.
	<b>Basis for Relative Priority</b>	State and ACS data on number of uninsured; data from AccessHealth of Fort Bend County; input from residents through surveys and comments.
12	<b>Priority Need Name</b>	Neighborhood Revitalization/Economic Development
	<b>Priority Level</b>	Low
	<b>Population</b>	Extremely Low Low Moderate Non-housing Community Development
	<b>Geographic Areas Affected</b>	Fondren Hunter's Glen Fifth St. Quail Green Court Road Lexington/Murphy Road
	<b>Associated Goals</b>	Fair Housing

	<b>Description</b>	Provide assistance through grants, forgivable loans and conventional loans for the improvement of commercial facades and parking areas; improvements and expansion to businesses resulting in increased employment and revenue; and comprehensive revitalization of residential and mixed-use areas that are deteriorating declining in viability.
	<b>Basis for Relative Priority</b>	Input from code enforcement officers, Community Development Advisory Committee and residents.
<b>13</b>	<b>Priority Need Name</b>	Transportation Services
	<b>Priority Level</b>	Low
	<b>Population</b>	Extremely Low Low Moderate Elderly Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with HIV/AIDS and their Families Non-housing Community Development
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	
	<b>Description</b>	Provide assistance to nonprofits providing demand-response transportation to the elderly and disabled for medical and other appointments, shopping, organized programs for seniors and disabled including congregate meals, recreation, life skills classes.
	<b>Basis for Relative Priority</b>	Data from ACS on number and income levels of elderly and disabled, particularly those living alone and/or without vehicles; data from Fort Bend Seniors; input from Community Development Advisory Committee; input from advocacy groups; input from residents through surveys and comments.
<b>14</b>	<b>Priority Need Name</b>	Public Facility Improvements
	<b>Priority Level</b>	Low

	<b>Population</b>	Extremely Low Low Moderate Non-housing Community Development
	<b>Geographic Areas Affected</b>	Fondren Hunter's Glen Fifth St. Quail Green Court Road Lexington/Murphy Road
	<b>Associated Goals</b>	
	<b>Description</b>	Assist in the rehabilitation and/or expansion of existing public facilities and neighborhood facilities that are located in CDBG Target Areas or serve special needs populations.
	<b>Basis for Relative Priority</b>	Information from Comprehensive Plan; input from City staff; input from residents through surveys.
15	<b>Priority Need Name</b>	Code Enforcement
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Middle Non-housing Community Development
	<b>Geographic Areas Affected</b>	Fondren Hunter's Glen Fifth St. Quail Green Court Road Lexington/Murphy Road
	<b>Associated Goals</b>	Code Enforcement
	<b>Description</b>	Provide housing and non-housing code enforcement activities in CDBG Target Areas to sustain quality of life and maintain residential property values.

	<b>Basis for Relative Priority</b>	Counts of code violations in CDBG Target Areas; input from code enforcement officers; input from Community Development Advisory Committee; input from residents through surveys and comments.
16	<b>Priority Need Name</b>	Street Improvements
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate
	<b>Geographic Areas Affected</b>	Fondren Hunter's Glen Fifth St. Quail Green Court Road Lexington/Murphy Road
	<b>Associated Goals</b>	Street Improvements
	<b>Description</b>	Improve existing deteriorating streets in CDBG Target Areas
	<b>Basis for Relative Priority</b>	Public Works Department's review of street conditions throughout the city; resident surveys and comments.
17	<b>Priority Need Name</b>	Fair Housing
	<b>Priority Level</b>	High

	<b>Population</b>	Middle Large Families Families with Children Elderly Public Housing Residents Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Victims of Domestic Violence Non-housing Community Development
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Fair Housing
	<b>Description</b>	tThe City will participate in the Regional Collaboration of the Assessment of Fair Housing and Conduct a Market Housing Study
	<b>Basis for Relative Priority</b>	HUD's Fair Housing Assessment
<b>18</b>	<b>Priority Need Name</b>	First Time Home Buying Assistance
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Families with Children

<b>Geographic Areas Affected</b>	Fondren Hunter's Glen Fifth St. Court Road Lexington/Murphy Road
<b>Associated Goals</b>	Fair Housing First-time Home Owner Assistance
<b>Description</b>	The goal of the Homebuyer Assistance Program is to stabilize neighborhoods by promoting owner occupied housing. The City of Missouri City will grant eligible homebuyers with down payment and/or closing costs. The program provides up to 5% of the sales price toward the purchase of homes within the Missouri City city limits. These funds are available through the Community Development Block Grant Program in the form of a five (5) year forgivable loan and are provided at the time of closing.
<b>Basis for Relative Priority</b>	Promotes homeownership, provides credit education and counseling, and opens opportunities for affordable housing.

**Narrative (Optional)**

The greatest needs of Missouri City are in the areas of code enforcement, housing rehabilitation, sidewalk improvements, park enhancements, street improvements and public services. Education of youth and adults; and health and welfare of the elderly, disabled, children and homeless are the highest public service priorities for the city. The need for all of the priorities far exceeds the annual allocation.

## SP-30 Influence of Market Conditions – 91.215 (b)

### Influence of Market Conditions

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA)	No City funding is available for Tenant Based Rental Assistance.
TBRA for Non-Homeless Special Needs	No City funding is available for TBRA for Non-homeless Special Needs populations
New Unit Production	No City funding is available for new housing production. The Community Development team is hoping to gain funding to assist in first-time-home buy assistance.
Rehabilitation	Most of the low- to moderate-income housing in Missouri City was constructed in the 1970s-1980s and is falling into disrepair due to deferred maintenance. To maintain sound housing and housing values, minor housing rehabilitation will be conducted throughout the city for low- to moderate-income households owning and residing in their home.
Acquisition, including preservation	Currently, no City funding is available for acquisition. However, abandoned foreclosed properties in Missouri City pose a threat not only to health and safety of the neighborhood, but also to a decline in overall housing values in the areas. A regional CDC is acquiring damaged foreclosed homes, renovating them for affordable owner-occupied housing. It is anticipated that 4-8 units will be purchased, renovated and sold. Within this Consolidated Plan cycle, opportunities for first-time-homeowner assistance is being proposed as an activity.

**Table 49 – Influence of Market Conditions**

## SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2)

### Introduction

### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	365,549	0	60,000	425,549	1,460,000	Funds will be used for public infrastructure, code enforcement, housing rehabilitation, parks improvements, possible facility improvements, and public services.

Table 50 - Anticipated Resources

### Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The CDBG Funds will leverage City General Fund and Bond Fund dollars for all infrastructure, parks and facilities projects. The City will fund more than 70% of non-sidewalk infrastructure projects through non-CDBG dollars. CDBG funds will be used to fund the cost of sidewalks and approximately 90% of the costs of parks improvements in CDBG Target Areas.

The housing rehabilitation program is leveraged with the contracted nonprofits providing approximately 75 cents to 1 dollar of additional resources for every dollar of CDBG funds expended. The leveraged funds are from private foundation and individual donations and private corporate grants.

The public service subrecipients provide approximately \$1.50 of additional resources for every dollar of CDBG funds expended. This leverage comes in the form of administrative and operating costs and direct costs to match CDBG dollars per client. The sources of the funds are private individual donations, foundations and corporate donations. Meals on Wheels receives Area Agency on Aging and FEMA funds for the provision of meals and services to the elderly. Child Advocates receives CPS and other state and federal funds for the provision of services to abused and neglected children. AccessHealth receives Medicaid, CHIPS and other state/federal public insurance funds to support the indirect costs.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

The City's parks will be used to address the recreational needs identified in the plan. These parks include:

- Buffalo Run -- 95 acres located at 1122 Buffalo Run Blvd
- Hunter's Glen -- 17.58 acres located at 1340 Independence
- Hunter's Trail -- trails with trailhead located at 1299 Mimosa
- McLain -- 0.7 acres with tennis courts located at 12039 McLain

McLain Park is located in the Fondren Park Target Area and the others are in the Hunter's Glen Target Area.

Cangelosi Watershed detention pond, begun with PY 2012 funding and to continue with non-CDBG funds is located in the Hunter's Glen Target Area.

**Discussion**

The City is committed to using CDBG dollars as leverage for other public and private funds to ensure the sustainability of low- to moderate-income neighborhoods and residents. All of the funded nonprofits providing public services and housing rehabilitation match the CDBG funds with funding from other sources to expand the number of persons served and the level of service provided.

## SP-40 Institutional Delivery Structure – 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
City of Missouri City	Government	Economic Development Planning neighborhood improvements public facilities public services	Jurisdiction
FIFTH WARD COMMUNITY REDEVELOPMENT CORP	Subrecipient	Ownership	Jurisdiction
FORT BEND CORPS	Subrecipient	Ownership	Jurisdiction
LITERACY COUNCIL OF FORT BEND COUNTY	Subrecipient	public services	
Fort Bend Family Health Center	Subrecipient	public services	
CHILD ADVOCATES OF FORT BEND COUNTY	Subrecipient	public services	
Fort Bend Seniors	Subrecipient	public services	

**Table 51 - Institutional Delivery Structure**

### Assess of Strengths and Gaps in the Institutional Delivery System

The strengths in the delivery system include the level of coordination between the City and its subrecipients and other service providers as well as between the City and Fort Bend County. One major strength is the Community Development Advisory Committee, comprised of the 3 councilmembers whose districts include the CDBG Target Areas, and 4 citizens. These individuals bring issues, opportunities and solutions to the table to facilitate the identification of services needed, agencies to provide the services and how to strengthen the collaboration and linkages.

The United Way of Greater Houston conducts monthly meetings in Fort Bend County for Fort Bend area United Way agencies, though all local agencies are welcome to attend. The City sends a representative to the meetings to improve coordination and collaboration both with the private service providers and Fort Bend County. This collaboration improves the strength of the local and county-wide system. The subrecipients, both public service and housing, work to refer clients to other organizations to address the needs not able to be addressed by the agency initially contacted. The result is that low- to

moderate-income residents are able to be directed to a comprehensive set of services and assistance to provide a more holistic approach to meeting their needs.

Most of the subrecipients, both housing rehabilitation and public services, serve and receive HUD funding from multiple jurisdictions. As a result, there are strong linkages among the grantees in developing similar and consistent reporting requirements, monitoring requirements and programmatic coverage. Additionally, the body of knowledge among the subrecipients is greater as they are provided technical assistance by multiple grantees.

The primary gap in the institutional delivery system is the lack of local organizations to meet the needs of the community. While the City of Houston and Harris County provide extensive services for all needs, Missouri City and Fort Bend County are suburban/exurban in nature and do not have the social service and housing infrastructure to support many of the needs of the community. Additionally, there is no Public Housing Authority that serves Fort Bend County and Missouri City, limiting low-income renters' access to affordable and accessible housing.

The limited total CDBG resources as well as the 15% cap on public services limits all agencies' ability to address all of the needs in the community. With the 15% cap on public services, many social service agencies and shelters find that the cost of regulatory compliance is greater than the funds received.

**Availability of services targeted to homeless persons and persons with HIV and mainstream services**

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
<b>Homelessness Prevention Services</b>			
Counseling/Advocacy	X	X	
Legal Assistance	X		
Mortgage Assistance			
Rental Assistance	X		
Utilities Assistance	X		
<b>Street Outreach Services</b>			
Law Enforcement			
Mobile Clinics			
Other Street Outreach Services			
<b>Supportive Services</b>			
Alcohol & Drug Abuse			
Child Care			
Education			
Employment and Employment Training	X		
Healthcare	X		

HIV/AIDS			
Life Skills	X		
Mental Health Counseling	X		
Transportation	X		
<b>Other</b>			

**Table 52 - Homeless Prevention Services Summary**

**Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)**

The services targeted to homeless persons include shelter for homeless families experiencing a short-term episode of homelessness and victims of domestic violence and/or sexual assault. Within these two programs, health, mental health, life skills education, and employment services are provided through the homeless service provider or through agreements with mainstream agencies.

Homeless prevention services are provided through East Fort Bend Human Needs in the form of utility and rental assistance.

All of the mainstream services are available to homeless individuals as they present themselves to the agencies for services.

**Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above**

The strength of Fort Bend Seniors, East Fort Bend Human Needs, Fort Bend Women's Center, Fort Bend Family Promise, Literacy Council of Fort Bend, and Child Advocates of Fort Bend allow for funding levels and administration to address the needs of the homeless and special needs populations, as appropriate. However, the two greatest limitations in fully addressing all of the needs of the homeless and special needs population is the relatively small number of those in need and the very limited number of funders targeting Fort Bend County. The numbers do not support either the establishment of organizations to address the needs nor the funding of local organizations over those in large cities where the client base is considerably greater.

**Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs**

The City strives to increase the collaboration and coordination with Fort Bend County, funders and nonprofit agencies as well as facilitate and participate in collaborative actions among public and private agencies. The City's CDBG consultant notifies agencies of potential funding sources and grant

opportunities and is available to assist the agencies in securing additional funding, particularly through the provision of supporting data to enhance the quality of funding applications.

The Community Development Advisory Committee plays an important role in the improvement of the institutional structure and delivery system. During the past year, involvement of the CDAC has increased and the City is continuing to involve the CDAC in more interagency collaborations and coordinations, while also seeking from the CDAC avenues in which to strengthen the service delivery system.

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## SP-45 Goals Summary – 91.215(a)(4)

### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Housing Rehabilitation & Minor Paint Program	2019	2023	Affordable Housing		Housing Rehabilitation	CDBG: \$100,000	Homeowner Housing Rehabilitated: 35 Household Housing Unit
2	Sidewalk Improvements	2019	2023	Non-Housing Community Development		Sidewalk Improvements	CDBG: \$101,049	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3000 Persons Assisted
3	Parks Improvements	2019	2023	Non-Housing Community Development		Parks Improvements		Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3000 Persons Assisted
4	Storm Drainage and Flood Prevention	2019	2023	Non-Housing Community Development		Storm Drainage & Flood Prevention		Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 250 Persons Assisted
5	Services to Neglected or Abused Children	2019	2023	Non-Housing Community Development		Services to Neglected or Abused Children	CDBG: \$12,500	Public service activities other than Low/Moderate Income Housing Benefit: 300 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Post Secondary Scholarships	2019	2023	Non-Housing Community Development		Educational Services	CDBG: \$10,000	Public service activities other than Low/Moderate Income Housing Benefit: 40 Persons Assisted
7	Adult Basic Education	2019	2023	Non-Housing Community Development		Educational Services	CDBG: \$11,000	Public service activities other than Low/Moderate Income Housing Benefit: 160 Persons Assisted
8	Meals on Wheels	2019	2023	Non-Homeless Special Needs Non-Housing Community Development		Senior Services	CDBG: \$10,000	Public service activities other than Low/Moderate Income Housing Benefit: 40 Persons Assisted
9	Pediatric Health Care	2019	2023	Non-Housing Community Development		Health Care	CDBG: \$11,000	Public service activities other than Low/Moderate Income Housing Benefit: 500 Persons Assisted
10	Code Enforcement	2019	2023	Non-Housing Community Development		Code Enforcement	CDBG: \$50,000	Housing Code Enforcement/Foreclosed Property Care: 2000 Household Housing Unit
11	Street Improvements	2020	2023	Non-Housing Community Development	Fondren Hunter's Glen Fifth St. Quail Green	Street Improvements		Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 800 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
12	Fair Housing	2019	2023	Affordable Housing Public Housing Homeless Non-Homeless Special Needs		Fair Housing Housing Rehabilitation Neighborhood Revitalization/Economic Development First Time Home Buying Assistance	CDBG: \$4,000	
13	First-time Home Owner Assistance	2019	2023		Fondren Hunter's Glen Fifth St. Quail Green Court Road Lexington/Murphy Road	First Time Home Buying Assistance	CDBG: \$27,000	Direct Financial Assistance to Homebuyers: 4 Households Assisted

Table 53 – Goals Summary

### Goal Descriptions

1	<b>Goal Name</b>	Housing Rehabilitation & Minor Paint Program
	<b>Goal Description</b>	Provide minor to moderate rehabilitation to homes owned and occupied by low- to moderate-income residents of Missouri City.
2	<b>Goal Name</b>	Sidewalk Improvements
	<b>Goal Description</b>	Sidewalks throughout CDBG Target Areas are deteriorating and do not have ADA compliant specialized curb cuts. During the next 4 years the City plans to repair and/or widen sidewalks and install ADA compliant curb cuts to ensure the safety of pedestrians and those in wheelchairs or other mobility enhancements.

3	<b>Goal Name</b>	Parks Improvements
	<b>Goal Description</b>	As the low- to moderate-income population grows and new development occurs in and around CDBG Target Areas and existing parks age, there is a need to improve and enhance the neighborhood and community parks serving the low- to moderate-income and special needs populations. The City plans to improve and rehabilitate aging parks and structures within parks as well as enhance the parks through the addition of playgrounds, sports fields/courts, pavilions, shade structures, and exercise equipment.
4	<b>Goal Name</b>	Storm Drainage and Flood Prevention
	<b>Goal Description</b>	As sidewalks are reconstructed/repared and curb cuts installed, the City evaluates the need for improved storm drainage within the same Right of Way. At the time of sidewalk improvements, storm sewers and/or open ditches may be improved, cleared, or expanded.  In order to prevent flooding in CDBG Target Areas, the City will complete the installation of the Cangelosi Watershed detention pond, funded in part with PY 2012 CDBG funds and may install storm water detention ponds and improved storm drainage as well as to clean/expand existing open ditches. As funds permit, CDBG dollars will augment existing General Fund and Bond Fund dollars.
5	<b>Goal Name</b>	Services to Neglected or Abused Children
	<b>Goal Description</b>	The City anticipates continuing to fund Child Advocates of Fort Bend County in the provision of investigation, forensic interviewing and counseling for children who are victims of alleged abuse and/or neglect. In addition, the City may provide assistance to other organizations such as CPS or Rainbow Room as applications for funding are received by such potential subrecipients.
6	<b>Goal Name</b>	Post Secondary Scholarships
	<b>Goal Description</b>	The City is committed to continuing to provide post-secondary scholarships to low- to moderate-income residents seeking AA or BA degrees, certifications for various trades, or vocational education.

7	<b>Goal Name</b>	Adult Basic Education
	<b>Goal Description</b>	The City anticipates a continuation of funding for Literacy Council of Fort Bend County in their provision of literacy education, ESL education, GED preparation and testing, job readiness assistance and workforce development activities. The City will also review and consider for funding any other nonprofit or public agencies that submit application for funding similar services.
8	<b>Goal Name</b>	Meals on Wheels
	<b>Goal Description</b>	Continue to provide funding to Fort Bend Seniors' Meals on Wheels program for home delivered hot meals to home-bound seniors in Missouri City.
9	<b>Goal Name</b>	Pediatric Health Care
	<b>Goal Description</b>	The City will continue to provide funding such as AccessHealth of Fort Bend County for the partial cost of providing pediatric medical care to uninsured families.
10	<b>Goal Name</b>	Code Enforcement
	<b>Goal Description</b>	The City plans to continue funding the salary of a code enforcement officer who is assigned to CDBG Target Areas for the duties of surveying/assessing properties for code violations, citing violators, filing court documents against owners who do not rectify the violation, appearing in court, and assisting owners where appropriate in finding affordable methods for bringing properties back into code compliance. These services maintain neighborhoods and property values and keep the areas free from health and safety concerns.
11	<b>Goal Name</b>	Street Improvements
	<b>Goal Description</b>	The City will allocate funds, as available, to augment capital improvement funds for the improvement of residential streets in CDBG Target Areas.
12	<b>Goal Name</b>	Fair Housing
	<b>Goal Description</b>	The City <b>will continue to participate in the</b> Regional Collaboration of the Assessment of Fair Housing and work towards implementing the recommendations of the AI Report.

13	<b>Goal Name</b>	First-time Home Owner Assistance
	<b>Goal Description</b>	Provide First-time Home Owner Assistance Programing. The goal of the Homebuyer Assistance Program is to stabilize neighborhoods by promoting owner occupied housing. The City of Missouri City will grant eligible homebuyers with down payment and/or closing costs. The program provides up to 5% of the sales price toward the purchase of homes within the Missouri City city limits. These funds are available through the Community Development Block Grant Program in the form of a five (5) year forgivable loan and are provided at the time of closing.

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)**

Missouri City will provide owner-occupied housing rehabilitation to 7-10 households each year for a total of 35-50 during the next 4 years. The City does not receive HOME funds and does not conduct activities related to the HOME program, such as tenant-based rental assistance, new housing construction or multi-family housing assistance. The City will continue to participate in the implementation of the Regional Collaboration of the Assessment of Fair Housing and will complete the Market Housing Analysis Plan.

**SP-50 Public Housing Accessibility and Involvement – 91.215(c)**

**Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)**

There is no Public Housing Authority or nor are there public housing units in Missouri City.

**Activities to Increase Resident Involvements**

Not applicable

**Is the public housing agency designated as troubled under 24 CFR part 902?**

N/A

**Plan to remove the ‘troubled’ designation**

Not Applicable

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## **SP-55 Barriers to affordable housing – 91.215(h)**

### **Barriers to Affordable Housing**

Currently, the City has adopted a Fair Housing Ordinance by reference to the Civil Rights Act of 1968, continues to promote the Act during decision making opportunities.

At this time there are no tax incentives provided to developers of affordable housing directly by Missouri City. However, the City approves LIHTC applications to TDHCA that are in accordance with City codes and appear to be financially feasible and sound.

While there are areas zoned for multi-family, townhomes and duplexes, the majority of the residential areas of Missouri City are zoned single family and the homes constructed are generally more than 1,500 square feet, making them less affordable to small-related families, individuals and the elderly.

Due to Missouri City's status as a CDBG Entitlement Jurisdiction, national public policy (HUD regulations) prohibits Fort Bend County and Harris County HOME funds from being used in Missouri City, though Missouri City is not a HOME Participating Jurisdiction. This prevents county CHDOs from constructing affordable housing in Missouri City. The administrative team works constantly towards establishing project activities that will assist those desiring to move towards homeownership such as first-time-home buyer incentives. The team also provides fair housing training at least once a year to the Planning & Zoning Commission and the general public.

### **Strategy to Remove or Ameliorate the Barriers to Affordable Housing**

The City strives to remove or ameliorate barriers to both affordable and fair housing. It is currently reviewing fair housing ordinances throughout Texas to determine the most efficacious ordinance to develop and present for inclusion in the City Code. The City maintains a Fair Housing Officer in the Development Services Department and maintains a log of fair housing and affordable housing activities and fair housing complaints. The City reviews the deed restrictions of new subdivisions to ensure compliance with the Fair Housing Act and City ordinances. The City will continue to fund owner-occupied housing rehabilitation to ensure that the housing of low- to moderate-income owners is not only sound, but cost/energy efficient to improve affordability.

The City will continue to review state applications for Low Income Housing Tax Credit developments and will approve those that fit the zoning ordinance and are deemed fiscally sound and structurally accessible.

The City has adopted a method to review and consider reasonable accommodations for group homes that would otherwise not qualify under the state statutes for the exemption to the zoning ordinance. This helps to ensure that the special populations are able to access affordable supportive housing.

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## **SP-60 Homelessness Strategy – 91.215(d)**

### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

Missouri City does not receive Emergency Solutions Grant funds and there is only one homeless agency within the city limits. A domestic violence shelter and homeless youth program in Fort Bend County are the only other homeless agencies that serve Missouri City residents. While agencies reaching out to the homeless specifically are not currently applying for CDBG funding, the City supports the efforts of Fort Bend Family Promise, which provides shelter and supportive services to homeless families; Fort Bend Women's Center, which provides shelter, supportive services and transitional housing to homeless victims of domestic violence; Park Youth Ranch which provides emergency shelter and counseling to homeless and at-risk youth; and East Fort Bend Human Needs, which provides subsistence assistance to help prevent homelessness. Fort Bend Women's Center and East Fort Bend Human Needs have applied for and received CDBG funds in the past and the City encourages their future applications. Fort Bend Family Promise has enhanced their operations significantly and the City is encouraging them to apply for supportive services funding.

### **Addressing the emergency and transitional housing needs of homeless persons**

Fort Bend Family Promise, Park Youth Ranch and Fort Bend Women's Center provide emergency shelter to Missouri City residents. Families who have experienced a short-term episode of homelessness are housed by Family Promise through week-long shelter at numerous churches on a rotating basis. Family Promise provides supportive services daily for the families. Homeless youth are provided shelter through Park Youth Ranch. The Women's Center provides emergency shelter and transitional housing, both with accompanying supportive services.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.**

There are no facilities in the immediate Missouri City area serving the chronically homeless or specifically targeting veterans. Family Promise serves those families who are experiencing a short-term single-episode of homelessness. Park Youth Ranch serves unaccompanied youth. Fort Bend Women's Center serves victims of domestic violence and sexual assault. The 3 agencies serving homeless individuals and families provide comprehensive supportive services, including life skills training, job training/education, and money management education to prepare the clients for independent living

upon program exit. Fort Bend Women's Center provides rental assistance to those exiting the shelter as a way to transition them from total dependency to independency.

**Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs**

All of the public service agencies in and around Missouri City address the low- and extremely-low income households that are at risk of becoming homeless. Without Emergency Solutions Grant funds or other related homeless prevention funding, the City is not able to focus solely on at risk households.

However, East Fort Bend Human Needs provides food, clothing, prescription assistance, utility assistance, and 1-time rental assistance to those facing either eviction or a choice between eating/taking medication and eviction.

The Jester III unit of the Texas Department of Criminal Justice, located in Fort Bend County, provides reentry planning and services to inmates being released from the 3 Jester units. Fort Bend County Jail provides reentry services to those exiting the jail.

Fort Bend Family Health Center (now AccessHealth) provides free and low-cost medical care to all uninsured or underinsured residents of Missouri City.

Though not aimed specifically at preventing homelessness, Literacy Council of Fort Bend provides literacy education, GED preparation, job training and scholarships to move the low- and extremely-low income into self sufficiency and a livable wage. Likewise, the City uses CDBG funds to provide scholarships to low- to moderate-income as they attend college or trade school.

Fort Bend Women's Center provides rental assistance and placement assistance to victims of domestic violence who are fleeing abuse but are able to locate in independent housing. The Center also provides rental assistance to those exiting the shelter or other facilities who are stable enough for independent housing but do not yet have the financial security to pay rent and other living expenses.

Park Youth Ranch works with youth aging out of foster care and other programs/facilities and provides shelter and supportive services as they transition into independent or subsidized housing.

## **SP-65 Lead based paint Hazards – 91.215(i)**

### **Actions to address LBP hazards and increase access to housing without LBP hazards**

The City funds a housing rehabilitation program and each house built before 1978 is evaluated for lead-based paint and when LBP is found is remediated as required by federal regulations regardless of the age of the residents. Those receiving assistance through both of the nonprofit housing rehabilitation subrecipients are provided with information regarding lead hazards. Fort Bend CORPS provides housing rehabilitation and energy efficiency assistance through non-federal funding and evaluates for and treats lead based paint during their privately-funded activities. The subrecipients also provide information regarding lead hazards to anyone who inquires about their programs.

Fort Bend Family Health Center (now AccessHealth) provides blood lead testing for children and provides information about lead hazards to the parents of its patients.

### **How are the actions listed above related to the extent of lead poisoning and hazards?**

The vast majority of the housing in Missouri City was constructed after 1978, and the vast majority of those constructed prior to 1979 are not low- to moderate-income with children 6 years or under therefore lead-based paint is not an issue for more than 90% of the housing. It is estimated that 1,068 low- to moderate-income units may have lead-based paint and 210 of those have children 6 years and younger. Of those, 619 are owner occupied low- to moderate-income and potentially eligible for housing rehabilitation assistance. When lead-based paint is discovered through CDBG rehabilitation, it is addressed in all houses served regardless of the age of the residents.

The actions of the Fort Bend Family Health Center to test for lead poisoning and to provide information regarding lead poisoning from paint and other sources are related directly to the extent of children 6 years and under who are suspected of having lead poisoning.

### **How are the actions listed above integrated into housing policies and procedures?**

Both the City's policies and procedures and those of the Fort Bend CORPS and Fifth Ward Redevelopment Corporation state how the houses will be evaluated for lead-based paint and what actions will be taken depending upon the cost of the rehabilitation, the level of paint being disturbed, and the type of work being conducted. The City reviews the scope of work for each CDBG-funded rehabilitation to ensure that the lead-based paint policies are followed.

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## **SP-70 Anti-Poverty Strategy – 91.215(j)**

### **Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families**

The City of Missouri City places a high priority on reducing the number of poverty-level families by providing educational and employment opportunities to low- to moderate-income individuals.

The City has developed a Section 3 Plan to ensure that Section 3-qualified contractors would be encouraged to bid on projects and selected contractors would be Section 3-qualified or encouraged to hire Section 3 (low-income) residents. The City will make every effort possible to contract with Section 3 firms for the sidewalk and parks project. When Section 3 firms are not available, the City will encourage the selected firm(s) to hire local low-income workers whenever possible. Historically, firms used for infrastructure projects have used workers who were low-income at initial hire. However, with steady full-time work, most individuals employed by the construction firms move out of low-income into the moderate-income bracket or higher. The City and its housing rehabilitation contractors will continue to work with its local subcontractors to encourage the employment of local low-income residents. It is anticipated that 2 to 3 low-income workers will be hired by contractors.

The City uses CDBG funds to provide scholarships for low- to moderate-income students pursuing post-secondary education through college or trade schools. Without these scholarships, the recipients would be unable to continue their education. This program assists in developing residents with the capability of earning wages well above the poverty level.

The City has over time supported agencies such as the Literacy Council of Fort Bend to provide literacy education, ESL education, GED preparation, and workforce development. This program has assisted adults who are living below the poverty level due to an inability to read or speak English, the lack of a High School diploma or GED, or the lack of skills required for available employment. The adults completing the Literacy Council's programs have been able to secure employment at a livable wage or enter a trade that will allow them to progress out of the poverty level.

### **How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan**

The City is not a HOME recipient and does not have the funding to develop affordable housing. The housing plan for the City's CDBG program is one of providing minor to moderate housing rehabilitation to low- to moderate-income homeowners. Many of the applicants are elderly or disabled residents living below the poverty level. By repairing their homes and providing more energy efficient HVAC systems, windows, doors, and insulation, their housing costs are reduced and they are better able to remain in their homes.

Within this consolidated plan cycle, the City hopes to promote funding activities that will provide minimal first-time home buyer opportunities. Another program we propose to implement for the first

time is the Section 108 Loan program which will aid in reducing further blight and disinvestment in the older sectors of the community. This should support policies for reducing poverty.

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## **SP-80 Monitoring – 91.230**

**Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The City of Missouri City's monitoring procedures are designed to assist staff in fulfilling its regulatory obligations. The City conducts desk monitoring monthly as it reviews the monthly reimbursement requests of each subrecipient. The requests include an invoice, backup documentation such as receipts and time sheets, and a client data report listing each client served and verifying residency and income.

The on-site monitoring process is conducted annually or semi-annually, with more frequent monitorings for subrecipients who are high-risk. The on-site monitoring follows HUD checklists for programmatic and financial monitoring. The elements of the checklist include: conformance to subrecipient agreement; record-keeping system; financial management system; proof of insurance; review of audit and single audit if required; review of policies and procedures and the agency's compliance with their internal policies; review of agency's compliance with Section 504, EEO laws/regulations, equal opportunity in accepting clients, and Section 3.

The City notifies the agencies in writing prior to the monitoring visit and alerts them as to the areas to be evaluated. At the monitoring, the City staff or consultants meet with relevant agency staff including the executive director, review all aspects outlined in the checklist and ends the visit with a discussion of areas for improvement. The monitoring is followed up by a letter outlining the results and the remedies to be taken to resolve any concerns or findings.

## Expected Resources

### AP-15 Expected Resources – 91.220(c)(1,2)

#### Introduction

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	365,549	0	60,000	425,549	1,460,000	Funds will be used for public infrastructure, code enforcement, housing rehabilitation, parks improvements, possible facility improvements, and public services.

Table 54 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

The CDBG Funds will leverage City General Fund and Bond Fund dollars for all infrastructure, parks and facilities projects. The City will fund more than 70% of non-sidewalk infrastructure projects through non-CDBG dollars. CDBG funds will be used to fund the cost of sidewalks and

approximately 90% of the costs of parks improvements in CDBG Target Areas.

The housing rehabilitation program is leveraged with the contracted nonprofits providing approximately 75 cents to 1 dollar of additional resources for every dollar of CDBG funds expended. The leveraged funds are from private foundation and individual donations and private corporate grants.

The public service subrecipients provide approximately \$1.50 of additional resources for every dollar of CDBG funds expended. This leverage comes in the form of administrative and operating costs and direct costs to match CDBG dollars per client. The sources of the funds are private individual donations, foundations and corporate donations. Meals on Wheels receives Area Agency on Aging and FEMA funds for the provision of meals and services to the elderly. Child Advocates receives CPS and other state and federal funds for the provision of services to abused and neglected children. AccessHealth receives Medicaid, CHIPS and other state/federal public insurance funds to support the indirect costs.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

The City's parks will be used to address the recreational needs identified in the plan. These parks include:

- Buffalo Run -- 95 acres located at 1122 Buffalo Run Blvd
- Hunter's Glen -- 17.58 acres located at 1340 Independence
- Hunter's Trail -- trails with trailhead located at 1299 Mimosa
- McLain -- 0.7 acres with tennis courts located at 12039 McLain

McLain Park is located in the Fondren Park Target Area and the others are in the Hunter's Glen Target Area.

Cangelosi Watershed detention pond, begun with PY 2012 funding and to continue with non-CDBG funds is located in the Hunter's Glen Target Area.

**Discussion**

The City is committed to using CDBG dollars as leverage for other public and private funds to ensure the sustainability of low- to moderate-income neighborhoods and residents. All of the funded nonprofits providing public services and housing rehabilitation match the CDBG funds with funding from other sources to expand the number of persons served and the level of service provided.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Housing Rehabilitation & Minor Paint Program	2019	2023	Affordable Housing	Fondren Hunter's Glen Fifth St. Quail Green Court Road Lexington/Murphy Road	Housing Rehabilitation	CDBG: \$105,518	Homeowner Housing Rehabilitated: 10 Household Housing Unit
2	Code Enforcement	2019	2023	Non-Housing Community Development	Fondren Hunter's Glen Fifth St. Quail Green Court Road Lexington/Murphy Road	Code Enforcement	CDBG: \$51,537	Housing Code Enforcement/Foreclosed Property Care: 500 Household Housing Unit Other: 500 Other
3	Services to Neglected or Abused Children	2019	2023	Non-Housing Community Development		Services to Neglected or Abused Children	CDBG: \$10,500	Public service activities other than Low/Moderate Income Housing Benefit: 75 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Meals on Wheels	2019	2023	Non-Homeless Special Needs Non-Housing Community Development		Senior Services	CDBG: \$10,500	Public service activities other than Low/Moderate Income Housing Benefit: 25 Persons Assisted
5	Post Secondary Scholarships	2019	2023	Non-Housing Community Development	Fondren Hunter's Glen Fifth St. Quail Green Court Road Lexington/Murphy Road	Educational Services	CDBG: \$11,205	Public service activities other than Low/Moderate Income Housing Benefit: 8 Persons Assisted
8	Parks Improvements	2019	2023	Non-Housing Community Development			CDBG: \$29,000	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 3000 Households Assisted
9	Fair Housing	2019	2023	Affordable Housing Public Housing Homeless Non-Homeless Special Needs				Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 4000 Persons Assisted
10	First-time Home Owner Assistance	2019	2023				CDBG: \$27,000	Public service activities for Low/Moderate Income Housing Benefit: 4000 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
11	Storm Drainage and Flood Prevention	2019	2023	Non-Housing Community Development				Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 250 Households Assisted

Table 55 – Goals Summary

### Goal Descriptions

1	<b>Goal Name</b>	Housing Rehabilitation & Minor Paint Program
	<b>Goal Description</b>	CDBG funds of \$95,518 will provide minor to moderate rehabilitation to 10 owner-occupied home, in addition to \$11,000 provide 4 residents with exterior painting improvement of low- to moderate-income.
2	<b>Goal Name</b>	Code Enforcement
	<b>Goal Description</b>	The City will continue to assign a code enforcement officer to survey, inspect, and cite properties in the CDBG Target Areas and to represent the City in any legal proceedings and interactions with the property owners who fail to comply.
3	<b>Goal Name</b>	Services to Neglected or Abused Children
	<b>Goal Description</b>	Child Advocates of Fort Bend will provide forensic interviews of and counseling to victims of child abuse and/or neglect.
4	<b>Goal Name</b>	Meals on Wheels
	<b>Goal Description</b>	Fort Bend Seniors will provide hot home-delivered meals to home-bound seniors.
5	<b>Goal Name</b>	Post Secondary Scholarships
	<b>Goal Description</b>	The City will provide scholarships to up to 8-10 high school graduates or students enrolled in college or trade school. A scholarship review committee has been established to review the applications and determine eligibility and rankings.

8	<b>Goal Name</b>	Parks Improvements
	<b>Goal Description</b>	Hunters Glen Park Trail will provide public park improvements within city limits to benefit 3000 persons.
9	<b>Goal Name</b>	Fair Housing
	<b>Goal Description</b>	Program will affirmatively further Fair Housing by offering educational oppotunites to low-to-moderate income persons.
10	<b>Goal Name</b>	First-time Home Owner Assistance
	<b>Goal Description</b>	CDBG Program to offer first time home buyers program to eligible residents in the form of a 5-year forgivable loan not to exteed 5% of the sales price.
11	<b>Goal Name</b>	Storm Drainage and Flood Prevention
	<b>Goal Description</b>	CDBG funds will be used in conjunction with other resources to facilliate City Engineering projects, for storm drainage and flood prevention.

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

The City will fund 8 projects plus program administration as follows:

Project	Allocation	Assisted
Housing Rehabilitation	\$95,518	10
First Time Homebuyers	\$27,000	3
Code Enforcement	\$51,537	500 houses, 500 other
Education (Scholarships)	\$11,205	10
Edison Arts	10,500	25
Children Services (Child Advocates)	\$10,500	75
Senior Services (Meals on Wheels)	\$10,500	25
Residential Paint Project	\$11,000	4
Program Administration	\$56,940	N/A
Total	\$284,700	

Table 56 – Project Information

#### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The housing rehabilitation, homebuyer program, code enforcement and scholarships are priorities for the city as determined by the results of resident surveys, interviews with stakeholders, staff input, input from the Community Development Advisory Committee and need identified through Census and other quantifiable data.

The two primary obstacles to addressing underserved needs are (1) lack of sufficient resources; and (2) lack of potential non-profit subrecipients to administer public service, homeless, and affordable housing programs.

**AP-38 Project Summary**  
**Project Summary Information**

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## AP-50 Geographic Distribution – 91.220(f)

### Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Low-Moderate Area (LMA) projects (sidewalk improvements and code enforcement) will be directed at CDBG Target Areas. The sidewalk improvements will continue in the Fondren Target Area and code enforcement will be carried out in all Target Areas. Housing rehabilitation and public services will be Low-Moderate Clientele (LMC) and carried out throughout the city for any low- to moderate-income eligible client.

### Geographic Distribution

Target Area	Percentage of Funds
Fondren	40
Hunter's Glen	10
Fifth St.	10
Quail Green	10
Court Road	10
Lexington/Murphy Road	10

Table 57 - Geographic Distribution

### Rationale for the priorities for allocating investments geographically

Code enforcement will be carried out throughout all of the CDBG Target Areas. The exact percentage for each Target Area may vary due to differences in geographic size and number of violations. The sidewalk improvements are being carried out in the Fondren Area as part of a process to bring the entire area up to city standard and ADA compliance. By focusing resources on a single target area each year, the impact is greater. Fondren Target Area has some of the oldest sidewalks in most need of repair.

### Discussion

The City is addressing code enforcement throughout all neighborhoods equally, with CDBG funding used only for CDBG Target Areas. The City is focusing its CDBG infrastructure funds on the Fondren Target Area for PY 2013 in order to expand the sidewalk improvements begun in PY 2011 in that area. Once the area is completed and up to City standard and ADA regulations, funds will be directed to other neighborhoods.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

The City of Missouri City uses between 25% and 30% of its annual CDBG allocation to fund the rehabilitation of homes owned and occupied by low- to moderate-income households. The majority of those households applying for funds are elderly and/or disabled.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	
Non-Homeless	
Special-Needs	
Total	

**Table 58 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through</b>	
The Production of New Units	48
Total	48

**Table 59 - One Year Goals for Affordable Housing by Support Type**

#### Discussion

It is anticipated that 10 homes will be rehabilitated with the \$100,000 allocated. Of those, all will be owner-occupied and an estimated 6 will have elderly and/or disabled householders.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

There is no Public Housing Authority serving Missouri City.

### **Actions planned during the next year to address the needs to public housing**

N/A

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

N/A

### **If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

N/A

### **Discussion**

There is not a public housing development or Section 8 HCVs for the Missouri City area.

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

For PY 2013, the City will not be allocating funds directly for addressing the needs of the homeless. Agencies serving Missouri City but not requesting CDBG funding that do address the homeless include Fort Bend Family Promise, located in Missouri City; Fort Bend Women's Center; and Park Youth Ranch.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The City will not be expending CDBG funds in PY 2013 to reach out to homeless persons, however, it will be collaborating with Fort Bend Family Promise, Fort Bend Women's Center and Park Youth Ranch as well as the Coalition for the Homeless of Houston/Harris County (including Fort Bend County) and Fort Bend County's Community Development Department to enhance its approaches to addressing homelessness and reaching out to the homeless. Additionally, the CDBG staff and consultant will be coordinating with the Missouri City police regarding its processes when detaining homeless individuals.

#### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The City will not be expending CDBG funds in PY 2013 to provide shelter or housing to homeless persons, however, it will be collaborating with Fort Bend Family Promise, Fort Bend Women's Center and Park Youth Ranch as well as the Coalition for the Homeless of Houston/Harris County (including Fort Bend County) and Fort Bend County's Community Development Department to enhance the area's approaches to addressing homelessness and identifying appropriate emergency shelters and transitional housing.

#### **Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The City will not be expending CDBG funds in PY 2013 to address the needs of chronically homeless, veterans, unaccompanied youth or others making the transition from shelters or institutions to permanent housing. However, it will be collaborating with Fort Bend Family Promise, Fort Bend Women's Center and Park Youth Ranch as well as the Coalition for the Homeless of Houston/Harris

County (including Fort Bend County) and Fort Bend County's Community Development Department to developing better approaches to addressing homelessness and identifying programs to assist in exiting homelessness and moving into self-sufficiency.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

By rehabilitating homes of the low- to moderate-income, particularly the disabled and elderly, the CDBG program is helping to ensure that the owners will not be forced to abandon their home or for the home to deteriorate to an uninhabitable condition.

By providing literacy, ESL and GED education with CDBG funding, the City will be assisting Literacy Council in preparing clients for employment at a livable wage that will allow them to afford quality housing.

The assistance that Child Advocates gives to abused children and non-offending guardians allows the victims and non-offending family members to stay together in their home or to find suitable safe havens until the offender is removed. Without these services, many parents would opt to move to the streets rather than risk further abuse of their children by the offending party.

Without ESG funding or other funds for homeless prevention or assistance to those being discharged from institutions, the City must rely on the area agencies and to assist in preventing homelessness.

### **Discussion**

None of the three homeless agencies that serve Missouri City opted to apply for Missouri City CDBG funds this year. During the year, the City will work with them to determine their desire to receive CDBG funds and to assist them in identifying other funds to serve Missouri City homeless residents.

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction:**

The City is committed to addressing barriers to affordable housing and impediments to fair housing choice. Without HOME funding or sufficient CDBG funding to develop affordable housing, the City must rely on developers to produce privately funded or LIHTC-funded new affordable units. The City will use CDBG funds to assist in rehabilitating owner-occupied housing, including making the homes more energy efficient; in code enforcement activities in the Target Areas to maintain the safety and values in the areas; and to improve the sidewalks, making them safer and with ADA-compliant curb cuts in order to improve living conditions and maintain housing values.

During the next year, the City will also develop a draft Fair Housing Ordinance and will update the Analysis of Impediments and Fair Housing Plan.

### **Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

As part of the revision of the current Fair Housing Plan, the city will more closely scrutinize all public policies related to affordable and fair housing and will develop strategies with goals and timelines for removing or ameliorating any negative effects of both public and private policies and actions.

The City will review any LIHTC or Housing Trust Fund applications and will approve all that fall within City ordinances and appear to be financially viable. The City will participate in the Regional Collaboration of the Assessment of Fair Housing.

### **Discussion:**

As a suburban city with predominately single family, owner-occupied homes, the City of Missouri City will be focusing its affordable housing activities on homeownership and other affordable amenities to reduce cost burdens to individuals and families. These include funding AccessHealth to provide health care to uninsured residents, working to improve public transportation to reduce transportation costs, and funding agencies that serve to increase incomes through education and job training.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

The City will focus this next year on residential neighborhood improvements and public services. Through sidewalk improvements and code enforcement, the City will be improving the quality of life of residents of CDBG Target Areas as well as helping to preserve housing values. In addition to area-based improvements and to housing rehabilitation (in the prior section), the City will fund pediatric healthcare, and counseling for abused and neglected children; home-delivered meals for the elderly; literacy/ESL/GED education for predominately minority adults; and post-secondary scholarships to low-to moderate-income students.

### **Actions planned to address obstacles to meeting underserved needs**

The CDBG funds will be used to:

1. Improve the owner-occupied housing of those who are unable to afford repairs, particularly homes of the elderly and disabled;
2. Improve the health, safety and nutrition of home-bound elderly through home-delivered hot meals and personal contact provided by Meals on Wheels;
3. Improve the health, safety and well-being of children through pediatric healthcare provided by AccessHealth, and forensic interviewing and counseling of abused and neglected children provided by Child Advocates;
4. Improve the employability of youth and young adults through the provision of post-secondary scholarships, reading programs and of all adults through literacy/ESL/GED education provided through Literacy Council of Fort Bend;
5. Conduct Fair Housing Assessment and Market Housing Analysis.

All of those served will be low- to moderate-income, and based on past years funding these organizations, the vast majority will be minorities -- African American, Hispanic and Asian.

### **Actions planned to foster and maintain affordable housing**

The City will fund 2 non-profits to provide housing rehabilitation for low- to moderate-income homeowners in order to maintain their homes affordably, allowing them to remain in their homes.

### **Actions planned to reduce lead-based paint hazards**

Each of the 10 homes that will be rehabilitated will undergo lead-based paint evaluation, regardless of the age of the residents in the home. All of the housing with lead-based paint will be remediated according to federal regulations. Educational materials will be provided to all clients receiving housing rehabilitation. Additionally, the City will request that subrecipients provide lead hazard information to their clients to reduce not only lead-based paint hazards but health hazards from all lead sources.

### **Actions planned to reduce the number of poverty-level families**

The post-secondary scholarships and the literacy/ESL/GED education of Literacy Council will greatly enhance the employability and incomes of the low- to moderate-income clients. The vast majority of the Literacy Council's clientele are living below the poverty level. Additionally, approximately 25% of those young adults applying for scholarships are in households with poverty-level incomes.

### **Actions planned to develop institutional structure**

During the next year, the City will continue to review/evaluate/improve its policies and procedures in managing the CDBG program. The Community Development Advisory Committee will receive additional training on CDBG regulations and project eligibility. The Development Services Department will provide additional information to other departments regarding eligibility of projects and better ways to manage projects funded through CDBG. Additionally, the Development Services and Finance Departments will strive to work more closely together in making the financial processes of CDBG more efficient.

The CDBG consultant will provide additional no-cost technical assistance to all subrecipients and all non-profits seeking CDBG funding from Missouri City. By improving the institutional structure of the subrecipients, the City will improve the overall institutional structure of the program.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

There is no public housing in Missouri City, nor is there a Section 8 HCV program. The City will reach out to the LIHTC properties to provide technical assistance to the managers to help residents, particularly the elderly and disabled, in accessing social services. Community Redevelopment Corporations and

State CHDOs that purchase foreclosed properties for rehabilitation and sale at affordable housing prices will be encouraged and the City will work to coordinate with them and facilitate their activities.

Monitoring of subrecipients has proven to be an excellent way to enhance coordination with CDBG-funded agencies. On-site monitoring includes technical assistance and discussions of methods of inter-agency collaboration and coordination.

The United Way of Greater Houston hosts monthly meetings in Fort Bend County to enhance inter-agency coordination among United-Way funded agencies as well as other social service providers. The City will ensure that a representative attends these meetings.

**Discussion:**

Unlike large cities such as Houston, Fort Bend County including Missouri City, is suburban in nature and there are fewer social service and housing agencies providing assistance to the low- to moderate-income. The City will make every effort possible to identify through agencies within the county that do or can serve Missouri City residents and will facilitate services to Missouri City as much as possible.

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

#### Introduction:

The City will receive no program income and will direct its CDBG funding to low- to moderate-income individuals and areas. All activities involving low-mod clientele (LMC) will serve only low- to moderate-income, including extremely low-income. Area benefits (LMA) will serve CDBG Target Areas with a focus in code enforcement on assisting low- to moderate-income in code compliance and activities that will further reduce blight and deterioration.

#### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	71.50%

The City will receive no program income during PY 2019 and will expend an estimated 71.5% of its PY 2019 funds on low- to moderate-income. The City will ensure that 100% of the housing rehabilitation and public service allocations will be for low- to moderate-income. Additionally, the sidewalk projects and parks and recreation improvements will be conducted in a low- to moderate income neighborhood as will all code enforcement activities.

## **Attachments**

Grantee Unique Appendices

5-8

City of Missouri City

PUBLISHER'S AFFIDAVIT

Aviso Publico

THE STATE OF TEXAS §  
COUNTY OF FORT BEND §

Before me, the undersigned authority, on this day personally appeared Lee Hartman who being by me duly sworn, deposes and says that he is the Publisher of *Fort Bend Herald* and that said newspaper meets the requirements of Section 2051.044 of the Texas Government Code, to wit:

- 1. it devotes not less than twenty-five percent (25%) of its total column lineage to general interest items;
- 2. it is published at least once each week;
- 3. it is entered as second class postal matter in the county where it is published; and
- 4. it has been published regularly and continuously since 1959.
- 5. it is generally circulated within Fort Bend County.

(CLIPPING) (S)  
on Back

Publisher further deposes and says that the attached notice was published in said newspaper on the following date(s) to wit:

5-8

\_\_\_\_\_, A.D. 2017

*Lee Hartman*

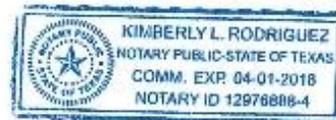
Lee Hartman  
Publisher

SUBSCRIBED AND SWORN BEFORE ME by Lee Hartman, who

- a) is personally known to me, or
- b) provided the following evidence to establish his/her identity, \_\_\_\_\_

on this the 9th day of May, A.D. 2017  
to certify which witness my hand and seal of office.

*Kimberly L. Rodriguez*  
Notary Public, State of Texas



**AVISO PUBLICO  
DEPARTAMENTO DE  
SERVICIOS DE  
DESARROLLO URBANO  
DE LA CIUDAD DE MISSOURI  
ASAMBLEAS PÚBLICAS  
PARA LAS ENMIENDAS AL  
PLAN CONSOLIDADO 2015-  
2017 Y EL PLAN ANUAL DE  
ACCIONES DE 2016**

El Departamento de Servicios de Desarrollo Urbano de la Ciudad de Missouri propone realizar una enmienda al Plan Consolidado 2015-2017 y al Plan de Acción Anual de 2016 aprobados. Las regulaciones del Plan Consolidado en la sección 21.025 del Título 21 del Código de Reguleciones Federales estipulan que una resolución realice una enmienda a un plan aprobado siempre que tome alguna de las siguientes acciones:

1. Realizar un cambio en sus prioridades de asignación o un cambio en el método de distribución de los fondos; o
2. Eliminar o crear una actividad no descrita previamente en el Plan de Acción, utilizando los fondos de cualquier programa cubierto por el Plan Consolidado (incluido los recursos del programa).

Adicionalmente, la ciudad de Missouri ha identificado en el Plan de Participación Ciudadana el interés que existe para determinar qué constituye las acciones significativas sujetas a un proceso de participación ciudadana en concordancia con el Plan de Participación Ciudadana de la ciudad. A continuación, los detalles u acciones de lo que constituye un cambio significativo con el fin de realizar una enmienda al Plan Consolidado:

1. La asignación del 20% o más de la asignación total anual de la Subvención Global

para Desarrollo Comunitario (Community Development Block Grant, CDBG) de una actividad dentro del Plan de Acción a otra actividad dentro del Plan de Acción.

2. La asignación del 20% o más de la asignación total anual de la CDBG de una actividad dentro del 200 años (por ejemplo otros recursos) para llevar a cabo la actividad u otra actividad del Plan de Acción del año anterior o actual, u

3. La asignación de fondos a una actividad (es) no descrita (o reasignada) en el Plan de Acción Anual.

Por lo tanto, el Departamento de Servicios de Desarrollo Urbano de la Ciudad de Missouri propone enmiendas no significativas al Plan de Acción del año programático 2016 por un monto de \$20,000 de fondos no comprometidos de la CDBG como se indica a continuación:

- La ciudad de Missouri propone llevar a cabo una actividad de planificación no descrita en el Plan de Acción Anual, utilizando fondos no comprometidos de otros programas similares, para contribuir a un fondo que realice la Evaluación de Vivienda Justa (Assessment of Fair Housing, AFH) de la cantidad de \$20,000.

Además, el Departamento de Servicios de Desarrollo Urbano de la Ciudad de Missouri propone enmiendas significativas para el Plan Consolidado 2015-2017 en las siguientes categorías:

- La ciudad de Missouri se propone activar que se realice la fecha de vencimiento del Plan Consolidado de mayo 2015 a mayo 2016, para participar en la Colaboración Regional para la Evaluación de

Vivienda Justa. La ciudad de Missouri City se propone llevar a cabo una actividad de planificación no descrita en el Plan Consolidado 2015-2017, utilizando fondos no comprometidos de otros programas similares, para contribuir a un fondo que realice el Estado del Mercado Inmobiliario por la cantidad de \$20,000.

• La ciudad de Missouri City se propone llevar a cabo una actividad de planificación no descrita en el Plan Consolidado 2015-2017, utilizando fondos no comprometidos de otros programas similares para contribuir a un fondo que realice la Evaluación de Vivienda Justa (AVJ) por la cantidad de \$20,000.

Los eventos públicos serán celebrados por la ciudad de Missouri City:

Lunes, 15 de mayo de 2017  
7:00 PM  
Sello del Consejo Municipal de la ciudad de Missouri  
1622 Texas Parkway  
Missouri City, Texas 77489

Se invita al público para que comparezca a las asambleas y/o envíe sus comentarios por escrito. El periodo de 30 días para recibir los comentarios inicia el 4 de mayo de 2017 y termina el 4 de junio de 2017. Todos los comentarios deben recibirse en el Departamento de Servicios de Desarrollo, 1622 Texas Parkway, Missouri City, TX 77489 (ver dirección en Nancy Desobry). Los residentes pueden enviar sus comentarios por fax al (281) 828-8811 a más tardar el 4 de junio de 2017 para que sean considerados por el Comité Asesor de Desarrollo Comunitario. De conformidad con la Ley de Acciones Directas con Discapacidades, se permite que los comentarios se adapten a las necesidades

individuales y se envíen a través de correo electrónico para la comunicación, deben notificarse al Departamento de Servicios de Desarrollo (llamando al (281) 403-8541 o visitando la base de datos 208-5561) al menos 48 horas antes de la fecha programada para la audiencia. La ciudad proporcionará asistencia o servicio de traducción para los residentes que no hablen inglés, previa solicitud dirigida al Departamento de Servicios de Desarrollo.



5-5

City of Missouri City

PUBLISHER'S AFFIDAVIT Public Notice

THE STATE OF TEXAS §  
COUNTY OF FORT BEND §

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5-5

\_\_\_\_\_, A.D. 2017

Lee Hartman  
Publisher

SUBSCRIBED AND SWORN BEFORE ME by Lee Hartman, who

- a) is personally known to me, or
- b) provided the following evidence to establish his/her identity, \_\_\_\_\_

on this the 5th day of May, A.D. 2017  
to certify which witness my hand and seal of office.

Notary Public, State of Texas



**PUBLIC NOTICE**  
**CITY OF MISSOURI CITY**  
**DEPARTMENT SERVICES**  
**DEPARTMENT**  
**PUBLIC HEARINGS FOR**  
**AMENDMENTS TO THE 2013-**  
**2017 CONSOLIDATED PLAN**  
**AND THE 2016 ANNUAL**  
**ACTION PLAN**

The City of Missouri City Development Services Department proposes to amend its approved 2013-2017 Consolidated Plan and the 2016 Annual Action Plan. The Consolidated Plan regulations at 24 CFR 92.501 state that a jurisdiction shall amend its approved plan whenever it makes one of the following actions:

- To make a change in its allocation priorities or a change in the method of distribution of funds; or
- To carry out an activity, using funds from any program authorized by the Consolidated Plan (including program innovations), not previously described in the Action Plan.

In addition, the City of Missouri City has identified its Citizen Participation Plan as the criteria it uses for determining what constitutes a Substantial Amendment that was subject to a citizen participation process. In accordance with the City's Citizen Participation Plan, the amendments under criteria for what constitutes a substantial change for the purpose of amending the Consolidated Plan are as follows:

- The reallocation of 20% or more of the annual Community Development Block Grant (CDBG) total allocation from one activity within the Action Plan to another activity within the Action Plan;
- The reallocation of 20% or more of the annual CDBG total allocation from a previous year's activity(ies) (excluding money remaining after carrying out the activity) to another activity in the previous year or current year Action Plan; or
- The reallocation of funds to an activity(ies) not outlined and approved in the Annual Action Plan.

Therefore, the City of Missouri City Development Services Department proposes the substantial amendments to the 2013-2017 Consolidated Plan to allocate \$20,000 of unobligated CDBG funds as follows:

- The City of Missouri City proposes to carry out a Planning activity not outlined and approved in the Annual Action Plan using unobligated funds from prior program years to hire a contractor to complete the Assessment of Fair Housing (AFH) in the amount of \$20,000.

In addition, the City of Missouri City Development Services Department proposes substantial amendments to the 2013-2017 Consolidated Plan as follows:

- The City of Missouri City proposes to request to extend the due date of the Consolidated Plan from May 2018 to May 2019 to participate in the National Celebration of the Assessment of Fair Housing.
- The City of Missouri City proposes to carry out a Planning activity not outlined and approved in the 2013-2017 Consolidated Plan, using unobligated funds from program years to hire a contractor to complete the Market Housing Study, in the amount of \$30,000.
- The City of Missouri City proposes to carry out a Planning activity not outlined and approved in the 2013-2017 Consolidated Plan, using unobligated funds from prior program years to hire a contractor to complete the Assessment of Fair Housing (AFH), in the amount of \$20,000.

The public hearings will be held by the City of Missouri City Monday, May 16, 2017 7:00 PM  
City of Missouri City's Council Chambers  
1622 Texas Parkway  
Missouri City, Texas 77489

The public is encouraged to attend the hearings and/or submit written comments. The 90 day comment period will begin May 5, 2017 and end June 4, 2017. Amendments must be received by the Development Services Department, 1622 Texas Parkway, Missouri City, TX 77489 Attention: Nancy Daubert. Residents may fax their comments to the City at (281) 208-5554 by June 4, 2017 for consideration of the Community Development Advisory Committee. In compliance with the American Disabilities Act, individuals needing special accommodations (including auxiliary communication aids and services) should notify the Development Services Department at (981) 408-8841 or by FAX 281-908-5551, at least 48 hours in advance of scheduled hearing date. The City will provide assistance and/or translation for all non-English speaking residents. Written notices to the Development Services Department.



**Grantee SF-424's and Certification(s)**

DRAFT

## Appendix - Alternate/Local Data Sources

1	<b>Data Source Name</b> Missouri City
	<b>List the name of the organization or individual who originated the data set.</b> The City of Missouri City states that there is no PHA that serves the City.
	<b>Provide a brief summary of the data set.</b> In order to move beyond the initial set-up of the eCon Planning Suite, selection of a PHA was required. There is no PHA with jurisdiction or service area in Missouri City. TDHCA's Section 8 program was selected, though TDHCA does not serve Fort Bend County in which Missouri City is situated.
	<b>What was the purpose for developing this data set?</b> The purpose of the data set is to clarify that there is no PHA in Missouri City but the eCon Planning Suite requires the selection of a PHA in order to progress beyond the initialization of the plan.
	<b>How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?</b> City wide.
	<b>What time period (provide the year, and optionally month, or month and day) is covered by this data set?</b> Not applicable
	<b>What is the status of the data set (complete, in progress, or planned)?</b> Complete
	2
<b>Data Source Name</b> Homeless Agencies	
<b>List the name of the organization or individual who originated the data set.</b> Fort Bend Women's Center; Fort Bend Family Promise; Coalition for the Homeless of Houston/Harris County	
<b>Provide a brief summary of the data set.</b> The base data for all of Fort Bend County from the Coalition for the Homeless's Point in Time survey from 2012 was used to estimate unsheltered homeless. The actual client counts for Missouri City residents from the Fort Bend Women's Center and Fort Bend Family Promise were used for sheltered and exiting homeless counts.	

	<p><b>What was the purpose for developing this data set?</b></p> <p>There is no definitive information from the regional CoC agency for Missouri City. Limited Point in Time data for Fort Bend County is available, with the only "hot spot"/concentration of homeless in the Richmond/Rosenberg area. Fort Bend Women's Center and Fort Bend Family Promise link clients to last known residence by jurisdiction. Therefore, their annual data were used.</p>
	<p><b>How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?</b></p> <p>The data are accurate and comprehensive for sheltered women and families only. Unaccompanied youth, single men and single women who are not victims of domestic violence are not included in the counts but are estimated from county-wide point in time counts.</p>
	<p><b>What time period (provide the year, and optionally month, or month and day) is covered by this data set?</b></p> <p>2012 -- Point in Time County data from February 2012, with shelter data for clients through all of 2012.</p>
	<p><b>What is the status of the data set (complete, in progress, or planned)?</b></p> <p>Complete</p>
<b>3</b>	<p><b>Data Source Name</b></p> <p>HUDUser FMRs</p>
	<p><b>List the name of the organization or individual who originated the data set.</b></p> <p>HUD User/HUD</p>
	<p><b>Provide a brief summary of the data set.</b></p> <p>The 2013 Fair Market Rents for Houston-Sugar Land-Baytown MSA and Fort Bend County</p>
	<p><b>What was the purpose for developing this data set?</b></p> <p>No data populated by HUD in the eCon Planning Suite required the input of data.</p>
	<p><b>How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?</b></p> <p>The coverage is national and broken down by MSA and county.</p>
	<p><b>What time period (provide the year, and optionally month, or month and day) is covered by this data set?</b></p> <p>2013</p>
	<p><b>What is the status of the data set (complete, in progress, or planned)?</b></p> <p>Complete</p>
<b>4</b>	<p><b>Data Source Name</b></p> <p>2007-2011 ACS</p>
	<p><b>List the name of the organization or individual who originated the data set.</b></p> <p>U.S. Census Bureau</p>

	<p><b>Provide a brief summary of the data set.</b></p> <p>2007-2011 American Community Survey data for Missouri City</p>
	<p><b>What was the purpose for developing this data set?</b></p> <p>No information was provided through the pre-populated table in eCon</p>
	<p><b>Provide the year (and optionally month, or month and day) for when the data was collected.</b></p> <p>1/2007-12/2011</p>
	<p><b>Briefly describe the methodology for the data collection.</b></p> <p>The ACS is a monthly sample that is averaged over a 1-, 3- or 5-year period of time. Due to the size of Missouri City, most of the estimates are available only for the 5-year period.</p>
	<p><b>Describe the total population from which the sample was taken.</b></p> <p>Total City population</p>
	<p><b>Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.</b></p> <p>Random sample used by Census Bureau; the number of respondents is not publically known</p>
5	<p><b>Data Source Name</b></p> <p>A Point-In-Time (PIT) Homeless Count &amp; Survey</p>
	<p><b>List the name of the organization or individual who originated the data set.</b></p> <p>Prepared by Catherine Troisi, Ph.D., UTHealth School of Public Health and the Coalition for the Homeless of Houston/Harris County for The Way Home Continuum of Care</p>
	<p><b>Provide a brief summary of the data set.</b></p> <p>A Point-In-Time (PIT) Homeless Count &amp; Survey of sheltered (i.e., those in emergency shelters, transitional housing, or safe haven) and unsheltered persons experiencing homelessness in the Houston, Pasadena, Harris County, Fort Bend County, and Montgomery County area was held on the night of 21 January, with the unsheltered portion of the Count conducted.</p>
	<p><b>What was the purpose for developing this data set?</b></p> <p>The purpose of the Count is to determine the number of persons experiencing homelessness [defined by the Department of Housing and Urban Development (HUD) as those staying in emergency shelter, transitional housing, or safe haven programs with beds dedicated for homeless persons or those persons who are unsheltered (i.e., staying in a place not meant for human habitation)] on a single night.</p>
	<p><b>Provide the year (and optionally month, or month and day) for when the data was collected.</b></p> <p>Conducted over a three- day period from January 22-24, 2019.</p>
	<p><b>Briefly describe the methodology for the data collection.</b></p>

	<p><b>Describe the total population from which the sample was taken.</b></p>
	<p><b>Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.</b></p>

DRAFT



## CITY COUNCIL AGENDA ITEM COVER MEMO

July 15, 2019

**To:** Mayor and City Council  
**Agenda Item:** 7(b3) Public Hearing to receive comments for or against the proposed Community Development Block Grant (CDBG) Program Year (PY) 2017 Annual Action Plan Amendment.  
**Submitted by:** Chalisa G. Dixon, Community Development Coordinator

### SYNOPSIS

This item reflects the proposal of an Annual Action Plan Amendment for PY17 funding needed to cover Housing Rehabilitation expenditures for a previous PY16 Housing Rehabilitation activity.

### BACKGROUND

A special request under the CDBG Housing Rehabilitation Program was made to increase funding for PY16 Housing Rehabilitation emergency repairs. PY16 Action Plan was originally allocated at \$91,612 for Housing Rehabilitation services; however, due to emergency repairs and additional cost (noted in the attached), an amendment of the Annual Action Plan is required to fulfill contractual agreements with Fort Bend Habitat for Humanity and Santex Construction.

This reallocation of funds is considered a Substantial Amendment as it will (1) Change an activity or project previously described in the Annual Action Plan, (2) Increase the total dollar amount allocated or budgeted, by more than 25 percent.

Any proposed amendment that is considered a Substantial Amendment is subject to the Citizen Participation process and requires formal action by the City Council, along with approval by Housing and Urban Development (HUD). A thirty (30) day public notice will be published to provide the opportunity for the public to review and comment on the proposed substantial amendments. The City will consider all comments or views received from the public concerning proposed substantial amendments in accordance with 24 CFR 91.105 (c) (3).

### BUDGET ANALYSIS

Funding for the Housing Rehabilitation program activity will be available from PY17 and moved and expended under the PY16 CDBG allocation to the City.

**Purchasing Review:** N/A

**Financial/Budget Review:** Wanja Thomas, MBA

*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. Draft Community Development Advisory Committee (CDAC) Meeting Minutes

2. PY 16 Budget Expense Worksheet

**STAFF'S RECOMMENDATION**

Staff recommends that Council conduct the public hearing to receive input and commence the 30-day comment period to amend PY17 Annual Action Plan by increasing PY16 budget in the amount of \$65,414.30; therefore, reducing the available Housing Rehabilitation budget for PY17 by the same amount.

**Director Approval:**                    **Otis T. Spriggs, AICP**

**Assistant City Manager**        **Bill Atkinson**



**COMMUNITY DEVELOPMENT ADVISORY COMMITTEE  
DRAFT MEETING MINUTES**

**July 8, 2019, 6:00 PM**

The Community Development Advisory Committee met on Monday, July 8, 2019 at 6:00 PM in the Council Chambers, City Hall Complex, 1522 Texas Parkway, Missouri City, Texas with the following in attendance:

- Eunice Reiter, Committee Chairperson
- Chris Preston, Mayor Pro Tem, Committee member
- Jeffrey Boney, Councilmember, Committee member
- Bertha Eugene, Committee member
- Reginald Pearson, Committee member
- Zelia Brown, Committee member

Absent was:

- Monica Rasmus, Committee Vice Chairperson

Also in attendance were City staff representatives: James Santangelo, Assistant City Attorney; Otis Spriggs, Development Services Director; Chalisa Dixon, Community Development Coordinator; Cynthia Session-Mathis, Program Participant, Chris Linares; Santex Construction, LLC, , Brittney Santos; Administrative Project Coordinator, Santex Construction LLC

**1. Roll call.**

Chairperson Reiter called the meeting to order at 6:00 pm.

**2. APPROVAL OF THE May 16, 2019 MEETING MINUTES**

Chairperson Reiter called for a motion to accept the May 16, 2019 Community Development Advisory Committee meeting minutes.

**Minutes approved as distributed.**

**3. CODE ENFORCEMENT REPORT**

No discussion.

**4. Discuss the Housing Rehabilitation Program:**

- a) Amendment to PY17 Annual Action Plan
  1. Reallocation of HUD Pre-award Funding

Program Coordinator, Chalisa Dixon presented this item. Ms. Dixon informed that in PY16 emergency repairs were approved by the Committee for four to five properties. These properties exceeded the traditional \$10,000 threshold; the Committee approved approximately

\$92,000 for housing rehab, which the additional repairs exceeded what was previously budgeted for that year. The amendment required by HUD, Housing and Urban Development is to account for the additional cost.

Chair Reiter asked if the money was pulled from PY17, would it leave a shortage in that year. Ms. Dixon informed that it would result in a shortage for PY17. The program would not be able to provide services to as many homes as planned; instead of 10 homes, 5 homes may receive service depending on the cost.

Chair Reiter asked if those homes could be rolled over to PY18. Ms. Dixon replied, "Sure".

**Motion by:** Councilmember, Committee Member Pearson to approve the Action Plan Amendment.

**Second:** Councilmember, Committee Member Boney.

The motion is to approve the Action Plan Amendments and increase PY16 budget by \$65,414.30.

**The vote as follows:**

**Ayes:** Chairperson Reiter; Committee member Eugene; Councilmember, Committee member Boney; Councilmember, Committee member Pearson; Mayor Pro Tem, Committee member Preston; Committee member Brown

**Nays:** None.

**The motion passed**

- b) Status on Housing Rehab
  - 2. Viola Abrams Change Order

Program Coordinator, Chalisa Dixon presented this item. Ms. Dixon informed that Ms. Abrams was a previous program year applicant; received services through 5<sup>th</sup> Ward and Fort Bend Habitat for Humanity. Recently the property sustained fire damage in the kitchen. In the process of rehab, it was identified that there was some work completed by Fort Bend Habitat for Humanity, which was patch work, and additional damages occurred. Fort Bend Habitat for Humanity provided volunteer work and did not want to return to the property for additional work.

Ms. Dixon informed that Santex Construction was asked to provide a proposal for the repairs that needed correcting. The cost would be

approximately \$3,535.00 to be exact. It was identified that there could be possible termite damage.

Chair Reiter informed that thus far, \$12,400.00 on Ms. Abrams property. She is requesting an additional \$3,535.

**Motion by:** Committee Member Brown to complete the repairs at the home.

**Second:** Committee Member Eugene.

The motion is to spend an additional \$3,535 for repairs at 506 Redwood.

**The vote as follows:**

**Ayes:** Chairperson Reiter; Committee member Eugene; Councilmember, Committee member Boney; Councilmember, Committee member Pearson; Mayor Pro Tem, Committee member Preston; Committee member Brown

**Nays:** None.

**The motion passed**

**5. Community Development Block Grant Program Updates:**

a) CDBG Activity Update

Chair Reiter asked why the “to-date” spending of \$82,554 was not tied to the \$53,000 that was spoken of under agenda item 4(a). Ms. Dixon informed that some of the monies that were IDS, **(define)** PY16 were rollover funds. Monies rolled over from PY14 and PY16.

b) Housing Study Status Update

Program Coordinator, Chalisa Dixon presented this item. Ms. Dixon informed that the RFP, Request For Proposal was sent to consultants. Responses had not been received. Staff would like to provide additional time for consultants to submit their proposal, with additional time to complete the work. The due date for the proposals has been moved to July 28, 2019, with 90 days to complete the study. The study will not be in the Consolidated plan; however, staff can present it in the CAPER, **(define)** and Action Plan next year.

c) PY19 Annual Action Plan

1. Agency Presentations
2. Allocation recommendation of Public and Non-public Service Activities.

Program Coordinator, Chalisa Dixon presented this item. Ms. Dixon informed that HUD, Housing and Urban Development has allocated \$284,700, which is an increase from previous years of approximately \$12,600. HUD allows the City to cap public service activities around 15% and a program administration cap at 20%.

Director of Development Services, Otis Spriggs presented the survey results showing where the community would like to see services provided. The community would like to see economic development, a first homebuyers program, services for the elderly, and the continuation of youth programs. An area was provided for additional comments; staff will gather that information. The survey will continue through August, 2019.

Chair Reiter asked where the respondents lived. Mr. Spriggs informed that the majority are residents. A section for "non-resident" is provided in the survey. Chair Reiter asked if it was citywide or only the CDBG areas. Mr. Spriggs informed that it is citywide.

Ms. Dixon informed that with the electronic survey, hard copies have been provided at the Public Information Meeting, agencies, residents, and an HOA, Home Owners Association meeting of which Mr. Spriggs attended. Mr. Spriggs informed that one of the questions on the survey asks the participant if they have received HUD funding.

Ms. Dixon informed that around 14 scholarship applications had been had been received. The application deadline has been extended to July 31, 2019. Chair Reiter asked how much was being allocated per student. Ms. Dixon informed that last year it was \$1425 per student. Depending on how many students are approved would determine the amount.

Public Service Activity Allocations will be made in the amount of \$42,705: \$11,205 to scholarships; \$10,500 to Meals on Wheels; \$10,500 to Child Advocates, and \$10,500 to Edison Arts. Non-Public Service Activity Allocations will be made in the amount of \$241,995: Housing Rehabilitation for \$95,518, \$27,000 for First Time Home Buyers Program and \$11,000 for Residential Paint Project; Code Enforcement \$51,537; and Program Administration for \$56,940.

**Motion by:** Committee Member Boney to approve the proposed Annual Action Plan amount of \$284,700.

**Second:** Committee Member Preston.

A motion is to approve the \$284,700 program year 2019 allocation based upon the proposed schedule presented by staff.

**The vote as follows:**

**Ayes:** Chairperson Reiter; Committee member Eugene; Councilmember, Committee member Boney; Councilmember, Committee member Pearson; Mayor Pro Tem, Committee member Preston; Committee member Brown

**Nays:** None.

**The motion passed**

d) New Consolidated Plan and Activities

1. Section 108 Loan Guarantee

Program Coordinator, Chalisa Dixon presented this item. Ms. Dixon introduced Mr. Link Brown, a developer whom is familiar with the Section 108 Loan Guarantee Program. Mr. Link Brown shared with the Committee the Section 108 Loan Guarantee Program is available for cities to use in CDBG areas. Projects on Texas Parkway and Fifth Street would qualify for Section 108 funds. Cities are able to borrow 5 times their CDBG award every year.

Chair Reiter inquired on the interest rate for the loan. Mr. Brown explained the interest rate is set by HUD and varies daily based upon the approval process. Mr. Brown further explained the HUD does not lend the money, funds are provided through a third-party bank however, HUD guarantees participation in the program and the loan.

Councilmember Boney inquired if the third-party lender is a financial institution, a bank. Mr. Brown stated yes, a previously arranged within the program. Although HUD does not lend the money they used banks, such as Wells Fargo Bank and Goldman Sachs Bank whom vest in the instrument. Safeguards are put in place to make sure the program stays in tack.

Councilmember Boney inquired on what type of projects would yield a higher interest rate. Mr. Brown stated once you approved for the project, the interest is not negotiable. Typically, a package is presented with preset amounts. Further explaining, every project has to be for the betterment of the community, projects of a bigger risk can affect the package.

Chair Reiter informed if Municipal Bonds will be less than going through HUD, if it is greater there is no point in doing it. Ms. Dixon informed the income based projects usually result with a lower interest rate. Mr. Brown agreed and informed that credits are built into the package, also because it is HUD; it is meant not to have bonds that are tied to the city. Explaining it is a partnership to spark investment and new development in CDBG areas.

Councilmember Preston inquired of other communities that have incorporated Section Loan 108 into their projects. Mr. Brown stated he would email the Committee a link of cities and their projects. Informing the city would have full control to focus resources in target areas within the City.

Councilmember Boney inquired if Municipalities can use this program to do land banking or infrastructure, to acquire land for future build. Mr. Brown stated the program primary focus is direct resources to CDBG areas.

Mr. Spriggs informed you may use the funds for acquisition and building new structure in CDBG areas. A project can turn vacant property to an investment property, once taxes increase that tax base can be used to repay the loan. Ms. Dixon informed the committee the allocation for PY19 is approximately \$1.4 million. Mr. Spriggs informed CDBG future allocations could be used to repay the loan.

Ms. Dixon informed there is a one-time financing fee of 2.58%, which varies. Based upon the PY 19 allocation, the City's financing fee would be \$36,726. Mr. Spriggs suggested the Section Loan 108 Program be written in the 2019 - 2023 Consolidated Plan, as it was not included in the previous plan therefore those resources were a missed opportunity. If written in this Consolidated Plan, the committee would have the option to use the funds for future projects.

**Motion by:** Committee Member Pearson to add the Section 108 Loan Guarantee Program to the 2019 - 2023 Consolidated Plan

**Second:** Committee Member Boney.

A motion is to add the Section 108 Loan Guarantee Program funding to the 2019 - 2023 Consolidated Plan.

**The vote as follows:**

**Ayes:** Chairperson Reiter; Committee member Eugene; Councilmember, Committee member Boney; Councilmember, Committee member Pearson; Mayor Pro Tem, Committee member Preston; Committee member Brown

**Nays:** None.

**The motion passed**

## 2. First time Home Buyers Program

**Motion by:** Committee Member Boney to add the First Time Home Buyers Program to the 2019 - 2023 Consolidated Plan

**Second:** Committee Member Pearson.

A motion is to add the First Time Home Buyers Program to the 2019 - 2023 Consolidated Plan.

### **The vote as follows:**

**Ayes:** Chairperson Reiter; Committee member Eugene; Councilmember, Committee member Boney; Councilmember, Committee member Pearson; Mayor Pro Tem, Committee member Preston; Committee member Brown

**Nays:** None.

### **The motion passed**

## 3. Residential Paint Program

**Motion by:** Committee Member Boney to add the Residential Paint Project to the 2019 - 2023 Consolidated Plan

**Second:** Committee Member Pearson.

A motion is to add the Residential Paint Project to the 2019 - 2023 Consolidated Plan.

### **The vote as follows:**

**Ayes:** Chairperson Reiter; Committee member Eugene; Councilmember, Committee member Boney; Councilmember, Committee member Pearson; Mayor Pro Tem, Committee member Preston; Committee member Brown

**Nays:** None.

### **The motion passed**

Staff informed the Committee the a draft of Consolidated Plan and a Activity/Goals Worksheet is enclosed in their packet, to assist in prioritizing program goals for the Consolidated Plan.

A first Public Meeting to present the draft Action Plan and Consolidated plan and will be held Monday, July 15, 2019 at the City Council meeting.

A second Public meeting to held on Monday, August 5, 2019 at the City Council Meeting. The 30-day comment period will commence July 15, 2019 and end August 15, 2019.

Staff informed the Action Plan and Consolidated Plan will be submitted to HUD August 16, 2019, therefore a CDAC meeting will need to take place to take action on the final .

The next meeting date would be July 29<sup>th</sup> or July 30<sup>th</sup>.

6. Public Comment: None.

7. Adjourn.

**Adjourn.**

Chairperson Reiter adjourned the meeting at 6:58 p.m.

---

Eunice Reiter, Chairperson

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## PY16 HOUSING REHAB BUDGET EXPENSE WORKSHEET

RESIDENTS NAME	PROPERTY ADDRESS	SCOPE OF WORK COST
<b>Program Year 16 Housing Rehab Budget</b>		<b>\$91,612.00</b>
<i>Paid Invoices</i>		
Beatice Foots	7802 Micheline Circle	\$16,681.00
Keith & Lashawn Cooper	2054 Summer Place	\$9,100.00
Gerald & Carilia Day	730 Turtle Creek	\$9,981.00
Viola Abrams	506 Reedwood	\$5,965.37
Cynthia Session-Mathis	1814 Allerton	\$5,746.02
Nina Rogers	2919 Robinson	\$6,000.00
<b>Paid Total</b>		<b>\$53,473.39</b>
<b>Budget Balance</b>		<b>\$38,138.61</b>
<i>Pending Invoices</i>		
Nijohnnie Akanjo	1614 Tower Grove	\$19,350.00
Ira Hayes	2226 Turtle Creek	\$20,000.00
Sandra Hall	1814 Halstead	\$10,306.00
Donyel Lagard	2423 Ridgemont	\$18,200.00
Keith & Rosalind Cooper	2310 Bright Meadows	\$2,300.00
Isaac Sharp	2442 Buttonhill	\$20,000.00
Cynthia Session-Mathis	1814 Allerton	\$9,861.91
<i>Pending Proposals</i>		
Viola Abrams	506 Reedwood	\$3,535.00
<b>Pending Total</b>		<b>\$103,552.91</b>
<b>Grand Total</b>		<b>-\$65,414.30</b>
<i>Pre-Award Funding</i>		
PY 17 Housing Rehab Action Plan Allocation		\$128,486.00
PY 18 Housing Rehab Action Plan Allocation		\$92,804.60
PY 19 Housing Rehab Proposed Action Plan Allocation		\$95,518.00



**Council Agenda Item  
July 15, 2019**

8. **APPOINTMENTS** – *There are no Appointments on this agenda.*
-



## CITY COUNCIL AGENDA ITEM COVER MEMO

July 15, 2019

**To:** Mayor and City Council  
**Agenda Item:** 9(a) Consider authorizing acceptance of Dry Creek Village Lift Station No. 1 via special warranty deed from Fort Bend County MUD No. 48.  
**Submitted by:** Dan McGraw, Utilities Manager

### SYNOPSIS

This item is presented to City Council for the consideration and acceptance of a special warranty deed from Fort Bend County Municipal Utility District No. 48 (the District), conveying the Dry Creek Village Lift Station No. 1 to the City. Plat File Number 20180086.

### STRATEGIC PLAN 2019 GOALS ADDRESSED

- Grow business investments in Missouri City
- Have quality development through buildout

### BACKGROUND

The District is conveying the facility and land to the City pursuant to the First Amended and Restated Utility Agreement by and between the City and the District (the "Utility Agreement"). Section 3.01 of the Utility Agreement requires that once the facility is complete and becomes operational, the District shall transfer the facility and all of its interest to the City for ownership, operation and maintenance according to the terms of the Utility Agreement.

### BUDGET/FISCAL ANALYSIS

With the exception of filing fees with the County, the special warranty deed is being conveyed to the City at no cost.

**Purchasing Review:** N/A  
**Financial/Budget Review:** Allena J. Portis, CPA, MPA, Director of Financial Services

*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. Special warranty deed
2. Vicinity Map
3. Plat showing site of Dry Creek Village Lift Station No. 1
4. City-FBMUD 48 First Amended and Restated Utility Agreement (2017)

**STAFF'S RECOMMENDATION**

Staff recommends acceptance of the Dry Creek Village Lift Station No.1 via special warranty deed from Fort Bend County MUD No. 48.

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

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

**UTILITY DEED**  
**Dry Creek Lift Station No. 1**

Effective Date:

January 10, 2019

District:

Fort Bend County Municipal Utility District No. 48, a political subdivision of the State of Texas

District's Mailing Address:

c/o The Muller Law Group, PLLC  
202 Century Square Boulevard  
Sugar Land, Texas 77478

City:

City of Missouri City, Texas

City's Mailing Address:

1522 Texas Parkway  
Missouri City, Texas 77489  
Attention: City Manager

The District has constructed certain improvements, structures, and facilities designed to provide water distribution, sanitary sewer collection, and storm sewer facilities to serve areas within the District's boundaries. For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the District does hereby convey, transfer, and deliver to the City, its successors and assigns, all of its right, title, and interest in those certain facilities and easements described as follows (collectively, the "Facilities"):

Those certain water distribution and sanitary sewer collection facilities constructed and/or acquired to date by the District pursuant to that certain construction contract for Lift Station No. 1 in Dry Creek Village, COMC Plan No. 2753, with Hassell Construction Co., dated January 18, 2018 (the "Hassell Contract"), which facilities are located within the boundaries of the District, as shown in the final plat of Dry Creek, Section 1, as recorded in the Official Records of Fort Bend County, Plat No. 20180086; together with any improvements, structures, service pumps, electrical equipment, distribution lines, collection lines, water mains, lift stations, meter boxes, laterals, easements, rights-of-way, licenses, operating rights, and all other property therein whether real, personal, or mixed, owned by the District under the Hassell Contract;

The District is conveying the Facilities to the City pursuant to the First Amended and Restated Utility Agreement by and between the City and the District (the "Utility Agreement"). Section 3.01 of the Utility Agreement requires that the once the Facilities are completed and become operational, the District shall transfer the Facilities to the City for ownership, operation, and maintenance.

For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and subject to the Permitted Encumbrances (as defined below), the District grants, sells, and conveys, and does hereby grant, sell, and convey to the City, its successors and assigns, that certain tract of land located in Fort Bend County, Texas, described as Reserve F on the plat of Dry Creek Village, Section 1, recorded in the Official Public Records of Fort Bend County, Texas, under Clerk's File Number 20180086 ("Property"), together with all and singular the rights and appurtenances thereto in anywise belonging, to have and to hold it to the City and the City's successors and assigns forever. The District binds the District and its successors and assigns to warrant and forever defend all and singular the Property to the City and the City's successors and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, when the claim is by, through, or under the District, but not otherwise, except as to the Permitted Encumbrances.

This conveyance is further made subject to any and all restrictions, covenants, easements, rights-of-way, encumbrances, and mineral or royalty reservations or interests affecting the Property and appearing of record in the Official Public Records of Fort Bend County, Texas, to the extent the same are in effect and validly enforceable against the Property (collectively, "Permitted Encumbrances"); provided, however, to the extent that the District has the ability to enforce any of the Permitted Encumbrances, the District will not do so in a manner that would unreasonably prejudice or interfere with the exercise of the City's rights in the Property and use of the Property.

The City hereby agrees by its acceptance of these conveyances to operate and maintain the Facilities in accordance with the terms of the Utility Agreement.

When context requires, singular nouns and pronouns include the plural.

**[SIGNATURE PAGE FOLLOWS THIS PAGE]**

The individual signing this instrument on behalf of the District represents that it has the requisite authority to bind the District.

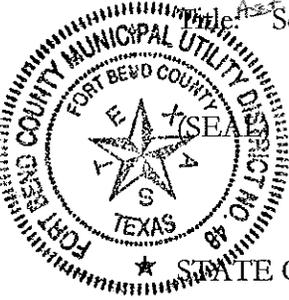
EXECUTED on March 14, 2019.

FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 48

By: *Donna Giblin*  
Name: Donna Giblin  
Title: President

ATTEST:

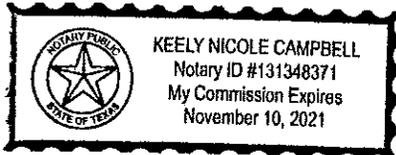
By: *Kenneth D. Wiltz*  
Name: Megan Robertson  
Title: <sup>Asst.</sup> Secretary *Kenneth D. Wiltz*



STATE OF TEXAS  
COUNTY OF FORT BEND

This instrument was acknowledged before me on March 14, 2019, by Donna Giblin, as President, and <sup>*Kenneth D. Wiltz*</sup> ~~Megan Robertson~~, as <sup>*Asst. Secretary*</sup> ~~Secretary~~, of the Board of Directors of Fort Bend County Municipal Utility District No. 48, a political subdivision of the State of Texas, on behalf of said political subdivision.

(NOTARY SEAL)



*Keely Nicole Campbell*  
Notary Public, State of Texas

**ACCEPTANCE BY THE CITY**

The City has accepted this Utility Deed on \_\_\_\_\_, 2019.

**CITY OF MISSOURI CITY**  
a Texas home-rule municipality

By: \_\_\_\_\_  
Name: Yolanda Ford  
Title: Mayor

ATTEST:

By: \_\_\_\_\_  
Name: Maria Jackson  
Title: City Secretary

After recording, return to:  
City of Missouri City, Texas  
Attn: Legal Department  
1522 Texas Parkway  
Missouri City, Texas 77489

**MULLER**  
  
**LAW GROUP**

A PROFESSIONAL LIMITED LIABILITY COMPANY

202 Century Square Boulevard | Sugar Land, TX 77478 | 281.500.6050

June 5, 2019

**Via Messenger**

Ms. Jamilah Way  
City of Missouri City  
1522 Texas Parkway  
Missouri City, TX 77489

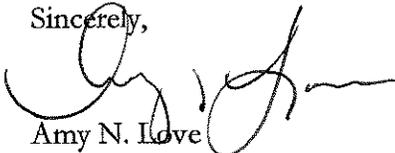
Re: Fort Bend County Municipal Utility District No. 48 ("District")

Dear Ms. Way:

Pursuant to the First Amended and Restated Utility Agreement by and between the District and the City of Missouri City ("City"), please find enclosed a Utility Deed for Lift Station No. 1 in Dry Creek Village, executed by the referenced District for conveyance to the City.

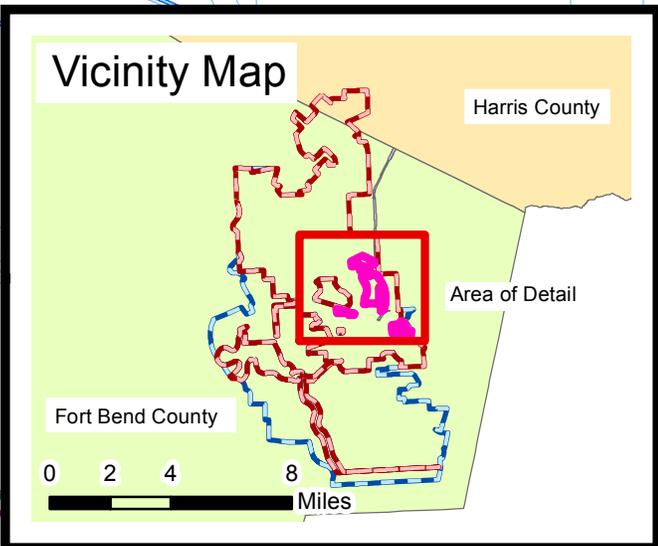
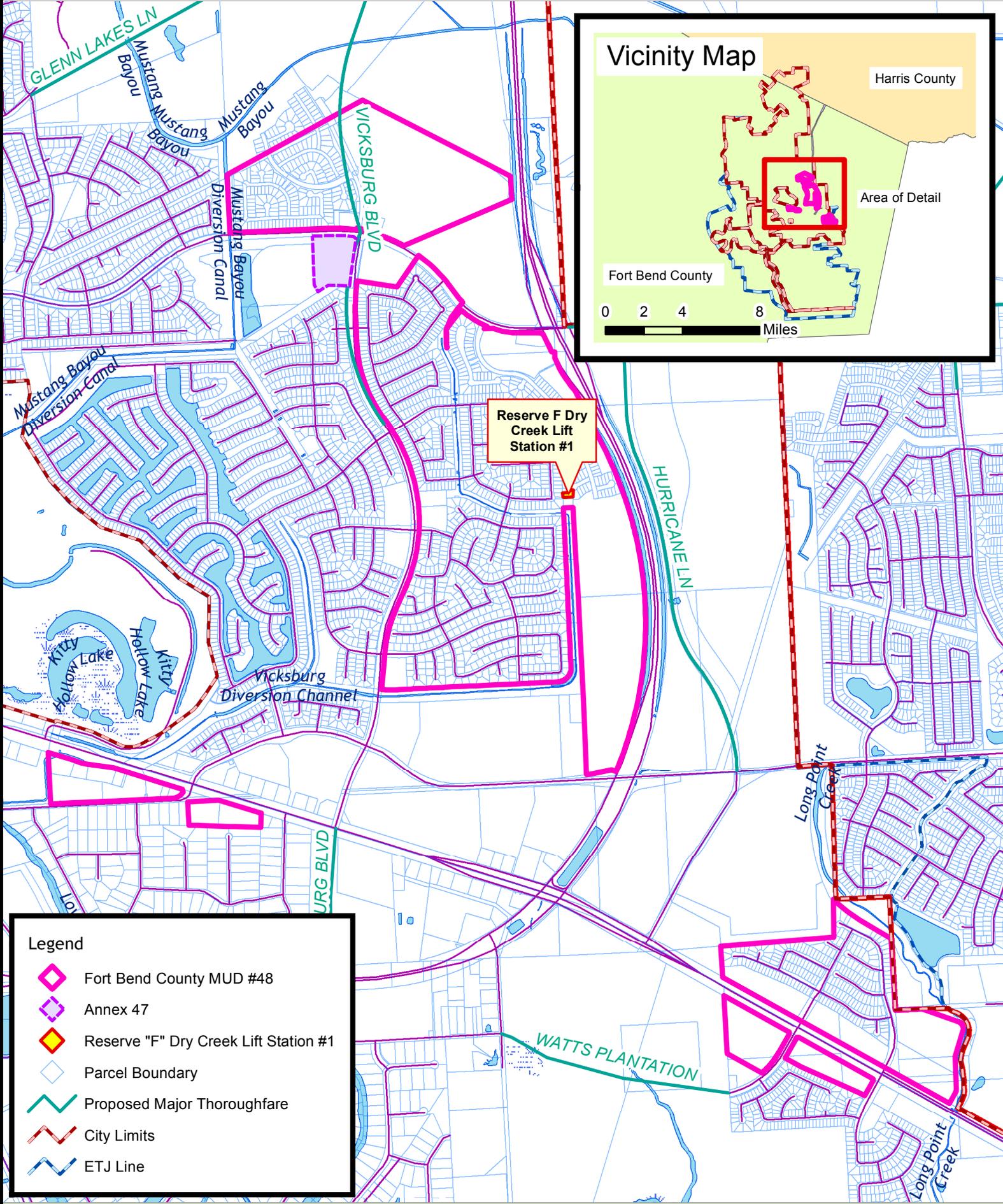
Once the Utility Deed has been accepted by the City and recorded, please return a recorded copy to me for the District's records. As always, please feel free to contact me or Shima Jalalipour at 281-500-6050, with any questions.

Sincerely,



Amy N. Love  
Legal Assistant

Enclosure



**Legend**

-  Fort Bend County MUD #48
-  Annex 47
-  Reserve "F" Dry Creek Lift Station #1
-  Parcel Boundary
-  Proposed Major Thoroughfare
-  City Limits
-  ETJ Line

Map By:  
GIS Division  
March 2019



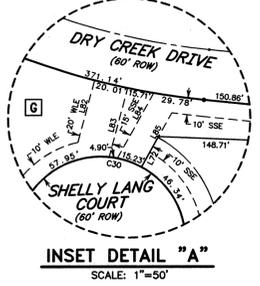
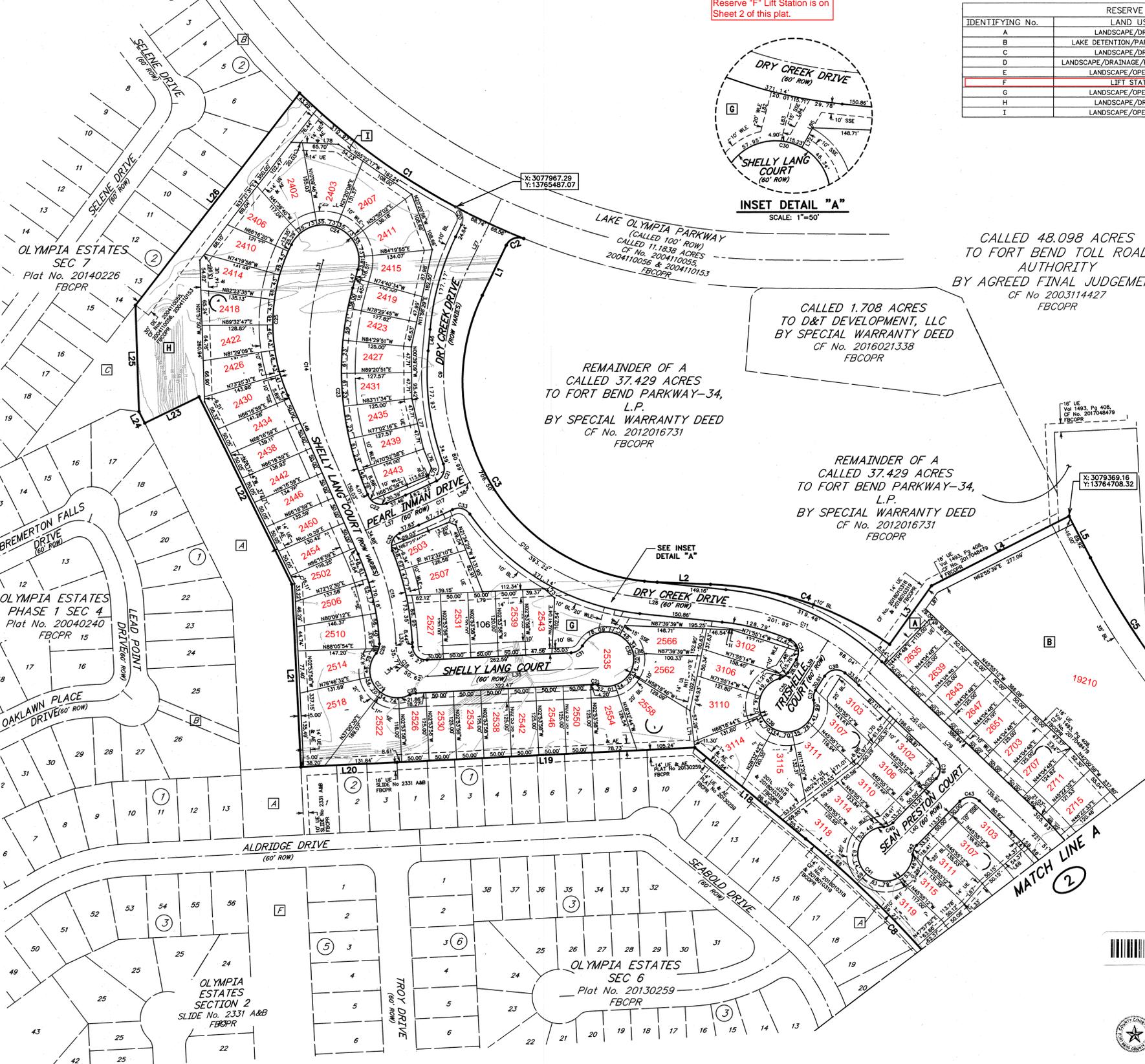
## Vicinity Map - Dry Creek Village Lift Station No, 1



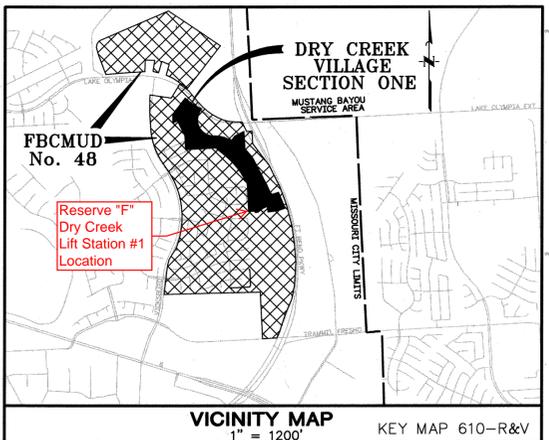
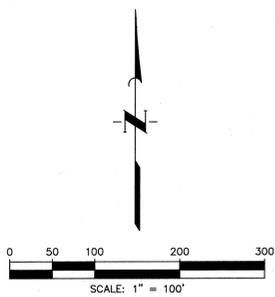
Geographic Coordinate System North American Datum 1983 (NAD83)

The information on this map is provided and maintained by various agencies, including county departments, municipal governments, state and federal agencies. No guarantee is given as to the accuracy or currency of any of the data. The map is designed to serve as a secondary representation of real property found within this jurisdiction, and is compiled from the recorded deeds, plats, and other public records, which are primary sources for this public information. Users of this map are hereby notified that these primary sources should be consulted for verification of the information presented here. The data layers do not take the place of a legal survey or other primary source documentation. The city and its vendors assume no legal responsibility for the information on this map.

- A RESTRICTED RESERVE "A"**  
Restricted to Landscape/Utility  
Purposes Only  
0.3284 AC  
14,305 Sq Ft
- B RESTRICTED RESERVE "B"**  
Restricted to Lake/Detention/Parkland Trails  
Purposes Only  
7.82 AC  
340,513 Sq Ft
- C RESTRICTED RESERVE "C"**  
Restricted to Landscape/Utility  
Purposes Only  
0.1085 AC  
4,725 Sq Ft
- D RESTRICTED RESERVE "D"**  
Restricted to Landscape/Utility/Parkland Trails  
Purposes Only  
0.1128 AC  
4,915 Sq Ft
- E RESTRICTED RESERVE "E"**  
Restricted to Landscape/Open Space  
Purposes Only  
0.3981 AC  
17,343 Sq Ft
- F RESTRICTED RESERVE "F"**  
Restricted to Lift Station  
Purposes Only  
0.2693 AC  
11,730 Sq Ft  
**Reserve "F" Lift Station is on  
Sheet 2 of this plat.**
- G RESTRICTED RESERVE "G"**  
Restricted to Landscape/Open Space  
Purposes Only  
0.6365 AC  
27,724 Sq Ft
- H RESTRICTED RESERVE "H"**  
Restricted to Landscape  
and Drainage Purposes Only  
1.1424 AC  
49,764 Sq Ft
- I RESTRICTED RESERVE "I"**  
Restricted to Landscape/Open Space  
Purposes Only  
0.6030 AC  
26,268 Sq Ft



IDENTIFYING No.	LAND USE	ACREAGE	OWNER
A	LANDSCAPE/DRAINAGE	0.4601	FBCMUD No. 48
B	LAKE DETENTION/PARKLAND TRAILS	7.9181	FBCMUD No. 48
C	LANDSCAPE/DRAINAGE	0.1171	FBCMUD No. 48
D	LANDSCAPE/DRAINAGE/PARKLAND TRAILS	0.1128	FBCMUD No. 48
E	LANDSCAPE/OPEN SPACE	0.4034	FBCMUD No. 48
F	LIFT STATION	0.2693	FBCMUD No. 48
G	LANDSCAPE/OPEN SPACE	0.6365	FBCMUD No. 48
H	LANDSCAPE/DRAINAGE	1.1424	FBCMUD No. 48
I	LANDSCAPE/OPEN SPACE	0.6028	FBCMUD No. 48



**General Notes**

- A one-foot reserve (1" reserve) has been dedicated to the public in fee as a buffer separation between the side or end of streets in subdivision plats where such streets abut adjacent acreage tracts, the condition of such dedication being that when the adjacent property is subdivided in a recorded plat, the one-foot reserve shall thereupon become vested in the public for street right-of-way purposes and the title fee therefor shall revert in the dedicant, his heirs, assigns or successors.
- All cul-de-sac radii are fifty feet (50'), unless otherwise noted.
- All block corner and cul-de-sac return to tangent radii are twenty five feet (25').
- BL ..... "Building Line"
- CF ..... "Clerk's File"
- DE ..... "Drainage Easement"
- Emt ..... "Easement"
- FBCMUD ..... "Fort Bend County Municipal Utility District"
- FBCPR ..... "Fort Bend County Official Public Records"
- FBCPR ..... "Fort Bend County Plat Records"
- FND ..... "Found"
- No ..... "Number"
- Right-of-Way ..... "Right-of-Way"
- Sq Ft ..... "Square Feet"
- SSE ..... "Sanitary Sewer Easement"
- SS ..... "Storm Sewer Easement"
- UE ..... "Utility Easement"
- Vol ..... "Volume and Page"
- WLE ..... "Waterline Easement"
- ..... "Block Number"
- ..... Set 3/4-inch Iron With Cap Stamped "Jones/Carter" as Per Certification
- ..... Found 3/4-inch Iron With Cap Stamped "Cotton Surveying"
- All easements are centered on lot lines unless shown otherwise.
- All building lines along street rights-of-way as shown on the plat.
- Elevations shown hereon are based on Missouri City Survey Control Monument Marker No. PCM-003 located at the northwest corner of Sienna Parkway and Trammel-Fresno Road with a published elevation of 66.07 feet, NAVD 88, 2001 Adjustment.
- Sidewalks shall be constructed as required by section 82-164 of the Code of Ordinances of the City of Missouri City, Texas.
- Required fire flow shall be provided based on the size and construction of all buildings as required by the International Fire Code as adopted by the City.
- All drainage and floodway easements shall be kept clear of fences, buildings, plantings and other obstructions to the operations and maintenance of the drainage facility as required by Subsection 82-168(d) of the Code of Ordinances of the City of Missouri City, Texas.
- All slab elevations shall be one foot above the 100-year flood elevation as established by FEMA as per Section 3.C. (11) of the Administrative Platting Manual of the City of Missouri City (June 2014).
- Restricted Reserve "A" is restricted to landscape/drainage purposes only. Restricted Reserve "A" is 0.3284 acres, 14,305 square feet.
- Restricted Reserve "B" is restricted to lake detention purposes only and trails as required by parkland dedication. Restricted Reserve "B" is 7.82 acres, 340,513 square feet.
- Restricted Reserve "C" is restricted to landscape/utility purposes only. Restricted Reserve "C" is 0.1085 acres, 4,725 square feet.
- Restricted Reserve "D" is restricted to landscape/utility purposes only and trails as required by parkland dedication. Restricted Reserve "D" is 0.1128 acres, 4,915 square feet.
- Restricted Reserve "E" is restricted to landscape/open space purposes only. Restricted Reserve "E" is 0.3981 acres, 17,343 square feet.
- Restricted Reserve "F" is restricted to lift station purposes only. Restricted Reserve "F" is 0.2693 acres, 11,730 square feet.
- Restricted Reserve "G" is restricted to landscape/open space purposes only. Restricted Reserve "G" is 0.6365 acres, 27,724 square feet.
- Restricted Reserve "H" is restricted to landscape/drainage purposes only. Restricted Reserve "H" is 1.1424 acres, 49,764 square feet.
- Restricted Reserve "I" is restricted to landscape/open space purposes only. Restricted Reserve "I" is 0.6030 acres, 26,268 square feet.
- The placement of fire hydrants shall be provided based on the minimum distance requirements as established in the International Fire Code as adopted by the City (500 ft. for residential development and 300 ft. for commercial development). All fire hydrants shall be installed according to the International Fire Code adopted by the City.
- The City of Missouri City shall not be responsible for maintenance of driveways, sidewalks, emergency access easements, recreational areas and open space, and the Fort Bend County MUD No. 48 shall be responsible for such maintenance of driveways, emergency access easements, recreational areas and open spaces as required by Subsection 3.012 of the Code of Ordinances of the City of Missouri City, Texas. The City of Missouri City is not responsible for the maintenance of trails as required by the parkland dedication. This would include trails/sidewalks constructed along Lake Olympia Parkway, Dry Creek Drive and within Reserves B and D and as depicted on the trail exhibit approved by the parkland dedication.
- All required utility companies have been contacted and all public utility easements as shown on the above and foregoing plat constitute all of the easements required by the utility companies contacted.
- There are no existing or proposed pipeline easements within the limits of the subdivision.
- All of the property subdivided in the above and foregoing plat is within the incorporated boundaries of the City of Missouri City, Texas.
- Slab elevation shall be elevated to or above a height which is the higher of eighteen inches above highest adjacent grade, or twelve inches above the maximum one percent annual flood risk floodplain ponding elevation in the nearest drainage system as per Section 42-54 of the Missouri City Code of Ordinances. The minimum slab elevation for Dry Creek Village Section One is 73.56' for Block 1, Lots 42-108, and Block 2, Lots 1-8; and 72.57' for Block 1, Lots 1-41 and Block 2, Lots 9-42.
- No building or other permit, except permits for construction of public improvements, will be issued by the City of Missouri City, Texas, for construction within this subdivision until such time as all public improvements of the subdivision have been constructed by the developer and accepted by the City or the guarantee of construction of public improvements required by Section 82-206 of the Code of Ordinances of the City of Missouri City, Texas, is submitted to and approved by the City.
- In accordance with Center Point Energy Electrical Service Manual, Article 421.2, electric meters shall be in a position that is accessible at all times without customer assistance. Access to the meter shall not be blocked by gates, walls or fences.
- Driveway approaches shall be provided in accordance with the Missouri City Driveway Approach Policy as required under the provisions of Subsection 82-160 of the Code of Ordinances of the City of Missouri City, Texas.
- All drainage and floodway easements shall be kept clear of fences, buildings, plantings and other obstructions to the operations and maintenance of the drainage facility as required by Subsection 82-168(d) of the Code of Ordinances of the City of Missouri City, Texas.
- There shall be a rear building line of not less than 15 feet. Detached garages shall have a rear yard setback of not less than eight feet.
- There shall be a side yard of not less than five feet for interior lots and not less than ten feet for the street side of corner lots; the combined side yards between a building on the lot in question and a building on an adjacent lot shall be not less than ten feet. There shall be a side yard of not less than three feet for accessory buildings or garages on interior lots.
- Garages facing a side street must have a setback of not less than 20 feet.
- Coordinates shown hereon are Texas Coordinate System, South Central Zone (Grid) NAD 83. Combined scale factor = 0.999859732
- Driveway Location - for the lot on the inside of a knuckle or 90 degree turn, driveway must be placed on the lot frontage along the inside approach lane prior to the right turn, to avoid sight obstruction safety hazards.
- Bearings shown hereon are based on Texas Coordinate System, South Central Zone NAD 83.
- All drainage and floodway easements shall be kept clear of fences, buildings, plantings and other obstructions to the operations and maintenance of the drainage facility as required by Subsection 82-168(d) of the Code of Ordinances of the City of Missouri City, Texas.
- All slab elevations shall be one foot above the 100-year flood elevation as established by FEMA as per Section 3.C. (11) of the Administrative Platting Manual of the City of Missouri City (June 2014).
- A parkland dedication was approved by the Missouri City Council on March 6, 2017 for the provisions of trails as noted on the plat and for a cash payment for 50% of the total number of residential lots.
- The subject plat is located within the boundaries of PD, Planned Development District #88 (Ordinance 0-16-13) and is subject to the regulations and restrictions of the PD #88 including Exhibit C, Residential Builder Guidelines.
- The easement recorded in Clerk's File No. 2017020006 and referenced on the City Planning Letter dated November 21, 2017 is a Short Form Blanket Easement for Certain Utilities with no legal description or exhibit showing a route. The tract to be platted shown hereon is affected by this blanket easement.

# DRY CREEK VILLAGE SECTION ONE

A SUBDIVISION OF 46.60 ACRES OF LAND  
OUT OF THE  
H. SHROPSHIRE SURVEY, A-313  
ELIJAH ROARK LEAGUE, A-77  
CITY OF MISSOURI CITY,  
FORT BEND COUNTY, TEXAS

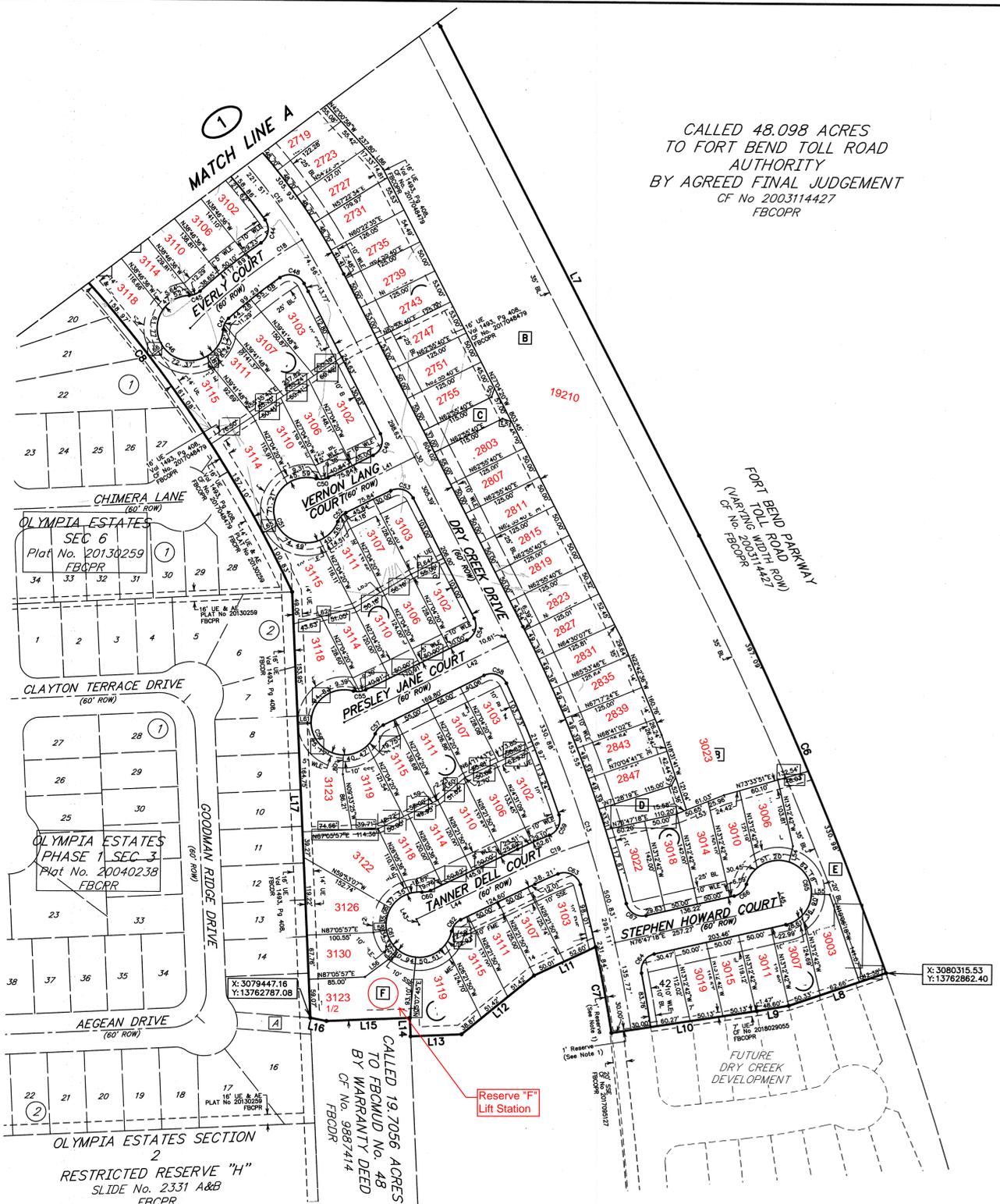
150 LOTS      9 RESERVES      2 BLOCKS  
FEBRUARY 2018



FILED AND RECORDED  
OFFICIAL PUBLIC RECORDS  
*Jana Richard*  
Laura Richard, County Clerk  
Fort Bend County Texas  
March 29, 2018 02:21:16 PM  
FEE: \$438.00 CR1 20180086

OWNER:  
DC DEVELOPMENT PARTNERS, LP  
4101 GREENBRIAR, SUITE 316  
HOUSTON, TEXAS 77098  
713-627-1015

ENGINEER/PLANNER/SURVEYOR:  
**JONES CARTER**

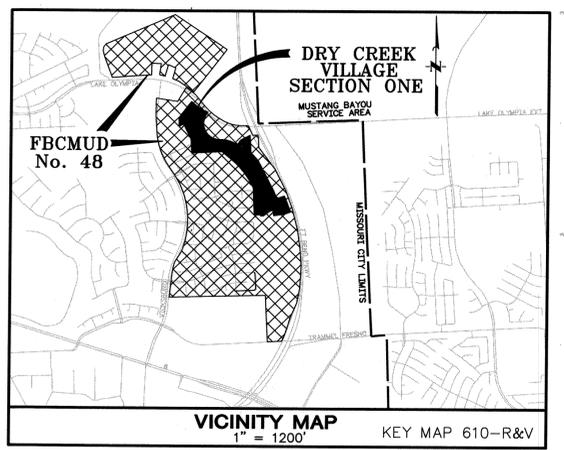
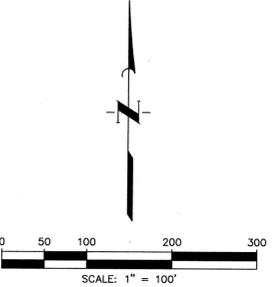


CALLED 48.098 ACRES  
TO FORT BEND TOLL ROAD  
AUTHORITY  
BY AGREED FINAL JUDGEMENT  
CF No 2003114427  
FBCOPR

CALLLED 19.706 ACRES  
TO FBCMUD No. 48  
BY WARRANT DEED  
CF No. 9887414  
FBCOPR

CURVE	RADIUS	DELTA ANGLE	ARC LENGTH	CHORD BEARING	CHORD LENGTH	TANGENT
C1	1250.00'	22°31'51"	491.55'	S56°45'23"E	488.38'	248.99'
C2	25.00'	86°37'40"	37.80'	S68°39'51"W	34.30'	23.57'
C3	370.00'	113°00'40"	725.75'	S31°09'19"E	617.12'	559.13'
C4	610.00'	32°48'41"	349.33'	S71°15'19"E	344.57'	179.60'
C5	1453.39'	11°38'47"	295.43'	S32°53'45"E	294.92'	148.22'
C6	5579.60'	07°28'35"	728.07'	S23°20'02"E	727.55'	364.55'
C7	1970.00'	03°53'32"	133.83'	N10°46'35"W	133.81'	66.94'
C8	1959.15'	25°12'18"	861.85'	N37°44'07"W	854.92'	438.01'
C9	450.00'	41°32'28"	326.26'	N04°34'48"E	319.16'	170.67'
C10	400.00'	67°55'30"	474.21'	N50°09'11"W	446.92'	269.42'
C11	450.00'	38°11'44"	299.99'	N65°01'04"W	294.46'	155.81'
C12	900.00'	18°50'52"	298.06'	N36°29'46"W	294.73'	149.38'
C13	2000.00'	18°14'14"	636.60'	N17°57'13"W	633.92'	321.02'
C14	500.00'	39°02'26"	340.69'	N04°11'47"W	334.14'	177.26'
C15	500.00'	20°49'03"	181.67'	N13°18'29"W	180.67'	91.85'
C16	55.00'	90°00'00"	86.39'	N47°53'58"W	77.78'	55.00'
C17	1500.00'	04°04'27"	106.66'	N64°14'46"E	106.64'	53.35'
C18	800.00'	15°30'56"	216.64'	N50°58'54"E	215.98'	108.99'
C19	700.00'	08°18'22"	101.48'	N67°47'21"E	101.39'	50.83'
C20	25.00'	87°04'40"	37.99'	N18°11'18"W	34.44'	23.76'
C21	25.00'	84°37'49"	36.93'	N21°32'34"E	33.66'	22.76'
C22	25.00'	90°00'00"	39.27'	N69°43'01"W	35.36'	25.00'
C23	570.00'	39°02'26"	388.39'	N04°11'47"W	380.92'	202.08'
C24	65.00'	169°16'41"	192.04'	N69°18'55"W	129.43'	692.68'
C25	330.00'	49°45'45"	286.61'	N01°09'52"E	277.69'	153.05'
C26	25.00'	42°54'17"	18.72'	N18°28'53"E	18.29'	9.82'
C27	50.00'	137°47'44"	137.69'	N37°53'31"W	98.13'	254.67'
C28	25.00'	24°57'05"	10.89'	N74°37'30"E	10.89'	5.53'
C29	25.00'	21°02'22"	9.18'	N82°22'47"W	9.13'	4.64'
C30	50.00'	258°48'31"	225.85'	N21°15'51"W	77.27'	60.86'
C31	25.00'	57°46'09"	25.21'	N58°12'58"E	24.15'	13.79'
C32	25.00'	87°59'21"	38.36'	N22°19'19"E	34.71'	24.11'
C33	25.00'	81°35'26"	35.60'	N75°27'29"W	32.67'	21.58'
C34	25.00'	99°03'51"	43.22'	N17°00'51"W	38.04'	29.30'
C35	25.00'	42°50'00"	18.69'	N53°56'04"E	18.26'	9.81'
C36	50.00'	265°40'01"	231.84'	N57°28'56"W	73.33'	53.93'
C37	25.00'	42°50'00"	18.69'	N11°06'04"E	18.26'	9.81'
C38	25.00'	96°56'47"	42.30'	N80°59'28"E	37.43'	28.23'
C39	25.00'	90°00'00"	39.27'	N00°55'12"W	35.36'	25.00'
C40	25.00'	42°50'00"	18.69'	N65°29'48"E	18.26'	9.81'
C41	50.00'	265°40'01"	231.84'	N45°55'12"W	73.33'	53.93'
C42	25.00'	42°50'00"	18.69'	N22°39'47"E	18.26'	9.81'
C43	25.00'	90°00'00"	39.27'	N89°04'46"E	35.36'	25.00'
C44	25.00'	90°21'35"	39.43'	N09°43'19"E	35.47'	25.16'
C45	25.00'	41°05'47"	17.93'	N67°18'18"E	17.55'	9.37'
C46	50.00'	265°36'14"	231.78'	N44°56'56"W	73.37'	53.99'
C47	25.00'	44°45'35"	19.53'	N24°37'44"E	19.04'	10.29'
C48	25.00'	97°37'07"	42.99'	N76°47'19"W	37.63'	28.57'
C49	25.00'	90°00'00"	39.27'	N17°55'40"E	35.36'	25.00'
C50	25.00'	42°50'00"	18.69'	N84°20'40"E	18.26'	9.81'
C51	50.00'	265°40'01"	231.84'	N27°04'20"W	73.33'	53.93'
C52	25.00'	42°50'00"	18.69'	N41°30'39"E	18.26'	9.81'
C53	25.00'	90°00'00"	39.27'	N72°04'20"W	35.36'	25.00'
C54	25.00'	90°00'00"	39.27'	N17°55'40"E	35.36'	25.00'
C55	25.00'	42°50'00"	18.69'	N84°20'40"E	18.26'	9.81'
C56	50.00'	265°40'01"	231.84'	N27°04'20"W	73.33'	53.93'
C57	25.00'	42°50'00"	18.69'	N41°30'39"E	18.26'	9.81'
C58	25.00'	91°56'00"	40.11'	N71°06'21"W	35.95'	25.86'
C59	25.00'	86°35'38"	37.78'	N24°28'05"E	34.29'	23.56'
C60	25.00'	30°40'16"	13.38'	N78°58'18"E	13.22'	6.86'
C61	50.00'	263°19'49"	229.80'	N37°21'25"W	74.70'	56.19'
C62	25.00'	52°39'32"	22.98'	N37°18'24"E	22.18'	12.37'
C63	25.00'	97°31'23"	42.55'	N64°20'05"W	37.60'	28.52'
C64	25.00'	87°59'32"	38.39'	N32°47'32"E	34.73'	24.14'
C65	50.00'	242°10'54"	211.34'	N44°18'08"W	85.63'	82.92'
C66	25.00'	62°10'55"	27.13'	N43°15'17"W	25.82'	15.08'
C67	25.00'	88°56'26"	38.81'	N58°44'29"W	35.03'	24.54'

CALLLED 48.098 ACRES  
TO FORT BEND TOLL ROAD  
AUTHORITY  
BY AGREED FINAL JUDGEMENT  
CF No 2003114427  
FBCOPR



LINE	BEARING	DISTANCE
L1	S25°21'02"W	101.45'
L2	S87°39'39"E	97.26'
L3	N35°09'02"E	132.00'
L4	N62°55'39"E	281.05'
L5	S27°04'37"E	85.92'
L6	S38°43'08"E	99.44'
L7	S27°04'20"E	871.95'
L8	S70°33'42"W	155.37'
L9	S79°55'44"W	48.60'
L10	S80°51'03"W	222.00'
L11	S64°28'52"W	102.60'
L12	S50°08'19"W	141.71'
L13	S87°06'02"W	76.80'
L14	N02°53'58"W	28.30'
L15	S87°14'20"W	125.86'
L16	N79°22'22"W	24.84'
L17	N02°54'03"W	653.08'
L18	N50°17'09"W	283.29'
L19	S87°06'02"W	542.59'
L20	S87°04'54"W	175.04'
L21	N02°53'58"W	336.12'
L22	N26°12'14"W	384.41'
L23	N84°30'16"W	110.00'
L24	N26°37'47"W	23.76'
L25	N01°57'50"W	196.32'
L26	N37°21'31"E	491.52'
L27	N25°21'02"E	92.12'
L28	N84°30'16"W	150.86'
L29	N45°55'12"W	386.94'
L30	N27°04'20"W	604.02'
L31	N15°19'26"W	27.26'
L32	N23°43'01"W	184.91'
L33	N02°53'58"W	8.44'
L34	N49°20'26"E	14.20'
L35	N87°06'02"E	326.03'
L36	N02°53'58"W	15.00'
L37	N86°16'59"E	92.48'
L38	N82°12'32"E	10.01'
L39	N32°31'04"E	139.44'
L40	N44°04'48"E	219.20'
L41	N62°55'40"E	181.83'
L42	N62°55'40"E	76.87'
L43	N21°50'00"E	9.51'
L44	N63°38'10"E	184.23'
L45	N13°12'42"E	20.00'
L46	N05°02'56"E	39.65'
L47	N15°19'26"W	34.97'
L48	N23°43'01"W	318.73'
L49	N90°00'00"E	14.37'
L50	N17°55'40"E	14.14'
L51	N72°04'20"W	14.14'
L52	N26°28'19"E	14.14'
L53	N67°30'07"E	76.61'
L54	N12°54'14"E	25.07'
L55	N88°17'10"W	27.53'
L56	N52°10'17"E	44.92'
L57	N40°34'49"E	20.00'
L58	N79°55'02"E	20.00'
L59	N63°38'10"E	99.95'
L60	N49°14'57"E	54.31'
L61	N87°05'57"E	20.00'
L62	N74°34'37"E	94.66'
L63	N58°21'05"E	100.32'
L64	N62°55'40"E	55.00'
L65	N61°50'07"E	25.00'
L66	N52°36'48"E	25.00'
L67	N40°52'02"E	50.08'
L68	N48°32'14"E	104.52'
L69	N43°18'29"E	25.00'
L70	N37°57'45"E	105.60'
L71	N07°26'02"W	68.56'
L72	N28°48'49"E	20.82'
L73	N48°14'18"W	25.53'
L74	N67°05'54"W	14.01'
L75	N22°01'26"E	14.32'
L76	N22°14'07"W	38.41'
L77	N17°57'44"W	95.42'
L78	N87°30'47"W	85.73'
L79	N87°06'02"E	251.49'
L80	N00°57'22"E	29.30'
L81	N30°19'19"W	22.82'
L82	N14°43'04"E	38.21'
L83	N14°43'04"E	42.50'
L84	N28°48'49"E	44.35'
L85	N28°48'49"E	36.82'
L86	N39°56'27"W	23.68'
L87	N35°08'39"W	37.03'
L88	N81°55'12"E	23.09'

23 pgs 2018032734

FILED AND RECORDED  
OFFICIAL PUBLIC RECORDS  
*Laura Richard*  
Laura Richard, County Clerk  
Fort Bend County, Texas  
March 29, 2018 02:21:16 PM  
FEE \$438.00 CR1 20180086

# DRY CREEK VILLAGE SECTION ONE

A SUBDIVISION OF 46.60 ACRES OF LAND  
OUT OF THE  
H. SHROPSHIRE SURVEY, A-313  
ELIJAH ROARK LEAGUE, A-77  
CITY OF MISSOURI CITY,  
FORT BEND COUNTY, TEXAS

150 LOTS 9 RESERVES 2 BLOCKS  
FEBRUARY 2018

OWNER:  
DC DEVELOPMENT PARTNERS, LP  
4101 GREENBRIAR, SUITE 316  
HOUSTON, TEXAS 77098  
713-627-1015

ENGINEER/PLANNER/SURVEYOR:  
J.C. JONES | CARTER  
Texas Board of Professional Engineering Registration No. 2480  
Texas Board of Professional Land Surveying Registration No. 38861-06  
4026 West Loop South, Suite 1200-McClellan, Houston, Texas 77027

STATE OF TEXAS §  
COUNTY OF FORT BEND §

We, DC Development Partners, LP, A Texas limited partnership acting by and through David R. Glunt, it's Managing Member, herein referred to as Owner of the 46.60 acre tract described in the above and foregoing plat of Dry Creek Village Section One, do hereby make and establish said subdivision of said property according to all lines, dedications, restrictions and notations on said plat and hereby dedicate to the use of the public forever, all streets, alleys, parks, watercourses, drains, easements and public places shown thereon for the purposes and considerations therein expressed; and do hereby bind myself, my heirs, successors and assigns to warrant and forever defend the title to the land so dedicated.

We further acknowledge that the dedications and/or exactions made herein are proportional to the impact of the subdivision upon the public services required in order that the development will comport with the present and future growth needs of the City. We, our successors and assigns hereby waive any claim, damage, or cause of action that we may have as a result of the dedication or exactions made herein.

Further, Owners have dedicated and by these presents do dedicate to the use of the public for public utility purposes forever unobstructed aerial easements. The aerial easements shall extend horizontally an eleven feet, six inches (11' 6") for ten feet (10' 0") perimeter ground easements or seven feet, six inches (7' 6") for fourteen feet (14' 0") perimeter ground easements or five feet, six inches (5' 6") for sixteen feet (16' 0") perimeter ground easements, from a plane sixteen feet (16' 0") above ground level upward, located adjacent to and adjoining said public utility easements that are designated with aerial easements (U.E. & A.E.) as indicated and depicted hereon, whereby the aerial easements total twenty-one feet, six inches (21' 6") in width.

Further, Owners have dedicated and by these presents do dedicate to the use of the public for public utility purposes forever unobstructed aerial easements. The aerial easements shall extend horizontally an additional ten feet (10' 0") for ten feet (10' 0") back-to-back ground easements or eight feet (8' 0") for fourteen feet (14' 0") back-to-back ground easements or seven feet (7' 0") for sixteen feet (16' 0") back-to-back ground easements, from a plane sixteen feet (16' 0") above ground level upward, located adjacent to both sides and adjoining said public utility easements that are designated with aerial easements (U.E. & A.E.) as indicated and depicted hereon, whereby the aerial easements total thirty feet (30' 0") in width.

Further, Owners do hereby certify that we are the owners of all property immediately adjacent to the boundaries of the above and foregoing subdivision of Dry Creek Section One where building setback lines or public utility easements are to be established outside the boundaries of the above and foregoing subdivision and do hereby make and establish all building setback lines and dedicate to the use of the public, all public utility easements shown in said adjacent acreage.

IN TESTIMONY WHEREOF, DC Development Partners, LP, has caused these presents to be signed by David Glunt, its President, hereunto authorized, and its common seal hereunto affixed

this 13<sup>th</sup> day of March, 2018.

DC Development Partners, LP,  
a Texas limited partnership

By: [Signature]  
David R. Glunt, Managing Member

STATE OF TEXAS §  
COUNTY OF FORT BEND §

BEFORE ME, the undersigned authority, on this day personally appeared David R. Glunt, Managing Member known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and considerations therein expressed and in the capacity therein and herein stated, and as the act and deed of said partnership.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this 13 day of March, 2018

[Signature]  
(Signature of Notary Public)  
Notary Public in and for the State of Texas



This is to certify that the Planning and Zoning Commission of the City of Missouri City, Texas, has approved this plat and subdivision of Dry Creek Village Section One in conformance with the laws of the State of Texas and the ordinances of the City of Missouri City as shown hereon and authorized the recording of this plat this 14<sup>th</sup>

day of March, 2018.

By: [Signature]  
Sonya Brown-Marshall  
Chair

By: [Signature]  
Timothy R. Honey  
Vice Chair

I, Steven Jares, am registered under the laws of the State of Texas to practice the profession of surveying and hereby certify that the above subdivision is true and correct; was prepared from an actual survey of the property made under my supervision on the ground; that all boundary corners, angle points, points of curvature and other points of reference have been marked with iron (or other suitable permanent metal) pipes or rods having an outside diameter of not less than three-quarter inch and a length of not less than three feet; except as shown hereon; and that the plat boundary corners have been tied to the nearest survey corner.

[Signature]  
Steven Jares  
Registered Professional Land Surveyor  
No. 5317



We, First Continental Investment Co., Ltd, owner and holder of liens against the property described in the plat known as Dry Creek Village Section One, said liens being evidenced by instrument of record in the Clerk's File No. 2017037812, 2017037816, 2017038232, 2017038233, 2017038405, & 2017038406 of the Real Property Records of Fort Bend County, Texas, do hereby in all things subordinate our interest in said property to the purposes and effects of said plat and the dedications and restrictions shown herein to said subdivision plat and we hereby confirm that we are the present owners of said liens and have not assigned the same nor any part thereof.

By: [Signature]  
Name: Todd Aiken  
Title: Executive Vice President

STATE OF TEXAS §  
COUNTY OF Harris §

BEFORE ME, the undersigned authority, on this day personally appeared Todd Aiken, Exec. Vice President known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that they executed the same for the purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this 23 day of February, 2018

[Signature]  
(Signature of Notary Public)  
Notary Public in and for the State of Texas



I, Laura Richard, County Clerk in and for Fort Bend County, hereby certify that the

foregoing instrument with its certificate of authentication was filed for recordation

in my office on March 29, 2018 at 2:21 o'clock P.m. in Plat Number 20180086 of the plat records of Fort Bend County, Texas

Witness my hand and seal of office, at Richmond, Texas, the day and date last above written.

[Signature]  
Laura Richard  
County Clerk Fort Bend County, Texas



By: [Signature]  
Deputy  
ATHERINE RICHMOND

23 pgs 2018032734  
FILED AND RECORDED  
OFFICIAL PUBLIC RECORDS  
[Signature]  
Laura Richard, County Clerk  
Fort Bend County Texas  
March 29, 2018 02:21:16 PM  
FEE: \$438.00 CR1 20180086

**DRY CREEK VILLAGE SECTION ONE**  
A SUBDIVISION OF 46.60 ACRES OF LAND  
OUT OF THE  
H. SHROPSHIRE SURVEY, A-313  
ELIJAH ROARK LEAGUE, A-77  
CITY OF MISSOURI CITY,  
FORT BEND COUNTY, TEXAS  
**150 LOTS 9 RESERVES 2 BLOCKS**  
**JANUARY 2018**

OWNER:  
DC DEVELOPMENT PARTNERS, LP  
4101 GREENBRIAR, SUITE 316  
HOUSTON, TEXAS 77098  
713-627-1015

ENGINEER/PLANNER/SURVEYOR:  
**J|C JONES CARTER**

## FIRST AMENDED AND RESTATED UTILITY AGREEMENT

THIS FIRST AMENDED AND RESTATED UTILITY AGREEMENT (the “Agreement”) made and entered into as of the date herein last specified, by and between the CITY OF MISSOURI CITY, TEXAS (the “City”), a municipal corporation and home-rule city located in Fort Bend County and Harris County, Texas, and FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 48, a municipal utility district (the “District”).

WHEREAS, the District entered into a Regional Wastewater Treatment Facilities Agreement with the City effective March 1, 2010, as amended on February 16, 2016 (as amended, the “Original Wastewater Agreement”), relating to the provision of wastewater treatment services from the City to certain areas within the District; and

WHEREAS, the District entered into a Regional Water Facilities Agreement with the City effective September 6, 2011, as amended on February 15, 2016 (as amended, the “Original Water Agreement”), relating to the provision of water supply services from the City to certain areas within the District; and

WHEREAS, the City and the District have previously entered into a Utility Agreement dated February 15, 2016 (the “2016 Utility Agreement”), to cover certain land within the District north of Lake Olympia Parkway; and

WHEREAS, the City and the District now desire to amend and restate the 2016 Utility Agreement to cover additional land proposed to be annexed by the District; and

WHEREAS, the parties understand and agree that this Agreement does not constitute, and shall not be construed as, an “allocation agreement” within the meaning of Texas Water Code Section 54.016(f); and

WHEREAS, the City and the District have determined that they are authorized by the Constitution and laws of the State of Texas to enter into this Agreement and have further determined that the terms, provisions and conditions hereof are mutually fair and advantageous to each; NOW, THEREFORE;

### AGREEMENT

For and in consideration of these premises and of the mutual promises, obligations, covenants and benefits herein contained, the District and the City contract and agree to the following terms and provisions.

### ARTICLE I DEFINITIONS

1.01. Definitions. The capitalized terms and phrases used in this Agreement shall have the meanings as follows:

“Approving Bodies” shall mean the City, the Commission, the Attorney General of Texas, the Comptroller of Public Accounts of Texas, the United States Department of Justice and all other

federal and state governmental authorities having regulatory jurisdiction and authority over the financing, construction or operation of the Facilities or the subject matter of this Agreement.

“Bonds” shall mean the District’s bonds, notes or other evidences of indebtedness issued from time to time for the purpose of financing the costs of acquiring, constructing, purchasing, operating, repairing, improving or extending the Facilities, whether payable from ad valorem taxes, the proceeds of one or more future bond issues or otherwise, and including any bonds, notes or similar obligations issued to refund such bonds.

“City” shall mean the City of Missouri City, Texas, a municipal corporation and home-rule city located in Fort Bend and Harris Counties, Texas.

“City Code” shall mean the Code of Ordinances and other ordinances and regulations adopted by the City, as such ordinances may be amended, changed, supplemented or repealed from time to time.

“City Manager” shall mean the City Manager of the City.

“City Plant(s)” shall mean the water supply plant and wastewater treatment plant and related facilities designated by the City, now or subsequent to the effective date of this Agreement, to provide service to the New Agreement Service Area.

“Commission” shall mean the Texas Commission on Environmental Quality or its successor agency of the State of Texas having jurisdiction over the District.

“District” shall mean Fort Bend County Municipal Utility District No. 48.

“District Engineer” shall mean the District’s consulting engineers, or their replacements, successors or assignees.

“ESFC” means that amount of water or wastewater, as applicable, set by the City that constitutes an Equivalent Single Family Connection, which amount may be changed from time to time. At the time of this Agreement, an ESFC of wastewater means 315 gallons per day of water and an ESFC of water means 400 gallons per day of water. The City agrees to apply from time to time for and obtain a rerating of the wastewater plant to reflect actual flow rates in accordance with TCEQ rules and to take the TCEQ approved rating into consideration in defining an ESFC together with all other relevant engineering and operational information. However, the City must use its best efforts to obtain the lowest prudent flow factor and apply that flow factor to the plant based on the factors described in the preceding sentence.

“Facilities” shall mean and include the water distribution, sanitary sewer collection, transportation and treatment, and storm water collection, detention and drainage systems, and road facilities constructed or acquired or to be constructed or acquired by the District to serve the New Agreement Service Area (as defined below), and all improvements, appurtenances, additions, extensions, enlargements or betterments thereto, together with all contract rights, permits, licenses, properties, rights-of-way, easements, sites and other interests related thereto.

“LOP 8.5 Tract” shall mean that 8.481 acre tract, which is not located in the District or the New Agreement Service Area, and is more particularly described and depicted in Exhibit A, attached hereto and incorporated herein.

“New Agreement Service Area” means the area within the District not within the Original Service Area (as defined below), together with any future areas annexed into the District and approved for service hereunder by the City, as further shown on Exhibit B attached hereto and incorporated herein.

“Original Agreement Service Area” means the area within the District receiving water and wastewater service from the City pursuant to the Original Water Agreement and the Original Wastewater Agreement, as further shown on Exhibit C attached hereto and incorporated herein.

“Retained Facilities” shall mean and include drainage and detention facilities (if any), or portions thereof, which the City elects, in its sole discretion, not to accept ownership of in accordance with Section 3.01 below.

## ARTICLE II DESCRIPTION, DESIGN, FINANCING AND CONSTRUCTION OF THE FACILITIES

2.01. Design of the Facilities. The Facilities will be designed by the District’s Engineers in phases in accordance with sound engineering principles and in compliance with the requirements of the Approving Bodies and may include improvements outside the boundaries of the District if reasonably necessary to serve the District. All plans and specifications for the Facilities shall be submitted to the City for approval prior to construction and advertising for bids. The plans and specifications shall be prepared in accordance with the applicable provisions of the City Code, as they may be amended from time to time, and the construction of the Facilities shall conform to the final plans and specifications approved by the City, but the City may not require the Facilities to be constructed pursuant to criteria more stringent than the City Code unless required by local, state or federal rule or law.

2.02. Requirement to Extend Facilities. The District will construct or extend the Facilities in phases, as the District determines is economically feasible, provided however, economic feasibility shall not excuse the requirement to build the Facilities to comply with City Codes and standards. The District shall proceed with the construction of the Facilities in such a manner in order that all of the public consumers and areas within the District will eventually receive the benefits of water, sewer, and drainage services. Such extension shall be accomplished by the District in accordance with prudent and sound management principles.

2.03. Water Distribution and Supply Facilities. The City shall provide the New Agreement Service Area with its requirements for water production supply at the time of platting, as requested by the District, upon payment of the water impact fees, as it may be adjusted per City ordinance from time to time, which impact fees shall be due at the time of platting. The City shall supply water through water supply lines at points of connection as approved by the City Engineer (the “Water Supply Lines”). The District will pay all design and construction costs for all the Water Supply Lines within the District and the off-site Water Supply Lines, if any, that are required to provide City water service

to the New Agreement Service Area. The District may make other points of connection to the City's water supply system as approved by the City Engineer. The District will obtain any necessary off-site easements to the extent required for any water supply lines to serve the New Agreement Service Area. The City may make other points of connection to the District's water supply system as approved by the District Engineer. The District acknowledges that the New Agreement Service Area is included in the City's groundwater reduction plan and subject to fees associated with the plan. The District agrees to sign such further agreements or documents as may be reasonably required by the City to document such participation in the City's groundwater reduction plan. In the event that the City cannot provide water supply to the New Agreement Service Area, or the City cannot otherwise finance the costs to construct the needed City Plant or Facilities, the District may, but is not obligated to, advance funds to the City to construct the needed City Plant or Facilities and receive appropriate impact fee credit for such advances to the extent that the City has not already reimbursed the District for such advances. The City and the District acknowledge that each party shall be in exclusive control of, and solely responsible for, all water until the same reaches Facilities owned, controlled, or designated by the other party.

2.04. Wastewater Treatment Plant Facilities. The City and the District agree that the New Agreement Service Area is currently designated to be served by the City Plant known as the Mustang Bayou Wastewater Treatment Plant. The City may designate another City Plant to serve the New Agreement Service Area at the City's sole discretion. The City represents that upon payment of wastewater impact fees, as they may be adjusted per City ordinance from time to time, the City will provide wastewater treatment capacity to the New Agreement Service Area from a City Plant. In the event that the City cannot provide wastewater treatment to the New Agreement Service Area, or the City cannot otherwise finance the costs to construct the needed City Plant or Facilities, the District may, but is not obligated to, advance funds to the City to construct the needed City Plant or Facilities and receive appropriate impact fee credit for such advances to the extent that the City has not already reimbursed the District for such advances. The City and the District acknowledge that each party shall be in exclusive control of, and solely responsible for, all wastewater until the same reaches Facilities owned, controlled, or designated by the other party.

2.05. Expansions or Improvements to City Plants. The City agrees to use its best efforts to provide sufficient capacity in the City Plants to meet the projected needs in the New Agreement Service Area. However, the parties acknowledge that the City's obligations to provide capacity in the City Plants are conditioned upon the financial feasibility of the City to provide or finance such capacity in the City Plants and the City's ability to obtain and maintain required permits. In the event that the City Plants cannot provide water supply or wastewater treatment capacity to the New Agreement Service Area upon payment of the impact fee at the time of platting, or the City cannot otherwise finance the costs to expand or improve the City Plants, the District may, but is not obligated to, advance funds to the City to construct the needed expansion or improvements to the City Plants and receive appropriate impact fee credit for such advances to the extent that the City has not already reimbursed the District for such advances. If the District advances funds to the City for any expansion or improvement to a City Plant that results in more capacity than is actually needed by the District at that time, the District may elect to advance all funds necessary for the expansion or improvement and the total costs plus the District's actual costs of carry (i.e. accrued interest, financing costs, etc.) shall be prorated on a per gallon capacity basis, and the City shall reimburse the District for all such prorated

costs that are not needed to serve the District from future impact fees received by the City from other landowners or developers.

2.06. Reports. To facilitate the supply of water and wastewater treatment service under this Agreement, the District shall provide to the City annually by March 31 of each year (90 days prior to the end of the District's fiscal year ending in June 30) growth projections, including a report of the estimated number and type of connections (i) currently within the New Agreement Service Area; (ii) projected to be added within the New Agreement Service Area during the District's next fiscal year, (iii) projected to be added within the New Agreement Service Area during the District's next 36 months and (iv) total projected connections at full build-out within the New Agreement Service Area. Connections shown in any growth projections for the New Agreement Service Area shall not be used in other growth projections submitted to the City for water or wastewater service under the Original Wastewater Agreement or Original Water Agreement

2.07. Sanitary Sewer Lines; Wastewater Connections. The District will pay all design and construction costs for all District sanitary sewer lines and wastewater infrastructure that is required to collect wastewater from the New Agreement Service Area and cause the wastewater to flow to the City Plant designated by the City, currently the Mustang Bayou Wastewater Treatment Plant.

The District may make other points of connection to the City's wastewater system as approved by the City Engineer. The District will obtain any necessary off-site easements to the extent required for any wastewater lines to serve the District. The City may make other points of connection to the District's wastewater system as approved by the District Engineer.

The City plans to serve the LOP 8.5 Tract using City capacity as part of the area being served by the City's Mustang Bayou Wastewater Treatment Plant. The District agrees that the City may send wastewater flows from this Tract to the District's 48-inch manhole located at Janet Lane and Argos Drive and through the District's wastewater collection line from such manhole to the wastewater treatment plant for the Mustang Bayou Service in a maximum amount approved in writing by the District's Engineer. The District agrees that there will be no cost to the City for the capacity in and use of such manhole and collection line.

2.08. Letter of Assurance and Issuance of Assignments of Capacity by the District. The City agrees that, at the time of platting, the City shall, upon reasonable request, issue a letter of assurance to the District on behalf of a developer or lender that, at the time of platting, the City has water and wastewater treatment capacity in the City Plants to serve a defined area proposed for development within the New Agreement Service Area. If the City does not have sufficient capacity to serve the defined area, the City's letter may include a provision stating the date at which capacity sufficient capacity is projected to be available.

2.09. Advertisement/Awarding of Contracts. All construction contracts related to the Facilities shall be advertised and awarded in accordance with the applicable statutes of the State of Texas and rules of the Commission.

2.10. Oversizing. If the City requires portions of the Facilities to be constructed to a size larger than would be required pursuant to the City Code to serve the District, the City will pay the incremental costs to construct such excess capacity in accordance with Section 82-8 of the City Code;

provided, however, that requiring the District to construct Facilities in accordance with the City's minimum design criteria will not be deemed to be oversizing. The District agrees, when applicable, to bid any such over-sized facilities with alternates so as to determine the actual incremental costs of the oversizing. The incremental cost of the oversizing shall be calculated based upon the difference in cost between the District's successful bid (awarded in accordance with state law to the most responsible person that will be most advantageous to the District and result in the best and most economical completion of the Facilities) and the alternate to oversize the Facilities included on such successful bid. For example, if the District needs an eight-inch waterline but the City would like a twelve-inch waterline to be installed, the District will solicit bids for an eight inch pipe and a twelve inch pipe, and the incremental costs of the oversizing will include only the difference in the costs between the two pipe sizes and will not include excavation costs. Prior to award of any contract in which over-sized facilities will be built, the District will present the City with the bids and bid tabulations, and the City and the District must agree to the incremental costs based on such bid or the District is not required to oversize the Facilities. The District reserves the right to limit reimbursement to any developer who advances funds for oversizing to the amount that would have been advanced if the oversizing costs had been shared on the basis of reserved capacity instead of incremental costs.

2.11. No Effect on Vested Rights. This Agreement does not affect the vested right of the District under statutory or common law.

### ARTICLE III OWNERSHIP, OPERATION AND MAINTENANCE OF FACILITIES

#### 3.01. Ownership by the City.

(a) As the acquisition and construction of each phase of the Facilities is completed and becomes operational, the District shall transfer the same to the City free and clear of all liens and encumbrances, reserving, however, the District shall be considered a beneficial owner of capacity in the Facilities upon payment to the City for such capacity. In this paragraph, with respect to the District, "beneficial owner of capacity" shall mean that the District is entitled to receive the capacity the District has paid for in accordance with this Agreement. Notwithstanding beneficial ownership of capacity by third parties, including the District, the City, may allow any unused capacity within the Facilities to be used on an interim basis to another entity at usage rates consistent with those being charged to the District if such interim usage does not interfere with the District's full use and enjoyment of capacity to which it has its beneficial ownership and does not interfere with the City's ability to meet future capacity needs of the District under this Agreement

(b) In addition, notwithstanding any provision in this Agreement to the contrary, the City shall have the right but not the obligation, in the City's sole discretion, to accept title to the Retained Facilities upon their completion. If the City does not accept title to the Retained Facilities, the District, another district, or another governmental entity shall be responsible for owning, operating and maintaining such facilities. If the District elects to operate and maintain the Retained Facilities, it shall enter into a contract with another governmental entity to the effect that the District shall transfer to such entity, and the entity shall accept, ownership of such Retained Facilities prior to the District's dissolution by the City or otherwise. All warranties of contractors and subcontractors, including, but

not limited to, a one-year maintenance bond (in the name of the City) and all other rights beneficial to the ownership and operation of the Facilities will be transferred by the District to the City when the Facilities, or any portion thereof, are conveyed to the City.

3.02. Operation by the City. As construction of each phase of the Facilities is completed, representatives of the City shall inspect the same and, if the City finds that the same has been completed in accordance with the approved plans and specifications, the City will accept the same, whereupon such portion of the Facilities shall be owned, operated and maintained by the City at its sole expense as provided herein. In the event that the Facilities have not been completed in accordance with the approved plans and specifications, the City will immediately advise the District in what manner the Facilities do not comply, and the District shall immediately correct the same; whereupon the City shall again inspect the Facilities and accept the same if the defects have been corrected. During the term of this Agreement, the City will operate the Facilities and provide service to all users within the District without discrimination. The City shall at all times maintain the Facilities, or cause the same to be maintained, in good condition and working order and will operate the same, or cause the same to be operated, in an efficient and economical manner at a reasonable cost and in accordance with sound business principles in operating and maintaining the infrastructure, and the City will comply with all contractual provisions and agreements entered into by it and with all valid rules, regulations, directions or orders by any governmental administrative or judicial body promulgating the same.

3.03. Rates and Meters. The City shall bill and collect fees from its customers within the New Agreement Service Area for the City's provision of services related to its water and wastewater systems and shall from time to time fix such rates and charges for such customers of the systems as the City, in its sole discretion, determines are necessary; provided that the rates and charges for services afforded by the system will be non-discriminatory as compared to other similarly situated customers. All water and wastewater revenues from the City's customers living within the New Agreement Service Area shall belong exclusively to the City. The City shall be responsible for providing and installing any necessary meters for the individual customers.

3.04. Tap Fees or Connection Charges. Notwithstanding anything in the City Code to the contrary, the City will impose a charge for tap fees or connections to the water and wastewater system to serve the New Agreement Service Area at a rate to be determined from time to time by the City, provided the charge is equal to the sums charged to other similarly situated customers, and the connection charges shall belong exclusively to the City.

#### ARTICLE IV FINANCING OF FACILITIES

4.01. Authority of District to Issue Bonds. The District has the authority to issue, sell and deliver Bonds from time to time for Facilities to serve the New Agreement Service Area, as deemed necessary and appropriate by the Board of Directors of the District, for the purposes, in such form and manner and as permitted or provided by federal law, the general laws of the State of Texas.

4.02. Bonds as Obligations of District. Unless and until the City shall dissolve the District and assume the properties, assets, obligations and liabilities of the District, the Bonds of the District, as to both principal and interest, shall be and remain obligations solely of the District and shall never

be deemed or construed to be obligations or indebtedness of the City; the Bonds shall not contain a pledge of any revenues of the Facilities.

4.03. Construction by Third Parties. From time to time, the District may enter into one or more agreements, (hereinafter, "Development Financing Agreement") with landowners or developers of property located within the New Agreement Service Area whereby such landowners or developers will undertake, on behalf of the District, to pre-finance and pre-construct, in one or more phases, all or any portion of the Facilities. Under the terms of each Development Financing Agreement, the landowners or developers will be obligated to finance and construct the Facilities in the manner which would be required by law if such work were being performed by the District. Each Development Financing Agreement will provide for the reimbursement of the landowners or developers for the financing and construction of the Facilities using the proceeds of one or more issues of Bonds, as otherwise permitted by law and the applicable rules, regulations and guidelines of the applicable Approving Bodies. Any obligation to reimburse landowners or developers is subject to Section 3.02 of this Agreement.

#### ARTICLE V REMEDIES IN EVENT OF DEFAULT

5.01. Default. The parties hereto expressly recognize and acknowledge that a breach of this Agreement by either party may cause damage to the non-breaching party for which there will not be an adequate remedy at law. Accordingly, in addition to all the rights and remedies provided by the laws of the State of Texas, in the event of a breach hereof by either party, the other party shall be entitled but not limited to the equitable remedy of specific performance or a writ of mandamus to compel any necessary action by the breaching party.

#### ARTICLE VI MISCELLANEOUS PROVISIONS

6.01. Notice of Meetings. The District shall provide the City with notice of all Board meetings within the time frame required by the Open Meetings Act for posting by emailing to the City Secretary a copy of each notice and agenda of each such meeting held by the District.

6.02. Audit Reports. The District engineer shall also provide to the City Manager on an annual basis development projections of additional water and wastewater capacity requirements for the next 18 months so that the City may plan for provision of utilities to the District.

6.03. Force Majeure. In the event a party is rendered unable, wholly or in part, by force majeure (as described below), to carry out any of its obligations under this Agreement, it is agreed that on such party's giving notice and full particulars of such force majeure in writing to the other parties as soon as possible after the occurrence of the cause relied upon, then the obligations of the party giving such notice, to the extent it is affected by force majeure and to the extent that due diligence is being used to resume performance at the earliest practicable time, shall be suspended during the continuance of any inability so caused to the extent provided but for no longer period. Such cause shall as far as possible be remedied with all reasonable dispatch.

The term "force majeure" as used herein shall include, but not be limited to, acts of God, strikes, lockouts or other industrial disturbances, acts of the public enemy or of terrorism, war,

blockades, insurrections, riots, epidemics, landslides, lightning, earthquakes, fires, storms, floods, washouts, droughts, tornadoes, hurricanes, arrests and restraints of governments and people, explosions, breakage or damage to machinery or pipelines and any other inabilities of any party similar to those enumerated, and not within the control of the party claiming such inability, which by the exercise of due diligence and care such party could not have avoided.

6.04. Approvals and Consents. Approvals or consents required or permitted to be given under this Agreement shall be evidenced by an ordinance, resolution or order adopted by the governing body of the appropriate party or by a certificate executed by a person, firm or entity previously authorized to give such approval or consent on behalf of the party. Approvals and consents shall be effective without regard to whether given before or after the time required for giving such approvals or consents.

6.05. Address and Notice. Unless otherwise provided in this Agreement, any notice to be given under this Agreement shall be given in writing and may be given either by depositing the notice in the United States mail postpaid, registered or certified mail, with return receipt requested; delivering the notice to an officer of such party; or sending the notice by prepaid telegram, when appropriate. Notice deposited by mail in the foregoing manner shall be effective the day after the day on which it is deposited. Notice given in any other manner shall be effective only when received by the party to be notified. For the purposes of notice, the addresses of the parties shall be as follows:

If to the City, to:

City of Missouri City, Texas  
1522 Texas Parkway  
Missouri City, Texas 77489  
Attention: City Manager

With a copy to the City Attorney

If to the District, to:

Fort Bend County Municipal Utility District No. 48  
c/o The Muller Law Group  
16555 Southwest Freeway, Suite 200  
Sugar Land, Texas 77479  
Attn: Richard L. Muller, Jr.

The parties shall have the right from time to time to change their respective addresses by giving at least fifteen (15) days' written notice of such change to the other party.

6.06. No Additional Waiver Implied. The failure of either party to insist upon performance of any provision of this Agreement shall not be construed as a waiver of the future performance of such provision by the other party.

6.07. Reservation of Rights. All rights, powers, privileges and authority of the parties hereto not restricted or affected by the express terms and provisions hereof are reserved by the parties and, from time to time, may be exercised and enforced by the parties.

6.08. Parties in Interest. This Agreement shall be for the sole and exclusive benefit of the parties hereto and shall not be construed to confer any rights upon any third parties.

6.09. Merger. This Agreement embodies the entire understanding between the parties and there are no representations, warranties or agreements between the parties covering the subject matter of this Agreement.

6.10. Captions. The captions of each section of this Agreement are inserted solely for convenience and shall never be given effect in construing the duties, obligations or liabilities of the parties hereto or any provisions hereof, or in ascertaining the intent of either party, with respect to the provisions hereof.

6.11. Interpretations. This Agreement and the terms and provisions hereof shall be liberally construed to effectuate the purposes set forth herein and to sustain the validity of this Agreement.

6.12. Severability. If any provision of this Agreement or the application thereof to any person or circumstances is ever judicially declared invalid, such provision shall be deemed severed from this Agreement and the remaining portions of this Agreement shall remain in effect.

6.13. Term and Effect. This Agreement shall remain in effect until the earlier to occur of (i) the dissolution of the District by the City or (ii) the expiration of twenty nine (29) years from the date hereof.

6.14. Superseding Agreement. This Agreement shall supersede and replace the 2016 Utility Agreement in its entirety.

6.15. Original Agreement Service Area. This Agreement shall not be construed to amend or modify any terms and conditions of service provided to the Original Agreement Service Area under the Original Wastewater Agreement or the Original Water Agreement.

[SIGNATURE PAGES FOLLOW]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement in multiple copies, each of equal dignity, on April 5<sup>th</sup>, 2017.

THE CITY OF MISSOURI CITY, TEXAS



\_\_\_\_\_  
Mayor



ATTEST/SEAL:

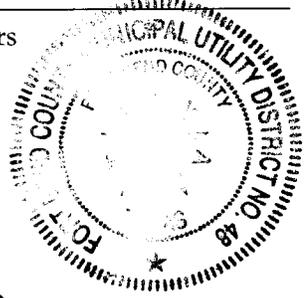


\_\_\_\_\_  
City Secretary

FORT BEND COUNTY MUNICIPAL UTILITY  
DISTRICT NO. 48

*Victor A. Be...*

\_\_\_\_\_  
President, Board of Directors

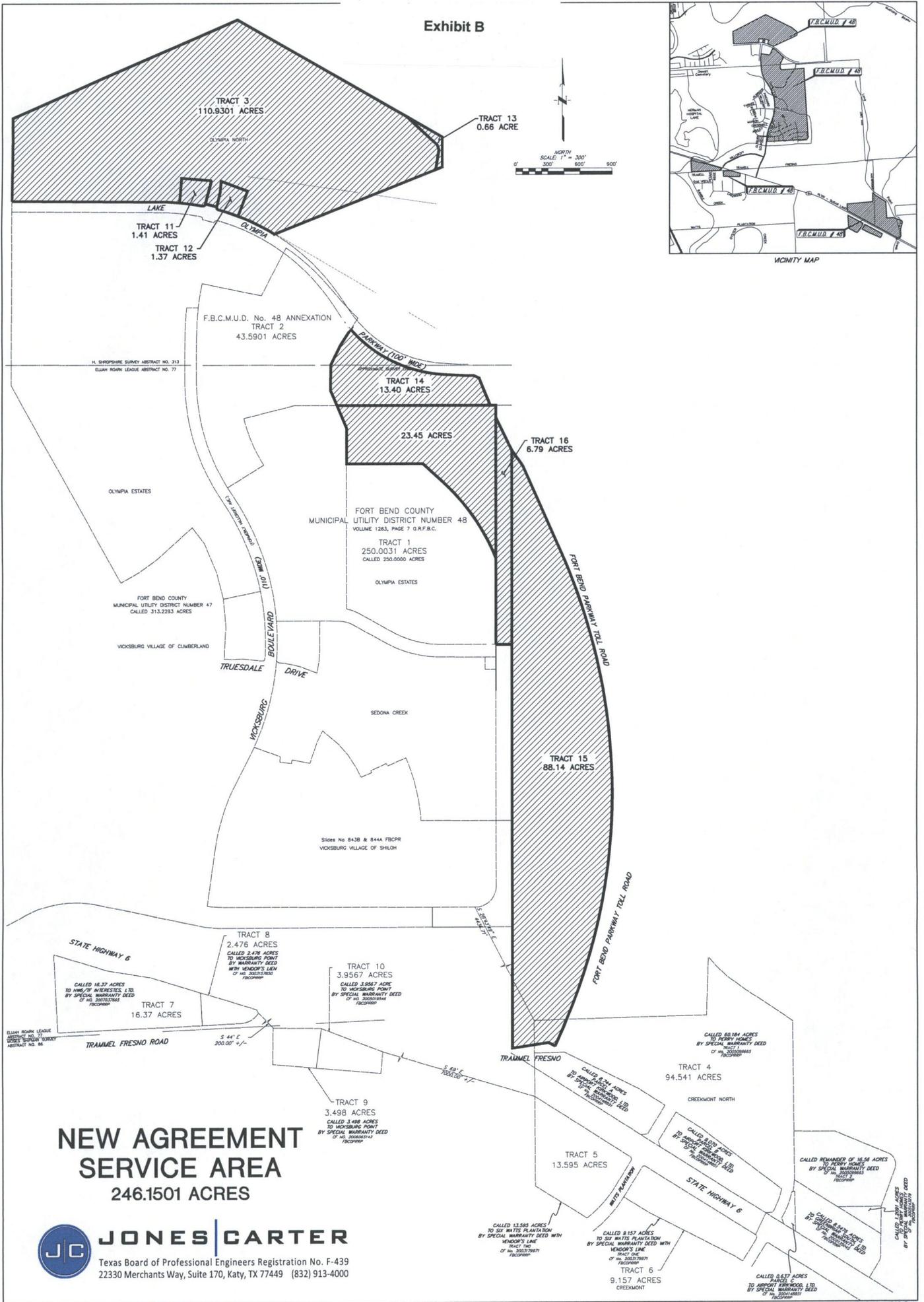


ATTEST/SEAL:

*Jane M. D...*  
\_\_\_\_\_  
Secretary, Board of Directors



Exhibit B



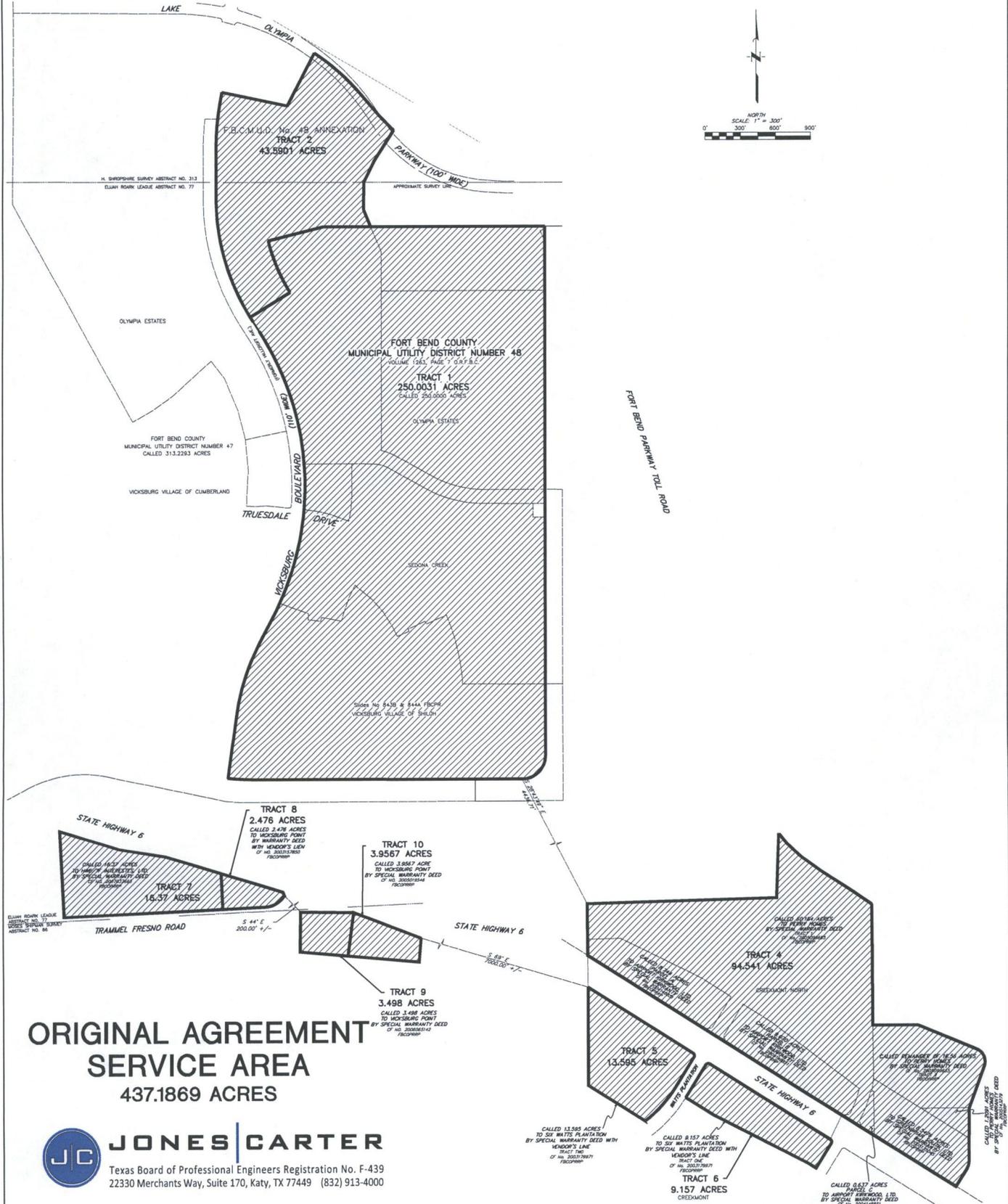
**NEW AGREEMENT  
SERVICE AREA**  
246.1501 ACRES



**JONES CARTER**

Texas Board of Professional Engineers Registration No. F-439  
22330 Merchants Way, Suite 170, Katy, TX 77449 (832) 913-4000

Exhibit C



**ORIGINAL AGREEMENT  
SERVICE AREA**  
437.1869 ACRES



**JONES CARTER**

Texas Board of Professional Engineers Registration No. F-439  
22330 Merchants Way, Suite 170, Katy, TX 77449 (832) 913-4000



## CITY COUNCIL AGENDA ITEM COVER MEMO

July 15, 2019

**To:** Mayor and City Council  
**Agenda Item:** 9(b) Consider awarding and authorizing the negotiation and execution of a delinquent property tax collection services contract.  
**Submitted by:** Allena J Portis, Director of Financial Services

### SYNOPSIS

Staff recommends awarding a contract for delinquent property tax collection services.

### STRATEGIC PLAN 2019 GOALS ADDRESSED

- Create a great place to live
- Maintain a financially sound City

### BACKGROUND

The current collection contract for delinquent property tax collection expired on 6/30/2019. The Purchasing Office issued the RFP 19-055 for Delinquent Tax Collection Services on May 16, 2019. RFP 19-055 was advertised in the Fort Bend Independent newspaper for two consecutive weeks as well as posted the solicitation on Demandstar and TX Smart Buy. Responses were due on June 14, 2019. Two responses were received. They were from (in alphabetical order):

- Linebarger, Goggan, Blair & Sampson, LLP
- Purdue Brandon Fielder Collins and Mott

The responses were evaluated and ranked by a staff evaluation committee. The staff evaluation committee consisted of representatives from Finance, Legal, Municipal Court, and City Manager's Office. Each evaluator independently scored each proposal. Linebarger received 465 of 500 points, while Purdue received 445 of 500 points. Based on the scores, staff recommends award to Linebarger.

### FISCAL ANALYSIS

Pursuant to state law (Property Tax Code -Section 33.48), in a suite to collect a delinquent tax, a taxing unit is entitled to recover attorney fees in the amount of 15 percent of the total amount of taxes, penalties, and interest due. The attorney fees are paid by the property owner and are not budgeted within the City's financial system.

### SUPPORTING MATERIALS

1. Request for Proposal # 19-055
2. Addendum #1 - RFP #19-055
3. Score Tabulation RFP #19-055

**STAFF'S RECOMMENDATION**

Staff's recommendation is to award the contract to Linebarger, Goggan, Blair & Sampson, LLP, which is the firm that scored the highest during the evaluation process.

**Director Approval: Allena J Portis, Director of Financial Services**

**Assistant City Manager/  
City Manager Approval: Anthony J. Snipes, City Manager**



May 16, 2019

**REQUEST FOR PROPOSALS NO. 19-055  
FOR DELINQUENT TAX COLLECTION SERVICES  
FOR THE CITY OF MISSOURI CITY, TEXAS**

**NIGP CODES: 946-33**

Sealed responses, subject to the terms and conditions of this Request for Proposals (“RFP”) for evaluation of the City’s delinquent tax collection services, must be received by the specified due date at the City of Missouri City, City Hall, located at 1522 Texas Parkway, Missouri City, Texas 77489. All necessary information and addendums may be obtained from the following websites: <http://www.txsmartbuy.com/sp> or <https://www.demandstar.com/Default.asp>.

Responses received after the specified date and time will not be accepted.

<b>SUBMIT RESPONSES TO:</b> City of Missouri City 1522 Texas Parkway Missouri City, TX 77489	<b>SUBMIT NO LATER THAN:</b> Friday, June 14, 2019 2:00 PM, CST	<b>MARK ENVELOPE:</b> “RFP No. 19-055 Delinquent Tax Collection Services”
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LEGAL NAME OF CONTRACTING COMPANY

---

CONTACT PERSON TITLE

---

TELEPHONE NUMBER FACSIMILE NUMBER E-MAIL ADDRESS

---

COMPLETE MAILING ADDRESS CITY/STATE ZIP

---

AUTHORIZED SIGNATURE

## **SECTION 1 – SOLICITATION SCHEDULE**

Listed below are the important dates for this RFP.

<b>EVENT</b>	<b>DATE</b>
Date RFP Issued	May 16, 2019
Questions from Proposers Due to the City	May 29, 2019 - 2:00PM CST
Responses Due from Proposers	June 14, 2019 - 2:00PM CST
Notification of Intent to Award	June, 2019
Council Authorization Date (If required)	(Estimated) July, 2019
Contract Start Date	(Estimated) July, 2019

## **SECTION 2 – SUBMITTAL INSTRUCTIONS**

- 2.1 The City of Missouri City, Texas (the “City”) invites companies, organizations and/or agencies that are qualified and capable to provide delinquent tax collection services to the City to submit proposals (hereinafter referred to as “Responses”). Responses must be received no later than **2:00 PM**, Central Standard Time, on **Friday, June 14, 2019**. Proposals received after the deadline stated herein shall not be accepted and shall be returned to the Proposer unopened. The City shall not be responsible for submittals that are not properly marked or are delivered to the incorrect address. It shall be the Proposer’s sole responsibility to ensure delivery at the designated location by the designated time.
- 2.2 Proposers **shall include PAGE 1** of this document as the cover sheet for their Response.
- 2.3 Responses shall include the original version of the Response (marked “Original”) and five (5) printed paper copies along with a PDF version of the Response saved electronically on a portable storage drive. Such Response shall be provided in a sealed envelope clearly marked with the solicitation number and name (RFP No. 19-055 Delinquent Tax Collection Services) on the outside of the submittal envelope.

### **Hard-copies of the proposal shall be submitted to:**

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

Proposals that are faxed and/or emailed will not be accepted.

- 2.4 All questions regarding this RFP must be submitted in writing to the City of Missouri City Purchasing Office, at the contact information below. Questions and answers shall be distributed to all known specification holders. Questions should be submitted in writing no later than **2:00 P.M., Central Standard Time, on Wednesday, May 29, 2019**. Phone calls will not be accepted.

Please direct all inquiries to:

Ireyan J. Clark-Sam, Senior Contracts & Procurement Analyst  
E-mail: [ireyan.clark-sam@missouricitytx.gov](mailto:ireyan.clark-sam@missouricitytx.gov)

- 2.5 Neither a Proposer nor any person acting on Proposer's behalf shall attempt to influence the outcome of the award by the offer, presentation or promise of gratuities, favors, or anything of value to any appointed or elected official or employee of the City, or to the family or staff members of same. All inquiries regarding the solicitation are to be directed to the designated City Representative identified on the second page of this RFP. Aside from both a Proposer’s submission of a written question during the period officially

designated for such purpose and a Proposer's submission of a Response in the manner described by this RFP, neither a Proposer nor any person acting on a Proposer's behalf shall communicate with any appointed or elected official or employee of the City, or the family or staff of same, through written or verbal means in an attempt to persuade or influence the outcome of the award or to obtain or deliver information intended to or which could reasonably result in an advantage to any Proposer from the time this RFP is issued to the time the City Secretary publicly posts notice of a City Council meeting at which the City Council will award the contract. Nothing in this paragraph, however, shall prevent a Proposer from making public statements to the City Council convened for a regularly scheduled meeting after the official selection has been made and placed on a City Council agenda for action, or to a City Council committee convened to discuss a recommendation regarding the RFP.

### **SECTION 3 – BACKGROUND**

- 3.1 The City of Missouri City is requesting proposals for the collection of delinquent property taxes. The City is seeking proposals from firms with experience in property tax collections, and with adequate personnel and data processing capacity to process and collect the City's delinquent tax accounts. The City currently has a tax collection service contract that will expire June 30, 2019.
- 3.2 The City of Missouri City is a Texas home rule municipality operating under the council-manager form of government and is located in both Harris and Fort Bend Counties. The City's 2018 certified taxable values totaled approximately \$6,629,059,113, and the City includes three Tax Increment Reinvestment Zones. The City's adopted tax rate is 0.63000 per \$100 valuation. The City has over 30,000 real and personal property accounts. The City obtains its appraisal data from the Fort Bend County Central Appraisal District and the Harris County Central Appraisal District. The Fort Bend County Tax Office bills and collects the City taxes and assessments.

### **SECTION 4 – SCOPE OF SERVICES**

- 4.1 Each Response must clearly cover all items in this RFP and supply complete responses to all items included herein. Additional information may be included and clearly identified in a table of contents to make all information easily referenced.
- 4.2 Each Response must indicate a contact person for purposes of discussion related to this RFP process. Additionally, this person must be authorized to make commitments on behalf of the firm and should indicate the firm's overall intentions toward this contract in a signed cover letter accompanying the firm's Response.
- 4.3 Each Response should fully describe the various processes used in the firm's delinquent tax collection program. These must include, but are not limited to the following topics:
  - 4.3.1 Taxpayer notification program (including types of notice letters, frequency of providing such notice, and information regarding whether or not all taxpayers and all delinquent accounts are billed regardless of amount due). Please include sample notice letters and statements as examples of form. An annual, proposed mailing schedule clearly indicating the type of mailing scheduled shall be included.
  - 4.3.2 Address and ownership investigation procedures for the purposes of mailing and keeping delinquent tax data current.
  - 4.3.3 Procedures for selecting accounts for litigation.

- 4.3.4 Complete procedures related to the filing of suit and prosecution to judgment.
- 4.3.5 Procedures and experience in tax warrants, and collection of judgments by execution and sale.
- 4.3.6 Other tax-related services that the firm provides. Bankruptcy collection practices and litigation policies shall be covered.
- 4.3.7 Policies and practices related to partial payments or payment agreements or other arrangements with the taxpayer.
- 4.3.8 Methods of reporting to the City and the frequency of such reports. Please include at least one report provided to a city by your firm as an example.
- 4.3.9 Data processing procedures and resources. Include your firm's methods of data handling and any expectations of the City, including a specific cost-sharing schedule if any costs are to be borne by the City.
- 4.3.10 A specific work plan for collecting delinquent tax accounts in simplified form for the first full year of the contract.
- 4.3.11 The firm's proposed taxpayer assistance/outreach program for the following areas and the general methods used to accomplish them.
  - i. Telephone inquiries
  - ii. Correspondence
  - iii. Payment Agreements
  - iv. Taxpayer Education and Counseling
  - v. General Community Involvement
- 4.3.12 Full disclosure of any outside partnerships, subcontractors or entities with whom income is shared, with names and addresses of all parties involved. All present and future subcontractors shall receive the prior approval of the City.
- 4.3.13 Local bankruptcy program (including identification of all local and national bankruptcy support personnel available to assist with bankruptcy cases for the City collection program).
- 4.3.14 A representative listing of current clients throughout the state.

## **SECTION 5 - PROPOSAL REQUIREMENTS AND RESPONSE FORMAT**

To simplify the review process and to maintain the maximum degree of comparability, a Response must follow the outline as set forth below and, at a minimum, contain all the information as requested. Proposers are encouraged to include additional relevant information.

- 5.1 Letter of Transmittal. A letter of transmittal shall include the following:

- 5.1.1 The names, titles, addresses, and telephone numbers of the individuals who are authorized to make representations on behalf of the respondent.
  - 5.1.2 A statement that the person signing the letter of transmittal is authorized to legally bind the Proposer; that the Response contained therein shall remain firm for a period of one hundred-eighty (180) days, and that the Response will comply with the requirements set forth in this RFP.
- 5.2 A complete response to each of the following items which are specific to the evaluation criteria:
  - 5.2.1 A detailed work plan and project timeline describing how you will approach the project as outlined in the Scope of Services herein.
  - 5.2.2 A financial proposal. Please provide an all-inclusive firm fixed price for all requested services.
- 5.3 Financial Strength.
  - 5.3.1 Proposer shall provide a detailed description of the Proposer's financial ability to undertake this project and to carry costs for a minimum of six (6) months.
  - 5.3.2 Proposer shall provide its financial statements, including, but not limited to, a balance sheet, an income statement, and a cash flow statement for the past two (2) years, and shall indicate whether the Proposer follows a cash basis or an accrual basis of accounting.
- 5.4 Expertise/Experience/Qualifications.
  - 5.4.1 Describe your experience in providing delinquent tax collection services. Please include an overall history of the firm and the length of time of its experience in delinquent tax collection and a minimum of three (3) existing clients (municipalities preferred) for which Proposer has provided delinquent tax collection services comparable to those described in this RFP (for each reference, detail the name of client, address of client, name, title, email address and contact telephone number for the Client; the number of years your business has served the Client; and a brief summary of scope of services provided). Please note that the City reserves the right to contact individuals not listed as a specific contact for each client included as a reference.
  - 5.4.2 Provide a description of qualifications and skills of specific personnel who will be assigned to the City's account to be responsible for performance of the services. Such description shall, at a minimum, include the following:
    - Business history and current operations characteristics including the number of years in business, philosophy, ownership, number of employees, organizational chart, geographic coverage, etc.
    - Relevant accreditations, certificates, licenses, etc., that your business has attained.
    - All services offered by the firm, including all data-processing services and capabilities.

- Specific information on the key personnel proposed to manage this contract, including resumes of attorneys. Provide an organization chart identifying all personnel that would be working with the City, showing their respective function/program responsibility. Support personnel should also be identified for the City's program.

5.5 Record of Past Performance.

Each Response must include, but is not limited to, the following:

5.5.1 Data that is as relevant as possible to the City for evaluation purposes. Please confine any data presented to clients within the immediate area or within a 150 mile radius of the proposed contract location.

5.5.2 Collection records shall be based on verifiable data that indicate the overall work picture of the firm on behalf of existing clients. Please submit collection data for at least three (local area) clients that are comparable to the City. At least one of the three must be a city to demonstrate proficiency in the area of delinquent tax collections. Collection data shall include:

	Oct 1, 2015- Sept 30, 2016	Oct 1, 2016- Sept 30, 2017	Oct 1, 2017- Sept 30, 2018
Beginning Delinquent Tax Roll (DTR) for all delinquent tax years on Oct 1			
Total delinquent taxes collected			
Total Penalties and Interest collected			
Collection Percentage (Base, P&I) for all delinquent tax years			
Total adjustments to DTR for all delinquent tax years			
Collection Percentage (Base, P&I) for all delinquent tax years using adjusted beginning DTR			

5.5.3 Provide litigation records to indicate the overall work picture of the firm on behalf of the same three clients (at least one must be a city). At a minimum, provide the following: the number of suits filed by the firm, the number of judgments taken by the firm, and the number of executed tax warrants by the firm for a period of no less than two years for each of the three clients. Any dismissals for want of prosecution should also be reported.

	Oct 1, 2015- Sept 30, 2016	Oct 1, 2016- Sept 30, 2017	Oct 1, 2017- Sept 30, 2018
<b>Total Suits Filed</b>			
Number of accounts			
Petition Amount			
<b>Number of Non-Suits</b>			
Petition Amount			
<b>Number of Judgments</b>			
Judgment Amount			
<b>Tax Sales</b>			
Number of Properties			
Total Collected			
<b>Number of Tax Warrants</b>			
Petition Amount			
<b>Bankruptcy</b>			
Claims Filed			
Approved Plans			
Cases Paid in Full			
Total Collected			
<b>Number of Dismissal for Want of Prosecution (DWOPS)</b>			

5.6 Exceptions to the Contract.

5.6.1. The City's standard professional services contract is included as Attachment A to this RFP. The Proposer shall identify each provision to which it takes exception with appropriate reference(s) by section number and propose preferred language.

**SECTION 6 - EVALUATION CRITERIA**

6.1 An evaluation committee will score proposals on the basis of the following evaluation criteria:

<b>Evaluation Criteria</b>	<b>Score</b>
Criterion 1: Local tax collection experience, including municipal experience, demonstrated results and overall reputation of the firm	<b>25</b>
Criterion 2: Local capability of the firm in the areas of legal personnel, support personnel, data processing capabilities and a spectrum of services to be offered to prospective cities.	<b>20</b>

Criterion 3: Demonstrated ability to handle complex delinquent tax litigation and comprehensive bankruptcy services in field.	<b>15</b>
Criterion 4: Clarity and quality of Response and supporting data.	<b>10</b>
Criterion 5: Location of firm's staff with respect to the geographic location of the City.	<b>5</b>
Criterion 6: Responses from references.	<b>10</b>
Criterion 7: Taxpayer communications and assistance program.	<b>15</b>
Total	<b>100</b>

- 6.2 Each Proposer may be required before the award of any contract to show, to the complete satisfaction of the City that it has the necessary ability and financial resources to provide the service specified therein in a satisfactory manner.
- 6.3 The City may make investigations, deemed necessary and proper, to determine the ability of the Proposer to perform the scope of work. Such investigations may include interviews of certain Proposers. Such Proposers shall furnish to the City all information that may be requested for this purpose. The City reserves the right to reject a Response if the evidence submitted by, or investigation of, the Proposer fails to satisfy the City that the Proposer is properly qualified to carry out the objectives of the contract and to complete the work described therein.
- 6.4 Responses that do not conform to the instructions given or which do not address all the requirements as specified in this RFP may be eliminated from consideration. However, the City reserves the right to accept such Response if it is determined to be in the City's best interest to do so.
- 6.5 The City may initiate discussions with any Proposer, and will expect to conduct such discussions with the Proposer's personnel authorized to enter into agreements on behalf of such Proposer. Discussions may not be initiated by a Proposer. No Proposer shall contact any City personnel during the proposal process without the express permission of the City Purchasing Manager. The City Purchasing Manger may disqualify any vendor who has made site visits, contacted City personnel or distributed any literature without authorization from the City's Purchasing Office.
- 6.6 All correspondence relating to this RFP, from advertisement to award, shall be sent to the Senior Contracts & Procurement Analyst. All presentations and/or meetings between the City and any Proposer relating to this RFP shall be coordinated by the City Purchasing Manager.

## **SECTION 7 – GENERAL TERMS AND CONDITIONS**

### **7.1 Evaluation and Award**

Following an independent review of each Response, each evaluation committee member will submit their scores to the Purchasing Division of the City. The Purchasing Division will compile final scores and rank all Responses.

The results of the evaluation committee's scores and recommendation shall be delivered to the City Council. The City Council will evaluate the recommendation based on all

factors it believes to be relevant in selecting the offer that provides the best value for the City including, but not limited to: (a) adherence to service description/specification/qualification requirements; (b) price; (c) reputation of Proposer and Proposer's services; and (d) Proposer's past relationship with the City.

The City of Missouri City reserves the right to accept or reject any proposal or combination of proposals deemed advantageous to it; however, it is the intent of the City to award to a single service provider representing the best value to the City with regard to the factors cited above.

## 7.2 **Specification Changes**

NO PERSON has the authority to verbally alter these specifications. Any changes to specifications will be made in writing and posted to <https://www.demandstar.com/Default.asp> or <http://www.txsmartbuy.com/sp>.

## 7.3 **Invoices**

Invoices must be itemized and issued to the department on a monthly basis. Any invoice, which cannot be verified by the contract price and/or is otherwise incorrect, will be returned to the Contractor for correction. Invoices submitted for payment shall be emailed to [accountspayable@Missouricitytx.gov](mailto:accountspayable@Missouricitytx.gov).

NOTE: The City of Missouri City reserves the right to process payments by use of a corporate MasterCard issued by Chase or P-Card. Prior to award of this contract, proposers must affirm their willingness to allow payments via this means. Proposer agrees not to charge any fees associated with the acceptance of the P-Card.

## 7.4 **Indemnity Clause**

The Proposer agrees to indemnify and save harmless the City of Missouri City and its officers, agents and employees from any and all claims, causes or action, and damages of every kind, for injury to or death of any person and damages, to property arising out of or in connection with the work done by Proposer under this RFP, and including acts or omissions of the City of Missouri City or its officers, agents, or employees in connection with said contract.

## 7.5 **Equal Opportunity Employer**

The successful Proposer shall warrant and agree that it is an Equal Opportunity Employer. Should complaints of any form of discrimination, either in dispensation of the service, or within company hiring policies be substantiated, this contract may be terminated immediately without penalty to the City.

## 7.6 **Insurance Requirements**

An original, certified copy of an insurance certificate listing the City of Missouri City as additional insured, must be submitted within fifteen (15) days any request for such insurance certificate. The successful Proposer will be required to maintain, at all times during performance of the contract, the insurance detailed below. Failure to provide such insurance certificate within the specified amount of time may result in disqualification of the bid.

Worker's compensation insurance as required by applicable law and regulation that covers employees engaged in the performance of the work under this RFP with a limit of not less than \$1,000,000.00;

Employers liability insurance protecting Proposer against common law liability, in the absence of statutory liability, for employee bodily injury arising out of the master-servant relationship with a limit of not less than \$1,000,000.00;

Comprehensive general liability insurance including products/completed operation with limits of liability of not less than: bodily injury--\$1,000,000.00 per each person, \$2,000,000.00 per each occurrence/aggregate; Property Damage--\$1,000,000.00 per each occurrence;

Excess liability insurance, comprehensive general liability, comprehensive automobile liability in the types of coverage afforded by the policies above, with the minimum limits of \$5,000,000.00 excess of specified limits.

An original certified copy of an insurance certificate listing the City of Missouri City as additional insured must be submitted within fifteen (15) days of request. The successful Proposer will be required to maintain, at all times during performance of the contract, the insurance detailed on the "Insurance Requirements" form, which is provided as an attachment. Failure to provide this insurance certificate within the specified amount of time may result in disqualification of Response.

#### **7.7 Assignment**

The successful Proposer may not assign, sell or otherwise transfer this contract without prior written consent of the City of Missouri City.

#### **7.8 Conflict of Interest**

Chapter 176 of the Texas Local Government Code requires that any person, who enters or seeks to enter in to a contract for the sale or purchase of property, goods or services with a local government entity and who has an employment or other business relationship with a local government officer or family member of the officer, as described by Texas Local Government Code Section 176.006, shall file a completed conflict of interest questionnaire with the City within seven (7) business days after the later of:

The date the person begins discussions or negotiations to enter in to a contract, including submission of a bid or proposal, or the date the person becomes aware of facts that require the statement to be filed.

Additional information and the form to be used to file this notice can be found at: [https://www.ethics.state.tx.us/filinginfo/conflict\\_forms.htm](https://www.ethics.state.tx.us/filinginfo/conflict_forms.htm)

#### **7.9 House Bill 1295**

House Bill 1295 Certificate of Interested Parties as of January 1, 2016.

Any and all resultant contracts of this RFP will require the Proposer to complete the Texas Ethics Commission requirements under the State of Texas House Bill 1295 Certificate of Interested Parties. This requirement is mandatory in order for the City to contract with a provider.

Therefore, the City requires that, in your response to this RFP, Proposer shall include a completed and notarized form.

Login information, forms, and certification download may be obtained at: <https://www.ethics.state.tx.us/tec/1295-Info.htm>.

The City strongly encourages Proposers to view the *Instructional Video for Business Entities* and review the FAQ's prior to proceeding with the filing.

Note: A certification will require the Proposer to enter a contract/solicitation number in Box 3. That number for this solicitation is 19-055.

## SAMPLE CONTRACT

Awarded vendor may be required to execute this agreement prior to commencement of service. This is provided for informational purposes only. Any exceptions to this agreement shall be included in your proposal response. The City reserves the right not to agree to any exception to the sample agreement that is made after the submission of a proposal Response. Sample contract under separate cover.



## Purchasing

1522 Texas Parkway  
Missouri City, Texas 77489-2170

Phone: (281) 403-8500  
www.missouricitytx.gov

### ADDENDUM NO. 1 FOR REQUEST FOR PROPOSAL NO. 19-055 FOR DELINQUENT TAX COLLECTION SERVICES OPENING BID DATE: JUNE 14, 2019 AT 2:00 PM

Issue Date: June 6, 2019

#### The City of Missouri City, Texas is now issuing the following addendum:

Question 1: When is the deadline for questions? The RFP states May 29th but also states May 22nd.

Response 1: The deadline for questions is May 29, 2019 at 2:00 PM C.S.T.

Question 2: Please describe your level of satisfaction with your current or recent vendor(s) for the same purchasing activity, if applicable.

Response 2: The City respectfully declines to answer this question since it is not relevant to the scope of work of the solicitation and will have no impact on the quality of any respondent's submission.

Question 3: If this is a term contract subject to renewal, what is the term and the maximum number of option periods?

Response 3: Unless otherwise provided by law, a contract for supplies or services may be entered into for generally two (2) years with a renewal option of typically not more than three (3) one year renewals (one year at a time).

Question 4: What estimated or actual dollars were paid last year, last month, or last quarter to any incumbent(s)?

Response 4: Current incumbent was paid \$7,248.10 for the period of April 1 - 30, 2019.

Question 5: What is the total dollar value of accounts available for placement now by category, including any backlog?

Response 5: The delinquent tax roll as of 5/17/2019 includes the following levy balances:

Real Property	\$1,795,204.03
Personal Property	\$174,090.69

Question 6: What is the total number of accounts available for placement now by category, including any backlog?

Response 6: The delinquent tax roll as of 5/17/2019 includes the following number of accounts:

Real Property	1,656	Personal Property	692
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Question 7: What is the average balance of accounts by category?

Response 7: Using the information from the two prior questions, the average balances are as follows:

Real Property	\$1,084.06
Personal Property	\$251.58

Question 8: What is the monthly or quarterly number of accounts expected to be placed with the vendor(s) by category?

Response 8: Property tax accounts become delinquent as of February 1<sup>st</sup>. Electronic delinquent files are created weekly by the Tax Assessor Collector and the vendor is able to pull the information from the Tax Office's html site. Please see answer to Question 6 for information regarding the number of accounts on the delinquent tax rolls.

Question 9: What is the monthly or quarterly dollar value of accounts expected to be placed with the vendor(s) by category?

Response 9: Property tax accounts become delinquent as of February 1<sup>st</sup>. All notices provided comply with all applicable sections of the Tax Code including sections 33.11 and 33.07. Please see answer to Question 5 for information regarding the value of the delinquent tax rolls.

Question 10: If applicable, will accounts held by any incumbent(s) or any backlog be moved to any new vendor(s) as a one-time placement at contract start up?

Response 10: The current vendor is entitled to continue to prosecute any then-existing tax suits, applications for tax warrants, or bankruptcy claims for an additional six months following termination or expiration of the current contract.

Question 11: What is your case management/accounting software system of record?

Response 11: The City's accounting software is Tyler Munis.

Question 12: Who is your electronic payment/credit card processing vendor?

Question 12: The City's credit card processing vendor is not relevant to the scope of work for this solicitation because Fort Bend County Tax Office is the City's Tax Assessor-Collector. Property tax payments are processed by the Tax Office.

Question 13: What process should a vendor follow, or which individual(s) should a vendor contact, to discuss budget-neutral services outside of the scope of this procurement, but related to it, designed to recover more debt prior to outside placement and lower collection costs?

Response 13: The City will respectfully decline a response to this question since it is not relevant to the scope of work of the solicitation.

Question 14: How do your current processes and/or vendor relationship(s) systematically determine if the death of a responsible party has occurred?

Response 14: The existing process complies with Chapter 33 of the Tax Code.

Question 15: How do your current processes and/or vendor relationship(s) handle the death of responsible party?

Response 15: The existing process complies with Chapter 33 of the Tax Code.

Question 16: Do you have a designated process or policies around deceased accounts today, and what is envisioned in the future?

Response 16: The existing process complies with Chapter 33 of the Tax Code. Respondents are able to provide their innovative ideas in their proposals.

Question 17: Do you currently search and file probated estate claims? Have you considered an automated tool to identify and file probated estate claims?

Response 17: The delinquent collection process complies with Chapter 33 of the Tax Code including Sections 33.01, 33.07, 33.065 and 33.48. Respondents are able to provide their innovative ideas in their proposals.

Question 18: Please confirm how many vendors you currently utilize.

Response 18: We currently utilize one vendor for delinquent property tax collections.

Question 19: Please confirm how many vendors you will be looking to source for this RFP for services listed?

Response 19: The City seeks to contract with one vendor for the outlined services.

Question 20: What is the average current **monthly** volume each vendor will receive for each service/type of business.

Response 20: Refer to Questions #6 and #8.

Question 21: What is the average age the accounts when it will be placed with the vendor for collections?

Response 21: Property Tax bill are sent in October and become delinquent on February 1<sup>st</sup>. Please refer to Chapter 33 of the Tax code.

Question 22: What actions are done to the account prior to it being sent to a collection agency vendor ( i.e. number of phone calls made and letters sent to the debtor )?

Response 22: Please refer to Chapter 33 of the Tax Code.

Question 23: Is there a minimum balance or criteria account should have to qualify for legal? Can agency submit a separate rate to perform legal collection?

Response 23: Please refer to Chapter 33 of the Tax Code. Please see Section 5.2.2 of the RFP regarding the financial proposal to be submitted.

Question 24: Will vendor possessing a place of business in Texas receive an advantage in scoring of the RFP. Will vendor having references in Texas have an advantage in scoring of the RFP?

Response 24: The scoring has been provided in the RFP. Please see the evaluation criteria and scoring in Section 6 of the RFP.

Question 25: Can you please share your current agencies performance including the annual historical collection/liquidation percentages by service/ type. Can you supply collection reports of performance by service/type?

Response 25: [See Response 2.](#)

Question 26: Can you please provide the current contingency fee rate your vendors receive by service/type?

Response 26: [Current vendor receives 15% of all taxes, penalty and interest that are subject to the terms of the contract.](#)

Question 27: Why are you putting this RFP out for bid? Are you happy with your current agencies performance and rate structure?

Response 27: [The current vendor's contract is set to expire on June 30,2019. We decline to answer questions regarding the current vendor's performance. Proposers should submit their rate structure with their proposal.](#)

Question 28: If you do not currently outsource to a vendor, can you provide your internal historical annual performance/ liquidation/collection numbers?

Response 28: [We currently outsource.](#)

Question 29: How long will vendor be allowed to keep accounts?

Response 29: [Refer to Question #10.](#)

Question 30: Will vendor have access to your system?

Response 30: [No.](#)

Question 31: Does interest accrue on the tax?

Response 30: [Penalties and interest accrue on delinquent property taxes in accordance with Chapter 33 of the Tax Code.](#)



**Purchasing**

1522 Texas Parkway  
Missouri City, Texas 77489-2170

Phone: (281) 403-8500  
www.missouricitytx.gov

**REQUEST FOR PROPOSALS NO. 19-055  
FOR DELINQUENT TAX COLLECTION SERVICES  
FOR THE CITY OF MISSOURI CITY, TEXAS  
TABULATION AND RANKING**

	EVALUATOR #1	EVALUATOR #2	EVALUATOR #3	EVALUATOR #4	EVALUATOR #5	TOTAL
LINEBARGER	98	99	93	80	95	465/500
PERDUE	91	97	91	74	92	445/500

1. LINEBARGER
2. PERDUE

Compiled by:

Ireyan J. Clark-Sam  
Senior Contracts & Procurement Analyst  
July 5, 2019



**CITY COUNCIL  
AGENDA ITEM COVER MEMO**

**July 15, 2019**

**To:** Mayor and City Council  
**Agenda Item:** 9(c) Partial Abandonment of Drainage Easement  
**Submitted by:** Shashi K. Kumar, P.E., Director of Public Works and City Engineer

**SYNOPSIS**

This item was brought to the City's attention by LJA Engineering, and allows the City Council to authorize the partial abandonment of a drainage easement granted to the City in 2015, that the City has determined is no longer necessary to accomplish any of the City's drainage needs.

**STRATEGIC PLAN 2019 GOALS ADDRESSED**

- Create a great place to live.

**BACKGROUND**

On or about March 27, 2015, FLC Parkway, LP, a property owner in the City of Missouri City, recorded an easement conveying to the City the right to construct and maintain drainage improvements and structures on three separate tracts of land. Upon request, the City has analyzed such easements as well as a drainage analysis of the area conducted in 2017 and has determined that, with respect to one of the tracts, a certain 2.702 acres, such easement is no longer necessary for meeting drainage needs. Therefore, the City may abandon the easement with respect to the 2.702-acre tract.

Such partial abandonment will be conducted with the acknowledgement and consent of the underlying property owner. The City retains its ability to encourage and enforce all current drainage needs, including the recommendations of the 2017 analysis and any subsequent studies, through the platting and land development process.

**BUDGET ANALYSIS**

Funds are not being requested at this time.

**SUPPORTING MATERIALS**

1. Partial abandonment of drainage easement.

**STAFF'S RECOMMENDATION**

Authorize the abandonment of the drainage easement with respect to the 2.702-acre tract.

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

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





**Attachment:**

Exhibit A – Description and Sketch of Abandoned Easement Tract

**After recording, please return to:**

Allen Boone Humphries Robinson LLP  
3200 Southwest Freeway, Suite 2600  
Houston, Texas 77027  
Attention: Real Estate Department



## Exhibit A – Description and Sketch of Abandoned Easement Tract

## Exhibit "B" - Page 1 of 3

July 12, 2012  
Job No. 1555-1000

DESCRIPTION OF  
2.702 ACRES (117,688 SQUARE FEET)  
"DRAINAGE EASEMENT"

Being 2.702 acres (117,688 square feet) of land located in the Elijah Roark League, Abstract 77, Fort Bend County, Texas, being a portion of the residue of that certain called 405.8236 acre tract conveyed from Memorial Hermann Hospital System to Marhaba Partners Limited Partnership by an instrument of record under File Number 2001122130, Official Public Records, Fort Bend County, Texas (O.P.R.F.B.C.T.), said 2.702 acres (117,688 square feet) being more particularly described by metes and bounds as follows (all bearings referenced to the Texas Coordinate System, South Central Zone, NAD 83);

COMMENCING for reference at the southeast corner of said 405.8236 acre tract, said point being on the north right-of-way line of Trammel Fresno Road, said point also being on the westerly line of that certain called 80-foot wide Houston Lighting and Power Company Easement of record in Volume 495, Page 659, F.B.C.D.R.;

Thence, North  $16^{\circ} 43' 58''$  East, along the northwesterly line of said 80-foot wide easement, 1,040.02 feet to a point;

Thence, North  $73^{\circ} 16' 02''$  West, departing the northwesterly line of said 80-foot wide easement, 237.21 feet to the POINT OF BEGINNING of the herein described tract;

Thence, 165.92 feet along the arc of a non tangent curve to the left having a radius of 2,050.00 feet, a central angle of  $04^{\circ} 38' 14''$  and a chord that bears North  $30^{\circ} 09' 16''$  West, 165.87 feet to a point for corner;

Thence, North  $34^{\circ} 34' 40''$  East, 691.52 feet to a point for corner, the beginning of a curve;

Exhibit "B" - Page 2 of 3

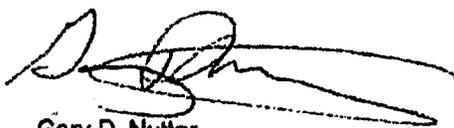
2.702 Acres

July 12, 2012  
Job No. 1555-1000

Thence, 235.62 feet along the arc of a tangent curve to the right having a radius of 75.00 feet, a central angle of 180° 00' 00 and a chord that bears South 55° 25' 20" East, 150.00 feet to a point for corner;

Thence, South 34° 34' 40" West, 762.32 feet to the POINT OF BEGINNING and containing 2.702 acres (117,688 square feet) of land;

This description is based on record information only and does not reflect an on the ground survey. Corners were not set at the client's request.



Gary D. Nutter  
Register Professional Land Surveyor,  
Texas Registration Number 5659  
LJA Engineering, Inc.

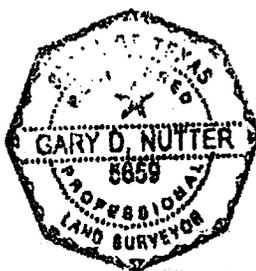
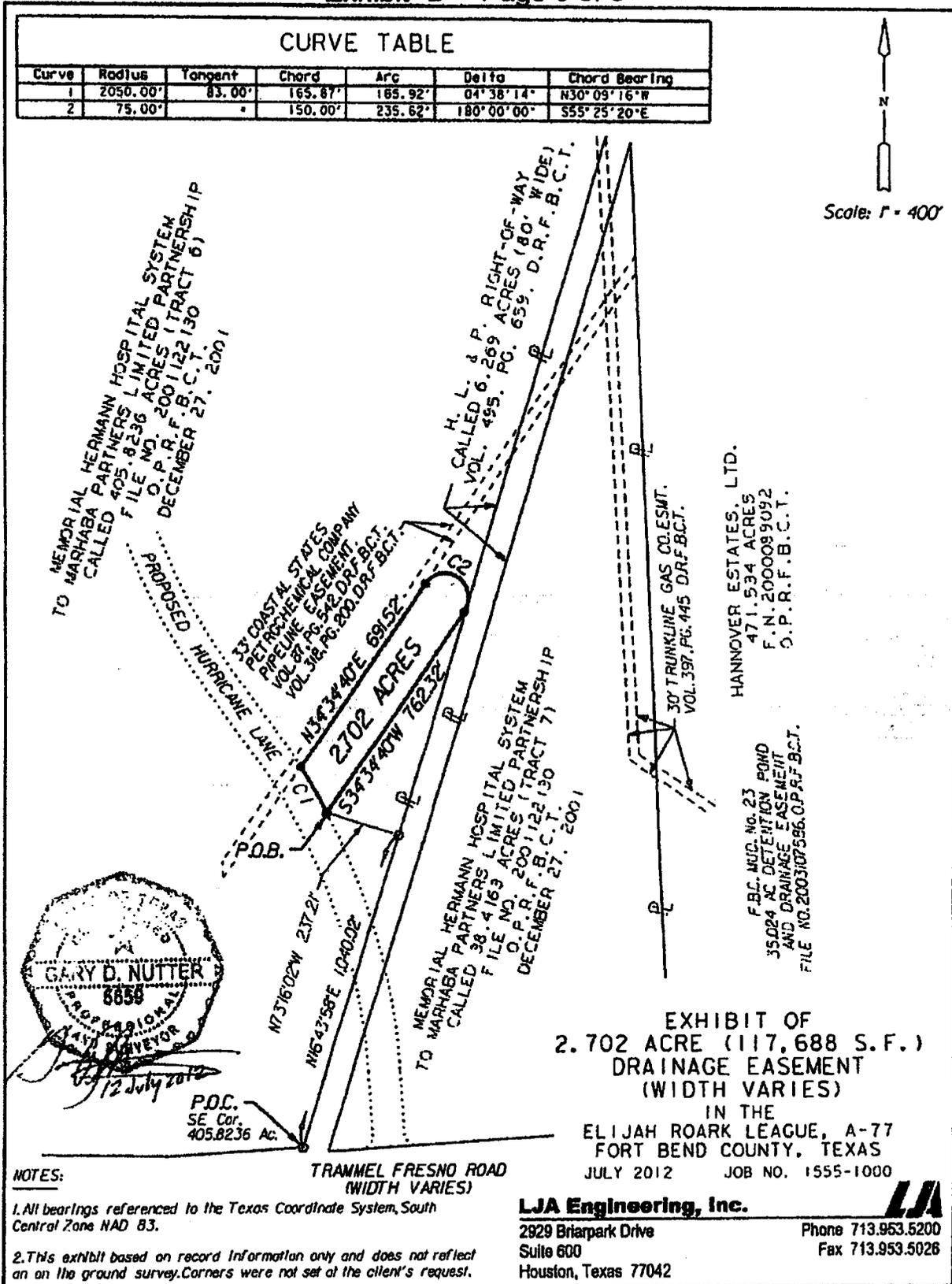


Exhibit "B" - Page 3 of 3



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 7/12/2012



## CITY COUNCIL AGENDA ITEM COVER MEMO

July 15, 2019

**To:** Mayor and City Council  
**Agenda Item:** 9(d) Approve the 10/20 Year Write Off of Property Taxes in the amount of \$13,443.05.  
**Submitted by:** Allena J Portis, Director of Financial Services

### SYNOPSIS

Approval of this item will ensure compliance with Section 33.05 of the Property Tax Code, which places a limitation on collection of taxes that are not pending litigation.

### STRATEGIC PLAN 2019 GOALS ADDRESSED

- Maintain a financially sound City

### BACKGROUND

On June 27, 2019, the City received communication from Fort Bend County Tax Assessor/Collector, requesting City Council approval for the 10/20 year write off of property taxes per Texas Property Tax Code Section 33.05 "Limitation on Collection of Taxes".

This codes states:

"...If there is no pending litigation concerning the delinquent tax at the time of the cancellation and removal, the collector for a taxing unit shall cancel and remove from the delinquent tax roll:

- (1) a tax on real property that has been delinquent for more than 20 years;
- (2) a tax on personal property that has been delinquent for more than 10 years..."

The total amount to be written off is \$13,443.05 and includes the following tax years:

Year	# of Accounts	Levy Write-Off
1998	5	\$ 238.58
2005	1	\$ 29.88
2006	1	\$ 29.67
2007	5	\$ 1,424.95
2008	86	\$11,719.97
<b>Total</b>	<b>98</b>	<b>\$13,443.05</b>

Additional detail regarding the accounts to be written off are included in Attachment 1.

### BUDGET/FISCAL ANALYSIS

For illustration purposes only, the breakdown of deferred revenues being written off is as follows:

Tax Year	Tax Rates		Total	Levy	Allocation	
	I&S	M&O	Tax Rate		Debt Service	General Fund
1998	0.18038	0.38752	0.56790	\$ 238.58	\$ 75.78	\$ 162.80
2005	0.13659	0.36141	0.49800	\$ 29.88	\$ 8.20	\$ 21.68
2006	0.14358	0.35092	0.49450	\$ 29.67	\$ 8.61	\$ 21.06
2007	0.15608	0.34318	0.49926	\$ 1,424.95	\$ 445.47	\$ 979.48
2008	0.16375	0.35349	0.51724	\$ 11,719.97	\$ 3,710.36	\$ 8,009.61
<b>Total</b>				<b>\$ 13,443.05</b>	<b>\$ 4,248.42</b>	<b>\$ 9,194.63</b>

At the end of every fiscal year, delinquent property tax accounts are recorded as deferred revenues. Once the write-off is approved, a reduction in deferred revenue will be recorded. This will not impact current year revenues.

**Purchasing Review:** N/A  
**Financial/Budget Review:** Bertha P. Alexander, Budget & Financial Reporting Manager

**SUPPORTING MATERIALS**

1. Fort Bend County Tax Assessor Collector Letter with Levy Write-Off Summary

**STAFF'S RECOMMENDATION**

Staff recommends approval of the write off of \$13,443.05 as required by Section 33.05 of the Property Tax Code.

**Director Approval:** Allena J. Portis, Director of Financial Services  
**Assistant City Manager/**  
**City Manager Approval:** Anthony J. Snipes, City Manager



## COUNTY TAX ASSESSOR / COLLECTOR

Fort Bend County, Texas

City Secretary

JUN 27 2019

Missouri City, TX

Carrie Surratt, PCC, CTOP  
County Tax Assessor/Collector

(281) 341-3710  
Fax (832) 471-1830  
www.fortbendcountytexas.gov

June 19, 2019

City of Missouri City  
Attn: Mayor Yolanda Ford  
1522 Texas Parkway  
Missouri City TX 77489-2170

RE: 10/20 Year Write Off of Property Taxes

Dear Mayor Ford:

Attached is a summary of the 10/20 year write off of property taxes per Texas Property Tax Code Section 33.05 "Limitation on Collection of Taxes". Please submit and record this summary as an agenda item for your next board meeting and return an Original signed letter along with a copy of the supporting minutes for our records.

If further assistance is needed, please contact me at (281) 341-3723.

Sincerely,

Carrie Surratt, PCC, CTOP  
Fort Bend County Tax Assessor/Collector

Enclosures

Acknowledged:

Name of Jurisdiction: **City of Missouri City**



\_\_\_\_\_  
Jurisdiction Signature

\_\_\_\_\_  
Date



## COUNTY TAX ASSESSOR / COLLECTOR

Fort Bend County, Texas

Carrie Surratt, PCC, CTOP  
County Tax Assessor/Collector

(281) 341-3710  
Fax (832) 471-1830  
[www.fortbendcountytexas.gov](http://www.fortbendcountytexas.gov)

June 19, 2019

City of Missouri City  
Attn: Mayor Yolanda Ford  
1522 Texas Parkway  
Missouri City TX 77489-2170

RE: 10/20 Year Write Off of Property Taxes

Dear Mayor Ford:

Attached is a summary of the 10/20 year write off of property taxes per Texas Property Tax Code Section 33.05 "Limitation on Collection of Taxes". Please submit and record this summary as an agenda item for your next board meeting and return an Original signed letter along with a copy of the supporting minutes for our records.

If further assistance is needed, please contact me at (281) 341-3723.

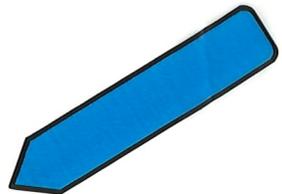
Sincerely,

Carrie Surratt, PCC, CTOP  
Fort Bend County Tax Assessor/Collector

Enclosures

Acknowledged:

Name of Jurisdiction: **City of Missouri City**



---

Jurisdiction Signature

Date

**FORT BEND COUNTY**  
**10/20 YEARS ACCOUNTS**  
**LEVY WRITE-OFF BY TAXUNIT SUMMARY**  
**POST - PROCESS**  
**ANNUAL 10/20 WRITE OFF 06152019**

Run-Date: 06/15/2019

writeoff\_accounts\_post.rep v1.18

Run-Time: 10:34:59

For Effective Change Date: 06/15/2019

Juris 61

CITY OF MISSOURI CITY

Year	Account	Owner Name	Levy	Levy Paid	Remaining Levy
1998	5863030020010907	QGW INVESTMENTS LTD	\$17.83	\$0.00	\$17.83
1998	5863030020100907	QGW INVESTMENTS LTD	\$17.89	\$0.00	\$17.89
1998	5863030020110907	QGW INVESTMENTS LTD	\$17.89	\$0.00	\$17.89
1998	5863030020220907	QGW INVESTMENTS LTD	\$19.88	\$0.00	\$19.88
1998	9960240950011907	WILDFLOWER PIZZA & SUBS	\$165.09	\$0.00	\$165.09
2005	9960132050037907	MICHE INTERNATIONAL BEAUTY CI	\$29.88	\$0.00	\$29.88
2006	9960132050037907	MICHE INTERNATIONAL BEAUTY CI	\$29.67	\$0.00	\$29.67
2007	9960130970014907	MISS PAM'S ACADEMY	\$708.29	\$134.83	\$573.46
2007	9960132050037907	MICHE INTERNATIONAL BEAUTY CI	\$307.55	\$0.00	\$307.55
2007	9960160861453907	PILGRIM CLEANERS #56	\$6.49	\$0.00	\$6.49
2007	9960170950013907	PILGRIM'S #51	\$40.44	\$0.00	\$40.44
2007	9960232070017907	WALKER'S ORIGINAL BAR-B-QUE	\$497.01	\$0.00	\$497.01
2008	0497358	J & B PAINTING & DECORATING INC	\$8.67	\$0.00	\$8.67
2008	0969222	SOUTH TEXAS LANDSCAPE SUPPLY	\$496.20	\$0.00	\$496.20
2008	0976707	JOSE SAMUEL CISNEROS	\$15.88	\$0.00	\$15.88
2008	0979728	CESAR MEDINA	\$21.37	\$0.00	\$21.37
2008	0993916	CTREES & MORE INC	\$7.73	\$0.00	\$7.73
2008	1047846	SOUTH TEXAS LANDSCAPE SUPPLY	\$110.94	\$0.00	\$110.94
2008	1052936	OWEN W ANDERSON	\$38.34	\$0.00	\$38.34
2008	1053559	DERRICK L HENDERSON	\$25.06	\$0.00	\$25.06
2008	9960012030029907	ATTIC ANTIQUES	\$453.10	\$0.00	\$453.10
2008	9960012050027907	AXIS APPRAISAL OF TEXAS LLC	\$82.76	\$66.12	\$16.64
2008	9960012060024907	AGAPE LEARNING CENTER	\$34.66	\$0.00	\$34.66
2008	9960012070014907	AM ELITE ACADEMY	\$144.83	\$0.00	\$144.83
2008	9960012070045907	A ABSOLUTE PLUMBING	\$633.62	\$0.00	\$633.62
2008	9960012070089907	ANIE'S LIQUOR	\$465.52	\$432.41	\$33.11
2008	9960022020067907	BRIARGATE TAX SERVICE	\$142.97	\$0.00	\$142.97
2008	9960022070008907	BROOKE INSURANCE SERVICES	\$142.24	\$0.00	\$142.24
2008	9960022070027907	BARNES HOME HEALTH LLC	\$4.66	\$0.00	\$4.66
2008	9960022080050907	BLISS FLAVORS CATERING	\$51.72	\$0.00	\$51.72
2008	9960030864422907	SHEPHERD & SHEEP CHRISTIAN BOC	\$673.86	\$0.00	\$673.86
2008	9960032050018907	CAJUN NEW ORLEANS SEAFOOD KIT	\$36.00	\$0.00	\$36.00
2008	9960032060087907	CHAMPAGNE DEBRA ATTORNEY	\$3.72	\$3.69	\$0.03
2008	9960032080027907	CACHE CLEANERS	\$258.62	\$0.00	\$258.62
2008	9960032080049907	CHANCES FITNESS CENTER	\$77.59	\$68.34	\$9.25
2008	9960042040050907	ACTION HAMMERTIME FENCE & CO	\$155.17	\$0.00	\$155.17
2008	9960052080029907	ENHANCE ENDURANCE HEALTHCAI	\$38.79	\$0.00	\$38.79
2008	9960062050013907	FAMILY CHIROPRACTIC CARE	\$16.66	\$16.53	\$0.13
2008	9960062060037907	PENTA ENTERPRISE INC	\$206.90	\$0.00	\$206.90
2008	9960062070021907	FURNITURE TYME	\$285.83	\$0.00	\$285.83
2008	9960062080072907	FAITH PRODUCTION LLC	\$25.86	\$0.00	\$25.86
2008	9960072030012907	GOLF ETC	\$1,549.39	\$0.00	\$1,549.39
2008	9960072080027907	GRACE COMMUNITY FELLOWSHIP	\$43.97	\$0.00	\$43.97
2008	9960100980006907	JR'S EXPERT TAILORING	\$147.41	\$0.00	\$147.41
2008	9960102020032907	SMITH JAMES M	\$138.62	\$0.00	\$138.62
2008	9960130970014907	MISS PAM'S ACADEMY	\$667.08	\$0.00	\$667.08
2008	9960132030033907	MARKET DEVELOPERS LLC	\$134.48	\$0.00	\$134.48
2008	9960132030038907	AZTEC POLYMERS CO	\$147.41	\$0.00	\$147.41
2008	9960132050037907	MICHE INTERNATIONAL BEAUTY CI	\$289.65	\$0.00	\$289.65
2008	9960142080025907	NYONYA GRILL	\$155.17	\$0.00	\$155.17
2008	9960162080063907	PEACH TREE LEARNING ACADEMY	\$42.67	\$0.00	\$42.67
2008	9960190980018907	SUGAR LAND FAMILY CARE CENTE	\$17.28	\$0.00	\$17.28
2008	9960192050097907	SWEET TAN	\$115.86	\$0.00	\$115.86
2008	9960192060061907	JC SERVICES INC	\$448.14	\$0.00	\$448.14
2008	9960192070061907	SB MAGAZINES INC	\$147.41	\$0.00	\$147.41
2008	9960200970008907	TY MARKET	\$101.90	\$0.00	\$101.90
2008	9960200970013907	TROY T CARTER	\$293.12	\$0.00	\$293.12
2008	9960202030062907	TEXAS SOIL	\$306.21	\$0.00	\$306.21
2008	9960202050096907	TEJAS IMAGING SYSTEMS LLC	\$6.47	\$0.00	\$6.47
2008	9960202070018907	GREAT-FRAME UP THE	\$465.52	\$0.00	\$465.52
2008	9960232050020907	WILSON'S PHOTOGRAPHY	\$295.86	\$0.00	\$295.86
2008	9960232070017907	WALKER'S ORIGINAL BAR-B-QUE	\$25.86	\$0.00	\$25.86

**FORT BEND COUNTY**  
**10/20 YEARS ACCOUNTS**  
**LEVY WRITE-OFF BY TAXUNIT SUMMARY**  
**POST - PROCESS**  
**ANNUAL 10/20 WRITE OFF 06152019**

Run-Date: 06/15/2019

writeoff\_accounts\_post.rep v1.18

Run-Time: 10:34:59

For Effective Change Date: 06/15/2019

Juris 61

**CITY OF MISSOURI CITY**

Year	Account	Owner Name	Levy	Levy Paid	Remaining Levy
2008	9960232080029907	WDL LUMBER	\$6.21	\$5.17	\$1.04
2008	9960240940003907	WAYNE'S BARBER SHOP	\$138.15	\$0.00	\$138.15
2008	9960252060008907	YELLOWSTONE RECORDS	\$181.03	\$0.00	\$181.03
2008	9965002070027907	ACCELTEK INC	\$36.72	\$0.00	\$36.72
2008	9965002070054907	AIM LIMOUSINE SERVICE INC	\$510.00	\$0.00	\$510.00
2008	9965002070092907	AMERICAN EXPRESS BUSINESS	\$78.10	\$0.00	\$78.10
2008	9965002070237907	LORMIER BRADFORD R	\$5.69	\$0.00	\$5.69
2008	9965002070274907	C DESIGN	\$33.62	\$0.00	\$33.62
2008	9965002070315907	CASA DE RESTAURACION	\$84.05	\$0.00	\$84.05
2008	9965002070366907	CHRISTOPHER MORRIS INC	\$23.79	\$0.00	\$23.79
2008	9965002070401907	COMMERCIAL MONEY CENTER	\$28.97	\$0.00	\$28.97
2008	9965002070416907	MAJOR COOK	\$10.24	\$0.00	\$10.24
2008	9965002070615907	EUROPA IMPORTS INC	\$13.34	\$0.00	\$13.34
2008	9965002070750907	GARRETT NATHAN JR	\$76.03	\$0.00	\$76.03
2008	9965002070757907	GARZA VICTOR ANTHONY	\$61.19	\$0.00	\$61.19
2008	9965002070779907	GHANEM BAVI	\$45.78	\$0.00	\$45.78
2008	9965002070825907	GROCERY COUPONS COM INC	\$25.86	\$0.00	\$25.86
2008	9965002070835907	GULF COAST HEAVY EQUIPMENT	\$3.10	\$0.00	\$3.10
2008	9965002070886907	HEARN CONTRACTORS INC	\$8.53	\$0.00	\$8.53
2008	9965002070903907	HICK'S MORTUARY TRANSPORT	\$41.64	\$0.00	\$41.64
2008	9965002070929907	HOU PROPELLER & MARINE SUPPLY	\$43.45	\$0.00	\$43.45
2008	9965002071022907	JACKSON ALLEN ROY	\$16.55	\$0.00	\$16.55
2008	9965002071025907	JAIDEVE CONSULTING GROUP	\$101.64	\$0.00	\$101.64
2008	9965002071068907	JIREH HOME CARE	\$9.05	\$0.00	\$9.05
2008	9965002071099907	MORRIS JOSEPH	\$47.33	\$19.91	\$27.42
2008	9965002071187907	LADAY ASHTON	\$23.02	\$0.00	\$23.02
2008	9965002071251907	LLOTTIES LATE NIGHT SERVICE	\$13.97	\$0.00	\$13.97
2008	9965002071332907	MATRIX WORLDWIDE	\$77.84	\$0.00	\$77.84
2008	9965002071494907	OHIO DENTAL & MEDICAL INC	\$20.33	\$0.00	\$20.33
2008	9965002071557907	PEREZ SALVADOR B	\$140.07	\$0.00	\$140.07
2008	9965002071755907	ROBERTSON ALEXIS A	\$11.79	\$0.00	\$11.79
2008	9965002071882907	SMITH JAMES JR	\$81.62	\$0.00	\$81.62
2008	9965002071977907	TAYLOR DORIS	\$33.00	\$0.00	\$33.00
2008	9965002072098907	UNDERWOOD TRAVIS	\$74.12	\$0.00	\$74.12
2008	9965002072178907	VT INC AS TRUSTEE WORLD OMNI	\$12.05	\$0.00	\$12.05
2008	9965002072180907	W & E TRUCKING	\$15.52	\$0.00	\$15.52

**City Of Missouri City Yearly Totals:**

Year	Num. Acct(s)	Levy	Levy Paid	Remain Levy
1998	5	\$238.58	\$0.00	\$238.58
2005	1	\$29.88	\$0.00	\$29.88
2006	1	\$29.67	\$0.00	\$29.67
2007	5	\$1,559.78	\$134.83	\$1,424.95
2008	86	\$12,332.14	\$612.17	\$11,719.97
<b>Totals for Jurisdiction</b>	<b>98</b>	<b>\$14,190.05</b>	<b>\$747.00</b>	<b>\$13,443.05</b>

FISCAL START: 10/01/2018 END: 09/30/2019 JURISDICTION: 0061 CITY OF MISSOURI CITY

CERT TAXABLE VALUE	ADJUSTMENTS	ADJ TAX VALUE	TAX RATE	TAX LEVY	PAID ACCTS
6,564,468,036	63,620,350	6,628,088,386	00.630000	41,772,859.88	33,754

YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
2018	41,373,493.40	.00	399,366.48	0.00	40,962,964.94	809,894.94	98.06	662.65-
2017	394,038.44	.00	53,743.96-	0.00	105,148.19	235,146.29	30.90	549.65-
2016	181,595.81	.00	17,671.19-	0.00	13,104.26	150,820.36	7.99	0.00
2015	117,709.29	.00	41,348.72	0.00	50,719.70	108,338.31	31.89	0.00
2014	81,420.85	.00	45,115.17	0.00	42,261.02	84,275.00	33.40	0.00
2013	71,636.97	.00	46,631.36	0.00	43,122.51	75,145.82	36.46	205.02-
2012	49,495.63	.00	14,220.16	0.00	20,541.12	43,174.67	32.24	0.00
2011	38,355.36	.00	0.00	0.00	2,850.02	35,505.34	7.43	0.00
2010	33,018.42	.00	0.00	0.00	1,417.30	31,601.12	4.29	0.00
2009	33,566.93	.00	0.00	0.00	1,534.43	32,032.50	4.57	0.00
2008	35,067.87	11,719.97-	11,719.97-	0.00	1,417.30	21,708.55	7.02	0.00
2007	16,386.63	1,424.95-	1,424.95-	0.00	277.63	14,684.05	1.86	0.00
2006	16,179.98	29.67-	29.67-	0.00	123.95	16,026.36	.77	0.00
2005	11,513.50	29.88-	29.88-	0.00	74.70	11,408.92	.65	0.00
2004	6,603.64	.00	0.00	0.00	0.00	6,603.64	0.00	0.00
2003	4,354.70	.00	0.00	0.00	0.00	4,354.70	0.00	0.00
2002	1,997.56	.00	0.00	0.00	0.00	1,997.56	0.00	0.00
2001	533.34	.00	0.00	0.00	0.00	533.34	0.00	0.00
2000	148.64	.00	0.00	0.00	0.00	148.64	0.00	0.00
1999	171.66	.00	0.00	0.00	0.00	171.66	0.00	0.00
1998	306.67	238.58-	238.58-	0.00	0.00	68.09	0.00	0.00
1997	109.18	.00	0.00	0.00	0.00	109.18	0.00	0.00
****	42,467,704.47	13,443.05-	461,823.69	0.00	41,245,779.12	1,683,749.04		1,417.32-



## CITY COUNCIL AGENDA ITEM COVER MEMO

July 15, 2019

**To:** Mayor and City Council  
**Agenda Item:** 9(e) Authorize the City Manager to negotiate and execute a contract with K3BMI for the provision of all services related to removal and hauling of bio-solid sludge at the city's wastewater and surface water treatment plants.  
**Submitted by:** Dan McGraw, Utilities Manager

### SYNOPSIS

The Department of Public Works requests authorization for the City Manager to negotiate and execute a contract with K3BMI for the provision of all services related to removal and hauling of bio-solid sludge at the city's wastewater and surface water treatment plants.

### STRATEGIC PLAN 2019 GOALS ADDRESSED

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

### BACKGROUND

Routinely, the City requires the removal and hauling of bio-solid sludge from wastewater and surface water treatment plants in the City.

The Purchasing Division issued Invitation for Bid No. 19-322 on June 10, 2019 with a due date of July 2, 2019. This bid was advertised in the Fort Bend Independent newspaper and posted on the State of Texas Electronic State Business Daily for fourteen days. The city only received one response and it was from K3BMI, the city's current vendor.

Staff requests that this award be for the initial one-year agreement and three (3) annual options to renew.

### BUDGET/FISCAL ANALYSIS

Funding Source	Account Number	Project Code/Name	FY19 Funds Budgeted	FY19 Funds Available	FY19 Amount Requested
User Fees	505-53548		117,763	47,278	24,000
	506-53548		109,433	80,292	7,714
	540-53548		128,108	80,361	9,000

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

**Financial/Budget Review:** Bertha P. Alexander, 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. Tabulation of Invitation for Bid No. 19-322

**STAFF'S RECOMMENDATION**

Staff recommends authorizing the City Manager to negotiate and execute a contract with K3BMI for the provision of all services related to removal and hauling of bio-solid sludge from city's wastewater and surface water treatment plants.

**Director Approval:**

**Shashi K. Kumar, P.E.**

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

**Bill Atkinson**



**Purchasing**

1522 Texas Parkway  
Missouri City, Texas 77489-2170

Phone: (281) 403-8500  
www.missouricitytx.gov

**BID TABULATION SHEET**  
For Purchases Greater than \$3,000.00

Page \_\_\_ of \_\_\_ Pages

Purchase Order Number: \_\_\_\_\_

Bid/Proposal/Agreement Number: 19-322

Requisition Number: \_\_\_\_\_

Date: 7/2/19

	(Circle Award)	Award	Award	Award
Bidder		K3 BMI		
Telephone Number		281-375-5778		
E-Mail		Tyler.F@K3bmi.com		
Quote Number				
Check List	1a	775.00 X 320		
	1b	\$.07		
PSA/Agreement #	2	\$.07		
	3a	775.00 X 795		
	3b	\$.07		
Sole Source <input type="checkbox"/> Yes <input type="checkbox"/> No				
HUB Search <input type="checkbox"/> Yes <input type="checkbox"/> No				
Purchase Order <input type="checkbox"/> Faxed <input type="checkbox"/> Mailed <input type="checkbox"/> Phoned <input type="checkbox"/> Emailed <input type="checkbox"/> Ordered Online				
<b>Total:</b>		<input type="checkbox"/> Destination <input type="checkbox"/> Shipping Point	<input type="checkbox"/> Destination <input type="checkbox"/> Shipping Point	<input type="checkbox"/> Destination <input type="checkbox"/> Shipping Point
<b>Delivery:</b>				
<b>FOB:</b>				

Notes: \_\_\_\_\_

I certify that the above includes all firms that have been contacted for bids and the replies are exactly as stated.

Name: \_\_\_\_\_ Date: \_\_\_\_\_



**CITY COUNCIL  
AGENDA ITEM COVER MEMO**

**July 15, 2019**

**To:** Mayor and City Council  
**Agenda Item:** 9(f) Consider authorizing an interlocal agreement for bathroom renovations in Missouri City Fire Station No. 1  
**Submitted by:** Eugene Campbell, Jr., Fire Chief

**SYNOPSIS**

The purpose of this Agreement is to outline funding obligations related to the renovations of restrooms at the City's Fire Station No. 1.

**STRATEGIC PLAN 2019 GOALS ADDRESSED**

- Create a great place to live

**BACKGROUND**

Fort Bend County EMS (FBEMS) and the City of Missouri City entered an interlocal agreement in July, 2018, that provides space and other provisions to house a staffed FBEMS ambulance in Missouri City Fire Station No. 1. Pursuant to such housing agreement, employees of the Missouri City Fire Department and FBEMS employees share living and sleeping areas in Fire Station No. 1. In an effort to improve and maintain the fire station in good working condition for all employees, the restrooms will be update and remodeled. This agreement, under which Fort Bend County has agreed to provide the total project cost of the updates and renovations, focuses on funding obligations for the remodel of the restroom areas.

**BUDGET/FISCAL ANALYSIS**

There is no financial impact related to this agreement.

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

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

**SUPPORTING MATERIALS**

1. Agreement

**STAFF'S RECOMMENDATION**

Staff recommends approval of the agreement.

**Director Approval:** Eugene Campbell, Jr., Fire Chief  
**Assistant City Manager Approval:** Bill Atkinson, Assistant City Manager

THE STATE OF TEXAS       §  
  §  
COUNTY OF FORT BEND     §

**INTERLOCAL AGREEMENT  
CITY OF MISSOURI CITY FIRE STATION 1 RESTROOM RENOVATION**

This Interlocal Agreement (the “Agreement”), is made and entered into pursuant to the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, by and between FORT BEND COUNTY, TEXAS (“County”), a body corporate and politic, acting by and through its Commissioners Court, and the CITY OF MISSOURI CITY, TEXAS (“City”), acting by and through its City Council. The County and City may be referred to collectively herein as the “Parties.”

**RECITALS:**

WHEREAS, County is a local government as defined by the Act, and as such is lawfully permitted to enter into and Interlocal Agreement; and

WHEREAS, City is a local government as defined by the Act, and as such is lawfully permitted to enter into and Interlocal Agreement; and

WHEREAS, County and City have previously entered into an Emergency Medical Services Housing Agreement which provides housing for County owned ambulance unit and personnel at City owned properties, including City’s Fire Station 1; and

WHEREAS, City desires to make renovations to the restrooms in the City’s Fire Station 1 to accommodate County’s EMS personnel; and

WHEREAS, the Parties deem it to be in the best interest of both entities to enter into this Interlocal Agreement to facilitate the provision of certain governmental functions to the citizens of Fort Bend County.

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth below, the parties agree as follows:

**SECTION 1  
PURPOSE**

The purpose of this Agreement is to outline funding obligations related to the renovations of restrooms at the City’s Fire Station 1, (“Project”) currently occupied by the County under Emergency Medical Services Housing Agreement executed by the Parties on or about July 24, 2018.

**SECTION 2**  
**PROJECT FUNDING**

2.1 The City shall be responsible for causing the construction of the Project as a part of its overall improvements to Fire Station 1 in Fort Bend County, Texas.

2.2 The County agrees to pay to the City, within thirty (30) days of final execution of this Agreement, all construction costs, as estimated on Exhibit A attached hereto and incorporated herein for all purposes.

2.3 Upon completion of the Project and the County's receipt of notification from City of such completion, County and City shall be responsible for reviewing and comparing the estimated cost to the actual cost of constructing the Project.

2.3.1 If the County's payment submitted in accordance with Section 2.2 is less than the actual cost of constructing the Project resulting in a shortage to the City, the County shall submit the shortage amount to City within thirty (30) days of County's receipt of a notice of such shortage from the City.

2.3.2 If the County's payment submitted in accordance with Section 2.2 is more than the actual cost of the constructing the Project resulting in an overpayment to the City, the City shall reimburse the County the amount of the overpayment within thirty (30) days of City's receipt of a notice of such overpayment from the County.

**SECTION 3**  
**TERM**

This Agreement shall continue in force and effect from the date of execution of the last party hereto until either of the actions contemplated in Section 2.3 above is consummated. Prior to the City commencing construction on the Project as provided in Section 2.1 above, either party may terminate this Agreement at any time upon thirty (30) days written notice. However, upon the City commencing such work, neither party can terminate this Agreement.

**SECTION 4**  
**INSURANCE AND LIABILITY**

4.1 The County and the City are both governed by the Texas Tort Claims Act, Chapter 101.001 et seq., as amended, of the Texas Civil Practice and Remedies Code which sets limits of liability for certain causes of action. Each party to this Agreement warrants and represents that it is insured under a commercial insurance policy or is self-insured for all claims falling within the Texas Tort Claims Act.

4.2 Each party is solely responsible for the actions and omissions of its employees and officers. No party hereto waives or relinquishes any immunity or defense on behalf of itself, its trustees, its officers, employees, and agents as a result of the execution of this Agreement and the performance of the covenants contained herein.

**SECTION 5**  
**NOTICES**

5.1 Each party giving any notice or making any request, demand, or other communication (each, a “Notice”) pursuant to this Agreement shall do so in writing and shall use one of the following methods of delivery, each of which, for purposes of this Agreement, is a writing: personal delivery, registered or certified mail (in each case, return receipt requested and postage prepaid), or nationally recognized overnight courier (with all fees prepaid).

5.2 Each party giving a Notice shall address the Notice to the receiving party at the address listed below or to another address designated by a party in a Notice pursuant to this Section:

County: Fort Bend County Health and Human Services  
Attn: Director  
4520 Reading Road, Suite A  
Rosenberg, Texas 77471

With a copy to: Fort Bend County Emergency Medical Services  
Attn: Chief  
4332 Highway 36 South  
Rosenberg, Texas 77471

and: Fort Bend County  
Attn: County Judge  
401 Jackson Street, 1<sup>st</sup> Floor  
Richmond, Texas 77469

City: City of Missouri City  
1522 Texas Parkway  
Missouri City, Texas

5.3 A Notice is effective only if the party giving or making the Notice has complied with subsections 5.1 and 5.2 and if the addressee has received the Notice. A Notice is deemed received as follows:

5.3.1 If the Notice is delivered in person, or sent by registered or certified mail or a nationally recognized overnight courier, upon receipt as indicated by the date on the signed receipt.

5.3.2 If the addressee rejects or otherwise refuses to accept the Notice, or if the Notice cannot be delivered because of a change in address for which no Notice was given, then upon the rejection, refusal, or inability to deliver.

## **SECTION 6** **MISCELLANEOUS**

6.1 All expenditures made by each party in fulfilling its obligations hereunder shall be paid only from current revenues legally available to the Party.

6.2 The relationship of the Parties is that of independent contractors. Neither Party shall be deemed to be the agent, partner, nor fiduciary of the other, and neither is authorized to take any action binding upon the other. The offices and employees of one Party shall not be deemed or construed to the officers or employees of the other Party for any purposes whatsoever.

6.3 The Parties may not amend or waive this Agreement, except by a written agreement executed by both parties.

6.4 The Parties shall comply with all federal, state, and local laws, statutes, ordinances, rules and regulations, and the orders and decrees of any courts or administrative bodies or tribunals in any matter affecting the performance of this Agreement, including, without limitation, Worker's Compensation laws, minimum and maximum salary and wage statutes and regulations, licensing laws and regulations.

6.5 The laws of the State of Texas govern all disputes arising out of or relating to this Agreement. The parties hereto acknowledge that venue is proper in Fort Bend County, Texas, for all legal actions or proceedings arising out of or relating to this Agreement and waive the right to sue or be sued elsewhere. Nothing in the Agreement shall be construed to waive either party's sovereign immunity.

6.6 Contact with citizens of Fort Bend County, media outlets, or governmental agencies by either Party shall be permitted with the express permission of the other Party, except where required to do so by law.

6.7 If a court finds or rules that any provision of this Agreement is invalid, illegal or unenforceable, the remaining provisions of the Agreement remain in full force, if the essential terms and conditions of this Agreement for each Party remain valid, binding and enforceable.

6.8 This Agreement does not confer any enforceable rights or remedies upon any person other than the parties.

This Agreement supersedes any and all other agreements, either oral or in writing between the parties hereto with respect to the subject matter hereof, and no other agreement, statement, or promise relating to the subject matter of this Agreement which is not contained herein shall be valid or binding. In the event there is a conflict between this Agreement and the attached exhibits, this Agreement controls.

6.9 This Agreement cannot be assigned by either party.

6.10 This Agreement does not confer any enforceable rights or remedies upon any person other than the parties. No provision of this Agreement constitutes consent to suit.

6.11 The section captions used in this Agreement are for convenience of reference only and do not affect the interpretation or construction of this Agreement.

**[EXECUTION PAGE FOLLOWS]**

**[THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK.]**

IN WITNESS WHEREOF, the parties hereto have signed or have caused their respective names to be signed to multiple counterparts to be effective on the date signed by the last Party hereto.

FORT BEND COUNTY

CITY OF MISSOURI CITY

\_\_\_\_\_  
KP George, County Judge

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

ATTEST:

ATTEST:

\_\_\_\_\_  
Laura Richard, County Clerk

\_\_\_\_\_  
City Secretary

APPROVED:

\_\_\_\_\_  
M. desVignes-Kendrick, MD, MPH, FAAP,  
FBCHHS Director

Exhibit A: Construction Masters of Houston Proposal (HCDE/CP Contract 15/041 JN-04)

I:/2019 Agreements/EMS/Missouri City/ILA-Fire Station 1 Restroom Renovation

# EXHIBIT A



P.O. Box 1587 – Pearland, Texas 77588 – 281/997-2640 – Fax: 281 / 485-4702

04/8/19

City of Missouri City  
1522 Texas Parkway  
Missouri City, TX 77489  
Attn: Mark Law

Re: Fire Station 1 Restroom Renovations Revised  
Choice Partners ID: 15/041JN-04

As requested, Construction Masters of Houston is pleased to submit this JOC Proposal, inclusive of attachments, for your consideration. All work associated with the Proposal is to be in accordance with HCDE/CP contract 15/041JN-04.

Our quote is based on the Houston city cost index from the RS Means Unit Price Bulletin. The amount shown in the Extended Total column already reflects the Houston labor rates.

Extended Total Including Overhead and Profit from RS Means	\$	74,708.82
Total of Non Pre-priced Line Items		
Construction Masters Standard Coefficient (88%)	\$	(8,965.06)
Project Price Subtotal	\$	65,743.76
Performance and Payment Bonds (Pass-thru cost)	\$	-
Permitting (Pass-thru cost)	\$	500.00
<b>Total Job Order Contract Price</b>	<b>\$</b>	<b>66,243.76</b>

Scope of Work: Fire Station 1 Restroom renovations and laundry room.

- Demo
  - o Existing light fixtures, switches and plugs.
  - o Ceiling tile.
  - o AC and exhaust fans registers.
  - o Floor tile and wall tile (only at 3 locations location shower faucets are changing).
  
- Build Back – Supply and Install all unless noted.
  - o Patch and replace sheetrock as needed at old tile locations in showers.
  - o Flip 3 restroom doors.
  - o 3 -New toilet seats. Remove and reinstall existing toilets as needed for tile replacement.
  - o 3- New shower valves and heads.



[www.cmhou.com](http://www.cmhou.com)

- 12 x 12 porcelain tile on floors with 6” base.
- Patch tile as needed to change 3 shower valves.
- Epoxy Grout
- Paint ceiling grid.
- Replace Ceiling Tile.
- Upper plastic laminate cabinets above toilets in non- ADA restrooms.
- Replace existing bench seats.
- New lighting – 10 -6” LED can lights (7 to be wet area rated for shower and dry off area).  
7 2x4 LED
- Switches and covers/ GFCI plug and cover.
- Paint exposed sheetrock.
- AC and Exhaust fan registers.
- All life safety systems to remain.
- Acid wash existing tile.

**Alt # 1**

- Install VCT in hallway, laundry in lieu of porcelain tile and rubber base.
- **Deduct \$4,800.57**

**Alt#2 Change community sinks and tops. Add \$6,133.70**

- 3 under mount sinks with faucets.
- Full length 4’ tall mirror
- Granite countertops with laminate ADA panel

Exclusions’. Permit Fees, Bonds

- Normal Working Hours of M-F 8:00 – 5:00

Attached: Unit Detail Report, Unit Summary Report

Thank You for the Opportunity,  
Dennis Busby



[www.cmhou.com](http://www.cmhou.com)

**Cost Estimate Report**

**Mark Law**

Date: 04/08/2019

**Missouri City Fire Station Restrooms**

Year 2018 Quarter 1

Unit Detail Report

Prepared By: Justin Davis

Construction Masters of Houston

LineNumber	Description	Quantity	Unit	Total Incl. O&P	Ext. Total Incl. O&P
<b>Division 01 General Requirements</b>					
013113200240	Field personnel, superintendent, minimum	4.00	Week	\$3,350.00	\$13,400.00
017413200052	Cleaning up, cleanup of floor area, continuous, per day, during construction	10.00	M.S.F.	\$55.89	\$558.90
017413200100	Cleaning up, cleanup of floor area, final by GC at end of job	5.00	M.S.F.	\$76.69	\$383.45
<b>Division 01 General Requirements Subtotal</b>					<b>\$14,342.35</b>
<b>Division 02 Existing Conditions</b>					
024119190840	Selective demolition, rubbish handling, dumpster, 40 C.Y., 10 ton capacity, weekly rental, includes one dump per week, cost to be added to demolition cost	3.00	Week	\$850.00	\$2,550.00
024119192000	Selective demolition, rubbish handling, 0'-50' haul, load, haul, dump and return, hand carried, cost to be added to demolition cost	40.00	C.Y.	\$40.51	\$1,620.40
<b>Division 02 Existing Conditions Subtotal</b>					<b>\$4,170.40</b>
<b>Division 06 Wood, Plastics, and Composites</b>					
060505201220	Selective demolition, millwork and trim, casework, selective area, remove	40.00	S.F.	\$3.05	\$122.00
<b>Division 06 Wood, Plastics, and Composites Subtotal</b>					<b>\$122.00</b>
<b>Division 08 Openings</b>					
080505100500	Door demolition, interior door, single, 3' x 7' high, 1-3/8" thick, remove	3.00	Ea.	\$14.79	\$44.37
088313100200	Mirrors, wall type, polished edge, 1/4" plate glass, over 5 SF, excl. frames	32.00	S.F.	\$15.66	\$501.12
<b>Division 08 Openings Subtotal</b>					<b>\$545.49</b>

LineNumber	Description	Quantity	Unit	Total Incl. O&P	Ext. Total Incl. O&P
<b>Division 09 Finishes</b>					
090170100510	Gypsum wallboard, repairs, prepare, retape and refinish joints	300.00	L.F.	\$7.36	\$2,208.00
090505101250	Ceiling demolition, suspended ceiling, mineral fiber, on suspension system, remove	722.00	S.F.	\$0.52	\$375.44
090505200850	Flooring demolition, vinyl or rubber cove base, straight section	240.00	L.F.	\$0.32	\$76.80
090505200900	Flooring demolition, vinyl composition tile, 12" x 12"	535.00	S.F.	\$0.63	\$337.05
090505202000	Flooring demolition, tile, ceramic, thin set	145.00	S.F.	\$0.93	\$134.85
090505301000	Walls and partitions demolition, gypsum wallboard, per s.f., nailed or screwed	180.00	S.F.	\$0.32	\$57.60
092910302250	Gypsum wallboard, on walls, water resistant, taped & finished (level 4 finish), 5/8" thick	993.00	S.F.	\$1.29	\$1,280.97
092910305350	Gypsum wallboard, for finishing corners, inside, add	42.00	L.F.	\$0.90	\$37.80
092915100300	Accessories, gypsum board, corner bead, galvanized steel, 1" x 1"	10.00	C.L.F.	\$111.36	\$1,113.60
092915101170	Accessories, gypsum board, screws, #6 x 1-5/8" A	5.00	M	\$14.96	\$74.80
093095100200	Membrane, elastomeric, moisture resistant, anti-fracture, 1/16" thick	30.00	S.F.	\$3.74	\$112.20
093113104610	Ceramic tile, 1/8" joint, 8" x 8" x 3/8" tile or larger, add for epoxy grout	2,645.00	S.F.	\$2.34	\$6,189.30
093113105820	Ceramic tile, walls, interior, thin set, 12" x 12"	300.00	S.F.	\$9.51	\$2,853.00
093133103270	Ceramic tile, floors, glazed, thin set, color group 1, 12" x 12"	680.00	S.F.	\$8.85	\$6,018.00
093133103285	Ceramic tile, border tile, 6" x 12" tile	52.00	S.F.	\$15.79	\$821.08
095123101125	Suspended acoustic ceiling tiles, mineral fiber tile, lay-in, fine texture, 2' x 2' or 2' x 4', 3/4" thick	780.00	S.F.	\$2.87	\$2,238.60
095123101190	Suspended acoustic ceiling tiles, for fire rating, add	780.00	S.F.	\$0.53	\$413.40
096510103600	Latex underlayment, cementitious for resilient flooring, 1/8" thick	780.00	S.F.	\$4.09	\$3,190.20
096519197000	Flooring, vinyl composition tile, 12" x 12" x 1/16"	600.00	S.F.	\$2.05	\$1,230.00
099123721670	Painting walls, complete, on drywall or plaster, primer and 2 finish coats, with roller, including surface preparation	2,855.00	S.F.	\$1.23	\$3,511.65
<b>Division 09 Finishes Subtotal</b>					<b>\$32,274.34</b>
<b>Division 10 Specialties</b>					
100505101105	Specialties demolition, demolition, mirror, wall mounted	2.00	Ea.	\$14.11	\$28.22
105153102200	Locker, bench, pedestals, steel pipe	3.00	Ea.	\$75.29	\$225.87
<b>Division 10 Specialties Subtotal</b>					<b>\$254.09</b>
<b>Division 12 Furnishings</b>					
123570132500	Casework, wall cabinets, laminated plastic	20.00	L.F.	\$364.80	\$7,296.00

LineNumber	Description	Quantity	Unit	Total Incl. O&P	Ext. Total Incl. O&P
123640102800	Countertops, granite, average, 24" wide, 1-1/4" thick, exd. backsplash	8.00	L.F.	\$226.04	\$1,808.32
123661164100	Solid surface countertop, acrylic polymer, sinks, for cutouts, pricing for orders of 1-50 units	3.00	Ea.	\$102.25	\$306.75
<b>Division 12 Furnishings Subtotal</b>					<b>\$9,411.07</b>
<b>Division 21 Fire Suppression</b>					
210523509990	Water-based fire suppression piping, minimum labor/equipment charge	2.00	Job	\$170.07	\$340.14
211313502340	Sprinkler system components, sprinkler head escutcheons, standard, brass tone, 1" size	10.00	Ea.	\$16.17	\$161.70
<b>Division 21 Fire Suppression Subtotal</b>					<b>\$501.84</b>
<b>Division 22 Plumbing</b>					
220505100710	Fountains, sinks or lavatories, selective demolition	3.00	Ea.	\$36.19	\$108.57
220505100720	Water closets, selective demolition	4.00	Ea.	\$42.05	\$168.20
220505101300	Fixture, sink, single compartment, selective demolition	3.00	Ea.	\$62.92	\$188.76
220719100245	Insulation, insulated protectors (ADA), for exposed piping under sinks or lavatories, vinyl coated foam, velcro tabs, p trap, 1-1/4" or 1-1/2"	1.00	Ea.	\$33.80	\$33.80
224116132040	Lavatory, vanity top, stainless steel, self-rimming, ledge, round, single bowl, 18-3/4", includes trim	3.00	Ea.	\$1,041.61	\$3,124.83
224123405000	Shower, built-in head and arm, 2.5 GPM valve	4.00	Ea.	\$230.49	\$921.96
224123405800	Shower, mixing valve, built-in	3.00	Ea.	\$237.97	\$713.91
224139102120	Faucets/fittings, lavatory faucet, center set with pop-up drain	3.00	Ea.	\$142.66	\$427.98
224323105960	Shower, module, ADA compl, stainless steel panel, fixed and hand held head, control valves, grab bar, curtain and rod, folding seat	1.00	Ea.	\$1,952.99	\$1,952.99
<b>Division 22 Plumbing Subtotal</b>					<b>\$7,641.00</b>
<b>Division 23 Heating, Ventilating, and Air Conditioning (HVAC)</b>					
233313135994	Duct accessories, multi-blade dampers, opposed blade, 8" x 8"	3.00	Ea.	\$54.63	\$163.89
233713300380	Grille, aluminum, air supply, adjustable, single deflection, 24" x 24"	10.00	Ea.	\$78.66	\$786.60
<b>Division 23 Heating, Ventilating, and Air Conditioning (HVAC) Subtotal</b>					<b>\$950.49</b>
<b>Division 26 Electrical</b>					
260505101790	Receptacle & switches, 15 to 30 amp, electrical demolition, remove	10.00	Ea.	\$3.66	\$36.60
260505102120	Fluorescent fixtures, interior, 2 lamp, 2' x 4', electrical demolition, remove, recessed drop-in, to 15' high, including supports & whips	7.00	Ea.	\$29.80	\$208.60
260505102500	Incandescent fixtures, interior, metal cylinder type, 150 Watt, electrical demolition, remove, surface, ceiling, or wall mount, to 12' high	10.00	Ea.	\$15.76	\$157.60

LineNumber	Description	Quantity	Unit	Total Incl. O&P	Ext. Total Incl. O&P
260505505320	Emergency battery pack lighting unit, electrical demolition, remove	1.00	Ea.	\$41.10	\$41.10
260590104330	Receptacle devices, residential, decorator style, GFI, EMT & wire, 20', 15 amp, incl box & cover plate	10.00	Ea.	\$150.44	\$1,504.40
262726201200	Toggle switch, quiet type, double pole, 20 amp	8.00	Ea.	\$63.93	\$511.44
262726202600	Wall plates, stainless steel, 1 gang	18.00	Ea.	\$9.03	\$162.54
265113550100	Interior LED fixtures, downlight, recess mounted, 25 watt, 7.5" diameter, incl lamps, mounting hardware and connections	10.00	Ea.	\$431.76	\$4,317.60
265113551020	Interior LED fixtures, troffer, recess mounted, 6,400 lumens, 2' x 4', replaces four T8 lamp, incl lamps, mounting hardware and connections	7.00	Ea.	\$325.86	\$2,281.02
265213160120	Exit lighting, incandescent, explosion proof, ceiling or wall mount	1.00	Ea.	\$742.94	\$742.94
<b>Division 26</b>	<b>Electrical Subtotal</b>				<b>\$9,963.84</b>
<b>Division 28</b>	<b>Electronic Safety and Security</b>				
280180513300	Fire alarm device, maintenance, remove and replace (reinstall), incl. remove, disconnect wire terminations, store, reinstall and reconnect wire terminations	10.00	Ea.	\$110.43	\$1,104.30
<b>Division 28</b>	<b>Electronic Safety and Security Subtotal</b>				<b>\$1,104.30</b>
<b>Subtotal</b>					<b>\$81,281.21</b>
<b>General Contractor's Markup on Subs</b>				<b>0.00%</b>	<b>\$0.00</b>
<b>Subtotal</b>					<b>\$81,281.21</b>
<b>General Conditions</b>				<b>0.00%</b>	<b>\$0.00</b>
<b>Subtotal</b>					<b>\$81,281.21</b>
<b>General Contractor's Overhead and Profit</b>				<b>0.00%</b>	<b>\$0.00</b>
<b>Grand Total</b>					<b>\$81,281.21</b>



**CITY COUNCIL  
AGENDA ITEM COVER MEMO**

**JULY 15, 2019**

**To:** Mayor and City Council  
**Agenda Item:** 10(a) Consider an ordinance amending the FY 2019 Adopted Budget  
**Submitted by:** Allena J. Portis, Director of Financial Services

**SYNOPSIS**

Consider an ordinance amending the budget for the fiscal year beginning October 1, 2018, and ending September 30, 2019; transferring various appropriations among accounts; appropriating supplemental revenue to various fund accounts; authorizing the appropriate city officials to take steps necessary to accomplish such transfers making certain findings; containing certain provisions relating to the subject; and consider the ordinance on the first and final reading.

**STRATEGIC PLAN 2019 GOALS ADDRESSED**

- Maintain a financially sound City

**BACKGROUND**

In accordance with Article IX, Section 9.04 of the City of Missouri City Charter, upon request by the City Manager, the Council may by ordinance transfer part or all of any unencumbered balance from one department, office or agency to another.

The purpose of this amendment is to revise appropriations in various line items and funds and provide supplemental revenue to various funds in accordance with the attached Exhibit A for the fiscal year 2019 Adopted Budget. The details and purposes are outlined in the Exhibit A.

The Finance and Services Committee met on July 11, 2019 to review the budget amendment. The committee recommends adoption of the budget amendment as presented.

**BUDGET ANALYSIS**

See Exhibit A-Budget Amendment Details

**Purchasing Review:** N/A  
**Financial/Budget Review:** Allena J. Portis, Director of Financial Services

*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. Budget Amendment Ordinance
2. Exhibit A – Budget Amendment Details

3. Delinquent Property Tax Collection Services presentation
4. Budget amendment – Third Quarter presentation

**STAFF'S RECOMMENDATION**

The Finance and Services Committee and Staff recommends approval of the FY 2019 budget amendment as presented.

**Director Approval:** **Allena J. Portis, Director of Financial Services**

**Assistant City Manager/  
City Manager Approval:** **Anthony J. Snipes, City Manager**

**ORDINANCE NO. O-19-\_\_**

**AN ORDINANCE OF THE CITY OF MISSOURI CITY, TEXAS,  
AMENDING THE GENERAL BUDGET FOR THE FISCAL YEAR  
BEGINNING OCTOBER 1, 2018, AND ENDING SEPTEMBER 30, 2019;  
TRANSFERRING VARIOUS APPROPRIATIONS AMONG ACCOUNTS;  
APPROPRIATING SUPPLEMENTAL REVENUE TO VARIOUS FUND  
ACCOUNTS; AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO  
TAKE STEPS NECESSARY TO ACCOMPLISH SUCH TRANSFERS;  
MAKING CERTAIN FINDINGS; AND CONTAINING CERTAIN  
PROVISIONS RELATING TO THE SUBJECT.**

\* \* \* \* \*

WHEREAS, by Ordinance No. O-18-26, passed and approved on September 17, 2018, the City Council of the City of Missouri City (the "City Council") approved and adopted the City of Missouri City, Texas, General Budget for the fiscal year beginning October 1, 2018, and ending September 30, 2019 ("Fiscal Year 2019"); and

WHEREAS, Article IX, Section 9.04 of the City Charter authorizes the City Council, upon written request by the City Manager, to transfer by Ordinance all or part of any unencumbered appropriations balance from one department, office, or agency to another; and

WHEREAS, Article IX, Section 9.04 of the Charter authorizes the City Council, upon certification by the City Manager, to appropriate by Ordinance all or part of any unencumbered supplemental appropriations balance to one or more fund accounts, including capital improvement projects fund accounts; and

WHEREAS, the City Manager has certified that certain unencumbered appropriations and supplemental appropriations are available and has requested that such unencumbered appropriations be transferred to various other accounts and that such supplemental revenues be appropriated to various fund accounts; and

WHEREAS, it is the desire of City Council to comply with the requests of the City Manager; now therefore,

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS:**

Section 1. The facts and recitations set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. The General Budget of the City of Missouri City, Texas, for Fiscal Year 2019 be, and is hereby, amended as set forth in Exhibit "A," budget transfers, which are attached hereto and incorporated herein by reference.

Section 3. The appropriate officials are hereby authorized and directed to take those steps necessary to accomplish such transfers and to cause the same to be duly reflected in the records of the City.

PASSED, APPROVED and ADOPTED on first and final reading this 15th day of July, 2019.

\_\_\_\_\_  
Yolanda Ford, Mayor

ATTEST:

APPROVED AS TO FORM:

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

\_\_\_\_\_  
James Santangelo, Assistant City Attorney,  
for E. Joyce Iyamu, City Attorney

**Exhibit A-Budget Amendment Details - Third Quarter 2019**  
**July 15, 2019**

Line Item	Funding Source	Account Number	Account Number Description	FY 2019 Original/Revised Budget	FY 2019 Proposed Budget Amendment	FY 2019 Amended Budget	Purpose/Description
1	Metro Sales Tax Fund	401-41315-01-001-	Metro Tax Rebates/Reimbursements	228,000	40,000	268,000	Payments to SPMD for the revenue received for August and September 2019 collections. We accrue the sales tax revenue at year- end for August and September, we should also accrue related expenses.
2	Metro Sales Tax Fund	401-41314-01-001-	Metro-Trans Tax Revenue	3,469,957	(40,000)	3,429,957	
3	Fleet/Equipment Replacement Fund	606-58650-15-999-	Transportation Equipment	758,049	232,285	990,334	Increase transportation expense budget to cover costs to replace totaled vehicles.
4	Fleet/Equipment Replacement Fund	606-39200-00-000-	Budgetary FB Unreserved	-	(232,285)	(232,285)	
5	Utility Operating Fund	505-53569-50-054-	Water Capacity Expenses	-	4,480	4,480	To pay Quail Valley Utility District (QVUD); the revenue received from the applicants/landowners need to be made available in the Water Capacity Expense accounts. The City does not retain any of the Capacity fees, the full amount is passed through to QVUD.
6	Utility Operating Fund	505-53570-50-055-	WW Capacity Expenses	-	11,110	11,110	
7	Utility Operating Fund	505-39200-00-000-	Budgetary FB Unreserved	-	(15,590)	(15,590)	
8	Utility Operating Fund	505-45520-01-054-	Water Sales-NEOC	(1,812,000)	1,812,000	-	Reduce revenue to \$0, since actuals are being recorded in Fund 540.
9	Utility Operating Fund	505-39200-00-000-	Budgetary FB Unreserved	-	(1,812,000)	(1,812,000)	
10	General Fund	101-58600-16-999-	Machinery & Equipment	13,266	10,732	23,998	An insurance check from Texas Municipal League (TML) for \$10,732 was received in February for the City's Christmas Tree that was vandalized in January. The budget will need to be increased to \$10,732 to help pay for the replacement of the Christmas Tree.
11	General Fund	101-39200-00-000-	Budgetary FB Unreserved	-	(10,732)	(10,732)	
12	Utility Construction Fund	535-53005-50-535-	Professional Services	-	2,730	2,730	Hilltop Securities provide Continuing Disclosure Services. A fee for FYE Annual Disclosure Report to EMMA is assessed. Continuing Disclosure Reporting is under the SEC Rule 15c2-12.
13	Debt Service Fund	301-53005-30-301-	Professional Services	-	4,060	4,060	
14	Surface Water Construction Fund	542-53005-54-542-	Professional Services	-	210	210	
15	Utility Construction Fund	535-39200-00-000-	Budgetary FB Unreserved	-	(2,730)	(2,730)	
16	Debt Service Fund	301-39200-00-000-	Budgetary FB Unreserved	-	(4,060)	(4,060)	
17	Surface Water Construction Fund	542-39200-00-000-	Budgetary FB Unreserved	-	(210)	(210)	
18	Transportation Project Fund	403-58700-15-999-10038	Infrastructure Improvements	400,000	(250,000)	150,000	
19	2018 General Obligation Fund	410-58700-40-406-10038	Infrastructure Improvements	-	250,000	250,000	
20	Transportation Project Fund	403-58700-15-999-10039	Infrastructure Improvements	450,000	(150,000)	300,000	
21	2018 General Obligation Fund	410-58700-40-406-10039	Infrastructure Improvements	-	150,000	150,000	

**Exhibit A-Budget Amendment Details - Third Quarter 2019**  
**July 15, 2019**

Line Item	Funding Source	Account Number	Account Number Description	FY 2019 Original/Revised Budget	FY 2019 Proposed Budget Amendment	FY 2019 Amended Budget	Purpose/Description
22	Transportation Project Fund	403-58700-15-999-10900	Infrastructure Improvements	2,150,000	(2,150,000)	-	Established new funds for 2018 bond issues. Transferring budgeted amounts for projects supported by the bonds.
23	2018 General Obligation Fund	410-58700-40-406-10900	Infrastructure Improvements	-	2,150,000	2,150,000	
24	Facility & Public Safety Fund	404-54104-13-999-20017	Roof Repairs & Maintenance	465,990	(405,000)	60,990	
25	2018 General Obligation Fund	410-54104-40-404-20017	Roof Repairs & Maintenance	-	405,000	405,000	
26	Park Improvement Fund	405-58200-16-999-30990	Land Improvement	385,329	(340,000)	45,329	
27	2018 General Obligation Fund	410-58200-40-405-30990	Land Improvement	-	340,000	340,000	
28	Facility & Public Safety Fund	404-58400-14-999-40013	Building & Bldg. Improvement	251,631	(131,000)	120,631	
29	2018 General Obligation Fund	410-58400-40-407-40013	Building & Bldg. Improvement	-	131,000	131,000	
30	Facility & Public Safety Fund	404-58400-14-999-40026	Building & Bldg. Improvement	149,295	(131,000)	18,295	
31	2018 General Obligation Fund	410-58400-40-407-40026	Building & Bldg. Improvement	-	131,000	131,000	
32	Facility & Public Safety Fund	404-58400-14-999-40028	Building & Bldg. Improvement	1,000,000	(1,000,000)	-	
33	2018 General Obligation Fund	410-58400-40-407-40028	Building & Bldg. Improvement	-	1,000,000	1,000,000	
34	Transportation Project Fund	403-58700-15-999-50040	Infrastructure Improvements	288,001	(113,000)	175,001	
35	2018 General Obligation Fund	410-58700-40-403-50040	Infrastructure Improvements	-	113,000	113,000	
36	Transportation Project Fund	403-58700-15-999-50084	Infrastructure Improvements	3,758,584	(3,650,000)	108,584	
37	2018 General Obligation Fund	410-58700-40-403-50084	Infrastructure Improvements	-	3,650,000	3,650,000	
38	Transportation Project Fund	403-58700-15-999-50085	Infrastructure Improvements	2,268,790	(1,100,000)	1,168,790	
39	2018 General Obligation Fund	410-58700-40-403-50085	Infrastructure Improvements	-	1,100,000	1,100,000	
40	Transportation Project Fund	403-58700-15-999-50086	Infrastructure Improvements	5,740,054	(2,650,000)	3,090,054	
41	2018 General Obligation Fund	410-58700-40-403-50086	Infrastructure Improvements	-	2,650,000	2,650,000	
42	Transportation Project Fund	403-58700-15-999-50094	Infrastructure Improvements	1,329,376	(915,000)	414,376	
43	2018 General Obligation Fund	410-58700-40-403-50094	Infrastructure Improvements	-	915,000	915,000	
44	Surface Water Construction Fund	542-58700-54-999-80026	Infrastructure Improvements	21,375,014	(20,000,000)	1,375,014	
45	2018A Certificate of Obligation Fund	515-58700-54-542-80026	Infrastructure Improvements	-	20,000,000	20,000,000	
46	Transportation Project Fund	403-48802-01-001-	Bond Proceeds -GO Bonds	(10,978,000)	10,978,000	-	

**Exhibit A-Budget Amendment Details - Third Quarter 2019**  
**July 15, 2019**

Line Item	Funding Source	Account Number	Account Number Description	FY 2019 Original/Revised Budget	FY 2019 Proposed Budget Amendment	FY 2019 Amended Budget	Purpose/Description
47	Facility & Public Safety Fund	404-48802-01-001-	Bond Proceeds -GO Bonds	(1,702,662)	1,702,662	-	
48	Park Improvement Fund	405-48802-01-001-	Bond Proceeds -GO Bonds	(340,000)	340,000	-	
49	2018 General Obligation Fund	410-48802-01-001	Bond Premium	-	(1,162,496)	(1,162,496)	
50	2018 General Obligation Fund	410-48802-01-001	Bond Proceeds -GO Bonds	-	(11,990,000)	(11,990,000)	
51	Surface Water Construction Fund	542-48807-01-001	Bond Proceeds Revenue	(20,000,000)	20,000,000	-	
52	General Fund	101-51004-13-126-	Overtime	172,549	2,100	174,649	To Cover funds reimbursed for overtime from Fort Bend High Intensity Drug Trafficking Areas (HIDTA).
53	General Fund	101-46009-13-001-	Intergov Rev-FB HIDTA	(8,900)	(2,100)	(11,000)	
54	Utility Operating Fund	505-59535-50-505-	Trans To 535-Utility Construction Fund	-	749,588	749,588	To cover remaining Debt Services payments and replenish fund balance.
55	Utility Construction Fund	535-49505-01-001-	Trans From 505-Www Utility Fund	-	(749,588)	(749,588)	
56	General Fund	101-51004-13-126-	Overtime	172,549	18,344	190,893	Increase budget to cover reimbursed funds from Multi-Agency Gang Task Force (TAG) for overtime.
57	General Fund	101-46022-13-001-	Intergov Rev-Tag Grant	-	(18,344)	(18,344)	
58	Utility Construction Fund	535-48807-01-001-	Bond Proceeds Revenue	(10,890,000)	10,890,000	-	The Bond Sale will not occur in FY19 , therefore, the revenue and expense need to be reduced.
59	Utility Construction Fund	535-58700-50-999-80027	Infrastructure Improvements	10,890,000	(10,890,000)	-	
60	Transportation Project Fund	403-49101-01-001-	Trans From 101-General Fund	(310,473)	310,473	-	The MUD study was moved to Fund 402. Correcting Transfer to reflect change.
61	Transportation Project Fund	403-39200-00-000-	Budgetary FB Unreserved		(310,473)	(310,473)	
62	General Gov Project Fund	402-49101-01-001-	Trans From 101-General Fund	-	(310,473)	(310,473)	
63	General Gov Project Fund	402-39200-00-000-	Budgetary FB Unreserved		310,473		
64	General Fund	101-59403-99-999-	Trans To Fund 403-Capital Projects	310,473	(310,473)	-	
65	General Fund	101-59402-10-999-	Trans To Fund 402-Government Projects	-	310,473	310,473	
66	General Fund	101-41303-01-001-	Mixed Revenue Sales Tax	(68,000)	(14,400)	(82,400)	To increase the revenue budget for Mixed Beverages Sales Tax and City Retail Sales Tax to align with projected collections.
67	General Fund	101-41301-01-001-	City Retail Sales Tax	(9,159,500)	(200,300)	(9,359,800)	
68	General Fund	101-39200-00-000-	Budgetary FB Unreserved	-	214,700	214,700	

**Exhibit A-Budget Amendment Details - Third Quarter 2019**  
**July 15, 2019**

Line Item	Funding Source	Account Number	Account Number Description	FY 2019 Original/Revised Budget	FY 2019 Proposed Budget Amendment	FY 2019 Amended Budget	Purpose/Description
69	General Fund	101-51900-99-999-	Salary Adjustment	232,421	(5,555)	226,866	To increase funds to cover costs needed for the remaining cost of the City's November & December election expenses.
70	General Fund	101-53511-10-102-	Election Expense	55,000	5,555	60,555	
71	2018A Certificate of Obligation Fund	515-49542-01-001-	Trans From 542-SW Construction Fund	-	(20,193,433)	(20,193,433)	Increase Transfer funds for 2018A Certificate of Obligation for Surface Water Construction projects.
72	2018A Certificate of Obligation Fund	515-39200-00-000-	Budgetary FB Unreserved	-	20,193,433	20,193,433	
73	Surface Water Construction Fund	542-59515-54-542-	Trans To 515 2018A CO Bonds	-	20,193,433	20,193,433	
74	Surface Water Construction Fund	542-39200-00-000-	Budgetary FB Unreserved	-	(20,193,433)	(20,193,433)	

# DELINQUENT PROPERTY TAX COLLECTIONS SERVICES CONTRACT RFP No. 19-055



## BACKGROUND

### PRIOR SOLICITATION

- Last solicitation: RSQ 14-092 (issued in 2014)
- The agreement expired June 30, 2019; but allows for 6 months of collection after expiration

## CURRENT SOLICITATION

- Request for Proposals (RFP) No. 19-055
- Issued on May 16, 2019
- Posted on two websites:  
<http://www.txsmartbuy.com/sp> and  
<https://www.demandstar.com/Default.asp>
- Advertised: Ft. Bend Independent
- Responses due on Friday June 14, 2019
- Two (2) responses received  
Linebarger, Goggan, Blair & Sampson, LLP  
Perdue, Brandon, Fielder, Collins & Mott, LLP



# TIMELINE

## EVENT

Date of RFP Issued  
Questions from Proposers Due to the City  
Proposals Due from Proposers  
Finance and Services Committee  
Council Agenda Date  
Notification of Intent to Award  
Contract Start Date

## DATE

May 16, 2019  
May 29, 2019 - 2:00PM CST  
June 14, 2019- 2:00PM CST  
July 11, 2019  
July 15, 2019  
July 2019  
July 2019



# Evaluation Process

- Four Evaluation Committee members were selected
- Signed a Non-disclosure agreement
- Individual scoring sent directly to Purchasing from committee members
- Scores were tabulated by Purchasing with results sent to evaluation committee members
- Scores and process are presented to Finance and Services committee



Evaluation Criteria	Score
Criterion 1: Local Tax Collection Experience	25
Criterion 2: Local capability of firm in the areas of legal personnel, support personnel, data processing capabilities and a spectrum of services	20
Criterion 3: Demonstrated ability to handle complex delinquent tax litigation and comprehensive bankruptcy services.	15
Criterion 4: Clarity and quality of response and supporting data	10
Criterion 5: Location of firm's staff with respect to the geographic location of the City.	5
Criterion 6: Responses from references.	10
Criterion 7: Taxpayer communications and assistance program	15
<b>Total</b>	<b>100</b>

**REQUEST FOR PROPOSALS NO. 19-055  
FOR MUNICIPAL COURT AND ALARM COLLECTION SERVICES  
FOR THE CITY OF MISSOURI CITY, TEXAS**

**TABULATION AND RANKING**

EVALUATOR	#1	#2	#3	#4	#5	TOTAL
<b>LINEBARGER</b>	<b>98</b>	<b>99</b>	<b>93</b>	<b>80</b>	<b>95</b>	<b>465/500</b>
<b>PERDUE</b>	<b>91</b>	<b>97</b>	<b>91</b>	<b>74</b>	<b>92</b>	<b>445/500</b>

- 1. Linebarger**
- 2. Perdue**

Compiled by: Ireyan J. Clark-Sam  
Senior Contracts & Procurement Analyst  
July 5, 2019



RFP No. 19-055 Point of Contact

Ireyan J. Clark-Sam  
Senior Contracts & Procurement  
Analyst

[Ireyan.clarksam@missouricitytx.gov](mailto:Ireyan.clarksam@missouricitytx.gov)  
281.403.8613



# BUDGET AMENDMENT THIRD QUARTER 2019

By:  
Allena Portis, Finance Director  
Bertha P. Alexander, Budget & Financial Reporting Manager



## REVENUE – GENERAL FUND 101, 606, 611

- Increase in Intergovernmental Revenue of \$2,100 to account for funds received for the Fort Bend High Intensity Drug Trafficking Areas (HIDTA) for overtime. Exhibit A Line Item #53.
- Increase in Intergovernmental Revenue of \$18,344 to account for funds received for the Multi-Agency Gang Task Force (TAG) for overtime. Exhibit A Line Item #57.
- Increase in Mixed Beverage Sales Tax revenue of \$14,400 to update revenue projections for FY 2019 to \$82,400. Exhibit A Line Item #66.
- Increase in Sales Tax revenue of \$200,300 to update revenue projections for FY 2019 to \$9,359,800. Exhibit A Line Item #67.



**EXPENSE - GENERAL FUND 101, 606, 611**

- Increase in machinery & equipment of \$10,732 to account for the expenditure related to the insurance check received from Texas Municipal League (TML) for \$10,732 to replace the vandalized Christmas tree. Exhibit A Line Item #10.
- Increase in overtime expense of \$2,100 is due to an increase in Fort Bend HIDTA grant revenue of \$2,100 for overtime in Police Department. This is a cost reimbursable grant Exhibit A Line Item #52.
- Increase in overtime expense of \$18,344 is due to an increase in Multi-Agency Gang Task Force (TAG). This is a cost reimbursable grant Exhibit A Line Item #56.
- Correction to transfer out (change from fund 403 to fund 402), that has a net zero affect. Exhibit A Line Items #64 & #65.
- Transfer of funds from non-departmental to City Secretary for election expenses. Exhibit A Line Items #69 & #70.
- Increase in transportation equipment of \$232,285 to cover costs to replace totaled vehicles. Exhibit A Line Item #3 (Fund 606).



**GENERAL FUND SUMMARY**

Fund 101, 606, 611 <sup>(a)</sup> General Fund	Revised Adopted Budget	Incr./ (Decr.)	Revised Budget
Revenue	\$52,907,269	\$235,144	\$53,142,413
Expenditure	\$53,462,456	\$263,461	\$53,725,917
Net Impact		(\$28,317)	

\*Estimated Ending Fund Balance \$10,429,517.

(a) For reporting purposes, the Equipment Replacement Funds are included in the General Fund.

The net of the revenue line items for the General Fund 101, 606, 611 is an increase in revenue of \$235,144 due mainly to the increase in sales tax revenue.

The net of the expense line items for the General Fund 101, 606, 611 is an increase of \$263,461 due mainly to the increase in expense to cover the costs to replace totaled vehicles.

Previous FY appropriations rolled for encumbrances and use of fund balance for Replacement Equipment Funds account for the difference.



CAPITAL PROJECT FUNDS

Metro Sales Tax– Fund 401

Revenue

Increase in revenue of \$40,000 due to revenue exceeding projections for FY2019. Exhibit A Line Item #2.

Expenditure

Increase in expense of \$40,000 is due to the necessary accrual for August and September sales tax rebates to Sienna Plantation Management District Exhibit A Line Item #1.

Fund 401	Revised Adopted Budget	Incr./((Decr.)	Revised Budget
Revenue	\$4,227,361	\$40,000	\$4,267,361
Expenditure	\$5,823,247	\$40,000	\$5,863,247
Net Impact		\$0	

\*Estimated Ending Fund Balance \$3,619,639



CAPITAL PROJECT FUNDS (cont'd)

General Government Projects – Fund 402

Revenue & Transfer In

Increase in Transfer in to pay for MUD Study. The transfer in was previously budgeted in fund 403. Exhibit A Line Item #62.

Fund 402	Revised Adopted Budget	Incr./((Decr.)	Revised Budget
Revenue & Transfers In	\$10	\$310,473	\$310,483
Expenditure	\$313,943	\$0	\$313,943
Net Impact		\$310,473	

\*Estimated Ending Fund Balance \$1,830.



**CAPITAL PROJECT FUNDS (cont'd)**  
**NEW BOND FUNDS**

- To account for bond funds separately which will assist with financial reporting, we have created new funds for the 2018 bond issues.
  - 2018 A Certificate of Obligation – 515
    - Utility Projects
  - 2018 General Obligation Bond-410
    - Transportation, Facility & Public Safety Projects
- The budget amendment includes moving the bond proceeds and related expenditures from the various construction funds into the new bond and certificate of obligation funds.



**CAPITAL PROJECT FUNDS (cont'd)**

**Transportation Projects – Fund 403**

Revenue

Decrease in revenue of \$10,978,000 is due to the reallocation of bond proceeds to the new 2018 General obligation bond fund. Exhibit A Line Item #46.

Decrease in Transfer in of \$310,473 is due to the MUD study. This transfer was specifically to pay for the MUD study which is being paid from Fund 402. The transfer in should be in 402. Exhibit A Line Item #60.

Expenditure

Decrease in expense of \$10,978,000 is due to the reallocation of project costs to the new 2018 General Obligation bond fund. Exhibit A Line Items #18, #20, #22, #34, #36, #38, #40, #42.

Fund 403	Revised Adopted Budget	Incr./((Decr.)	Revised Budget
Revenue & Transfers In	\$15,960,503	(\$11,288,473)	\$4,672,030
Expenditure	\$23,865,790	(\$10,978,000)	\$12,887,790
Net Impact		(\$310,473)	

\*Estimated Ending Fund Balance \$2,617,603.



CAPITAL PROJECT FUNDS (cont'd)

Facility & Public Safety – Fund 404

Revenue

Decrease in revenue of \$1,702,662 is due to the reallocation of bond proceeds to the new 2018 General obligation bond fund. Actual bond proceeds were \$35,662 less than the amount originally budgeted. Exhibit A Line Item #47.

Expenditure

Decrease in expense of \$1,667,000 is due to the reallocation of project costs to the new 2018 General obligation bond fund. Exhibit A Line Items #24, #28, #30, #32.

Fund 404	Revised Adopted Budget	Incr./((Decr.)	Revised Budget
Revenue	\$1,762,662	(\$1,702,662)	\$60,000
Expenditure	\$2,271,964	(\$1,667,000)	\$604,964
Net Impact		(\$35,662)	

\*Estimated Ending Fund Balance \$179,683.



CAPITAL PROJECT FUNDS (cont'd)

Parks Project Fund– Fund 405

Revenue

Decrease in revenue of \$340,000 is due to the reallocation of bond proceeds to the new 2018 General obligation bond fund. Exhibit A Line Item #48.

Expenditure

Decrease in expense of \$340,000 is due to the reallocation of project costs to the new 2018 General obligation bond fund. Exhibit A Line Item #26.

Fund 405	Revised Adopted Budget	Incr./((Decr.)	Revised Budget
Revenue	\$347,200	(\$340,000)	\$7,200
Expenditure	\$948,220	(\$340,000)	\$608,220
Net Impact		(\$0)	

\*Estimated Ending Fund Balance \$24,976.



**CAPITAL PROJECT FUNDS (cont'd)**

**2018 General Obligation Fund (New)– Fund 410**

Revenue

Increase in revenue of \$13,152,495 is due to the reallocation of bond proceeds from the Transportation Project Fund (\$10,978,000); General Government Project Fund (\$1,667,000); and Parks Project Fund (\$340,000) plus premium on the debt issue. Exhibit A Line Items #49 and #50.

Expenditure

Increase in expenditure of \$12,985,000 is due to the reallocation of bond expenditure from the Transportation Project Fund (\$10,978,000); General Government Project Fund (\$1,667,000); and Parks Project Fund (\$340,000). Exhibit A Line Items #19 - #43.

Fund 410	Revised Adopted Budget	Incr./ (Decr.)	Revised Budget
Revenue	\$0	\$13,152,496	\$13,152,495
Expenditure	\$0	\$12,985,000	\$12,985,000
Net Impact		\$167,496	

\*Estimated Ending Fund Balance \$167,496.



**UTILITY FUNDS**

**Utility Operating – Fund 505**

Revenue

Decrease in revenue of \$1,812,000 to correct the budget. Exhibit A Line Item #8.

Expenditure

Increase in expense of \$765,178 is to cover the expenditures associated with water \$4,480 & wastewater \$11,110 capacity fees that must be passed through to Quail Valley Utility District; and transfer of \$749,588 to the Utility Construction Fund to cover FY 2019 debt payments. Exhibit A Line Items #5, #6 and #54.

Fund 505	Revised Adopted Budget	Incr./ (Decr.)	Revised Budget
Revenue	\$5,443,761	(\$1,812,000)	\$3,631,761
Expenditure	\$2,638,996	\$765,178	\$3,404,174
Net Impact		(\$2,577,178)	



**UTILITY FUNDS**

**Utility Construction – Fund 535**

Revenue

Decrease in revenue of \$10,890,000 due to cancellation of a bond sale and an increase in transfer in of \$749,588 for debt service payments. Net decrease in revenue of \$10,140,412. Exhibit A Line Items #58 and #55.

Expenditure

Decrease in expense of \$10,890,000 is due to the cancellation of a bond sale. Exhibit A Line Item #59.

Increase in expense of \$2,730 to pay for continuing disclosure associated with debt. Exhibit A Line Item #12.

Fund 535	Revised Adopted Budget	Incr./((Decr.))	Revised Budget
Revenue	\$10,926,769	(\$10,140,412)	\$786,357
Expenditure	\$11,639,626	(\$10,887,270)	\$752,356
Net Impact		(\$746,858)	



**UTILITY FUNDS**

**Surface Water Construction – Fund 542**

Revenue

Decrease in revenue of \$20,000,000. Due to the nature of the Utility Funds, these funds will be recorded as a liability and not revenue Exhibit A Line Item #51.

Expenditure

Decrease in expense of \$20,000,000 is due to the reallocation of project costs to the new 2018A Certificate of Obligation bond fund. Exhibit A Line Item #44.

Increase in transfer out of \$20,193,433 to transfer cash to 2018A Certificate of Obligation for project expenses. Exhibit A Line Item #73.

Increase in expense of \$210 to pay for continuing disclosure associated with debt. Exhibit A Line Item #14.

Fund 542	Revised Adopted Budget	Incr./((Decr.))	Revised Budget
Revenue & Transfer In	\$25,351,060	(\$20,000,000)	\$5,351,060
Expenditure	\$28,051,363	193,643	\$28,245,006
Net Impact		(\$20,193,643)	



UTILITY FUNDS

2018A Certificate of Obligation Fund– Fund 515

Revenue

The Certificate of Obligations proceeds received in this fund is recorded in a liability account and does not impact the revenue budget.

Increase in transfer in of \$20,193,433 for cash from 2018A Certificate of Obligation for project expenses. Exhibit A Line Item #71.

Expenditure

Increase in expense of \$20,000,000 is due to the reallocation of project costs from the Surface Water Utility Construction Fund. Exhibit A Line Item #18-42.

Fund 515	Revised Adopted Budget	Incr./.(Decr.)	Revised Budget
Revenue & Transfer In	\$0	\$20,193,433	\$20,193,433
Expenditure	\$0	\$20,000,000	\$20,000,000
Net Impact		\$193,433	



DEBT SERVICE FUND

Debt Service – Fund 301

Expenditure

Increase in expense of \$4,060 to pay for continuing disclosure associated with debt. Exhibit A Line Item #13.

Fund 301	Revised Adopted Budget	Incr./.(Decr.)	Revised Budget
Revenue	\$11,487,029	\$0	\$11,487,029
Expenditure	\$10,641,659	\$4,060	\$10,645,719
Net Impact		(\$4,060)	

\*Estimated Ending Fund Balance \$5,622,930.





## CITY COUNCIL AGENDA ITEM COVER MEMO

July 15, 2019

**To:** Mayor and City Council  
**Agenda Item:** 10(b) Consider an ordinance establishing a maximum speed limit for the school zone located on Knights Court, within the City, including designating locations and times; providing a penalty.  
**Submitted by:** Cliff Brouhard, P.E., PTOE - Assistant Director of Public Works

### SYNOPSIS

Pursuant to Chapter 58 of the Missouri City Code, maximum prima facie speed limits in the City are to be adopted by ordinance. This proposed ordinance establishes a maximum speed limit for the school zone located on Knights Ct., including designated location and times, and provides a penalty for the enforcement of such speed limits.

### STRATEGIC PLAN 2019 GOALS ADDRESSED

- Create a great place to live

### BACKGROUND

The existing school start/stop limit on the North Bound side of Elkins High School is shorter than the 250 feet required by the Manual on Uniform and Control Devices (MUTCD). The school zone on Knights Court will be adjusted accordingly to ensure compliance with the MUTCD, such that the designated school zone times and location for Elkins High School will be as follows:

- Elkins High School: (Times 7:00 am to 7:30 am; 2:30 pm to 3:15 pm)
  1. Knights Ct.- 250 ft. East from the intersection of Thompson Ferry Rd. and Knights Ct. to 2,660 ft. East from the intersection of Knights Ct. and Thompson Ferry Rd.

### BUDGET ANALYSIS

No fiscal Impact on operational budget: minor sign changes, addition of time placards – in-stock materials will be utilized.

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

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

### SUPPORTING MATERIALS

1. Ordinance
2. School Zone Map

**STAFF'S RECOMMENDATION**

Staff recommends approval of the ordinance.

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

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

ORDINANCE NO. O-19-\_\_

**AN ORDINANCE OF THE CITY OF MISSOURI CITY, TEXAS,  
ESTABLISHING A MAXIMUM SPEED LIMIT FOR A SCHOOL  
ZONE ON KNIGHTS COURT FOR ELKINS HIGH SCHOOL  
LOCATED WITHIN THE CITY, INCLUDING DESIGNATING A  
LOCATION AND TIMES; PROVIDING FOR REPEAL; PROVIDING  
A PENALTY; AND PROVIDING FOR SEVERABILITY.**

\* \* \* \* \*

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

Section 1. There is hereby established a maximum school zone speed limit of 25 MPH in the City on Knights Court 250 ft. east from the intersection of Thompson Ferry Road and Knights Court to 2,660 ft. East from the intersection of Knights Court and Thompson Ferry Road as depicted in Exhibit "A" which is attached hereto and made a part hereof. Such maximum school zone speed limit is effective from 7:00 am to 7:30 am and from 2:30 pm to 3:15 pm. Such maximum school zone speed limit is hereby declared to be reasonable and safe, and to be effective on those days when the school which is situated adjacent thereto, Elkins High School, is in session during the established times and within the established zones.

Section 2. Repeal. All ordinances or parts of ordinances, if any, in conflict herewith, shall be and are hereby expressly repealed to the extent of such conflict only.

Section 3. Penalty. Any person violating any provision of this ordinance shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined not less than One Dollar (\$1.00) nor more than Two Hundred Dollars (\$200.00). Each such violation shall constitute a separate offense.

Section 4. 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 15th day of July, 2019.

PASSED, APPROVED and ADOPTED on second and final reading this \_\_\_\_ day of \_\_\_\_, 2019.

\_\_\_\_\_  
Yolanda Ford, Mayor

ATTEST:

APPROVED AS TO FORM:

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

\_\_\_\_\_  
James Santangelo, Assistant City Attorney  
for E. Joyce Iyamu, City Attorney

Exhibit : "A"

BETHANY BAY

COLONY VIEW

ELKINS HIGH SCHOOL

KNIGHTS

THOMPSON FERRY

SERRANO VALLEY

ANDOVER TRACE

GRANITE FALLS

RISING WALK

MAVERICK BEND

PIPER GLEN

HORIZONS EDGE

CANTON HILLS

PERALTA HILLS

SAGESTONE

SLATE VALLEY

ROCK IRISER

SHADOW VIEW

SKY RUN

TEAL GROVE

FAIRWIND

Map By: GIS Division May 2019

Speed Zone  
Elkins High School

Legend

◆ 25 MPH School Zone

0 120 240 480 720 960 Feet  
Geographic Coordinate System North American Datum 1983 (NAD83)

The information on this map is provided and maintained by various agencies, including county departments, municipal governments, state and federal agencies. No guarantee is given as to the accuracy or currency of any of the data. The map is designed to serve as a secondary representation of real property found within this jurisdiction, and is compiled from the recorded deeds, plats, and other public records, which are primary sources for this public information. Users of this map are hereby notified that these primary sources should be consulted for verification of the information presented here. The data layers do not take the place of a legal survey or other primary source documentation. The city and its vendors assume no legal responsibility for the information on this map.





## CITY COUNCIL AGENDA ITEM COVER MEMO

July 15, 2019

**To:** Mayor and City Council  
**Agenda Item:** 11(a) Consider a resolution amending the fee schedule, updating building permit fees for residential dwellings and take the necessary action.  
**Submitted by:** Otis T. Spriggs, AICP, Director of Development Services; Kirk Allen, Chief Building Code Official

### SYNOPSIS

Consider a resolution repealing and replacing the fee schedule, updating building permit fees for residential dwellings and approval of the resolution.

### STRATEGIC PLAN 2019 GOALS ADDRESSED

- Create a Great Place to Live
- Quality Development Through Buildout

### BACKGROUND

House Bill 852 was recently approved, immediately prohibiting cities from charging building permit fees based on valuation of residential construction. This bill made it illegal for a city to require the valuation be divulged. Like most cities in Texas, Missouri City currently charges building permit fees based on valuation.

In evaluating the proposed fees, staff looked at residential permits and fees over the last ten to twelve months to conducted internal analysis and market area comparison. Using this information, a new fee schedule is proposed that assesses fees based on square foot of construction rather than valuation; which is an important consideration because the size of the construction requires more time and resources from the City. However, many types of alterations do not translate well to a charge-per-square foot, including window replacements, foundation repair, siding replacement, etc. Therefore, staff proposes a flat fee in accordance with the recommended permit types redlined in Exhibit A. This methodology has been recently applied typically by most of our neighboring municipalities.

Staff will monitor permits and fees, and bring any changes that are necessary back to City Council. There are no proposed changes to the fee schedule that will impact non-residential dwellings under this proposed resolution. However, upon completion of the comprehensive fee schedule study currently underway, the results will be presented to council with recommended fees from a City services perspective. Meanwhile, this resolution will cause the schedule to immediately become compliant to House Bill 852.

### BUDGET ANALYSIS

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

**SUPPORTING MATERIALS**

1. Proposed resolution
2. Exhibit A
3. Changes marked

**STAFF'S RECOMMENDATION**

Staff recommends amending the fee schedule.

**Director Approval:**

**Otis T. Spriggs, AICP, Director of Development Services**

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

**Bill Atkinson**

**RESOLUTION NO. R-19-\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS, AMENDING A FEE SCHEDULE; REPEALING RESOLUTION NO. R-18-29; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE; AND MAKING CERTAIN FINDINGS RELATING THERETO.**

\* \* \* \* \*

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

Whereas, the City of Missouri City (City) wishes to make changes to certain building permit and inspection fees; and

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

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

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

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

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

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

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

Section 4. Repeal. Resolution No. R-18-29, adopted on August 20, 2018, is hereby repealed as of the effective date of this Resolution. Additionally all other resolutions or parts of resolutions, if any, in conflict herewith, shall be and are expressly repealed to the extent of such conflict.

Section 5. That this Resolution will become effective immediately.

Section 6. Severability. In the event any clause, phrase, provision, sentence or part of this Resolution or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Resolution as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Missouri City, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

PASSED, APPROVED and ADOPTED this 15<sup>th</sup> day of July, 2019.

\_\_\_\_\_  
Yolanda Ford, Mayor

ATTEST:

APPROVED AS TO FORM:

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

\_\_\_\_\_  
Jamilah Way, First Assistant  
City Attorney for E. Joyce  
Iyamu, City Attorney

EXHIBIT "A"

SCHEDULE OF FEES

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

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

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

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

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

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

	<b>D.</b>	<b>Moving fee</b>	
		1. For the moving of any building or structure, the fee shall be:	\$100.00
	<b>E.</b>	<b>Demolition fee</b>	
		For the demolition of any building or structure, the fee shall be:	
		1. 0 to less than 100,000 cu. ft.	\$ 50.00
		2. 100,000 cu. ft. and over	\$0.50/1000 cu. ft.
	<b>F.</b>	<b>Contractor registration fee</b>	
		1. Plumbing	\$0.00/year
		2. Electrical	\$0.00/year
		3. Mechanical	\$80.00/year
		4. Building	\$80.00/year
		5. Sign	\$80.00/year
		6. Swimming pool	\$80.00/year
		7. Irrigation	\$80.00/year
	<b>G.</b>	<b>Consultant fee</b>	
		1. Plan review	Plan review fee plus the actual cost
		2. Inspection	Inspection fee plus the actual cost
<b>III.</b>		<b><u>Plumbing</u></b>	
		Permit application fee	\$15.00
		Plumbing fixture or trap, or set of fixtures on one trap (including water and drainage piping)	\$5.00 each

	Water heater	\$10.00 each
	Water treating equipment	\$10.00 each
	Boiler	\$25.00 each
	Interceptor or separator	\$25.00 each
	Sample well	\$10.00 each
	Storm inlet or area drain	\$5.00 each
	Storm sewer (per 200 linear feet)	\$15.00 each
	Roof drain	\$5.00 each
	Sanitary sewer (per 200 linear feet)	\$15.00 each
	Manhole	\$5.00 each
	Water piping	\$15.00 each
	Residential irrigation system	\$30.00 each
	Commercial irrigation system	\$50.00 each
	Backflow prevention device	\$10.00 each
	Vacuum breaker	\$2.50 each
	Water heating equipment replacement	\$30.00 each
	All other plumbing-related installations	\$5.00 each
	Homeowner plumbing permit	\$25.00
<b>IV.</b>	<b><u>Gas</u></b>	
	Permit application fee	\$ 15.00
	Gas piping system	\$15.00 each
	Fixture/gas opening	\$5.00 each
	Furnace, boiler, water heater or other heating appliance	\$5.00 each

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

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

		VAV, mix boxes	\$15.00 each
		Commercial ventilating equipment or fans	\$50.00 each
		All other mechanical-related installations	\$15.00 each
<b>VII.</b>		<b><u>Infrastructure</u></b>	
	<b>A.</b>	<b>Major construction improvement and right of way permits<sup>3</sup></b>	
		<b>1. Percent of construction costs</b>	1% for first \$500,000 valuation and .75% for all valuation exceeding \$500,000

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

	<b>B. Plan review</b>	
	<b>1. Construction Plans</b> 0 acres to less than 6 acres  6.00 acres to less than 16 acres  16.00 acres to less than 100 acres  100 acres and greater	\$200.00-Initial review; \$100.00 1 <sup>st</sup> resubmittal; \$50.00 for each additional resubmittal  \$250.00 Initial review; \$125.00 1 <sup>st</sup> resubmittal; \$65.00 for each additional resubmittal  \$350.00 Initial review; \$175.00 1 <sup>st</sup> resubmittal; \$85.00 for each additional resubmittal  \$500.00 Initial review; \$250.00 1 <sup>st</sup> resubmittal; \$125.00 for each additional resubmittal
	<b>2. Grading Plans (area being recontoured)</b>  0 acres to less than 3 acres 3 acres to less than 15 acres 15 acres or greater	\$25.00 each \$50.00 each \$100.00 each

	<b>3. Commercial Development</b>	\$100.00 Initial submittal; \$50.00 1 <sup>st</sup> resubmittal; \$25.00 for each additional resubmittal
	<b>4. Major Landscaping</b>	\$200.00 Initial submittal; \$100.00 1 <sup>st</sup> resubmittal; \$50.00 for each additional resubmittal
	<b>5. Expedited Plan Review (plans will be reviewed in 5 days or less if the City has available staff)</b>	The applicable fee for such plan review shall be doubled
	<b>C. Variation review</b>	
	<b>1. Variation review fee</b>	\$50.00 each
	<b>D. Wireless Services Right-of-Way Fees</b>	
	<b>1. Network node right-of-way permit application</b>	The lesser of 1% of the valuation of the project or \$100.00
	<b>2. Network nodes right-of-way permit application</b>	\$500.00 per application for up to five (5) network nodes; \$100.00 for each additional node
	<b>3. Pole right-of-way permit application</b>	\$200.00
	<b>4. Transport facility right-of-way permit application</b>	The lesser of 1% of the valuation of the project or \$100.00
	<b>5. Resubmission Fee</b>	\$50.00

		<b>6. Monthly rate for transport facilities</b>	\$28.00 per month per network node for which backhaul is provided by the transport facility
		<b>7. Annual rate for network nodes on City service poles</b>	\$20.00 per year per service pole
		<b>8. Annual rate for network providers</b>	\$250.00 per network node in right-of-way
		<b>9. Annual rate adjustment</b>	After the first year after the effective date of this Resolution, and every year thereafter, the annual rate set forth in Subsection VII. D.6 above shall be increased by an amount equal to one-half (1/2) the annual change, if any, in the consumer price index.

<b>VIII.</b>		<b><u>Fences</u></b>	
		Fences over six feet (the first 50 linear feet)	\$25.00
		Each additional 50 linear feet or part thereof	\$10.00
<b>IX.</b>		<b><u>Pools</u></b>	
		Public/semi-public	\$500.00
		Private	\$100.00
		Self-contained spas	\$25.00
<b>X.</b>		<b><u>Signs</u></b>	
	<b>A.</b>	<b>Plan review fees</b> Plan review fees for a sign are <b><u>in addition</u></b> to a sign permit fee.	
		<b>1.</b> Master sign plan review	\$150.00; \$0.00 for the first resubmittal; \$30.00 for each additional resubmittal
		<b>2.</b> Master sign plan amendment (modification after approval of a master sign plan) review	\$50.00; \$0.00 for the first resubmittal; \$30.00 for each additional resubmittal
		<b>3.</b> Sign permit plan review	50% of the cost of sign permit fee; \$0.00 for the first resubmittal; \$30.00 for each additional resubmittal
	<b>B.</b>	<b>Sign permit fees</b> A sign permit fee is <b><u>in addition</u></b> to all applicable plan review fees.	
		<b>1.</b> Signs 96 square feet or less	\$100.00/each

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

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

	<b>11. Section 105.6.11</b> High-piled storage (permitted and inspected every two years)	\$100.00/every 2 years
	<b>12. Section 105.6.12</b> Hot work operations (per site)	\$100.00
	<b>13. Section 105.6.13</b> Pool supply retail establishment (permitted and inspected every two years)	\$25.00/every 2 years
	<b>14. Section 105.6.14</b> Residential care facility	
	a. 3-5 licensed occupancy	\$100.00
	b. 6-16 licensed occupancy	\$150.00
	c. Over 16 licensed occupancy	\$200.00
	<b>15. Section 105.6.15</b> Rooftop heliports	\$500.00
	<b>16. Section 105.6.16</b> Temporary storage tanks (per tank)	\$50.00
	<b>17. Section 105.6.17</b> Tire-rebuilding plants	\$500.00
	<b>B. Construction permits</b>	
	<b>1. Section 105.7.1</b> Automatic fire-extinguishing systems:	
	<b>a.</b> Fire sprinkler system installation (first 10,000 square feet)	\$100.00
	<b>b.</b> Each additional 10,000 square feet	\$50.00
	<b>c.</b> Remove, add, or relocate 1-25 sprinkler heads	\$25.00
	<b>d.</b> Remove, add, or relocate over 25 sprinkler heads	\$100.00
	<b>e.</b> Fixed fire extinguishing systems	\$50.00
	<b>2. Section 105.7.2</b> Battery systems (liquid capacity over 50 gallons)	\$100.00
	<b>3. Section 105.7.3</b> Compressed gases	\$100.00
	<b>4. Section 105.7.4</b> Fire alarm and detection systems and related equipment (automatic, manual, and/or monitored)	\$100.00

	<b>5. Section 105.7.5</b> Fire pumps and related equipment	\$100.00
	<b>6. Section 105.7.6</b> Flammable and combustible liquids	\$100.00
	<b>7. Section 105.7.7</b> Gates or barriers across roadways or private drives	\$25.00
	<b>8. Section 105.7.8</b> Hazardous materials	\$150.00
	<b>9. Section 105.7.9</b> Industrial ovens	\$50.00
	<b>10. Section 105.7.10</b> LP-gas	\$100.00
	<b>11. Section 105.7.11</b> Private fire hydrants (per hydrant installation)	\$25.00
	<b>12. Section 105.7.12</b> Smoke control or smoke exhaust systems	\$50.00
	<b>13. Section 105.7.13</b> Spraying or dipping	\$150.00
	<b>14. Section 105.7.14</b> Standpipe systems (per 2 connections)	\$50.00
	<b>15. Section 105.7.15</b> Temporary membrane structures and tents	\$25.00
	<b>16. Section 105.7.16</b> Underground private fire mains	\$50.00
	Single family residential automatic fire sprinklers shall be exempt from payment of the listed permit fees, but shall obtain a permit and have the required plan review and inspections.	
<b>C.</b>	<b>Re-inspection fees</b>	
	<b>1.</b> Site re-inspection	\$50.00 per re-inspection
	<b>2.</b> Subsequent re-inspections will increase by \$25.00	

<b>XII.</b>		<b><u>Food Establishment Permit Fees</u></b>	
	<b>A.</b>	<b>Health fees</b>	
		1. 1 to 4 employees	\$200.00/yr
		2. 5 to 9 employees	\$300.00/yr
		3. 10 to 25 employees	\$400.00/yr
		4. 26 to 50 employees	\$500.00/yr
		5. 51 to 100 employees	\$600.00/yr
		6. 101 or more employees	\$700.00/yr
		7. Mobile vending unit (1 inspection/year)	\$200.00/yr
		8. Day Care Centers – with kitchens (2 inspections/year)	\$100.00/yr
		9. Day Care Centers – without kitchens (2 inspections/year)	\$ 75.00/yr
		10. Nonprofit establishments of all sizes	\$ 50.00/yr
		11. Pre-opening health inspection	\$100.00
		12. Owner-initiated inspection	\$100.00
	<b>B.</b>	<b>Temporary health permit</b>	
		1. Base fee, including first day	\$55.00
		2. For each additional day of event	\$22.00
		3. Renewal fee following closure of more than 30 days; percent of annual fee plus re-inspection fee	25%
	<b>C.</b>	<b>Health re-inspection Fees</b>	
		1. First re-inspection fee	\$50.00
		2. Second re-inspection fee	\$100.00
		3. Third re-inspection fee	\$150.00
		4. Subsequent re-inspections will increase by \$50.00	

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

	Design review fee (non-residential-architectural, site plan, landscape reviews and related inspections)	\$0.05 per square foot of the entire site with a minimum of \$500.00 and a maximum of \$1,500 per platted reserve
	Design review fee for each additional building	\$.05 per square foot of the building with a maximum of \$200 per building
	Resubmittal for design review (in conjunction with a building permit application)	\$200.00 each resubmittal
	Child-Care Home Site Approval	\$50.00
	Child-Care Center Site Approval (for existing buildings and structures only)	\$50.00
<b>XIV.</b>	<b><u>After-Hours or Timed Non-Emergency Inspection</u></b>	
	Hourly fee (2 hours minimum for after-hours inspections)	\$65.00 per hr
<b>XV.</b>	<b><u>Double Fees</u></b>	
	With respect to any permit fees enumerated above, where work is started prior to obtaining the applicable permit, the fees specified shall be doubled. Such doubled fee shall not relieve any person from fully complying with the requirements in the execution of the work nor from any other penalties prescribed in the code.	
<b>XVI.</b>	<b><u>Temporary Parking, Storage, and/or Use of a Recreational Vehicle Owned by an Out-of-Town Guest at an Occupied Residence</u></b>	
	Permit fee for a maximum period not to exceed ten (10) consecutive days. A maximum of three (3) such permits shall be issued per twelve (12) month period per occupied residence.	\$25.00 each

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

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

		Releases	\$10 for the first page; \$5 for subsequent pages
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EXHIBIT "A"

SCHEDULE OF FEES

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

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

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

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

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

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

	<b>CD.</b>	<b>Moving fee</b>	
		1. For the moving of any building or structure, the fee shall be:	\$100.00
	<b>DE.</b>	<b>Demolition fee</b>	
		For the demolition of any building or structure, the fee shall be:	
		1. 0 to less than 100,000 cu. ft.	\$ 50.00
		2. 100,000 cu. ft. and over	\$0.50/1000 cu. ft.
	<b>EF.</b>	<b>Contractor registration fee</b>	
		1. Plumbing	\$0.00/year
		2. Electrical	\$0.00/year
		3. Mechanical	\$80.00/year
		4. Building	\$80.00/year
		5. Sign	\$80.00/year
		6. Swimming pool	\$80.00/year
		7. Irrigation	\$80.00/year
	<b>FG.</b>	<b>Consultant fee</b>	
		1. Plan review	Plan review fee plus the actual cost
		2. Inspection	Inspection fee plus the actual cost
<b>III.</b>		<b><u>Plumbing</u></b>	
		Permit application fee	\$15.00
		Plumbing fixture or trap, or set of fixtures on one trap (including water and drainage piping)	\$5.00 each

		Water heater	\$10.00 each
		Water treating equipment	\$10.00 each
		Boiler	\$25.00 each
		Interceptor or separator	\$25.00 each
		Sample well	\$10.00 each
		Storm inlet or area drain	\$5.00 each
		Storm sewer (per 200 linear feet)	\$15.00 each
		Roof drain	\$5.00 each
		Sanitary sewer (per 200 linear feet)	\$15.00 each
		Manhole	\$5.00 each
		Water piping	\$15.00 each
		Residential irrigation system	\$30.00 each
		Commercial irrigation system	\$50.00 each
		Backflow prevention device	\$10.00 each
		Vacuum breaker	\$2.50 each
		Water heating equipment replacement	\$30.00 each
		All other plumbing-related installations	\$5.00 each
		Homeowner plumbing permit	\$25.00
<b>IV.</b>		<b><u>Gas</u></b>	
		Permit application fee	\$ 15.00
		Gas piping system	\$15.00 each
		Fixture/gas opening	\$5.00 each
		Furnace, boiler, water heater or other heating appliance	\$5.00 each

		All other gas-related installations	\$5.00 each
		Gas test	\$20.00 each
		Temporary gas cut in	\$25.00 each
		Emergency same day gas test	\$85.00 each
<b>V.</b>		<b><u>Electrical</u></b>	
	<b>A.</b>	<b>General electrical fees</b>	
		<b>1.</b> Permit application fee	\$15.00
		<b>2.</b> Meter loop and service	\$ 15.00 each
		<b>3.</b> Lighting fixture or receptacle	\$.50 each
		<b>4.</b> Fixed appliances	\$5.00 each
		<b>5.</b> Temporary electric pole	\$15.00 each
		<b>6.</b> Temporary wiring	\$5.00 each
		<b>7.</b> Temporary cut in	\$ 25.00 each
		<b>8.</b> Sub-panel	\$5.00 each
		<b>9.</b> Transformer	\$5.00 each
		<b>10.</b> Generator (residential)	\$35.00 each
		<b>11.</b> Generator (commercial)	\$70.00 each
		<b>12.</b> Area lighting pole	\$25.00 each
		<b>13.</b> Underground wire installation (per 100 linear feet)	\$10.00
		<b>14.</b> Reconnect fee	\$ 20.00 each
		<b>15.</b> Sign circuit	\$5.00 each
		<b>16.</b> Special event wiring	\$25.00 each
		<b>17.</b> Emergency same day reconnect fee	\$85.00 each
		<b>18.</b> All other electrical-related installations	\$15.00 each

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

		VAV, mix boxes	\$15.00 each
		Commercial ventilating equipment or fans	\$50.00 each
		All other mechanical-related installations	\$15.00 each
<b>VII.</b>		<b><u>Infrastructure</u></b>	
	<b>A.</b>	<b>Major construction improvement and right of way permits<sup>3</sup></b>	
		<b>1. Percent of construction costs</b>	1% for first \$500,000 valuation and .75% for all valuation exceeding \$500,000

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

	<b>B. Plan review</b>	
	<b>1. Construction Plans</b> 0 acres to less than 6 acres  6.00 acres to less than 16 acres  16.00 acres to less than 100 acres  100 acres and greater	\$200.00-Initial review; \$100.00 1 <sup>st</sup> resubmittal; \$50.00 for each additional resubmittal  \$250.00 Initial review; \$125.00 1 <sup>st</sup> resubmittal; \$65.00 for each additional resubmittal  \$350.00 Initial review; \$175.00 1 <sup>st</sup> resubmittal; \$85.00 for each additional resubmittal  \$500.00 Initial review; \$250.00 1 <sup>st</sup> resubmittal; \$125.00 for each additional resubmittal
	<b>2. Grading Plans (area being recontoured)</b>  0 acres to less than 3 acres 3 acres to less than 15 acres 15 acres or greater	\$25.00 each \$50.00 each \$100.00 each

	<b>3. Commercial Development</b>	\$100.00 Initial submittal; \$50.00 1 <sup>st</sup> resubmittal; \$25.00 for each additional resubmittal
	<b>4. Major Landscaping</b>	\$200.00 Initial submittal; \$100.00 1 <sup>st</sup> resubmittal; \$50.00 for each additional resubmittal
	<b>5. Expedited Plan Review (plans will be reviewed in 5 days or less if the City has available staff)</b>	The applicable fee for such plan review shall be doubled
	<b>C. Variation review</b>	
	<b>1. Variation review fee</b>	\$50.00 each
	<b>D. Wireless Services Right-of-Way Fees</b>	
	<b>1. Network node right-of-way permit application</b>	The lesser of 1% of the valuation of the project or \$100.00
	<b>2. Network nodes right-of-way permit application</b>	\$500.00 per application for up to five (5) network nodes; \$100.00 for each additional node
	<b>3. Pole right-of-way permit application</b>	\$200.00
	<b>4. Transport facility right-of-way permit application</b>	The lesser of 1% of the valuation of the project or \$100.00
	<b>5. Resubmission Fee</b>	\$50.00

		<b>6. Monthly rate for transport facilities</b>	\$28.00 per month per network node for which backhaul is provided by the transport facility
		<b>7. Annual rate for network nodes on City service poles</b>	\$20.00 per year per service pole
		<b>8. Annual rate for network providers</b>	\$250.00 per network node in right-of-way
		<b>9. Annual rate adjustment</b>	After the first year after the effective date of this Resolution, and every year thereafter, the annual rate set forth in Subsection VII. D.6 above shall be increased by an amount equal to one-half (1/2) the annual change, if any, in the consumer price index.

<b>VIII.</b>		<b><u>Fences</u></b>	
		Fences over six feet (the first 50 linear feet)	\$25.00
		Each additional 50 linear feet or part thereof	\$10.00
<b>IX.</b>		<b><u>Pools</u></b>	
		Public/semi-public	\$500.00
		Private	\$100.00
		Self-contained spas	\$25.00
<b>X.</b>		<b><u>Signs</u></b>	
	<b>A.</b>	<b>Plan review fees</b> Plan review fees for a sign are <b><u>in addition</u></b> to a sign permit fee.	
		<b>1.</b> Master sign plan review	\$150.00; \$0.00 for the first resubmittal; \$30.00 for each additional resubmittal
		<b>2.</b> Master sign plan amendment (modification after approval of a master sign plan) review	\$50.00; \$0.00 for the first resubmittal; \$30.00 for each additional resubmittal
		<b>3.</b> Sign permit plan review	50% of the cost of sign permit fee; \$0.00 for the first resubmittal; \$30.00 for each additional resubmittal
	<b>B.</b>	<b>Sign permit fees</b> A sign permit fee is <b><u>in addition</u></b> to all applicable plan review fees.	
		<b>1.</b> Signs 96 square feet or less	\$100.00/each

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

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

	<b>11. Section 105.6.11</b> High-piled storage (permitted and inspected every two years)	\$100.00/every 2 years
	<b>12. Section 105.6.12</b> Hot work operations (per site)	\$100.00
	<b>13. Section 105.6.13</b> Pool supply retail establishment (permitted and inspected every two years)	\$25.00/every 2 years
	<b>14. Section 105.6.14</b> Residential care facility	
	a. 3-5 licensed occupancy	\$100.00
	b. 6-16 licensed occupancy	\$150.00
	c. Over 16 licensed occupancy	\$200.00
	<b>15. Section 105.6.15</b> Rooftop heliports	\$500.00
	<b>16. Section 105.6.16</b> Temporary storage tanks (per tank)	\$50.00
	<b>17. Section 105.6.17</b> Tire-rebuilding plants	\$500.00
<b>B.</b>	<b>Construction permits</b>	
	<b>1. Section 105.7.1</b> Automatic fire-extinguishing systems:	
	a. Fire sprinkler system installation (first 10,000 square feet)	\$100.00
	b. Each additional 10,000 square feet	\$50.00
	c. Remove, add, or relocate 1-25 sprinkler heads	\$25.00
	d. Remove, add, or relocate over 25 sprinkler heads	\$100.00
	e. Fixed fire extinguishing systems	\$50.00
	<b>2. Section 105.7.2</b> Battery systems (liquid capacity over 50 gallons)	\$100.00
	<b>3. Section 105.7.3</b> Compressed gases	\$100.00
	<b>4. Section 105.7.4</b> Fire alarm and detection systems and related equipment (automatic, manual, and/or monitored)	\$100.00

	<b>5. Section 105.7.5</b> Fire pumps and related equipment	\$100.00
	<b>6. Section 105.7.6</b> Flammable and combustible liquids	\$100.00
	<b>7. Section 105.7.7</b> Gates or barriers across roadways or private drives	\$25.00
	<b>8. Section 105.7.8</b> Hazardous materials	\$150.00
	<b>9. Section 105.7.9</b> Industrial ovens	\$50.00
	<b>10. Section 105.7.10</b> LP-gas	\$100.00
	<b>11. Section 105.7.11</b> Private fire hydrants (per hydrant installation)	\$25.00
	<b>12. Section 105.7.12</b> Smoke control or smoke exhaust systems	\$50.00
	<b>13. Section 105.7.13</b> Spraying or dipping	\$150.00
	<b>14. Section 105.7.14</b> Standpipe systems (per 2 connections)	\$50.00
	<b>15. Section 105.7.15</b> Temporary membrane structures and tents	\$25.00
	<b>16. Section 105.7.16</b> Underground private fire mains	\$50.00
	Single family residential automatic fire sprinklers shall be exempt from payment of the listed permit fees, but shall obtain a permit and have the required plan review and inspections.	
<b>C.</b>	<b>Re-inspection fees</b>	
	<b>1.</b> Site re-inspection	\$50.00 per re-inspection
	<b>2.</b> Subsequent re-inspections will increase by \$25.00	

<b>XII.</b>		<b><u>Food Establishment Permit Fees</u></b>	
	<b>A.</b>	<b>Health fees</b>	
		1. 1 to 4 employees	\$200.00/yr
		2. 5 to 9 employees	\$300.00/yr
		3. 10 to 25 employees	\$400.00/yr
		4. 26 to 50 employees	\$500.00/yr
		5. 51 to 100 employees	\$600.00/yr
		6. 101 or more employees	\$700.00/yr
		7. Mobile vending unit (1 inspection/year)	\$200.00/yr
		8. Day Care Centers – with kitchens (2 inspections/year)	\$100.00/yr
		9. Day Care Centers – without kitchens (2 inspections/year)	\$ 75.00/yr
		10. Nonprofit establishments of all sizes	\$ 50.00/yr
		11. Pre-opening health inspection	\$100.00
		12. Owner-initiated inspection	\$100.00
	<b>B.</b>	<b>Temporary health permit</b>	
		1. Base fee, including first day	\$55.00
		2. For each additional day of event	\$22.00
		3. Renewal fee following closure of more than 30 days; percent of annual fee plus re-inspection fee	25%
	<b>C.</b>	<b>Health re-inspection Fees</b>	
		1. First re-inspection fee	\$50.00
		2. Second re-inspection fee	\$100.00
		3. Third re-inspection fee	\$150.00
		4. Subsequent re-inspections will increase by \$50.00	

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

	Design review fee (non-residential-architectural, site plan, landscape reviews and related inspections)	\$0.05 per square foot of the entire site with a minimum of \$500.00 and a maximum of \$1,500 per platted reserve
	Design review fee for each additional building	\$.05 per square foot of the building with a maximum of \$200 per building
	Resubmittal for design review (in conjunction with a building permit application)	\$200.00 each resubmittal
	Child-Care Home Site Approval	\$50.00
	Child-Care Center Site Approval (for existing buildings and structures only)	\$50.00
<b>XIV.</b>	<b><u>After-Hours or Timed Non-Emergency Inspection</u></b>	
	Hourly fee (2 hours minimum for after-hours inspections)	\$65.00 per hr
<b>XV.</b>	<b><u>Double Fees</u></b>	
	With respect to any permit fees enumerated above, where work is started prior to obtaining the applicable permit, the fees specified shall be doubled. Such doubled fee shall not relieve any person from fully complying with the requirements in the execution of the work nor from any other penalties prescribed in the code.	
<b>XVI.</b>	<b><u>Temporary Parking, Storage, and/or Use of a Recreational Vehicle Owned by an Out-of-Town Guest at an Occupied Residence</u></b>	
	Permit fee for a maximum period not to exceed ten (10) consecutive days. A maximum of three (3) such permits shall be issued per twelve (12) month period per occupied residence.	\$25.00 each

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

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

		Releases	\$10 for the first page; \$5 for subsequent pages
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## CITY COUNCIL AGENDA ITEM COVER MEMO

July 15, 2019

**To:** Mayor and City Council

**Agenda Item:** 11(b) Consider a resolution approving and authorizing a development agreement between Reinvestment Zone Number One, City of Missouri City, the Missouri City Development Authority and Fort Bend County, Texas for the construction and rehabilitation of the historic Missouri City Gymnasium Project.

**Submitted by:** Anthony Snipes, City Manager

### SYNOPSIS

City Council passed and approved Ordinance No. O-10-17 approving the second amended project plan and reinvestment zone financing plan for TIRZ One. Pursuant to TIRZ One's second amended plan, the construction of public infrastructure and improvements for public facilities are projects for which a developer may seek reimbursement from the TIRZ. On its July 10, 2019 board meeting, TIRZ One unanimously voted to participate with Fort Bend County in the development of the City's Historic Middle School Gymnasium Project. The proposed resolution approves and authorizes the development agreement by and between TIRZ One, MCDA and Fort Bend County for development of this project.

### STRATEGIC PLAN 2019 GOALS ADDRESSED

- Create a great place to live

### BACKGROUND

- The current condition of the historic gymnasium requires a total refurbishment in order to preserve the facility and update its functionality.
- This project enhances opportunity for economic development and growth within TIRZ One.
- TIRZ One voted unanimously to participate with Fort Bend County and enter into an agreement with the County for the development of the proposed project.
- TIRZ One's participation is authorized pursuant to its Second Amended Project Plan and reinvestment Zone Financing Plan, which was approved by City Council in Ordinance No. O-10-17.

### BUDGET ANALYSIS

The TIRZ Board approved reimbursement amounts to Fort Bend County as follows:

- The Historic Missouri City Middle School Gymnasium Project      \$1,000,000

In connection with the construction of this project, Fort Bend County is responsible for providing the funds (developer advances) to pay all project costs including the costs of design, engineering, materials, labor, construction and inspection as they become due. Interest on each advance will accrue at a stated rate for a period not to exceed two years. Upon project completion, an independent auditor will audit the costs including calculating interest due, which will then be submitted for reimbursement to the TIRZ Board, MCDA Board and City Council for approval.



RESOLUTION NO. R-19-\_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS, AUTHORIZING THE MAYOR TO EXECUTE AND THE CITY SECRETARY TO ATTEST AN ECONOMIC DEVELOPMENT AGREEMENT BY AND BETWEEN THE CITY OF MISSOURI CITY, TEXAS, REINVESTMENT ZONE NUMBER ONE, FORT BEND COUNTY, TEXAS, AND THE MISSOURI CITY DEVELOPMENT AUTHORITY, PERTAINING TO THE DEVELOPMENT, CONSTRUCTION AND REHABILITATION OF THE HISTORIC MISSOURI CITY MIDDLE SCHOOL GYMNASIUM PROJECT.

\* \* \* \* \*

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

Section 1. That the Mayor of the City of Missouri City, Texas, be, and is authorized to execute for and on behalf of the City of Missouri City, Texas, and the City Secretary be, and is hereby, authorized to attest an economic development agreement by and between the Fort Bend County, Texas, Reinvestment Zone Number One, City of Missouri City and the Missouri City Development Authority, pertaining to the development, construction and rehabilitation of the historic Missouri City Middle School Gymnasium. A copy of such economic development agreement is attached hereto and made a part hereof for all purposes.

PASSED, APPROVED and ADOPTED this 15<sup>th</sup> day of July, 2019.

\_\_\_\_\_  
Yolanda Ford, Mayor

ATTEST:

APPROVED AS TO FORM:

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

\_\_\_\_\_  
Jamilah Way  
First Assistant City Attorney

**DEVELOPMENT AGREEMENT  
FOR THE MISSOURI CITY MIDDLE SCHOOL GYMNASIUM PROJECT**

This Development Agreement (the "Agreement") is made this the \_\_\_\_ day of \_\_\_\_\_, 2019, by and among **Reinvestment Zone Number One, City of Missouri City**, a tax increment reinvestment zone created by the City of Missouri City, Texas, pursuant to Chapter 311, Texas Tax Code, (the "Zone"), the **Missouri City Development Authority**, a Texas non-profit local government corporation formed by and on behalf of the City of Missouri City, Texas (the "Authority"), and the **Fort Bend County, Texas**, a political subdivision of the State of Texas, acting by and through its Commissioners Court (the "Developer").

**RECITALS**

Whereas, pursuant to Chapter 311 of the Texas Tax Code, the City Council of the City of Missouri City by ordinance created the Zone in the City of Missouri City; and

Whereas, the Board of Directors of the Zone (the "Zone Board") adopted a Project and Financing Plan (as defined below in Section 1.01) which provides that the Zone will undertake to make certain acquisitions and improvements in the Zone, and such Project and Financing Plan, as amended was approved by the City Council of the City of Missouri City by Ordinance No. O-10-17 on May 3, 2017; and

Whereas, the Texas Tax Code provides that the Zone may enter into agreements as the Zone Board considers necessary or convenient to implement the Project and Financing Plan and achieve its purposes; and

Whereas, the City of Missouri City and the Zone have contracted with the Authority, a nonprofit Texas local government corporation pursuant to the provisions of Chapter 431, Subchapter D, Texas Transportation Code, to carry out the purposes of the Zone, including administration, supervision, construction, financing and

other duties, and committed the revenues of the Zone to the Authority for such purposes, all as more particularly set forth in the Agreement between the City of Missouri City, the Zone and the Authority, dated as of January 16, 2001 (the "Tri-Party Agreement"); and

Whereas, the Developer is the owner of certain property within the Zone, and wishes to finance and construct certain Zone projects; and

Whereas, the Authority and the Zone have determined that each can best carry out their functions pursuant to the Tri-Party Agreement and the Project and Financing Plan by contracting with the Developer to provide for the efficient and effective implementation of certain aspects of the Project and Financing Plan, and the Authority and the Developer desire to enter into this Agreement to enable the development and financing of certain projects in connection with the Developer's development of property within the Zone and the reimbursement of the Developer as provided herein; now, therefore,

## **AGREEMENT**

For and in consideration of the mutual promises, covenants, obligations, and benefits of this Agreement, the Zone, the Authority and the Developer contract and agree as follows:

### **ARTICLE 1 GENERAL TERMS**

1.01 Definitions. The terms "Agreement," "Authority," "Developer," "Zone," "Tri-Party Agreement" and "Zone Board" have the meanings set forth in the preamble hereof, and the following capitalized terms shall have the meanings provided below, unless otherwise defined or the context clearly requires otherwise. For

purposes of this Agreement the words “shall” and “will” are mandatory and the word “may” is permissive.

*Act* shall mean the Increment Financing Act, Chapter 311, Texas Tax Code, as the same may be amended.

*Authority Bonds* shall mean any bond, note or other obligation issued or incurred in one or more series pursuant to Article 5 hereof, secured by Tax Increment or funds deposited in the TIRZ Revenue Fund, including refunding bonds.

*County* shall mean Fort Bend County, Texas.

*Developer Advances* shall mean any funds advanced by Developer pursuant to Section 5.01, and shall include any interest accrued and payable thereon.

*Net Tax Increment* shall mean the annual collections of the Tax Increment, less any amounts reasonably required or anticipated to be required for the administration and operation of the Zone, including a reasonable operating reserve.

*Parties* or *Party* shall mean the Authority, the Zone and the Developer as parties to this Agreement.

*Project* shall mean the development within the Zone described in Exhibit B attached hereto.

*Project and Financing Plan* shall mean the Second Amended Project Plan and Reinvestment Zone Financing Plan for Reinvestment Zone Number One, City of Missouri City, as approved by City Council, and attached hereto as Exhibit A.

*Tax Increment* shall mean funds deposited in the TIRZ Revenue Fund by the City pursuant to the Tri-Party Agreement, composed of funds received pursuant to that certain Interlocal Agreement or similar agreement between the City, the County and the Zone.

*TIRZ Revenue Fund* shall mean the special fund established by the Authority and funded with Tax Increment payments made by the City pursuant to the Tri-Party Agreement (which payments are attributable to incremental ad valorem real property taxes paid on properties in the Zone).

*Taxing Unit* shall mean individually and collectively the City and the County.

*Zone Board* shall mean the Board of Directors of the Zone.

1.02 Singular and plural; gender. Words used herein in the singular shall also include the plural of such words, where the context so permits, and vice versa. The definitions of words in the singular shall also apply to the plural of such words where the context so permits and vice versa. Any gender reference shall include the opposite gender and the neutral.

## **ARTICLE 2 REPRESENTATIONS**

- 2.01 Representations of Authority. The Authority hereby represents as follows:
- (A) It is duly authorized, created and existing in good standing under the laws of the State of Texas and is duly qualified and authorized to carry on the governmental functions and operations as contemplated by this Agreement.
  
  - (B) It has the power, authority and legal right to enter into and perform this Agreement and the execution, delivery and performance hereof (i) have

been duly authorized, (ii) will not, to the best of its knowledge, violate any applicable judgment, order, law or regulation and (iii) do not constitute a default under, or result in, the creation of any lien, charge, encumbrance or security interest upon any assets of the Authority under any agreement or instrument to which the Authority is a party or by which the Authority or its assets may be bound or affected.

(C) This Agreement has been duly authorized, executed and delivered by the Authority and constitutes a legal, valid and binding obligation of the Authority, enforceable in accordance with its terms.

(D) The execution, delivery and performance of this Agreement by the Authority do not require the consent or approval of any person which has not been obtained.

2.02 Representations of the Developer. The Developer hereby represents as follows:

(A) The Developer is duly authorized, created and existing under the laws of the State of Texas, is qualified to do business in the State of Texas and is duly qualified to do business wherever necessary to carry on the operations contemplated by this Agreement.

(B) The Developer has the power, authority and legal right to enter into and perform its obligations as set forth in this Agreement and the execution, delivery and performance hereof (i) have been duly authorized, (ii) will not, to the best of its knowledge, violate any judgment, order, law or regulation applicable to the Developer or any provision of any of Developer's agreements or governing documents and (iii) do not constitute a default under, or result in, the creation of any lien, charge, encumbrance or security interest upon any assets of the Developer under any agreement or

instrument to which the Developer is a party or by which the Developer or its assets may be bound or affected.

(C) This Agreement has been duly authorized, executed and delivered by the Developer and constitutes a legal, valid and binding obligation of the Developer, enforceable in accordance with its terms.

(D) The execution, delivery and performance of this Agreement by the Developer do not require the consent or approval of any person which has not been obtained.

2.03. Representations of the Zone. The Zone hereby represents as follows:

(A) The Zone is duly authorized, created and existing under the laws of the State of Texas and is duly qualified and authorized to carry out the governmental functions and operations as contemplated by this Agreement.

(B) The Zone has the power, authority and legal right to enter into and perform this Agreement and the execution, delivery and performance hereof (i) have been duly authorized, (ii) will not, to the best of its knowledge, violate any applicable judgment, order, law or regulation and (iii) do not constitute a default under, or result in, the creation of any lien, charge, encumbrance or security interest upon any assets of the Zone under any agreement or instrument to which the Zone is a party or by which the Zone or its assets may be bound or affected.

(C) This Agreement has been duly authorized, executed and delivered by the Zone and constitutes a legal, valid and binding obligation of the Zone, enforceable in accordance with its terms.

(D) The execution, delivery and performance of this Agreement by the Zone do not require the consent or approval of any person which has not been obtained.

### **ARTICLE 3 THE PROJECT**

3.01 The Project. The Project will enhance the proposed implementation of development within the Zone and is authorized in the Project and Financing Plan.

3.02 Project description. The Project, as generally described in the Project and Financing Plan and as more fully and particularly described in Exhibit B, consists of acquisition, development, construction, demolition, alteration, remodeling, and repair of the public infrastructure and improvements within the portion of the Zone comprising the Project. The Project shall include all engineering, legal and other consultant fees and expenses related to such Project.

3.03 Additional Projects. This Agreement does not apply to any projects not specifically defined herein unless this Agreement is amended to provide for the design and construction of such additional projects.

### **ARTICLE 4 DUTIES AND RESPONSIBILITIES OF THE DEVELOPER**

4.01 Construction manager. The Developer agrees to construct the Project and to provide and furnish, or cause to be provided and furnished, all materials and services as and when required in connection with the construction of the Project. The Developer will obtain all necessary permits and approvals from the City and all other governmental officials and agencies having jurisdiction, provide supervision of all phases of construction of the Project, provide regular reports of such construction to the Authority and the Zone, provide additional reports upon

request, and cause the construction to be performed in accordance with the Project and Financing Plan.

4.02 Design of the Project. The Developer shall prepare or cause to be prepared the plans and specifications for the Project and make appropriate recommendations to the Zone. Prior to the commencement of construction or implementation of the Project, the plans and specifications must be approved by the Authority. If there are any material changes to the plans and specifications, the Developer shall submit such changes to the Authority for approval. The Project shall be designed in accordance with City standards applicable to similar public improvements within the City.

4.03 Construction contracts. The Developer shall promulgate form contract and bid documents that are acceptable to the Developer, the Authority, and the Zone for use in connection with TIRZ Improvement projects. The Developer shall prepare the Project construction contract documents to ensure that the contract documents are in accordance with the approved plans and specifications and the agreed-upon forms. The Developer shall advertise, receive, open, award and manage all contracts for the Project in compliance with all laws and regulations regarding the bidding and construction of public improvements applicable to similar facilities constructed by the City, including without limitation any applicable requirement relating to payment bonds, performance bonds and maintenance bonds.

4.04 Construction and implementation of the Project. The Developer shall be responsible for the inspection and supervision of the construction and implementation of the Project.

(A) The Developer shall commence construction and diligently pursue completion of the Project in a timely fashion to coincide with the development of the Project as set forth in Exhibit B.

(B) Upon completion of a contract for the construction of the Project, the Developer shall provide the Authority with a final summary of all costs associated with such contract and show that all amounts owing to contractors and subcontractors have been paid in full, evidenced by customary affidavits executed by such contractors. Following completion of a construction contract, the Developer will call for inspection of the applicable Project by the City and upon approval thereof as being in compliance with City standards and other applicable standards relating thereto.

4.05 Conveyance of easements. If necessary, the Developer shall grant the City all required temporary construction and access easements necessary to install and maintain the Project.

4.06 Employment of undocumented workers. Developer certifies that Developer, or a branch, division, or department of Developer, does not and will not knowingly employ an undocumented worker in relation to the Project. Developer agrees that if, after receiving a public subsidy, Developer, or a branch, division, or department of Developer, is convicted of a violation under 8 U.S.C. Section 1324a(f), Developer shall repay the amount of the reimbursement paid under section 5.02 with interest, at the rate set forth in section 5.01(B) not later than the 120th day after the date the Zone or the Authority notifies Developer of the violation.

The Zone or the Authority may bring a civil action to recover any amounts owed to the Zone or the Authority under this chapter. The Zone or the Authority, as applicable, shall recover court costs and reasonable attorneys fees incurred in an action brought under this section. Developer is not liable for a violation of this section by a subsidiary, affiliate, or franchisee of Developer, or by a person with whom Developer contracts.

**ARTICLE 5**  
**PROJECT FINANCING AND FUNDING**

5.01 The Developer Advances.

(A) In connection with the construction of the Project, the Developer agrees to provide sufficient funds as such become due for all costs thereof, constituting "project costs" as defined in the Act, including costs of design, engineering, materials, labor, construction and inspection fees arising in connection with the Project; all payments arising under any contract entered into pursuant to this Agreement; all costs incurred in connection with obtaining governmental approvals, certificates or permits required as a part of any contract entered into in accordance with this Agreement; and all related legal fees and out-of-pocket expenses incurred on behalf of the Developer in connection therewith.

(B) Interest on each Developer Advance shall accrue at a rate equal to the prime commercial lending rate of Chase Manhattan Bank, National Association, or any successor to its commercial banking activities, plus one-half of one percent per annum, for a period not to exceed two years, whether such costs, fees, or expenses are paid or incurred before or after the effective date of this Agreement. Interest shall be calculated on the basis of a year of 360 days and the actual days elapsed (including the first day but excluding the last day occurring in the period for which such interest is payable, unless such calculation would result in an usurious rate, in which case interest shall be calculated on the per annum basis of a year of 365 or 366 days, as applicable, and the actual days elapsed (including the first day but excluding the last day. Interest on Developer Advances shall not begin to accrue until 90 days after the date Developer notifies the Authority in writing: 1) that the Project is completed; and 2) makes a request for

repayment of Developer Advances, supported by all the documents and records of the Developer that are required in Section 5.02 (C) below.

5.02 Repayment of Developer Advances.

(A) In consideration of the development and construction of the Project, the Authority shall begin repaying the Developer Advances and shall continue such repayment until repaid in full, on the earliest date that funds are available from any of the following sources, and solely from the Net Tax Increment, subject to the limitations set forth in subsection (B).

(B) The Zone shall reimburse the Developer for Developer Advances, plus accrued interest, from Tax Increment accumulated in the TIRZ Revenue Fund and available in accordance with the priorities described in Section 5.03, below.

(C) At such time as Developer notifies the Authority that the Project is completed, the Authority shall hire a certified public accountant to calculate the amount due the Developer and prepare and submit a report (the "Agreed Upon Procedures") to the Authority certifying the amount due the Developer for the Developer Advances being repaid with interest calculated thereon. Such report shall be approved by the Authority at the earliest practicable time, but not later than 90 days after submission by the Developer of the records required therefor.

(D) The Authority shall provide to the Developer, upon the written request of the Developer, and on the earliest date such information is available after the date of such request, certified copies of all statements of revenue and the sources of such revenue of the Zone and Authority, the intended use of which is to verify the availability of funds for repayment of the Developer Advances, if applicable, under this section.

(E) Notwithstanding anything contained herein to the contrary, the total maximum amount of Developer Advances payable to Developer pursuant to this agreement shall not exceed One-Million and NO/100 DOLLARS (\$1,000,000.00) plus interest thereon.

5.03 Priorities. Amounts deposited in the TIRZ Revenue Fund shall be applied in the following order of priority (i) amounts pledged or required for the payment of outstanding Authority Bonds, including Authority Bonds in the process of issuance and refunding Authority Bonds; (ii) administrative costs of the Zone or the Authority; and (iii) payments to other developers pursuant to agreements between such developers, the Zone, and the Authority entered into before the effective date of this Agreement (iv) payments to the Developer pursuant to Section 5.02, above.

## **ARTICLE 6 DEFAULT**

### 6.01 Default.

(A) If the Zone or the Authority does not perform its obligations hereunder in substantial compliance with this Agreement, in addition to the other rights given the Developer in this Agreement, the Developer may seek specific performance of this Agreement only.

(B) If the Developer fails to commence or complete the Project or the Project in accordance with the terms of this Agreement, including the failure to fund Developer Advances, the Zone and/or the Authority may terminate this Agreement and shall be relieved of any obligation to reimburse the Developer.

(C) The Party alleging default shall provide written notice to the other Party of such default, and the defaulting Party shall have sixty (60) days to remedy the default prior to the declaration of any default hereunder.

## ARTICLE 7

### GENERAL

7.01 Inspections, audits. The Developer shall keep such operating records with respect to the Project and other activities contemplated by this Agreement and all costs associated therewith as may be required by the Authority, the Zone or by State or federal law or regulation. The Developer shall allow the Authority access to, and the Authority shall have a right at all reasonable times to audit, all documents and records in the Developer's possession, custody or control relating to the Project that the Authority deems necessary to assist the Authority in determining the Developer's compliance with this Agreement.

7.02 Developer operations and employees. All personnel supplied or used by the Developer in performance of this Agreement shall be deemed contractors or subcontractors of the Developer and will not be considered employees, agents, contractors or subcontractors of the Zone, the Authority, or the City for any purpose whatsoever. The Developer shall be solely responsible for the compensation of all such contractors and subcontractors.

7.03 Personal liability of public officials, legal relations. To the extent permitted by State law, no director, officer, employee or agent of the Zone or the Authority shall be personally responsible for any liability arising under or growing out of this Agreement.

7.04 Notices. Any notice sent under this Agreement (except as otherwise expressly required) shall be written and mailed, sent by electronic transmission confirmed by mailing written confirmation at substantially the same time as such

electronic transmission or personally delivered to an officer of the receiving party at the following addresses:

Missouri City Development Authority  
1522 Texas Parkway  
Missouri City, Texas 77489  
Attn: President

Reinvestment Zone Number One, City of Missouri City  
1522 Texas Parkway  
Missouri City, Texas 77489  
Attn: TIRZ Manager

Fort Bend County, Texas  
301 Jackson Street  
Richmond, Texas 77469  
Attn: County Judge

City of Missouri City, Texas  
1522 Texas Parkway  
Missouri City, Texas 77489  
Attn: Mayor Yolanda Ford

Each Party may change its address by written notice in accordance with this section. Any communication addressed and mailed in accordance with this section shall be deemed to be given when so mailed, any notice so sent by electronic transmission shall be deemed to be given when receipt of such transmission is acknowledged, and any communication so delivered in person shall be deemed to be given when received for or by the Authority, the Zone or the Developer, as the case may be.

7.05 Amendments and waivers. Any provision of this Agreement may be amended or waived if such amendment or waiver is in writing and is signed by the Zone, the Authority and the Developer. No course of dealing on the part of the Parties, nor any failure or delay by one or more of the Parties, with respect to exercising any right, power or privilege under this Agreement shall operate as a waiver thereof, except as otherwise provided in this section.

7.06 Invalidity. In the event that any of the provisions contained in this Agreement shall be held unenforceable in any respect, such unenforceability shall not affect any other provision of this Agreement.

7.07 Successors and assigns. All covenants and agreements contained in this Agreement by or on behalf of a Party shall bind its successors and assigns and shall inure to the benefit of the other Parties, their successors and assigns. The Parties may assign their rights and obligations under this Agreement or any interest herein only with the prior written consent of the other Parties and any assignment without such prior written consent, including an assignment by operation of law, is void and of no effect. This section shall not be construed to prevent the Developer from selling all or a portion of the property within the Zone in the normal course of business; provided that any such purchaser or assignee must specifically assume all of the obligations of the Developer hereunder. If such assignment of the obligations by the Developer hereunder is effective, the Developer shall be deemed released from such obligations. If any assignment of the obligations by the Developer hereunder is deemed ineffective or invalid, the Developer shall remain liable hereunder.

7.08 Exhibits; titles of article, sections and subsections. The exhibits attached to this Agreement are incorporated herein and shall be considered a part of this Agreement for the purposes stated herein, except that in the event of any conflict between any of the provisions of such exhibits and the provisions of this Agreement, the provisions of this Agreement shall prevail. All titles or headings are only for the convenience of the parties and shall not be construed to have any effect or meaning as to the Agreement between the Parties hereto. Any reference herein to a section of subsection shall be considered a reference to such section or subsection of this Agreement unless otherwise stated. Any reference herein to an exhibit shall be considered a reference to the applicable exhibit attached hereto unless otherwise stated.

7.09 Construction. This Agreement is a contract made under and shall be construed in accordance with and governed by the laws of the United States of America and the State of Texas, except conflict of laws provisions, as such laws are now in effect. Venue for any action or suit related to this Agreement shall be in Fort Bend County, Texas.

7.10 Entire Agreement. This written Agreement represents the final agreement among the Parties and may not be contradicted by evidence of prior, contemporaneous or subsequent oral agreements of the Parties. There are no unwritten oral agreements between the Parties.

7.11 Term. This Agreement shall be in force and effect from the date of execution hereof for a term expiring on the earlier of 1) the date that the Developer Advances have been repaid in full; 2) January 1<sup>st</sup> of the year following the expiration of the Zone; or 3) as otherwise terminated as provided for in this Agreement.

7.12 Time of the essence. Time is of the essence with respect to the obligations of the Parties to this Agreement.

7.13 Approval by the Parties. Whenever this Agreement requires or permits approval or consent to be hereafter given by any of the Parties, the Parties agree that such approval or consent shall not be unreasonably conditioned, withheld or delayed.

7.14 Counterparts. This Agreement may be executed in multiple counterparts, each of which when so executed and delivered shall be deemed an original but such counterparts together shall constitute but one and the same instrument.

7.15 Further assurances. Each Party hereby agrees that it will take all actions and execute all documents necessary to fully carry out the purposes and intent of this Agreement.

7.16 Effect of the Tri-Party Agreement. The obligations of the Parties hereunder are specifically conditioned upon the approval, execution and effectiveness of the Tri-Party Agreement.

[EXECUTION PAGE FOLLOWS]

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be duly executed in multiple originals, effective the date first set forth above.

**REINVESTMENT ZONE NUMBER ONE, CITY OF MISSOURI CITY**

  
\_\_\_\_\_  
Eunice Reiter, Chairperson

Attest:

  
\_\_\_\_\_  
Tonya Eugene, Secretary

**MISSOURI CITY DEVELOPMENT AUTHORITY**

\_\_\_\_\_  
Yolanda Ford, President

Attest:

\_\_\_\_\_  
Anthony Maroulis, Secretary

**FORT BEND COUNTY, TEXAS**

By: \_\_\_\_\_  
K. P. George, County Judge

Date: \_\_\_\_\_

ATTEST/SEAL:

By: \_\_\_\_\_  
Laura Richard, County Clerk

APPROVED AS TO FORM:

By: \_\_\_\_\_

**EXHIBIT A**  
**The TIRZ One Zone**  
**SECOND AMENDED PROJECT PLAN AND REFINANCING PLAN**

**ORDINANCE NO. O-10-17**

**AN ORDINANCE OF THE CITY OF MISSOURI CITY, TEXAS, APPROVING THE SECOND AMENDED PROJECT PLAN AND REINVESTMENT ZONE FINANCING PLAN FOR REINVESTMENT ZONE NUMBER ONE, CITY OF MISSOURI CITY; AUTHORIZING THE CITY SECRETARY TO DISTRIBUTE SUCH PLANS; CONTAINING FINDINGS AND PROVISIONS RELATED TO THE FOREGOING SUBJECT; REPEALING ALL ORDINANCES AND RESOLUTIONS OR PARTS OF ORDINANCES AND RESOLUTIONS IN CONFLICT HEREWITH; AND PROVIDING FOR SEVERABILITY**

\* \* \* \* \*

**WHEREAS**, the City Council of the City of Missouri City ("City") pursuant to the provisions of Chapter 311, Texas Tax Code, created Reinvestment Zone Number One, City of Missouri City (the "Zone") by Ordinance No. O-99-42, adopted on August 2, 1999; and

**WHEREAS**, the Board of Directors of the Zone adopted and recommended and the City approved the Project Plan and Reinvestment Zone Financing Plan (the "Plan") for the Zone by Ordinance No. O-99-48, adopted on August 16, 1999; and

**WHEREAS**, the City enlarged the Zone by Resolution No. R-00-34, adopted on December 18, 2000; and

**WHEREAS**, by Ordinance No. O-01-06, adopted on February 5, 2001, the City Council approved the First Amended and Restated Project Plan and Reinvestment Zone Financing Plan for Tax Increment Reinvestment Zone Number One (the "Amended Plan") that reflected the enlargement of the Zone; and

**WHEREAS**, the Board of Directors of the Zone considered and adopted the Second Amended Project Plan and Reinvestment Zone Financing Plan for Tax Increment Reinvestment Zone Number One (the "Second Amended Plan") that reflects the enlargement of the Zone, and recommended the Second Amended Plan for approval by City Council; and

**WHEREAS**, the City enlarged the Zone, pursuant to Sec. 311.007, Texas Tax Code, a second time by Resolution No. R-10-07, adopted on April 19, 2010;

**WHEREAS**, after public notice thereof was given in accordance with the law, the City Council conducted a public hearing on April 19, 2010, on the Second Amended Plan, at which property owners and other interested persons were allowed to speak; and

**WHEREAS**, evidence was received and presented at the public hearing in favor of the Second Amended Plan;

**WHEREAS**, Chapter 311 of the Texas Tax Code authorizes the enlargement of the Zone and amendments to the Plan; and

**WHEREAS**, the City now desired to amend the Plan by the adoption of the Second Amended Plan; now, therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS THAT:

**Section 1.** The findings and recitals contained in the preamble of this Ordinance are hereby found and declared to be true and correct and are adopted as part of this Ordinance for all purposes.

**Section 2.** The Plan is hereby amended to reflect the Second Amended Plan shown as Exhibit A attached hereto. The Second Amended Plan is determined to be feasible and is approved. The appropriate officials of the City are authorized to take all steps reasonably necessary to implement the Second Amended Plan.

**Section 3.** The City Secretary is directed to provide copies of the Second Amended Plan to each taxing unit levying ad valorem taxes in the Zone.

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

**Section 5.** If any provision, section, subsection, sentence, clause or phrase of this Ordinance, or the application of same to any person or set of circumstances is for any reason be held to be unconstitutional, void or invalid, the validity of the remaining provisions of this Ordinance shall not be affected thereby, it being the intent of the City Council in adopting this Ordinance that no portion hereof or provision or regulation contained herein shall become inoperative or fail by reason of any unconstitutionally, voidness or invalidity of any other portion hereof, and all provisions of this Ordinance are declared to be severable for that purpose.

**Section 6.** The City Council officially finds, determines, recites and declares that a sufficient written notice of the date, hour, place and subject of this meeting of the City Council was posted at a place convenient to the public at the City Hall for the time required by law preceding this meeting, as required by the Open Meetings Law, TEX. GOV'T CODE ANN., Ch. 551; and that this meeting was open to the public as required by law at all times during which this Ordinance and the subject matter thereof was

discussed, considered and acted upon. The City Council further ratifies, approves and confirms such written notice and the contents and posting thereof.

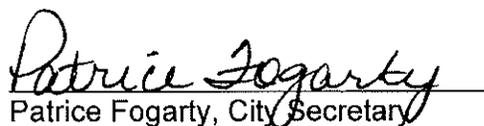
PASSED and APPROVED on first reading this 19th day of April, 2010.

PASSED, APPROVED and ADOPTED on second and final reading this 3<sup>rd</sup> day of May, 2010.



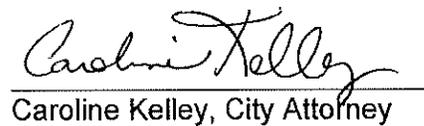
Allen Owen, Mayor

ATTEST:



Patrice Fogarty, City Secretary

APPROVED AS TO FORM:



Caroline Kelley, City Attorney

**REINVESTMENT ZONE NUMBER ONE,  
CITY OF MISSOURI CITY**

**SECOND AMENDED  
PROJECT PLAN AND  
FINANCING PLAN**

February 22, 2010

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### 4. Appendix

Boundary Description

## 1. OVERVIEW

The City of Missouri City created Reinvestment Zone Number One, City of Missouri City, (the "Zone") on August 2, 1999. The Project Plan and Reinvestment Zone Financing Plan (the "Plan") was adopted on August 16, 1999. The First Amended Project Plan and Reinvestment Zone Financing Plan (the "First Amended Plan") was adopted on February 5, 2001. This document constitutes the Second Amended Project Plan and Reinvestment Zone Financing Plan (the "Second Amended Plan".)

This Second Amended Plan supports the original purpose of the Zone which was to provide for the design and construction of water, wastewater, and drainage facilities; for transportation and access improvements and other specific project costs in order to facilitate the development of new residential and commercial properties; and the redevelopment of public facilities and commercial properties where infrastructure was absent and where residential and commercial development and redevelopment would not occur "but for" the creation of such a Zone.

This Second Amended Plan will facilitate the expansion of the Zone boundaries to include an additional 277.1 acres and to include approximately \$21 million in new Eligible Project Costs in the expanded area of the Zone.

Map 1 on the following page depicts the original boundaries of the Zone, the area included as an expansion of the Zone in the First Amended Plan and the area included as an expansion in this Second Amended Plan.

# MAP 1



## **2. SECOND AMENDED PROJECT PLAN**

### **Existing Conditions and Proposed Improvements and Uses [311.011(b)(1)]**

The expansion area of the Second Amended Plan is located south of the northern city limit line, between Murphy Road on the west and along Texas Parkway on the east, and north of and along Cartwright Road.

Map 2 shows the existing land uses within the expansion area for the Second Amended Plan, a mixture of civic, open space, commercial and low and high density residential.

Map 3 shows the planned location of proposed improvements in the expansion area which include new and rehabilitated sidewalks, drainage, landscape and new trails.

Map 4 shows areas within the expansion area targeted for development as facilitated by the proposed improvements. This new development will be comprised of new commercial and residential uses on several large vacant tracts within the expansion area. These areas targeted for new development are as proposed in the Texas Parkway / Cartwright Redevelopment Plan, by George E. Johnson and Civic-Design Associates.

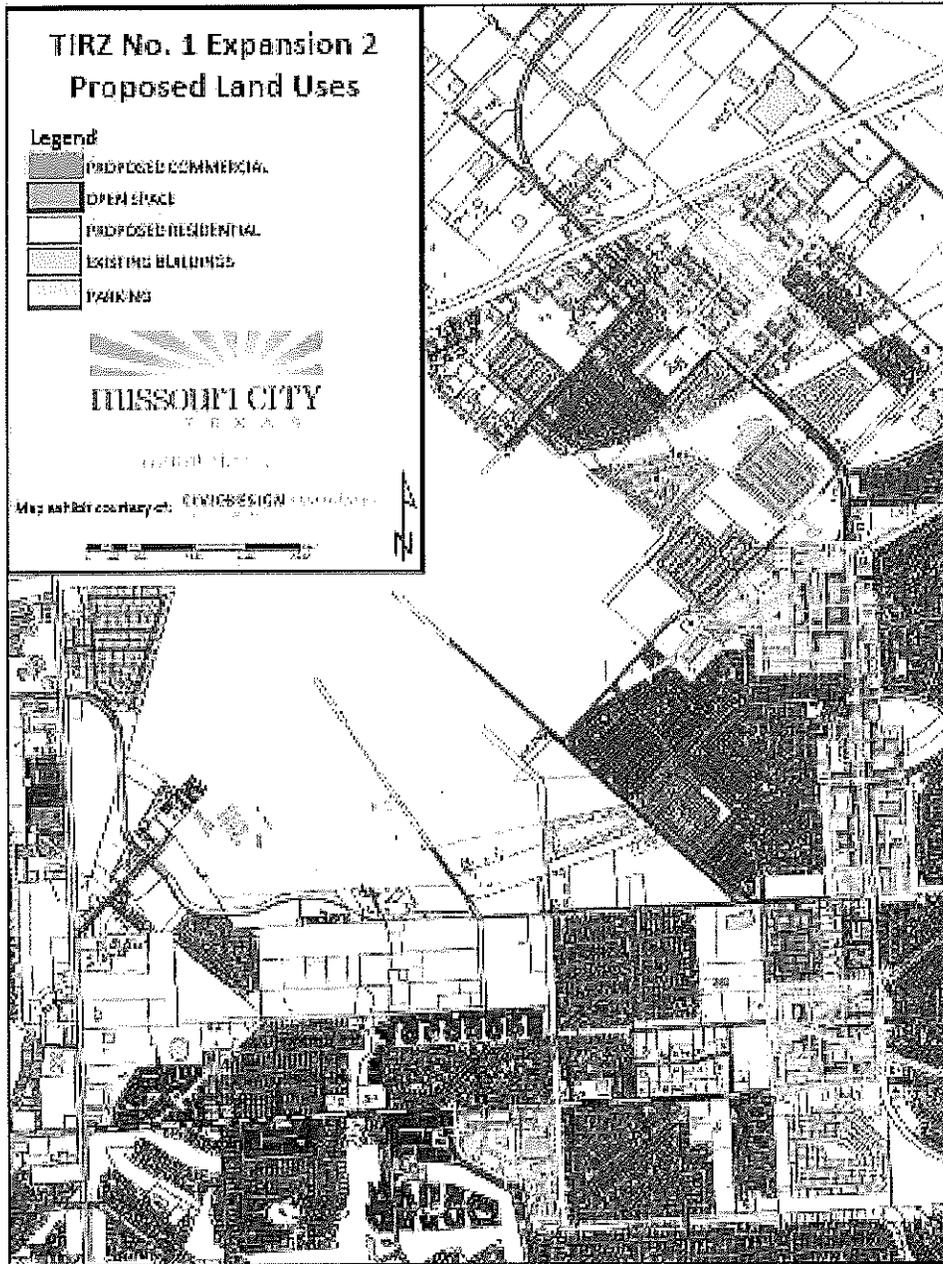
### MAP 2



### MAP 3



### MAP 4



**Municipal Ordinances [311.011(b)(2)]**

All construction will be done in conformance with the most current existing building code regulations of the City. There are no proposed changes to any city ordinance, master plan or building codes.

**Estimated Non-Project Costs [311.011(b)(3)]**

Zone non-project costs include those development costs or investments that will result from the proposed improvements and for which no tax increment reimbursement is expected. It is estimated that non-project investments in the expansion are may range from \$700 to \$765 million.

**Method of Relocation [311.011(b)(4)]**

Relocation is not currently contemplated; however, should redevelopment require relocation it may be considered an Eligible Project Cost.

### 3. SECOND AMENDED REINVESTMENT ZONE FINANCING PLAN

#### Estimated Project Costs [311.011(c)(1)]

Estimates of Projects Costs are listed in the table below.

Project Items	Estimated Cost
<b>Public Infrastructure to Support Business Development</b>	
Water, Wastewater and Drainage	\$ 683,000
Paving and Sidewalks	701,000
Street Lighting	28,000
Landscape/Streetscape	80,000
Related Improvements	324,000
Engineering Design & Contingencies	548,000
<b>Subtotal</b>	<b>\$ 2,364,000</b>
<b>Public Infrastructure to Support Residential Development</b>	
Water, Wastewater and Drainage	\$ 4,700,000
<b>Subtotal</b>	<b>\$ 4,700,000</b>
<b>Fifth Street (FM 1092 to City Limits)</b>	
Water, Wastewater and Drainage	\$ 272,000
Paving and Sidewalks	325,000
Related Improvements	78,000
Engineering Design & Contingencies	169,000
<b>Subtotal</b>	<b>\$ 844,000</b>
<b>Independence Boulevard</b>	
Phase I	\$ 3,539,000
Phase II	4,156,000
<b>Subtotal</b>	<b>\$ 7,543,000</b>
<b>Hike and Bike Trail</b>	
<b>Subtotal</b>	<b>\$ 851,000</b>
<b>Independence Park</b>	
Phase I	\$ 388,000
Phase II	2,217,000
Phase III	2,409,000
Phase IV	1,574,000
<b>Subtotal</b>	<b>\$ 6,588,000</b>
<b>Texas Parkway/Cartwright Road Redevelopment (Second Amended Plan)</b>	
Streetscape Texas Parkway & Cartwright Road	\$ 2,500,000
Texas Parkway sidewalks	\$ 1,500,000
Texas Parkway median and intersection improvements	\$ 3,000,000
Public infrastructure and improvements for public facilities	\$ 5,000,000
Grants and assistance to support business development	\$ 9,000,000
<b>Subtotal</b>	<b>\$ 21,000,000</b>
<b>Other Project Costs</b>	
Financing Costs	\$ 27,290,000

Creation and Administration Costs for the life of the Zone	162,000
<b>Subtotal</b>	<b>\$ 27,452,000</b>
<b>Total</b>	<b>\$ 71,342,000</b>

**Kind, Number and Location of Proposed Improvements [311.011(c)(2)]**

- Business Park Road (FM 1092 600' north of Lexington/Independence) to run east and west. Includes esplanade, road paving, street lights and landscaping.
- Business Park Road (North from new Independence Blvd. 500' east of intersection of FM 1092). Includes esplanade, road paving, street lights and landscaping.
- Independence 100' ROW from FM 1092 to Fifth Street.
- Fifth Street (FM 1092 to City Limits). Includes utilities, paving, sidewalks, landscaping and engineering.
- Silvestri collector road south. Includes esplanade entrance, street paving, landscaping and one-acre parkland.
- Water, wastewater and drainage facilities to support residential development within the Zone.
- Independence Blvd. from Silvestri to Staffordshire. Includes 100' ROW, landscaping and streetlights.
- Collector through residential area next to Staffordshire north of Court Street. Includes esplanade entrance, street paving, landscaping, 1.5-acre parkland and work on siphon at canal.
- Collector for commercial area northwest of Staffordshire and Court intersection. Includes esplanade entrance, street paving, landscaping and streetlights.
- 14,000 linear feet hike and bike trail from Staffordshire to southeast corner of Independence Park, west to FM 1092.
- Implementation of Independence Park Master Plan.
- Texas Parkway/Cartwright Road Redevelopment. Streetscape for Texas Parkway and Cartwright Road; Texas Parkway sidewalks; Texas Parkway medians and intersection improvements; Public infrastructure and improvements for public facilities; and demolition assistance, façade and access improvements to support business development.
- Financing and relocation costs.
- Establishment, administration, and operation of one or more economic development programs for the public purposes of developing and diversifying the economy of the Zone and developing or expanding transportation, business, and commercial activities in the Zone ("Economic Development Programs"). The authorized Economic Development Programs include making grants and loans from the tax increment fund for public infrastructure improvements, parking facilities, façade improvements, demolition assistance, access improvements, financing and relocation costs and the establishment or promotion of public or private facilities that demonstrate public benefit and enhance the economic development of the Zone through increased business and commerce. Pursuant to Section 311.010(h), Texas Tax Code, the Zone Board of Directors will develop and submit for approval its Economic Development Programs.

### **Economic Feasibility Study [311.011(c)(3)]**

The firms of George E. Johnson Development and Civic-Design Associates were authorized to produce the Texas Parkway / Cartwright Road Corridors Redevelopment Plan (the "Study".) The Study identified a number of constraints inhibiting the redevelopment of the two corridors including fragmented ownership, a perceived lack of positive area image, and relatively low land values. The Study also identified a number of opportunities including several large vacant tracts, the emergence of US Highway 90A as a growing employment center, and a strong interest in the area by the community at large. The Study's a number of issues that needed to be addressed for revitalization goals to be met. Among those issues are: aging structures and infrastructure, lack of visual appeal, low expectations of property owners, and fragmented ownership. The Study concluded that inclusion of the area in the Zone would provide public/private partnership opportunities critical to any revitalization effort's success.

### **Estimate of Bonded Indebtedness [311.011(c)(4)]**

The estimated bonded indebtedness to be incurred is an amount sufficient to yield proceeds to reimburse or pay for the TIRZ project costs currently estimated at \$71,342,000.

### **Time When Monetary Obligations are Incurred [311.011(c)(5)]**

Monetary obligations will be incurred as the stream of tax increment revenues allow. Developer partners will be reimbursed only after completion, inspection and acceptance by the City of the eligible public improvements or as detailed in the agreements to be executed between the TIRZ, the Missouri City Development Authority (the "Authority") and the City.

### **Method of Financing, Sources of Revenue and Percent Participation [311.011(c)(6)]**

#### **- Method of Financing**

In accordance with Section 311.015, Texas Tax Code, [Tax Increment Financing Act (the "Act")], the City may issue tax increment bonds or notes, the proceeds of which may be used to pay project costs on behalf of the Zone. The Authority is authorized to incur debt and issue debt or obligations to satisfy developer reimbursements for eligible project costs. If such bonds are issued, bond proceeds shall be used to provide for the project-related costs outlined in this Plan. When appropriate, developers will advance project-related costs and be reimbursed through the issuance of tax increment bonds or from increment revenues of the Zone.

It is anticipated that developers and the City will advance funds for the public infrastructure improvements and will be reimbursed as provided in separate agreements

and other documentation between the developers, the Authority and the Zone. It is anticipated that the City and County will advance funds for public facility improvements and will be reimbursed through separate agreements between the City, the Authority and the Zone and/or between the County, the Authority and the Zone.

No bonds will be issued until adequate tax increment has been created in the Zone to support bond debt service. Tax increment revenues will be applied to pay or reimburse all debt service on the Zone's bonds. This approach protects the City and other taxing jurisdictions from development financing risks.

**- Sources of Revenue**

It is estimated that development projects identified in this Second Amended Plan will result in approximately \$765 million in new property value. The sources of revenue will be the tax increments from the participants in the Zone, the City and Fort Bend County. Exhibit A, on page 15, shows the projected increase in value per year and sources of revenue expected to be derived from that value by jurisdiction.

**- Percent of Participation**

<b>Taxing Unit</b>	<b>2009 Tax Rate</b>	<b>% of Participation</b>
Missouri City	\$0.52840/\$100 valuation	100%
Fort Bend County	\$0.47900/\$100 valuation	100%

**Current Appraised Value of Taxable Real Property [311.011(c)(7)]**

The current appraised value of taxable real property in the area of expansion in the Second Amended Plan is \$59,657,173, based on 2009 certified values of the Ft. Bend County Appraisal District. Tax year 2010 will be the base year value for the expansion area.

**Estimated Future Captured Appraised Value of Real Property [311.011(c)(8)]**

See Exhibit A, page 15.

**Duration of Zone [311.011(c)(9)]**

The Zone took effect upon creation by City Council on August 2, 1999 and termination of the operation of the Zone shall occur on December 31, 2029. The Zone may terminate at an earlier time designated by subsequent ordinance, or at such time, subsequent to the issuance of proposed bonds, notes or other obligations, if any, that all project costs, bonds, and interest on bonds have been paid in full.

**Exhibit A**

City of Missouri City  
TIRZ 1  
2nd Amendmended Project Plan

Value and Revenue Projections  
Proposed Annexation Area

Tax Year	Ad Valorem Value			Missouri City Revenue		Fort Bend County Revenue		Total Revenue	
	Base Value (1)	Annual (New)	Cumulative	Annual (2)	Cumulative	Annual (3)	Cumulative	Annual	Cumulative
1 2010	59,657,173	-	-	-	-	-	-	-	-
2 2011		-	-	-	-	-	-	-	-
3 2012		-	-	-	-	-	-	-	-
4 2013		-	-	-	-	-	-	-	-
5 2014		2,480,000	2,480,000	12,449	12,449	11,285	11,285	23,734	23,734
6 2015		14,927,500	17,407,500	74,933	87,382	67,928	79,213	142,861	166,595
7 2016		14,927,500	32,335,000	74,933	162,315	67,928	147,140	142,861	309,456
8 2017		6,758,667	39,093,667	33,927	196,242	30,755	177,896	64,682	374,138
9 2018		23,386,167	62,479,833	117,394	313,636	106,419	284,314	223,813	597,951
10 2019		48,901,167	111,381,000	245,474	559,110	222,525	506,839	467,999	1,065,950
11 2020		101,200,875	212,581,875	508,008	1,067,118	460,515	967,354	968,523	2,034,472
12 2021		61,486,875	274,068,750	308,652	1,375,770	279,796	1,247,150	588,448	2,622,920
13 2022		109,375,000	383,443,750	549,041	1,924,811	497,711	1,744,861	1,046,752	3,669,672
14 2023		109,375,000	492,818,750	549,041	2,473,852	497,711	2,242,572	1,046,752	4,716,423
15 2024		51,375,000	544,193,750	257,892	2,731,744	233,782	2,476,354	491,674	5,208,097
16 2025		51,375,000	595,568,750	257,892	2,989,636	233,782	2,710,136	491,674	5,699,772
17 2026		54,171,875	649,740,625	271,932	3,261,568	246,509	2,956,645	518,441	6,218,213
18 2027		85,210,625	734,951,250	427,740	3,689,308	387,751	3,344,396	815,491	7,033,704
19 2028		31,038,750	765,990,000	155,808	3,845,117	141,242	3,485,637	297,050	7,330,754
20 2029		-	765,990,000	-	3,845,117	-	3,485,637	-	7,330,754
		765,990,000		28,535,176		25,867,429		54,402,605	

**Notes:**

- 1 Base Value based on Fort Bend Central Appraisal District January 1, 2009 Certified Values as supplied by City of Missouri City.
- 2 New Annual Revenue projection based on City of Missouri City 2010 Tax Rate, 100 % participation level, and 95 % Collection Rate. Value projections based on redevelopment plan prepared by Civic Design Associates and George E. Johnson Development.
- 3 New Annual Revenue projection based on Fort Bend County 2010 Tax Rate, 100 % participation level, and 95 % Collection Rate.

**APPENDIX**  
**BOUNDARY DESCRIPTION**

**METES AND BOUNDS DESCRIPTION OF CITY OF MISSOURI CITY  
TIRZ NO.1  
ORIGINAL AND 1<sup>ST</sup> ENLARGEMENT**

**Beginning at a point** which is the northwest corner of a 2.35 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R36809 and FBCAD parcel account number 0064-00-000-3105-907 according to the FBCAD Tax Year 2000 Roll, said point being in the east right-of-way boundary of F.M. 1092 and the north boundary of the City of Missouri City city limits;

THENCE, in an easterly direction along said City of Missouri City city limit line, for a distance of approximately 1,696.94 feet to a point for corner, said point being the northeast corner of the City of Missouri City corporate limits, also being the northeast corner of a 90.4863 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R36807 and FBCAD parcel account number 0064-00-000-3100-907;

THENCE, in a southwesterly direction along said City of Missouri City city limit line, for a distance of approximately 2,650 feet to a point for corner, said point being the northwest corner of a 2.961 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R36848 and FBCAD parcel account number 0064-00-000-3600-907;

THENCE, in a southeasterly direction along said City of Missouri City city limit line, for a distance of approximately 932.12 feet to a point for corner, said point being the northeast corner of a 2.0 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification numbers R36854 and R36855 and FBCAD parcel account numbers 0064-00-000-3698-907 and 0064-00-000-3699-907;

THENCE, in a northeasterly direction along said City of Missouri City city limit line, for a distance of approximately 200 feet to a point for corner, said point being the northwest corner of the Bowen Street right-of-way;

THENCE, in a southeasterly direction along said City of Missouri City city limit line, for a distance of approximately 325 feet to a point for corner, said point being the northeast corner of the Bowen Street right-of-way, said point also being in the northern right-of-way boundary of Fifth Street;

THENCE, in a southwesterly direction along said City of Missouri City city limit line, said city limit line also being the northern right-of-way boundary of Fifth Street, for a distance of approximately 780 feet to a point for corner, said point being at or near the southwest corner a 1.953 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R36872 and FBCAD parcel account number 0064-00-000-3860-907, said point being where the City of Missouri City city limit line turns in a southeasterly direction across Fifth Street;

**METES AND BOUNDS DESCRIPTION OF CITY OF MISSOURI CITY  
TIRZ NO.1  
ORIGINAL AND 1<sup>ST</sup> ENLARGEMENT**

THENCE, in a southeasterly direction along said City of Missouri City city limit line, crossing the Fifth Street right-of-way, for a distance of approximately 70 feet to a point, said point being the northwest corner a 0.421 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R203458 and FBCAD parcel account number 0064-00-000-2804-907 said point also being in the southern right-of-way boundary of Fifth Street;

THENCE, in a southeasterly direction along said City of Missouri City city limit line, for a distance of approximately 579.77 feet to a point for corner, said point being the northwest corner a 14.634 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R36693 and FBCAD parcel account number 0064-00-000-2000-907;

THENCE, in an easterly direction along said City of Missouri City city limit line, crossing the Packer Road and Moore Road rights-of-way, for a distance of approximately 3,670 feet to a point for corner, said point being in the western boundary line of a 12.667 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R36475 and FBCAD parcel account number 0064-00-000-0555-907, said point also being in the eastern right-of-way boundary of Moore Road;

THENCE, in a northwesterly direction along said City of Missouri City city limit line, said city limit line also being the eastern right-of-way boundary of Moore Road, for a distance of approximately 710 feet to a point for corner, said point being the northwest corner a 14.54 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R36473 and FBCAD parcel account number 0064-00-000-0550-907;

THENCE, in an east, northeasterly direction along said City of Missouri City city limit line, for a distance of approximately 1,658 feet to a point for corner, said point being the southwest corner a 1.520 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R180779 and FBCAD parcel account number 0064-00-000-0602-907, said parcel number 0064-00-000-0602-907 being a portion of the American Canal right-of-way;

THENCE, in a northerly, then curving northwesterly, direction along said City of Missouri City city limit line, and along the western boundary of the American Canal right-of-way, for a distance of approximately 870 feet to a point for corner, said point being the northwest corner a 0.563 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R180778 and FBCAD parcel account number 0064-00-000-0702-907, said parcel number 0064-00-000-0702-907 being a portion of the American Canal right-of-way;

THENCE, in a northeasterly direction along said City of Missouri City city limit line, crossing the American Canal right-of-way, for a distance of approximately 100 feet to a point for corner, said point being the northeast corner of said parcel number 0064-00-000-0702-907, said point also being in the eastern boundary of American Canal right-of-

**METES AND BOUNDS DESCRIPTION OF CITY OF MISSOURI CITY  
TIRZ NO.1  
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way, said point also being the southwest corner of a 1.51 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R36482 and FBCAD parcel account number 0064-00-000-0820-907;

THENCE, in a northwesterly direction, along the City of Missouri City city limit line, and along the eastern boundary of the American Canal right-of-way, for a distance of approximately 117.39 feet to a point for corner, said point being the northwest corner of said parcel number 0064-00-000-0820-907

THENCE, in a northeasterly direction, along the City of Missouri City city limit line, and along the northern boundary of said parcel number 0064-00-000-0820-907, for a distance of approximately 550.00 feet to a point for corner, said point being the northeast corner of said parcel number 0064-00-000-0820-907, said point also being in the western boundary line of the Staffordshire Road right-of-way;

THENCE, in a southeasterly direction along the said western right-of-way boundary of Staffordshire Road, for a distance of approximately 2,882 feet to a point for corner, said point being in a perpendicular direction across Staffordshire Road from the northwest corner of the Independence Boulevard right-of-way boundary;

THENCE, in a northeasterly direction crossing the Staffordshire Road right-of-way, for a distance of approximately 60 feet to a point, said point being the northwest corner of the Independence Boulevard right-of-way boundary;

THENCE, in a northeasterly direction along the northern right-of-way boundary of Independence Boulevard, for a distance of approximately 2,800 feet to a point for corner, said point being the northwest corner of the intersection of the northern right-of-way boundary of Independence Boulevard with the western right-of-way boundary of Texas Parkway (FM 2234);

THENCE, in a northerly direction along the western right-of-way boundary of Texas Parkway, for a distance of approximately 4,065 feet to a point for corner, said point being the northeast corner of a 17.964 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R44977 and FBCAD parcel account number 0264-00-000-0210-907, said point also being in the mutual boundary line of the City of Missouri City and City of Stafford city limits;

THENCE, in an easterly direction along said mutual city boundary line, for a distance of approximately 70 feet to a point for corner, said point being within the Texas Parkway right-of-way;

THENCE, in a northerly, then northwesterly, direction along said mutual city boundary line and within the Texas Parkway right-of-way, for a distance of approximately 3,710 feet to a point for corner, said point being approximately 50 feet in a perpendicular direction from the southwest corner of the intersection of the western right-of-way of

**METES AND BOUNDS DESCRIPTION OF CITY OF MISSOURI CITY  
TIRZ NO.1  
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Texas Parkway with the southern right-of-way of Adams Street (labeled on tax map # Z-71 as Heifer Lane);

THENCE, in a westerly direction along said mutual city boundary line and across the Texas Parkway right-of-way, for a distance of approximately 50 feet, to a point for corner, said point being said southwest corner of the intersection of the western right-of-way of Texas Parkway with the southern right-of-way of Adams Street, said point also being the southeast corner of a 1.415 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R169127 and FBCAD parcel account number 0118-00-000-0013-907;

THENCE, in a northerly direction along the western boundary of the Texas Parkway right-of-way, for a distance of approximately 1,360 feet to a point for corner, said point being the southwest corner of the intersection of the western right-of-way boundary of Texas Parkway with the southern right-of-way boundary of Fifth Street;

THENCE, in a southwesterly direction along the southern right-of-way boundary of Fifth Street, for a distance of approximately 3,920 feet to a point for corner, said point being located in the northwest corner of Lot 1 of Block 9 of Woodland West Section 3 subdivision, said point also being located in the mutual boundary line of the City of Missouri City and City of Stafford city limits;

THENCE, in a northwesterly direction following said mutual city limits across the Fifth Street right-of-way for a distance of approximately 40 feet to a point for corner said point being inside the Fifth Street right-of-way;

THENCE, in a southwesterly direction following said mutual city limits along and inside the Fifth Street right-of-way, for a distance of approximately 23 feet to a point for corner said point being inside the Fifth Street right-of-way, and in a perpendicular direction across the Fifth Street right-of-way from the southwest corner of a 12.1049 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R41406 and FBCAD parcel account number 0118-00-000-3500-907;

THENCE, in a northwesterly direction across the Fifth Street right-of-way, for a distance of approximately 30 feet to a point, said point being the southwest corner of a said parcel number 0118-00-000-3500-907, said point also being in the northern right-of-way boundary of Fifth Street;

THENCE, in a northwesterly direction along the western boundary of said parcel number 0118-00-000-3500-907, for a distance of approximately 1,295.83 feet to a point for corner, said point being the northwest corner of a said parcel number 0118-00-000-3500-907;

THENCE, in a northeasterly direction along the northern boundary of said parcel number 0118-00-000-3500-907, for a distance of approximately 407.51 feet to a point, said point

**METES AND BOUNDS DESCRIPTION OF CITY OF MISSOURI CITY  
TIRZ NO.1  
ORIGINAL AND 1<sup>ST</sup> ENLARGEMENT**

being the northeast corner of a said parcel number 0118-00-000-3500-907, said point also being the northwest corner of a second 12.1049 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R41407 and FBCAD parcel account number 0118-00-000-3600-907;

THENCE, continuing in a northeasterly direction along the northern boundary of said parcel number 0118-00-000-3600-907, for a distance of approximately 407.51 feet to a point for corner, said point being the northeast corner of a said parcel number 0118-00-000-3600-907, said point also being the westernmost northwest corner of the boundary of the Martin Lane right-of-way;

THENCE, in a southeasterly direction along the western boundary of the Martin Lane right-of-way, for a distance of approximately 1,299.81 feet to a point for corner, said point being the northwest corner of the intersection of the western right-of-way boundary of Martin Lane with the northern right-of-way boundary of Fifth Street;

THENCE, in a northeasterly direction along the northern right-of-way boundary of Fifth Street, for a distance of approximately 3,130 feet to a point, said point being the northwest corner of the intersection of the northern right-of-way boundary of Fifth Street with the western right-of-way boundary of Texas Parkway;

THENCE, in an easterly direction, crossing the Texas Parkway right-of-way, for a distance of approximately 80 feet to a point for corner, said point being the northeast corner of the intersection of the northern right-of-way boundary of Fifth Street with the eastern right-of-way boundary of Texas Parkway;

THENCE, in a southerly direction along the eastern right-of-way boundary of Texas Parkway, for a distance of approximately 8,790 feet to a point for corner, said point being the southeast corner of the intersection of the eastern right-of-way boundary of Texas Parkway with the southern right-of-way boundary of Independence Boulevard;

THENCE, in a westerly direction, crossing the Texas Parkway right-of-way, for a distance of approximately 120 feet to a point, said point being the southwest corner of the intersection of the western right-of-way boundary of Texas Parkway with the southern right-of-way boundary of Independence Boulevard;

THENCE, in a southwesterly direction along the southern right-of-way boundary of Independence Boulevard, for a distance of approximately 2,840 feet to a point for corner, said point being the southeast corner of the intersection of the southern right-of-way boundary of Independence Boulevard with the eastern right-of-way boundary of Staffordshire Road;

THENCE, in a southwesterly direction crossing the Staffordshire Road right-of-way, for a distance of approximately 70 feet to a point for corner, said point being in a perpendicular direction across Staffordshire Road from the southwest corner of the

**METES AND BOUNDS DESCRIPTION OF CITY OF MISSOURI CITY  
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Independence Boulevard right-of-way boundary, said point being in the western right-of-way boundary of Staffordshire Road;

THENCE, in a southeasterly direction along the said western right-of-way boundary of Staffordshire Road, for a distance of approximately 860 feet to a point for corner, said point being the northwest corner of the intersection of the western right-of-way boundary of Staffordshire Road with the northern right-of-way boundary of Court Road;

THENCE, in a southerly direction crossing the Court Road right-of-way, for a distance of approximately 70 feet to a point for corner, said point being in a perpendicular direction across Court Road from said northwest corner of the intersection of the western right-of-way boundary of Staffordshire Road with the northern right-of-way boundary of Court Road, said point being in the southern right-of-way boundary of Court Road;

THENCE, in a westerly direction along the said southern right-of-way boundary of Court Road, for a distance of approximately 2,740 feet to a point for corner, said point being the northwest corner Lot 1 of Block 13 of Meadowcreek Section 3, said point also lying in the eastern boundary of a 6.821 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R166601 and FBCAD parcel account number 0013-00-000-9006-907, said parcel number 0013-00-000-9006-907 being a portion of the American Canal right-of-way;

THENCE, in a southerly direction along the said eastern right-of-way boundary of the American Canal right-of-way, for a distance of approximately 1,330 feet to a point for corner, said point lying directly east of the southeast corner of a 24.824 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R31309 and FBCAD parcel account number 0013-00-000-3510-907;

THENCE, directly west crossing the American Canal right-of-way, for a distance of approximately 110 feet to a point, said point being the southeast corner of said parcel number 0013-00-000-3510-907;

THENCE, in a westerly direction along the southern boundary of said parcel number 0013-00-000-3510-907, for a distance of approximately 937.90 feet to a point, said point being the southwest corner of said parcel number 0013-00-000-3510-907, said point also being the southeast corner of a 4.21 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R31325 and FBCAD parcel account number 0013-00-000-3702-907, said parcel number 0013-00-000-3702-907 being a portion of a Reliant Energy HL&P right-of-way;

THENCE, continuing in a westerly direction along the southern boundary of said parcel number 0013-00-000-3702-907, for a distance of approximately 3,383.59 feet to a point, said point being the southwest corner of said parcel number 0013-00-000-3702-907, said point also being the southeast corner of a 1.900 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R31332 and

**METES AND BOUNDS DESCRIPTION OF CITY OF MISSOURI CITY  
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FBCAD parcel account number 0013-00-000-3851-907, said parcel number 0013-00-000-3851-907 also being a portion of a Reliant Energy HL&P right-of-way;

THENCE, continuing in a westerly direction along the southern boundary of said parcel number 0013-00-000-3851-907, for a distance of approximately 1,278.08 feet to a point for corner, said point being the southwest corner of said parcel number 0013-00-000-3851-907, said point also lying in the eastern boundary line of a 3.943 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R207213 and FBCAD parcel account number 0013-00-000-4302-907;

THENCE, in a southerly direction along the eastern boundary of said parcel number 0013-00-000-4302-907, for a distance of approximately 4 feet to a point for corner, said point being the southeast corner of said parcel number 0013-00-000-4302-907;

THENCE, in a westerly direction along the southern boundary of said parcel number 0013-00-000-4302-907, for a distance of approximately 427.42 feet to a point for corner, said point being the southwest corner of said parcel number 0013-00-000-4302-907;

THENCE, in a northerly direction along the western boundary of said parcel number 0013-00-000-4302-907, for a distance of approximately 411.37 feet to a point for corner, said point being the northwest corner of said parcel number 0013-00-000-4302-907, said point also being the northeast corner of a 9.39 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R31340 and FBCAD parcel account number 0013-00-000-4300-907;

THENCE, in a westerly direction along the northern boundary of said parcel number 0013-00-000-4300-907, for a distance of approximately 994.31 feet to a point for corner, said point being the northwest corner of said parcel number 0013-00-000-4300-907, said point also being the southwest corner of a 18.614 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R31341 and FBCAD parcel account number 0013-00-000-4400-907;

THENCE, in a northerly direction along the western boundary of said parcel number 0013-00-000-4400-907, for a distance of approximately 455 feet to a point for corner, said point being the westernmost northwest corner of said parcel number 0013-00-000-4400-907;

THENCE, in an easterly direction along the northern boundary of said parcel number 0013-00-000-4400-907, for a distance of approximately 370.38 feet to a point, said point being in the northern boundary of said parcel number 0013-00-000-4400-907, said point also being the westernmost northwest corner of a 4.024 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R211001 and FBCAD parcel account number 0013-00-000-4453-907;

THENCE, in an easterly, then northerly, then easterly, then northerly, then easterly direction along the northern and western boundary boundary of said parcel number 0013-

**METES AND BOUNDS DESCRIPTION OF CITY OF MISSOURI CITY  
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00-000-4453-907, for a distance of approximately 968.64 feet to a point for corner, said point being the northeast corner of said parcel number 0013-00-000-4453-907, said point also being the southeast corner of a 1.012 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R136432 and FBCAD parcel account number 0013-00-000-4499-907, said parcel number 0013-00-000-4499-907 containing a water tower owned by the Quail Valley Utility District;

THENCE, in a northerly direction along the eastern boundary of said parcel number 0013-00-000-4499-907, for a distance of approximately 216.00 feet to a point for corner, said point being the northeast corner of said parcel number 0013-00-000-4499-907;

THENCE, in a westerly direction along the northern boundary of said parcel number 0013-00-000-4499-907, for a distance of approximately 210.00 feet to a point for corner, said point being the northwest corner of said parcel number 0013-00-000-4499-907, said point also being the northeast corner of a 1.966 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R213745 and FBCAD parcel account number 0013-00-000-4454-907;

THENCE, in a westerly direction along the northern boundary of said parcel number 0013-00-000-4454-907, for a distance of approximately 418.86 feet to a point for corner, said point being the northwest corner of said parcel number 0013-00-000-4454-907, said point also being the northeast corner of a 1.841 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R31343 and FBCAD parcel account number 0013-00-000-4451-907;

THENCE, continuing in a westerly direction along the northern boundary of said parcel number 0013-00-000-4451-907, for a distance of approximately 400.00 feet to a point for corner, said point being the northwest corner of said parcel number 0013-00-000-4451-907, said point also being the southwest corner of a 0.716 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R36799 and FBCAD parcel account number 0064-00-000-2995-907, said point also being in the eastern right-of-way boundary of F.M. 1092 (Murphy Road);

THENCE, in a northerly direction along said eastern right-of-way boundary of F.M. 1092, for a distance of approximately 5,225 feet to the **POINT OF BEGINNING**, and containing a total of approximately 595.54 acres.

**METES AND BOUNDS DESCRIPTION OF TRACT NO. 1  
CITY OF MISSOURI CITY TIRZ NO. 1**

**Beginning at a point** which is the southwest corner of a 3.73 acre parcel, and according to the FBCAD Tax Year 2009 Roll, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R44965 and FBCAD parcel account number 0264-00-0000102-907, said point being the northwest corner of a 1.8759 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R76588 and FBCAD parcel account number 4180-00-000-0010-907, at the intersection of the easterly extension of the south right-of-way boundary of Independence Boulevard, having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R53650 and FBCAD parcel account number 1800-00-000-0035-907, with the easterly right-of-way line Texas Parkway having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R44960 and FBCAD parcel account number 0264-00-000-0030-907, said point being also an exterior corner of the existing boundary of TIRZ No. 1;

THENCE, in a northerly direction along east right-of-way boundary of Texas Parkway, for a distance of approximately 4172 feet to a point for corner, said point being the northwest corner a 0.650 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R44973 and FBCAD parcel account number 0264-00-000-0195907;

THENCE, in an easterly direction along the northern boundary of said parcel number 0264-00000-0195-907, for a distance of approximately 302 feet to a point for corner, said point being the northeast corner of said parcel number 0264-00-000-0195-907, also being the northwest corner of a 4.499 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R68318 and FBCAD parcel account number 3725-00-000-0010907;

THENCE, in a southerly direction along the western boundary of said parcel number 3725-00000-0010-907, for a distance of approximately 348 feet a point, said point being the southwest corner of said parcel number 3725-00-000-0010-907, also being in the northern boundary of a 2.461 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R44974 and FBCAD parcel account number 0264-00-000-0196907;

THENCE, in a easterly direction along said northern boundary of said parcel number 0264-00000-0196-907, for a distance of approximately 466 feet to a point corner, said point being the east corner of a 0.6339 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R255688 and FBCAD parcel account number 0264-00-000-0100-907;

THENCE, in a southwesterly direction along the southeastern boundary of said parcel number 0264-00-000-0100-907, for a distance of approximately 568 feet to a point, said point being the northeast corner of a 1.4679 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R73082 and FBCAD parcel account number 3853-00-000-0010-907;

THENCE, in a southeasterly direction along the eastern boundary of said parcel number 385300-000-0010-907, for a distance of approximately 96 feet to a point, said point being in the eastern boundary of said parcel number 3853-00-000-0010-907, also being the northwest corner Lot 5 of Block 1 of Hunters Glen Section 1, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R71271 and FBCAD parcel account number 3850-01-001-0500-907;

THENCE, in a southerly direction along the western boundary line of Hunters Glen Section 1, for a distance of approximately 708 feet to a point, said point being the southwest corner Lot 4 of Block 5 of

Hunters Glen Section 1, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R71372 and FBCAD parcel account number 3850-01-005-0400-907, and being an interior corner in the eastern boundary of a 1.550 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R212421 and FBCAD parcel account number 0264-00-000-0125-907;

THENCE, in a southeasterly direction along the northeastern boundary of said parcel number 0264-00-000-0125-907, for a distance of approximately 126 feet to a point for corner, said point being the southeast corner of said parcel number 0264-00-000-0125-907, also being an angle point in the southern boundary of Lot 5 of Block 5 Hunters Glen Section 1, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R71373 and FBCAD parcel account number 3850-01-005-0500-907;

THENCE, in a westerly direction along the southern boundary of said parcel number 0264-00000-0125-907, for a distance of approximately 98 feet to a point, said point being the northeast corner a 1.914 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R44967 and FBCAD parcel account number 0264-00-0000120-907;

THENCE, in a southerly direction along the western boundary of said Hunters Glen Section 1 Subdivision, crossing Lexington Boulevard and continuing in a southerly direction along western boundary of Block 1, Hunters Point Estates Subdivision, for a distance of 1,348 feet to a point, said point being the southeast corner of Reserve "C" of Block 1 of Grand Park Center, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R66789 and FBCAD parcel account number 3522-00-000-0030-907, being in the northern right-of-way boundary of Grand Park Drive, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R44962 and FBCAD parcel account number 0264-00-000-0050-907;

THENCE, in an easterly direction along the northern right-of-way boundary of Grand Park Drive, for a distance of approximately 1,029 feet to a point, said point being the southwest corner of a 1.528 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R281899 and FBCAD parcel account number 0264-00-000-0145907;

THENCE, in a northeasterly direction along said northwestern boundary of said parcel number 0264-00-000-0145-907, for a distance of approximately 265 feet to a point for corner, said point being the most northerly corner of said parcel number 0264-00-000-0145-907;

THENCE, in a southeasterly direction along said northeastern boundary of said parcel number 0264-00-000-0145-907, for a distance of approximately 364 feet to the northeast corner of said parcel number 0264-00-000-0145-907, being in the northwesterly right-of-way boundary of Independence Boulevard, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R44965 and FBCAD parcel account number 0264-00-0000102-907;

THENCE, in a southwesterly direction along the northwesterly right-of-way boundary of said Independence Boulevard, for a distance of approximately 1,405 feet to a point, said point being in the southern boundary of a 3.9787 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R317738 and FBCAD parcel account number 3859-01-000-0065-907, also being in said northerly right-of-way boundary of Independence Boulevard;

THENCE, in a southerly direction, crossing said Independence Boulevard, and continue for a total distance of approximately 220 feet to a point for corner, said point being the westernmost southwest corner of a 1.638 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R72053 and FBCAD parcel account number 3850-03-000-0010-907, also

being in the northern boundary of a 8.945 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R44961 and FBCAD parcel account number 0264-00-000-0040-907;

THENCE, in a westerly direction along the northern right-of-way boundary of said parcel number 0264-00-000-0040-907, for a distance of approximately 58 feet to a point, said point being the northwest corner of said parcel number 0264-00-000-0040-907, also being the southwest corner of a 0.1 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R132579 and FBCAD parcel account number 4180-00-000-0022-907;

THENCE, in a southerly direction along the western boundary of said parcel number 0264-00000-0040-907, for a distance of approximately 1,660 feet to a point for corner, said point being the southwest corner of said parcel number 0264-00-000-0040-907, also being the southeast corner of a 2.473 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R76589 and FBCAD parcel account number 4180-00-0000020-907, being in the northern boundary of a 1.738 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R189487 and FBCAD parcel account number 5862-01-000-0020-907;

THENCE, in a westerly direction along the northern boundary of said parcel number 5862-01000-0020-907, for a distance of approximately 516 feet to a point for corner, said point being in the eastern right-of-way boundary of Texas Parkway, said point also being the southwest corner of a 2.5266 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R126162 and FBCAD parcel account number 4180-00-000-0045907;

THENCE, in a southerly direction along eastern right-of-way boundary of Texas Parkway, having Fort Bend Central Appraisal District (FBCAD) unique account number 1111-09-070013-00-0, for a distance of approximately 1,541 feet to a point, said point being the northwest corner of a 0.517 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R89171 and FBCAD parcel account number 5295-00-0000010-907, said point also being the southwest corner of Lot 43, Block 3 of the Quail Green Section 1 subdivision, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R95240 and FBCAD parcel account number 5862-01-003-0430907;

THENCE, in an easterly direction along the northern right-of-way boundary said parcel number 5295-00-000-0010-907, for a distance of approximately 150 feet to a point for corner, said point being the northeast corner said parcel number 5295-00-000-0010-907, said point also being the northwest corner of Lot 46 Block 3 of the Quail Green Section 1 subdivision, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R95243 and FBCAD parcel account number 5862-01-003-0460-907

THENCE, in a southerly direction along the eastern boundary of said parcel number 5295-00000-0010-907 and it's southerly extension, crossing Greendale drive, and continuing, in all for a distance of approximately 627 feet to a point, said point being the southeast corner of a 0.4212 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R95354 and FBCAD parcel account number 5862-02-000-0010-907, said point also being the northeast corner of Lot 11, Block 5 of the Quail Green Section 2 subdivision, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R95478 and FBCAD parcel account number 5862-02-005-0110-907;

THENCE, in a westerly direction along the southern boundary of said parcel number 5862-02000-0010-907, for a distance of approximately 154 feet to a point, said point being the southwest corner of said

parcel number 5862-02-000-0010-907, said point also being northeast corner of said Lot 11, Block 5 of the Quail Green Section 2 subdivision, being said parcel number 586202-005-0110-907 in the easterly right-of-way boundary of Texas Parkway, being parcel number 1111-09-07-0013-00-8;

THENCE, in a southerly direction along the eastern right-of-way boundary of Texas Parkway, being said parcel number 1111-09-07-0013-00-8, and it's southerly projection, for a distance of approximately 295 feet to a point, said point being the northwest corner of a 1.262 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R151741 and FBCAD parcel account number 0013-00-000-2101-907;

THENCE, in an southeasterly direction along the northwestern boundary of said parcel number 0013-00-000-2101-907, for a distance of approximately 283 feet to a point for corner, said point being the northeast corner of said parcel number 0013-00-000-2101-907, said point also being the northwest corner of Lot 3, Block 1 of the Quail Green South Section 2 subdivision, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R278881 and FBCAD parcel account number 5864-02-001-0030-907;

THENCE, in a southeasterly direction along the western boundary of the Quail Green South Section 2 subdivision, for a distance of approximately 1,010 feet to a point for corner, said point being the southeast corner of a 2.1488 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R31252 and FBCAD parcel account number 0013-00-000-2100-907, also being in the north boundary of Lot 20, Block 3 of the Quail Green South Section 3 subdivision, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R246134 and FBCAD parcel account number 5864-01-003-0200-907;

THENCE, in a southwesterly direction along the southern boundary of said parcel number 001300-000-2100-907, for a distance of approximately 219 feet to a point, said point being the southern corner of said parcel number 0013-00-000-2100-907, also being in the northeasterly right-of-way boundary of Texas Parkway, same being parcel number 1111-09-07-0013-00-0;

THENCE, in a southeasterly direction along the northeastern right-of-way boundary Texas Parkway, being said parcel number 1111-09-07-0013-00-0, for a distance of approximately 943 feet to a point, said point being the southwest corner of a 0.14 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R245497 and FBCAD parcel account number 5864-01-000-0030-907;

THENCE, in a northerly direction along the northwestern boundary of said parcel number 586401-000-0030-907, at approximately 26 feet pass the southwest corner of a 1.457 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R245303 and FBCAD parcel account number 5864-01-000-0100-907, and continue, in all for a distance of approximately 272 feet to a point for corner, said point being the northwest corner of said parcel number 5864-01-000-0100-907, said point also being the northeast corner of Lot 5, Block 3 of the Quail Green South Section 1 subdivision, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R246119 and FBCAD parcel account number 5864-01-003-0050-907;

THENCE, in an easterly direction along the northern boundary of said parcel number 5864-01000-0100-907 crossing Turtle Creek Drive, and continue, in all for a distance of approximately 599 feet to a point for corner, said point being the northeast corner of a 1.785 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R245304 and FBCAD parcel account number 5864-01-000-0200-907, said point also being the southeast corner of a 1.0661 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification

number R245382 and FBCAD parcel account number 5864-01-000-0090-907, in the existing easterly boundary line of the incorporated limits of the City of Missouri City;

THENCE, in a southerly direction along the existing easterly boundary line of the incorporated limits of the City of Missouri City, for a distance of approximately 895 feet to a point for corner, said point being the southeast corner of a 0.675 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R102488 and FBCAD parcel account number 5922-01-000-0041-907, said point also being the northeast corner of a 9.83 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R136433 and FBCAD parcel account number 5922-00-000-0010-907;

THENCE, in a westerly direction along the southern boundary of said parcel number 5922-01000-0041-907, for a distance of approximately 296 feet to a point for corner, said point being the southwest corner of said parcel number 5922-01-000-0041-907, said point also being the northeast corner of the right-of-way boundary of Turtle Creek Drive, having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R167277 and FBCAD parcel account number 5922-00-000-0016-907;

THENCE, in a southwesterly direction along the southeastern right-of-way boundary of said Turtle Creek Drive, said parcel account number 5922-00-000-0016-907, for a distance of approximately 2410 feet to a point for corner, said point being the east right-of-way boundary of Hilton Head Drive, having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R167248 and FBCAD parcel account number 5922-00-000-0001-907;

THENCE, in a northwesterly direction along the northeastern right-of-way boundary of said Hilton Head Drive, said parcel account number 5922-00-000-0001-907, for a distance of approximately 60 feet to a point for corner, said point being the intersection of the east right-ofway boundary of Hilton Head Drive with the northwest right-of-way boundary of said Turtle Creek Drive, said parcel number 5922-00-000-0016-907;

THENCE, in a northeasterly direction along the northwestern right-of-way boundary of said Turtle Creek Drive, being parcel account number 5922-00-000-0016-907, for a distance of approximately 2410 feet to a point for corner, said point being the southeast corner of a 1.718 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R102491 and FBCAD parcel account number 5922-01-000-0050-907;

THENCE, in a northerly direction along the west right-of-way boundary of Turtle Creek Drive, being said parcel number 1111-09-07-0013-00-0, being also the east boundary line of said parcel number 5922-01-000-0050-907, for a distance of approximately 258 feet to a point, said point also being the northeast corner of said parcel number 5922-01-000-0050-907, said point also being the southeast corner of a 0.517 acre parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R102493 and FBCAD parcel account number 5922-01-000-0052-907;

THENCE, in a westerly direction along the southern boundary of said parcel number 5922-01000-0052-907, for a distance of approximately 275 feet to a point, said point being the southwesterly corner of said parcel number 5922-01-000-0052-907, said point also being the eastern boundary of a 0.758 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R375120 and FBCAD parcel account number 0013-00-000-2121-907;

THENCE, in a southerly direction along the eastern boundary of said parcel number 0013-00000-2121-907, for a distance of approximately 310 feet to a point for corner, said point being the southeast corner of said parcel number 0013-00-000-2121-907, said point also being the southwest corner of said parcel

number 5922-01-000-0050-907, said point also being in the north boundary line of a 9.00 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R136434 and FBCAD parcel account number 5922-00-000-0020-907;

THENCE, in a westerly direction along the northern boundary line of the Quail Valley Thunderbird North subdivision, for a distance of approximately 1,170 feet to a point, said point being the southwest corner of a 19.7824 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R31253 and FBCAD parcel account number 0013-00-000-2120-907, said point also being the southeast corner of a 15.792 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R308811 and FBCAD parcel account number 5726-01-000-0020-907;

THENCE, in a westerly direction along the northern boundary line of the Quail Valley Thunderbird North subdivision, for a distance of approximately 1,725 feet to a point, said point being the southwest corner of said parcel number 5726-01-000-0020-907, said point also being the southeast corner of a 1.197 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R136429 and FBCAD parcel account number 0013-00-000-0020-907;

THENCE, in a northerly direction along the western boundary line of said parcel number 572601-000-0020-907, for a distance of approximately 1464 feet to a point, said point being the northwest corner of said parcel number 5726-01-000-0020-907, said point also being the southwest corner of a 13.7765 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R31250 and FBCAD parcel account number 0013-00-000-2000-907;

THENCE, in a northerly direction along the western boundary line of said parcel number 001300-000-2000-907, for a distance of approximately 357 feet to a point, said point being the northwest corner of said parcel number 0013-00-000-2000-907, said point also being in the southerly boundary line of Cartwright Road, having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R132195 and FBCAD parcel account number 0013-00-000-3333-907;

THENCE, in an easterly direction along the northern boundary line of said parcel number 001300-000-2000-907, same being the southerly boundary line of said Cartwright Road, for a distance of approximately 44 feet to a point, said point being the northeast corner of said parcel number 0013-00-000-2000-907, said point also being the northwest corner of a 2.00 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R31251 and FBCAD parcel account number 0013-00-000-2080-907;

THENCE, in a southerly direction along the eastern boundary line of said parcel number 001300-000-2000-907, same being the westerly boundary of said parcel number 0013-00-000-2080 907, for a distance of approximately 356 feet to a point, said point being the southeast corner of said parcel number 0013-00-000-2000-907, said point also being in the northerly boundary line of said 15.792 acre parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R308811 and FBCAD parcel account number 5726-01-000-0020-907;

THENCE, in an easterly direction along the northern boundary line of said parcel number 572601-000-0020-907, same being the southerly boundary of said parcel number 0013-00-000-2080907, for a distance of approximately 161 feet to a point, said point being the northeast corner of said parcel number 5726-01-000-0020-907, said point also being the northwest corner of said 0.05 acre parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R308813 and FBCAD parcel account number 5726-01-000-0040-907;

THENCE, in a southerly direction along the eastern boundary line of said parcel number 572601-000-0020-907, same being the westerly boundary line of Park Gate Section One subdivision, for a distance of approximately 1234 feet to a point, said point being an interior corner of said parcel number 5726-01-000-0020-907, said point also being the southwest corner of said 13.7765 acre parcel having Fort Bend Central Appraisal District (FBCAD) parcel identification number R31250 and FBCAD parcel account number 0013-00-000-2000-907;

THENCE, in an easterly direction along the northern boundary of said parcel number 5726-01000-0020-907, for a distance of approximately 1,495 feet to a point, said point being the easternmost northeasterly corner of said parcel number 5726-01-000-0020-907, also being in the western boundary of said 19.7824 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R31253 and FBCAD parcel account number 0013-00-000-2120-907;

THENCE, in a northerly direction along the western boundary of said parcel number 0013-00000-2120-907, for a distance of approximately 737 feet to a point, said point being the southernmost corner of a 1.455 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R110896 and FBCAD parcel account number 7130-00-000-0040-907, said point also being in the western boundary of a 2 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R382126 and FBCAD parcel account number 0013-00-000-2122-907;

THENCE, in a northwesterly direction along southwestern boundary of said parcel number 7130-00-000-0040-907, for a distance of approximately 718 feet to a point, said point being an interior corner on the southern boundary of a 10.3363 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R110898 and FBCAD parcel account number 7130-00-000-0060-907, said point also being the northeast corner of Lot 73, Block 1 of the Park Gate Section 1 subdivision, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R308858 and FBCAD parcel account number 5726-01-001-0730-907;

THENCE, in a westerly direction along the southern boundary of said parcel number 7130-00000-0060-907 and it's westerly projection, for a distance of approximately 806 feet to a point for corner, said point being the southwest corner of a 1.1209 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R188672 and FBCAD parcel account number 7130-00-000-0063-907, said point also being in the eastern right-of-way boundary of Summer Lane, having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R308802 and FBCAD parcel account number 5726-01-0000001-907;

THENCE, in a northerly direction along the eastern right-of-way boundary of Summer Lane, being said parcel number 5726-01-000-0001-907, for a distance of approximately 377 feet to a point, said point being the northernmost northwesterly corner of said parcel number 7130-00000-0063-907, said point also being the intersection of the eastern right-of-way boundary of said Summer Lane with the southern right-of-way boundary of Cartwright Road, having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R132195 and FBCAD parcel account number 0013-00-000-3333-907;

THENCE, in a westerly direction along the southern right-of-way boundary of Cartwright Road, being said parcel number 0013-00-000-3333-907, for a distance of approximately 419 feet to a point, said point being the northwest corner of said 13.7765 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) parcel identification number R31250 and FBCAD parcel account number 0013-00-000-2000-907, said point also being the northeast corner of a 0.123 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R120135 and FBCAD parcel account number 9560-00-000-0030907;

THENCE, in a southerly direction along the western boundary of said parcel number 0013-00000-2000-907, and the easterly boundary of said parcel number 9560-00-000-0030-907, for a distance of approximately 25 feet to a point, said point being the southeast corner of said parcel number 9560-00-000-0030-907, said point also being the northeast corner of Lot 81, Block 4 in The Woods subdivision, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R120611 and FBCAD parcel account number 9560-00-0040810-907;

THENCE, in a westerly direction along the southern boundary of said parcel number 9560-00000-0030-907, for a distance of approximately 540 feet to the intersection of the eastern right-of-way boundary of Hawks Road, being said parcel number 9560-00-000-0008-907, with the south right-of-way boundary of said Cartwright Road parcel number 0013-00-000-3333-907;

THENCE, in a westerly direction along the southern right-of-way boundary of said Cartwright Road parcel number 0013-00-000-3333-907, for a distance of approximately 2,442 feet to a point, said point being the intersection of the southern right-of-way boundary of said Cartwright Road with the eastern right-of-way boundary of Quail Valley East Drive, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R166333 and FBCAD parcel account number 5910-01-000-0001-907;

THENCE, in a southerly direction along the eastern right-of-way boundary of Quail Valley East Drive parcel number 5910-01-000-0001-907, for a distance of approximately 1,805 feet to a point for corner, said point being the southwest corner of a 1.712 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R99383 and FBCAD parcel account number 5910-01-000-2600-907, said point also being in the northern boundary of the American Canal easement and 2.784 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R168322 and FBCAD parcel account number 5910-02-000-0010-907;

THENCE, in a westerly direction along the said northern boundary of the American Canal easement, being said parcel number 5910-02-000-0010-907, crossing Quail Valley East Drive for a distance of approximately 60 feet to a point for corner, said point being the southeast corner of a 0.615 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R99382 and FBCAD parcel account number 5910-01-000-2400907;

THENCE, in a northerly direction along the western right-of-way boundary of Quail Valley East Drive, being said parcel number 5910-01-000-0001-907, for a distance of approximately 1,806 feet to a point, said point being the intersection of the western right-of-way boundary of Quail Valley East Drive with the southern right-of-way boundary of Cartwright Road, being said parcel number 0013-00-000-3333-907, said point being the northeast corner of Lot 1, Block 5 of the Quail Valley East Section 1 Subdivision, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R99502 and FBCAD parcel account number 5910-01-005-0100-907;

THENCE, in a westerly direction along said southern right-of-way boundary of Cartwright Road, being said parcel number 0013-00-000-3333-907, for a distance of approximately 226 feet to a point, said point being the northeast corner of a 0.0206 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R136421 and FBCAD parcel account number 5904-00-000-0199-907, said point also being the northwest corner of the American Canal easement parcel number 1111-09-07-0013-00-0;

THENCE, in a southerly direction along said western right-of-way boundary of the American Canal easement parcel number 1111-09-07-0013-00-0, for a distance of approximately 1,753 feet to a point for corner, said point being the southeast corner of a 4.294 acre parcel, said parcel having Fort Bend Central

Appraisal District (FBCAD) unique parcel identification number R98412 and FBCAD parcel account number 5904-00-000-2003-907;

THENCE, in a westerly direction along the southern boundary of said parcel number 5904-00000-2003-907, for a distance of approximately 435 feet to a point for corner, said point being the southwest corner of said parcel number 5904-00-000-2003-907, also being the northwest corner of a 0.7649 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R98413 and FBCAD parcel account number 5904-00-000-2006907, also being in the eastern right-of-way boundary of Cypress Point Drive, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R167563 and FBCAD parcel account number 5904-00-000-0011-907;

THENCE, in a northerly direction along said east right-of-way boundary of Cypress Point Drive, being said parcel number 5904-00-000-0011-907, for a distance of approximately 406 feet to a point, said point being the northwest corner of said parcel number 5904-00-000-2003-907;

THENCE, in a northwesterly direction crossing Cypress Point Drive, being said parcel number 5904-00-000-0011-907, for a distance of approximately 84 feet to a point, said point being the southeast corner of Lot 18 of the Quail Valley Patio Homes Section 2 subdivision, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R98381 and FBCAD parcel account number 5903-02-000-1800-907, said point also being in the western right-of-way boundary of said Cypress Point Drive, parcel number 5904-00-000-0011907;

THENCE, in a northerly direction along said western right-of-way boundary of Cypress Point Drive, being said parcel number 5904-00-000-0011-907, for a distance of approximately 185 feet to a point, said point being the intersection of the western right-of-way boundary of said Cypress Point Drive with the southern right-of-way boundary of Kingsbrook Lane, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R169307 and FBCAD parcel account number 5903-02-000-0001-907;

THENCE, in a northwesterly direction along said southern right-of-way boundary of Kingsbrook Lane, being said parcel number 5903-02-000-0001-907, for a distance of approximately 1,670 feet to a point, said point being the intersection of the western right-of-way boundary of said Kingsbrook Lane, being said parcel number 5903-02-000-0001-907, with the southern right-of-way boundary of Cartwright Road, being said parcel number 0013-00-000-3333-907;

THENCE, in a westerly direction along said southern right-of-way boundary of Cartwright Road, being said parcel number 0013-00-000-3333-907, for a distance of approximately 3,540 feet to a point, said point being the northeast corner of a 0.027 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R144047 and FBCAD parcel account number 5902-00-000-1011-907, said point also being the intersection of the southern right-of-way boundary of Cartwright Road with the western right-of-way boundary of Bermuda Dunes Drive, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R167360 and FBCAD parcel account number 5902-00-000-0018907;

THENCE, in a southerly direction along said western right-of-way boundary of Bermuda Dunes Drive, same being parcel number 5902-00-000-0018-907, for a distance of approximately 228 feet to a point for corner, said point being the most easterly southeast corner of a 0.923 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R97772 and FBCAD parcel account number 5902-00-000-1010-907, said point also being the intersection of the western right-of-way boundary of Bermuda Dunes Drive with northern right-of-way boundary of Palm Desert Lane,

said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R167358 and FBCAD parcel account number 5902-00-000-0017-907;

THENCE, in a northwesterly direction along said northern right-of-way boundary of Palm Desert Lane, same being parcel number 5902-00-000-0017-907, for a distance of approximately 531 feet to a point, said point being the northwest corner of a 0.587 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R97771 and FBCAD parcel account number 5902-00-000-1000-907, said point also being the intersection of the southern right-of-way of Cartwright Road parcel number 0013-00-000-3333907 with eastern right-of-way of said Palm Desert Lane, being parcel number 5902-00-0000017-907;

THENCE, in a westerly direction along said southern right-of-way boundary of Cartwright Road parcel number 0013-00-000-3333-907, for a distance of approximately 1,597 feet to a point for corner, said point being the most westerly northwest corner of an 8.221 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R97753 and FBCAD parcel account number 5902-00-000-0100-907, said point also being the intersection of the southern right-of-way boundary of Cartwright Road, being said parcel number 0013-00-000-3333-907, with the eastern right-of-way boundary of Murphy Road, being parcel number 1111-09-07-0013-00-0;

THENCE, in a northerly direction along said eastern right-of-way boundary of Murphy Road, being said parcel number 0013-00-000-3333-907, crossing Cartwright Road, for a distance of approximately 445 feet to a point for corner, said point being the northwest corner of a 1.9515 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R31334 and FBCAD parcel account number 0013-00-000-4001-907, said point also being the southwest corner of a 3.443 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R31338 and FBCAD parcel account number 0013-00-000-4120-907;

THENCE, in an easterly direction along the northern boundary of said parcel number 0013-00000-4001-907, for a distance of approximately 418 feet to a point for corner, said point being the northeast corner of said parcel number 0013-00-000-4001-907, said point also being in the western boundary of a 6.94 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R167596 and FBCAD parcel account number 5960-02-000-0000-907;

THENCE, in a southerly direction along said western boundary of said parcel number 5960-02000-0000-907, for a distance of approximately 311 feet to a point, said point being the southwest corner of said parcel number 5960-02-000-0000-907, said point also being the southeast corner of a 0.627 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R31335 and FBCAD parcel account number 0013-00-000-4010907, in the northern right-of-way boundary of Cartwright Road, being said parcel number 001300-000-3333-907;

THENCE, in an easterly direction along said northern right-of-way boundary of Cartwright Road, being said parcel number 013-00-000-3333-907, for a distance of approximately 1,358 feet to a point, said point being the southeast corner of a 5.995 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R167595 and FBCAD parcel account number 5960-00-000-0000-907, said point also being the southwest corner of a 0.042 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R231814 and FBCAD parcel account number 5550-00-0000001-907;

THENCE, in a northerly direction along said eastern right-of-way boundary of said parcel number 5960-00-000-0000-907, for a distance of approximately 268 feet to a point for corner, said point being the northwest corner of a 0.6980 acre parcel, said parcel having Fort Bend Central Appraisal District

(FBCAD) unique parcel identification number R89682 and FBCAD parcel account number 5550-00-000-0020-907;

THENCE, in an easterly direction along the northern boundary of said parcel number 5550-00000-0020-907, and it's easterly projection, crossing Bermuda Dunes Drive, an continuing, in all for a distance of approximately 436 feet to a point for corner, said point being the northeast corner of a 0.221 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R318636 and FBCAD parcel account number 1537-01-0000010-907;

THENCE, in a southerly direction along the eastern boundary of said parcel number 1537-01000-0010-907, and it's southerly projection, for a distance of approximately 244 feet to a point, said point being the southeast corner of a 0.886 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R103289 and FBCAD parcel account number 6025-00-000-0010-907, said point also being in the northern right-of-way boundary of Cartwright Road, being said parcel number 0013-00-000-3333-907;

THENCE, in an easterly direction along the northern right-of-way boundary of Cartwright Road, being said parcel number 0013-00-000-3333-907, for a distance of approximately 4,910 feet to the southwest corner of a 0.280 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R82589 and FBCAD parcel account number 4960-02-000-0020-907, said point being also the southeast corner of a 6.821 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R166601 and FBCAD parcel account number 0013-00-000-9006-907, said point also being in the north right-of-way boundary of Cartwright Road, having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R132195 and FBCAD parcel account number 0013-00-000-3333-907;

THENCE, in a northerly direction along the eastern boundary of said parcel number 0013-00000-9006-907, for a distance of approximately 296 feet to a point for corner, said point being the northwest corner of a 0.078 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R376870 and FBCAD parcel account number 4960-02-000-0022-907;

THENCE, in an easterly direction along the northern boundary of said parcel number 4960-02000-0022-907, crossing Quail Valley East Drive and continuing, in all for a distance of approximately 808 feet to a point, said point being the northeast corner of a 3.659 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R82587 and FBCAD parcel account number 4960-02-000-0010-907, said point also being the northwest corner of Lot 4, Block 11 of Meadowcreek Section 2 subdivision, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R82605 and FBCAD parcel account number 4960-02-011-0040-907;

THENCE, in a southerly direction along said eastern boundary of said parcel number 4960-02000-0010-907, for a distance of approximately 310 feet to a point, said point being the southeast corner of said parcel number 4960-02-000-0010-907, said point also being the southwest corner of Lot 1, Block 11 of Meadowcreek Section 2 subdivision, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R82602 and FBCAD parcel account number 4960-02-011-0010-907, being in the northern right-of-way boundary of Cartwright Road, being said parcel number 0013-00-000-3333-907 ;

THENCE, in an easterly direction along the north right-of-way boundary of Cartwright Road, same being parcel number 0013-00-000-3333-907, for a distance of approximately 1,777 feet to a point, said point being the intersection of said northern right-of-way boundary of Cartwright Road, being parcel number 0013-00-000-3333-907, with the western right-of-way boundary of Hawkes Road, having Fort Bend

Central Appraisal District (FBCAD) unique parcel identification number R165985 and FBCAD parcel account number 0013-00-000-9004-907;

THENCE, in a northerly direction along the western right-of-way boundary of Hawkes Road, same being parcel number 0013-00-000-9004-907, for a distance of approximately 989 feet to a point, said point being the intersection of the western right-of-way boundary of Hawkes Road and the southern right-of-way boundary of Evans Road, having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R165987 and FBCAD parcel account number 0013-00-000-9002-907;

THENCE, in an easterly direction along the southern right-of-way boundary of Evans Road, same being parcel number 0013-00-000-9002-907, for a distance of approximately 574 feet to a point, said point being the northeast corner of a 10.00 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R206012 and FBCAD parcel account number 0013-00-000-3101-907, also being in the western right-of-way boundary of Columbia Blue Drive;

THENCE, in a northeasterly direction across Columbia Blue Drive, for a distance of approximately 84 feet to a point, said point being the southwest corner of a 2.482 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R31259 and FBCAD parcel account number 0013-00-000-2421-907, also being in the eastern right-of-way boundary of Columbia Blue Drive;

THENCE, in a northerly direction along the eastern right-of way boundary of Columbia Blue Drive, for a distance of approximately 589 feet to a point for corner, said point being the northwest corner of a 7.4391 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R31256 and FBCAD parcel account number 0013-00-000-2400-907, also being in the eastern right-of-way boundary of Columbia Blue Drive;

THENCE, in an easterly direction along the northern boundary of said parcel number 0013-00000-2400-907, for a distance of approximately 1,564 feet to a point, said point being the original southeast corner of Lot 5, Block 4 of Fieldcrest subdivision, said point also being in the western right-of-way boundary of Texas Parkway, before widening, said parcel having Fort Bend Central Appraisal District (FBCAD) parcel account number 1111-09-07-0013-00-0;

THENCE, in a northerly direction along the western boundary of said Texas Parkway parcel number 1111-09-07-0013-00-0, for a distance of approximately 910 feet to a point, said point being the southeast corner of Lot 6, Block 1 of the Fieldcrest subdivision, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R64486 and FBCAD parcel account number 3050-00-001-0600-907, said point also being the intersection of the western right-of-way boundary of Texas Parkway with the northern right-of-way boundary of Flicker Drive, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R166187 and FBCAD parcel account number 3050-00-000-0001-907;

THENCE, in a westerly direction along the northern right-of-way boundary of Flicker Drive, being said parcel number 3050-00-000-0001-907, for a distance of approximately 74 feet to a point for corner, said point being the southwest corner of said Lot 6, Block 1 of the Fieldcrest subdivision, being said parcel number 3050-00-001-0600-907, said point also being the southeast corner of Lot 7, Block 1 of the Fieldcrest Subdivision, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R64487 and FBCAD parcel account number 3050-00-001-0700-907 ;

THENCE, in a northerly direction along the western boundary of said Lot 6, Block 1 of the Fieldcrest subdivision, for a distance of approximately 142 feet to a point, said point being the northwest corner of

said Lot 6, Block 1 of the Fieldcrest subdivision, said point also being in the southern boundary of Lot 5, Block 1 of the Fieldcrest subdivision, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R64485 and FBCAD parcel account number 3050-00-001-0500-907;

THENCE, in a westerly direction along the rear lot line of said Block 1 of the Fieldcrest subdivision, for a distance of approximately 148 feet to a point for corner, said point being the southwest corner of Lot 3, Block 1 of the Fieldcrest subdivision, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R64483 and FBCAD parcel account number 3050-00-001-0300-907;

THENCE, in a northerly direction along the western boundary of said Lot 3, Block 1 of the Fieldcrest subdivision crossing Court Road, for a distance of approximately 205 feet to a point for corner, said point being in the northern boundary of a 0.1093 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R53649 and FBCAD parcel account number 1800-00-000-0030-907, also being in the southern boundary of said 2.033 acre parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R53645 and FBCAD parcel account number 1800-00-000-0020-907;

THENCE, in a westerly direction along the northern boundary of said parcel number 1800-00000-0030-907, for a distance of approximately 322 feet to a point, said point being the northwest corner of said parcel number 1800-00-000-0030-907, said point being also in the east boundary of a 4.754 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R44959 and FBCAD parcel account number 0264-00-000-0020907;

THENCE, in a southerly direction along the easterly boundary of said parcel number 0264-00000-0020-907, for a distance of approximately 10 feet to a point, said point being the southeast corner of said parcel number 0264-00-000-0020-907, said point being also in the north right-of-way boundary of Court Road, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R44958 and FBCAD parcel account number 0264-00-0000010-907;

THENCE, in a westerly direction along the north right-of-way boundary of said Court Road, said parcel number 0264-00-000-0010-907, for a distance of approximately 1000 feet to a point, said point being the most southerly southwest corner of a 6.69 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R96095 and FBCAD parcel account number 5863-02-000-0010-907, said point being in the east right-of-way boundary of Columbia Blue Drive, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R167219 and FBCAD parcel account number 5863-02-000-0005-907;

THENCE, in a northerly direction along the east right-of-way boundary of said Columbia Blue Drive, being the west boundary of said parcel number 5863-02-000-0010-907, for a distance of approximately 368 feet to a point, said point being the northwest corner of said parcel number 5863-02-000-0010-907;

THENCE, in an easterly direction along the north boundary of said parcel number 5863-02-0000010-907, for a distance of approximately 896 feet to a point, said point being the northeast corner of said parcel number 5863-02-000-0010-907, in the west boundary of a 4.754 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R44959 and FBCAD parcel account number 0264-00-000-0020-907;

THENCE, in a northerly direction along the west boundary of said parcel number 0264-00-0000020-907, for a distance of approximately 1336 feet to a point, said point being the northwest corner of said parcel number 0264-00-000-0020-907, in the south right-of-way boundary of Independence Boulevard, having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R53650 and FBCAD

parcel account number 1800-00-000-0035-907, said point being also in the existing south boundary of TIRZ No. 1;

THENCE, in an easterly direction along the south right-of-way boundary of said Independence Boulevard parcel number 1800-00-000-0035-907 and the existing south boundary of TIRZ No. 1, for a distance of approximately 704 feet to the **POINT OF BEGINNING**, and containing a total of approximately 360.04 acres.

**METES AND BOUNDS DESCRIPTION OF TRACT NO. 2  
CITY OF MISSOURI CITY TIRZ NO. 1**

**Beginning at a point** which is the southeast corner of a 0.5580 acre Lot 3 of Fuqua Ridge Subdivision, and according to the FBCAD Tax Year 2009 Roll, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R66057 and FBCAD parcel account number 3425-00-000-0030-907, said point being in the western right-of-way boundary of Texas Parkway, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R44960 and FBCAD parcel account number 0264-00-0000030-907, at it's intersection with the northern boundary of Independence Boulevard, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R136345 and FBCAD parcel account number 3425-00-000-0000-907, being in the existing boundary line of the City of Missouri City TIRZ No. 1;

THENCE, in a westerly direction along said northern right-of-way boundary of Independence Boulevard, and the existing north boundary line of the City of Missouri City TIRZ No. 1, for a distance of approximately 583 feet to a point for corner, said point being the southwest corner of a 4.245 acre Lot 1 of Fuqua Ridge Subdivision, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R66055 and FBCAD parcel account number 3425-00-000-0010-907;

THENCE, in a northerly direction along said western boundary of said parcel number 3425-00000-0010-907, for a distance of approximately 608 feet to a point for corner, said point being the northwest corner of a 3.369 acre Lot 2 of Fuqua Ridge Subdivision, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R66056 and FBCAD parcel account number 3425-00-000-0020-907;

THENCE, in a easterly direction along said northern boundary of said parcel number 3425-00000-0020-907, for a distance of approximately 245 feet to a point, said point being the southwest corner of 2.1592 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R133007 and FBCAD parcel account number 0264-00-0000598-907;

THENCE, in a northerly direction along said western boundary of said parcel number 0264-00000-0598-907, for a distance of approximately 276 feet to a point, said point being the northwest corner of said parcel number 0264-00-000-0598-907;

THENCE, in a easterly direction along said northern boundary of said parcel number 0264-00000-0598-907, for a distance of approximately 337 feet to a point for corner, said point being the northeast corner of said parcel number 0264-00-000-0598-907, also being in the western right-of-way boundary of said Texas Parkway, and being the existing westerly boundary line of the City of Missouri City TIRZ No. 1;

THENCE, in a southerly direction along said western right-of-way boundary of Texas Parkway and the existing westerly boundary line of the City of Missouri City TIRZ No., for a distance of approximately 75 feet to the **POINT OF BEGINNING**, and containing a total of approximately 10.331 acres.

**METES AND BOUNDS DESCRIPTION OF TRACT NO. 3  
CITY OF MISSOURI CITY TIRZ NO. 1**

**Beginning at a point** which is the northeast corner of a 17.873 acre parcel, and according to the FBCAD Tax Year 2009 Roll, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R44977 and FBCAD parcel account number 0264-00-0000210-907, said point also being the southeast corner of a 0.303 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R44982 and FBCAD parcel account number 0264-00-000-0710-910, said point being in the west right-of-way boundary of Texas Parkway, having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R44960 and FBCAD parcel account number 0264-00-000-0030907, and said point also being in the existing west boundary line of City of Missouri City TIRZ No. 1;

THENCE, in a southerly direction along said western right-of-way boundary of Texas Parkway and the existing west boundary line of City of Missouri City TIRZ No. 1, for a distance of approximately 1,962 feet to a point for corner, said point being the southeast corner of a 19.795 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R44978 and FBCAD parcel account number 0264-00-000-0300-907;

THENCE, in a westerly direction along the southern boundary of said parcel number 0264-00000-0300-907, for a distance of approximately 1,442 feet to a point, said point being the southwest corner of said parcel number 0264-00-000-0300-907;

THENCE, in a northerly direction along said western boundary of said parcel number 0264-00000-0300-907, for a distance of approximately 672 feet to a point, said point being the southeast corner of a 7.478 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R44979 and FBCAD parcel account number 0264-00-0000500-907;

THENCE, in a northwesterly direction along the southwestern boundary of said parcel number 0264-00-000-0500-907, for a distance of approximately 191 feet to a point, said point being on the northeasterly boundary of a 10.774 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R117389 and FBCAD parcel account number 0264-00-000-0501-907, being the northwest corner of the right-of-way boundary of Freshmeadow Drive, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R166886 and FBCAD parcel account number 5863-01-000-0004-907;

THENCE, in a southerly direction along the western right-of-way boundary of Freshmeadow Drive, for a distance of approximately 185 feet to a point for corner, said point being the southeast corner of said parcel number 0264-00-000-0501-907, also being the northeast corner of a 0.809 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R95577 and FBCAD parcel account number 5863-01-000-0020907;

THENCE, in a westerly direction along the southern boundary of said parcel number 0264-00000-0501-907, for a distance of approximately 136 feet to a point, said point being the interior angle point said parcel number 0264-00-000-0501-907, also being the northwest corner of a said parcel number 5863-01-000-0020-907;

THENCE, in a southwesterly direction along the southeast boundary of said parcel number 026400-000-0501-907, for a distance of approximately 857 feet to a point for corner, said point being the southwest corner of said parcel number 0264-00-000-0501-907, also being the westerly corner of Lot 14 of Block 3

Quail Green West Section 1, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R95633 and FBCAD parcel account number 5863-01-003-0140-907;

THENCE, in a northwesterly direction along said southwestern boundary of said parcel number 0264-00-000-0501-907, for a distance of approximately 813 feet to a point for corner, said point being the west corner of a 4.9186 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R41379 and FBCAD parcel account number 0118-00-000-0102-907, also being in the southern right-of-way boundary of Scanlin Road, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R293538 and FBCAD parcel account number 0118-00-000-0120-907;

THENCE, in a northeasterly direction along the southeastern right-of-way boundaries of Scanlin Road, parcel identification numbers R293538, R300115, R346238, R346360, and R293736, for a distance of approximately 2,431 feet to a point for corner, said point being the northwest corner of a 17.873 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R44977 and FBCAD parcel account number 0264-00-000-0210907; also being the southwest corner of a 8.6543 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R44980 and FBCAD parcel account number 0264-00-000-0700-910;

THENCE, in an easterly direction, along the city limit line of the City of Missouri City, and along the northern boundary of said parcel number 0264-00-000-0210-907, for a distance of approximately 1,041 feet to the **POINT OF BEGINNING**, and containing a total of approximately 83.81 acres.

**METES AND BOUNDS DESCRIPTION OF TRACT NO. 4  
CITY OF MISSOURI CITY TIRZ NO. 1**

**Beginning at a point** which is the northwest corner of a 1.0711 acre parcel, and according to the FBCAD Tax Year 2009 Roll, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R73440 and FBCAD parcel account number 3860-01-0000010-907, said point being in the south right-of-way boundary of Buffalo Run, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R160679 and FBCAD parcel account number 0626-00-000-9003-907, said point also being in the east right-of-way boundary of Texas Parkway, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R169175 and FBCAD parcel account number 0626-00-000-0007-907, said point also being in the existing east boundary line of City of Missouri City TIRZ No. 1;

THENCE, in a northeasterly direction along said northern boundary of said parcel number 386001-000-0010-907, for a distance of approximately 189 feet to a point, said point being the northeast corner of said parcel number 3860-01-000-0010-907, also being the northwest corner of a 0.1642 acre parcel, said having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R73444 and FBCAD parcel account number 3860-01-001-0010-907;

THENCE, in a southerly direction along the eastern boundary of said parcel number 3860-01000-0010-907, for a distance of approximately 289 feet to a point, said point being the southeast corner of said parcel number 3860-01-000-0010-907, also being the southwest corner of a 0.1762 acre parcel, said having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R73448 and FBCAD parcel account number 3860-01-001-0050-907, said point being in the northern right-of-way boundary of Mimosa Road, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R167528 and FBCAD parcel account number 3860-01-000-0008-907;

THENCE, in a westerly direction along the northern boundary of Mimosa Road, for a distance of approximately 135 feet to a point, said point being the southwest corner of said parcel number 3860-01-000-0010-907, also being the southeast corner of a 0.012 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R130229 and FBCAD parcel account number 3860-01-000-0011-907;

THENCE, in a northwesterly direction along said western boundary of said parcel number 386001-000-0011-907, for a distance of approximately 226 feet to a point, said point being an angle point on the boundary of said parcel number 3860-01-000-0011-907 and in the east right-of-way boundary of Texas Parkway, said point also being in the existing east boundary line of City of Missouri City TIRZ No. 1;

THENCE, in a northerly direction along said east right-of-way boundary of Texas Parkway, being the existing east boundary line of City of Missouri City TIRZ No. 1, for a distance of approximately 43 feet to the **POINT OF BEGINNING**, and containing a total of approximately 1.0831 acres.

**METES AND BOUNDS DESCRIPTION OF TRACT NO. 5  
CITY OF MISSOURI CITY TIRZ NO. 1**

**Beginning at a point** which is the west corner of a 0.0467 acre parcel, and according to the FBCAD Tax Year 2009 Roll, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R331380 and FBCAD parcel account number 5050-00-0490001-907, said point being in the southeast right-of-way boundary of Fifth Street, having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R167102 and FBCAD parcel account number 5050-00-000-0004-907, and in the east right-of-way boundary of Texas Parkway, having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R167100 and FBCAD parcel account number 5050-00-000-0002-907, being the existing boundary line of City of Missouri City TIRZ No. 1;

THENCE, in a northeasterly direction along said southeast right-of-way boundary of Fifth Street, for a distance of approximately 532 feet to a point for corner, said point being the north corner of a 8.112 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R88609 and FBCAD parcel account number 5050-00-049-0000907, also being a westerly corner of a 5.00 acre parcel, said having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R88610 and FBCAD parcel account number 5050-00-051-0000-907;

THENCE, in a southeasterly direction along the northeastern boundary of said parcel number 5050-00-049-0000-907, for a distance of approximately 120 feet to the easterly corner of said parcel number 5050-00-049-0000-907, also being an interior corner of said parcel number 505000-051-0000-907;

THENCE, in a southwesterly direction along the southeastern boundary of said parcel number 5050-00-049-0000-907, for a distance of approximately 29 feet to an interior corner of said parcel number 5050-00-049-0000-907, also being a westerly corner of said parcel number 505000-051-0000-907;

THENCE, in a southeasterly direction along said northeastern boundary of said parcel number 5050-00-049-0000-907, for a distance of approximately 287 feet to an interior corner of said parcel number 5050-00-049-0000-907, also being a southerly corner of said parcel number 505000-051-0000-907;

THENCE, in a northeasterly direction along said northwestern boundary of said parcel number 5050-00-049-0000-907, for a distance of approximately 97 feet to a northerly corner of said parcel number 5050-00-049-0000-907, also being a westerly corner of a 5.026 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R88622 and FBCAD parcel account number 5050-00-062-0002-907;

THENCE, in a southeasterly direction along the northeastern boundary of said parcel number 5050-00-049-0000-907, for a distance of approximately 412 feet to a point for corner, said point being in the southeastern right-of-way boundary of Texas Avenue, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R167101 and FBCAD parcel account number 5050-00-000-0003-907, also being on the northwestern boundary of a 6.25 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R88624 and FBCAD parcel account number 5050-00-064-0000-907;

THENCE, in a northeasterly direction along said northwestern boundary of said parcel number 5050-00-064-0000-907 and the southeast right-of-way boundary of Texas Avenue, for a distance of approximately 90 feet to the north corner said parcel number 5050-00-064-0000-907, also being the west corner of a 5.250 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R88626 and FBCAD parcel account number 5050-00-065-0010-907;

THENCE, in a southeasterly direction along said northeastern boundary of said parcel number 5050-00-064-0000-907, for a distance of approximately 530 feet to a point for corner, said point being in the southeastern right-of-way boundary of Adams Street, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R169117 and FBCAD parcel account number 0118-00-000-0014-907, also being on the northwestern boundary of a 0.8217 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R41393 and FBCAD parcel account number 0118-00-000-1400907;

THENCE, in a southwesterly direction along said southwestern right-of-way boundary of Adams Street, for a distance of approximately 139 feet to a point for corner, said point being the north corner of a 0.2145 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R41397 and FBCAD parcel account number 0118-00-0001725-907, also being the west corner of a 0.258 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R41395 and FBCAD parcel account number 0118-00-000-1600-907;

THENCE, in a southeasterly direction along said northeastern boundary of said parcel number 0118-00-000-1725-907, for a distance of approximately 126 feet to a point for corner, said point being the east corner of said parcel number 0118-00-000-1725-907, also being in the northern boundary of a 1.782 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R41396 and FBCAD parcel account number 0118-00-000-1700-907;

THENCE, in a northeasterly direction along said northwestern boundary of said parcel number 0118-00-000-1700-907, for a distance of approximately 92 feet to a point for corner, said point being the north corner of said parcel number 0118-00-000-1700-907, also being in the southwest boundary of a 0.844 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R41394 and FBCAD parcel account number 0118-00-000-1500-907;

THENCE, in a southeasterly direction along said northeast boundary of said parcel number 0118-00-000-1700-907 and the southwest boundary of said parcel number 0118-00-000-1500907, for a distance of approximately 184 feet to a point, said point being the east corner of said parcel number 0118-00-000-1700-907, also being the south corner of said parcel number 011800-000-1500-907;

THENCE, in a southwesterly direction along the southeast boundary of said parcel number 011800-000-1700-907, for a distance of approximately 155 feet to a point for corner, said point being the north corner of a 4.605 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R41389 and FBCAD parcel account number 0118-00-000-1000-907, said parcel also being the west corner of a 0.2185 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R376982 and FBCAD parcel account number 2754-00-001-0050-907;

THENCE, in a southeasterly direction along the northeast boundary of said parcel number 011800-000-1000-907, for a distance of approximately 679 feet to a point for corner, said point being the east corner of said parcel number 0118-00-000-1000-907, also being the south corner of a 0.1771 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R377027 and FBCAD parcel account number 2754-00-001-0500907, also being in the northwest boundary of 9.079 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R41422 and FBCAD parcel account number 0118-00-000-5200-907;

THENCE, in a southwesterly direction along said southeast boundary of said parcel number 0118-00-000-1000-907, for a distance of approximately 238 feet to a point, said point being in the northeast boundary of a 0.1470 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel

identification number R41417 and FBCAD parcel account number 0118-00-000-5100-907;

THENCE, in a northwesterly direction along said northeast boundary of said parcel number 0118-00-000-5100-907, for a distance of approximately 55 feet to the north corner of said parcel number 0118-00-000-5100-907, being an interior corner of parcel number 0118-00-000-1000907;

THENCE, in a southwesterly direction along said northwest boundary of said parcel 0118-00000-5100-907, being the southeast boundary of said parcel number 0118-00-000-1000-907, for a distance of approximately 66 feet to a point, said point being the south corner of said parcel number 0118-00-000-1000-907 and being in the northeast right of way boundary of Texas Parkway, having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R130384 and FBCAD parcel account number 0118-00-000-0801-907, being the existing boundary line of City of Missouri City TIRZ No. 1;

THENCE, in a northwesterly direction along said northeast right-of-way boundary of Texas Parkway, being the existing boundary line of City of Missouri City TIRZ No. 1, for a distance of approximately 2215 feet to the POINT OF BEGINNING and containing approximately 26.12 acres, more or less.

**METES AND BOUNDS DESCRIPTION OF TRACT NO. 6  
CITY OF MISSOURI CITY TIRZ NO. 1**

**Beginning at a point** which is the north corner of a 0.0406 acre parcel, and according to the FBCAD Tax Year 2009 Roll, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R328030 and FBCAD parcel account number 5050-00-0480101-907, said point being in the southeast right-of-way boundary of Fifth Street, having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R167102 and FBCAD parcel account number 5050-00-000-0004-907, and in the southwest right-of-way boundary of Texas Parkway, having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R167100 and FBCAD parcel account number 5050-00-000-0002907, being the existing boundary line of City of Missouri City TIRZ No. 1;

THENCE, in a southeasterly direction along the southwest right-of-way boundary of said Texas Parkway, being said parcel number 5050-00-000-0002-907, and the existing boundary line of City of Missouri City TIRZ No. 1, for a distance of approximately 1363 feet to a point for corner, said point being the north corner of a 0.8 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R41410 and FBCAD parcel account number 0118-00-000-4200-910, said point also being in the southeast right-of-way boundary of Adam Street, having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R168318 and FBCAD parcel account number 2750-00-000-0002907, said point also being in the existing southeasterly boundary line of the incorporated limits of the City of Missouri City;

THENCE, in a southwesterly direction along the southeast right-of-way boundary of said Adam Street, same being parcel number 2750-00-000-0002-907, being also along the existing southeasterly boundary line of the incorporated limits of the City of Missouri City, for a distance of approximately 282 feet to a point for corner;

THENCE, in a northwesterly direction, crossing Adam Street, being said parcel number 275000-000-0002-907, and continuing along the southwest boundary of a 3.053 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R88629 and FBCAD parcel account number 5050-00-066-0003-907, for a distance of approximately 542 feet to a point for corner, said point being the west corner of said parcel number 5050-00-066-0003-907, said point also being in the southeasterly right-of-way boundary of Texas Avenue, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R167099 and FBCAD parcel account number 5050-00-000-0001907,

THENCE, in a northerly direction, crossing said Texas Avenue, being said parcel number 505000-000-0001-907, for a distance of approximately 73 feet to a point for corner, said corner being in the northwesterly right-of-way boundary of said Texas Avenue, being said parcel number 5050-00-000-0001-907, said point also being a southerly corner of a 1.1386 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R88615 and FBCAD parcel account number 5050-00-056-0001-907, said point also being an easterly corner of Lot 1, Block 5, Fifth Ave Estates subdivision, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R64594 and FBCAD parcel account number 3100-00-005-0100-907;

THENCE, in a northwesterly direction along said northeast boundary of said Block 5, Fifth Ave Estates subdivision, for a distance of approximately 777 feet to point for corner, said point being a westerly corner of a 0.033 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R339138 and FBCAD parcel account number 5050-00-048-0901-907, said point being in the southeasterly right-of-way boundary of said Fifth Street, said parcel account number

5050-00-000-0004-907;

THENCE, in a northeasterly direction along the southeasterly right-of-way boundary of said Fifth Street, being said parcel number 5050-00-000-0004-907, for a distance of approximately 213 feet to the POINT OF BEGINNING and containing approximately 7.48 acres, more or less.

**METES AND BOUNDS DESCRIPTION OF TRACT NO. 7  
CITY OF MISSOURI CITY TIRZ NO. 1**

**Beginning at a point** which is the most easterly southeast corner of a 0.1993 acre parcel, according to the FBCAD Tax Year 2009 Roll, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R88575 and FBCAD parcel account number 5050-00-004-0500-907, said point being in the northwest right-of-way boundary of Fifth Street having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R167102 and FBCAD parcel account number 5050-00-000-0004-907, at the intersection with the projected northeast right-of-way boundary of Texas Parkway, having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R167100 and FBCAD parcel account number 5050-00-000-0002-907, being the existing the most northerly corner on the existing boundary line of City of Missouri City TIRZ No. 1;

THENCE, in a southwesterly direction along said northwest right-of-way boundary of Fifth Street, for a distance of approximately 400 feet to a point for corner, said point being in the southwest right-of-way boundary of Douglas Street, having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R167104 and FBCAD parcel account number 5050-00-000-0006-907, also being the east corner of a 0.4637 acre parcel, said having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R88592 and FBCAD parcel account number 5050-00-023-0300-907;

THENCE, in a northwesterly direction along said southwest right-of-way boundary of Douglas Street, for a distance of approximately 520 feet to a point for corner, said point being the east corner of Lot 4, Block 31, in Missouri City subdivision, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R88600 and FBCAD parcel account number 5050-00-031-0400-907, said point being in the southwest right-of-way boundary of Douglas Street, having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R167109 and FBCAD parcel account number 5050-00-000-0011-907, and the northwest right-of-way boundary of Third Street, having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R167106 and FBCAD parcel account number 5050-00-000-0008-907;

THENCE, in a southwesterly direction along said northwest right-of-way boundary of Third Street, said parcel number 5050-00-000-0008-907, for a distance of approximately 620 feet to a point for corner, said point being an interior corner of a 14.5959 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R124159 and FBCAD parcel account number 5050-00-032-0000-907, said point being in the westerly corner of the right-of-way boundary of Third Street, parcel number 5050-00-000-0008-907;

THENCE, in a northwesterly direction, crossing said 14.5959 acre parcel number 5050-00-032-0000-907, for a distance of approximately 495 feet to a point for corner, said point being in the original center of the right-of-way boundary of First Street, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R167107 and FBCAD parcel account number 5050-00-000-0009-907;

THENCE, in a northeasterly direction along the original center of the right-of-way boundary of First Street, being said parcel number 5050-00-000-0009-907, for a distance of approximately 360 feet to a point for corner, said point being the southeasterly corner of a 0.427 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number

R277331 and FBCAD parcel account number 5050-00-041-0001-907, said point being in the southwest right-of-way boundary of Louisiana Street, having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R167108 and FBCAD parcel account number 5050-00-000-0010-907;

THENCE, in a northwesterly direction along said southwest right-of-way boundary of Louisiana Street, being said parcel number 5050-00-000-0010-907, for a distance of approximately 80 feet to a point for corner, said point being in the westerly corner of the right-of-way boundary of said Louisiana Street, said point being in the south right-of-way boundary of Hwy 90A having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R169124 and FBCAD parcel account number 0118-00-000-0007-907;

THENCE, in a northeasterly direction along said south right-of-way boundary of Hwy 90A, for a distance of approximately 902 feet to a point for corner, said point being in the southwest right-of-way boundary of Orchard Street having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R167113 and FBCAD parcel account number 5050-00-0000015-907 and the aforementioned south right-of-way boundary of Hwy 90A having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R169124 and FBCAD parcel account number 0118-00-000-0007-907, being also the north corner of a 0.2295 acre parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R262285 and FBCAD parcel account number 5050-00-002-0000-907;

THENCE, in a southeasterly direction along said southwest right-of-way boundary of Orchard Street, for a distance of approximately 754 feet to the east corner of a 0.4743 acre parcel, said parcel having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R88576 and FBCAD parcel account number 5050-00-004-0900-907, said point being in the southwest right-of-way boundary of Orchard Street, said parcel number 5050-00-000-0016907, and in the northwest right-of-way boundary of Fifth Street having Fort Bend Central Appraisal District (FBCAD) unique parcel identification number R167102 and FBCAD parcel account number 5050-00-000-0004-907;

THENCE, in a southwesterly direction along said northwest right-of-way boundary of Fifth Street, being said parcel number 5050-00-000-0004-907, for a distance of approximately 186 feet to the **POINT OF BEGINNING**, and containing a total of approximately 18.92 acres, more or less.

**EXHIBIT B**

**The Missouri City Middle School Gymnasium Project**



## COMMISSIONER PRECINCT 2

Fort Bend County, Texas

**Grady Prestage**

Commissioner

Missouri City TIRZ #1  
1550 Texas Parkway  
Missouri City, TX 77489  
Attn: Anthony Snipes, Joseph Quintal

Fort Bend County is requesting that Missouri City Tax Increment Reinvestment Zone Number One (TIRZ#1) contribute one million dollars (\$1,000,000) towards the restoration of the historic Missouri City Middle School gymnasium. The county has been a willing partner with the city by contributing 100% of its tax increment towards improvements in the TIRZ since its inception and will likely support the extension of participation for an additional 10 years thru 2039. We are willing to have the requested amount paid out over a few years so that other TIRZ#1 projects and financial commitments can be fulfilled.

The building has been vacant since 2009 when the School District completed construction of a new campus on the opposite end of the property. The county acquired the building built in the 1930s from Fort Bend ISD in 2016 and has recently received construction bids to complete the restoration which will transform the vacant building into a community center. Total investment in this project will be approximately \$5,000,000 of which approximately \$500,000 has already been expended by the county.

A value engineering process has been completed and an agreement with the general contractor is being prepared for Commissioners Court action on 7/2/19 or 7/9/19. Based on the anticipated date of award of the contract and the typical time it takes the contractor to mobilize, no work will be started until August. We anticipate a twelve (12) month construction period. The TIRZ Board and City Council could approve the modification of the project plan to include this project prior to completion of a substantial amount of work.

We are providing the following information with this request:

1. Contractors Total Bid Cost
2. Schedule of values
3. Contractors Proposed Schedule
4. Project Rehab Expenses to date
5. Project photographs

Thank you for your consideration of this request.



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Teal Construction Company Construction Managers General Contractors 1335 Brittmoore • Houston, Texas 77043 713-465-8306 • Fax 713-465-9837

June 19, 2019

James Knight  
Director Facilities  
Fort Bend County  
301 Jackson Street, Suite 301  
Richmond, TX 77469

Re: Fort Bend County – Missouri City Gymnasium

Dear Mr. Knight,

Thank you for the opportunity and your trust in Teal Construction Company for the Rehabilitation of the Missouri City Gymnasium. We truly look forward to building another successful project with you and your team.

Per your request, attached you will find a proposed Schedule of Values for RFP #19-056 based on the plans and specifications provided by AUTOARCH Architects, LLC. The project bid amount was \$4,280,000.00 and at your request we have included an Owner Contingency line item in the amount of \$85,600.00 (2%) of the bid amount, revising the total contract value to be \$4,365,600.00 (Four Million Three Hundred Sixty-Five Thousand Six-Hundred and 00/100).

If you have any questions or comments about the attached documentation, please don't hesitate to contact me. Thank you for the opportunity!

Sincerely,  
Teal Construction Company

Jason Hogue  
Director of Operations – Houston



Missouri City Gymnasium Rehabilitation  
Schedule of Values

Item No.	DIVISION	DESCRIPTION	VALUE
1	01	General Expenses	\$ 655,965.00
2	01	Insurance and Bonds	\$ 86,426.00
3	01	Building Permit	\$ 15,900.00
4	312500	SWPPP	\$ 7,875.00
5	022419	Selective Demolition	\$ 110,789.00
6	323200	Earthwork	\$ 39,850.00
7	313200	Fences and Gates	\$ 5,900.00
8	313116	Termite Pre-Treatment	\$ 875.00
9	321100	Landscape Irrigation System	\$ 30,536.00
10	321200	Planting Media	\$ 30,708.00
11	334410	Site Utilities	\$ 120,000.00
12	321413	Permeable Pavers	\$ 14,963.00
13	033000	Concrete	\$ 152,500.00
14	042000	Masonry	\$ 169,780.00
15	051200	Carbon Fiber Polymer	\$ 138,045.00
16	051200	Structural Steel & Handrails	\$ 136,425.00
17	051200	Structural Steel Erection	\$ 78,980.00
18	061000	Rough Carpentry	\$ 217,036.00
19	064000	Architectural Woodwork	\$ 35,976.00
20	071100	Waterproofing	\$ 13,750.00
21	072100	Insulation	\$ 22,998.00
22	075216	Roofing	\$ 79,799.00
23	081113	Doors, Frames & Hardware	\$ 63,750.00
24	084100	Entrances & Storefront	\$ 155,825.00
25	092116	Gypsum Board Assemblies	\$ 163,216.00
26	092400	Plaster Assemblies	\$ 5,769.00
27	093000	Ceramic Tile	\$ 26,604.00
28	096466	Wood Flooring	\$ 94,962.00
29	096500	Resilient Flooring	\$ 4,100.00
30	096813	Carpet	\$ 10,328.00
31	093300	Stained Concrete	\$ 10,558.00
32	116500	Basketball Court Striping	\$ 8,500.00
33	098413	Sound Absorbing Walls Units	\$ 14,000.00
34	099000	Painting and Coatings	\$ 90,117.00
35	101400	Signage	\$ 15,667.00
36	102813	Toilet Compartments and Accessories	\$ 12,580.00
37	105300	Exterior Metal Canopies	\$ 16,540.00
38	116133	Stage Curtain	\$ 13,165.00
39	116500	Basketball Goals	\$ 12,355.00
40	129300	Site Furnishings	\$ 12,740.00
41	144200	Wheelchair Lifts	\$ 69,212.00
42	220000	Plumbing	\$ 206,813.00
43	230000	HVAC	\$ 572,223.00
44	260000	Electrical	\$ 535,900.00

Sub Total Bid Amount	\$	4,280,000.00
Owner Contingency (2%)	\$	85,600.00
<b>Total Contract Value</b>	<b>\$</b>	<b>4,365,600.00</b>



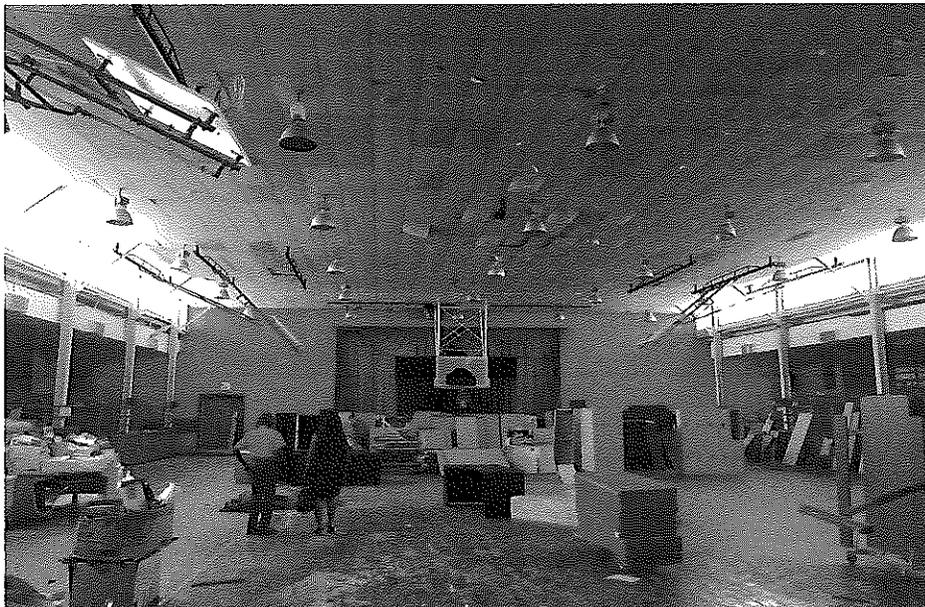
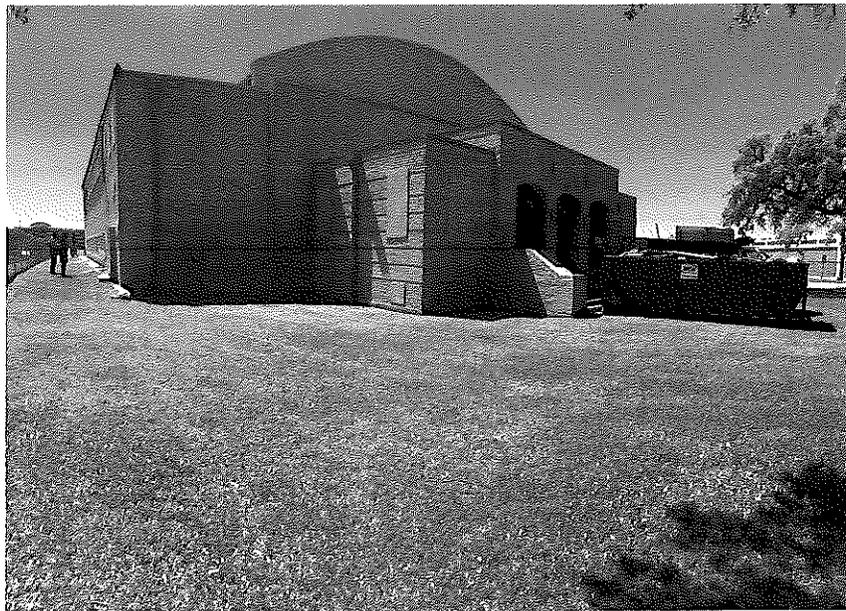






Missouri City Gymnasium Rehabilitation

ID	Task Name	Duration	Start	Finish	Preced	Notes
1	Notice to Proceed Issued	5 days	Mon 6/29/19	Mon 6/29/19		
2	Construction	245 days	Mon 6/29/19	Fri 6/28/20		
3	SITE WORK	285 days	Mon 6/29/19	Fri 6/15/20		
4	Demo	30 days	Mon 6/29/19	Fri 7/12/19		
5	Underground utilities	30 days	Mon 7/15/19	Fri 8/2/19		
6	Sidewalks and pavers	30 days	Mon 7/15/19	Fri 8/2/19		
7	Irrigation and landscaping	20 days	Mon 7/22/19	Fri 8/9/19		
8	Lighting	5 days	Mon 8/13/19	Fri 8/16/19		
9	BUILDING	265 days	Mon 6/29/19	Fri 6/28/20		
10	EXTERIOR	135 days	Mon 8/26/19	Fri 12/28/19		
11	Foundation for addition	10 days	Mon 9/9/19	Fri 9/20/19		
12	Structural Steel for Addition	10 days	Mon 9/23/19	Fri 10/4/19		
13	Wall Framing	15 days	Mon 10/7/19	Fri 10/25/19		
14	Masonry wall repairs	10 days	Mon 10/21/19	Fri 11/8/19		
15	Roofing New and Repairs	20 days	Mon 11/4/19	Fri 12/13/19		
16	Plaster	10 days	Mon 11/18/19	Fri 12/6/19		
17	Windows and Storefront	10 days	Mon 12/2/19	Fri 12/20/19		
18	Stairs and Rails	15 days	Mon 12/16/19	Fri 1/3/20		
19	INTERIOR	285 days	Mon 6/29/19	Fri 6/28/20		
20	Demo	10 days	Mon 6/29/19	Fri 7/12/19		
21	Underground utilities	10 days	Mon 7/15/19	Fri 7/26/19		
22	Concrete foundations	10 days	Mon 7/22/19	Fri 8/9/19		
23	Structural Steel	20 days	Mon 8/13/19	Fri 9/6/19		
24	Floor Framing	20 days	Mon 8/20/19	Fri 9/13/19		
25	Wall Framing	10 days	Mon 9/3/19	Fri 9/20/19		
26	Mechanical Rough	10 days	Mon 9/10/19	Fri 9/27/19		
27	Rehab gymnasium joists and deck	25 days	Mon 10/14/19	Fri 11/29/19		
28	Rehab existing walls and ceilings	10 days	Mon 10/28/19	Fri 11/15/19		
29	Ductwork in Gymnasium	10 days	Mon 11/4/19	Fri 11/22/19		
30	Sheetrock and painting	10 days	Mon 11/18/19	Fri 12/6/19		
31	Stairs, Rails, Lifts	10 days	Mon 12/2/19	Fri 12/20/19		
32	Wall Finishes	30 days	Mon 12/16/19	Fri 2/6/20		
33	Floor Finishes	30 days	Mon 12/23/19	Fri 2/13/20		
34	Restrooms	15 days	Mon 1/6/20	Fri 1/23/20		
35	Punchout and Turnover	10 days	Mon 1/20/20	Fri 1/30/20		





## REINVESTMENT ZONE NUMBER ONE, CITY OF MISSOURI CITY MEETING AGENDA

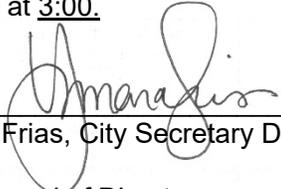
Notice is hereby given of a meeting of the Board of Directors of Reinvestment Zone Number One, City of Missouri City to be held on **July 10, 2019**, at **6:00 p.m.** at: **City Hall, Council Chambers, 2<sup>nd</sup> Floor**, 1522 Texas Parkway, Missouri City, Texas, for the purpose of considering the following agenda items. All agenda items are subject to action. The Board of Directors 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. Consider approval of the minutes of the meeting of June 10, 2019.
3. Public comment.
4. Election of a Vice Chair to serve the TIRZ 1 Board. The position is currently vacant.
5. Presentation of the TIRZ 1 annual budget.
6. Consider supporting the extension of the TIRZ 1 term by ten years to terminate in 2039.
7. Consider authorizing the execution of an agreement with Fort Bend County, Texas for the restoration of the historic Missouri City Middle School Gymnasium.
8. Presentation, review and discussion on information for the Grand Park Center redevelopment project and potential TIRZ #1 incentive.
9. ADJOURN

**In compliance with the Americans with Disabilities Act, the City of Missouri City will provide for reasonable accommodations for persons attending Reinvestment Zone Number One, City of Missouri City meetings. To better serve you, requests should be received 24 hours prior to the meetings. Please contact Maria Jackson, City Secretary, at 281.403.8685.**

### CERTIFICATION

I certify that a copy of the July 10, 2019, agenda of items to be considered by Reinvestment Zone Number One, City of Missouri City was posted on the City Hall bulletin board on July 5, 2019 at 3:00.

  
\_\_\_\_\_  
Yomara Frias, City Secretary Department

I certify that the attached notice and agenda of items for consideration by the Board of Directors was removed by me from the City Hall bulletin board on the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

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

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



**Council Agenda Item  
July 1, 2019**

**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 Title 5, 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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