

**YOLANDA FORD**  
Mayor

**VASHAUNDR A EDWARDS**  
Councilmember at Large Position No. 1

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



**CHERYL STERLING**  
Councilmember District A

**JEFFREY L. BONEY**  
Councilmember District B

**ANTHONY G. MAROULIS**  
Councilmember District C

**FLOYD EMERY**  
Councilmember District D

## CITY COUNCIL SPECIAL MEETING AGENDA

Notice is hereby given of a Special City Council Meeting to be held on **Monday, April 20, 2020**, at **5:45 p.m.** at: **City Hall, Council Chamber, 2nd 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.

---

### NOTICE REGARDING PUBLIC PARTICIPATION

Due to the COVID 19 Disaster and the Center for Disease Control's recommendation regarding social distancing measures, the public will not be allowed to be physically present at this meeting.

The meeting will be available to members of the public and allow for two-way communications for those desiring to participate. Any person interested in speaking on any item on the agenda must notify the City by one of the following methods **before 4:00 p.m. on the day of the City Council meeting**:

1. Email or call the City Secretary at [CSO@missouricitytx.gov](mailto:CSO@missouricitytx.gov) or 281-403-8686; or,
2. Submit a "Public Comment Form" to the City Secretary from the following webpage: <https://bit.ly/39pw73Q>.

**The request must include the speaker's name, address, email address, phone number and the agenda item number.**

To livestream the meeting, the public may access the following link:  
<https://www.missouricitytx.gov/780/MCTV>.

To access the meeting agenda packet in PDF format, the public may access the following link:  
<https://www.missouricitytx.gov/407/City-Council>.

- 
- 1. CALL TO ORDER**
  - 2. DISCUSSION/POSSIBLE ACTION**
    - (a) Discuss the procurement of executive search firm services for the position of the city manager.
    - (b) Discuss the redevelopment design guidelines.
    - (c) Consider and discuss the City's board, committee, and commission member appointments and reappointments.
  - 3. CLOSED EXECUTIVE SESSION**

*The City Council may go into Executive Session regarding any item posted on the Agenda as authorized by Title 5, Chapter 551 of the Texas Government Code. Notice is hereby given that the City Council may go into Executive Session in accordance with the following provision of the Government Code:*

**Texas Government Code, Section 551.074** – Deliberations concerning the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee: the city manager.

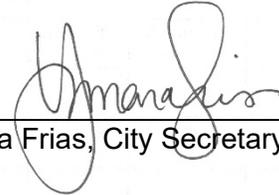
4. **RECONVENE** into Special Session and consider action, if any, on items discussed in Executive Session.

5. **ADJOURN**

**In compliance with the Americans with Disabilities Act, the City of Missouri City will provide for reasonable accommodations for persons attending City Council meetings. To better serve you, requests should be received 24 hours prior to the meetings. Please contact Maria Jackson, City Secretary, at 281.403.8686.**

#### **CERTIFICATION**

I certify that a copy of the April 20, 2020, agenda of items to be considered by City Council was posted in a place convenient to the public in compliance with Chapter 551 of the Texas Government Code on April 16, 2020, at 4:00 p.m.



---

Yomara Frias, City Secretary Department



**CITY COUNCIL  
AGENDA ITEM COVER MEMO**

**April 20, 2020**

**To:** Mayor and City Council  
**Agenda Item:** 2(a) City Manager Executive Search Firm.  
**Submitted by:** Martin Russell, Director of Human Resources

**SYNOPSIS**

This report provides an update from the March 16, 2020 City Council Special meeting.

**STRATEGIC PLAN 2020 GOALS ADDRESSED**

- Develop a high performing City team.

**BACKGROUND**

During the March 16, 2020 City Council Special meeting, Council approved moving forward in the hiring of an Executive Search Firm, for the open City Manager position. This presentation provides an update on the process moving forward.

**BUDGET/FISCAL ANALYSIS**

**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. PowerPoint Presentation

**STAFF'S RECOMMENDATION**

Staff recommendation – Select the top 3 Executive Search Firms to present their proposals to Council.

**Director Approval:** Martin Russell, Director of Human Resources

# City Manager Executive Search Firm Recruitment Update 04-20-2020

Martin Russell, Director of Human Resources and  
Organizational Development



# Process

- ❖ **Request For Proposals (RFP) was sent out 3-2-2020 to Executive Search Firms**
  - ❖ Executive Search Firms had a deadline of 3-24-2020 to respond to request
  - ❖ Nine (9) Firms responded to the RFP
  - ❖ City Council was given the opportunity to review & score proposals

# Review of Executive Search Firms

## ❖ Review of Executive Search Firms Proposals:

- ❖ Council selected top three Firms (based upon scoring matrix), to present their proposal to City Council
- ❖ HR Director will check & score references on top 3 Firms
- ❖ Council will vote on the Firm to represent City Executive search – date TBD
- ❖ Firm will provide Council with timelines of the process to select City Manager

# Staff Recommendation

Select the top 3 Executive Search Firms to present their proposals to City Council.

Questions?





## CITY COUNCIL SPECIAL SESSION AGENDA ITEM COVER MEMO

April 20, 2020

**To:** Mayor and City Council  
**Agenda Item:** 2(b) Discuss the redevelopment design guidelines.  
**Submitted by:** Joseph Esch, Economic Development

### SYNOPSIS

Review and discuss development standards for redevelopment incentive policy

### STRATEGIC PLAN 2019 GOALS ADDRESSED

- Create a great place to live
- Maintain a financially sound City
- Grow business investments in Missouri City
- Have quality development through buildout

### BACKGROUND

The City has had a long held goal of encouraging new investment in and redevelopment of commercial property along FM2234 and Cartwright Road. To this end, the city has spent over \$41,000,000 on projects in this area and has adopted economic development programs to support private investment.

Recently, the city and TIRZ #1 approved an incentive agreement with the owners of Grand Park Center. The agreement provided a dollar for dollar match of funds with a maximum incentive of \$400,000 for the update to the property. At the time of Council's consideration of the incentive for Grand Park Center's they included a proposed rendering of the project to ensure the appearance of the project once construction was completed was consistent with what had been proposed. To address consistency of expectations for future incentive projects, Council tasked staff with developing policy recommendations for architectural standards .

To develop recommendations for council consideration staff took the following approach:

1. Define the objectives of the policy
2. Identify
  - a. the major existing buildings that might be eligible for incentives
  - b. any existing or previous standards which may be used
3. Consider
  - a. the implications for using any existing standards vs completely new standard development
  - b. the trade-offs for using any existing standards vs creating standards from scratch
  - c. the process and departments impacted by implementing the standards
4. Develop recommendations on major policy points for discussion with the economic development committee
5. Review recommendations with full council for feedback

6. Draft policy for consideration based on feedback

The defined goals include

- Establishing realistic development expectations for projects requesting an incentive for the redevelopment of existing buildings or the redevelopment of a site where a new ground up development is proposed or where modifications to the structure require the entire building to be brought up to current development code
  
- Provide a timely and consistent process that may be created in the near term and is
  - mindful of the challenges faced in updating existing structures
  - differentiates between existing building rehabilitation and new construction
  - easily explained
  - verifiable
  - can be implemented under current city operations

Considering the above points, staff recognized that prior to September 1, 2019 the city already had in place development standards for the redevelopment area that dealt with the challenges faced in redevelopment. Those standards also differentiated between rehabilitation of existing structures and new development. However, as a result of the changes in state law the city could no longer enforce those restrictions as of September 1, 2019. Staff also recognized that are only four large properties that may be considered for the incentive and that developing completely new standards would be time consuming and costly. The four identified properties are:

1. Missouri City Central ( the former movie theater) on FM2234
2. Quail Corner ( King Dollar Center) on FM2234\*
3. The former Randalls on Cartwright Road
4. The former HEB on Cartwright Road

\*NOTE: This site was purchased last year and the city is currently working with the owner on their plans for redevelopment of the property.

Staff met with the committee on two occasions to discuss the information described above. The committee agreed with the basic premise of staff's proposal, but did add three additional requests. The committee asked to require applicants for incentives to provide detailed proposals to enhance the aesthetics of properties by way of

1. Consolidated signage
2. Upgraded landscaping to increase curb appeal
3. Explore options for enhancing architecture by breaking up long walls
4. Parking lot lighting and striping
5. Require maintenance of the exterior of the building and landscaping

Staff will review the recommendations with council and seek feedback.

**BUDGET/FISCAL ANALYSIS**

Funding Source	Account Number	Project Code/Name	FY__ Funds Budgeted	FY__ Funds Available	Amount Requested
----------------	----------------	-------------------	---------------------	----------------------	------------------

N/A					
-----	--	--	--	--	--

**Purchasing Review:** N/A  
**Financial/Budget Review:** N/A

**SUPPORTING MATERIALS**

1. Images of sites
2. Grand Park Center elevation

**STAFF'S RECOMMENDATION**

Receive update, discuss and provide feedback

**Director Approval:** Joseph Esch, Economic Development

**Assistant City Manager/  
City Manager Approval:** Bill Atkinson





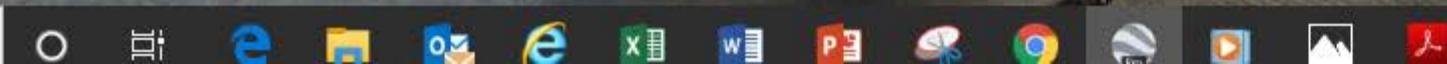
FOR LEASE  
713.741.9900



© 2020 Google  
© 2020 Google

Google Earth

29°34'59.82" N 95°32'24.76" W elev 75 ft ey





THE CRAWFORD CENTER  
BOSTON

WALDEN GROUP

metroPCS



PAWN SHOP

[Obscured Sign]

CASH

DIRECT CASH

DANCE

CLEANERS



## CITY COUNCIL AGENDA ITEM COVER MEMO

April 20, 2020

**To:** Mayor and City Council  
**Agenda Item:** 2(c) Consider and discuss the City's board, committee, and commission member appointments and reappointments.  
**Submitted by:** Maria Jackson, City Secretary

### SYNOPSIS

Consider and discuss the City's board, committee, and commission member appointments and reappointments.

### BACKGROUND

During the March 16, 2020, special City Council meeting, City Staff members presented the board, committee and commission members whose term would expire on June 30, 2020; and, board vacancies.

City Council requested that City Staff members extend an opportunity to each member whose term would expire to determine if they would be interested in serving another term. Please find the responses below:

#### Community Development Advisory Committee members

- Position 6 – Eunice Reiter, Citizen At Large – Agreed to continue serving
- Position 7 – Zelia Brown, Citizen At Large – Agreed to continue serving

#### Board Functions

During the first funding year of the Community Development Block Grant (CDBG) Program (1998), the City of Missouri City established a Community Development Advisory Committee. Presently, the Committee membership is composed of the Council members from Districts A and B; one additional Council member; a resident from the Target Area in District A; a resident from the Target Area in District B; and, two citizens at large with an interest in the CDBG program, for the purpose of providing direction to the distribution of the CDBG funds. The citizen members of the committee serve staggered two year terms.

#### New Candidate Application

1. James Davidson, Jr.

**Terms expire:** June 30, 2020

#### Construction Board of Adjustments & Appeals members:

- Position 1 – George E. Johnson, III, District B – Agreed to continue serving
- Position 2 – Roger Morris, District A – No responsive via email, phone call or through certified mail
- Alternate – Vacant, District D

#### Board Functions

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

**Terms expire:** June 30, 2020

### **Electrical Board member**

- Position 2 – Charles Jarvis – Agreed to continue serving

#### **Board Functions**

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

**Term expires:** June 30, 2020

### **Parks Board members**

- Position 2 - Thomasine Johnson, District B – Agreed to continue serving
- Position 4 – Mary Ross, District D – Agreed to continue serving
- **Position 6 - Sharman McGilbert, District A – Did not agree to continue serving**
- Position 8 – Brian Merchant, District B – Agreed to continue serving
- Position 10 - Don Johnson, District D – Agreed to continue serving
- Position 12 - Buddy Snyder, District B – Agreed to continue serving

#### **Board Functions**

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

#### **New Candidate Applications**

1. Reggie Abraham, District C
2. Charles Lewis, Jr., District D
3. Lillian H. Davis, District D
4. Kymberly McMorries, District A

**Terms expire:** June 30, 2020

### **Planning and Zoning Commission members**

- Position 1 – Gloria Lucas, District A – Agreed to continue serving
- Position 2 - Courtney Johnson-Rose, District A – Agreed to continue serving
- Position 3 - Sonya Brown-Marshall, District D – Agreed to continue serving
- **Position 4 – James G. Norcom, III, District B – Did not agree to continue serving**

#### **Board Functions**

The Planning and Zoning Commission is the final authority on applications concerning the subdivision of land and makes recommendations to City Council regarding applications for amendments to the Missouri City Zoning Map and Zoning Ordinance.

#### **New Candidate Applications**

1. Daniel Silva, District A
2. Karen Overton, District D
3. Peter Thompson, District D
4. Rodney Griffin, District A

**Terms expire:** June 30, 2020

### **Zoning Board of Adjustments & Appeals members**

- **Position 4 - Roger Morris, District A – No responsive via email, phone call, or through certified mail**
- Position 5 – Denise Pringle, District D – Agreed to continue serving
- Alternate - Cleotha Aldridge, District B – Agreed to continue serving
- Alternate - Sharon Jurica, District C – Agreed to continue serving

### **Board Functions**

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

### **New Candidate Applications**

1. William Booher, District D

**Terms expire:** June 30, 2020

## TIRZ BOARD #3

**Members & Functions** The Tax Increment Reinvestment Zone (TIRZ) Board #3 consists of 11 members who serve in staggered two-year terms. Positions #1 through #6 and #9 are appointed by the Council and positions #7, #8, #10 and #11 are reserved for other taxing units levying taxes within the zone. TIRZ Board #3 makes recommendations to the Council concerning the administration of the zone. They also prepare (or cause to be prepared) and adopt a project plan and reinvestment zone financing plan for the zone, and submit plans to the Council for its approval.

On February 20, 2020, City Council was notified of the vacancy left by Mr. Reitz.

- **Position 3 – Vacancy left by David Reitz**

### **New Candidate Applications**

1. Karen Overton, District D
2. Shaizad A Chatriwala, District C

**Term expires:** December 31, 2021

## Missouri City Parks Foundation

- **Position 1 – Harry Johnson – Did not agree to continue serving**
- Position 2 – Anthony Snipes – Agreed to continue serving
- Position 3 – E. Joyce Iyamu – Agreed to continue serving
- Position 4 – Tom Nichols – Agreed to continue serving
- Position 5 – Lisa Glenn – Agreed to continue serving
- Position 6 – Krystal Toups – Agreed to continue serving
- Position 7 – Bill Odle – Agreed to continue serving
- **Position 8 – Adrienne Barker – Did not agree to continue serving**
- **Position 9 – Jim Browne – Did not agree to continue serving**
- Position 10 – Alice Aanstoos – Agreed to continue serving
- **Position 11 – vacancy left by Tom Wilcox**
- **Position 12 – vacancy left by Gustave (Gus) Hawkins**
- **Position 13 – vacancy left by Marvin Marcell**

### **ARTICLE 2. PURPOSE**

2.1. The Corporation is organized exclusively for charitable and educational purposes allowed by law, including supporting the City in the City's acquisition, ownership, construction, development, improvement, operation, or maintenance of land, equipment and facilities owned or controlled by the City including land, facilities, equipment and activities for recreation, entertainment, sports, the arts, and similar activities that might benefit the citizens of the City of Missouri City.

2.2. The Corporation will focus its efforts on encouraging persons, businesses, and corporations, to make contributions of funds, equipment or donations of real estate or other property of value, to the Foundation.

**ARTICLE 5. BOARD OF DIRECTORS**

5.3. Appointment, Vacancies, and Removal. The City Council appoints the persons to serve as directors on the Board, will fill vacancies on the Board, and may remove a director at any time.

**Terms expire:** June 30, 2020

**2020 Charter Review Commission**

Councilmember Sterling has recommended Sam Chatriwala, Jeanette Quimby and Sonja Giddings.

\*\*\*\*\*

Section 11.13 of the City’s Charter states the following procedure regarding the Charter Review Commission:

The council shall appoint a charter review commission at least every four (4) years. The council shall appoint the first charter review commission after the adoption of this provision no later than July, 1981. All charter review commissions shall be appointed in July and each shall consist of five (5) citizens of the City of Missouri City.

*A. Duties of the commission:*

1. Inquire into the operation of the city government under the Charter provisions and determine whether any such provisions require revision. To this end public hearings may be held, and the commission shall have the power to compel the attendance of any officer or employee of the city and require the submission of any of the city records which it may deem necessary to the conduct of such hearing.
2. Propose any recommendations it may deem desirable to insure compliance with the provisions of the Charter by the several departments of the city government.
3. Propose, if it deems desirable, amendments to this Charter to improve the effective application of the Charter to current conditions.
4. Report its finding and present its proposed amendments, if any, to the council.

*B. Action by council:* The council shall receive and have published in the designated official public newspaper of the city a summary of any report presented by the Charter review commission; shall consider any recommendations made, and if any amendments be presented as part of such report, may order such amendment or amendments to be submitted to the voters of the city in the manner provided by law.

*C. Term of office:* The term of office of such Charter review commission shall be six (6) months; and at the completion of such term a report shall be presented to the council, and all records of the proceedings of such commission shall be filed with the city secretary and shall become a public record.

During the August 2, 2004, regular City Council meeting, City Council moved to appoint the following individuals to the commission:

1. Joe Workman, District D
2. Carl Bowles, District A
3. Albert Glover, District B
4. Scott Moseley, District B
5. Allen Robinson, District A

During the July 7, 2008, regular City Council meeting, City Council moved to appoint the following individuals to the commission:

1. Joe Workman, District D
2. Carl Bowles, District A
3. Albert Glover, District B
4. Roger Morris, District A
5. Scott Moseley, District B

During the July 2, 2012, regular City Council Meeting, City Council moved to appoint the following individuals to the commission:

1. Eunice Reiter, District A
2. Albert Glover, District B
3. Scott Moseley, District B
4. Robert Burton, District C
5. Joe Workman, District D
6. Buddy Jimerson, District D, Alternate

During the July 18, 2016, special City Council Meeting, City Council moved to appoint the following individuals to the commission:

1. Joe Workman, District D
2. Robin Elackatt, District C
3. Scott Moseley, District B
4. Eunice Reiter, District A
5. Cheryl Sterling, District A

#### **SUPPORTING MATERIALS**

1. Board, Committee, Commission Rosters
2. New Applicants
3. PZ Attendance Log from July 2019 to Present
4. Parks Board Attendance Log from 2019 to Present
5. Parks Foundation Attendance Log 2020
6. Resolution R-17-35 re Missouri City Parks Board Bylaws
7. Resolution R-14-36 re Rules of Procedure for the Planning & Zoning Commission
8. 2016 Missouri City Parks Foundation Creation Resolution
9. PowerPoint Presentation

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

Discuss the appointment/reappointment of members to various City boards/committees/commissions and direct staff accordingly.

**Director Approval:**

Maria Jackson, City Secretary



**(2019-2021)**  
**COMMUNITY DEVELOPMENT**  
**ADVISORY COMMITTEE**  
**ROSTER**

<b>Name &amp; Address</b>	<b>Position</b>	<b>Member Type</b>	<b>Term Expires</b>	<b>Meeting Date when <u>first</u> Appointed</b>	<b>Phone Number(s)</b>	<b>District</b>
<b>Cheryl Sterling</b>	Position 1	District A Councilmember	n/a	11/18/2020		A
<b>Jeffrey L. Boney</b>	Position 2	District B Councilmember	n/a	11/20/2017		B
<b>Chris Preston</b>	Position 3	Any member of Council to serve At-Large Position	n/a	5/25/2014		C
<b>Monica Rasmus</b>	Position 4	Regular	6/30/2021	1/3/2012		A
<b>Bertha Eugene</b>	Position 5	Regular	6/30/2021	1/3/2012		B
<b>Eunice Reiter</b>	Position 6	Regular	6/30/2020	1/3/2012		Citizen At Large
<b>Zelia Brown</b>	Position 7	Regular	6/30/2020	7/2/2018		Citizen At Large



**(2019-2021)**  
**CONSTRUCTION BOARD OF  
 ADJUSTMENT AND APPEALS**

<b>Name &amp; Address</b>	<b>Position</b>	<b>Member Type</b>	<b>Term Expires</b>	<b>Meeting Date when first appointed</b>	<b>Phone Number(s) &amp; Email Addresses</b>	<b>District</b>
<b>George E. Johnson III</b>	Position 1	Regular	6/30/2020	7/18/2016		B
<b>Roger Morris – No response via email, phone or certified mail</b>	Position 2	Regular	6/30/2020	8/2/1993		A
<b>Sammy Freeman</b>	Position 3	Regular	6/30/2021	10/1/2001		D
<b>William W. Johnson</b>	Position 4	Regular	6/30/2021	10/1/2001		D
<b>Daniel Silva</b>	Position 5	Regular	6/30/2021	05/20/2019		A
<b>Warren Howard Waugh</b>		Alternate	6/30/2021	06/17/2019		C
<b>Vacancy left by Pamiel Johnson Gaskin on February 28, 2020</b>		Alternate	6/30/2020			D



**(2019-2021)**  
**ELECTRICAL BOARD**  
**ROSTER**

<b>Name &amp; Address</b>	<b>Position</b>	<b>Term Expires</b>	<b>Meeting Date when first</b>	<b>Phone Number(s)</b>	<b>District</b>
<b>Buford Jurica</b>	Position 1 Master Electrician	6/30/2021	6/18/1980		C
<b>Charles Jarvis</b>	Position 2 Registered Electrical Engineer	6/30/2020	06/04/2018		D
<b>Kevin Mondshine</b>	Position 3 Registered Electrical Engineer	6/30/2021	6/3/2019		D
<b>Christopher Harvey</b>	Position 4 CenterPoint Energy - Required per Charter	6/30/2020	03/28/2018		N/A
<b>Frank Hester</b>	Position 5	6/30/2021	07/06/04		N/A
<b>Kirk Allen</b> Chief Bldg. Official 1522 Texas Parkway Missouri City, Texas 77489	Staff Building Official	N/A	Position Required by Charter		N/A
<b>Gus Garcia</b> City Electrical Inspector 1522 Texas Parkway Missouri City, TX 77489	Staff	N/A	Position Required by Charter		N/A



**(2020-2021) PARKS BOARD**

**ROSTER**

Name	Position	Term Expire	Meeting Date when first appointed	Phone Number(s) and email addresses	District
Victoria Porter	Position 1	6/30/2021	07/17/2017		D
Thomasine Johnson	Position 2	6/30/2020	07/1/2013		B
Raj Joseph	Position 3	6/30/2021	12/5/2019		C
Mary Ross	Position 4	6/30/2020	12/16/2019		D
Claudia Iveth Garcia	Position 5	6/30/2021	05/20/2019		B
Sharman McGilbert	Position 6 Co-Chairman	6/30/2020	07/16/2007		A
Diane Giltner	Position 7	6/30/2021	07/18/2011		C
Brian Merchant	Position 8	6/30/2020	07/17/2017		B
Llarance Turner	Position 9 Chairman	6/30/2021	10/1/2001		A
Don Johnson	Position 10	6/30/2020	08/17/2009		D
J.R. Atkins	Position 11	6/30/2021	06/20/2016		C
Buddy Snyder	Position 12	6/30/2020	07/21/2014		B
Leslie Mack Jr.	Position 13	6/30/2021	05/20/2019		B



**(2019-2021) PLANNING AND ZONING  
COMMISSION  
ROSTER**

<b>Name</b>	<b>Position</b>	<b>Term Expires</b>	<b>Meeting Date when first Appointed</b>	<b>Phone Number(s)</b>	<b>District</b>
<b>Gloria Lucas</b>	Position 1	6/30/2020	01/07/2019		A
<b>Courtney Johnson Rose</b>	Position 2	6/30/2020	7/21/2014		A
<b>Sonya Brown-Marshall</b>	Position 3 Chair	6/30/2020	7/6/2004		D
<b>James G. Norcom, III</b>	Position 4	6/30/2020	05/09/2018		B
<b>John T. O'Malley</b>	Position 5	6/30/2021	8/16/2004		D
<b>Monica L. Rasmus</b>	Position 6	6/30/2021	06/03/2019		A
<b>Hugh Brightwell</b>	Position 7	6/30/2021	6/6/2005		D
<b>James R. (Bob) Bailey</b>	Position 8	6/30/2021	05/20/2019		C
<b>Timothy R. Haney</b>	Position 9 Vice Chair	6/30/2021	7/6/1999		C

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



**(2019-2021)**  
**ZONING BOARD OF ADJUSTMENTS**  
**AND APPEALS ROSTER**

Name & Address	Position	Member Type	Term Expires	Meeting Date when <u>first</u> Appointed	Phone Number(s)	District
<b>Joe Workman</b>	Position 1	Vice-Chairman	6/30/21	08/06/07		D
<b>Peter Thompson</b>	Position 2	Regular	06/30/21	05/20/2019		D
<b>Robin Elackatt</b>	Position 3	Regular	06/30/21	07/03/17		D
<b>Roger Morris – No response via phone, email or certified mail</b>	Position 4	Chairman	06/30/20	08/18/86		A
<b>Denice Pringle</b>	Position 5	Regular	06/30/20	12/5/2019		D
<b>J.R. Atkins</b>	n/a	Alternate	06/30/21	07/18/16		C
<b>Candace McCray</b>	n/a	Alternate	06/30/21	12/5/2019		D
<b>Cleotha Aldridge</b>	n/a	Alternate	06/30/20	07/06/04		B
<b>Sharon Jurica</b>	n/a	Alternate	06/30/20	01/22/02		C



**(2020-2021)**  
**TIRZ #3 ROSTER**

Name	Position	First Appointment	Term Expire*	District	Phone Number(s)
Robert Hodge	Position 1	12/01/2014	12/31/2021	D	
Reggie Abraham	Position 2 Member	12/5/2019	12/31/2020	C	
Vacancy left by the late David Reitz on 02.20.2020	Position 3 Member		12/31/2021	C	
JaPaula Kemp	Position 4 Member	02/18/2019	12/31/2020	B	
Joyce Raynor	Position 5 Member	12/02/2013	12/31/2021	B	
Joe Workman	Chairman Position 6 Member	02/18/2008	12/31/2020	D	
Stephen Brown, Jr.	Position 7 FBC Rep	n/a	12/31/2021		
David Sepulveda	Position 8 FBC Drainage District Rep	n/a	12/31/2020		
Sharon Jurica	Position 9 Member <i>(City Member because FB/SD failed to appoint)</i>	11/16/2009	12/31/2021	C	
Marshall B. Heins	Position 10 HCC Rep	05/06/2019	12/31/2020		
Frank Hester	Position 11 SPLID Rep Sienna Plantation LID Rep	n/a	12/31/2021		



**(2018-2020)**  
**MISSOURI CITY PARKS FOUNDATION**  
**ROSTER**

<b>Name &amp; Address</b>	<b>Position</b>	<b>Term Expires</b>	<b>Meeting Date Appointed</b>	<b>Phone Number(s) Email Address</b>
<b>Harry Johnson</b>	Position 1	6/30/2020	03/18/2019	
<b>Anthony Snipes</b>	Position 2	6/30/2020	2/15/2016	
<b>E. Joyce Iyamu</b>	Position 3	6/30/2020	2/15/2016	
<b>Tom S. Nichols</b>	Position 4	6/30/2020	03/18/2019	
<b>Lisa Glenn</b>	Position 5 <b>Secretary</b>	6/30/2020	6/20/2016	
<b>Krystal Toups</b>	Position 6	6/30/2020	6/20/2016	
<b>Bill Odle</b>	Position 7 <b>President</b>	6/30/2020	6/20/2016	
<b>Adrienne Barker</b>	Position 8	6/30/2020	6/20/2016	



**(2018-2020)**  
**MISSOURI CITY PARKS FOUNDATION**  
**ROSTER**

<b>Jim Browne</b>	Position 9	6/30/2020	9/06/2016	
<b>Alice Aanstoos</b>	Position 10	6/30/2020	03/18/2019	
<b>Vacancy left by Tom Wilcox</b>	Position 11	6/30/2020		
<b>Vacancy left by Gustave (Gus) Hawkins</b>	Position 12	6/30/2020		
<b>Vacancy left by Marvin Marcell</b>	Position 13	6/30/2020		



# CITY OF MISSOURI CITY

## BOARD/COMMITTEE/COMMISSION APPLICATION

James Davidson, Jr.  
**Name**

B  
**District**

**Address**

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

Parks Edge/Dry Creek Village  
**Subdivision**

**Phone Number**

**Email Address**

Retirement Marketing/AIG/Sr. Communication Consultant

**Occupation/Employer/Job Title**

Master Degree  
**Education**

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

Tax Increment Reinvestment Zone (TIRZ) Board #2, or Community Development Advisory Committee

**Explain why::**

I recently moved into the Dry Creek Community, though I grew up and lived in Missouri City since 1996. When starting my family and purchasing my first home, I chose to come back to Missouri City because of its potential and was excited to see the city take investment/reinvestment seriously.

With regard to background, I've served on the Houston Area Urban League Young professionals board multiple terms. While chair, I lead voter & policy education programs, and created issue-based initiatives to raise awareness for city of Houston residents. I have my Masters in Public Administration from the University of Houston and received a degree in communications from the University of Kentucky. I've also worked in retirement marketing & project management for the last six years.

**Please list your civic or community involvement which you feel would make you an ideal candidate for the position you are applying for.::**

Civic involvement:

- FBISD Board Leadership Academy Inaugural Class

- Volunteer, read across the glob

- Career Day participant at various FBISD schools

Voter registration drives and member, The Fort Bend Church

As a new home owner, I would like to assist int he decision making process for growing a world class community that attracts business, retail and families to Missouri City

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

N/A

**References (optional)::**

Mayor Yolanda Ford

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

18

**Are you a registered voter?::**

Yes

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

No file was uploaded

**Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?::** Yes

**Submission Date:: 2/9/2020**

**Signature of Applicant:: James Davidson, Jr.**



# CITY OF MISSOURI CITY

## BOARD/COMMITTEE/COMMISSION APPLICATION

Reggie Abraham  
**Name**

C  
**District**

**Address**

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

HERITAGE COLONY AT FIRST COLONY Section : 1  
**Subdivision**

**Phone Number**

**Email Address**

CEO/Managing Partner

True Care Surgical Center

**Occupation**

Doctorate, Management & Organizational Leadership

**Education**

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

Zoning Board of Adjustments and Appeals. Position 5, Parks Board, TIRZ #3

**Explain why::**

I have lived in Missouri City for 33 years. I would like the opportunity to be a voice for the people who live in our community.

I am also interested in the position below if TIRR position is already taken.

Parks Board, Position 3

TIRZ #3 Board, Position 2

**Please list your civic or community involvement which you feel would make you an ideal candidate for the position you are applying for.::**

I have sat on Fort Bend ISD committee's for zoning and building improvement committees. I am also very passionate about our community and like to be involved in making our city a great place to live.

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

I volunteer for the Houston Livestock Show and Rodeo and been involved for over 7 years.

I enjoy playing golf at Quail Valley Golf Club

I play soccer at our community centers in Missouri City.

I have a family of 6 which includes my wife (Evelyn), 2 sons (Mathew & Andrew), and daughter's (Hannah & my dog Emily)

**References (optional)::**

None referenced

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

33 years

**Are you a registered voter?::**

Yes

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

Reggie Abraham CV.doc

**Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?::** Yes

**Submission Date::** October 9, 2019

**Signature of Applicant::** Reggie Abraham

## **Reggie Abraham, DM, MHA, MBA**

Houston, Texas • Ph. 713-277-5679

---

### Summary of Qualifications

- Over eighteen years of experience in the field of healthcare in private physician groups, physician organizations, urgent care, on-site clinics, ancillary services, and hospitals.
- Executive level experience with a strong emphasis in operations management, revenue cycle management, human resources management, and fiscal management.
- Extensive experience in Health Information Management, Electronic Health Records, Practice Management Systems.
- Outstanding leadership qualities and excellent management skills, including significant experience in hospitals, physician practices, ancillary services, and telemedicine.
- High degree of initiative with a solid work ethic, sound judgment, excellent decision making skills, and a professional demeanor.
- Exceptional communication skills, problem solving capabilities, excellent analytical skills and organizational skills.
- Experience in establishing and maintaining effective working relationships with superiors, employees, policymaking bodies, third party payers, patients, and the public.

### Professional Experience

Axis One Source, LLC, 2018  
CEO/Managing Partner  
True Care Surgical Center

- True Care Surgical Center Management
- Physician practice management consulting services
- Revenue cycle management
- Credentialing and managed care contracting
- Business development
- IT management including PM, EHR, HIM
- Physician, clerical, administrative, and clinical staffing
- Development of ancillary services
- Occupational health services, new business development and management
- Urgent care start-ups and management
- Space, design, and construction of healthcare facilities
- IT support
- Website design and development
- Development of on-site clinic for employer groups who are self insured for occupational health services

US Pain & Spine Institute, 2016 – 2018  
*Chief Operating Officer*

- Operational oversight of a multi-disciplinary healthcare company consisting of a seven bed hospital, Ambulatory Surgery Center, eight pain management clinics, primary care and wellness clinic, three pharmacies, two labs, and three diagnostic imaging centers.
- New business development with focus on new service lines and market current book of business.
- Developed a Personal Injury platform as a new service line to facilitate cases at the hospital and the out-of-network surgery center.
- Direct over-sight of revenue cycle management through an external billing & collections company maintaining collections rate and days in AR compared to MGMA benchmarks.
- Directly involved in new business development for all service lines, including establishing and maintaining good relationships with external referral sources.
- Directly involved with the seamless conversion and transition of practice management software for revenue cycle management.
- Manage Human Resource functions for the several departments with regards to: recruiting and selection, hiring and termination, training, professional development, mentoring, counseling, performance evaluations, and salary planning.
- Budgeting and fiscal oversight of all the different service lines to ensure profitability. Implemented a platform for MACRA and Merit-based Incentive Payment System to not only avoid a penalty, rather to earn a bonus payment by reporting the required measures.
- Instrumental in establishing and successfully implementing a tele-medicine platform.

Westfield Urgent Care, 2014 – 2016  
*Chief Executive Officer*

- Implementation and management of Onsite Health Clinics for employers that are self-insured and have more than 250 employees.
- Focus on finding innovative ways to improve healthcare in the work place, especially given the recent trends of budget cuts and change increases to healthcare policy.
- Collaboratively work with self-insured employer groups to create a customized on-site clinic, based on their needs, goals, and cultures.
- Dedicated to changing the conversation about healthcare in the workplace by providing cost-effective, quality care to employees on-site and thereby creating a thriving work environment.
- Instrumental in starting an Urgent Care center November of 2014.
- Involved in all aspects of management of the center from HR, Financial Management, Compliance, day-to-day operations, Revenue Cycle, Contracting, Marketing, and Facilities Management.
- Develop additional locations for urgent care centers across Houston.
- Business development with focus on occupational health services to local school districts and small to medium size local businesses.

- Established relationships with local businesses to provide occupational health services on a direct contract basis with no insurance billing.

University of Texas Health, Houston, 2010 – 2014

UTHS

*Director, Management Operations*

- Plan, implement, and control operational, financial, administrative and activities in the areas of clinical practice and education.
- Design and evaluate operational and financial models; prepare and implement business and strategic plans, and develop and maintain administrative infrastructure for efficient and financially sound operations.
- Develop, implement, and monitor budget for multiple funding sources and ensure budget compliance.
- Manage departmental facilities, procurement activities, equipment purchases, and equipment inventory.
- Serve as the designated responsible party for financial reporting for the department.
- Prepare and interpret financial analyses to better support the department's mission.
- Manage contracts for professional services, processing contractual agreements, invoicing and collection activities to ensure a positive margin.
- Manage Human Resource functions for the department with regards to: recruiting and selection, hiring and termination, training, professional development, mentoring, counseling, performance evaluations, and salary planning.
- Responsible for the design, execution and effectiveness of a system of internal controls which provides reasonable assurance that operations are effective and efficient, assets are safeguarded; financial information is reliable and compliant with applicable laws, regulations, policies and procedures.

Southside Group of Companies, 2010 – 2010

*Vice President, Operations*

- Direct oversight of operations of several divisions of Southside Group of Companies including: Southside Healthcare Solutions, Southside Home Health, Durable Medical Equipment, Physician Clinics, Southside Sleep Center, and Southside Infusion
- Operating budget of over \$20 million
- HR responsibility for the organization as the Director of HR.
- Established a Pulmonary and Pain clinic from ground up including a pulmonary rehab facility and sleep center
- Direct oversight of Operations, fiscal management, facilities management, human resources, revenue cycle management, marketing and new business development, and corporate compliance

Methodist Health System, 2006 – 2010

*Administrator – Department of Obstetrics & Gynecology*

- Develop the annual Departmental budget, including revenue projections and justification of expenditures.

- Collaborated with the Department Chairman and Faculty to develop long-range projections and financial plans, maintain appropriate analyses, and recommend necessary adjustments.
- Assume primary responsibility for the fiscal administration and integrity of the Department including purchasing, capital equipment, inventory management, monthly account management and reports, and grants management.
- Participate in strategic planning for the Department regarding operations and new program development.
- Responsible for the hiring, training, development, and evaluation of the administrative, technical and clerical work force of the Department. Direct, assign, coordinate and review the staff within the Department.
- Handle and coordinate with Human Resources personnel activities including, but not limited to wage and salary administration, development of position descriptions, orientation and training of new staff, and employee relations.
- Responsible for promoting a customer service orientation throughout the Department.
- Work with Department Chairman and Division Chiefs on faculty recruitment, promotion and credentialing and practice plan administration.
- In conjunction with the Department Chairman and Faculty, complete space and resource planning for the Department, working closely with each Division in identifying and prioritizing the Department's administrative, clinical, educational and research resource needs, including addressing space allocation and renovation issues.
- Maintain direct fiscal and management responsibility for all equipment and personnel in clinical sites.
- Ensure Departmental compliance with all state and federal regulatory agencies, CMMS, HIPAA, EEOC, etc.
- Responsible for the effective operation of all billing and collections operations in the Department.
- Ensure charges are effectively captured, accurately coded and appropriately documented.
- Responsible for management of pre- and post-awards research administration, including budget development and review for all grants submitted by the Department.

Pediatric Center, 2001 – 2006

*Administrator*

- Provide leadership and direction to all the clinical, administrative and financial functions of the organization.
- Manage the administrative infrastructure of the company to achieve the business goals efficiently and profitably.
- Oversee daily operations, fiscal management, human resources, new business development, billing and collections, contract negotiations, payroll, staff evaluation and review process, physician recruiting, practice expansion, marketing, compensation and benefits, financial management and budgeting.
- Supervise directors and managers and oversee the activities of all clinic staff and activities.
- Provide direct oversight for all accounting and financial functions of the organization.

Bellaire Dermatology Associates, 2000 – 2001

*Administrator*

- Provide leadership to all clinical and administrative staff.
- Negotiated new managed care contracts and re-negotiated reimbursement rates on existing managed care contracts.
- Human resources management, responsible for the overall management of staff and related functions, accounting, staff payroll and benefits.
- Identify new business development opportunities, established and maintained relations with employers, insurers, and patients, marketing, and sales.
- Implemented procedure and policy manuals. Onsite IT support administrator for hardware and medical software.
- Directly involved in the sales and marketing of dermatology and cosmetic products and services.
- Provided employee guidance and counseling as needed. Managed employee morale to meet company goals and objectives.
- Annual budget preparation for various service lines, including product sales and dermatology services
- Oversight for all accounting and financial functions of the organization.
- Directly involved with the transition of the EHR system with included data conversion and transfer of accounting information.

Memorial Hermann Healthnetwork Providers, 1997 – 2000

*Manager, Contracting/Provider Relations*

- Responsible for management of provider relations and contracting.
- Negotiated new contracts and also contract renewals and re-negotiations.
- Spear headed the education and communication concerning provider relations and contracting to physicians and their office staff.
- Regulated and accessed on a continuous basis pricing and/or reimbursement rates for physician contracts with managed care organizations

Education

DM - Doctorate in Management and Organizational Leadership, University of Phoenix

MHA - Master of Healthcare Administration, University of Houston, Clear Lake (UHCL)

MBA - Master of Business Administration, UHCL

BS - Bachelor of Science in Healthcare Administration with concentration in Finance, UHCL

Computer skills

Microsoft Office: MS Project, Word, Excel, PowerPoint, Outlook

Practice Management Software: eClinical Works, McKesson Practice Partner, Medical Manager (Intergrity), Medisoft, Vantage Med, eClinical, Athena Health, Allscripts.

Health Information Management

IT Administration: Computer software, hardware, networking.

### Awards

President – Medical Group Management Association, Gulf Coast Division at University of Houston, Clear Lake

Awarded a certificate of completion in mediation and dispute resolution from University of Houston, Clear Lake



# CITY OF MISSOURI CITY

## BOARD/COMMITTEE/COMMISSION APPLICATION

Charles Lewis Jr. \_\_\_\_\_ D \_\_\_\_\_  
**Name** **District**

\_\_\_\_\_ Missouri City, Texas 77459 \_\_\_\_\_  
**Address** **City, State, Zip Code**

QUAIL PARK PATIO HOMES Section : 1 \_\_\_\_\_  
**Subdivision**

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

2nd year law student \_\_\_\_\_  
**Occupation**

Texas Tech-- History, Political Science, Thurgood Marshall School of Law \_\_\_\_\_  
**Education**

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

**Explain why::**  
The city needs a voice of the future. Also I believe that the Freedom Tree is being deeply neglected be the city. The Freedom Tree is Missouri City's greatest gem, it deserves respect from the park board. \_\_\_\_\_

**Please list your civic or community involvement which you feel would make you an ideal candidate for the position you are applying for.::**

A resident who has a deep passion and love for Missouri City. Also I am a person who has an uplifting vision for the future of this city, who want to see growth with progressive ideas. \_\_\_\_\_

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

Visiting museums and viewing street art in Houston, reading and running when not busy with school. Traveling to new cities around the world and in the U.S.

---

**References (optional)::**

No response

---

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

20 years

---

**Are you a registered voter?::**

Yes

---

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

resume final.docx

---

**Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?::** Yes

**Submission Date::** April 1, 2019

**Signature of Applicant::** Charles Lewis Jr.

# CHARLES LEWIS

## EDUCATION

**Texas Southern University, Thurgood Marshall School of Law, Houston Texas** May 2020  
*Juris Doctor Candidate, GPA: 3.05, Top 20%*

- *Thurgood Marshall Law Review*
- Dean's List
- 1L Property Tutor

**Texas Tech University, Lubbock Texas**

*Double Major, Bachelor of Arts in Political Science and History*

Minor in Spanish, GPA: 3.0

- Dean's List, (2014-2016)
- Texas Tech History Club, (2016-2017)
- Texas Tech Center: Seville, Seville, Spain, Study Abroad Program Participant (Fall 2015)

## EXPERIENCE

**TJ Davis Law Firm, PLLC, Houston, Texas** 7/2018-Present  
*Law Clerk*

- Drafted discovery requests, nondisclosure agreements, and court filings.
- Prepared and compiled deposition briefs and evidence for trial for criminal litigation
- Assisted with client intake and managed database of over 150 clients and open case files.

**Longshoremen's Association Local 1351, Houston, Texas**

*Longshoreman Clerk* 7/2017 – Present

- Scheduled streamlined the efficiency of the work place
- Developed a diverse work environment among employees
- Oversaw the organization of incoming and outgoing shipment

**Texas Tech University Hospitality Services, Lubbock, Texas**

*Student Manager* 1/2016 - 5/2017

*Hospitality Assistant* 4/2014 - 5/2015

- Coordinated responsibility for setting goals, and distributing tasks among employees

**Marco's Pizza, Missouri City**

*Team Leader/Driver* 5/2015 - 8/2015

- Conducted efficient customer service and communication skills

## SKILLS AND INTEREST

- Intermediate Spanish
- Long-distances running
- Enjoy history and exploring new cities and cuisines



# CITY OF MISSOURI CITY

## BOARD/COMMITTEE/COMMISSION APPLICATION

Lillian H. Davis  
**Name**

D

**District**

**Address**

Missouri City, Texas 77459

**City, State, Zip Code**

QUAIL VALLEY GLENN LAKES Section : 1  
**Subdivision**

**Phone Number**

**Email Address**

Registered Nurse

Home Health Supervisor 25 years in the industry

**Occupation**

No response

**Education**

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

Parks Board

**Explain why::**

Would love the opportunity to promote awareness of healthy living and promoting holistic wellness in the community

**Please list your civic or community involvement which you feel would make you an ideal candidate for the position you are applying for.::**

Community health organization experience. Public health professional. Geriatric care professional.

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

Group fitness instructor.

---

Creative arts worship leader

---

**References (optional)::**

No response

---

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

4 years

---

**Are you a registered voter?::**

Yes

---

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

Lillian H Resume.docx

---

**Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?::** Yes

**Submission Date::** February 28, 2019

**Signature of Applicant::** Lillian Hollins Davis

**Lillian H. Davis, RN HCS-D, COS-C**  
**Missouri City, TX 77459**

**Professional Summary:** I am a highly skilled professional with more than 20 years management and practical experience in hospital and home health. My areas of specialized practice include Home Health, Infusion, Gerontology, Coding, Quality Management and Utilization Review.

**Credentials: Registered Nurse**

Board Examination

License, State of Louisiana 1989

License by Endorsement, State of Indiana 1990

License by Endorsement, State of Texas 2014

Specialty Credentials: HCS-D ICD-10 Board Medical Specialty Coding and Compliance  
Certificate for Oasis Specialist-Clinical Oasis Answers 2016

**Experience**

**Clinical Coder, Utilization Review Specialist June 2015 ---current**

**Kindred at Home (formerly Gentiva)** Remote Coder---Corporate Services

Responsible for reviewing OASIS assessments for accuracy, and ensuring comprehensive coding review and assignment to ensure all coding guidelines are met. Reviewing documentation for clinicians to ensure clinical standards, skilled requirements are met.

**Manager of Clinical Practice March 2013 --- June 2015**

**Gentiva Home Health** 8606 Allisonville Road, Indianapolis, IN 46250 (317) 915-1440

Clinical oversight of home health services for location serving 200+ patients. Responsible for staff supervision for all clinical and ancillary staff, responsible for ensuring clinical and quality standards were met. Responsible for implementation of performance and process standards from initial referral intake, to admission, to client care delivery, client discharge, and client customer services review.

**Administrator August 2011---March 2013**

**Intrepid USA HealthCare Services** 3333 Founders Rd. Suite 100, Indianapolis, IN 46268 (317)334-0859

Administrative management of agency operations for Medicare certified home health agency specializing in disease management programs and comprehensive home rehab services. Fiscal oversight, ensuring regulatory and clinical compliance with all state, federal and specialty accreditation entities.

**Director of Operations August 2008 --- August 2011**

**Amedisys Home Healthcare** 9101 Wesleyan Road, Suite 300 Indianapolis, IN 46282 (317) 876-8201

Provided administration oversight and management of entire operation of home health agency services specializing in disease management programs, rehab services. Provided fiscal oversight, budget analysis and sales initiatives and implementation and ensuring regulatory and clinical compliance with all state, federal and specialty accreditation entities. Oversaw branch operations of parent and branch units.

**Regional Clinical Manager Indiana Region February 2005—July 2008**

**American Nursing Care** 1001 Summit Dr. Ste. 300 Milford, OH 45150 (513) 576-0262

Provided clinical oversight to six branch offices for Indiana state territory, providing quality patient care, provide mentoring and clinical management orientation for branch clinical management professionals to ensure the quality initiatives were exceeded and regulatory compliance was established.

**Director of Clinical Services January 2003----January 2005**

**NBA HomeCare Plus** 5254 W. 62<sup>nd</sup> Street Indianapolis, IN 46268

Clinical management and oversight of private duty and Medicare certified services ensuring the delivery of quality patient care.

**Patient Care Manager December 2000 ---- January 2003**

**SpectraCare of Indiana** 8402 Georgetown Road, Indianapolis, IN 46268

Responsible for care coordination of rehab, infusion, pediatric client care services. Responsible for staff development for all new hires including PPS, OASIS education. Provide quality management education for all clinical staff.

**Education: Associate Science of Nursing Louisiana Tech University 1989**



# CITY OF MISSOURI CITY

## BOARD/COMMITTEE/COMMISSION APPLICATION

Kymberly McMorries  
**Name**

A

**District**

**Address**

Missouri City, Texas 77459

**City, State, Zip Code**

QUAIL VALLEY NORTH Section : 1

**Subdivision**

**Phone Number**

**Email Address**

Attorney, self-employed

**Occupation**

Juris Doctorate

**Education**

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

Parks Board

**Explain why::**

I would like to become more involved in my community, and I see there is a vacancy.

**Please list your civic or community involvement which you feel would make you an ideal candidate for the position you are applying for.::**

I served on a focus group for FBISD with regards to rebalancing high schools, and I have been actively involved in volunteering with the schools. I also am a mentor for a child at QVE, and I was a volunteer with the Missouri City animal shelter.

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

Movies, travel, food, reading

**References (optional)::**

No response

---

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

9.5 years

---

**Are you a registered voter?::**

Yes

---

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

No file was uploaded

---

**Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?::** Yes

**Submission Date::** March 11, 2019

**Signature of Applicant::** Kymerly McMorries



# CITY OF MISSOURI CITY

## BOARD/COMMITTEE/COMMISSION APPLICATION

Daniel Silva A  
**Name** **District**

Missouri City, Texas 77489  
**Address** **City, State, Zip Code**

GLEN PARK SEC 1, BLOCK 2, LOT 47  
**Subdivision**

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

**Business Owner**  
**Occupation**

1 Years College  
**Education**

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

Catholic (Holy Family)

10 Years Vice President Glen Park Homeowners Association

2014 to 2016 President, Mexican American Golf Association (Houston Tx. Chapter)

2018 Member MAGA San Antonio

UH Alumni Association Member

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

Golf with Family & Friends

Home Gardening (Citrus & Fruit Tree Enthusiast )

Season Ticket Holder for UH, Astros, Skeeters & Texans

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

Planning & Zoning Commission

**Explain why::**

My dreams have always been representing my community, sharing, giving my time to improve & make a difference in Missouri City. From seeing the neighborhood kids grow up, graduate & remembering the good times we all had when we came together in Glenn Park. We have made it our goal to maintain our subdivision well represented within Missouri City.

**References (optional)::**

Randy Meyers \_\_\_\_\_

Calvin Simon \_\_\_\_\_

Clifford Brooks \_\_\_\_\_

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

15 years

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

Resume Daniel Silva Letter 2018.pdf

**Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?::** Yes

**Signature of Applicant::** Daniel Silva

**Submission Date::** December 27, 2018



INDEPENDENT CRANE  
& EQUIPMENT

January 3, 2019

Missouri City

Introduction: Daniel Silva

Since 1991 Daniel Silva has worked for several Major Crane Manufactures (5) all offshore field service and in management positions, Daniel has traveled to Colombia for Texaco and now for Chevron for the past 18 years, He has an excellent understanding to Chevrons offshore safety requirements and an unblemished safety record. Another advantage is that he is also fluent in Spanish, having Certified all Chevron Crane Operators in Safe Operation and Crane Safety Awareness.

Daniel Silva, President of Independent Crane & Equipment, LLC (ICE), incorporated his company in August, 2008, and has led ICE in its mission to provide excellent services to its customers since that time.

Attached you will find Mr. Silva's work history (in the form of a resume). Mr. Silva has in the past and does currently maintain all the certifications and training required/necessary to administer and perform the designated services on behalf of ICE. The company's employee drug testing is administered by Pipeline Testing Consortium. Our safety programs and proper insurances are monitored by ISNetwork...In short, Mr. Silva and ICE are pleased to confirm that ICE meets all the qualifications and programs that are required by all of our clients in the oil and gas industry.

If I can be additional assistance, or if you should need additional documentation regarding this matter, please don't hesitate to contact me at your earliest convenience.

Sincerely,

A handwritten signature in black ink that reads "Clifford Brooks, Jr." in a cursive style.

Clifford Brooks, Jr.  
Chief Financial Officer

Attachment:

Resume  
of  
Daniel Silva

**January 1991 - September 2001**

**WEATHERFORD /AMERICAN AREO CRANES  
6707 NORTHWIND DR.  
HOUSTON TEXAS 77041**

**SENIOR SERVICE TECHNICIAN:**

OFFSHORE GULF OF MEXICO AND SOUTH-CENTRAL AMERICA OPERATIONS; COMPLETE NEW PEDESTAL OFFSHORE CRANE INSTALLATIONS; COMMISSIONING CRANES FROM 10-TONS TO 75-TON CRANE CAPACITY; COMPLETE REFURBISHMENT OF PLATFORM PEDESTAL CRANES ON EXISTING OFFSHORE PLATFORMS; INSTALLATION OF TEMPORARY PORTABLE RENTAL CRANE OFFSHORE; COMPLETE ANNUAL INSPECTION AND REPAIRS OF ALL OFFSHORE CRANES AS PER AMERICAN PETROLEUM INSTITUTE GUIDE LINES API R2D2 RECOMMENDED SPECIFICATIONS; TRAVELS TO SOUTH AND CENTRAL AMERICA ON CRANE REPAIRS AND INSPECTIONS; CRANE CERTIFICATION AND OPERATOR CLASS ROOM INSTRUCTOR; BILINGUAL LECTURES AND CLASSES GIVEN IN SPANISH FORMAT FOR CRANE OPERATORS IN MEXICO AND COLOMBIA ( TEXACO / RIOHACHA ).

**September 2001 - September 2007**

**MARINE & MAINLAND CRANES  
11981-A SPENCER RD.( FM529 )  
HOUSTON TEXAS 77041**

**SENIOR SERVICE TECHNICIAN:**

OFFSHORE GULF OF MEXICO AND SOUTH-CENTRAL AMERICA OPERATIONS; COMPLETE NEW PEDESTAL OFFSHORE CRANE INSTALLATIONS; COMMISSIONING CRANES FROM 10-TONS TO 75 -TON CRANE CAPACITY; COMPLETE REFURBISHMENT OF PLATFORM PEDESTAL CRANES ON EXISTING OFFSHORE PLATFORMS; INSTALLATION OF TEMPORARY PORTABLE RENTAL CRANE OFFSHORE; COMPLETE ANNUAL INSPECTION AND REPAIRS OF ALL OFFSHORE CRANES AS PER AMERICAN PETROLEUM INSTITUTE GUIDE LINES (API R2D2 RECOMMENDED SPECIFICATIONS); INSPECTOR OF OVERHEAD MONORAIL CRANE AND LIFTING EQUIPMENT TO LAND FACILITIES IN REFINERIES AND CHEMICAL PLANTS (BP TXCITY , SEAWAY TEPPCO,WILLIAMS PIPELINE ,VOPAK, STERLING CHEMICAL ); TRAVELS TO SOUTH AND WEST AFRICA FOR INSPECTIONS AND REPAIRS OF PLATFORM PEDESTAL CRANES; TRAVELS TO SOUTH AND CENTRAL AMERICA ON CRANE REPAIRS AND INSPECTIONS; CRANE CERTIFICATION AND OPERATOR CLASS ROOM INSTRUCTOR; BILINGUAL LECTURES AND CLASSES GIVEN IN SPANISH FORMAT FOR CRANE OPERATORS IN MEXICO AND COLOMBIA ( CHEVRON / RIOHACHA )

**September 2007 to August 2008**

**ENERGY CRANES  
6707 NORTHWIND DR.  
HOUSTON TEXAS 77041**

**SENIOR SERVICE TECHNICIAN:**

OFFSHORE GULF OF MEXICO AND SOUTH-CENTRAL AMERICA OPERATIONS, COMPLETE NEW PEDESTAL OFFSHORE CRANE INSTALLATIONS , COMMISSIONING CRANES FROM 10 TONS TO 75 TON CRANE CAPACITY , COMPLETE REFURBISHMENT OF PLATFORM PEDESTAL CRANES ON EXISTING OFFSHORE PLATFORMS, INSTALLATION OF TEMPORARY PORTABLE RENTAL CRANE OFFSHORE , COMPLETE ANNUAL INSPECTION AND REPAIRS OF ALL OFFSHORE CRANES AS PER AMERICAN PETROLEUM INSTITUTE GUIDE LINES API R2D2 RECOMMENDED SPECIFICATIONS, INSPECTOR OF OVERHEAD MONORAIL CRANE AND LIFTING EQUIPMENT TO LAND FACILITIES IN REFINERIES AND CHEMICAL PLANTS (BP TXCITY , SEAWAY TEPPCO,WILLIAMS PIPELINE ,VOPAK, STERLING CHEMICAL )TRAVELS TO SOUTH AND WEST AFRICA FOR INSPECTIONS AND REPAIRS OF PLATFORM PEDESTAL CRANES, TRAVELS TO SOUTH AND CENTRAL AMERICA ON CRANE REPAIRS AND INSPECTIONS, CRANE CERTIFICATION AND OPERATOR CLASS ROOM INSTRUCTOR , BILINGUAL LECTURES AND CLASSES GIVEN IN SPANISH FORMAT FOR CRANE OPERATORS IN MEXICO AND COLOMBIA ( CHEVRON / RIOHACHA ).

**August - 2008 – PRESENT**

**INDEPENDENT CRANE & EQUIPMENT  
12 GREENWAY PLAZA, SUITE 1100  
HOUSTON, TEXAS**

COMPLETE REFURBISHMENT OF PLATFORM PEDESTAL CRANES ON EXISTING OFFSHORE PLATFORMS; INSTALLATION OF TEMPORARY PORTABLE RENTAL CRANE OFFSHORE; COMPLETE ANNUAL INSPECTION AND REPAIRS OF ALL OFFSHORE CRANES AS PER AMERICAN PETROLEUM INSTITUTE GUIDE LINES (API R2D2 RECOMMENDED SPECIFICATIONS; INSPECTOR OF OVERHEAD MONORAIL CRANE AND LIFTING EQUIPMENT TO LAND FACILITIES IN REFINERIES AND CHEMICAL PLANTS (ENTERPRISE PRODUCTS SEAWAY TEPPCO,WILLIAMS PIPELINE ,VOPAK, LAREDO GROUP OFFSHORE ); TRAVELS TO NORTH AND SOUTH CAROLINA FOR INSPECTIONS AND REPAIRS OF BRIDGE OVERHEAD CRANES; TRAVELS TO SOUTH AND CENTRAL AMERICA ON CRANE REPAIRS AND INSPECTIONS; CRANE CERTIFICATION AND OPERATOR CLASS ROOM INSTRUCTOR; BILINGUAL LECTURES AND CLASSES GIVEN IN SPANISH FORMAT FOR CRANE OPERATORS IN MEXICO AND COLOMBIA (CHEVRON / RIOHACHA ).



# CITY OF MISSOURI CITY

## BOARD/COMMITTEE/COMMISSION APPLICATION

Karen Overton \_\_\_\_\_ D  
**Name** **District**

\_\_\_\_\_ Missouri City, Texas 77459  
**Address** **City, State, Zip Code**

PEARL POINTE AT LAKE OLYMPIA Section : 1  
**Subdivision**

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

Professor \_\_\_\_\_  
**Occupation**

MBA \_\_\_\_\_  
**Education**

### Civic/Church/Community Involvement::

Habitat for Humanity Finance committee, Chairperson \_\_\_\_\_

Graduate Missouri City Citizen University \_\_\_\_\_

Community Volunteer - Lake Olympia Subdivision \_\_\_\_\_

Board Director Municipal Utility District No. 49 \_\_\_\_\_

Voter Registrar Deputy \_\_\_\_\_

FB Election Judge \_\_\_\_\_

### Hobbies/Personal/Family Interests::

Yoga \_\_\_\_\_

Avid non-fiction reader \_\_\_\_\_

Line Dancer \_\_\_\_\_

AOA member YMCA \_\_\_\_\_

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

Planning & Zoning Commission

---

**Explain why::**

Based on my prior work experience and active community involvement, I could assist with creating a 21st century community.

---

**References (optional)::**

Mayor Yolanda Ford

---

HCC Trustee Neeta Sane

---

Vivian Ellis, HCC counselor

---

Judge Teana Watson

---

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

10 years

---

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

Overton, Karen Resumegeneral2016.pdf

---

**Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?::** Yes

**Signature of Applicant::** Karen E.Overton

**Submission Date::** December 26, 2018

KAREN OVERTON

VITAE

## KAREN OVERTON

### SUMMARY:

Exceptionally professional leader and visionary with a solid history of building successful **Community Partnerships**, Profit-driven strategies, and organizational planning. Respected educator and business development expert who consistently demonstrates a steadfast commitment to the strategies and goals of the organization. Insightful and analytical negotiator adept at nurturing collaboration between strategic resources.

- Fosters strong community involvement through innovative outreach and awareness pursuits.
- Expert in organizational structure and development.
- High-level experience and understanding of **Marketing, Management, and Financial Planning**.

### Key Qualifications

- Mission/Vision Development
- Fund Raising & Fiscal Planning
- Marketing & Business Development
- Instructional Marketing Plans
- Strategic Relationships
- Program Evaluation & Design
- Public Speaking
- Promotion Planning
- Group/Individual Instruction
- Board of Directors Presentations
- Staff Management
- Community Leaders Networking

### Career Highlights

#### **Business Administration Department • Houston Community College • Houston, TX INTERIM DEPARTMENT CHAIR/ASSOCIATE PROFESSOR**

*Serving more than 1.3 million students since its establishment in 1971, HCC is the third largest community college in the US and offers a broad range of educational opportunities in continuing and adult education, ESL, distant learning, and Associate-level degree-seeking curricula for students in the Houston in area.*

Served as Department Chair as well as Associate Professor to deliver program development and oversight, created and launched the program's strategic sales and marketing initiatives, and fostered internal and community relationships to build the department's external reach. Coordinated with the Board of Trustees to create community action programs. Provided subject matter expertise to develop and deliver innovative instructional methodology, syllabi, and educational experiences for each discipline. Created and implemented teaching materials performing student assessments. Designed and delivered coursework, promoted enrollment and retention, and developed student-participation resources. Performed student advisory and mentorship activities.

KAREN OVERTON

VITAE

**Key highlights—DEPARTMENT CHAIR**

- Developed the department's sales and marketing plan designed to increased student enrollment—successful initiatives that resulted in improvement of 73% and 79% respectively for 2008 and 2009 through targeted department improvement, whole campus, and community reach initiatives including:
  - Targeted department improvement through whole campus and community marketing activities including personal selling to students in all college disciplines.
  - Trained department professors and launched consultative talks at 6 college campuses to bring program awareness to students in other areas.
  - Listed product positioning of classes with a strategy based on market research results for better overall program positioning.
  - The establishment of intern and mentoring programs for students and community business leaders.
  - Design and launch of a student awareness campaign “Can I Help” to provide a resource for student registration problem resolution.
  - Negotiated and established dual credit programs through the Independent School District and Community College.
- Developed critical recruiting standards and procedures, and employed and trained 8 new adjunct professors.

**Key highlights—ASSOCIATE PROFESSOR**

- Developed the first college of Business Administration “Student in Action” organization.
- Successfully spearheaded the college's Haiti Relief Efforts Fund Raiser.
- Served in various governance and resource functions including:
  - President of Faculty Senate for 3 consecutive years.
  - College Leadership Program—Selected by Chancellor from a pool of more than 3,000 candidates.
  - Chair of the Academic Conversion Committee.
- **Created and taught more than 15 different distance and on-campus management, marketing, human relations, and personal finance courses through LMS platforms: WebCT, Blackboard, Vista 8.03, Moodle and Canvas LMS.**
- Significantly increased student enrollment and retention levels by developing a holistic department sales and marketing plan including:
  - College and community outreach.
  - Creation of the department's honors program.
  - Training and awareness initiatives targeting students, administrators, community, and other departments.
  - Establishing communications with college counselors, explaining the department's programs.
- Authored course transfer guidelines for conversion to 4-year curriculums.

**Business/Marketing Departments • University of Houston • Houston, TX 1994-1995**

**ADJUNCT INSTRUCTOR**

Provided management and marketing courses curriculum development, planning, and instruction. Developed student enrollment marketing objectives, and worked with department leaders to improve educational initiatives and student success.

**Key highlights**

- Delivered course instruction over a highly-diverse range of management and marketing classes.

KAREN OVERTON

VITAE

- Carried out various community, school, corporate, and organizational activities to foster interest and growth of the department by building student and community interest in its programs.
- Developed the overall business administration curriculum and defined specific educational objectives.

## Additional Experience

**Adjunct Instructor • Houston Community College • Houston, TX 1984-1990**  
**Senior Account Executive • Valvoline Oil Company • Houston, TX 1981-1984**  
**Territory Manager • Exxon USA • Dallas, TX 1977-1981**  
**Marketing Analyst • Union Oil of California • Los Angeles, CA 1976-1977**  
**Lending Officer Assistant • Texas Commercial Bank • Houston, TX 1973-1976**

## Education • Professional Development

### **Masters of Business Administration**

*Texas Southern University, Houston, TX*

### **Bachelor of Arts in Sociology, Minor in Psychology**

*Texas Southern University, Houston, TX*

### **Awards and Special Accomplishments**

- ☐ *Faculty Sponsor for first Business Administration Student Org.*
- ☐ *Graduate of Competent Leadership Program*
- ☐ *San Jacinto Girl Scout Council Speaker's Bureau*
- ☐ *Who's Whom Among American Teachers Roster*
- ☐ *Southwest College Team Captain for HCC Foundation*
- ☐ *Department Chair for Business Administration/Houston Community College*
- ☐ *Faculty Senate Chairperson for Southwest College*
- ☐ *YMCA Campaign Fund Solicitor*

## KAREN OVERTON

### VITAE

#### Memberships and Affiliations

- *Membership Chairperson for National Community Organization Convention*
- *Board Secretary for Glenshire Community Association*
- *Board member for Westland YMCA, Houston, Texas*
- *Project Manager - Builders, Inc.*
- *PTO Board Member - Johnston Middle School*
- *PTO Board Member – Sugar Grove School*
- *Chairperson - Johnston Middle School Locker Renewal Project*
- *Interim Business Administration Department Chair, 2008*
- *Certificate of Technology Instruction/ Houston Committee College, 2008*
- *Board member for National Community Organization*
- *Chairperson - Southwest Faculty Senate - HCC, 2008, 2009, 2010*
- *Team Captain, HCC Foundation, 2009*
- *VIP member FOR FBISD, Dulles High School*
- *President and founder, Voters In Action Association*
- *President of Seriously Speaking Toastmasters*
- *Administrative Assistant area Governor of Toastmasters International*
- *Speakers Bureau for National Community Organization*
- *Counselor for Young Junior Achievement Organization*
- *Inner-City Marketing Committee for Young Junior Achievement of Southeast Texas*
- *Media Sales Association member*
- *Who's Who Among American Teacher 1996, 1999, 2004*
- *Curriculum Disciplinary Committee for Houston Community College*
- *Former Board Member Southwest Girl Scout Council*
- *YMCA fund-raiser/Solicitor, 2003*
- *Member of Texas Community College Association*
- *Author Acknowledgements in two Business Management textbooks*

#### Hobbies

Golf, Yoga, amateur guitar player, professional volunteer and avid non-fiction reader.



# CITY OF MISSOURI CITY

## BOARD/COMMITTEE/COMMISSION APPLICATION

Peter Thompson \_\_\_\_\_ D \_\_\_\_\_  
**Name** **District**

\_\_\_\_\_ Missouri City, Texas 77459  
**Address** **City, State, Zip Code**

QUAIL VALLEY THUNDERBIRD Section : 2  
**Subdivision**

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

Retired telephone company engineer with six years of right-of-way purchasing experience. 2 years as telephone company representative to the City of Houston Plat Approval Board. Four years as a member of the Fort Bend Appraisal District Review Board. Four years as a member of telephone company representative to the Houston Builders association.

### Occupation

High School, some college  
**Education**

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

Planning & Zoning \_\_\_\_\_

### Explain why::

I enjoyed my work with builders, developers and government officials during my working career.

### Please list your civic or community involvement which you feel would make you an ideal candidate for the position you are applying for.::

My 33 year work experience in providing utilities to developers throughout the Houston area.

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

Member Sugar Creek Baptist Church

Certified Volunteer Chaplain Assistant with the Texas Department of Criminal Justice.

**References (optional)::**

No response

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

31 years

**Are you a registered voter?::**

Yes

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

No file was uploaded

**Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?::** Yes

**Submission Date::** March 8, 2019

**Signature of Applicant::** Peter Thompson



# CITY OF MISSOURI CITY

## BOARD/COMMITTEE/COMMISSION APPLICATION

Rodney Griffin \_\_\_\_\_  
**Name** **District**

\_\_\_\_\_ Missouri City, Texas 77489  
**Address** **City, State, Zip Code**

HUNTERS GLEN Section : 2  
**Subdivision**

\_\_\_\_\_ **Email Address** \_\_\_\_\_

Retired Real Estate & Insurance Broker  
**Occupation**

B.A. Mathematics & minor Government University of Texas At Austin  
**Education**

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

Precinct Chair, State Democratic Executive Committee , National Alliance On Mental Illness,  
Wheeler Avenue Baptist Church, Readers' Roundtable " As We Saw It " UT Press, Hunters Glen  
HOA,

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

Chess, Reading, Travelling, Fishing, Spending time with family, Public Affairs/ Public Policy  
Advocacy

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

Planning & Zoning

### **Explain why::**

I live in District since 1980 and have seen Texas Parkway go from a robust street to one that lacks the once upscale businesses. We along the Texas Parkway “corridor” should not have to leave our community for services other communities enjoy. I want that back!!!

**References (optional)::**

Marquis Who’s Who in the South and Southwest 18th edition

“As We Saw It” Book (Profile ) University of Texas Press

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

38 years 1month

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

**Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?::** Yes

**Signature of Applicant::** Rodney Griffin

**Submission Date::** March 26, 2018

## **Rodney Leverett Griffin**

**Objective:** City of Missouri City Planning and Zoning Commission

**Summary:** Professional real estate and financial services consultant. Received numerous national commendations, recognitions, and awards for outstanding service in insurance, real estate, and government. I am referenced in Marquis Who's Who in the South & Southwest 17<sup>th</sup> & 18<sup>th</sup> editions. My background, along with excellent communication skills, vision, and strong attention to detail will make me an asset to your organization. Nearly thirty - nine years ago Jan and I settled in Missouri City to raise our children. I became a respected member of the business community, an admired civic leader; and am an alumnus of the Fort Bend Chamber Leadership Forum

### **Professional Experience:**

#### **The Rodney Griffin Group (June 2004 - Present)**

Principal - Real Estate Consulting and Financial Services  
Residential and Commercial

#### **State Comptroller of Public Accounts-(January 1998 to September 2004)**

Taxpayer Services Officer

- Provided customer services to business taxpayers in sales, franchise fuel, and twenty other state taxes
- Prepared presentations and seminars for businesses

#### **Allstate Life Insurance Company (July 1991 to October 1998)**

Life Specialist ( Licensed Insurance Broker, Local Recording Agent, Commercial, Group I, Group II)

- As a charter member of Allstate's Life Initiative Program, Allstate Life became a member of the top **100** lifeinsurance companies
- Trained Allstate managers and agents in marketing and servicing life insurance
- Increased profitability of Allstate Property and Casualty by 20 percent
- Earned numerous awards including National Conference, Partnership Ring, Sales Leader and Sales Achievement from National Association of Life Underwriters

#### **The Rodney Griffin Group (1981 to 1991) Licensed Real Estate Broker**

Principal Owner

- Provided Real estate brokerage and appraisal services in residential and commercial markets
- Consulted on Community development projects throughout City of Houston

#### **Southwestern Bell Telephone Company ( September 1974 to September 1981)**

Marketing Representative/Facilities Supervisor

- Marketed telecommunication systems to real estate and city government
- Promoted to Facilities supervisor

- Administered network within budget
- Modernized and managed outside plant facilities to handle tens of thousands of new telephone lines
- Coordinated telecommunications for River Oaks Tennis Tournament.

### **City of Austin (June 1970 to June 1974)**

Department of Community Action - Division Head

- Administered, directed, managed, developed and supervised over 400 employees in public and private funded city department in a manager – council form of government
- Directly responsible for planning, research, public information, community resource mobilization, intergovernmental relations, and training functions
- Member director of community development committee for Community Action program
- Saint John Neighborhood Development Project- Chair/ Revitalized NE predominately African American community. Preserved the residential character of the community while improving the community for the next generation

### **Education:**

Bachelor of Science

Mathematics - University of Texas at Austin

**Minor:** Government

### **Continuing Education:**

Texas A & M School of Extension, College Station, Texas

Texas Southern University Continuing Education-Houston, Texas

Telephony Seminars - Interactive Voice Recognition- Daythal Kendall, Phd- Instructor

American College, CLU/CHFC matriculated

Continuing Education – Texas Real Estate Brokerage

### **Technical Skills:**

Industry specific and full scope of Microsoft strategic solutions to include Vb6, SQL Server

Platforms: Windows 95/98/2000, 2007, 2010, Windows NT, XP

Databases: MS Access, MS SQL Server

Languages: Visual Basic 6, VB Script, VBA, SQL 6, Parity Vos.

Other Software: MS Office /97, 2000; Word Suite 2002, PowerPoint, Excel, WordPerfect

### **Honors:**

Certificate of Congressional Recognition 2018

White House Guest@ The Civil Rights Summit 2014

Special Guest of President Bill Clinton 2001

Jesse H. Jones Scholarship

Houston Endowment Inc.



# CITY OF MISSOURI CITY

## BOARD/COMMITTEE/COMMISSION APPLICATION

Karen Overton \_\_\_\_\_  
**Name** **District**

\_\_\_\_\_ Missouri City, Texas 77459  
**Address** **City, State, Zip Code**

PEARL POINTE AT LAKE OLYMPIA Section : 1  
**Subdivision**

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

Associate Professor/Business Management  
**Occupation**

MBA  
**Education**

### Civic/Church/Community Involvement::

Graduate Citizen University

Board Director MUD #49

Comprehensive Planning Committee, Missouri City

Lake Olympia Community Volunteer

Missouri City Community Organizer

Fort Bend County Voter Deputy Registrar

Fort Bend Election Judge

### Hobbies/Personal/Family Interests::

AOA - Active Older Adult Member @ YMCA

Yoga Enthusiast

Author

Public Speaker

Line Dance

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

TIRZ 2 or TIRZ 3

---

**Explain why::**

I would bring the broad skill set necessary to assist City Council's forward planning of what will undoubtedly be complicated business & legal matters associated with development and redevelopment opportunities.

---

**References (optional)::**

Commissioner Grady Prestage

---

Mayor Yolanda Ford

---

HCC Trustee Neeta Sane

---

Judge Teana Watson

---

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

10 years

---

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

Overton, Karen Resumegeneral2016.pdf

---

**Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?::** Yes

**Signature of Applicant::** Karen E.Overton

**\*Updated Submission Date::** December 11, 2019

KAREN OVERTON

VITAE

## KAREN OVERTON

### SUMMARY:

Exceptionally professional leader and visionary with a solid history of building successful **Community Partnerships**, Profit-driven strategies, and organizational planning. Respected educator and business development expert who consistently demonstrates a steadfast commitment to the strategies and goals of the organization. Insightful and analytical negotiator adept at nurturing collaboration between strategic resources.

- Fosters strong community involvement through innovative outreach and awareness pursuits.
- Expert in organizational structure and development.
- High-level experience and understanding of **Marketing, Management, and Financial Planning**.

### Key Qualifications

- Mission/Vision Development
- Fund Raising & Fiscal Planning
- Marketing & Business Development
- Instructional Marketing Plans
- Strategic Relationships
- Program Evaluation & Design
- Public Speaking
- Promotion Planning
- Group/Individual Instruction
- Board of Directors Presentations
- Staff Management
- Community Leaders Networking

### Career Highlights

#### **Business Administration Department • Houston Community College • Houston, TX INTERIM DEPARTMENT CHAIR/ASSOCIATE PROFESSOR**

*Serving more than 1.3 million students since its establishment in 1971, HCC is the third largest community college in the US and offers a broad range of educational opportunities in continuing and adult education, ESL, distant learning, and Associate-level degree-seeking curricula for students in the Houston in area.*

Served as Department Chair as well as Associate Professor to deliver program development and oversight, created and launched the program's strategic sales and marketing initiatives, and fostered internal and community relationships to build the department's external reach. Coordinated with the Board of Trustees to create community action programs. Provided subject matter expertise to develop and deliver innovative instructional methodology, syllabi, and educational experiences for each discipline. Created and implemented teaching materials performing student assessments. Designed and delivered coursework, promoted enrollment and retention, and developed student-participation resources. Performed student advisory and mentorship activities.

## KAREN OVERTON

### VITAE

#### **Key highlights—DEPARTMENT CHAIR**

- Developed the department's sales and marketing plan designed to increased student enrollment—successful initiatives that resulted in improvement of 73% and 79% respectively for 2008 and 2009 through targeted department improvement, whole campus, and community reach initiatives including:
  - Targeted department improvement through whole campus and community marketing activities including personal selling to students in all college disciplines.
  - Trained department professors and launched consultative talks at 6 college campuses to bring program awareness to students in other areas.
  - Listed product positioning of classes with a strategy based on market research results for better overall program positioning.
  - The establishment of intern and mentoring programs for students and community business leaders.
  - Design and launch of a student awareness campaign “Can I Help” to provide a resource for student registration problem resolution.
  - Negotiated and established dual credit programs through the Independent School District and Community College.
- Developed critical recruiting standards and procedures, and employed and trained 8 new adjunct professors.

#### **Key highlights—ASSOCIATE PROFESSOR**

- Developed the first college of Business Administration “Student in Action” organization.
- Successfully spearheaded the college's Haiti Relief Efforts Fund Raiser.
- Served in various governance and resource functions including:
  - President of Faculty Senate for 3 consecutive years.
  - College Leadership Program—Selected by Chancellor from a pool of more than 3,000 candidates.
  - Chair of the Academic Conversion Committee.
- **Created and taught more than 15 different distance and on-campus management, marketing, human relations, and personal finance courses through LMS platforms: WebCT, Blackboard, Vista 8.03, Moodle and Canvas LMS.**
- Significantly increased student enrollment and retention levels by developing a holistic department sales and marketing plan including:
  - College and community outreach.
  - Creation of the department's honors program.
  - Training and awareness initiatives targeting students, administrators, community, and other departments.
  - Establishing communications with college counselors, explaining the department's programs.
- Authored course transfer guidelines for conversion to 4-year curriculums.

#### **Business/Marketing Departments • University of Houston • Houston, TX 1994-1995**

##### **ADJUNCT INSTRUCTOR**

Provided management and marketing courses curriculum development, planning, and instruction. Developed student enrollment marketing objectives, and worked with department leaders to improve educational initiatives and student success.

##### **Key highlights**

- Delivered course instruction over a highly-diverse range of management and marketing classes.

KAREN OVERTON

VITAE

- Carried out various community, school, corporate, and organizational activities to foster interest and growth of the department by building student and community interest in its programs.
- Developed the overall business administration curriculum and defined specific educational objectives.

## Additional Experience

**Adjunct Instructor • Houston Community College • Houston, TX 1984-1990**  
**Senior Account Executive • Valvoline Oil Company • Houston, TX 1981-1984**  
**Territory Manager • Exxon USA • Dallas, TX 1977-1981**  
**Marketing Analyst • Union Oil of California • Los Angeles, CA 1976-1977**  
**Lending Officer Assistant • Texas Commercial Bank • Houston, TX 1973-1976**

## Education • Professional Development

### **Masters of Business Administration**

*Texas Southern University, Houston, TX*

### **Bachelor of Arts in Sociology, Minor in Psychology**

*Texas Southern University, Houston, TX*

### **Awards and Special Accomplishments**

- ☐ *Faculty Sponsor for first Business Administration Student Org.*
- ☐ *Graduate of Competent Leadership Program*
- ☐ *San Jacinto Girl Scout Council Speaker's Bureau*
- ☐ *Who's Whom Among American Teachers Roster*
- ☐ *Southwest College Team Captain for HCC Foundation*
- ☐ *Department Chair for Business Administration/Houston Community College*
- ☐ *Faculty Senate Chairperson for Southwest College*
- ☐ *YMCA Campaign Fund Solicitor*

## KAREN OVERTON

### VITAE

#### Memberships and Affiliations

- *Membership Chairperson for National Community Organization Convention*
- *Board Secretary for Glenshire Community Association*
- *Board member for Westland YMCA, Houston, Texas*
- *Project Manager - Builders, Inc.*
- *PTO Board Member - Johnston Middle School*
- *PTO Board Member – Sugar Grove School*
- *Chairperson - Johnston Middle School Locker Renewal Project*
- *Interim Business Administration Department Chair, 2008*
- *Certificate of Technology Instruction/ Houston Committee College, 2008*
- *Board member for National Community Organization*
- *Chairperson - Southwest Faculty Senate - HCC, 2008, 2009, 2010*
- *Team Captain, HCC Foundation, 2009*
- *VIP member FOR FBISD, Dulles High School*
- *President and founder, Voters In Action Association*
- *President of Seriously Speaking Toastmasters*
- *Administrative Assistant area Governor of Toastmasters International*
- *Speakers Bureau for National Community Organization*
- *Counselor for Young Junior Achievement Organization*
- *Inner-City Marketing Committee for Young Junior Achievement of Southeast Texas*
- *Media Sales Association member*
- *Who's Who Among American Teacher 1996, 1999, 2004*
- *Curriculum Disciplinary Committee for Houston Community College*
- *Former Board Member Southwest Girl Scout Council*
- *YMCA fund-raiser/Solicitor, 2003*
- *Member of Texas Community College Association*
- *Author Acknowledgements in two Business Management textbooks*

#### Hobbies

Golf, Yoga, amateur guitar player, professional volunteer and avid non-fiction reader.



# CITY OF MISSOURI CITY

## BOARD/COMMITTEE/COMMISSION APPLICATION

Shaizad A Chatriwala  
**Name**

C  
**District**

**Address**

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

PLANTATION CREEK Section : 1  
**Subdivision**

**Phone Number**

**Email Address**

Consulting Engineer  
**Occupation**

B.S. Civil Eng. & B.S. Natural Gas Eng.  
**Education**

### Civic/Church/Community Involvement:

1. Director of First colony LID-14: overseeing flood protection for the sub.div. In 2019 reduced the tax by 26% tax and implemented debt reduction a move towards making LID-14 complete Debt Free by year 2023/24.
2. Currently, HOA-Rep. Plantation Creek Subdivision at the First Colony
3. Key member of the transition team of the Fort Bend County Judge (elect):KP George.
4. Former Dir. Brand Lane Islamic Center (BLIC-ISGH) and Everest Academy -Stafford, TX
5. During Harvey, Managed the Shelter at (BLIC-ISGH), Stafford, TX, with 100+ residents
6. Involved in the establishing the Houston Food Bank Center at (BLIC-ISGH), Stafford, TX during 2017

### Hobbies/Personal/Family Interests::

1. Traveled extensively around the world and lower 48 states in US.
2. Married wife of last 40 yrs. with three sons, Imran-Air Force, Omar -Journalist, Adnan-Software Dev. Five Grand Kids.

3. Social worker always willing to help in community and social activities.

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

I am open to work on any committee including TIRZ Board

**Explain why:**

I have 35 yrs of experience in construction and engineering . I have worked on the management side of the major Oil and Gas Co. I can definitely bring on the table years of experience in development of Missouri City. Responsible for conducting economics and feasible studies, involved in decision making on major development and infrastructure projects.

**References (optional):**

Judge George Fort Bend County.

**Length of residence in the City:**

8 yrs in Missouri City, previously Sugar Land

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

See attached

**Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?** Yes

**Signature of Applicant:** Shaizad A Chatriwala

**Submission Date:** February 25, 2020

# **SHAIZAD “SAM” CHATRIWALA**

## **Education**

B.S Civil Engineering Texas A&M at Kingsville (previously it was Texas A&I)

B.S Natural Gas Engineering Texas A&M at Kingsville (previously it was Texas A&I)

Industry Courses in Management and Engineering

## **Family**

A Lifelong resident of Texas travelled around the country and overseas due to work related activities. Currently I reside in Missouri City since 2012, prior to that I lived in Sugar Land.

Happily (Off course) married to my wife for last forty-two years, Raquel (Razia) Chatriwala, an educator by profession.

Proud father of three sons and five grandchildren.

Imran the eldest son, Second Lieutenant at the US Airforce

Omar is a Multi Media Journalist is currently Executive producer with News organization

Adnan is a manager at a major Multimedia Game development.

## **Profession**

- Independent Consultant in Petroleum engineering, specializing in Upstream in Oil and Gas development, Infrastructure and facilities planning. Additionally, property developer utilizing Civil Engineering experience.
- I have thirty-five (35) years of industry experience in Upstream side of Oil and Gas, specializing in Engineering design, Operations and Management. I have worked for fortune 500 companies in the Oil industry; Chevron, Shell, Aramco, Baker Oil.
- Supervised and managed multi million dollars projects related to Oil & Gas Up stream projects related to; Facilities and Infrastructure. As a Snr Engineer handled Oil production of one million barrels of oil on a daily basis.
- Responsible for conducting economics and feasible studies, involved in decision making on major development and infrastructure projects.
- Published and presented technical papers at the major industry conferences.
- Training young professionals and development careers.

# SHAIZAD "SAM" CHATRIWALA

## Community Involvement

I have passion from an early age to do community work and help people. From my schooldays, I was involved in social activities, troop leader of Scout, General secretary at the university for the student body, held several positions at the community level organizations. Following are some of my past and present activities.

- Currently Director of First colony LID-14: overseeing flood protection for our families, implemented higher quality service at lower costs allowed for a potential 40% reduction of LID tax. In Sept. 2019 time reduced the tax as first step by 26% tax and implemented Debt reduction a move towards making LID-14 complete Debt Free by year 2023/24.

[http://fbindependent.com/digital-edition-p13426-1.htm?fbclid=IwAR36wZ0jmPtqLQc5hHUiCZmTixbnEr\\_B6I6lXVEtJWV8f4b1S271f8G02Uw](http://fbindependent.com/digital-edition-p13426-1.htm?fbclid=IwAR36wZ0jmPtqLQc5hHUiCZmTixbnEr_B6I6lXVEtJWV8f4b1S271f8G02Uw)

- I was the Director of the local non-profit organization, managed community center, managed 10-acre facility with a full-time school.
- During Harvey managed shelter with more 100 plus families. Provided food and all amenities at the shelter and shared the excess with the other neighborhoods.

<https://www.nydailynews.com/news/national/houston-mosques-turn-shelters-aid-harvey-victims-article-1.3456479>

<https://www.americanmusliminstitution.org/press-releases/american-muslims-forego-eid-feasts-to-help-hurricane-harvey-victims/>

<http://dunyanews.tv/en/World/403797-Texas-Muslims-help-flood-victims-by-opening-doors>

<https://www.arkrepublic.com/2018/08/27/you-gotta-have-faith-islamic-and-jewish-groups-opened-their-doors-to-the-poor-and-tired-during-hurricane-harvey-regardless-of-religious-affiliation/>

- Currently, HOA Rep. Plantation Creek Subdivision at the First Colony.
- Introduced Houston Food Bank to the community, we distribute food on monthly basis to one hundred plus families in Missouri City and Stafford neighborhoods. It is open to all needy families.
- Key member of the Fort Bend County Judge George's Transition Team



# CITY OF MISSOURI CITY

## BOARD/COMMITTEE/COMMISSION APPLICATION

William Booher \_\_\_\_\_  
**Name** **District**

\_\_\_\_\_ Missouri City, Texas 77459  
**Address** **City, State, Zip Code**

PEARL POINTE AT LAKE OLYMPIA Section : 1  
**Subdivision**

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

Finance Professional  
**Occupation**

No response  
**Education**

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

Zoning Board of Adjustments

Community Development Advisory Committee

Planning & Zoning Commission

### Explain why::

I will be running for an Elected Office in 2020 and want to get involved in as many ways possible to offer my expertise in Finance and Development. Hopefully contributing to our City's growth and learning at the ground level.

### Please list your civic or community involvement which you feel would make you an ideal candidate for the position you are applying for.::

Precinct Chairperson

Fort Bend County Republican Party Communications Chair

Yale Club of Houston Treasurer

---

Interviewer for Yale

---

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

No response

---

**References (optional)::**

No response

---

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

21

---

**Are you a registered voter?::**

Yes

---

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

William Booher 2019 - Resume.docx

---

**Do you have time to commit to this service? That is, attend meetings, study the matters to be brought before this board/committee/commission, and participate in all its activities?::** Yes

**Submission Date::** May 1, 2019

**Signature of Applicant::** William Booher

# WILLIAM JAMEL BOOHER

## Education

2004 - 2005

### **COLUMBIA BUSINESS SCHOOL**

**New York, New York**

MBA, Finance/Media

- Junior Achievement at Columbia Business School
- Venturing with the Eugene Lang Center's Director Professor Murray Low
- GMAT: 790 (99th percentile)

1994 - 1998

### **YALE UNIVERSITY**

**New Haven, Connecticut**

B A , History of Science, History of Medicine

- The William Phelps Scholarship (4 years)
- The Hammon Foundation Scholarship (4 years)
- Editor-In-Chief, The Akili Newsmagazine (African-American student paper)
- SAT: V: 800, M: 740 LSAT: 175

## Experience

2017 – Present

### **THE BIAFRA GROUP, LLC**

**Houston, Texas**

Founder, Senior Advisor

- Advisor to executives providing thought partnership, strategic analysis, and insights
  - Annual strategic planning cycles to support informed decision making around the company's long-term strategic direction
  - Support the Board, C-suite, and senior leaders, providing an exceptional opportunity to work on the most important strategic topics
- Specialize in cost management, innovation, growth, digital, and business/organizational transformation strategy
- Lead development of strategic roadmaps, organizational redesigns, and facilitation framework strategies to drive effective implementation and organizational adoption

2016 – 2017

### **THE DEPOSITORY TRUST & CLEARING CORPORATION (DTCC)**

**New York, New York**

Director of Global Strategy

- Member of the Executive Management Team
  - Formulate and monitor the execution of corporate strategy and associated plans, programs, and projects in support of DTCC's vision, mission and goals;
  - Maintain a viable, integrated planning structure and process; ensure alignment of objectives between the Operating plan and long range plan;
- Lead the development of Global Strategy;
  - Translate it for people across functions and business units, and drive organizational change forging new working relationships and synergies across the organization;
  - Establish greater transparency and accountability for carrying out the company's strategy; and counsel the Board of Directors and executive management on strategic planning
  - Leads the development of the strategic plan/framework for the organization, and the detailed current year operating plan
    - Formalizing and leading the strategic planning process, focusing on long term trends and outlook, and competitive intelligence
- Ensure global operations are in place and functioning to completely meet the demand of our customers in the most cost efficient, high quality, high profit manner

2012 – 2016

### **HYUNDAI CAPITAL AMERICA**

**Irvine, California**

CORPORATE STRATEGY GROUP: Business Strategy, Process Innovation, & Strategic Services

Senior Director, Deputy Department Head

- Responsible for the day-to-day operations of the Department
  - Strategic Leadership: Develop business strategies that will drive growth, profitability and competitive success for the Capital Company in the face of shifting customer and regulatory behavior
  - Product Strategy: In partnership with the leaders of individual products verticals, develop and implement new strategies for products across the business Recommend new product extensions or enhancements as changes are warranted or justified and develop long term goals for related product lines Identify and target potential customers and /or markets for new products extensions Influence sales force regarding strategies, markets and customers
  - Execution: Coordinate and communicate across the line of business to manage and sequence delivery of business strategy and intent, build business requirements and execute against the product strategy
  - Partnership: Develop and enhance professional rapport with all stakeholders Work closely with senior stakeholder including: Product Development, Sales, Operations, Finance, Communication and others to drive product strategy and improvement
- Lead the Corporate Intelligence function
  - Responsible for delivering relevant, timely, and high-value analysis and insights to a wide range of stakeholders, including C-suite, Board, senior business leaders, and client-facing groups
  - Focus on broader industry trends and the competitive landscape across Hyundai's major business lines
- Lead the Strategy, Process Improvement, & Strategic Services functions
  - Spearhead the development, communication and implementation of effective growth strategies and processes for the Global market, including the U S
  - Collaborate with the management team to develop and implement plans for the operational infrastructure of systems, processes, and people designed to accommodate the rapid growth objectives
  - Spearhead & Champion Key Cross-functional Enterprise-wide strategy development & execution
    - Customer & Dealer Service Strategy
    - Voice of the Dealer & Business Development Manager
    - Wholesale Business (Dealer Finance) Strategy Review
    - Canada Market Entry Strategy
    - Information Systems (IS) Enterprise Storage and Delivery (Corporate)
    - Support Advise & Integrate high-impact Departmental Originated (Business Unit) Key Strategic Efforts
  - Set the vision, direction, and approach for all Corporate Strategy executed initiatives

2010 – 2012

### **WELLS FARGO & COMPANY: Wealth, Brokerage, & Retirement**

**Charlotte, North Carolina**

Vice President of Strategy, Institutional Retirement & Trust and Retail Retirement

- Led strategic projects for the Wells Fargo Executive team, including project/scope definition, cross-functional team leadership, analytical support for growth initiatives (financial model development, communication of strategic relevance, and execution) and overall project management
  - Close Partnership with Institutional Retirement (401K) & Retail Retirement (IRA) product/service leaders on business support (product strategy development, new service development) and with business unit leadership on business development support (internal growth initiatives)
  - Initiated & led creation of the Financial Advisors/Institutional Retirement Service/Product Alliance
  - Developed both Financial Advisor & Plan Sponsor Process (identification, recruitment, on-boarding, evaluation, & retention)
- Develop strong relationships across the company and cultivate the team's linkages with client-facing groups, client segment and product development teams, and the broader strategy community

<b>2005 – 2010</b>	<b>MITCHELL MADISON GROUP (McKinsey &amp; Co. Spin-Off)</b> Engagement Manager, Financial Services <ul style="list-style-type: none"> <li>• Worked with a national bank across corporate banking to manage and optimize channel activity <ul style="list-style-type: none"> <li>○ Driving cross-sell and new client acquisitions sales through new and existing channels and developing channel expansion opportunities</li> <li>○ Support the strategic planning process, including evaluating the market environment, competitive position, performance relative to customer expectations, capabilities (strengths and weaknesses), and operational / financial performance</li> </ul> </li> <li>• Led a firm-wide organization review of a major Global Wholesale Bank <ul style="list-style-type: none"> <li>○ Reviewed the distribution channel operating model and transformed the organization analyzed strategic options to increase profitability of existing business models</li> <li>○ Restructured the IT and Ops organization</li> <li>○ Defined 3-5 Year Strategic Plan</li> </ul> </li> <li>• Responsible for the strategic development and implementation of a Global Financial Services Company's transformation from a Product focused organization to a Customer-centric enterprise <ul style="list-style-type: none"> <li>○ Executed Business Transformation Office <ul style="list-style-type: none"> <li>▪ Established clear roles, accountabilities, and deliverables with matrixed, cross-functional team members and stakeholder groups</li> <li>▪ Measured, monitored and reported the outcome of projects on an ongoing basis, post-implementation, provided feedback and additional support to the business: tracked milestones, ensured that deliverables were met, and reported project status</li> </ul> </li> <li>○ Led and directed matrixed work team composed of product, customer, channel stakeholders and key support partners (MIS, Technology, IT, Finance)</li> </ul> </li> </ul>	<b>New York, New York</b>
<b>2000 – 2002</b>	<b>J. P. MORGAN &amp; COMPANY</b> Associate, European Banks and Institutions Group (EBIG) <ul style="list-style-type: none"> <li>• Generated Elephant Trade credit derivative opportunities &amp; Balance Sheet Recapitalizations; Derivative enhanced disposal transactions</li> <li>• Identified, evaluated, and cultivated new business opportunities for key relationship managers</li> <li>• Completed first phase of client optimization including mapping client trading accounts to client profiles to discover additional areas of opportunities; designed instruments to assist in the analysis of client accounts</li> </ul>	<b>London, UK</b>
<b>1998 – 2000</b>	<b>BOOZ ALLEN &amp; HAMILTON INC</b> Senior Consultant, Communications, Media & Technology <ul style="list-style-type: none"> <li>• Evaluated \$100MM telecommunications market opportunity for a leading venture capital firm</li> <li>• Performed industry and comparable company research; formulating valuation techniques and creating models including discounted cash flow, break-up, accretion/dilution; comparable company and transaction analyses</li> <li>• Structured entry strategy for new segment of Private Wealth Market for leading Global Investment Bank;</li> <li>• Assisted in the launch of the new business including working closely with senior level management on business development, customer acquisition, strategic partners, financial projection, modeling and market analysis</li> </ul>	<b>New York, New York</b>

### Internships/Special Contract Engagements

<b>2004</b>	<b>THE BOSTON CONSULTING GROUP</b> Summer Associate	<b>New York, New York</b>
<b>2003</b>	<b>GENERAL ATLANTIC PARTNERS (contract through Stax, Inc.)</b> Special Project, Technology in the Government Sector	<b>Greenwich, Connecticut</b>
	<b>THE SOROS GROUP (contract through Stax, Inc.)</b> Special Project, Technology in the Financial Sector	<b>New York, New York</b>
<b>1997</b>	<b>GOLDMAN SACHS, PARTNERSHIP</b> Summer Analyst, Fixed Income, Currency, & Commodities (Derivatives)	<b>New York, New York</b>

### Additional Information

*Entrepreneurial:*

\$TASH, It's Your Money, It's Your Life, It's Your Stash!  
Founder & Editor-In-Chief of finance lifestyle magazine

*Other Awards:*

2018 White House Regional Fellow, 2018 Africa Business Fellow Finalist, National Merit Scholarship;

*Organizations:*

Yale Class of 1998 Secretary, Yale Club of Houston Treasurer, The Hudson Institute



# CITY OF MISSOURI CITY

## BOARD/COMMITTEE/COMMISSION APPLICATION

Sonja Giddings \_\_\_\_\_  
**Name** **District**

\_\_\_\_\_ Missouri City, Texas 77489  
**Address** **City, State, Zip Code**

FONDREN GROVE Section : 1A \_\_\_\_\_  
**Subdivision**

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

Speech Language Pathologist/HoustonISD \_\_\_\_\_  
**Occupation/Employer/Job Title**

BS \_\_\_\_\_  
**Education**

**On which Board/Committee/Commission would you like to serve?**  
Charter Review \_\_\_\_\_

**Explain why:**  
I feel that participating in the Charter Review, first will allow me to serve my community. Secondly, serving as a part of the Charter Review would allow me the opportunity to have a valid and positive input on the direction of the city. Lastly, any recommendations to revise the charter would be based on reliable research and valid information from measurable current data to improve the city, provide a sense of comfort, relief, and pride to the citizens of Missouri City; knowing that the're well being is first and foremost.

**Please list your civic or community involvement which you feel would make you an ideal candidate for the position you are applying for:**  
My willingness to serve and be involved is shown through by past record of running for public office in Missouri City.

**Hobbies/Personal/Family Interests:**

Member of Good Hope Missionary Baptist Church, Alpha Kappa Alpha Sorority Incorporate,  
Board Member of People' Family Workshop, Member of the Local DLW Chapter of Grambling  
State University Alumni Chapter

---

Hobbies Reading, attending Grambling State Univ. Football games, spending time with my grand  
kids, helping/mentoring single moms

---

**References (optional):**

Cheryl Sterling

---

**Length of residence in the City:**

16 years

---

**Are you a registered voter?** Yes

**If available, please attach your resume.** No file was uploaded

**Do you have time to commit to this service? That is: to attend meetings, study the matters  
to be brought before this board/commission/committee, and participate in all its  
activities?** Yes

**Signature of Applicant::** Sonja Giddings

**Date::** 04/09/2020



# CITY OF MISSOURI CITY

## BOARD/COMMITTEE/COMMISSION APPLICATION

Jeanette Quimby \_\_\_\_\_ A \_\_\_\_\_  
**Name** **District**

\_\_\_\_\_ Houston, Texas 77071 \_\_\_\_\_  
**Address** **City, State, Zip Code**

FONDREN PARK Section : 3 \_\_\_\_\_  
**Subdivision**

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

Centralized Credentialing Coordinator - Texas Children's Hospital. Process applications for physicians and advance practice providers for hospital privileges - ensuring that they meeting licensing, hospital, and Joint Commission requirements (since 2014). Previously worked at MD Anderson Cancer Center (10 years) and UT Medical School (20 years)

**Occupation/Employer/Job Title**

3 years of College - no degree \_\_\_\_\_  
**Education**

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

Charter Review \_\_\_\_\_

**Explain why:**

I have lived in Missouri City for over 30 years and have see many changes through the years. I love this City and my community. Though we are adjacent to Houston, I have always felt that we are unique - in that our City hears the voices of the community and prioritizes making the city government does not become business focused but remains faithful to the needs to the community.

**Please list your civic or community involvement which you feel would make you an ideal candidate for the position you are applying for:**

Community Involvement - because a member of our Home Owner's Association two years ago and am currently the Secretary for the board.

**Hobbies/Personal/Family Interests:**

Hobbies - Travel (Paris), needlework, reading, shopping

Personal/Family Interests - grandson who is currently 4 years old and the apple of our eye.

**References (optional):**

John Dansdill

Chris Sparks

If you need phone numbers - please let me know. Both live in Missouri City in Fondren Park.

**Length of residence in the City:**

32 years

**Are you a registered voter? Yes**

**If available, please attach your resume. No file was uploaded**

**Do you have time to commit to this service? That is: to attend meetings, study the matters to be brought before this board/commission/committee, and participate in all its activities? Yes**

**Signature of Applicant:: Jeanette Quimby**

**Date:: 04/13/2020**



# CITY OF MISSOURI CITY

## BOARD/COMMITTEE/COMMISSION APPLICATION

Shaizad A Chatriwala  
**Name**

C  
**District**

**Address**

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

PLANTATION CREEK Section : 1  
**Subdivision**

**Phone Number**

**Email Address**

Independent Consultant in Petroleum engineering, specializing in Upstream in Oil and Gas development, Infrastructure and facilities planning. Additionally, property development utilizing Civil Engineering experience

**Occupation/Employer/Job Title**

B.S Civil Engineering and B.S Natural Gas Engineering Texas A&M  
**Education**

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

Charter Review Commission

**Explain why:**

I have thirty-five (35) years of industry experience in Upstream side of Oil and Gas, specializing in Engineering design, Operations and Management. I have been involved in conducting economics and feasible studies, involved in decision making on major development and infrastructure projects.

**Please list your civic or community involvement which you feel would make you an ideal candidate for the position you are applying for:**

1. Director of First colony LID-14: overseeing flood protection for the sub.div. In 2019 reduced

the tax by 26% tax and implemented debt reduction a move towards making LID-14 complete Debt Free by year 2023/24.

2. Currently, HOA-Rep. Plantation Creek Subdivision at the First Colony

3. Key member of the transition team of the Fort Bend County Judge KP George.

4. Former Dir. Brand Lane Islamic Center (BLIC-ISGH) and Everest Academy -Stafford, TX

5. During Harvey, Managed the Shelter at (BLIC-ISGH), Stafford, TX, with 100+ residents

6. Involved in the establishing the Houston Food Bank Center at (BLIC-ISGH), Stafford, TX during 2017.

**Hobbies/Personal/Family Interests:**

1. Enjoy walking around the Fruit trail in dist. C, MC.

2. Help community, social work.

3. Married with three grown up sons and five grand kids.

4. Enjoy sports watch on TV

**References (optional):**

FBC Judge KP George. known him for eight years.

**Length of residence in the City:**

8 years

**Are you a registered voter? Yes**

**If available, please attach your resume. BIO Shaizad R1.docx**

**Do you have time to commit to this service? That is: to attend meetings, study the matters to be brought before this board/commission/committee, and participate in all its activities? Yes**

**Signature of Applicant:: Shaizad A Chatriwala**

**Date:: 04/14/2020**

# SHAIZAD "SAM" CHATRIWALA

## HOME ADDRESS

### Education

B.S Civil Engineering Texas A&M at Kingsville (previously it was Texas A&I)

B.S Natural Gas Engineering Texas A&M at Kingsville (previously it was Texas A&I)

Industry Courses in Management and Engineering

### Family

A Lifelong resident of Texas travelled around the country and overseas due to work related activities. Currently I reside in Missouri City since 2012, prior to that I lived in Sugar Land.

Married to my wife for last forty-two years, Raquel (Razia) Chatriwala, Educator

Proud father of three sons and five grandchildren.

Imran the eldest son, Second Lieutenant at the US Airforce

Omar is a Multi Media Journalist is currently Executive producer with News organization

Adnan is a manager at a major Multimedia Game development.

### Profession

- Independent Consultant in Petroleum engineering, specializing in Upstream in Oil and Gas development, Infrastructure and facilities planning. Additionally, property developer utilizing Civil Engineering experience.
- I have thirty-five (35) years of industry experience in Upstream side of Oil and Gas, specializing in Engineering design, Operations and Management. I have worked for fortune 500 companies in the Oil industry; Chevron, Shell, Aramco, Baker Oil.
- Supervised and managed multi million dollars projects related to Oil & Gas Up stream projects related to; Facilities and Infrastructure. As a Snr Engineer handled Oil production of one million barrels of oil on a daily basis.
- Responsible for conducting economics and feasible studies, involved in decision making on major development and infrastructure projects.
- Published and presented technical papers at the major industry conferences.
- Training young professionals and development careers.

# SHAIZAD "SAM" CHATRIWALA

## Community Involvement

I have passion from an early age to do community work and help people. From my schooldays, I was involved in social activities, troop leader of Scout, General secretary at the university for the student body, held several positions at the community level organizations. Following are some of my past and present activities.

- Currently Director of First colony LID-14: overseeing flood protection for our families, implemented higher quality service at lower costs allowed for a potential 40% reduction of LID tax. In Sept. 2019 time reduced the tax as first step by 26% tax and implemented Debt reduction a move towards making LID-14 complete Debt Free by year 2023/24.

[http://fbindependent.com/digital-edition-p13426-1.htm?fbclid=IwAR36wZ0jmPtqLQc5hHUiCZmTixbnEr\\_B6I6IXVEtJWV8f4b1S271f8G02Uw](http://fbindependent.com/digital-edition-p13426-1.htm?fbclid=IwAR36wZ0jmPtqLQc5hHUiCZmTixbnEr_B6I6IXVEtJWV8f4b1S271f8G02Uw)

- I was the Director of the local non-profit organization, managed community center, managed 10-acre facility with a full-time school.
- During Harvey managed shelter with more 100 plus families. Provided food and all amenities at the shelter and shared the excess with the other neighborhoods.

<https://www.nydailynews.com/news/national/houston-mosques-turn-shelters-aid-harvey-victims-article-1.3456479>

<https://www.americanmusliminstitution.org/press-releases/american-muslims-forego-eid-feasts-to-help-hurricane-harvey-victims/>

<http://dunyanews.tv/en/World/403797-Texas-Muslims-help-flood-victims-by-opening-doors>

<https://www.arkrepublic.com/2018/08/27/you-gotta-have-faith-islamic-and-jewish-groups-opened-their-doors-to-the-poor-and-tired-during-hurricane-harvey-regardless-of-religious-affiliation/>

- Currently, HOA Rep. Plantation Creek Subdivision at the First Colony.
- Introduced Houston Food Bank to the community, we distribute food on monthly basis to one hundred plus families in Missouri City and Stafford neighborhoods. It is open to all needy families.
- Key member of the Fort Bend County Judge George's Transition Team

**PLANNING & ZONING COMMISSION ATTENDANCE**  
 JULY 2019 – JUNE 2020

	Position		JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	REG	SP
Gloria Lucas	Position 1	<b>A</b>	P	P	P	P	P	P	P	P	P	P			10/10	
Courtney Rose	Position 2	<b>A</b>	<b>A</b>	P	<b>A</b>	<b>A</b>	P	<b>A</b>	P	<b>A</b>	P	P			5/10	
Sonya B-M	Position 3 Chair	<b>D</b>	P	P	P	P	P	<b>A</b>	P	P	P	P			9/10	
James Norcom III	Position 4	<b>B</b>	P	P	P	P	P	<b>A</b>	P	<b>A</b>	P	P			8/10	
John O'Malley	Position 5	<b>D</b>	P	P	P	P	<b>A</b>	P	P	P	P	P			9/10	
Monica L. Rasmus	Position 6	<b>B</b>	P	P	P	<b>A</b>	<b>A</b>	P	<b>A</b>	P	P	P			7/10	
Hugh Brightwell	Position 7	<b>D</b>	<b>A</b>	P	<b>A</b>	P	<b>A</b>	P	<b>A</b>	P	<b>A</b>	P			5/10	
James R. (Bob) Bailey	Position 8	<b>C</b>	P	P	<b>A</b>	<b>A</b>	P	P	P	P	<b>A</b>	P			7/10	
Tim Haney	Position 9 Vice Chair	<b>C</b>	P	P	P	<b>A</b>	P	P	P	P	P	P			9/10	

W:\Development Services\Planning Division\P&Z\P&Z Attendance Log 2018.docx

**Missouri City Parks Board  
2019 Member Attendance**

Board Member	Position/ District	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total Meetings Attended
Victoria Porter	Position 1 D	NM	P	NM	A	P	P	NM	P	Exc	P	Exc	NM	6/8
Thomasine Johnson	Position 2 B	NM	A	NM	A	P	P	NM	P	P	P	A	NM	5/8
Pamela Andrews (res. 09/19)	Position 3 B	NM	A	NM	A	P	A	NM	A	VAC			NM	5/7
Adrian Matteucci	Position 4 D	NM	P	NM	P	P	P	NM	P	P	P	P	NM	7/8
Loveless Mitchell	Position 5 A	NM	VAC	NM	VAC	VAC	VAC	NM		VAC			NM	2/7
Sharman McGilbert Vice-Chair	Position 6 A	NM	P	NM	A	P	P	NM	A	P	P	P	NM	5/8
Diane Giltner	Position 7 C	NM	P	NM	P	P	P	NM	P	P	P	P	NM	7/8
Brian Merchant	Position 8 B	NM	P	NM	P	P	A Exc	NM	P	P	P	P	NM	5/8
Llarance Turner Chairman	Position 9 A	NM	P	NM	P	A	P	NM	P	P	P	P	NM	6/8
Don Johnson	Position 10 D	NM	P	NM	P	P	P	NM	P	P	P	P	NM	7/8
J.R. Atkins	Position 11 C	NM	P	NM	A	P	A	NM	A	P	Exc	A	NM	4/8
Buddy Snyder Vice-Chair (as of 11/07/19)	Position 12 B	NM	P	NM	P	P	P	NM	P	P	P	P	NM	7/8
Alan Atwater (res. 5/19)	Position 13 D	NM	A	NM	P	P	VAC	NM					NM	2/3
Claudia Iveth Garcia	Position 5 B	NM		NM				NM		Exc	P	P	NM	2/3
Leslie Mack Jr.	Position 13 B	NM		NM				NM		Exc	P	P	NM	2/3/

Present	P
Absent	A
No Meeting	NM
No Quorum	NQ
Seat Vacant	VAC
Excused	Exc

**Missouri City Parks Board  
2020 Member Attendance**

Board Member	Position/ District	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total Meetings Attended	Excused	Absent	Total Meetings
Victoria Porter	Position 1 D	NM	1	1	NM									2	0	0	2
Thomasine Johnson	Position 2 B	NM	1	1	NM									2	0	0	2
Raj Jospheh	Position 3	NM	1	1	NM									2	0	0	2
Mary Ross	Position 4 D	NM	1	1	NM									2	0	0	2
Claudia Iveth Garcia	Position 5 B	NM	1	EXC	NM									1	1	0	2
Sharman McGilbert	Position 6 A	NM	1	EXC	NM									1	1	0	2
Diane Giltner	Position 7 C	NM	1	1	NM									2	0	0	2
Brian Merchant	Position 8 B	NM	1	EXC	NM									1	1	0	2
Llarance Turner <b>Chairman</b>	Position 9 A	NM	1	1	NM									2	0	0	2
Don Johnson	Position 10 D	NM	1	1	NM									2	0	0	2
J.R. Atkins	Position 11 C	NM	A	A	NM									0	0	2	2
Buddy Snyder <b>Vice-Chair</b>	Position 12 B	NM	1	1	NM									2	0	0	2
Leslie Mack Jr.	Position 13 B	NM	1	1	NM									2	0	0	2

Present	P
Absent	A
No Meeting	NM
No Quorum	NQ
Seat Vacant	VAC
Excused	Exc

**Missouri City Parks Foundation  
2020 Member Attendance**

Board Member	Position	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total Meetings Attended	Excused	Absent	Total Meetings
Bill Odle	President (Until 06/30/2020)	1	1	1	1									4	0	0	4
Jim Browne	Vice President (Until 06/30/2020)	1	1	A	A									2	0	2	4
Lisa Glenn	Secretary (Until 06/30/2020)	1	1	1	1									4	0	0	4
Alice Aanstoos	Treasurer (Until 06/30/2020)	1	1	1	1									4	0	0	4
Adrienne Barker	Board Member (Until 06/30/2020)	1	1	A	1									3	0	1	4
E. Joyce Iyamu	Board Member (Until 06/30/2020)	1	1	1	1									4	0	0	4
Harry Johnson	Board Member (Until 06/30/2020)	A	A	A	A									0	0	4	4
Tom Nichols	Board Member (Until 06/30/2020)	1	1	1	1									4	0	0	4
Anthony Snipes	Board Member (Until 06/30/2020)	1	1	1	1									4	0	0	4
Vacant														0	0	0	0
Vacant														0	0	0	0
Vacant														0	0	0	0
Vacant														0	0	0	0

Present	P
Absent	A
No Meeting	NM
No Quorum	NQ
Seat Vacant	VAC
Excused	Exc

RESOLUTION NO. R-17-35

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS, ADOPTING BYLAWS FOR THE CITY OF MISSOURI CITY PARKS BOARD; AND REPEALING ALL OTHER RESOLUTIONS IN CONFLICT HEREWITH.

\* \* \* \* \*

WHEREAS, Section 74-33 of the Missouri City Code provides that City of Missouri City Parks Board (the "Parks Board") may adopt its own rules of procedure for the conduct of its business, subject to the approval of such rules by the city council; and

WHEREAS, on November 2, 2017, the Parks Board considered bylaws governing the conduct of its own affairs, and adopted such bylaws, pending approval of the City Council of the City of Missouri City; now therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS:

Section 1. The facts and recitals set forth in the preamble of this Resolution are hereby found to be true and correct and are in all things incorporated herein and made a part hereof.

Section 2. That the City Council of the City of Missouri City hereby adopts the bylaws of the City of Missouri City Parks Board attached hereto as Exhibit "A" and made a part hereof.

Section 3. All resolutions or parts of resolutions in conflict herewith are repealed to the extent of such conflict only.

Section 4. This Resolution shall take effect immediately upon its passage.

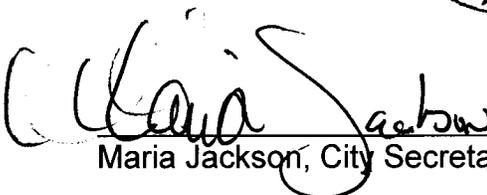
PASSED, APPROVED and ADOPTED this 4<sup>th</sup> day of December, 2017.

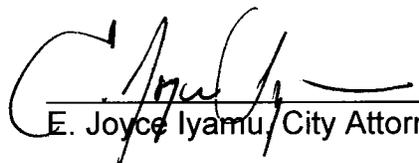


  
Allen Owen, Mayor

ATTEST:

APPROVED AS TO FORM:

  
Maria Jackson, City Secretary

  
E. Joyce Iyamu, City Attorney

## BYLAWS OF THE CITY OF MISSOURI CITY PARKS BOARD

### ARTICLE I – ORGANIZATION AND OFFICERS

#### A. Organization

The City of Missouri City Parks Board (the “Board”) shall consist of those members appointed by the City Council and shall be organized under the provisions of the Missouri City Code, as amended.

#### B. Officers

Members of the Board shall elect a Chair and a Vice-Chair at the first meeting following the 30<sup>th</sup> of September of each year and at such other times as those offices may become vacant. The Chair and the Vice-Chair shall hold office for one year, or until their successors have been elected.

#### C. Duties

1. The Chair shall preside at meetings, begin and end meetings on time, create and maintain a positive tone during meetings, keep meetings moving by following the agenda, understand and have a working knowledge of parliamentary procedure, decide all points of order or procedure, perform other duties as usually pertain to that office, and when authorized by the Board, execute all official documents of the Board.
2. The Vice-Chair shall perform the duties of the Chair in the Chair's absence at a meeting. In the event of the absence of both the Chair and Vice-Chair at any meeting, the members of the Board present at the meeting shall elect one of its members who is present at the meeting to preside at such meeting.
3. The Director of the Parks and Recreation Department or his designee (the “Director”) shall (a) be the regular technical advisor to the Board and the custodian of the minutes and other official records, (b) attend to the correspondence of the Board, and (c) cause to be given such notice as is required in the manner prescribed by law.
4. Board members shall be required to attend all meetings of the Board. Absences will be duly recorded in the minutes of each meeting. Board members who are absent, not due to illness or family emergency, for three (3) consecutive regular meetings, will be reported to City Council and may be subject to removal from office.
5. The Chair may create and dissolve committees and appoint individuals to serve on such committees. Such committees shall be comprised of Board members or interested citizens of the City, provided that no committee may act on behalf of the City or the Board without the express approval of the City

Council.

## **ARTICLE II – QUORUM AND BOARD MEETINGS**

### **A. Regular Meetings**

Regular meetings of the Board shall be held on the first Thursday of each month except that no regular meetings of the Board will be held during the months of July and December unless a parkland dedication is scheduled for consideration during the months of July or December. Regular meetings shall commence at 7:00 p.m. and shall be held in the City Council Chamber, or whenever necessary, at any previously designated public place within the boundaries of the City.

### **B. Special Meetings**

Special meetings of the Board shall be convened at appropriate times as may be determined by the Board or the Chair for the proper performance of the Board's responsibilities.

### **C. Quorum**

Five (5) members of the Board shall constitute a quorum for all meetings. City Council will be notified whenever a quorum is not present at a meeting.

### **D. Agenda**

1. An agenda shall be prepared by the Director for each meeting of the Board.
2. Notice of each meeting shall be provided in accordance with the law.
3. Each agenda shall include the following agenda items: "Public Comments," "Staff Reports," "Board Reports," and "Items for Next Agenda."

### **E. Conduct of Meetings**

1. Robert's Rules of Order, latest version, shall be the Board's final authority on all questions of procedure and parliamentary law not covered by these Bylaws.
2. The Director shall record or cause to be recorded, accurate and complete minutes of all proceedings of the Board.
3. The Director shall be present or cause staff to be present at each Board meeting, to provide assistance, reports and recommendations.
4. The order of business at meetings of the Board shall be as follows:
  - a. Call to order
  - b. Roll call

- c. Minutes
- d. Public comments
- e. Matters within the jurisdiction of the Board
- f. Staff Reports
- h. Board Reports
- g. Items for next agenda
- h. Executive session as authorized by the Texas Open Meetings Act

The order of business at a meeting of the Board may be changed by an affirmative vote of a majority of the members of the Board present at such meeting.

- 5. Public comments shall be limited to items not listed on the agenda. Each person wishing to address the Board during the Public Comments session shall state his or her name and address for the record. Public comments shall be limited to three (3) minutes per individual and to ten (10) minutes per subject, except that such time limits may be extended by an affirmative vote of a majority of the Board members present at the meeting. Any deliberation of or discussion about the subject raised during the Public Comments session shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.
  - 6. "Staff Reports" and "Board Reports" shall be limited to items of community interest, including, but not limited to, expressions of thanks, congratulations or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee or other citizen; a reminder of an upcoming event organized or sponsored by the City; information regarding a social, ceremonial or community event organized or sponsored by an entity other than the city that was attended or is scheduled to be attended by a member of the Board or an employee or official of the City; and announcements involving an imminent threat of the public health and safety of the residents of the City that has arisen after the posting of the agenda.
  - 7. No matters shall be discussed unless on the agenda for that meeting and unless a motion has been made and seconded or a report submitted regarding the matter.
  - 8. An item may be added to a future agenda by: (a) a member of the Board requesting, before the adjournment of a board meeting, that such item be added to the agenda of a future meeting; or (b) by a member of the Board requesting, via email to the Director at least five (5) days prior to the next meeting, that such item be added to a future agenda.
  - 9. Action by the Board shall be by resolution or motion carried by the affirmative votes of a majority of the members of the Board present at the meeting.
- F. A regular or special meeting of the Board may be cancelled by the Director after consultation with the Chair, for one or more of the following reasons:
- 1. It is known, at least 24 hours in advance of such meeting, that a quorum of members will not be present at said meeting;

2. A lack of items on the agenda;
3. A meeting falls on or is adjacent to a city holiday, provided that the meeting may be rescheduled to the second Thursday of the month;
4. As predetermination by the Board; or
5. Due to inclement weather.

### **ARTICLE III - OFFICIAL RECORDS**

A. Definition

The official records shall include these Bylaws and the minutes of the Board together with all findings, decisions, and other official actions of the Board. Notes and tape recordings of proceedings and discussions shall not constitute the official record of the Board.

B. Retention

All applications coming before the Board shall be filed and maintained by the Director in accordance with the City's record retention and disposition schedule.

C. Public Record

The official minutes and applications presented to the Board shall be on file in the office of the Director and shall be open to public inspection during customary working hours.

### **ARTICLE IV - AMENDMENTS**

A. Amendment Procedure

Any proposed amendment to these Bylaws shall be considered and favorably acted on by the Board at a meeting of the Board prior to submitting such proposed amendment to the City Council for consideration.

B. Repealing Clause

All previously adopted Bylaws of the Board shall be and the same are hereby expressly repealed.

ADOPTED this 2<sup>nd</sup> day of November, 2017.

\_\_\_\_\_  
Llarance Turner, Chair

**RESOLUTION NO. R-14-36**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS, ADOPTING RULES OF PROCEDURE FOR THE PLANNING AND ZONING COMMISSION AND THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE OF THE CITY OF MISSOURI CITY, TEXAS, AND REPEALING ALL OTHER RESOLUTIONS IN CONFLICT HEREWITH.**

\* \* \* \* \*

WHEREAS, Section 2-133 of the Missouri City Code provides that the Planning and Zoning Commission shall have the authority and responsibility to adopt rules and regulations governing the conduct of its affairs; and

WHEREAS, Section 2-133 of the Missouri City Code requires the City Council of the City of Missouri City to approve such rules and regulations before they become effective; and

WHEREAS, Chapter 395 of the Texas Local Government Code (Chapter 395) authorizes a political subdivision to finance capital improvements associated with new development; and

WHEREAS, Chapter 395 requires that a Capital Improvements Advisory Committee be appointed to advise a political subdivision on certain matters related to the procedures promulgated by Chapter 395; and

WHEREAS, the City Council of the City of Missouri City has appointed the Planning and Zoning Commission as the Capital Improvements Advisory Committee; and

WHEREAS, on September 10, 2014, and on October 8, 2014, the Planning and Zoning Commission considered rules and regulations governing the conduct of its own affairs, including procedural rules for the Capital Improvements Advisory Committee, and adopted such rules and regulations pending the approval of the City Council of the City of Missouri City; now therefore,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS:**

Section 1. That the facts and recitations set forth in the preamble of this Resolution are hereby found to be true and correct, and are made a part of this Resolution for all purposes.

Section 2. That the City Council of the City of Missouri City hereby adopts the Planning and Zoning Commission Rules of Procedure attached hereto as Exhibit "A" and made a part hereof.

Section 3. All resolutions or parts of resolutions in conflict herewith are repealed to the extent of such conflict only.

Section 4. This Resolution shall take effect immediately upon its passage.

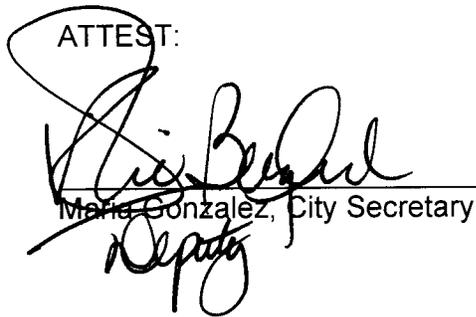
PASSED, APPROVED, and ADOPTED on this 20 day of October, 2014.

  
Allen Owen, Mayor

APPROVED AS TO FORM:

  
Caroline Kelley, City Attorney

ATTEST:

  
Maria Gonzalez, City Secretary  
Deputy

Planning and Zoning Commission  
Rules of Procedure

**PLANNING AND ZONING COMMISSION  
MISSOURI CITY, TEXAS  
RULES OF PROCEDURE**

I. ORGANIZATION AND OFFICERS

101. Organization

The Planning and Zoning Commission ("Commission") shall consist of those members appointed by the City Council and shall be organized under the laws of the State of Texas, the City Charter, as amended; the Missouri City Code, as amended; and the City Zoning Ordinance, as amended.

102. Officers

A Chairman, Vice Chairman, and an Assistant Secretary shall be elected from among the Commission's membership at the first meeting following the 31<sup>st</sup> of July of each year and at such other times as those offices may become vacant. If at any meeting of the Commission neither the Chairman, the Vice Chairman, nor the Assistant Secretary is present, those Commission members present shall elect one of their number to be Chairman for conducting the meeting as provided herein.

103. Duties

- A. The Chairman shall preside at meetings, decide all points of order or procedure, execute all plat certificates, and, when authorized by the Commission, execute all official documents of the Commission.
- B. The Vice Chairman shall attest the signature of the Chairman on official documents of the Commission, as required, and shall perform the duties of the Chairman in the Chairman's absence. The Vice Chairman shall be the Secretary of the Commission.
- C. The Assistant Secretary shall attest the signature of the Chairman on official documents of the Commission and shall perform the duties of the Secretary in the absence of the Vice Chairman or at any meeting at which the Vice Chairman is presiding. In the absence of both the Chairman and the Vice Chairman, the Assistant Secretary shall serve as the Chairman.
- D. The Director of Development Services ("Director") shall be the regular technical advisor of the Commission and the custodian of the minutes and other official records, shall attend to the correspondence of the Commission, and shall cause to be given such notices as are required in the manner prescribed by law.
- E. It shall be the duty of the Commissioners to attend all meetings. Commissioners who are absent for three (3) consecutive regular meetings are subject to removal from office.

Planning and Zoning Commission  
Rules of Procedure

104. Rules of Order

Robert's Rules of Order, latest revision, shall be the Commission's final authority on all questions of procedure and parliamentary law not covered by these Rules of Procedure.

II. MEETINGS

201. Quorum

A quorum shall consist of a majority of members qualified and serving on the Commission.

202. Agenda

An agenda shall be prepared by the Director or his designee for each meeting of the Commission. The agenda shall include applications prepared and submitted according to the Missouri City Code, as amended, and the procedures provided herein.

203. Regular Meetings

Regular meetings shall be held on the second Wednesday of each month after proper notice is given as required by law.

204. Special Meetings

Special meetings for any purpose may be held (1) on the call of the Chairman, (2) on the call of the Director, or (3) on the request of three (3) or more Commissioners and by giving written notice to all members and the general public at least 72 hours before the meeting.

205. Public Meetings

All meetings shall be held in full compliance with the provisions of the laws of the State of Texas, the Missouri City Code, as amended, and these Rules of Procedure. Any party in interest may appear on his or her own behalf or be represented by counsel or an agent.

III. CONDUCT OF MEETINGS

301. Order of Business

The Director or his designee shall record the names of the members present and absent at each meeting of the Commission. The order of business shall be as follows:

1. Call to order.
2. Roll call.
3. Minutes.
4. Reports.

Planning and Zoning Commission  
Rules of Procedure

5. Public Comments. Public comments shall be limited to three (3) minutes per individual and to 10 minutes per subject. Public comments may address items that are not on the agenda.
6. Plats.
7. Zoning map amendments.
8. Zoning text amendments.
9. Other matters within the jurisdiction of the Commission or the Capital Improvements Advisory Committee.
10. Executive session as authorized by the Texas Open Meetings Act.

302. Vote Required

A majority of the quorum present at any meeting shall be necessary to approve or disapprove items of business; provided, however, that a majority shall be no less than three (3) members.

IV. OFFICIAL RECORDS

401. Definition

The official records shall include these rules and regulations and the minutes of the Commission together with all findings, decisions, and other official actions of the Commission. Notes and tape recordings of proceedings and discussions shall not constitute the official records of the Commission.

402. Recording of Vote

The minutes of the Commission's proceedings shall show the vote of each member on each decision of the Commission, or if absent or failing to vote, shall indicate that fact.

403. Files

All applications coming before the Commission shall be filed and maintained by the Director or his designee in accordance with the City's record retention and disposition schedule.

404. Public Record

The official minutes and applications presented to the Commission shall be on file in the office of the Director or his designee and shall be open to public inspection during customary working hours.

V. APPLICATION PROCEDURES

501. Application Types

The Commission shall consider plats, plans, zoning amendments, and other matters related to City planning as requested by the City Council, City officials, or the public.

Planning and Zoning Commission  
Rules of Procedure

502. Application Required

Applications for consideration and discussion by the Commission shall be complete before being placed on any agenda of the Commission. The Director may require a reasonable amount of documentation to complete the application in order for the Commission to clearly understand the application. The application, in sufficient copies, shall consist of maps, plats, and written descriptions as required by the Missouri City Code, as amended, or the Director.

VI. CAPITAL IMPROVEMENTS ADVISORY COMMITTEE

601. Membership

- A. The Capital Improvements Advisory Committee (Committee) shall be composed of the Commission.
- B. The Chairman and Vice Chairman of the Commission shall serve as the Chairman and Vice Chairman, respectively, of the Committee.

602. Duties

- A. The Committee shall serve in an advisory capacity.
- B. The Committee shall:
  - (1) advise and assist the City Council in adopting land use assumptions;
  - (2) review impact fee capital improvements plans and file written comments;
  - (3) monitor and evaluate the implementation of the impact fee capital improvements plans;
  - (4) file semiannual reports with respect to the progress of impact fee capital improvements plans and report to the City Council any perceived inequities in implementing the plans or in imposing the impact fees; and
  - (5) advise the City Council of the need to update or revise land use assumptions, impact fee capital improvements plans, and impact fees.
- C. The Committee's written comments and recommendations regarding land use assumptions, impact fee capital improvement plans, and impact fees shall be submitted to the City Council before the fifth business day before the date of any public hearing or City Council action on such assumptions, plans, or fees.

Planning and Zoning Commission  
Rules of Procedure

603. Rules of Order

Commission Rules of Procedure shall apply to the Committee.

VII. RULES OF PROCEDURE AND AMENDMENTS

701. Rules of Procedure

A copy of these Rules of Procedure and of any amendments thereto shall be made available in the office of the City Secretary within ten (10) days following their date of adoption.

702. Amendment Procedure

Any proposed amendment to these rules shall be considered and favorably acted on by the Commission at two separate commission meetings prior to submitting such proposed amendment to the City Council for consideration.

703. Repealing Clause

All previously adopted rules and regulations of the Commission shall be and the same are hereby expressly repealed.

ADOPTED:

This \_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Sonya Brown-Marshall, Chairman

ATTEST:

Filed in the office of the City Secretary this \_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Maria Gonzalez, City Secretary

**RESOLUTION NO. R-16-11**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS, RATIFYING THE CREATION OF THE MISSOURI CITY PARKS FOUNDATION AND THE SUBMISSION OF THE APPLICATION FOR FORMATION THEREOF; APPROVING BYLAWS FOR SAID FOUNDATION; PROVIDING FOR REPEAL; PROVIDING FOR SEVERABILITY; AND MAKING CERTAIN FINDINGS RELATING THERETO.**

\* \* \* \* \*

WHEREAS, the City of Missouri City Comprehensive Plan provides that the City of Missouri City (the "City") park system will maintain a high quality of life for its citizens by striving to maintain and develop park lands at a rate recognized statewide as a standard of excellence to be emulated; and

WHEREAS, the City Council considers the establishment and maintenance of a livable community to be one of the City's most important goals; and

WHEREAS, on February 15, 2016, the City Council determined that creating a nonprofit foundation to raise funds would enhance the City's park system and unanimously authorized City staff to proceed with the initial steps of filing the necessary documents to create such foundation; and

WHEREAS, the City Council has determined that it is in the best interest of the residents of the City to create a nonprofit foundation to raise funds to benefit the City's park system; now therefore,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS:**

Section 1. The facts and recitations contained in the preamble of this Resolution are hereby found and declared to be true and correct.

Section 2. The City Council hereby finds and declares that it is necessary that the Missouri City Parks Foundation, a nonprofit corporation, be formed.

Section 3. The City Council hereby ratifies the application for incorporation and the certificate of formation attached hereto as Exhibit "A."

Section 4. The City Council hereby approves the Missouri City Parks Foundation bylaws substantially in the form attached hereto as Exhibit "B."

Section 5. The City Council hereby finds, determines, recites, and declares that any notes, bonds, loans, debts or other obligations of the Missouri City Parks Foundation shall not be deemed an indebtedness, liability, obligation or pledge of the faith or credit of the State of Texas, the City of Missouri City, or any other political subdivision or governmental unit, nor shall any such notes, bonds, loans, debts or other obligations constitute an indebtedness within the meaning of any constitutional or statutory debt limitation or restriction or an agreement, obligation, or indebtedness of the City or of the State of Texas

within the meaning of the City Charter or of any constitutional or statutory provision whatsoever.

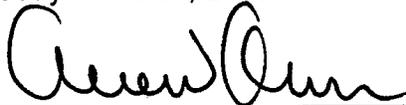
Section 6. The City Council hereby finds, determines, recites, and declares that it is the purpose, intent, and desire of the City in approving the creation of the foundation and its articles of formation and bylaws, that such actions and the foundation comply with the requirements of the Internal Revenue Code of 1986, as such code may be amended, and the Treasury Regulations and Internal Revenue Service rulings promulgated thereunder and the rulings issued pursuant thereto.

Section 7. 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.

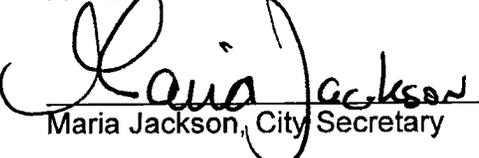
Section 8. Repeal. All resolutions or parts of resolutions, if any, in conflict herewith, shall be and are expressly repealed to the extent of such conflict.

Section 9. 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 21st day of March, 2016.

  
Allen Owen, Mayor

ATTEST:

  
Maria Jackson, City Secretary

APPROVED AS TO FORM:

  
E. Joyce Wamu, City Attorney



Exhibit "A"

**CERTIFICATE OF FORMATION  
NONPROFIT CORPORATION**

**Article 1 - Entity Name and Type**

The filing entity being formed is a nonprofit corporation. The name of the entity is:

Missouri City Parks Foundation

**Article 2 - Registered Agent and Registered Office**

A. The initial registered agent, who is an individual resident of the state, is:

Maria Jackson

B. The business address of the registered agent and the registered office address is:

City Secretary  
1522 Texas Parkway  
City of Missouri City  
Missouri City, Texas 77489

**Article 3 - Management**

The management of the affairs of the corporation is vested in the board of directors. The number of directors constituting the initial board of directors and the names and addresses of the persons who are to serve as directors until their successors are elected and qualified are as follows:

Names of Directors:

Allen Owen, Mayor  
Anthony Snipes, City Manager  
E. Joyce Iyamu, City Attorney

Address: The business address of each director is:

City of Missouri City  
1522 Texas Parkway  
Missouri City, Texas 77489

Exhibit "A"

**Article 4 – Membership**

The nonprofit corporation will have no members.

**Article 5 - Purpose**

A. The nonprofit corporation is organized and will be operated exclusively for charitable and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as such code may be amended. Specifically, the nonprofit corporation will support the City of Missouri City, Texas (the "City"), in the City's acquisition or ownership of land and facilities, and in the construction, development, improvement, operation, or maintenance of land, equipment and facilities owned or controlled by the City, including land, facilities, equipment and activities for recreation, entertainment, sports, the arts, and similar activities that might benefit the citizens of the City.

B. The nonprofit corporation shall operate in compliance with State law, including chapter 22 of the Texas Business Organization Code, this Certificate, and its adopted bylaws.

C. The nonprofit corporation may not engage in any activities that do not further its purposes as set forth in this Certificate or take any action that would be inconsistent with the requirements for a tax exemption for charitable organizations under Section 501(c)(3) of the Internal Revenue Code of 1986 and Section 11.18(c) of the Texas Tax Code and related regulations and rulings, including activities attempting to influence legislation or a political campaign involving a public office or public proposition.

**Article 6 – Amendment of Certificate of Formation or Bylaws**

To be effective, an amendment to this Certificate of Formation or the bylaws of the nonprofit corporation must be approved by the city council of the City.

**Article 7 - Dissolution**

Upon dissolution, all corporate assets will be distributed to the City.

**Article 8 - Organizer**

The name and address of the organizer is:

Anthony Snipes, City Manager  
City of Missouri City  
1522 Texas Parkway  
Missouri City, Texas 77489

Exhibit "A"

**Article 9 - Execution**

The undersigned affirms that the person designated as registered agent has consented to the appointment. The undersigned signs this document subject to the penalties by law for the submission of a materially false or fraudulent instrument and certifies under penalty of perjury that the undersigned is authorized to execute the filing instrument.

Date: 3/8/16

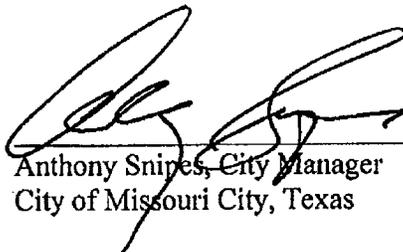
  
\_\_\_\_\_  
Anthony Snipes, City Manager  
City of Missouri City, Texas

Exhibit "B"

**BYLAWS OF THE  
MISSOURI CITY PARKS FOUNDATION  
A TEXAS NON-PROFIT CORPORATION**

**ARTICLE 1. DEFINITIONS.**

1.1. In this Article:

*Board* means the Board of Directors of the Corporation.

*City* means the City of Missouri City, Texas.

*City Council* means the city council of the City of Missouri City, Texas.

*Corporation* means the Missouri City Parks Foundation.

**ARTICLE 2. PURPOSE**

2.1. The Corporation is organized exclusively for charitable and educational purposes allowed by law, including supporting the City in the City's acquisition, ownership, construction, development, improvement, operation, or maintenance of land, equipment and facilities owned or controlled by the City including land, facilities, equipment and activities for recreation, entertainment, sports, the arts, and similar activities that might benefit the citizens of the City of Missouri City.

2.2. The Corporation will focus its efforts on encouraging persons, businesses, and corporations, to make contributions of funds, equipment or donations of real estate or other property of value, to the Foundation.

2.3. The Corporation may not:

2.3.1. Engage in any activities that do not further its purposes as set forth in this Certificate or take any action that would be inconsistent with the requirements for a tax exemption for charitable organizations under Internal Revenue Code of 1986 and Section 501(c)(3) and Texas Tax Code Section 11.18(c) and related regulations and rulings;

2.3.2. Pay any of its net earnings for the benefit of any private individual, other than for services rendered or as provided for in these Bylaws; or

2.3.3. Devote a substantial part of its activities or income to attempting to influence legislation or the outcome of any public election.

## Exhibit "B"

### ARTICLE 3. POWERS

3.1. The Corporation has all the powers of a Texas non-profit corporation and will operate in compliance with State law, including Chapter 22 of the Texas Business Organization Code, the Corporation's Certificate of Formation, and these adopted Bylaws.

### ARTICLE 4. OFFICES

4.1. The Corporation's initial office will be located at City Hall, 1522 Texas Parkway, Missouri City, Texas 77489.

### ARTICLE 5. BOARD OF DIRECTORS

5.1. Number. The Board will have no less than five, but no more than fifteen directors.

5.2. Qualifications. To qualify to serve as a director, a person must be committed to achieving the Corporation's purpose with the financial skills, knowledge, experience or resources necessary to achieve those purposes.

5.3. Appointment, Vacancies, and Removal. The City Council appoints the persons to serve as directors on the Board, will fill vacancies on the Board, and may remove a director at any time.

5.4. Terms. Directors serve two-year terms that begin on July 1 and end on June 30. Directors continue to serve until their successors are appointed. To provide for staggered terms, the City Council may appoint a specified number of the initial directors to serve one-year terms.

5.5. Compensation and Expenses. Directors will not receive a salary or other fixed compensation for their service, but may be reimbursed for expenses incurred under written policies approved by the Board.

5.6. Meetings. Meetings will be held as requested by the President or a majority of the Board or at regular intervals as determined by the Board.

5.7. Quorum. A majority of the appointed directors are a quorum for the transaction of corporate business. The directors may, by resolution, approve procedures to allow directors who cannot attend a meeting to participate in the meeting by telephone or video conference and vote on matters that come before the board.

5.8. Executive Committee. The board of directors by resolution may elect three or more other directors to serve on an executive committee which will include the President that has and may exercise the authority of the board of directors to the extent specified in the resolution. The designation of the executive committee and the delegation of authority to the committee does not operate to relieve the board of directors, or an individual director, of any responsibility imposed on the board or director by law.

## Exhibit "B"

5.9. Conflict of Interest. No director of the Board shall have an interest in any contract or transaction involving the Corporation in violation of any policy adopted by the City Council of the City of Missouri City or any charter provision of the City of Missouri City applicable to City officers and employees, Chapter 171 of the Texas Local Government Code, or any provision of any other law that establishes standards of conduct or governs interests in contracts by directors of nonprofit corporations.

### ARTICLE 6. OFFICERS

6.1. Officers. The City Council will appoint a director to serve as president of the corporation, who serves at the pleasure of the City Council and may be removed at any time. The Board will elect directors to serve as vice-president, secretary, and treasurer, who serve at the pleasure of the board and may be removed at any time.

6.2. Term. Officers serve one-year terms, or until their successors are appointed.

6.3 President. The president presides at all Board meetings, supervises the business of the Corporation, and performs other duties assigned by the Board. The president executes contracts and other documents evidencing actions approved by the Board. Not less than once a year, the president will give a report to the City Council on the Corporation's activities and financial condition. The president may appoint directors to standing or temporary committees to assist or make recommendations to the Board.

6.4. Vice-President. The vice-president performs the duties of the president in the president's absence and performs other duties as assigned by the president or the Board.

6.5. Secretary. The secretary notifies the directors of Board meetings, records votes and minutes of the Board's meetings, is the custodian of the Corporation's records, and performs other duties as assigned by the president or the Board.

6.6. Treasurer. The treasurer keeps accurate accounts of the Corporations' expenditures and revenues, insures the Board's financial policies are followed, makes regular financial reports to the Board, provides for an independent audit of the Corporation's accounts as requested by the Board, and performs other duties as assigned by the president or the Board.

6.7. Compensation. Directors will not receive a salary or other fixed compensation for their service, but may be reimbursed for out-of-pocket expenses arising from their duties under policies approved by the Board.

## Exhibit "B"

### ARTICLE 7. FINANCE.

7.1. Fiscal Year. The Corporation's fiscal year is July 1st to June 30th.

7.2 Annual Budget. The Board will adopt an annual budget which specifies revenues and major expenditures by type and amount.

7.3 Checks, Drafts, or Orders for Payment. All checks, drafts, or orders for the payment of corporate funds may be signed manually or electronically, as approved by the corporate officers specified in a resolution adopted by the Board, or in the absence of a resolution, by at least two officers.

7.4. Deposits. All corporate funds will be deposited in a bank or other depositories selected by the Board.

### ARTICLE 8. MISCELLANEOUS

8.1 Dissolution. Upon the Corporation's dissolution, its assets will be distributed to the City.

8.2. Amendment to Certificate of Formation or Bylaws. An amendment to the Corporation's Certificate of Formation or these Bylaws is not effective until approved by the Board and the City Council.

8.3. Controlling Law and Conflicts. These Bylaws are subject to the Texas Business Organization Code, including Chapter 22, governing nonprofit corporations. If there is a conflict between these Bylaws and the mandatory provisions of the Texas Business Organization Code, the latter controls.

8.4. Bylaws Effective Date. These Bylaws are effective on the date approved by the initial Board of Directors. Any amendments to the Bylaws are effective on the latest date of the dates approved by the Board and the City Council. The initial Bylaws were adopted by the initial Board of Directors on March 21, 2016.

## Community Development Advisory Committee

### Members with term expirations on 06.30.20

1. Eunice Reiter – Agreed to continue serving
2. Zelia Brown – Agreed to continue serving

### Committee Members

Position 1: Councilmember Cheryl Sterling, District A

Position 2: Councilmember Jeffrey Boney, District B

Position 3: Mayor Pro Tem Chris Preston, At Large Position

Position 4: Monica Rasmus, District A

Position 5: Bertha Eugene, District B

**Position 6: Eunice Reiter, Citizen At Large**

**Position 7: Zelia Brown, Citizen At Large**



## Community Development Advisory Committee

### New applicant

1. James Davidson, Jr.



## Construction Board of Adjustment & Appeals

### Members with term expirations on 06.30.2020

1. George E. Johnson III – Agreed to continue serving
2. **Roger Morris**
  - No response
3. **Alternate Position Vacant**

### Board Members

**Position 1: George E. Johnson III, District D**

**Position 2: Roger Morris, District A**

Position 3: Sammy Freeman, District D

Position 4: William W. Johnson, District D

Position 5: Daniel Silva, District A

Alternate: Warren Howard Waugh, District C

**Alternate: Vacant**



## Electrical Board

### Members with term expirations on 06.30.2020

1. Charles Jarvis – Agreed to continue serving

### Board Members

Position 1: Buford Jurica, District C

**Position 2: Charles Jarvis, District D**

Position 3: Joe Scanlin, Chairman, District D

Position 4: Christopher Harvey - *CenterPoint Energy Representative*

Position 5: Frank Hester, District C



# Parks Board

## Members with terms expirations on 06.30.2020

1. Thomasine Johnson – Agreed to continue serving
2. Mary Ross – Agreed to continue serving
3. **Sharman McGilbert – Did not agree to continue serving**
4. Brian Merchant – Agreed to continue
5. Don Johnson – Agreed to continue serving
6. Buddy Snyder – Agreed to continue serving

## Board Members:

- Position 1: Victoria Porter, D
- Position 2: Thomasine Johnson, B**
- Position 3: Raj Joseph, C
- Position 4: Mary Ross, D**
- Position 5: Claudia I. Garcia, B
- Position 6: Sharman McGilbert, A**  
Co-Chairman
- Position 7: Diane Giltner, C
- Position 8: Brian Merchant, B**
- Position 9: Llarance Turner, A  
Chairman
- Position 10: Don Johnson, D**
- Position 11: J.R. Atkins, C
- Position 12: Buddy Snyder, B**
- Position 13: Leslie Mack Jr., B

# Parks Board Attendance (2019)

Missouri City Parks Board														2019 Member Attendance			
Board Member	Position/ District	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total Meetings Attended	Excused	Absent	Total Meetings
Victoria Porter	Position 1 D	NM	1	NM	A	1	1	NM	1	Exc	1	Exc	NM	5	2	1	8
Thomasine Johnson	Position 2 B	NM	A	NM	A	1	1	NM	1	1	1	A	NM	5	0	3	8
Pamela Andrews (res. 09/19)	Position 3 B	NM	A	NM	A	P	A	NM	A	VAC			NM				
Adrian Matteucci	Position 4 D	NM	1	NM	1	1	1	NM	1	1	1	1	NM	8	0	0	8
Loveless Mitchell	Position 5 A	NM	VAC	NM	VAC	VAC	VAC	NM		VAC			NM				
Sharman McGilbert Vice-Chair	Position 6 A	NM	1	NM	A	1	1	NM	A	1	1	1	NM	6	0	2	8
Diane Giltner	Position 7 C	NM	1	NM	1	1	1	NM	1	1	1	1	NM	8	0	0	8
Brian Merchant	Position 8 B	NM	1	NM	1	1	Exc	NM	1	1	1	1	NM	7	1	0	8
Llarance Turner Chairman	Position 9 A	NM	1	NM	1	A	1	NM	1	1	1	1	NM	7	0	1	8
Don Johnson	Position 10 D	NM	1	NM	1	1	1	NM	1	1	1	1	NM	8	0	0	8
J.R. Atkins	Position 11 C	NM	1	NM	A	1	A	NM	A	1	Exc	A	NM	3	1	4	8
Buddy Snyder Vice-Chair (as of 11/07/19)	Position 12 B	NM	1	NM	1	1	1	NM	1	1	1	1	NM	8	0	0	8
Alan Atwater (res. 5/19)	Position 13 D	NM	A	NM	P	P	VAC	NM					NM				
Claudia Ieth Garcia	Position 5 B	NM		NM				NM		Exc	1	1	NM	2	1	0	3
Leslie Mack Jr.	Position 13 B	NM		NM				NM		Exc	1	1	NM	2	1	0	3
Present	P																
Absent	A																
No Meeting	NM																
No Quorum	NO																
Seat Vacant	VAC																
Excused	Exc																

## Parks Board Attendance (2020)

Missouri City Parks Board															2020 Member Attendance			
Board Member	Position/ District	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total Meetings Attended	Excused	Absent	Total Meetings	
Victoria Porter	Position 1 D	NM	1	1	NM									2	0	0	2	
Thomasine Johnson	Position 2 B	NM	1	1	NM									2	0	0	2	
Raj Jospheh	Position 3	NM	1	1	NM									2	0	0	2	
Mary Ross	Position 4 D	NM	1	1	NM									2	0	0	2	
Claudia Iveth Garcia	Position 5 B	NM	1	EXC	NM									1	1	0	2	
Sharman McGilbert	Position 6 A	NM	1	EXC	NM									1	1	0	2	
Diane Giltner	Position 7 C	NM	1	1	NM									2	0	0	2	
Brian Merchant	Position 8 B	NM	1	EXC	NM									1	1	0	2	
Llarance Turner <b>Chairman</b>	Position 9 A	NM	1	1	NM									2	0	0	2	
Don Johnson	Position 10 D	NM	1	1	NM									2	0	0	2	
J.R. Atkins	Position 11 C	NM	A	A	NM									0	0	2	2	
Buddy Snyder <b>Vice-Chair</b>	Position 12 B	NM	1	1	NM									2	0	0	2	
Leslie Mack Jr.	Position 13 B	NM	1	1	NM									2	0	0	2	

Present	P
Absent	A
No Meeting	NM
No Quorum	NQ
Seat Vacant	VAC
Excused	Exc

## Parks Board

### New applicants

1. Lilian H. Davis – District D
2. Kymberly McMorries – District A
3. Valore Lott – District D
4. Reggie Abraham – District C

## Planning & Zoning Commission

### Members with term expirations on 06.30.2020

1. Gloria Lucas – Agreed to continue serving
2. Courtney Johnson Rose – Agreed to continue serving
3. Sonya Brown-Marshall – Agreed to continue serving
4. **James G. Norcom, III – Did not agree to continue serving**

### Commission Members

**Position 1: Gloria Lucas, A**

**Position 2: Courtney Johnson Rose, A**

**Position 3: Sonya Brown-Marshall, D  
Chair**

**Position 4: James G. Norcom, III, B**

Position 5: John T. O'Malley, D

Position 6: Monica L. Rasmus, A

Position 7: Hugh Brightwell, D

Position 8: James Bailey, C

Position 9: Timothy Haney, C

Vice-Chair



## Planning & Zoning Commission Attendance (FY 2020)

PLANNING & ZONING COMMISSION ATTENDANCE  
JULY 2019 – JUNE 2020

	Position		JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	REG	SP
Gloria Lucas	Position 1	A	P	P	P	P	P	P	P	P	P	P			10/10	
Courtney Rose	Position 2	A	A	P	A	A	P	A	P	A	P	P			5/10	
Sonya B-M Chair	Position 3	D	P	P	P	P	P	A	P	P	P	P			9/10	
James Norcom III	Position 4	B	P	P	P	P	P	A	P	A	P	P			8/10	
John O'Malley	Position 5	D	P	P	P	P	A	P	P	P	P	P			9/10	
Monica L. Rasmus	Position 6	B	P	P	P	A	A	P	A	P	P	P			7/10	
Hugh Brightwell	Position 7	D	A	P	A	P	A	P	A	P	A	P			5/10	
James R. (Bob) Bailey	Position 8	C	P	P	A	A	P	P	P	P	A	P			7/10	
Tim Haney	Position 9 Vice Chair	C	P	P	P	A	P	P	P	P	P	P			9/10	

## Planning & Zoning Commission

### New applicants

1. Daniel Silva, District A
2. Karen Overton, District D
3. Rodney Griffin, District A
4. Peter Thompson, District D



## Zoning Board of Adjustment & Appeals

### Members with term expirations on 06.30.2020

1. Roger Morris – No response
2. Denice Pringle – Agreed to continue serving
3. Cleotha Aldridge – Agreed to continue serving
4. Sharon Jurica – Agreed to continue serving

### Board Members

Position 1: Joe Workman, D

- Vice Chairman

Position 2: Peter Thompson, D

Position 3: Robin Elackatt, D

**Position 4: Roger Morris, A**

- Chairman

**Position 5: Denice Pringle, C**

Alternate: J.R. Atkins, C

Alternate: Candance McCray, D

**Alternate: Cleotha Aldridge, B**

**Alternate: Sharon Jurica, D**



## Zoning Board of Adjustment & Appeals

### New applicants

1. William Booher, District D



## Tax Increment Reinvestment Zone #3

### Board Members

Position 1: Robert Hodge, D

Position 2: Reggie Abraham, C

**Position 3: Vacancy left by the late David Reitz, C**

Position 4: JaPaula Kemp, B

Position 5: Joyce Raynor, B

Position 6: Joe Workman, D (Chairman)

Position 7: Stephen Brown - *FBC Rep*

Position 8: David Sepulveda - *FBC Drainage District Rep*

Position 9: Sharon Jurica, C

Position 10: Marshall B. Heins - *HCC Rep*

Position 11: Frank Hester - *SPLID Rep*

**Vacancy: Term Expires 12.31.2021**

1. Position 3



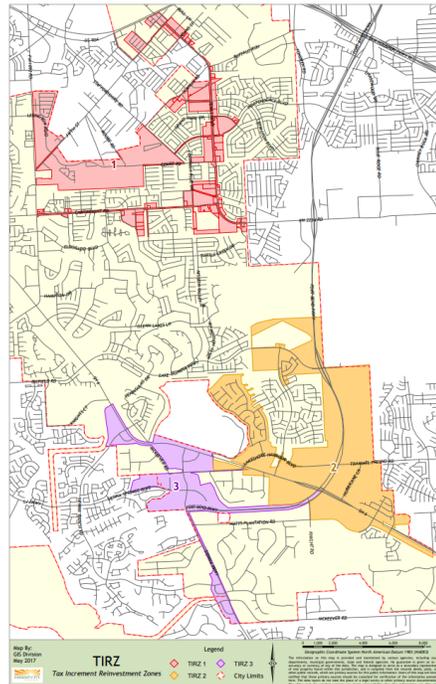
# Tax Increment Reinvestment Zone #3

## New applicants

- 1. Karen Overton, District D
- 2. Shaizad A Chatriwala, District C



# Tax Increment Reinvestment Zones Map



# Missouri City Parks Foundation

## Members with term expirations on 06.30.2020

- 1. Harry Johnson
- 2. Anthony Snipes
- 3. E. Joyce Iyamu
- 4. Tom S. Nichols
- 5. Lisa Glenn
- 6. Krystal Toups
- 7. Bill Odle
- 8. Adrienne Barker
- 9. Jim Brown
- 10. Alice Aanstoos
- 11. Vacancy left by Tom Wilcox
- 12. Vacancy left by Gustave (Gus) Hawkins
- 13. Vacancy left by Marvin Marcell



# Missouri City Parks Foundation Attendance Log

Missouri City Parks Foundation														2020 Member Attendance			
Board Member	Position	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total Meetings Attended	Excused	Absent	Total Meetings
Bill Odle	President (Until 06/30/2020)	1	1	1	1									4	0	0	4
Jim Browne	Vice President (Until 06/30/2020)	1	1	A	A									2	0	2	4
Lisa Glenn	Secretary (Until 06/30/2020)	1	1	1	1									4	0	0	4
Alice Aanstoos	Treasurer (Until 06/30/2020)	1	1	1	1									4	0	0	4
Adrienne Barker	Board Member (Until 06/30/2020)	1	1	A	1									3	0	1	4
E. Joyce Iyamu	Board Member (Until 06/30/2020)	1	1	1	1									4	0	0	4
Harry Johnson	Board Member (Until 06/30/2020)	A	A	A	A									0	0	4	4
Tom Nichols	Board Member (Until 06/30/2020)	1	1	1	1									4	0	0	4
Anthony Snipes	Board Member (Until 06/30/2020)	1	1	1	1									4	0	0	4
Vacant														0	0	0	0
Vacant														0	0	0	0
Vacant														0	0	0	0
Vacant														0	0	0	0

Present	P
Absent	A
No Meeting	NM
No Quorum	NQ
Seat Vacant	VAC
Excused	Exc

## Charter Review Commission (*Recommendations*)

### ❖ Councilmember Sterling

1. Sam Chatriwala
2. Jeanette Quimby
3. Sonja Giddings



## Charter Review Commission (*previous members*)

### ❖ 2004 Commission Members

1. Joe Workman, District D
2. Carl Bowles, District A
3. Albert Glover, District B
4. Scott Moseley, District B
5. Allen Robinson, District A

### ❖ 2008 Commission Members

1. Joe Workman, District D
2. Carl Bowles, District A
3. Albert Glover, District B
4. Roger Morris, District A
5. Scott Moseley, District B

### ❖ 2012 Commission Members

1. Eunice Reiter, District A
2. Albert Glover, District B
3. Scott Moseley, District B
4. Robert Burton, District C
5. Joe Workman, District D
6. Buddy Jimerson, District D, Alternate

### ❖ 2016 Commission Members

1. Joe Workman, District D
2. Robin Elackatt, District C
3. Scott Moseley, District B
4. Eunice Reiter, District A
5. Cheryl Sterling, District A

