

YOLANDA FORD
Mayor

VASHAUNDRA 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 MINUTES

The City Council of the City of Missouri City, Texas, met in special session on **Monday, April 20, 2020**, at the City Hall, Council Chamber, 1522 Texas Parkway, Missouri City, Texas, 77489, at **5:45 p.m.** to consider the following.

Due to the COVID 19 Disaster and the Center for Disease Control's recommendation regarding social distancing measures, the Mayor, City Council, City Staff members, and members of the public were not physically present during this meeting. The meeting was made possible through the cloud-based video conferencing platform Zoom.

1. CALL TO ORDER

Mayor Ford called the meeting to order at 5:45 p.m.

Those also present: Mayor Pro Tem Preston, Councilmembers Edwards, Sterling, Boney, Maroulis, and Emery; Interim City Manager Atkinson, City Attorney Iyamu, City Secretary Jackson, Assistant City Manager Martel, Director of Development Services Spriggs, Director of Human Resources and Organizational Development Russell, Director of Public Works Kumar, Director of Economic Development Esch, Director of Communications Walker, Planning Manager Thomas Gomez, Purchasing/Risk Manager Pleasant, Media Specialist II Sanders, and MCTV Producer Penalba.

2. DISCUSSION/POSSIBLE ACTION

(a) Discuss the procurement of executive search firm services for the position of the city manager.

Director of Human Resources and Organizational Development Russell provided an update regarding the procurement of executive search firm services for the position of the city manager. City Council was given an opportunity to review and score nine executive search firms and based on the firms with the top scores, the three firms would be selected. Mayor Ford requested that the top firms break down their fees per services offered. Purchasing/Risk Manager Pleasant asked the Mayor if she wanted an itemized list of fees. Ford confirmed.

Councilmember Edwards moved to go back to the companies that responded to the RFQ and have them provide an itemized breakdown of services. Councilmember Sterling seconded.

Councilmember Sterling asked what the top three firms were. Director Russell stated the top three firms as Baker Tilly Vichow Krause, LLP, Strategic Government Resources, and GOVHR USA.

Pleasant asked if the breakdown would only pertain to the top three firms. Councilmember Edwards stated it would pertain to all firms that submitted a proposal. Councilmember Sterling suggested asking only the top three firms. Pleasant noted that if they went back to request the itemized list of costs, then all members of City Council would need to redo their scores. Councilmember Edwards stated that if they were in a similar position again, this itemized list of pricing would help make it easier with scoring.

Councilmember Maroulis noted Baker Tilly had exemptions to Section 7.5 and asked how they would work through those exemptions. Pleasant stated they could work through the exemptions now as they were one of the top three firms. They could also have them note the exemptions and have them determine why they were on the proposals. Maroulis noted both Baker Tilly and GOVHR had exemptions. Mayor Ford asked if Pleasant could get the firms to provide those exemptions. Pleasant stated that could be a part of the presentation or she could request it through an email.

Mayor Pro Tem Preston asked if she would get the clarification for the top three or all firms. Pleasant asked if Preston referred to itemized pricing. Preston confirmed. Councilmember Edwards clarified because it would be time consuming to focus on the top three, but moving forward, all firms should provide the itemized list during the RFP process.

Mayor Pro Tem Preston stated it would best option that all firms submit the information in order to be well informed. Councilmember Sterling noted it would be very time consuming and it would take them several more weeks to complete this process. She recommended moving forward with the top three firms.

Councilmember Boney asked if the matrix scored correctly. Pleasant stated the matrix was scored correctly and noted the discussion was due to an itemized pricing list not being included in the proposal. Pleasant noted if they would go back and look at the costs of each proposal, Councilmembers would have the opportunity to change their scores.

Councilmember Emery asked Councilmember Edwards when she stated moving forward, was she talking about this particular search or any in the future. Councilmember Edwards stated that it would be for any searches for the future. Pleasant noted that traditionally with RFPs, they look for the proposers to provide us with innovative services. She added if the proposer were to provide a menu of itemized services, they might not be able to understand everything it entails. Mayor Ford noted some agencies already have a breakdown of their fees, so she would want to see a breakdown from all agencies. Councilmember Boney stated when you hire a professional search firm, you were given a set a criteria from start to finish, so the information received was not abnormal. Councilmember Emery echoed Boney's position.

Councilmember Edwards moved that City Council be provided with the itemized breakdown of prices for the services to be provided by the nine executive search firms who submitted proposals for the position of city manager. Mayor Pro Tem Preston seconded. **MOTION PASSED.**

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

Mayor Ford asked when they would get the results back. Pleasant stated they would send out the itemized breakdown of prices for services request on April 21 with a return date of 5:00 p.m. on April 22. Councilmember Emery asked if Council would be asked to redo the matrix and when were they would be requested back to Purchasing/Risk Manager Pleasant. Ford stated that if they want to change their scores, then it would be due on Thursday.

Pleasant asked if the top three firms were going to present via Zoom; and, if so, would all three firms present on one day or one per special City Council meeting. Ford stated they would present on one day and each presentation would last between 10-15 minutes each. Director Russell asked if the top three firms would present during the May 4 City Council meeting. Mayor Ford stated they would.

(b) Discuss the redevelopment design guidelines.

Director of Economic Development Esch presented an overview on the redevelopment design guidelines. Esch stated Option-One would be to develop ground up design standards while Option-Two would pertain to the use of existing standards as base. He asked Council which two options they would want to have a purpose driven process for as it would be for either new guidelines or modifications to current guidelines.

Councilmember Edwards believed they should go back to the drawing board, as she was concerned about giving them an incentive for the basics. Esch noted they should ask themselves how they would deal with the projects they have in front of them.

Mayor Ford asked about incentives for Foodarama. Esch stated the agreement provided was with a dollar for dollar match based on the total project. Ford asked if they did any improvements. Esch said they did which included improvements to the aesthetics and signage. Ford noted the shopping center was for sale and stated the guidelines should not be so detailed where it may restrict them from being flexible. Ford added she did not believe they should be providing incentives for a new roof or a \$300,000 investment. Interim City Manager Atkinson noted that with the change in the state statutes, this would an opportunity to provide above average standards.

Councilmember Maroulis stated they spoke that most investors would want to match the community and that would be their baseline. The City would then look at their baseline and ask for certain improvements and that was when the incentive could come in. Mayor Ford stated that would be fine if it was the things they were negotiating for as long as they were improvements to the site and not an incentive for repairs.

Esch noted that with Grand Park Center and King Dollar, the owners were purchasing it, whether or not the roof was damaged as they bought it as is. Esch added the owners were proposing significant improvements to the property and the roof would only be one component of that. He asked if they would then retract and remove the cost of the roof from their match or would they match the cost of the roof. Ford noted that for older shopping centers it would be on a case-by-case basis. She asked if the owners would be able to provide the City with an itemized list of improvements. Esch stated they had already provided the list.

Mayor Pro Tem Preston thanked staff for their hard work on these efforts. He stated they have to be in tune with the times and they need to make sure they were demanding improvements to the corridors. Councilmember Edwards asked that they regroup and revisit this topic. Edwards asked if they had provided Foodarama with incentives for the roof and noted the property was up for sale. Esch stated they had an incentive agreement in place where they proposed \$600,000 plus improvements and the roof was only discussed with the King Dollar Center.

Councilmember Boney pointed out one of the reasons King Dollar wanted to have the roof repaired was because the roof was damaged due to a tornado, which put many customers in harm's way. Boney noted Wells Fargo also had damaged to their building due to the tornado and wanted to know if they asked for any funds. Esch stated they had not. He noted there was nothing precluding them from negotiating on what they could reimburse and that tonight's presentation was to set guidelines and standards. The question as if the guidelines in place prior to September 1, 2019 were acceptable or new standards should be put in place.

Mayor Ford noted Mayor Pro Tem Preston asked that the committee continue to discuss and she believes it should go back to the committee, as it needed to be hashed out more. Esch asked what the committee needed to discuss. Ford stated it would be to not provide incentives for regular maintenance items. If the applicant were willing to bring buildings back to the standard code, in 2019 then they would support that.

Mayor Pro Tem Preston stated they might need to revise the standards and as the baseline was not a good starting point. He added that they might need to look at revising the standards and tailoring them for the corridors.

Councilmember Boney asked if the committee discussed this item and what the discussions were. Esch stated what he presented today was what was presented to the committee. He noted the consensus recommended before City Council was what the committee recommended. Councilmember Boney stated that if it was presented to the committee to include the secondary option, he was not sure why council would not want to move forward with the secondary option. He noted he did not see why it would need to go back to the committee.

Mayor Pro Tem Preston stated a recommendation did come out of the committee, but since that time, the committee had a change of opinion on the consensus. He asked if they wanted to further discuss and hash out the differences to come to a unified consensus.

Councilmember Boney stated he was prepared to move forward with the recommendation of Option-Two and asked what was going to the committee to bring forth. Councilmember Sterling stated she looked at Option-Two and does not think they need to rehash.

Sterling asked if they would be able to add more flexibility to go back to new contracts. Esch stated they could not change a contract of the past, it would to go forward.

Esch noted the difference between the options was that Option-Two built upon what they already had vetted and may add additional requirements while Option-One was to start over. Interim City Manager Atkinson added that with Option-Two they would have a baseline and not have to start over.

Councilmember Emery moved to provide direction to staff on Option-Two. Councilmember Boney seconded. **MOTION PASSED.**

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

Mayor Ford stated she voted against the motion; however, she wanted to ensure they do not provide incentives for what an owner would have to do regardless. Councilmember Sterling asked if there were some incentives it should be engraved into a policy. City Attorney Iyamu noted they have a policy for 380 agreements and they could certainly utilize the ordinance or resolution format depending on the type of incentives so that everyone understands the base line. Esch agreed and noted that was the intent.

Councilmember Maroulis moved to recess the special City Council meeting. Councilmember Emery seconded. **MOTION PASSED UNANIMOUSLY.**

Ayes: Mayor Ford, Mayor Pro Tem Preston, Councilmember Edwards, Councilmember Sterling, Councilmember Maroulis and Councilmember Emery
Nays: None

At 7:11 p.m., City Council recessed the special City Council meeting.

At 8:40 p.m., City Council reconvened the special City Council meeting.

- (c) Consider and discuss the City's board, committee, and commission member appointments and reappointments.

Mayor Pro Tem Preston moved to tag this agenda item so that residents of Missouri City may be allowed additional time to apply, should they be interested in serving a City board, committee or commission.

Discussion ensued regarding the privacy settings for the posted closed executive session through the cloud-based video conferencing platform Zoom. After concerns and comments were noted, Mayor Ford requested to proceed into the closed executive session.

3. CLOSED EXECUTIVE SESSION

After proper notice was given pursuant to the Texas Open Meetings Act, the City Council went into Executive Session at 8:53 p.m.

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

At 9:28 p.m., City Council reconvened into open session. No action was taken.

5. ADJOURN

The special City Council meeting adjourned at 9:28 p.m.

Minutes PASSED AND APPROVED this the 4th day of May 2020.

Maria Jackson, City Secretary