

**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 AGENDA

Notice is hereby given of a Special City Council Meeting to be held on **Monday, September 21, 2020**, at **5:35 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.

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### 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>.

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#### 1. CALL TO ORDER

#### 2. DISCUSSION/POSSIBLE ACTION

- (a) Discussion and follow up on the CARES Act activities. *(Proposed presenter: Fire Chief Eugene Campbell)*
- (b) Discuss City authorization of private ambulance services. *(Proposed presenter: Fire Chief Eugene Campbell)*
- (c) Discuss the proposed small business loan program.

**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:*

**(a) 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 attorney.

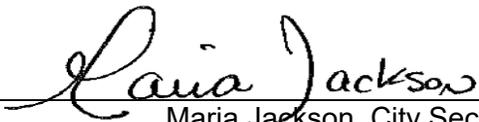
**4. RECONVENE** into Special Session and consider action, if any, on items discussed in Executive Session.

**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 September 21, 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 September 17, 2020, at 4:00 p.m.

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



## CITY COUNCIL SPECIAL AGENDA ITEM COVER MEMO

September 21, 2020

**To:** Mayor and City Council  
**Agenda Item:** 2a Discussion and follow up on the CARES Act activities.  
**Submitted by:** Eugene Campbell, Jr

### SYNOPSIS

Review recommendations from Staff and consultant and gather feedback from Council on the implementation of the CARES Act for the Small Business Assistance and Mortgage/Rental Assistance Program for Missouri City.

### STRATEGIC PLAN 2019 GOALS ADDRESSED

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

### BACKGROUND

The CARES Act established the Coronavirus Relief Fund (the "Fund") and appropriated \$150 billion to the Fund. Fort Bend County received \$134,262,393.00 from the State of Texas from the Fund. Missouri City is eligible to receive up to \$3,763,760.00 in reimbursements from Fort Bend County.

Harris County has received \$426,000,000 of this Fund to the cities within its boundaries and Missouri City is eligible to receive up to \$345,015 in reimbursements from Harris County. The total funds available for Missouri City is up to \$4,108,775.

The City would be required to make expenditures up front before receiving reimbursements. The CARES Act provides that payments from the Fund may only be used to cover costs that;

1. Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
2. Funds not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and
3. Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.1

### BUDGET/FISCAL ANALYSIS

See Supporting Materials

**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. Aug 3 CARES Act Funding
2. CARES Act Overview
3. CARES Act PowerPoint - *forthcoming*

## STAFF'S RECOMMENDATION

Staff recommends Council further review use of CARES Act funds based on the MCTX survey responses.

**Director Approval:** Eugene Campbell, Jr.

**Assistant City Manager/  
City Manager Approval:** Odis Jones, City Manager

### Priority 1: Existing Expenses

Priority 1 contains expenses that have already been spend by the city on COVID response efforts.

Existing Expenses ( PPE, Sanitation, Supplies, Staff time)	Expenses Missouri City already spent on COVID	\$ 150,000
COVID Emergency Sick Leave	Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions.	\$ 61,000

### Priority 2: Safety:

The items listed below will assist with ensuring the safety of our employees and citizens and also ensure we are in compliance with the Governor Open Texas guidance.

Thermal Imaging	System will allow visitors/ employees to have temps check system at 28 entrances into city buildings.	\$ 150,000
First Responder safety equipment	Individual Air Pack regulator. This would help isolate potential contamination between individuals who currently share regulators And training mannequin to better train our firefighter to respond to COVID positive patients.	\$ 117,048
Water Testing for COVID	Sampling and analyzing the wastewater from sewer lifts stations closest to largely populated areas like hospitals, businesses and large residential areas could provide significant COVID-19 related data.	\$ 25,000
Building Services	Intercoms, Plexiglas, and automatic door openers.	\$ 88,500
Testing/quarantining	Funds to test employees and quarantine first responders.	\$ 75,000

### Priority 3: Public Outreach

There are three programs aimed at assisting the public during the COVID-19 Pandemic that are funded through the federally funded CARES Act. The City of Missouri City has received an allocation of funds that city council needs to distribute through three (3) programs to directly serve our citizens. These programs are:

Small Business Assistance	Up to \$2,500 grants for 200 recipients for a total of \$500,000 in funding	\$ 500,000
Rental and Utility Assistance	Up to \$2500 grants for 200 recipients for a total of \$500,000 in funding.	\$ 500,000
PPE for Senior Living and Senior citizens	Senior Living Facilities and Seniors throughout the community \$75,000.	\$ 75,000

We would ask that you take a moment and provide your feedback by ranking how the funding should be spend on these three uses. Please rank the 1 to 3 with 1 being the most important and 3 the least important.

### Priority 4: Other Expenses

Temporary workers	Up to 5 temp workers for 5 months to assist with COVID related task	\$100,000
Telework and meetings	This includes laptops, licenses, docking stations, Zoom, DocuSign and WebEx Charges	\$280,000
EOC Enhancements	Technology upgrade to EOC to allow workers to be spread out over several rooms	\$100,000
Self-Sanitizing Robot	To sanitize high traffic areas	\$100,000
Planning	Update City COOP plan with a pandemic annex	\$15,000
COVID Employee Health and Wellness	Employee appreciation	\$5,000

Projects	Priority	Estimated Cost	Justification
Accrued expenses for Missouri City	1 (Incurred Expenses)	\$ 150,000.00	Expenses already spent by the city (Amount is a placeholder as amount is changing daily)
Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions.	1 (Incurred Expenses)	\$ 60,685.41	Funds Spent on COVID FMLA
Unemployment insurance costs related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise.	1 (Incurred Expenses)		Funds Spent on COVID related unemployment insurance * Pending amount from HR
Missouri City Cloth mask	2 (Safety)	\$ 16,000.00	2,000 Masks. To save on disposable mask, get each employee 2 Missouri Mask with logo and extra to hand out as needed. Extras will be used to hand out to community and for replacements for employees.
Thermal imaging - Temperature check and sanitizer	2 ( Safety)	\$ 150,000.00	System will allow visitors/ employees to have temps check via kiosk before entering city facilities. 28 at 4600
Plexiglas barriers for city department staff	2 ( Safety)	\$ 2,500.00	East barrier is about 150 each depending on size
Expenses for quarantining individuals.	2 ( Safety)	\$ 5,000.00	Hotel payments for essential workers under quarantine
A drop box installed outside of City hall for payments	2 ( Safety)	\$ 2,500.00	To take payments from customers and enhance social distancing
COVID-19 Testing for City employees	2 ( Safety)	\$ 70,000.00	Due to the delay in testing establish a contract with a local dr office to give test for Missouri City staff. 175 each employee
Issue laptops to all employees who do not have one	2 ( Safety)	\$ 220,000.00	This will allow all employees the ability to work from home if the need arises. In order to do this we must get 1. laptops, docking stations, VPN licenses for 300 employees. Amount may be lower once exact number is identified of laptops.
Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions. ( this will include ZOOM and WebEX, DocuSign)	2 ( Safety)	\$ 60,000.00	In addition to the current services, this will include additional licenses that will allow for additional users on the systems
Self Sanitizer Robot	2 ( Safety)	\$ 100,000.00	This could be used for the rec center and other heavy use facilities to disinfect regular.

Air Pack Regulators for Firefighters	2 ( Safety)	\$ 75,048.00	Fire would like to issue each firefighter their own individual Air Pack regulator. This would help isolate potential contamination between individuals who currently share regulators. The current system the regulator stay with the air pack on the truck and is share by all users. This presents a risk of contamination with a direct line to their respiratory system.
Intercom system for city hall	2 ( Safety)	\$ 16,000.00	Hardware- 3,601.50 License
Training Mannequins	2 ( Safety)	\$ 42,000.00	Putting in request for a Simman ALS to increase our training in EMS in response to CoVid-19. The Simman ALS will allow us to program medical call scenarios that will better prepare our members response to CoVid-19 calls. By providing tactile training in an environment that will maximize our efforts of maintaining social distancing by having the manikin programed and ran from a separate room and monitored via a webcam and feedback given to the employee on the scenario. The manikin can then be disinfected prior to the next person entering the simulation.
EOC Enhancement for Social Distancing	2 ( Safety)	\$ 100,000.00	Upgrade current system to allow for 4 rooms designated as the EOC ( EOC, Large Conference Room, Small Conference Room, Training Chief Office) to connect virtually. This will give us additional space to social distance staff for EOC activations. - Upgrade of Current system to allow for overflow capability in Training chief Office - Additional monitors added into both conference rooms so staff working activation in there will be able to work as if they are in the EOC and have the same situational awareness. This will give each room the ability to mirror all the information that is on display in those rooms.
Auto doors @ City facilities	2 ( Safety)	\$ 67,500.00	
Rental assistance	3( Public Outreach)	\$ 500,000.00	Up to 2500 for 200 citizens
Small Business Grants to reimburse the costs of business interruption caused by required closures.	3( Public Outreach)	\$ 500,000.00	Up to 2500 for 200 businesses

Distribution of PPE for older adults and individuals with disabilities in community	3( Public Outreach)	\$ 25,000.00	Some community members are unable to come to the PPE drives, using the Fort Bend Enable list or have citizens sign up via website and social media. We can drop off PPE to our disable community and funding will cover, cost of PPE, Staff time and use of city vehicles.
Nursing Home and Assisted Living PPE Drop Off	3( Public Outreach)	\$ 50,000.00	3 PPE Drives, we will host 3 PPE drives where we can pick up supplies for their facility.
Temp worker- to assist with COVID related activities and CARES act	3( Public Outreach)	\$ 100,000.00	Up to 5 temp employees for departments to manage grant - ( 4 months) Emergency Management- Assist EMC with Management of Grant/ Reimbursement documentation collection and Senior living PPE distribution coordination Small Business Grant Program- Assist with daily operations of grant and reimbursement documentation
Funds to have COOP plan updated and enhanced to include a pandemic COOP annex	4 (Other)	\$ 15,000.00	Plan was last officially updated in 2010 and needs updates for future response. Will do a RFP to get best rate and vendor.
Sampling select Missouri City wastewater collection lift stations for COVID-19 / SARS-CoV-2 analysis. Sample approximately one hundred (100) lift stations.	4 (Other)	5,000	Sampling and analyzing the wastewater from sewer lifts stations closest to largely populated areas like hospitals, businesses and large residential areas could provide significant COVID-19 related data.
Analyzing wastewater collection lift station samples to determine COVID-19 / SARS-CoV-2 test results. Testing 100 samples at approximately \$150/sample	4 (Other)	15,000	The COVID-19 related data could be proactively used to identify and plan for significant increases in COVID-19 cases. These cases could be quantified to specific areas of population.
Trend the COVID-19 / SARS-CoV-2 analytical reports data.	4 (Other)	5,000	Trending the analytical data could be used to monitor health threats to the general public. This monitoring coupled with public awareness might significantly help prevent the circulation of the virus.
Covid Employee Health and wellness	4 (Other)	\$ 5,000.00	
<b>Total</b>		<b>\$ 2,357,233.41</b>	<b>25</b>

Projects	Estimated Cost	Justification	Notes/ Comments
Sanitizing/ disinfecting Expenses for disinfection of public areas.	\$ 60,000.00	Continue current level of service	On-going fee service after December 2020
Expenses for technical assistance to local authorities or other entities on mitigation of COVID-19-related threats to public health and safety.	\$ 7,000.00	This will include the cost of the medical authority for COVID recommendations	Contract will continue after December 2020
MPACT Group Fees	\$ 20,000.00	Pay impact for recovery services	On-time and covered also of FEMA PA
Public Education/ Information Videos and Signage	\$ 5,000.00	Fees used by City to create public messaging to citizens during COVID	
PPE Cost for City Employees	\$ 60,000.00	Cost for additional PPE for City Staff	
Expenses related to PPE Drives	\$ 1,000.00	Expenses for future PPE drives for public hosted by the city	
	\$ 153,000.00		



## CITY COUNCIL SPECIAL AGENDA ITEM COVER MEMO

September 21, 2020

**To:** Mayor and City Council  
**Agenda Item:** 2(b) Ambulance Services- Discuss the ambulance services.  
**Submitted by:** Eugene Campbell Jr., Fire Chief

### SYNOPSIS

Discussion and recommendation in regard to recent requests from private ambulance companies to operate in the city limits of the City of Missouri City.

### STRATEGIC PLAN 2019 GOALS ADDRESSED

- Create a great place to live
- Grow business investments in Missouri City

### BACKGROUND

In 2019 the city began receiving requests from private start-up ambulance services companies to operate within the city limits to provide non-emergency ambulance services to the citizens of Missouri City. Cities within Fort Bend County have taken different approaches to reviewing, assessing fees and approving these requests.

In the 2013 legislative session, a provision was passed creating a new requirement (approval by the governing body of a city or county, as applicable) for emergency medical services providers to cut back on fraud and waste in certain federal programs. The Centers of Medicare and Medicaid Services established a moratorium on licensing new emergency medical services providers from about July 2013 to August 2014, which stopped the establishment of certain new EMS providers during that time. After the moratorium new licensing of emergency service providers was reinstated.

Pursuant to Texas Health and Safety Code Section 773.0573, city council may issue a letter of approval to an emergency medical services provider applicant who is applying to provide emergency medical services in the city **only if** the city council determines that:

- (1) the addition of another licensed non-emergency medical services provider will not interfere with or adversely affect the provision of emergency medical services by the licensed emergency medical services provider operating in the municipality;
- (2) the addition of another licensed non-emergency medical services provider will remedy an existing provider shortage that cannot be resolved through the use of the licensed emergency medical services provider operating in the municipality; and
- (3) the addition of another licensed non-emergency medical services provider will not cause an oversupply of licensed non-emergency medical services providers in the municipality.

According to the Texas Department of State Health Services (TDSHS), Missouri City, Sugar Land, Pearland, Stafford and Fort Bend County currently have licensed non-emergency emergency services providers operating in their Cities.

### **SUPPORTING MATERIALS**

1. Analysis report on private ambulance requests.

### **STAFF'S RECOMMENDATION**

The city has several options for approving and providing oversight of private ambulances. The following options would need further analysis of management and oversight cost vs. benefit impact:

- Recommendation 1 – Discontinue approvals to limit over saturation of private ambulances operating in the city along with others that are not approved.
- Recommendation 2 – Continue to accept applications and approving requests to operate in the city.
- Recommendation 3 – Continue to accept applications and approving requests to operate in the city with an application assessment fee.

**Director Approval: Eugene Campbell, Jr, Fire Chief**

**Assistant City Manager/  
City Manager Approval:**

**Odis Jones, City Manager**

# Missouri City Fire & Rescue Services

**To:** Eugene Campbell, Jr., Fire Chief  
**From:** Mario Partida, Assistant Fire Chief  
**Date:** September 17, 2020



**Subject:** Analysis of Private Ambulance Requests to Operate in Missouri City

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## **Introduction**

The department continues to receive requests from private ambulance start-up companies to operate within the city limits to provide non-emergency ambulance services. Private ambulance companies are regulated by the Texas Department of State Health Services (DSHS) and apply for licensing through DSHS. As part of the licensing process and the Texas Health and Safety Code Sec. 773.0573, they must obtain a letter of approval to operate within the municipality.

## **Background**

In the 2013 legislative session, a provision was passed, creating a new requirement (approval by the governing body of a city or county, as applicable) for emergency medical services providers to cut back on fraud and waste in specific federal programs. The Centers for Medicare and Medicaid Services established a moratorium on licensing new emergency medical services providers from about July 2013 to August 2014, which stopped the establishment of certain new EMS providers during that time. After the moratorium lifted, new licensing of emergency service providers was reinstated. Pursuant to Texas Health and Safety Code Section 773.0573, City Councils may issue a letter of approval to an emergency medical services provider applicant who is applying to provide emergency medical services in the city.

## **Department of Health and Human Services (DSHS)**

DSHS is the state's regulatory and oversight department that regulates licensing of private ambulances. The requirement to obtain approval to operate in a city is outlined in their application under "Supplemental Documentation 2.0 Letter of Approval" and outlines approval requirements for companies residing in the city and those that do not.

### **"2. SUPPLEMENTAL DOCUMENTATION**

2.0. Letter of Approval: Each Applicant/EMS provider shall submit a Letter of Approval from the governing body of the municipality, if applicable, in which the applicant is located and is applying to provide emergency medical services; or if the applicant is not located in a municipality, the commissioners court of the county in which the applicant is located and is applying to provide emergency medical services. For specific information about the Letter of Approval refer to Section 5 of this document."

# Missouri City Fire & Rescue Services

## Operation of Private Ambulances

Private ambulance services are mostly privately owned and provide non-emergency care and services to citizens from within and outside the city limits. Their primary responsibilities is to provide non-urgent care to patients that require transport by ambulance to and from medical facilities and hospitals. They operate independently from the 911-based emergency service system, which is managed by Fort Bend County EMS and Missouri City Fire & Rescue Services to provide emergency care for the citizens in Missouri City and Extra-Territorial Jurisdiction (ETJ).

## Partner Cities

Departments in and around Fort Bend County have also seen a recent increase of requests for approvals but seem to be consistent with the issuance of new operator licenses by DSHS. While private operators are required to submit for approval to operate in a city, there are several that do not seek approval. Regulatory oversight of this requirement falls mostly back on DSHS and is not routinely managed by departments in their jurisdictional areas.

## Local Departments Management

Department	Ambulances Operating in Jurisdiction	Ordinance or Resolution in place	Fee Schedules	Currently approving new requests
Pearland	175	Yes	Application \$250 Unit Permit \$75 Re-inspection Fee \$75	Suspended in March 2020
Sugar Land	No accurate number	Resolution	None	No
Stafford	Unknown	No	None	No request
Rosenberg	Unknown	No	None	Unknown
Richmond	None approved through city	No	No	No
Missouri City	Unknown (8 Approved)	No	No	Yes

## Summary

The department is receiving approximately one request for approval to operate every other month and submits them for approval to Council. Staff does not currently see a business need to deny applications to private ambulance companies to provide non-emergency EMS services in the city. They operate independently from the emergency 911 system, provide a non-emergency service to citizens in the community, and do not interfere with Emergency Operations of the 911 system. Staff will continue to monitor the approval request rate and remain in contact with our local 911 business partners to ensure the best emergency and non-emergency service is provided to our citizens.