

**ROBIN J. ELACKATT**  
Chair  
**ANTHONY G. MAROULIS**  
Vice-Chair  
**VASHAUNDR A EDWARDS**  
Director  
**CHERYL STERLING**  
Director  
**JEFFREY L. BONEY**  
Director



**LYNN CLOUSER**  
Director  
**FLOYD EMERY**  
Director  
**VACANT**  
Chief Administrative Officer  
**ALLENA J. PORTIS**  
Treasurer  
**E. JOYCE IYAMU**  
Secretary

## **MISSOURI CITY RECREATION AND LEISURE LOCAL GOVERNMENT CORPORATION MEETING AGENDA**

Notice is hereby given of a meeting of the Board of Directors of the Missouri City Recreation and Leisure Local Government Corporation to be held on **Monday, May 3, 2021**, at **5:30 p.m.** at **Missouri City Community Center**, 1522 Texas Parkway, Missouri City, Texas, for the purpose of considering the following agenda items. All agenda items are subject to action. The Board of Directors of the Missouri City Recreation and Leisure Local Government Corporation reserves the right to meet in a closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

**1. ROLL CALL**

2. Consider approving the minutes of the meeting of April 5, 2021.

3. Consider a resolution appointing an Interim Chief Administrative Officer.

4. Consider a resolution identifying certain officials with authority to open and maintain an account or accounts with Wells Fargo Bank, national association; providing for repeal; and containing other provisions relating to the subject.

**5. CLOSED EXECUTIVE SESSION**

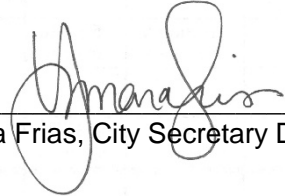
*The Board of Directors may go into Executive Session regarding any item posted on the Agenda as authorized by Chapter 551 of the Texas Government Code.*

**6. ADJOURN**

**In compliance with the Americans with Disabilities Act, the City of Missouri City will provide for reasonable accommodations for persons attending Missouri City Recreation and Leisure Local Government Corporation 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 May 3, 2021, agenda of items to be considered by Missouri City Recreation and Leisure Local Government Corporation was posted in a place convenient to the public in compliance with Chapter 551 of the Texas Government Code on April 29, 2021, at 4:00 p.m.

  
\_\_\_\_\_  
Yomara Frias, City Secretary Department

**ROBIN J. ELACKATT**  
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Director



**ANTHONY G. MAROULIS**  
Vice-Chair  
**FLOYD EMERY**  
Director  
**ODIS JONES**  
Chief Administrative Officer  
**ALLENA J. PORTIS**  
Treasurer  
**E. JOYCE IYAMU**  
Secretary

## **MISSOURI CITY RECREATION AND LEISURE LOCAL GOVERNMENT CORPORATION APRIL 5, 2021 MEETING MINUTES**

The Board of Directors of the Missouri City Recreation and Leisure Local Government Corporation held a meeting on **Monday, April 5, 2021**, at **5:30 p.m.** at City Hall, Council Chamber, 2<sup>nd</sup> Floor, 1522 Texas Parkway, Missouri City, Texas, to consider the following:

*Due to the COVID 19 Disaster and the Center for Disease Control's recommendation regarding social distancing measures, the Chair, Vice-Chair, Directors, 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. ROLL CALL**

Chair Elackatt called the meeting to order at 5:30 p.m.

Those also present: Vice Chair Maroulis and Directors Edwards, Clouser, Sterling, Boney, and Emery; Chief Administrative Officer Jones, Treasurer Portis, Secretary Iyamu, Golf Course Manager Stittleburg, Assistant City Manager Atkinson, Assistant City Manager Martel, City Secretary Jackson, Director of Communications Walker, Acting Fire Chief Partida, Utilities Manager Hoover, Recreation Specialist Stewart, and Office Manager West. Also present Kyle Wilson and Claudia Mullin.

### **2. Consider approving the minutes of the meeting of December 21, 2020.**

Director Boney moved to approve the minutes of the December 21, 2020 meeting. Director Sterling seconded. **MOTION PASSED UNANIMOUSLY.**

Ayes: Mayor Elackatt, Vice Chair Maroulis, Director Edwards, Director Clouser, Director Sterling, Director Boney, Director Maroulis and Director Emery

Nays: None

### **3. Consider a resolution authorizing the negotiation and execution of an agreement for the lease of golf carts.**

Golf Course Manager Stittleburg presented on the leasing of the golf carts. Vice-Chair Maroulis inquired on who maintained the lease. Stittleburg stated that warranty items were maintained through the manufacturer.

Director Clouser moved to adopt the resolution. Director Emery seconded. **MOTION PASSED UNANIMOUSLY.**

Ayes: Mayor Elackatt, Vice Chair Maroulis, Director Edwards, Director Clouser, Director Sterling, Director Boney, Director Maroulis and Director Emery

Nays: None

**4. ADJOURN**

Without objection, Chair Elackatt adjourned the meeting at 5:40 p.m.

BY: \_\_\_\_\_  
Robin J. Elackatt, Chair

ATTEST: \_\_\_\_\_  
E. Joyce Iyamu, Secretary



**LGC  
AGENDA ITEM COVER MEMO**

**May 3, 2021**

**To:** Board of Directors of Missouri City Recreation & Leisure LGC

**Agenda Item:** 3 Appointment of a Chief Administrative Officer

**Submitted by:** Tyson Stittleburg, General Manager

**SYNOPSIS**

This agenda item provides for the appointment of Bill Atkinson as Interim Chief Administrative Officer of the Missouri City Recreation & Leisure Local Government Corporation (LGC).

**STRATEGIC PLAN 2019 GOALS ADDRESSED**

- Develop a high performing City team

**BACKGROUND**

On June 15, 2009, the Board of Directors of the LGC created the officer position of Chief Administrative Officer pursuant to Section 4.2 of the Bylaws of the LGC. This position is currently vacant and is typically filled by the acting City Manager of Missouri City.

**SUPPORTING MATERIALS**

1. Resolution

**STAFF'S RECOMMENDATION**

Staff recommends adopting the resolution appointing Bill Atkinson as the Interim Chief Administrative Officer of the LGC.

**Director Approval:** Tyson Stittleburg

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

**MISSOURI CITY RECREATION AND LEISURE  
LOCAL GOVERNMENT CORPORATION**

**RESOLUTION NO. R-21-\_\_ LGC**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE MISSOURI CITY RECREATION AND LEISURE  
LOCAL GOVERNMENT CORPORATION APPOINTING  
CHARLES WILLIAM ATKINSON, JR. TO THE POSITION  
OF INTERIM CHIEF ADMINISTRATIVE OFFICER AND  
PROVIDING AN EFFECTIVE DATE.**

\* \* \* \* \*

WHEREAS, the Missouri City Recreation and Leisure Local Government Corporation is created and organized as a local government corporation pursuant to Subchapter D of Chapter 431 of the Texas Transportation Code, and as further regulated by Chapter 394 of the Texas Local Government Code, and Chapter 9 of Title 32 of the Texas Civil Statutes, to perform governmental functions on behalf of the City of Missouri City, Texas; and

WHEREAS, Section 4.2 of the Bylaws of Missouri City Recreation and Leisure Local Government Corporation provides that the Board of Directors may, from time to time, designate corporate officers as it deems necessary and appropriate; and

WHEREAS, pursuant to Resolution R-09-01 of the Missouri City Recreation and Leisure Local Government Corporation, the Board of Directors created the position of Chief Administrative Officer; and

WHEREAS, the Board of Directors desires to appoint Charles William Atkinson, Jr., to such position to serve in an interim capacity; now therefore,

**BE IT RESOLVED BY THE BOARD OF DIRECTORS OF MISSOURI CITY  
RECREATION AND LEISURE LOCAL GOVERNMENT CORPORATION:**

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. The Board of Directors of the Missouri City Recreation and Leisure Local Government Corporation appoints Charles William Atkinson, Jr. to serve as the Interim Chief Administrative Officer.

Section 3. *Effective Date.* This Resolution shall become effective upon adoption.

PASSED, APPROVED and ADOPTED this 3rd day of May, 2021.

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Robin J. Elackatt, Chair

ATTEST:

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Secretary



**MISSOURI CITY RECREATION & LEISURE  
LOCAL GOVERNMENT CORPORATION  
AGENDA ITEM COVER MEMO**

**May 3, 2021**

**To:** Board of Directors

**Agenda Item:** 4 Consider a resolution amending a resolution designating certain officials to maintain an account or accounts with Wells Fargo Bank, N.A. for the Missouri City Recreation and Leisure Local Government Corporation and containing other provisions relating to the subject.

**Submitted by:** Allena J Portis, Treasurer

**SYNOPSIS**

The LGC needs to update the authorized signers on file with Wells Fargo Bank, N.A. to reflect changes to include 1) the removal of Chief Administrative Officer Odis Jones and 2) the addition of Charles William Atkinson, Jr. Interim Chief Administrative Officer, as authorized representative to maintain the Corporation's account.

**STRATEGIC PLAN 2019 GOALS ADDRESSED**

- Maintain a financially sound City

**BACKGROUND**

Wells Fargo Bank, N.A. requires action of the Board of Directors to designate officer, or officers who singly or jointly will be authorized to represent and act on behalf of the LGC in any and all matters regarding the depository agreement and appoint persons who may request withdrawals, orders for payment or transfers on behalf of the LGC. In compliance with these requirements, the individuals detailed in Exhibit A are Authorized Representatives on the LGC's Wells Fargo Bank, N.A. account.

**SUPPORTING MATERIALS**

1. Resolution, including Exhibit A naming authorized signers.

**STAFF'S RECOMMENDATION**

Staff recommends the Board adopt the resolution updating the authorized signers on the account with Wells Fargo Bank, N.A.

**Director Approval:** Allena Portis, Director of Financial Services

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

**MISSOURI CITY RECREATION AND LEISURE  
LOCAL GOVERNMENT CORPORATION**

**RESOLUTION NO. R-21-\_\_ LGC**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MISSOURI CITY RECREATION AND LEISURE LOCAL GOVERNMENT CORPORATION, IDENTIFYING CERTAIN OFFICIALS WITH AUTHORITY TO OPEN AND MAINTAIN AN ACCOUNT OR ACCOUNTS WITH WELLS FARGO BANK, NATIONAL ASSOCIATION; PROVIDING FOR REPEAL; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT.**

\* \* \* \* \*

WHEREAS, the Board of Directors of the Missouri City Recreation and Leisure Local Government Corporation (the "LGC"), pursuant to Resolution No. R-17-03 LGC, adopted on September 18, 2017, selected Wells Fargo Bank, National Association (the "Bank") as the depository for LGC funds; and

WHEREAS, it is necessary to identify current LGC officials who have authority to act on behalf of the LGC in transacting business with the Bank; now, therefore,

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MISSOURI CITY RECREATION AND LEISURE LOCAL GOVERNMENT CORPORATION:

Section 1. 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 hereof.

Section 2. In accordance with Resolution No. R-17-03 LGC, adopted on September 18, 2017, a new list of those persons authorized to transact business relating to the account or accounts opened and maintained with the Bank for Missouri City Recreation and Leisure Local Government Corporation is attached hereto as Exhibit "A."

Section 3. This Resolution shall remain in force and effect until Bank has received express written notice of its rescission or modification by a resolution duly adopted by the Board of Directors of the LGC and certified by the Secretary of the LGC.



Section 4. Repeal. Resolution No. R-20-05 LGC, adopted on December 21, 2020, is hereby repealed and replaced with this Resolution. Any and all other resolutions in conflict herewith are hereby repealed to the extent of such conflict.

PASSED and APPROVED this 3rd day of May, 2021.

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Robin J. Elackatt, Chair

ATTEST:

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E. Joyce Iyamu, Secretary

**EXHIBIT "A"**

Name	Title
Robin Elackatt	Chair
Anthony Maroulis	Vice-Chair
Charles William Atkinson, Jr	Interim Chief Administrative Officer
Allena Portis	Treasurer