

ROBIN J. ELACKATT
Mayor

VASHAUNDRA EDWARDS
Councilmember at Large Position No. 1

LYNN CLOUSER
Councilmember at Large Position No. 2



CHERYL STERLING
Councilmember District A
JEFFREY L. BONEY
Councilmember District B
ANTHONY G. MAROULIS
Mayor Pro Tem
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, June 7, 2021**, at the Missouri City Community Center, 1522 Texas Parkway, Missouri City, Texas, 77489, at **5:30 p.m.** to consider the following:

1. ROLL CALL

Mayor Pro Tem Maroulis called the meeting to order at 5:30 p.m.

Those also present: Councilmembers Edwards, Sterling, Boney and Emery; Interim City Manager Atkinson, City Attorney Iyamu, City Secretary Jackson, Assistant City Manager Martel, Director of Communications Walker, Director of Financial Services Portis, and Planner II Garcia. Councilmember Clouser arrived at 5:39 p.m. Absent: Mayor Elackatt.

2. DISCUSSION/POSSIBLE ACTION

- (a) Discuss temporary relaxation of special event permit requirements pertaining to outdoor cooking.

Planner II Garcia presented an overview on temporary relaxation of special event permit requirements pertaining to outdoor cooking.

Councilmember Boney asked if staff was offering suggestions or requesting Council guidance. Garcia stated they were requesting for guidance. Boney inquired how often events could take place at a business location. Garcia stated they recommended having about eight events during a two month period. Boney stated he did not have a problem with entities as long as they had the ability to monitor events.

Councilmember Edwards stated she was concerned with a business having an event every weekend and thinks it would be sufficient to allow them to function at their discretion.

Mayor Pro Tem Maroulis recommended setting a standard and setting a cap of events per quarter.

Boney clarified that he suggested having one special event permit that would last throughout the duration of the year and allow businesses to do something every weekend or once a week.

Councilmember Emery agreed with Boney and suggested having a list of allowable events. Councilmember Sterling asked if they were working on an ordinance for outdoor seating. Assistant City Manager Martel stated they were working on it and it would tie in with this item.

Cabo Dogs owner spoke in favor of the permit. He proposed having a business owner check off either the "A" box to cook inside and if they were to have an event they would pull a permit for it; or, to select the "B" box were they would be permitted to cook inside or outside with an additional fee. Interim City Manager Atkinson stated they would do things according to the City's health code.

Edwards asked how soon they would hear back from about the changes and amendments proposed. Garcia stated they would probably have the proposal in two months. City Attorney Iyamu stated this would be an order to suspend their existing rules pursuant to the declaration pertaining to COVID and they could have something within 30 days. Councilmember Sterling suggested expediting the order.

- (b) Presentation and update regarding the American Recovery Act allocation to the City.

Assistant City Manager Martel provided an update regarding the American Recovery Act allocation to the City. Martel noted the City would be receiving \$7.5 million during the next two years.

Councilmember Emery inquired how the \$7.5 million was determined. Martel stated it came through a federal formula.

Councilmember Boney asked if they reimburse essential pay employees. Martel stated they could not and that funds were to be used moving forward.

Mayor Pro Tem Maroulis asked what they had in mind regarding the disparity study. Martel stated they would get a consultant to review and then provide guidance.

Councilmember Clouser asked when Council would be provided with more information. Martel stated they may provide information at the next City Council meeting.

Councilmember Emery asked if they had a need for HVAC modernization for facilities. Martel stated they would look into generators and if they were qualified.

Councilmember Edwards inquired when the last disparity study was performed. Interim City Manager Atkinson stated they have not had one before. Edwards stated she had concerns with using the funding to hire consultants and asked if they had the man power to perform it in-house. Martel stated they did not have the resources to conduct such a study and noted disparity studies were very specific and in order to align with federal guidelines, he would not recommend doing it in house.

Clouser stated the Small Business Advisory Committee was looking to incorporate training and would like to incorporate funds to that committee.

Councilmember Emery asked if there would be opportunities in the area of negative economic impact. Martel noted he would look to see if the course would qualify.

Councilmember Sterling asked if the small business policy was updated. Atkinson stated it had not been and they would work on it.

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

City Secretary Jackson provided an overview on the terms expiring on various City's board, committee, and commissions.

Councilmember Boney moved appoint Nettie Glaze to the Community Development Advisory Committee. Councilmember Sterling seconded. **MOTION PASSED UNANIMOUSLY.**

Councilmember Sterling moved appoint Rodney Griffin to the Planning and Zoning Commission. Councilmember Clouser seconded. **MOTION PASSED UNANIMOUSLY.**

Councilmember Boney requested further clarification on what makes a board member excused from a Parks Board meeting.

Councilmember Boney moved to reappoint Sammy Freeman, William W. Johnson, and Daniel Silva to the Construction Board of Adjustments and Appeals; and, Buford Jurica, Kevin Mondshine, and Frank Hester to the Electrical Board. Councilmember Emery seconded. **MOTION PASSED UNANIMOUSLY.**

Councilmember Edwards asked that Jackson reach out the Communications Department to advertise vacancies in the various City boards.

Councilmember Clouser moved appoint Samuel Harrell, Hugh Tillman, Tia Manteca, Debra Lyman, Lamont Waits, Dr. Ronald S. Evans, Rena Marshall, Johnny L. Goff, Jr., Jonathan Small, Shahara Wright, Velltrice Martin, Alicia Brownell, Racquel McKee, Danita Carey, and Jami Bertrand to the Small Business Advisory Board. Councilmember Emery seconded. **MOTION PASSED UNANIMOUSLY.**

- (d) Discuss and consider the selection of one or more executive search firms for potential assistance in the city manager appointment process.

Director of Human Resources and Organizational Development Martin Russell presented an overview on the process of selecting of one or more executive search firms for potential assistance in the city manager appointment.

Councilmember Clouser asked if they had a firm date once the top three firms were chosen. Russell stated they did not have a date at the moment and asked when Council would be available. Council decided to move forward with June 15.

Councilmember Edwards was concerned with the process of hiring a consultant instead of using the Human Resources Department to do the search or perhaps hire within as they had already spent a million dollars when terminating the last two city managers. Russell stated with this key position they need to make sure they were doing everything to promote the position on different platforms to get the correct candidate.

Councilmember Boney clarified that the City had not spent over a million of dollars. He also noted they did not have the amount they would spend on a firm until they select a firm. Edwards requested the exact amount spent on the last two city manager's and noted she stated it was about a million. Boney asked for the exact amount from the Director of Financial Services Portis.

Senior Contracts and Procurement Analyst Ali presented the top three firms based on Council's scores as follows: BakerTilly, CPS HR Consulting, and GOVHR USA. Russell stated he would reach out to all three to confirm their attendance to the June 15 special City Council meeting.

Director of Financial Services Portis stated the total cost was of \$652,979.22.

3. ADJOURN

The special City Council meeting adjourned at 6:39 p.m.

Minutes PASSED AND APPROVED this the 21st day of June 2021.

Maria Jackson, City Secretary