

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 21, 2021**, at the Missouri City Community Center, 1522 Texas Parkway, Missouri City, Texas, 77489, at **5:00 p.m.** to consider the following:

1. ROLL CALL

Mayor Elackatt called the meeting to order at 5:01 p.m.

Those also present: Mayor Pro Tem Maroulis, Councilmembers Clouser, Sterling, Boney and Emery; Interim City Manager Atkinson, City Attorney Iyamu, City Secretary Jackson, Assistant City Manager Martel, Director of Communications Walker, and Director of Financial Services Portis. Councilmember Edwards arrived at 5:26 p.m.

Councilmember Clouser moved to consider item 3 at this time. Councilmember Boney seconded. **MOTION PASSED UNANIMOUSLY.**

3. CLOSED EXECUTIVE SESSION

After proper notice was given pursuant to the Texas Open Meetings Act, the City Council went into Executive Session at 5:02 p.m.

Texas Government Code, Section 551.071 – Consultation with attorney to seek or receive legal advice regarding pending or contemplated litigation, a settlement offer, or on a matter in which the duty of the attorney to the City under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act: (i) civil service matters; (ii) to provide legal advice and counsel in connection with the City's rights, duties, privileges, and obligations pertaining to the implementing a civil service compensation system compliant with Chapter 143, Texas Local Gov't Code, and related legal criteria; (iii) Mitchell Carter v. City of Missouri City, et al.(Fort Bend County Cause No. 19-DCV-265905 in the 458th District Court of Fort Bend County, Texas, and Cause No. 19-DCV-265895 in the 268th District Court of Fort Bend County, Texas); (iv) Ivy Kenneth Joy L. Miraflor and Josefina P. Serrano v. the City of Missouri City, Texas, and Yolanda Ford, in her official capacity as Mayor of the City of Missouri City, Texas (in the United States District Court for the Southern District, Houston Division); (v) City of Missouri City v. Fort Bend County Municipal Utility District No. 48 (Fort Bend County Cause No. 21-DCV-280604 in the 400th District Court of Fort Bend County, Texas); and (vi) Janet Fountain (Equal Employment Opportunity Commission).

4. RECONVENE

At 6:07 p.m., City Council reconvened into the special City Council meeting. No action was taken.

2. DISCUSSION/POSSIBLE ACTION

(a) Presentation of the Fiscal Year 2022 budget overview.

Interim City Manager Atkinson presented an overview on staff's preparation process of the Fiscal Year 2022 budget. Director of Financial Services Portis presented an overview on various Fund Structures.

Mayor Elackatt inquired about the funds transferred to the sidewalk replacement plan. Director Portis noted the transfer was made from METRO funds. Director of Public Works Kumar stated a decision was made to add additional funding to the sidewalk replacement plan in order to catch up with the repair log. Elackatt requested the amount of funds spent in each district. Kumar stated he would provide Council with that information during his departmental budget presentation.

Elackatt requested the final amount transferred for the PEG funds. Portis stated the final amount was \$484,800.00.

Elackatt inquired about the transfer for the Local Government Corporation. Portis noted that transfer was for prior year deficits.

Councilmember Sterling asked how each department went about requesting funds. Portis stated the City employs incremental budgeting and staff was able to look at previous year's expenditures. Through this system staff was required to provide justification for the amounts requested.

Councilmember Edwards questioned the reason for funds being taken out of the METRO budget as opposed to utilizing CIP budget. Portis stated that Council approved to pay \$1.8 million dollars from the general fund as a one-time expenditure and since they record all of sidewalk projects in the METRO fund, they went ahead and transferred to that line item.

Edwards asked if the five-year plan consolidation into one-year proposed by former City Manager Jones would continue. Portis noted they have a five year long range financial forecast that would be introduced to council within the next couple of months.

Atkinson presented over the City Council and City Manager budgets. Mayor Pro Tem Maroulis inquired what a CP Standards Officer was. Atkinson stated it was the Chief Performance Standards Officer who would work under the Lean Sigma Six Coordinator. Mayor Elackatt inquired what would happen to the Chief Performance Officer role. Atkinson stated the position would assist with programs and opportunities identified by the Lean Sigma Six Coordinator. Maroulis inquired if anyone could apply for the position. Atkinson stated they were reviewing that with the Coordinator. Elackatt asked if the Lean Sigma Six Coordinator was hired within the City. Atkinson stated Joseph Kunnath was hired in December and would be assisting departments with evaluating processes that were identified in the analysis both through citizen input and staff evaluation. Councilmember Edwards asked for the difference between the two positions and if both were needed. Atkinson stated the positions were being evaluated at this time as the Leans Sigma Six was new to the organization. Edwards asked if the CPO would check if performances were aligned and how would the CPO know if staff was being effective if that person does not work with them on a daily basis. Atkinson clarified the CPO would work on processes, analyzing communications, and steps to take to better serve the public. Councilmember Clouser asked if the Lean Sigma Coordinator would be presenting his formal analysis and when. Atkinson stated he would present his analysis within the month of July. Edwards asked why an evaluation had not been provided within the initial process. Atkinson noted the position was created by the former City Manager and that he was currently conducting an evaluation. Mayor Pro Tem Maroulis stated he believed they should have interviewed for the role of CP Standards Officer. Atkinson noted this was what they were working with and would work to evaluate and make recommendations. Councilmember Boney explained that the CP Standards Officer role was filled by previous City Manager and that Atkinson realigned the officer under the Lean Sigma Six Coordinator. He added that he too would like to hear the evaluation from the Lean Sigma Six Coordinator. Councilmember Sterling suggested making an audit and clearly define both roles before they move forward as Atkinson was doing. Boney suggested they discuss potential decrease in taxes for residents. Atkinson stated they would have an interactive discussion and in July they would develop the budget with Council recommendations.

Elackatt asked when Council should finalize and adopt the budget. Director Portis stated the City Manager was required to propose the budget by August 31, 2021 and adopted by September 25, 2021.

5. ADJOURN

The special City Council meeting adjourned at 7:00 p.m.

Minutes PASSED AND APPROVED this the 6th day of July 2021.

Maria Jackson, City Secretary