

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 MEETING MINUTES

The City Council of the City of Missouri City, Texas, met in regular session on **Monday, September 20, 2021**, at the Missouri City Community Center, 1522 Texas Parkway, Missouri City, Texas, 77489, at **7:00 p.m.** to consider the following:

1. ROLL CALL

Mayor Elackatt called the meeting to order at 7:14 p.m.

Those also present: Mayor Pro Tem Maroulis, Councilmembers Edwards, Clouser, Sterling, Boney, and Emery; Interim City Manager Atkinson, City Attorney Iyamu and City Secretary Jackson.

2. The **PLEDGE OF ALLEGIANCE** was led by Assistant Director of Public Works Hoover.

There were no **PRESENTATIONS AND RECOGNITIONS**.

At 7:14 p.m., Councilmember Clouser and Councilmember Edwards stepped away from the meeting.

4. PUBLIC COMMENTS

Bruce Zaborowski, 7915 Chancel, expressed concerns regarding taxes and having no senior exemption.

At 7:17 p.m., Councilmember Edwards and Councilmember Clouser returned to the meeting.

Reginald Pearson, 1522 Daffodil Road, thanked City Council and the Bond Committee for their work on the bond propositions. He also thanked Council for creating the Texas Parkway and Cartwright Corridor Committee on which he serves.

There were no **STAFF REPORTS** on this agenda.

6. CONSENT AGENDA

- (a) Consider approving the minutes of the special and regular City Council meetings of September 7, 2021.
- (b) Consider an ordinance amending Chapter 2, Administration, of the Missouri City Code; requiring certain training for the city council; and consider the ordinance on the second and final reading.
- (c) Consider an ordinance amending the Personnel Policy to provide for the implementation of civil service; establishing a policy for quarantine leave for certain public safety employees; establishing a policy for mental health leave for peace officers; clarifying the City's random drug testing policy; making Juneteenth a City holiday; and consider the ordinance on the second and final reading.

- (d) Consider authorizing the city manager to execute a one-year contract extension for depository services.
- (e) Consider authorizing the city manager to negotiate and execute an agreement and transition plan for the operations and maintenance of the Steep Bank Flat Bank Creek Service area.
- (f) Consider authorizing the City Manager to execute professional services contracts for plan review, project management and inspections services.
- (g) Consider authorizing the purchase of a Faro 3D scanner.
- (h) Consider authorizing the City Manager to execute an agreement for software as a service for certain software applications.
- (i) Consider authorizing the City Manager to execute an interlocal agreement for Fort Bend County Emergency Services District No. 7 to use the radio system jointly owned by the City of Missouri City and the City of Sugar Land.

Mayor Pro Tem Maroulis moved to approve the Consent Agenda items 6a-6f and 6i, and to pull items 6g and 6h for discussion. Councilmember Emery seconded.

Mayor Pro Tem Maroulis requested Captain Williams discuss consent agenda item 6g. Captain Williams presented an overview on the FARO Focus 3D scanner. Councilmember Edwards inquired on the lifespan of the scanner. Director of Information Technology Cole stated the current solution's lifespan was of five-years.

Pertaining to item 6h, Mayor Pro Tem Maroulis asked if the annual increase could be negotiated out. Director Cole noted most companies increase maintenance fees and provide hardware for a lower price. He added that staff tried to negotiate the increase but it was not possible. Maroulis spoke about the performance metrics and the City being entitled to five percent. He asked who received the reports and how would the company be held accountable for the five-percent. Purchasing/Risk Manager Pleasant explained that because it was a purchasing contract, her division would receive the reports.

Mayor Pro Tem Maroulis moved to approve the Consent Agenda pursuant to recommendations by City Staff. Councilmember Boney seconded. **MOTION PASSED UNANIMOUSLY.**

There were no **Zoning Public Hearings and Ordinances** on this agenda.

7. PUBLIC HEARINGS AND RELATED ACTIONS

(b) Public Hearings and related actions

- (1) Public hearing on the approval and adoption of budget for the fiscal year beginning October 1, 2021 and ending September 30, 2022; and consider a related ordinance on the first and final reading.

Director of Financial Services Portis presented the proposed Fiscal Year 2022 budget.

Councilmember Edwards moved to open the public hearing at 7:44 p.m. Mayor Pro Tem Maroulis seconded. **MOTION PASSED UNANIMOUSLY.**

With no public comments, Councilmember Edwards moved to close the public hearing at 7:45 p.m. Mayor Pro Tem Maroulis seconded. **MOTION PASSED UNANIMOUSLY.**

Councilmember Boney moved to add a full-time position to the Fire Department, as previously discussed, to address compliance issues with the civil service structure. Councilmember Emery seconded. **MOTION PASSED UNANIMOUSLY.**

Councilmember Boney inquired on the funds allotted for the Texas Parkway/Cartwright Corridor pertaining to economic development and beautification. Director Portis stated the \$1.5 million was budgeted within the Economic Development Department. Mayor Pro Tem Maroulis thanked staff for working hard on the preparation of the budget. He asked if they would be able to take an amount from the State of the City and allot it to the Employee Relation Committee fund. Director Portis stated they could make that amendment in October. Maroulis also inquired on the process and data used to justify the 16 new hires. Director of Human Resources & Organizational Development Russell stated there were forms to justify the needed positions that were turned in to the Financial Services Department. Maroulis suggested having a tight process when it came to justifications. Interim City Manager Atkinson stated that with expansion of commercial districts they would bring recommendations to Council on how to man that district. He added that they were able to add additional inspectors when they increase the funds received by METRO.

At 7:53 p.m., Councilmember Sterling stepped away from the meeting.

Mayor Pro Tem Maroulis thinks it was time to start looking at models to justify headcount. Councilmember Boney noted they had robust discussions with Lean Six Sigma position and there needed to be alignment with him and HR.

At 7:56 p.m., Councilmember Sterling returned to the meeting.

Councilmember Edwards inquired if Director Russell had other ways to measure resources within each department. Director Russell stated they would be utilizing Lean Six Sigma to decide if positions were needed or not. Edwards asked if he had suggestions. Russell noted they utilize benchmark cities to determine if the City was understaffed or overstaffed. Maroulis asked if they were still expecting a retirement from the City Secretary's Office. Russell stated the retirement would happen at the end of the month. Councilmember Sterling inquired if Russell was working in collaboration with Lean Six Sigma and what process was he using to determine the FTE. Russell stated they look at department's level of service necessary to run smoothly. Councilmember Sterling asked Chief Performance Officer Harris to answer the question as well. Harris noted the process was to have the Lean Six Sigma Coordinator evaluate departments and he would implement the suggestions with processes.

Mayor Pro Tem Maroulis moved to approve the ordinance as revised and presented. Councilmember Clouser seconded. **MOTION PASSED UNANIMOUSLY.**

Councilmember Boney moved to ratify the property tax increase reflected in the Fiscal Year 2022. Mayor Pro Tem Maroulis seconded. **MOTION PASSED UNANIMOUSLY.**

Ayes: Mayor Elackatt, Mayor Pro Tem Maroulis, Councilmember Edwards, Councilmember Clouser, Councilmember Sterling, Councilmember Boney, and Councilmember Emery

Nays: None

- (2) Public hearing on the assessment, levy, and collection of ad valorem taxes for the City of Missouri City, Texas, for the tax year 2021 and for each year thereafter until otherwise provided; and consider a related ordinance; providing the date on which such taxes shall be due and timely paid; authorizing an additional penalty for the collection of delinquent ad valorem taxes in lieu of recovering attorneys' fees; and consider the ordinance on the first and final reading.

Director of Financial Services Portis presented the assessment, levy, and collection of ad valorem taxes for the City.

Councilmember Emery moved to open the public hearing at 8:15 p.m. Mayor Pro Tem Maroulis seconded. **MOTION PASSED UNANIMOUSLY.**

With no public comments, Councilmember Emery moved to close the public hearing at 8:15 p.m. Councilmember Clouser seconded. **MOTION PASSED UNANIMOUSLY.**

Councilmember Boney moved to adopt the rate of \$0.443225 for the maintenance and operations component of the tax rate, as presented. Councilmember Sterling seconded. **MOTION PASSED UNANIMOUSLY.**

Ayes: Mayor Elackatt, Mayor Pro Tem Maroulis, Councilmember Edwards, Councilmember Clouser, Councilmember Sterling, Councilmember Boney, and Councilmember Emery

Nays: None

Councilmember Boney moved to adopt the rate of \$0.134810 for the debt component of the tax rate, as presented. Councilmember Clouser seconded. **MOTION PASSED UNANIMOUSLY.**

Ayes: Mayor Elackatt, Mayor Pro Tem Maroulis, Councilmember Edwards, Councilmember Clouser, Councilmember Sterling, Councilmember Boney, and Councilmember Emery

Nays: None

Councilmember Boney moved to adopt the ordinance providing a rate of \$0.578035, as presented. Councilmember Emery seconded. **MOTION PASSED UNANIMOUSLY.**

Ayes: Mayor Elackatt, Mayor Pro Tem Maroulis, Councilmember Edwards, Councilmember Clouser, Councilmember Sterling, Councilmember Boney, and Councilmember Emery

Nays: None

There were no **APPOINTMENTS** on this agenda.

9. AUTHORIZATIONS

- (a) Consider approving the parkland dedication proposal for the Greyden Estates development.

Mayor Pro Tem Maroulis moved to approve the parkland dedication proposal for the Greyden Estates development. Councilmember Boney seconded. **MOTION PASSED UNANIMOUSLY.**

- (b) Consider approving the parkland dedication proposal for the Arcadia development.

Councilmember Boney moved to approve the parkland dedication proposal for the Arcadia development. Councilmember Clouser seconded. **MOTION PASSED UNANIMOUSLY.**

- (c) Consider authorizing the city manager to execute an interlocal agreement with Fort Bend County regarding the Lexington Boulevard and Cartwright Road reconstruction project.

Assistant City Engineer Davis presented the reconstruction of Lexington Blvd. and Cartwright Rd. and was identified in the Fort Bend County's 2020 Mobility Bond program. He added that the total estimated construction cost for both of these roadway segments was \$12,445,400 and as per the proposed interlocal agreement with Fort Bend County, the City was responsible for up to \$6,283,500 of the project

cost. In addition, the County has agreed to pay 100% of the design cost, up front this cost and manage the design of this project. Mayor Pro Tem Maroulis thanked Public Works for working this project. Councilmember Boney inquired on the start date. Davis stated they were starting with the design phase and that a construction time line had not yet been provided. Director of Public Works Kumar expects construction to begin 2022 or 2023.

Mayor Pro Tem Maroulis moved to authorize the city manager to execute an interlocal agreement with Fort Bend County regarding the Lexington Boulevard and Cartwright Road reconstruction project. Councilmember Sterling seconded. **MOTION PASSED UNANIMOUSLY.**

- (d) Consider authorizing the execution of an amendment to an updated service agreement for temporary solid waste services.

Councilmember Clouser moved to authorize the execution of an amendment to an updated service agreement for temporary solid waste services. Councilmember Sterling seconded. **MOTION PASSED UNANIMOUSLY.**

10. ORDINANCES

- (a) Consider an ordinance adopting the City of Missouri City Firefighters and Police Officers' Civil Service classification system; and consider the ordinance on the second and final reading.

Jay McClellan, Missouri City Police Officer Association, spoke about the ordinance and noted many officer's compensation was misaligned.

Councilmember Boney moved to adopt the ordinance as amended creating a minimum for promotion at two and half percent and maximum of five percent. Mayor Pro Tem Maroulis seconded. **MOTION PASSED UNANIMOUSLY.**

- (b) Consider an ordinance amending the general budget for the Fiscal Year beginning October 1, 2020, and ending September 30, 2021; transferring various appropriations among accounts; appropriating supplemental revenue to various fund accounts; authorizing the appropriate city officials to take steps necessary to accomplish such transfers; making certain findings; containing certain provisions relating to the subject; and consider the ordinance on the first and final reading.

Councilmember Sterling moved to adopt the ordinance. Councilmember Boney seconded. **MOTION PASSED.**

11. RESOLUTIONS

- (a) Consider a resolution applying the civil service implementation ordinance previously adopted by City Council of the City of Missouri City for certain fire fighters and police officers and converting the pay provisions for each individual fire fighter and police officer into the newly adopted civil service step-pay matrix model.

Councilmember Clouser moved to approve the resolution. Mayor Pro Tem Maroulis seconded. **MOTION PASSED UNANIMOUSLY.**

- (b) Consider a resolution adopting a schedule of fees pertaining to the regulation, registration, impoundment and handling of animals; and providing an effective date.

Mayor Pro Tem Maroulis moved to approve the resolution. Councilmember Boney seconded. **MOTION PASSED UNANIMOUSLY.**

- (c) Consider a resolution approving and adopting the development and planning schedule of fees; and providing an effective date.

Councilmember Boney moved to approve the resolution. Councilmember Clouser seconded. **MOTION PASSED UNANIMOUSLY.**

12. CITY COUNCIL ANNOUNCEMENTS

City Council announced various items of community interest.

13. ADJOURN

The regular City Council meeting adjourned at 9:16 p.m.

Minutes PASSED AND APPROVED this the 4th day of October 2021.

Maria Jackson, City Secretary