

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, October 4, 2021**, at the Missouri City Community Center, 1522 Texas Parkway, Missouri City, Texas, 77489, at **6:30 p.m.** to consider the following:

1. CALL TO ORDER

Mayor Elackatt called the meeting to order at 6:30 p.m.

Those also present: Mayor Pro Tem Maroulis, Councilmembers Edwards, Clouser, Sterling, Boney, and Emery; Interim City Manager Atkinson, City Attorney Iyamu, City Secretary Jackson, Assistant City Manager Martel, Director of Financial Services Portis, Executive Director of Economic Development Nettles, and Community Relations Coordinator Matte.

2. DISCUSSION/POSSIBLE ACTION

- (a) Discuss a proposed ordinance establishing a process for the placement of items on the agenda for city council consideration and requiring an agenda item for the use of city resources for council events.

Interim City Manager Atkinson noted this item was placed on the last agenda and requested to be placed on a forthcoming meeting for further discussion. Atkinson then went over the following proposed ordinance establishing a process for the placement of items on the agenda for city council consideration and for the use of city resources for council events:

Sec. 2-77 Agenda; Order of business.

A request for the placement of a subject on an agenda:

- Shall be in writing and shall contain a short statement concerning the subject matter and the particular action sought.
- Requests must be submitted to the city secretary by 5:00 p.m. on the seventh day preceding the meeting at which such subject may be considered.
- In the event a meeting is scheduled on a Saturday or on a Sunday, such request must be submitted to the city secretary by 5:00 p.m. on the ninth day preceding the meeting at which such subject may be considered.
- A copy of such written request shall be included in the agenda packet when the item is considered.

Sec. 2-77 Agenda; Order of business.

The city manager shall place an item on an agenda, provided that:

- (1) the mayor or a councilmember, by motion and authorization of a majority of the council, places the item on a future agenda;
- (2) two or more councilmembers separately request placement of the item on an agenda in writing pursuant to the process described above;

- (3) the item relates to a councilmember requested event or city expenditure that has not been scheduled and included on the city's event calendar adopted with the budget or specifically budgeted in the then-existing council-adopted budget; or
- (4) the city manager determines that an item requires council consideration.

Sec. 2-84 Consideration of Council events.

- Council event advertising - City events and programs shall not identify specific city councilmembers as sponsors or hosts.
- Programmed town hall meetings - Each fiscal year, the mayor and at-large councilmembers may jointly request two shared programmed town hall meetings and each district councilmember may request two programmed
- Council consideration required. - A councilmember shall submit such request to the city manager in writing. The city manager shall review such request before submission to the city council and must provide a recommendation to the city council
- Event cutoff period.

Councilmember Boney moved to discuss agenda item 2a. Councilmember Edwards seconded. **MOTION PASSED UNANIMOUSLY.**

Discussion ensued regarding agenda item 2a and consensus was to further discuss at a future City Council meeting.

In regards to Councilmember Edwards' Food Truck event, she requested a breakdown of how much time was spent pertaining to the agenda, how much revenue was spent when staff had to individualize events, and she expressed concerns on why this information was not documented with the background material for this item.

Councilmember Clouser stated that she believed there should be order, uniformity and a process. She adds that what was presented were guidelines to be discussed during a workshop to help shape the ordinance based on City Council's input.

Mayor Pro Tem Maroulis stated he was supportive of Sec. 2-84, consideration of council events, programmed town hall meetings. Councilmember Edwards stated she was not in favor of Sec. 2-84, council event advertising. Councilmember Boney stated that he recommended that the agenda order of business and consideration of council events should to be separated. He asked what the length of the statement should be for Sec. 2-77 concerning the subject matter and the particular action sought. City Attorney Iyamu stated the length of the statement was not specified and the purpose was to provide City Council's colleagues and the public with a notation and reasoning behind the request for the item; and, this was the discussion phase where City Council could address this item.

Councilmember Boney also asked about items being submitted to the City Secretary by 5:00 p.m. on the seventh day and asked if the prior Monday before a Monday City Council meeting would be the deadline. City Secretary Jackson confirmed that statement to be correct. Mayor Elackatt stated he would not be supportive of any items noted for Sec. 2-77, agenda order of business. Councilmember Boney asked Mayor Elackatt if he believes there needs to be a process in place to address such concerns and, if so, there needed to be discussion on how to establish processes.

Councilmember Boney stated that he wished to revisit this item and not keep focusing on staff. He stated this was asked to be put on the agenda for City Council action.

Councilmember Clouser asked if a workshop should be scheduled outside of a City Council meeting. Mayor Elackatt stated that the City was close to hiring a city manager for this city and requested to postpone this item until a permanent city manager was in place.

3. ADJOURN

The special City Council meeting adjourned at 7:08 p.m.

Minutes PASSED AND APPROVED this the 18th day of October 2021.

Maria Jackson, City Secretary