ALLEN OWEN
Mayor

VASHAUNDRA EDWARDS
Councilmember at Large Position No. 1

CHRIS PRESTON
Councilmember at Large Position No. 2

REGINALD PEARSON
Councilmember District A

JEFFREY L. BONEY
Councilmember District B

ANTHONY G. MAROULIS
Councilmember District C

FLOYD EMERY
Councilmember District D

CITY COUNCIL SPECIAL MEETING AGENDA

Notice is hereby given of a Special City Council Meeting to be held on **Monday, December 3, 2018,** at **6:00 p.m.** at: **City Hall, Council Conference Room, 2nd Floor, behind the Council Chamber,** 1522 Texas Parkway, Missouri City, Texas, 77489, for the purpose of considering the following agenda items. All agenda items are subject to action. The City Council 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. CALL TO ORDER

2. DISCUSSION/POSSIBLE ACTION

(a) Consider and discuss board, committee, and commission member appointments and reappointments.

(b) Seek direction on the utilization of Community Development Block Grant – Disaster Recovery (CDBG-DR) Hurricane Harvey recovery infrastructure funding in the amount of $954,306 allocated to the City.

(c) Discuss the City's usage of portable message boards.

3. CLOSED EXECUTIVE SESSION

The City Council may go into Executive Session regarding any item posted on the Agenda as authorized by Title 5, Chapter 551 of the Texas Government Code. Notice is hereby given that the City Council may go into Executive Session in accordance with the following provision of the Government Code:

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) proper zoning considerations; (ii) legal limitations on regulating the use of City property; and (iii) Texas Penal Code Section 39.09 (abuse of official capacity).

4. RECONVENE into Special Session and Consider Action, if any, on items discussed in Executive Session.

5. ADJOURN

In compliance with the Americans with Disabilities Act, the City of Missouri City will provide for reasonable accommodations for persons attending City Council 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 December 3, 2018, agenda of items to be considered by the City Council was posted on the City Hall bulletin board on November 30, 2018, at 4:00 p.m.

Maria Jackson
Maria Jackson, City Secretary

I certify that the attached notice and agenda of items to be considered by the City Council was removed by me from the City Hall bulletin board on the ____ day of _____, 2018.

Signed: _____ Title: _____

CITY COUNCIL
AGENDA ITEM COVER MEMO

December 3, 2018

To: Mayor and City Council
Agenda Item: 2(a) Consider and discuss board, committee, and commission member appointments.

Submitted by: Maria Jackson, City Secretary

SYNOPSIS

Consider and discuss board, committee, and commission member appointments and direct staff accordingly.

BACKGROUND

During the October 15, 2018, special City Council meeting, the City presented the TIRZ 1, 2 and 3 board members whose terms would expire on December 31, 2018. City Council authorized City Staff to move forward and offer all members with the opportunity to serve another two-year team, should they wish to continue serving. As of November 1, 2018, all TIRZ 1, 2, and 3 wished to continue their service.

Councilmember Boney also stated he would reach out to a candidate to serve the vacant TIRZ #1 seat for Position 6. Councilmember Emery recommended Roy Gilbert to serve the vacant TIRZ #2 seat for Position 2. Mr. Gilbert agreed to serve, should Council wish to appoint him.

Staff is requesting City Council to discuss and direct staff accordingly regarding the appointment or reappointment of regular term positions to begin on January 1, 2019 and expire December 31, 2020. City Council may also consider whom to appoint as the chairperson for each board.

During the November 5, 2018, special City Council meeting, City Council requested to postpone discussion of the committee member appointments to a future meeting.

TIRZ BOARD #1

Members & Functions The Tax Increment Reinvestment Zone (TIRZ) Board #1 consists of nine members who serve in staggered two-year terms. Positions #1 through #6 are appointed by the Council and positions #7 through #9 are reserved for other taxing units levying taxes within the TIRZ. TIRZ Board #1 makes recommendations to the Council concerning the administration of the TIRZ. They also prepare (or cause to be prepared) and adopt a project plan and reinvestment zone financing plan for the zone, and submit plans to the Council for its approval.

- Position 2 – **Eunice Reiter** – *agreed to continue serving*
- Position 4 – **Susan Soto** – *agreed to continue serving*
- Position 6 – **VACANT –** *Councilmember Boney to recommend a candidate*

Chairman Ms. Eunice Reiter, Position 2, currently serves as chairman whose term will expire on December 31, 2018. Should Council consider a chairman, the one-year term will begin January 1, 2019 and expire December 31, 2019.

TIRZ BOARD #2

Members & Functions The Tax Increment Reinvestment Zone (TIRZ) Board #2 consists of seven members who serve in staggered two-year terms. Positions #1 through #5 are appointed by the Council and positions #6 and #7 are reserved for other taxing units levying taxes within the zone. TIRZ Board #2 makes recommendations to the Council concerning the administration of the zone. They also prepare (or cause to be prepared) and adopt a project plan and reinvestment zone financing plan for the zone, and submit plans to the Council for its approval.

- Position 2 – **VACANT** - *Councilmember Emery has recommended Roy Gilbert*
- Position 4 – **Robin Elackatt** – *agreed to continue serving*

Chairman Mr. Frank Hester, Position 3, currently serves as chairman whose term will expire on December 31, 2018. Should Council consider a chairman, the one-year term will begin January 1, 2019 and expire December 31, 2019.

TIRZ BOARD #3

Members & Functions The Tax Increment Reinvestment Zone (TIRZ) Board #3 consists of 11 members who serve in staggered two-year terms. Positions #1 through #6 and #9 are appointed by the Council and positions #7, #8, #10 and #11 are reserved for other taxing units levying taxes within the zone. TIRZ Board #3 makes recommendations to the Council concerning the administration of the zone. They also prepare (or cause to be prepared) and adopt a project plan and reinvestment zone financing plan for the zone, and submit plans to the Council for its approval.

- Position 2 – **Bobby Merchant** – *agreed to continue serving*
- Position 4 – **Buddy Jimerson** – *agreed to continue serving*
- Position 6 – **Joe Workman** – *agreed to continue serving*

Chairman Mr. Joe Workman, Position 6, currently serves as chairman whose term will expire on December 31, 2017. Should Council consider a chairman, the one-year term will begin January 1, 2018 and expire December 31, 2018.

PARKS BOARD

On October 3, 2018, City Council was notified that that Mr. Loveless Mitchell missed 3 consecutive meetings (from June 2018 to September 2018) and the City's Parks and Recreation Department was not notified beforehand of such absences. A copy of the Parks Board attendance sheet is enclosed.

The Parks Board Bylaws states the following:
Board members shall be required to attend all meetings of the Board. Absences will be duly recorded in the minutes of each meeting. Board members who are absent, not due to illness or family emergency, for three (3) consecutive regular meetings, will be reported to City Council and may be subject to removal from office.

The City's Board Policy & Procedure states the following:
VI. ATTENDANCE:
Members are expected to be available to attend most board meetings. If a member becomes unable to attend most board meetings, the member should submit his or her resignation so that a replacement may be named. The City Council may dismiss any member for poor attendance. Unless the board, committee, or commission already has a policy in place, the following shall be applicable to all members: a member who shall miss three (3) cumulative meetings per City fiscal year is subject to removal from their respective position at the direction of the governing body.

On October 4, 2018, Mr. Mitchell contacted the City and requested to continue serving the Parks Board, at the discretion of City Council.

During the October 15, 2018, special City Council meeting, Mayor Pro Tem Ford stated she would reach out to Mr. Mitchell to recognize his service for the Parks Board at a future Council meeting. During the November 5, 2018, special City Council meeting, Mayor Pro Tem Ford stated she was unable to reach Mr. Mitchell. The City Secretary's Office reached out to Mr. Mitchell and he agreed to be recognized for his years of service on the Parks Board during the Tuesday, January 22, 2019, regular City Council meeting.

- Position #5 – **Vacant** – Term to expire on June 30, 2019.

PLANNING & ZONING COMMISSION

During the November 19, special City Council meeting, Reginald Pearson was appointed to serve the vacant City Council District A seat, leaving a vacancy on the Planning & Zoning Commission.

- Position #1 – **Vacant** – Term to expire on June 30, 2020.

SUPPORTING MATERIALS

1. TIRZ 1, 2, and 3 Rosters
2. TIRZ Map
3. Parks Board Roster
4. Planning & Zoning Commission Roster
5. PowerPoint Presentation

STAFF'S RECOMMENDATION

Consider and discuss City board, committee, and commission member appointments and direct staff accordingly.

Director Approval: **Maria Jackson, City Secretary**

(2018-2019)

TIRZ #1 ROSTER

Name	Position	First Appointed	Term Expires	District	Phone Number(s)
Vickie McBride	Position 1	12/02/2013	12/31/2019	A	
Eunice Reiter	Position 2 **Chairman**	8/17/2009	12/31/2018	A	
Rudy Sutherland, Jr.	Position 3	12/4/17	12/31/2019	B	
Susan Soto	Position 4	7/21/2014	12/31/2018	B	
Cherie Jones	Position 5	12/18/2017	12/31/2019	B	
Vacancy left by James Pirtle	Position 6	8/7/2006	12/31/2018	B	
Tonya Eugene	Position 7 Fort Bend County Representative		12/31/2019		
M.E. "Skip" Belt	Position 8 Fort Bend County Drainage District		12/31/2018		
John Ferro	Position 9 WCID No. 2		12/31/2019		

(2018-2019)

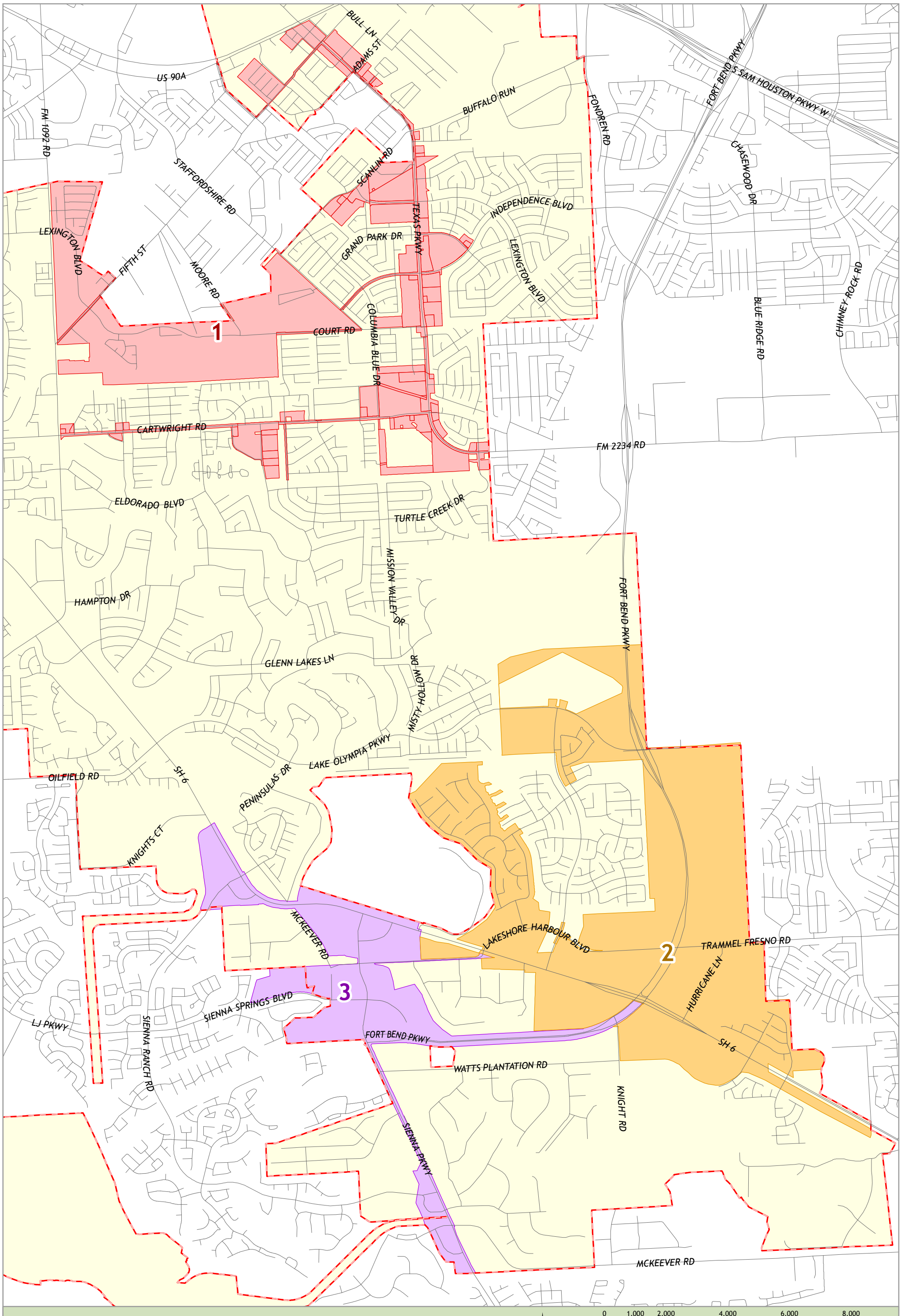
TIRZ #2 ROSTER

Name	Position	First Appointment	Term Expires	District	Phone Number(s)
Gloria Lucas	Position 1	12/18/2017	12/31/2019	A	
Vacancy left by Thomas E. Altenbern	Position 2	7/2/2001	12/31/2018	D	
Frank Hester	Position 3 **Chairman**	7/5/2006	12/31/2019	C	
Robin Elackatt	Position 4	02/05/2018	12/31/2018	D	
Buford Jurica	Position 5	11/20/2000	12/31/2019	C	
DeWayne Davis	Position 6 Fort Bend County Representative		12/31/2018		
Thomasine Johnson	Position 7 Fort Bend County Drainage District	8/2013	12/31/2019		

(2018-2019)

TIRZ #3 ROSTER

Name	Position	Term Expire*	District	Phone Number(s)
Robert Hodge	Position 1	12/31/2019	D	
Bobby Merchant	Position 2 Member	12/31/2018	B	
David Reitz	Position 3 Member	12/31/2019	C	
Buddy Jimerson	Position 4 Member	12/31/2018	D	
Joyce Raynor	Position 5 Member	12/31/2019	B	
Joe Workman	Chairman Position 6 Member	12/31/2018	D	
Stephen Brown, Jr.	Position 7 FBC Rep	12/31/2019		
David Sepulveda	Position 8 FBC Drainage District Rep	12/31/2018		
Sharon Jurica	Position 9 Member (City Member because FBISD failed to appoint)	12/31/2019	C	
Vacancy due to Neeta Sane resignation on July 24, 2018.	Position 10 HCC Rep	12/31/2018		
Frank Hester	Position 11 SPLID Rep Sienna Plantation LID Rep	12/31/2017		



Map By:
GIS Division
May 2017

missouri CITY TEXAS

TIRZ

Tax Increment Reinvestment Zones

Legend

- TIRZ 1
- TIRZ 2
- TIRZ 3
- City Limits

0 1,000 2,000 4,000 6,000 8,000 Feet

Geographic Coordinate System North American Datum 1983 (NAD83)

The information on this map is provided and maintained by various agencies, including county departments, municipal governments, state and federal agencies. No guarantee is given as to the accuracy or currency of any of the data. The map is designed to serve as a secondary representation of real property found within this jurisdiction, and is compiled from the recored deeds, plats, and other public records, which are primary sources for this public information. Users of this map are hereby notified that these primary sources should be consulted for verification of the information presented here. The data layers do not take the place of a legal survey or other primary source documentation. The City and its vendors assume no legal responsibility for the information on this map.

(2019-2020) PARKS BOARD ROSTER

Name	Position	Term Expire	Meeting Date when first appointed	Phone Number(s) and email addresses	District
Victoria Porter	Position 1	6/30/2019	07/17/2017		D
Thomasine Johnson	Position 2	6/30/2020	07/1/2013		B
Pamela Andrews	Position 3	6/30/2019	08/17/2009		B
Adrian Matteucci	Position 4	6/30/2020	07/06/2015		D
Vacancy left by Loveless Mitchell	Position 5	6/30/2019	01/7/2002		A
Sharman McGilbert	Position 6 Co-Chairman	6/30/2020	07/16/2007		A
Diane Giltner	Position 7	6/30/2019	07/18/2011		C
Brian Merchant	Position 8	6/30/2020	07/17/2017		B
Llarance Turner	Position 9 Chairman	6/30/2019	10/1/2001		A
Don Johnson	Position 10	6/30/2020	08/17/2009		D
J.R. Atkins	Position 11	6/30/2019	06/20/2016		C
Buddy Snyder	Position 12	6/30/2020	07/21/2014		B
Alan Atwater	Position 13	6/30/2019	06/04/2018		C

(2019-2020) PLANNING AND ZONING COMMISSION ROSTER

Name	Position	Term Expires	Meeting Date when first Appointed	Phone Number(s)	District
Vacancy left by Reginald Pearson	Position 1	6/30/2020			A
Courtney Johnson Rose	Position 2	6/30/2020	7/21/2014		A
Sonya Brown-Marshall	Position 3 Chair	6/30/2020	7/6/2004		D
James G. Norcom, III	Position 4	6/30/2020	05/09/2018		B
John T. O'Malley	Position 5	6/30/2019	8/16/2004		D
Douglas Parker	Position 6	6/30/2019	7/1/2013		B
Hugh Brightwell	Position 7	6/30/2019	6/6/2005		D
Ramesh Anand	Position 8	6/30/2019	7/18/2011		C
Timothy R. Haney	Position 9 Vice Chair	6/30/2019	7/6/1999		C

This commission also serves as the Capital Improvements Advisory Committee for the City.

#2: Discussion/Possible Action

a. Consider and discuss board, committee, and commission member appointments.

TIRZ #1 Board

- (3) Members whose term will expire on December 31, 2018:
  - Position 2 – Eunice Reiter
  - Position 4 – Susan Soto
  - Position 6 – Vacant
- 2015 - 2018 Chairman
  - Eunice Reiter

- Board Members:
  - Position 1: Vickie McBride
  - **Position 2: Eunice Reiter**
    - *Chairman*
  - Position 3: Rudy Sutherland, Jr.
  - **Position 4: Susan Soto**
  - Position 5: Cherie Jones
  - **Position 6: Vacancy left by James Pirtle**
  - Position 7: Tonya Eugene
    - *FBC Representative*
  - Position 8: M.E. "Skip" Belt
    - *FBC Drainage District Representative*
  - Position 9: John Ferro
    - *WCID Representative*

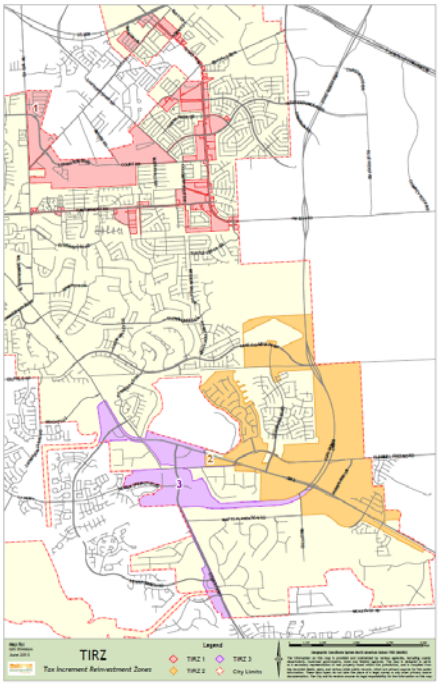
TIRZ #2 Board

- (2) Members whose term will expire on December 31, 2018:
  - Position 2 – Vacant - *Councilmember Emery to recommend Roy Gilbert.*
  - Position 4 – Robin Elackatt
- 2015 - 2018 Chairman
  - Frank Hester
- Board Members:
  - Position 1: Gloria Lucas
  - **Position 2: Vacancy left by Thomas E. Altenbern on October 12, 2018**
  - Position 3: Frank Hester
    - *Chairman*
  - **Position 4: Robin Elackatt**
  - Position 5: Buford Jurica
  - Position 6: DeWayne Davis
    - *FBC Representative*
  - Position 7: Thomasine Johnson
    - *FBC Drainage District Representative*

TIRZ #3 Board

- (3) Members whose term will expire on December 31, 2018:
  - Position 2 – Bobby Merchant
  - Position 4 – Buddy Jimerson
  - Position 6 – Joe Workman
- 2015 - 2018 Chairman:
  - Joe Workman
- Board Members:
  - Position 1: Robert Hodge
  - **Position 2: Bobby Merchant**
  - Position 3: David Reitz
  - **Position 4: Buddy Jimerson**
  - Position 5: Joyce Raynor
  - **Position 6: Joe Workman**
    - *Chairman*
  - Position 7: Stephen Brown, Jr.
    - *FBC Representative*
  - Position 8: David Sepulveda
    - *FBC Drainage District Representative*
  - Position 9: Sharon Jurica
  - Position 10: Vacancy due to Neeta Sane Resignation
    - *HCC Representative*
  - Position 11: Frank Hester
    - *SPLID Representative*

TIRZ Map



Parks Board

- Term expirations on 06.30.2019:
  - Position 5

- Board Members:
  - Position 1: Victoria Porter, D
  - Position 2: Thomasine Johnson, B
  - Position 3: Pamela Andrews, B
  - Position 4: Adrian Matteucci, D
  - **Position 5: Loveless Mitchell, A**
  - Position 6: Sharman McGilbert, A
    - Co-Chairman
  - Position 7: Diane Giltner, C
  - Position 8: Brian Merchant, B
  - Position 9: Llarance Turner, A
    - Chairman
  - Position 10: Don Johnson, D
  - Position 11: J.R. Atkins, C
  - Position 12: Buddy Snyder, B
  - Position 13: Alan Atwater, C

Planning and Zoning Commission

- Term expirations on 2020:
  - Position 1

- Commission Members:
  - **Position 1: VACANT, A**
  - Position 2: Courtney Johnson Rose, A
  - Position 3: Sonya Brown-Marshall, D
    - Chair
  - Position 4: James G. Norcom, III, B
  - Position 5: John T. O'Malley, D
  - Position 6: Douglas Parker, B
  - Position 7: Hugh Brightwell, D
  - Position 8: Ramesh Anand, C
  - Position 9: Timothy Haney, C
    - Vice-Chair

CITY COUNCIL
AGENDA ITEM COVER MEMO

December 3, 2018

To: Mayor and City Council
Agenda Item: 2(b) Utilization of CDBG-DR Hurricane Harvey recovery infrastructure funding allocated to the City

Submitted by: Shashi K. Kumar, P.E. – Director of Public Works/City Engineer

SYNOPSIS

Staff will provide recommendation and seek direction from City Council on the utilization of CDBG-DR Hurricane Harvey recovery infrastructure funding allocated to the City.

STRATEGIC PLAN 2019 GOALS ADDRESSED

- Quality development through buildout.
- Create a great place to live

BACKGROUND

The City received notification from the Texas General Office (GLO) via a letter dated October 10, 2018 (attached) notifying the award of Community Development Block Grant – Disaster Recovery (CDBG-DR) funds for Hurricane Harvey in the amount of $954,306. These funds are provided by the U.S. Department of Housing and Urban Development (HUD) for recovery from Hurricane Harvey and is being disbursed thru the GLO. The Method of Distribution (MOD) of these funds to cities and counties locally was determined by the Houston Galveston Area Council (H-GAC) by taking into account damages sustained in each jurisdiction.

City staff has notified the GLO of its intent to use these funds on infrastructure type project (s). However, in order to be eligible to receive these funds, the City is required to submit an application identifying the project (s) and how the proposed project (s) will contribute to long-term recovery, community resilience and benefit to the community it will serve. In addition, the GLO criteria mandates that at least 70% of the allocated funds benefit Low to Moderate Income (LMI) areas. Community outreach and public hearing process are also part of the application package, which will due on or before January 31, 2019.

City staff has identified the Cangelosi Detention Improvement project located within an LMI as a candidate project for the City. See attached vicinity map for project details. This project is currently identified within the City's 5-year CIP and is estimated to cost approximately $2 Million (Design and Construction) to implement. The broad scope of work includes channel widening and raising the embankment of the existing channel and detention facility. This project when implemented will alleviate flooding in the contributing watershed in addition to accommodating new developmental projects. Staff recommends utilizing the allocated GLO funds towards the Cangelosi Detention project and proposes to submit an application to the GLO upon the completion of the public outreach process.

Upon approval of the City's application and executing a contract with the GLO, funds would then be made available to the City based on a reimbursement (drawdown) process. At that point, any allocated bond funds to the Cangelosi project can be re-allocated to other potential CIP projects based on Council's direction.

BUDGET ANALYSIS

Purchasing Review: **N/A**
Financial/Budget Review: **Sandra Clarkson, Interim Finance Director**

SUPPORTING MATERIALS

1. Award Notification Letter from the GLO
2. Cangelosi Ditch Improvements Vicinity Map

STAFF'S RECOMMENDATION

Direct staff to hold a public hearing and authorize staff to submit an application to the GLO to utilize allocated CDBG-DR infrastructure funding of $954,306 towards the Cangelosi Detention Improvement project.

Director Approval: **Shashi K. Kumar, P.E.**

Assistant City Manager Approval: **Scott R. Elmer, P.E.**

October 10, 2018

The Honorable Allen Owen
Mayor of Missouri City
1522 Texas Parkway
Missouri City, TX 77489

Re: Hurricane Harvey Disaster Recovery Fund Applications

Dear Mayor Owen:

Congratulations. Your community has been awarded Community Development Block Grant – Disaster Recovery (CDBG-DR) funds for Hurricane Harvey under the method of distribution created by your regional council of governments, as follows:

- Local Infrastructure - $954,306.00

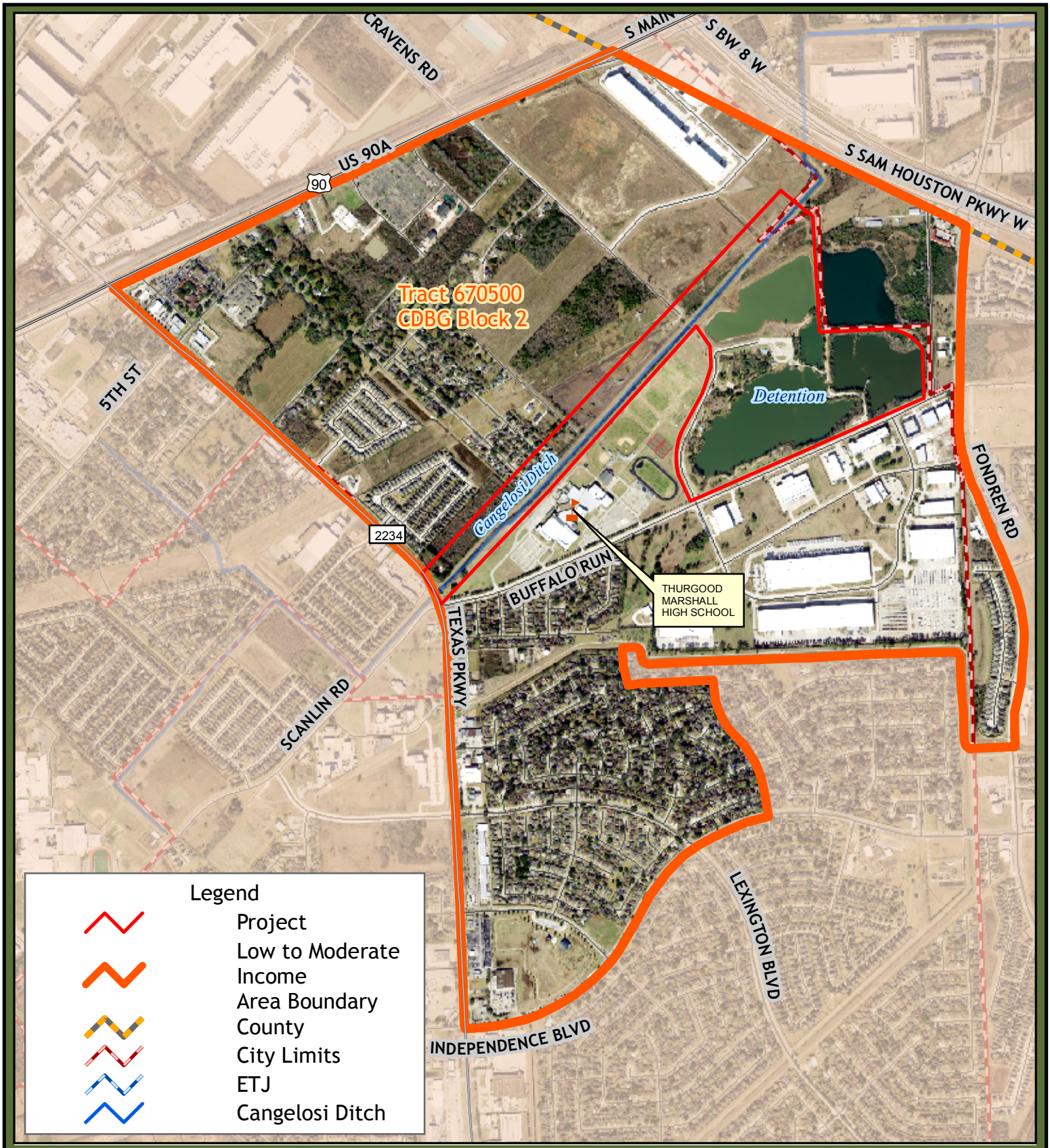
The Texas General Land Office (GLO) is dedicated to assisting your community in the recovery process and would like to know whether you intend to apply for these CDBG-DR funds. Please notify the GLO of your community's decision to utilize these funds by November 30, 2018, using the email below.

The deadline for receipt of applications is January 31, 2019. If you or your staff have questions, please call or write our Deputy Director of Operations, Chelsea Buchholtz, at 512.475.5042 or Chelsea.Buchholtz.glo@recovery.texas.gov.

The GLO is dedicated to your success and grateful for your partnership in helping to rebuild an even stronger Texas. We look forward to working with you.

Sincerely,

GEORGE P. BUSH
Commissioner, Texas General Land Office



Map By:
GIS Division
November 27, 2018

Cangelosi Ditch Widening Project

Geographic Coordinate System North American Datum 1983 (NAD83)

0 1,250 2,500 5,000 Feet

missouri CITY TEXAS

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The information on this map is provided and maintained by various agencies, including countydepartments, municipal governments, state and federal agencies. No guarantee is given as to the accuracy or currency of any of the data. The map is designed to serve as a secondary representation of real property found within this jurisdiction, and is compiled from the recored deeds, plats, and other public records, which are primary sources for this public information. Users of this map are hereby notified that these primary sources should be consulted for verification of the information presented here. The data layers do not take the place of a legal survey or other primary source documentation. The county and its vendors assume no legal responsibility for the information on this map.