



STATE OF TEXAS
COUNTY OF FORT BEND

STATE OF TEXAS

The City Commission for the City of Richmond, Texas met in Regular Session on October 21, 2019 at 4:30 p.m.

Mayor Pro Tem Carl Drozd proceeded to call the meeting to order at 4:30 p.m. as Mayor Moore was absent from the meeting. A quorum was present, with the following members in attendance:

Evalyn W. Moore, Mayor – **Absent**
Terry Gaul, Commissioner P1
Barry Beard, Commissioner P2
Carl Drozd, Commissioner P3
Alex BeMent, Commissioner P4
Terri Vela, City Manager
Gary Smith, City Attorney
Laura Scarlato, City Secretary

The Mayor Pro Tem proceeded to make the following presentations for agenda item A2:

- a. Employee Recognition for Service with the City of Richmond
 - Carol Trujillo, 5 years of service, Municipal Court Department.

Ms. Trujillo was present to receive her service award and to be photographed with Mayor Pro Tem Drozd.

- b. Proclamations:
 - Breast Cancer Awareness Month, October, 2019.

Mayor Pro Tem Drozd read the Proclamation and encouraged employees and citizens to be tested.

- c. Recognition of Scenic City Certification Award – Richmond (Ranked Up) **Platinum**.
- d. Quarterly Update from the Richmond Historical Commission. This presentation was postponed as Chairman Cindy Drabek was unable to attend.

Agenda item A3, Public Comments was opened and there were no individuals signed up to speak, therefore the agenda item was closed. Before moving on, Mayor Pro Tem Drozd announced the fall clean-up statistics not including Del Webb which was postponed until October 26th. The figures were as follows:

17.14 Tons – Northside
9.06 Tons – East of the Brazos
11.54 Tons – West of the Brazos

37.74 Total Tons have been picked up (Spring Clean-up totaled 45.39 Tons)

Agenda item A4, Public Hearing to receive comments for or against text amendments to Section 6.1.107.B. "Manufactured Home Park Standards," of the Unified Development Code (UDC), to conform to the provisions of Section 211.018, Texas Local Government Code relating to manufactured homes and manufactured home communities and the continuation of land use. There were no individuals signed up to speak, therefore the public hearing was closed.

Mayor Pro Tem Drozd introduced Agenda item A5, asking if there was any discussion regarding the Consent Agenda. Commissioner Beard pulled agenda item A5 (2) and Commissioner Drozd pulled agenda item A5 (16).

Commissioner Beard made the motion to approve the remainder of the Consent Agenda items with Commissioner Gaul seconding the motion. The vote was unanimous to approve.

Commissioner Beard A5 (2) highlighted the theme for Fire Prevention Month which is *"Not Every Hero Wears a Cape. Plan and Practice Your Escape!"* As a result of the campaign, he personally has made an escape plan and encourages all of the citizens to pause and make a plan as well. Also, he commended Fire Marshal Albert Cantu for displaying the theme on the back windows of the Code Enforcement vehicles.

Commissioner Beard also made note of the Building and Standards report by Fire Marshal Albert Cantu. The before and after pictures depicted the incredible difference the board is making in the community. *"Great job! This community can sparkle!"* stated Commissioner Beard.

Commissioner Drozd A5 (16) made note of the Special Commission Meeting that has been added on October 28th at 4:30 p.m.

Commissioner Beard made the motion to approve Consent Agenda items A5 (2) and (16) with Commissioner BeMent seconding the motion. The vote was unanimous to approve.

Agenda item A6, review and consider taking action on Resolution No. 303-2019, designating the City of Richmond's Representative and Official Alternate to H-GAC's 2020 General Assembly. City Manager Terri Vela stated that Commissioner Gaul represented the City for 2019 along with Commissioner Drozd as the alternate. City Manager Vela suggested the alternate position might rotate since Commissioner Drozd is the Mayor Pro Tem. Commissioner Drozd confirmed that Commissioner Gaul was willing to continue to serve as the designated representative for the City which he did confirm. Therefore, Commissioner Drozd appointed Commissioner Gaul as the City of Richmond's Representative and Commissioner Beard as the Official Alternate to H-GAC's 2020 General Assembly with a Resolution No. 303-2019. The vote was unanimous to approve.

Mayor Pro Tem Drozd introduced agenda item A7, to Review and consider taking action on Resolution No. 300-2019, authorizing the creation of an Employee Benefits

Trust, designating Trustees of the Trust; and authorizing the Trust to purchase various forms of insurance. Human Resources Director Shelly Freeman addressed the Commission regarding the establishment of a Benefits Health Trust in order to receive rates from benefits providers net of premium tax. This creation will allow the City to save on the payment of premium tax for medical premiums at a reduction of 1.75%. Director Freeman fielded questions from the Commissioners stating the Trust will serve as a conduit and other municipalities were visited that have used this strategy. Commissioner Gaul made the motion to approve Resolution No. 300-2019, authorizing the creation of an Employee Benefits Trust, designating Trustees of the Trust, and authorizing the Trust to purchase various forms of insurance as revised by City Attorney's comments. Commissioner Beard seconded the motion and the vote was unanimous to approve. Commissioner Beard thanked Director Freeman for her leadership throughout this process.

Agenda item A8, Review and consider taking action on Resolution No. 301-2019, Recommendation of City's Insurance Carriers for 2020 Plan Year. Human Resources Director Shelly Freeman stated that HUB International, the City's benefits consultant, analyzed the City's current benefits package and in partnership, the City and HUB went through a competitive RFP process for all lines of coverage. HUB was able to negotiate the best coverage and cost benefits with Humana to include Medical, Dental, and Vision. Staff is recommending the transition to Humana. Director Freeman also stated HUB was able to negotiate the best coverage and cost for benefits with The Standard as the City's Basic Life, Voluntary Life, Long Term Disability, and Voluntary Short Term Disability provider. Through the same process, HUB was also able to negotiate best coverage and cost with Alliance Work Partners for Employee Assistance Program services such as a teen hotline, crisis management, and services to public safety employees. Following a question and answer period, Commissioner Beard made the motion to approve Resolution No. 301-2019, Recommendation of the City's insurance Carriers for the 2020 Plan Year. Commissioner BeMent seconded the motion and the vote was unanimous to approve.

Mayor Pro Tem Drozd introduced agenda item A9, Review and consider taking action on Ordinance No. 2019-44, approving a petition for the inclusion in the City of Richmond extraterritorial jurisdiction (ETJ) of an approximate 15.9023 acre tract of land presently located wholly within Fort Bend County. The subject property can be described as an approximate 15.9023 acre tract of land in the Joseph Kuykendall Survey, Abstract No. 49, and Fort Bend County, Texas; said 15.9023 acre tract being a portion of a 29.8494 acre tract of land conveyed to Mark W. Millis, as recorded in Fort Bend County Clerk's File No. 2003005188. Mayor Pro Tem Drozd stated that the applicant has requested the City postpone action on this item. Commissioner Beard inquired as to why with the response being the applicant needed additional time. Commissioner Beard made the motion to postpone the agenda item with no action until the applicant resubmits to be placed on the agenda. Commissioner Gaul seconded the motion and the vote was unanimous to approve.

Mayor Pro Tem Drozd introduced agenda item A10, review and consider taking action on Ordinance No. 2019-45, amending Section 6.1.107.B. "Manufactured Home Park Standards," of the Unified Development Code (UDC), to conform to the provisions of Section 211.018, Texas Local Government Code relating to manufactured homes and manufactured home communities and the continuation of land use. City Planner Jose Abraham addressed the Commission stating the amendment is needed to reflect recently enacted Senate Bill 1248 which amended previous laws pertaining to municipal regulation of manufactured home parks. The UDC is a living document that is continually being modified to best serve the City. The enacted version struck a balance between protecting non-conforming manufactured home parks and a municipality's ability to bring non-conforming manufactured homes into conformance. Commissioner Gaul made the motion to approve Ordinance No. 2019-45, amending Section 6.1.107.B. "Manufactured Home Park Standards," of the Unified Development Code (UDC), to conform to the provisions of Section 211.018, Texas Local Government Code relating to manufactured homes and manufactured home communities and the continuation of land use. Commissioner BeMent seconded the motion and the vote was unanimous to approve.

Mayor Pro Tem Drozd introduced agenda item A11, to review and consider taking action on Ordinance No. 2019-23, amending the Ethics Ordinance. City Attorney Gary Smith reviewed the changes that were made as recommended of the Board of Ethics and Compliance. Revisions were also incorporated based on the direction from comments received from the Commission. There was a lengthy discussion with various questions. Commissioner Beard stated that although the City doesn't want to make the process prohibitive for a citizen to hold the Commission accountable, we also don't want to open up ourselves to complaints that do not have merit. City Attorney Smith stated the City website has the ethics complaint form posted and it takes each section and provides a step by step guide through the process. With no further discussion, Commissioner Gaul made the motion to approve Ordinance No. 2019-23, amending the Ethics Ordinance. Commissioner Beard seconded the motion and the vote was unanimous to approve.

Agenda item A12, Review and consider taking action on Resolution No. 302-2019, approving Local On-System Improvement Agreements with TxDOT related to the Quiet Zone/Wayside Horns project on Collins Road and FM 1640. Assistant City Manager Howard Christian provided the background of the resolution and the need for the agreement. The construction plan has not changed, this is only to provide TxDOT with the assurance that the City has the funds to commit to the project. It is part of the process to keep the project moving forward. City Manager Vela asked if Assistant City Manager Christian could provide an update to which he complied. Commissioner Gaul inquired as to who would perform or control the construction and the answer was the City would direct the project. Commissioner Beard made the motion to approve Resolution No. 302-2019, approving Local On-System Improvement Agreements with TxDOT related to the Quiet Zone/Wayside Horns project on Collins Road and FM 1640. Commissioner BeMent seconded the motion and the vote was unanimous to approve.

Agenda item A13, Excuse from Attendance at Regular City Commission Meeting. There were no excuses to review, the agenda item was closed.

Mayor Pro Tem Drozd introduced agenda item A14, to consider taking action on requests for future agenda items. There were no suggestions or requests for future agenda items at this time.

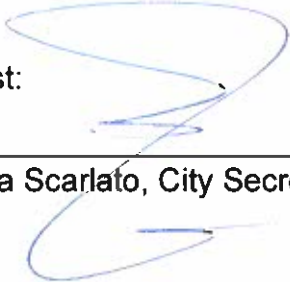
With no further business to discuss, Mayor Pro Tem Drozd declared the meeting adjourned at 5:35 p.m.

APPROVED:



Carl A. Drozd, Mayor Pro Tem

Attest:



Laura Scarlato, City Secretary