



STATE OF TEXAS  
COUNTY OF FORT BEND  
STATE OF TEXAS

The City Commission for the City of Richmond, Texas met in Workshop Special Session on February 17, 2020 at 9:00 a.m.

Mayor Pro Tem Carl Drozd proceeded to call the meeting to order at 9:03 a.m. 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

Mayor Pro Tem Drozd proceeded to request comments regarding the following presentations for agenda item A2:

- a. Employee Recognition for Service with the City of Richmond -
  - William Norton – will be present.
- b. Proclamations:
  1. Bleeding Disorder Awareness Month – correction from "order" to "disorder"

Agenda item A3, Public Comments – None.

Agenda item A4, Public Hearing to hear comments for or against a Request by Randy McClendon on behalf of Fort Bend County to replat approximately 0.5303 acre tract of land; being a replat of Lots 1, 2, 3, 8, 9, & 10 and the east ½ of Lots 4 and 11 and the adjacent 10-footstrip on the north side of Main Street, Block 74, City of Richmond, as recorded in Vol. A, Pg. 62, of Fort Bend County Deed Records as Fort Bend County Medic 6 Site in order to create 1 Block, 0 Lots, and 1 Reserve. *There were no citizens present to speak at the hearing, therefore the public hearing was closed. Commissioner Gaul stated he would like to see before and after plats so they can compare the changes. City Manager Vela stated that sometimes the before plats are not available however, if we do not we will provide another visual to compare.*

Mayor Pro Tem Drozd reviewed Agenda item A5, asking if there was any discussion regarding the Consent Agenda.

A5 (1). Commissioner Gaul suggested changes to the minutes per email. The changes will be emailed prior to the Regular Commission Meeting at 4:30.

A5 (2). No discussion

A5 (3). Commissioner Beard requested the Police Department not staple the monthly report in the future.

A5 (4). Commissioner Beard read the quote, "*The findings in this report serve as evidence of the Richmond Police Department's commitment to comply with the Texas Racial Profiling law*" from the Richmond Police Department Annual Report in compliance with the Texas Racial Profiling Law. Commissioner Beard stated how "*very complimentary it was of the Richmond Police Department and how it makes him particularly proud*".

A5 (5). City Manager Vela provided the Commission with the Safe Harbor Warrant Flyer that was not included in the packet. City Manager Vela stated this gives the citizens the opportunity to take care of the fines without repercussions. Commissioner Beard inquired as to the communication to the citizens. Communication Specialist Michelle Moore stated it was on Facebook, Website, Nextdoor, Instagram and 17 different media outlets. City Manager Vela stated it has also been placed on the two temporary digital signs. Commissioner Beard stated the number of court cases filed is down and does that indicate that more citizens are adhering to the laws. Municipal Court Manager Carol Turjillo stated yes. Commissioner Drozd inquired as to why the comparison from 2020 to 2019 is blank. Manager Turjillo stated because the data wasn't tracked in 2019.

A5 (6). Commissioner Beard inquired as to why the collections were down 11/2 % which Finance Director Justin Alderete stated was a timing issue.

A5 (7). Commissioner Beard stated the interest is up dramatically – good job. Various items were commented on such as Human Resources (did not have a separate HR department last year), Supplies (timing in the way the road way supplies were purchased), Building Permits (minor per Director Alderete).

A5 (8). No discussion.

A5 (9). Commissioner Beard in an effort to better understand the process inquired if the Historical District plans are reviewed through the Richmond Historical Commission. City Planner Jose Abraham stated yes.

A5 (10). No discussion.

A5 (11). Commissioner Beard commented that Emergency Management should work with Code Enforcement relevant to the RV Parks to enforce the ordinances that have been passed and keeping the City in line with FEMA.

A5 (12). Commissioner Beard inquired as to the wording which City Planner Jose Abraham stated it was a typo and would be taken care of before the plat is signed.

A5 (13). Commissioner Drozd questioned the allotted parking without a variance request. City Planner Abraham stated the easement has always been in place, the necessary setbacks will be reviewed. Commissioner Beard asked if the item should be pulled. City Manager Vela stated the item would be ok to pass as long as all the conditions are completed and no variances are requested.

A5 (14). City Manager Vela stated there will be an additional Special Commissioner Meeting on February 27<sup>th</sup> to accept the CAFR – Comprehensive Annual Financial Report.

Agenda item A6, Review and consider taking action on Resolution No. 313-2020, approving Voting System. *City Attorney Gary Smith stated the Secretary of State has approved the new voting system. Commissioner Beard inquired if they election judges will be trained on the new equipment. City Secretary Laura Scarlato stated she had attended a class on the election process utilizing the new equipment which is similar to the baggage system at the airport receiving a receipt that is then fed into a machine that will read your ballot and cast your vote. The main concern is that the receipt is fed into the machine or the final step is completed. Questions will be confirmed before the Regular Commission Meeting at 4:30.*

Mayor Pro Tem Drozd introduced agenda item A7, Review and consider taking action on Ordinance No. 2020-01, calling a general election to elect the Mayor on May 2, 2020. *City Attorney Smith stated to be consistent with the Election Code, the City must call for a general election. City Attorney Smith also stated that he recommend section 10 be revised to include Mayor Pro Tem naming the election judge only if necessary. City Manager Vela stated the Mayor Pro Tem should be able to sign the contract since the Mayor is running but since the County handles all of the election judges, section 10 should not be of the City's concern. It was noted that the Richmond Water Maintenance Facility was not included as an Early Voting Site for the May 2, 2020 Election on Exhibit B. That would be taken care of by the Regular Commission Meeting at 4:30 as well.*

Mayor Pro Tem Drozd introduced agenda item A8, Review and consider taking action on the Resolution No. 318-2020, Joint Election Agreement and Contract for Election Services with Fort Bend County. *City Manager Vela stated that the City has contracted with Fort Bend County for the past approximately twenty years to administer its election. It was noted to include the Richmond Water Maintenance Facility as an Early Voting Site on Exhibit B.*

Agenda item A9, Review and consider taking action on Ordinance No. 2020-03, annexation into the City Limits of an approximate 0.158 acre tract described in dedication deed dated May 18, 1983 from Jacob W. Blasdel and Ruth A. Blasdel to the Public, said dedication deed recorded at Vol. 1203, Page 31 of the Official Records of Fort Bend County dedicated to the public as a right of way, extension of Avenue B, owned by Fort Bend County and located on the northeast side of Damon Street. *No Discussion.*

The Mayor Pro Tem introduced agenda item A10, Review and consider taking action on Ordinance No. 2020-04, annexation into the City Limits of an approximate

29.039 acre tract located on the west side of Pitts Road, approximately 375 feet north of the G. H. and S. A. Railroad right of way in the William Morton Survey Abstract 62, Fort Bend County, Texas described in the deed recorded in Fort Bend County Clerk's File No. 2006100712. *No Discussion.*

Agenda item A11, Review and consider taking action on request by Randy McClendon on behalf of Fort Bend County to replat approximately 0.5303 acre tract of land; being a replat of Lots 1, 2, 3, 8, 9, & 10 and the east ½ of Lots 4 and 11 and the adjacent 10-footstrip on the north side of Main Street, Block 74, City of Richmond, as recorded in Vol. A, Pg. 62, of Fort Bend County Deed Records as Fort Bend County Medic 6 Site in order to create 1 Block, 0 Lots, and 1 Reserve. *There was a discussion regarding whether this would be subject to the Unified Development Code (UDC). City Planner Abraham fielded questions stating the site plan has been approved, a plat was not required. The property is not 100% a steel building, has met parking requirements and exterior lighting requirements.*

Agenda item A12, Review and consider taking action on Resolution No. 312-2019, Wayside Horn Agreement with Union Pacific Railroad Company. *City Manager Vela stated there has been progress made with Union Pacific and the City is waiting for an official response. Commissioner Drozd stated he felt positive about the changes that were made to the agreement, felt more absolute. City Manager Vela stated the changes provided clarity and the "right of entry" will be a separate agreement. Sugar Land's agreement was reviewed however over the years many things have changed. City Manager Vela stated that Assistant City Manager Howard Christian is verifying that the agreement is agreeable for both parties. Commissioner Beard thanked City Manager Vela and staff for working on the agreement that has taken well over two years.*

Agenda item A13, Review and consider taking action on Resolution No. 319-2020, Temporary Assignment of Rights under Water Supply Contract – Dow Chemical Company. *City Manager Vela stated at this time the City is not using the water therefore it is advantageous to assign the water to another party and use the revenue source for water we don't need for a period of time. The temporary agreement is for a period of one year. It was stated that the City believes they will need the water in 2024. Commissioner Beard stated that the benefit to the City is that we do not have to take the water nor do we have to pay for it. Commissioner Drozd asked if there was a connection to the City's water credits which the answer was no.*


Agenda item A14, Review, discuss, and take appropriate action concerning the Comprehensive Master Plan Update, including:

- a) Discuss draft timeline for the Comprehensive Master Plan Update.
- b) Discuss draft survey questions for Comprehensive Master Plan Update.
- c) Discuss relevant components and topics pertaining to Comprehensive Master Plan Update as part of visioning experience.

*City Planner Jose Abraham addressed the Commission initiating a discussion of goals and the issues that they City has experienced over the past five years. Commissioner Beard expressed that instead of bullet points he would prefer grading them in priority. Commissioner Beard also stated that we are limiting ourselves by only listing three. City Planner Abraham stated the focus groups will be March 5<sup>th</sup> and March 19<sup>th</sup>. Commissioner Drozd expressed his concern with demographics and his desire to have a larger space for comments on the survey.*

With no further business to discuss, Mayor Pro Tem Drozd declared the meeting adjourned at 10:31 a.m.


APPROVED:



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Carl A. Drozd, Mayor Pro Tem

Attest:



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Laura Scarlato, City Secretary