



STATE OF TEXAS  
COUNTY OF FORT BEND  
CITY OF RICHMOND

The City Commission for the City of Richmond, Texas met in Regular Session on April 20, 2020 at 4:30 p.m.

Mayor Moore proceeded to call the meeting to order at 4:30 p.m. via video conference pursuant to Texas Government Code, Section 551.125, as amended, and as modified by the temporary suspension of various provisions thereof effective March 16, 2020, by the Governor of Texas in accordance with the Texas Disaster Act of 1975, all as related to the Governor's proclamation on March 13, 2020, certifying that the COVID-19 pandemic poses an imminent threat of disaster and declaring a state of disaster for all counties in Texas. All members of the public may participate in the meeting via video conference call.

A quorum was present, with the following members in attendance:

Evalyn W. Moore, Mayor  
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 Moore proceeded to make the following presentation for agenda item A2:

- Employee Recognition for Service with the City of Richmond -
  - Stephen Craft, 5 years of service, Fire Department
  - Michelle Moore, 5 years of service, Administration Department
  - Coleman Worthington, 5 years of service, Parks Department

Agenda item A3, Public Comments – There were no individuals signed up to speak therefore the agenda item was closed.

Agenda item A4, Public hearing to receive comments for or against a request by Randy McClendon on behalf of Darryl Augustin & Brandy Augustin to replat approximately 1.069 acre tract of land in the Joseph Kuykendahl League Survey, Abstract No. 49; also being a replat of Lots 16 & 17 of Block 2, Estates at Lakes of Williams Ranch Sec. 1 as recorded in Plat No. 20180168 of the Fort Bend County Plat

Records. The proposed replat is called Estates at Lakes of Williams Ranch Sec. 1, Partial Replat No. 1. The subject site is part of Estates at Lakes of Williams Ranch Residential subdivision and is located at the northeast corner Cadence Court and Retreat Boulevard. No comments, the agenda item was closed.

Agenda item A5, Public hearing to receive comments for or against a request by Randy McClendon on behalf of Chad Jason Millis & Hailey Ann Millis to replat approximately 0.6935 acre tract of land in the Joseph Kuykendahl League Survey, Abstract No. 49; also being all of Lot 41A of Block 2, Lakes of Williams Ranch Sec. 1 Partial Replat No. 4 as recorded in Plat No. 20060121 of the Fort Bend County Plat Records, and Lot 43 of Block 2, Lakes of Williams Ranch Sec. 1, as recorded in Plat No. 20060158 of the Fort Bend County Plat Records. The proposed replat is called Lakes of Williams Ranch Sec. 1 Partial Replat No. 7. The subject site is part of Lakes of Williams Ranch Residential subdivision and is located at the William Lakes Drive cul-de-sac. No comments, the agenda item was closed.

Agenda item A6, Public hearing to receive comments for or against a request by Randy McClendon on behalf of Navaneetha & Kala Iyer to replat approximately 0.4669 acre tract of land in the Joseph Kuykendahl League Survey, Abstract No. 49; also being all of Lots 47 & 48 of Block 2, Lakes of Williams Ranch Sec. 1 as recorded in Plat No. 20060158 of the Fort Bend County Plat Records. The proposed replat is called Lakes of Williams Ranch Sec. 1 Partial Replat No. 8. The subject site is part of Lakes of Williams Ranch Residential subdivision and is located at the northwest corner of Williams Lake Drive and Sapphire Brook Drive intersection. No comments, the agenda item was closed.

Mayor Moore asked for discussion regarding the Consent Agenda A7. City Manager Terri Vela pulled A7 (10) and Commissioner Beard pulled A7 (6). Commissioner Drozd made the motion to approve the remainder of the Consent Agenda items with Commissioner Beard seconding the motion. The vote was unanimous to approve

A7 (6). Commissioner Beard pulled the Finance Report to allow Finance Director Justin Alderete the opportunity to discuss where the City is currently and where it is headed due to the Covid-19 situation. Finance Director Alderete reported the City is in a good place through March and April. Sales Tax is reported on a two month lag as far as reporting therefore the impact of Covid-19 will be reflected in May and June. Staff has determined that 76% of total sectors will be impacted and anticipate loss of revenue. There are fewer people on the road, fewer citations etc. As far as development, staff has not reported a decline as building permits are still being requested. The utility fund is expected to be less impacted as citizens still need services; however, all fees and penalties have been waived during this period. The question whether this will be a "V" shape recession vs a "U" shaped recession is what will be reviewed. Staff is hoping for a "V" shaped which will be very short term impact and staff can adjust for the future.

A7 (10). City Manager Terri Vela stated that under the declaration orders previously issued by the Mayor, modifications can be made as the City receives updates from the Governor regarding reopening the state. The reopening will be a slow process and Richmond will have its own orders but the Mayor is allowed to modify the previous emergency order without the prior consent of the Commission. Then the order can be ratified at the Commission meeting on May 11, 2020 if necessary.

Commissioner Beard made the motion to approve Consent Agenda A7 (6) and A7 (10) with Commissioner Drozd seconding the motion. The vote was unanimous to approve.

Mayor Moore introduced agenda item A8 to Review and consider taking action on a replat of Lots 16 & 17 of Block 2, Estates at Lakes of Williams Ranch Sec. 1 as recorded in Plat No. 20180168 of the Fort Bend County Plat Records. The proposed replat is called Estates at Lakes of Williams Ranch Sec. 1, Partial Replat No. 1 – 1.069 acres of land – 1 Block – 1 Lot – 0 Reserves. City Planner Jose Abraham provided the background of the proposed replat stating it combines Lot 16 and Lot 17 in Block 2 of Estates at Lakes of Williams Ranch Section 1. The applicant intends to construct a house on the subject site. Staff recommends the approval of the replat with four conditions to be addressed. Commissioner Gaul made the motion to approve the replat of Lots 16 & 17 of Block 2, Estates at Lakes of Williams Ranch Sec. 1 contingent upon the four conditions as required by the City of Richmond. Commissioner Beard seconded the motion and the vote was unanimous to approve.

Agenda item A9, Review and consider taking action on a replat of Lot 41A of Block 2, Lakes of Williams Ranch Sec. 1 Partial Replat No. 4 as recorded in Plat No. 20060121 of the Fort Bend County Plat Records, and Lot 43 of Block 2, Lakes of Williams Ranch Sec. 1, as recorded in Plat No. 20060158 of the Fort Bend County Plat Records. The proposed replat is called Lakes of Williams Ranch Sec. 1 Partial Replat No. 7 – 0.6935 acres of land – 1 Block – 1 Lot – 0 Reserves. City Planner Jose Abraham provided the background of the proposed replat for Lakes of Williams Ranch Section 1 Partial Replat No.7, 0.6935 acres of land, 1 Lot, 0 Reserves, and 1 Block. The applicant has indicated that the owner intends to combine the Lots for increased yard area. Staff recommends the approval of the replat with six conditions to be addressed. Commissioner Beard made the motion to approve the replat of Lot 41A of Block 2, Lakes, of Williams Ranch Sec. 1 Partial Replat No. 4 and Lot 43 of Block 2, Lakes of Williams Ranch Sec. 1, contingent upon the conditions being completed as required by the City of Richmond. Commissioner Drozd seconded the motion and the vote was unanimous to approve.

Mayor Moore introduced agenda item A10, Review and consider taking action on a replat of Lots 47 & 48 of Block 2, Lakes of Williams Ranch Sec. 1 as recorded in Plat No. 20060158 of the Fort Bend County Plat Records. The proposed replat is called Lakes of Williams Ranch Sec. 1 Partial Replat No. 8 – 0.4669 acres of land – 1 Block – 1 Lot – 0 Reserves. City Planner Jose Abraham addressed the Commission providing the background of the proposed replat combining Lot 47 and Lot 48 in Block 2 of Lakes

of Williams Ranch Section 1. The applicant has indicated that the subject site will include a single family house. Staff is recommending conditional approval with five conditions being met. Commissioner Drozd made the motion to approve the replat of Lots 47 & 48 of Block 2, Lakes of Williams Ranch Sec. 1 contingent upon the conditions being complete as required by the City of Richmond. Commissioner Beard seconded the motion and the vote was unanimous to approve.

Agenda item A11, Review and consider taking action on Ordinance No. 2020-13, expanding the extraterritorial jurisdiction pursuant to a petition for 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, 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. City Manager Vela introduced the item and there was no discussion. Commissioner Gaul made the motion to approve Ordinance No. 2020-13, expanding the extraterritorial jurisdiction (ETJ) pursuant to a petition for inclusion in the City of Richmond ETJ of an approximate 15.9023 acre tract of land presently located wholly within Fort Bend County. Commissioner Beard seconded the motion and the vote was unanimous to approve.

Mayor Moore introduced agenda item A12, Review and consider taking action on a request to allow reduced parking requirement for a proposed multi-family residential development based on a Parking Study provided as per Section 4.2.100 of the Unified Development Code. The subject site is located south of US 59, along the east side of Williams Way abutting the City of Richmond Wastewater Treatment Plant at its southeast corner. City Planner Jose Abraham introduced the item stating the request was to allow reduced parking requirements for a proposed multi-family residential development. The property is an approximate 15.9023 acre tract being a portion of a 29.8494 acre tract conveyed to Mark W. Millis. Based on the Unified Development Code (UDC) the requirement for the development totals 758 parking spaces. The applicant is requesting that the minimum parking requirement be reduced to 474 spaces based on 1.5 spaces per unit for a 1 bedroom unit and 1.8 spaces for a 2+ bedroom unit. Based on a Parking Study that was provided, staff is recommending a reduced parking requirement of 1.8 spaces per unit or 1.07 spaces per bedroom whichever is greater. The staff recommendation totals 508 units for the development. Lance Chernow with Davis Development spoke to the Commission regarding the company history, the level of quality in their properties and level of standards. The reduction of parking would lend to more green space increasing the active outdoor amenities. There was a lengthy discussion with Commissioner Gaul making a motion to approve the reduced parking requirement for a proposed multi-family residential development based on a Parking Study provided as per Section 4.2.100 of the UDC. There was no second to the motion, the motion died. Commissioner BeMent made the motion to table the

agenda item with Commissioner Beard seconding the motion. The vote was unanimous to table the item.

Agenda item A13, Review and consider taking action on Resolution No. 325-2020, Memorandum of Understanding and Right of Entry with Union Pacific Railroad Company. City Manager Vela stated the item is to provide the Commission with an update of the progress and to obtain feedback. She pointed out the intention of the railroad to replace the bridge. Commissioner BeMent expressed concern over the language in the MOU and the naming consideration. Commissioner Drozd inquired regarding the use of an MOU vs an MOA. City Attorney Gary Smith replied to the concerns and stated there will be changes to the form of document and there will be further documentation in the future. There was no action taken on this agenda item therefore it was closed.

Agenda item A14, Review and consider taking action on Resolution No. 323-2020, authorizing the submission of application to the Community Development Block Grant Fund for Phase XII – North Richmond Water Line Improvements. Assistant City Manager Howard Christian addressed the Commission stating the grant application funds infrastructure improvements in neighborhoods with low to moderate incomes. In North Richmond the grant funding would be used for three water line rehabilitations on three streets which are listed on the Utility Master Plan for replacement. Projects are selected and coordinated through the County's Community Development Department. There was no discussion and Commissioner Beard made the motion to approve Resolution No. 323-2020, authorizing the submission of application to the Community Development Block Grant Fund for Phase XII – North Richmond Water Line Improvements. Commissioner Drozd seconded the motion and the vote was unanimous to approve.

Agenda item A15, Review and consider taking action on Resolution No. 316-2020, temporary Housing Agreement for housing a medical response unit for Fort Bend County EMS. Fire Chief Mike Youngblood provided the background of the temporary agreement for two Emergency Medical Service (EMS) Personnel and one Mobile Intensive Care Unit. It was noted this will only be during the construction of the new EMS facility for the county. The expected start date is mid-July and the term of the contract ends in August, 2020 stated City Manager Terri Vela. With no further discussion, Commissioner Drozd made the motion to approve Resolution No. 316-2020, temporary Housing Agreement for housing a medical response unit for Fort Bend County EMS. Commissioner Beard seconded the motion with the vote being unanimous to approve.

Agenda item A16, Review and consider taking action on Resolution No. 322-2020, amending the Agreement with Fort Bend County for transportation service to provide dedicated demand response services. City Attorney Gary Smith discussed the background of the item stating it has been a route and point deviation transportation system since the origination in 2015. The parties desire to change to a dedicated

demand response service to be more effective and allowing more ridership. Following a brief discussion, Commissioner Beard made the motion to approve Resolution No. 322-2020, amending the Agreement with Fort Bend County for transportation service to provide dedicated demand response services. Commissioner Gaul seconded the motion and the vote was unanimous to approve.

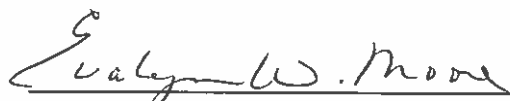
Agenda item A17, Review and consider taking action on Resolution No. 324-2020, abandoning a drainage easement and a road, utility and drainage easements for the Mandola Farms Development. City Manager Vela stated the City had received a no objection letter from the City Engineer that was requested from the Workshop Meeting held at 9:30 a.m. There was no further discussion. Commissioner Drozd made the motion to approve Resolution No. 324-2020, abandoning a drainage easement and a road, utility and drainage easements for the Mandola Farms Development. Commissioner Gaul seconded the motion and the vote was unanimous to approve.

Agenda item A18, Excuse from Attendance at Regular City Commission Meeting. Commissioner Gaul submitted an explanation for his absence from the Regular Commission Meeting on March 16, 2020. Commissioner Beard made the motion to approve the absence with Commissioner BeMent seconding the motion. The vote was unanimous to approve.

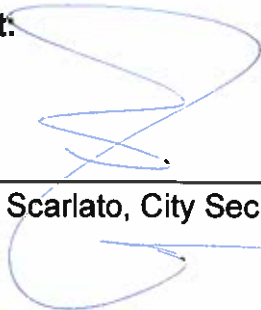
Agenda item A19, Consider taking action on requests for future agenda items. The Emergency Declaration Order by the Mayor may possibly need to be ratified in the event that it has been modified from her previous order.

With no further business to discuss, Mayor Moore declared the meeting adjourned at 5:54 p.m.

**APPROVED:**

  
\_\_\_\_\_  
Evalyn W, Moore, Mayor

**Attest:**

  
\_\_\_\_\_  
Laura Scarlato, City Secretary

