



STATE OF TEXAS  
COUNTY OF FORT BEND  
CITY OF RICHMOND

The City Commission for the City of Richmond, Texas met in Workshop Special Session on April 20, 2020 at 9:00 a.m.

Mayor Pro Tem Drozd proceeded to call the meeting to order at 9:00 a.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 – **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: ***There were no comments.***

- a. Employee Recognition for Service with the City of Richmond
  - Stephen Craft
  - Michelle Moore
  - Coleman Worthington

Agenda item A3, Public Comments – No one was signed up to speak.

Mayor Pro Tem Drozd proceeded to pass over the public hearing items of A4, A5, and A6.

Mayor Pro Tem Drozd reviewed Agenda item A7, asking if there would be any discussion regarding the Consent Agenda.

A7 (1). Commission Meeting Minutes – Commissioner Gaul provided comments regarding the minutes to both City Manager Vela and City Secretary Scarlato prior to the workshop. The revisions will be made before the meeting at 4:30.

A7 (2). Fire Department Report- Commissioner Beard made a request regarding the pie chart for Code Enforcement violations to add a report that would determine the number of resolutions to the violations. Fire Chief Youngblood stated they could provide a report that would clarify the actions that were taken to resolve the violations and track the data.

A7 (3). Police Department Report - Commissioner Beard inquired as to the status of the hiring of a new Police Chief. City Manager Terri Vela stated six qualified candidates had been interviewed and the finalists will be presented in May. The Police Department reported the thefts at Wal-Mart have increased due to the COVID situation however, there has not been a change in domestic violence.

A7 (4). Municipal Court Report – Commissioner Beard inquired about the report that was requested at a previous meeting regarding the hours submitted by Judge Ross. The Commission would like a report that would quantify the work load and request for hours. It was stated that Court is researching additional ways to hold court such as Cyber Court. Finance Director Alderete stated the report would be provided.

A7 (5). Tax Assessor/Collector Report – City Manager Terri Vela stated during the recent pandemic, there had been many questions and comments regarding property tax values which reflect an increase. The City is researching ways to roll back to the 2019 values based on the “disaster” of the pandemic. This will need to go through legislature. During the budget discussion, these values will be reviewed and creative ways of dealing with the increase will be noted. Commissioner Beard stated he would pull the agenda item in the Regular Meeting to allow for Finance Director Alderete to share the status of the financials. Director Alderete stated the finances are good at this time, the impact will not be reflected until May due to the 2 month lag in sales tax reporting. It was stated the variable is how long the COVID situation is going to last. City Manager Vela stated the City has been pushing the Shop Local Campaign on all social media and will continue to do so. There was a lengthy discussion regarding the audit adjustments that occur periodically.

A7 (6). Monthly Financial Report – This item was discussed with the item above.

A7 (7). Public Works Report – No discussion.

A7 (8). Planning Department – No discussion.

A7 (9). Building Department – Commissioner Beard stated his disappointment in the building that is being built for the Emergency Management Service for Fort Bend County. It is one block outside of the Historic District and follows the UDC guidelines; however, the façade is disappointing and also the buildings proximity to the Richmond Fire Station 1. Building Official Lori Bownds stated the building will have stone in the facade and has met all of the requirements. City Manager Vela stated the concerns would be noted and staff would have another opportunity to meet with the county; however, the changes in legislature regarding the materials used have limited the city’s ability to regulate new construction. City Planner Abraham stated the plans came in for approval right when the changes to legislature occurred.

A7 (10). Emergency Operating Report - Commissioner Beard inquired as to the process of approval or denial of grants. City Manager Vela stated that some grants have priorities over others and adhere to a scoring system. Based on the system, one might be cancelled if another more beneficial grant has a higher priority. Finance Director Alderete stated grants have positive and negative benefits. The rate of return has to be evaluated, such as the cost to administer etc. Also, it is extremely difficult to have a grant writer that is proficient in all grants. City Manager Vela discussed the religious event that occurred over the weekend at WCJC that was coordinated with local high ranking officials; however, the City of Richmond was not notified of the event. No permits were obtained and precautionary measures were not followed. Operations Emergency Manager Anthony Pryor visited the event and alerted the pastor of the concerns. The City received numerous noise complaints from horns honking, rate of potential virus spread complaints, CDC and emergency guidelines not being followed. Commissioner Beard expressed the lack of inclusion of the City was unacceptable which was echoed by the remaining Commissioners.

A7 (11). Final Plat – Veranda Section 25 – No Discussion.

A7 (12). Preliminary Plat – Veranda Circle Seven Road - No discussion.

A7 (13). Preliminary Plat – Huntington at Richmond. Commissioner BeMent inquired if this Plat was related to an item on the agenda in March, 2020. City Manager Vela stated the property is located in the Veranda area and is covered by the Johnson Development Agreement. The property is a restricted age community with a proposed 141 units. The Commissioners expressed concern about the possible slowdown of the development and was approved prior to their being elected. A workshop was requested to gain a better understanding of the development of the property in its entirety. City Planner Abraham stated that staff recommends approval of the preliminary plat with conditions to be addressed. There was a lengthy discussion.

A7 (14). City Manager Vela stated there will be a special meeting on May 11<sup>th</sup> which will probably be via conference. The workshop and regular meetings to be held on May 18 hopefully will be back to normal.

Agenda item A8, Replat of Estates at Lakes of Williams Ranch Sec. 1 Lots 16 & 17 of Block 2. No discussion.

Agenda item A9, Replat of Lakes of Williams Ranch Sec. 1 Partial Replat No. 4 of lot 41A of Block 2. Commissioner Beard questioned if staff had received any concerns from the public. City Planner Abraham stated he had received one call from a neighbor but once he was informed of the project, was supportive. Also, a P&Z Commissioner had requested clarification. There was no additional discussion, the item was closed.

Agenda item A10, Replat of Lakes of Williams Ranch Sec. 1 Partial Replat No. 8 of Lots 47 & 48 of Block 2. No discussion.

Agenda item A11, Ordinance No. 2020-13, Expanding the extraterritorial jurisdiction (ETJ), 15.9023 acre tract in the Joseph Kuykendall Survey. The petitioner is Mark Millis and the subject site is located south of US 59, along the east side of

Williams Way. City Planner Abraham stated this item had previously been on the agenda but the petitioner had decided to hold off but is now ready to pursue the inclusion into the ETJ. The applicant intends to develop the subject site for a proposed multi-family apartment complex and has requested a reduced parking requirement based on a parking study as allowed by the UDC. There was a brief discussion with input from the Commissioners.

Agenda item A12, Request to allow reduced parking requirement for proposed multi-family residential development based on Parking Study. 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. Based on the UDC requirements, the applicant is requesting a 40% reduction in the parking requirement. The discussion was very lengthy with focus on what makes this project unique to allow for the reduction. It was suggested that the UDC may be too stringent and not developer friendly based on the parking study that was provided. Commissioner BeMent stated, "Consistent approach breeds credibility". Commissioner Drozd expressed his concerns sharing photographs of a local apartment complex with limited parking. Commissioner Drozd shared his apprehensions in allowing the variance and not having the ability to reverse it once the approval is made. Also, the number of cars per family was discussed with some families being up to a minimum of three vehicles. City Planner Abraham stated that staff is recommending the approval of the variance with conditions. City Manager Vela stated the UDC was appropriate at the time of its adoption but at some point may need to be modified and is an example of the City being proactive. The agenda item was closed.

Agenda item A13, Resolution No. 325-2020, Memorandum of Understanding and Right of Entry with Union Pacific Railroad Company. City Manager Vela stated the document is a work in progress with lots of moving parts. The intent is to replace the river bridge at 2<sup>nd</sup> street and remove the historical train trestle. A portion of the trestle might be placed in a park setting. City Manager Vela stated staff was open for language changes, feedback, and suggestions. There was a lengthy discussion as to the appearance of the bridge and the desire to keep the historic feel. The permission for right of entry, a potential second track, acquiring right of way, compensation for the use of city property, and a second agreement were all discussed. The agenda item was closed.

Agenda item A14, Resolution No. 323-2020, Application to the Community Development Block Grant Fund for Phase XII – North Richmond Water Line Improvements. Assistant City Manager Howard Christian provided the process of the CDBG Funding stating this request would be for utility infrastructure on the north side. The City applies annually to the county for the funds which total \$3,090,195 for 2020 to be divided among the cities. If approved, the application would be for water line improvements/upgrades and the estimated cost for this project including soft cost is \$221,056. The City's matching funds would be for the engineering and 10% contingency estimated to be \$49,187. There was a brief discussion and the item was closed.

Agenda item A15, Resolution No. 316-2020, Temporary Housing Agreement for housing a medical response unit for Fort Bend County EMS. Fire Chief Mike Youngblood addressed the Commission stating this is a temporary agreement with the county to provide space for housing one Mobile Intensive Care Unit and two Emergency Medical Service Division Personnel to be stationed at the City of Richmond Fire Station No. 1. Commissioner Drozd asked for clarification as what the City would be providing with regards to meals, sleeping quarters etc. Chief Youngblood responded that the county would be providing the food and other materials required by the EMS personnel and there was no other discussion.

Agenda item A16, Resolution No. 322-2020, amending the Agreement with Fort Bend County for transportation service to provide dedicated demand response services. City Manager Vela spoke regarding the item stating the point deviation service lacked ridership and that the county recommends amending the agreement to a dedicated demand response service. Commissioner Drozd stated it was similar to a taxi service within a region. There was a discussion regarding the ridership and the costs associated with each rider. City Manager Vela stated the Development Corporation of Richmond funds the program and a presentation is provided to the DCR annually. The presentation will be forwarded to the Commission before the meeting this afternoon. The agenda item was closed.

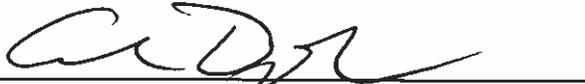
Agenda item A17, Resolution No. 324-2020, abandoning a drainage easement and a road, utility and drainage easement for the Mandola Farms Development. City Attorney Gary Smith spoke on the item stating the two easements that were dedicated by Herman Klawitter in 1982 are no longer needed. Through the platting process, roadways, utility easements, and drainage facilities to serve the area will be dedicated and developed. It was confirmed there is no financial transfer, the easement will go back to the owner. The City will receive other easements in exchange. Commissioner Beard requested the City Engineer provide a letter approving the abandonment. With no further discussion, the agenda item was closed.

Agenda item A18, Excuse from meeting – No discussion.

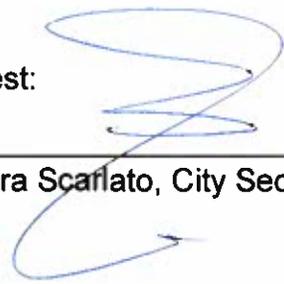
Agenda item A19, Future agenda items – No discussion.

With no further business to discuss, Mayor Pro Tem Drozd declared the meeting adjourned at 12:07 p.m.

APPROVED:

  
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Carl A. Drozd, Mayor Pro Tem

Attest:

A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke extending to the right.

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Laura Scarlato, City Secretary