



STATE OF TEXAS

COUNTY OF FORT BEND

CITY OF RICHMOND

The Development Corporation of Richmond convened in a regular meeting open to the public and pursuant to notice thereof duly given in accordance with Section 501.072, Local Government Code, Vernon's Texas Codes, in Richmond City Hall Annex within said City on May 12, 2020 at 6:00 p.m. Directors in attendance included the following:

President, Evalyn W. Moore	Vice President, Joe Bonham
Secretary, Verge Greenwood-Joined @ 6:11	Treasurer, Carl Drozd
Robert Haas	William B. Morefield, III
Nancie Rain	Terri Vela – City Manager
City Attorney – Gary Smith	Executive Director – Vacant Position
City Secretary – Laura Scarlato	

President Moore proceeded to call the meeting to order at 6:01 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.

There was a quorum present.

Agenda item A2 was introduced for public comments. There were no individuals signed up to speak therefore the agenda item was closed.

Agenda item 3 to review and consider taking action on the minutes of the regular meeting held on March 18, 2020. President Moore asked for changes or discussion regarding the minutes and there were no suggestions. Director Bonham made the motion to approve the minutes for the March 18, 2020 meeting. Director Rain seconded the motion and the vote was unanimous to approve.

President Moore asked for a review of the Financial Reports through April 30, 2020. Director Drozd had one correction for page 6 of the Budget Analysis Report to change the title of the Bridge Lighting Project to the Tower Lighting Project. There was no additional discussion and no action was taken.

Agenda item 5, Review and discuss Fiscal Year 2020-2021 Budget and Upcoming Board Priorities. Finance Director Justin Alderete provided a presentation to the Board starting with where the City is today and the impact of CoVid 19. The City is in uncertain times because of the lack of knowledge as to how long the situation will last and there is no precedent for this type of emergency. Decisions will need to be made regarding reduction in costs, whether to finish projects and/or to limit new capital projects. The revenues (sales tax) are two months in arrears so the May financials will be reflective of March. However, the businesses remained open for several days during the month so March was not fully impacted. The DCR sales tax for April 2020 is higher than what was reported in 2019. Also, the City collected more in April than what was budgeted, so the City has an \$116,069 cushion which is very important to point out. Then Director Alderete stated that 76.9% of the subsectors are impacted by the pandemic. The expenditures were reviewed with a base budget for FY 2020 at \$432,600. The budgeted amounts for the Historic District are expected to remain the same as well as the amounts designated for grant programs and assignments. Any new funding would need to be evaluated as a onetime need or a reoccurring project. Director Alderete stated the revenues and expenditures each totalling \$1.5 million with no excess. City Manager Vela stated this is with the assumption that there is no new development and sales tax remains flat. Director Drozd inquired as to the roll-over of excess funding which the response was that it is rolled into the fund balance account.

Agenda item 6, Review and discuss plans for both Myrtle Street and the Old Fire Station Properties. Assistant City Manager Howard Christian addressed the Board stating the City hired a firm to perform facility assessments for both properties. The City request that the theme be a finished shell building and exterior accessories so that a potential tenant could make use of the space that suits them best. The Myrtle Street location is currently being assessed for asbestos mitigation. There was a discussion with regards to the repair benefit versus demolition and rebuild on the Myrtle Street. The future plans for the parking lot and the roof repair. City Manager Vela stated staff would obtain the delta cost for asphalt versus concrete. City Manager Vela state the goal is to put the property back on the tax roll. Director Drozd expressed his concerns with the location being so close to the railroad tracks and felt the Fire Station should be more of the focus. Director Haas stated he felt repairs are a waste of money. President Moore stated the pictures provided of the mock up look great. The agenda item was closed with no action taken.

President Moore introduced agenda item 7, Review and discuss Executive Director Position and steps moving forward. City Manager Vela addressed the Board stating the Executive Director Position is currently vacant and the City is currently working with a consultant to get more exposure for the type of candidate we are recruiting. The consultant has been provided the job description, the DCR priorities and the expectations for the position. Once the candidates have been interviewed, the top selections will be brought before the Board for a consultation much like what was done with the previous Director. There was no discussion or action therefore the agenda item was closed.

President Moore announced agenda item 8, to review and consider taking action on recommendations for future agenda items. There were none.


President Moore announced the board would adjourn to Executive Session at 6:41 p.m., as authorized by Texas Government Code, Sections 551.087 Economic Development Negotiations and Section 551.074, Personnel Matters.

The Board reconvened at 6:57 p.m.

There was no action taken during Executive Session.

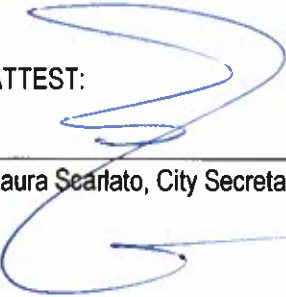
There being no further business to come before the Development Corporation of Richmond, the meeting was adjourned at 6:57 p.m.

APPROVED:



Evalyn W. Moore, President

ATTEST:



Laura Scarlato, City Secretary