



STATE OF TEXAS  
COUNTY OF FORT BEND  
CITY OF RICHMOND

The City Commission for the City of Richmond, Texas met in a Workshop Session on June 15, 2020 at 9:00 a.m.

Mayor Moore proceeded to call the meeting to order at 9:03 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  
Terry Gaul, Commissioner P1  
Barry Beard, Commissioner P2 - **Absent**  
Carl Drozd, Commissioner P3  
Alex BeMent, Commissioner P4 - **Absent**  
Terri Vela, City Manager  
Gary Smith, City Attorney  
Laura Scarlato, City Secretary

Mayor Moore proceeded to pass over Agenda items 2 proceeded to Agenda item 3.

Agenda item A2 - Presentations:

- Introduction of the New Police Chief, Chief JJ Craig.
- Employee Recognition for Service with the City of Richmond -
  - Diana Butinski, 25 years of service, Police Department.
  - Robert Oliver, 10 years of service, Police Department.

Agenda item A3, Public Comments. The City received one public comment to be read from citizen Robert Haas, 1716 Magnolia Lane, Richmond, Texas.

*City Manager Terri Vela read the letter of recognition from Mr. Haas for Jose Abraham, City Planner and staff. Praise was given for the progress made of the Unified Development Code (UDC) as to technology and public access.*

Agenda item A4, Public hearing to receive comments for or against text amendments to the Unified Development Code, to revise the minimum parking requirements pertaining to multi-family development and allowances pertaining to alternatives or modifications to required parking. The specific sections include:

- 1) Table 4.2.101A, *Residential and Commercial Uses of the Home Parking Requirements.*
- 2) Sec. 4.2.103, *Alternatives or Modifications to Required Parking*

There was no discussion regarding this item.

Mayor Moore inquired if there were any Consent Agenda items to be discussed for A5. Commissioner Gaul requested to speak on A5 (6).

- 6) Review and consider on the Monthly Financial Report.

Commissioner Gaul stated there had been a prediction of a drop-in sales tax for the month of May 2020 since the sales tax is on a two month lag with the CoVid 19 shut down occurring. However, the Monthly Financial Report did not reflect a downturn. Commissioner Gaul inquired if this was an indicator for the future or if the Finance Director had insight into the sales tax. Finance Director Alderete stated there was a \$20,000 audit adjustment as well as a one time lump sum payment. Had the City not had those, there would have been a 10% drop in sales tax which had been predicted by the state.

Agenda item A6, Review and Consider taking action on Ordinance No. 2020-18, adopting text amendments to the Unified Development Code, to revise the minimum parking requirements pertaining to multi-family development and allowances pertaining to alternatives or modifications to required parking. The specific sections include:

- 1) Table 4.2.101A, *Residential and Commercial Uses of the Home Parking Requirements.*
- 2) Sec. 4.2.103, *Alternatives or Modifications to Required Parking.*

Commissioner Gaul inquired as to if the changes to the UDC text amendments were consistent with what had been discussed at previous Commission Meetings. It was requested that the table previously provided that reflected a comparison of cities in the area to the City of Richmond be provided at the 4:30 meeting. There were no further comments therefore the agenda item was closed.

Agenda item A7 to Review and consider taking action on a Final plat and associated Site Development Plan – Huntington – 7.009 acres of land – 0 Lots – 1 Block – 1 Reserve. The subject site is proposed to be developed for an age-restricted Independent Living Facility for seniors and is located on the northeast side of Circle 7 Rd and Richmond Parkway intersection and is part of the Veranda Master Planned

Development. Commissioner Drozd inquired if the development would be subject to the previous parking regulations or the rules that are being proposed under the UDC text amendments in agenda item A6. Commissioner Gaul inquired if any formal adoption would need to be made for the amended parking regulations for the development. City Planner Abraham stated the development would be under the new guidelines as amended and that approving the plat would encompass the changes. The Development Agreement is the governing document. City Manager Vela made an inquiry regarding the drainage which City Planner Abraham stated the drainage is included in the new plans. With no further discussion, the agenda item was closed.

Agenda item A8 Review and consider taking action on Ordinance No. 2020-17, annexing an approximate 1.905 acres of land (more or less) into the city limits of the City of Richmond being a portion of the road right-of-way of Pitts Road (80 feet wide overall including a portion of a call 2.156 acre road widening – Fort Bend County Clerk's File No. 9509356 and including all of a call 0.206 acre road right-of-way – Fort Bend County Clerk's File No. 9237267 all being in the William Morton Survey, Abstract No. 62, Fort Bend County, Texas. There was no discussion regarding this item.

Agenda Item A9 to Review and consider taking action creating a policy on utility late fees, courtesy charges, and cut offs. Commissioner Gaul inquired as to the assumption that there has been an increase in the delinquent accounts due to the shut-down for the CoVid-19 pandemic. Commissioner Gaul would like to review a comparison from now versus the same period in 2019 to determine the loss or how serious the delinquent problem is, due to the pandemic. Also, what the impact will be once the new policy goes into effect. City Manager Vela stated the zip code for Richmond, 77469 was the highest in the county to register for the assistance program. Finance Director Alderete stated he would provide the information requested before the 4:30 meeting. The agenda item was closed.

Agenda item A10, Review and consider taking action on Ordinance No. 2020-12 amending the budget for fiscal year 2019-2020. There was no discussion, the agenda item was closed.

Agenda item A11. Review and consider taking action on Resolution No. 329-2020, consent to annex 116.78 acre tract by Fort Bend County Levee Improvement District No. 6 (former Fort Bend Country Club tract). Commissioner Gaul inquired what was entailed in the total quoted in the document quoted having \$5.3 million in improvements that would be completed. City Manager Vela stated there are plans for a detention pond, outfall, land purchase and various other costs associated with the stated amount. Commissioner Drozd inquired as to who would be responsible for the two acres that is not included in the annexation. City Attorney Gary Smith stated the acreage would remain with the original owner. The property consists of graves possibly marked and unmarked. Commissioner Drozd expressed concern that it would be maintained and not abandoned. The agenda was closed with no further discussion.


Agenda item A12, Review and consider taking action on Resolution No. 330-2020, authorizing and approving an Interlocal Agreement with Fort Bend County for the Coronavirus Aid, Relief, and Economic Security Act Local Allocation. City Manager Vela provided the explanation for the ten day requirement. Following a brief discussion with input from both Commissioners, the agenda item was closed.

Agenda item A13, Excuse from Attendance at Regular City Commission Meeting. No discussion.

Agenda item A14, Consider taking action on requests for future agenda items.

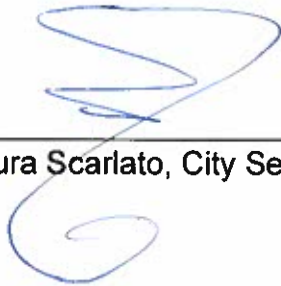
With no further business to discuss, Mayor Moore declared the meeting adjourned at 9:32 a.m.

**APPROVED:**



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Evalyn W. Moore, Mayor

**Attest:**



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Laura Scarlato, City Secretary