



STATE OF TEXAS
COUNTY OF FORT BEND
CITY OF RICHMOND

The City Commission for the City of Richmond, Texas met in Regular Session on October 19, 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
Howard Christian, Assistant City Manager
Laura Scarlato, City Secretary

Mayor Moore proceeded the Presentations:

- a. Employee Recognition for Service with the City of Richmond -
- Gabriel Carranza, 10 years of service, Water Production Department.
 - Jeffry Daley, 5 years of service, Street Department
 - Manuel Flores, 5 years of service, Fire Department

The employees were not present but City Manager Vela stated pictures will be taken at a later time with their service awards.

- b. Proclamations:
- Fire Prevention Month, October 2020.
 - Men's Health Awareness Month, November 2020.

The Mayor read both proclamations encouraging citizens to be more cautious in avoiding cooking fires which is the theme this year, "Serve Up Fire Safety in the Kitchen". Also for November Men's Awareness Month to grow a moustache, get tested early and be aware of the warning signs of your friends and loved ones to decrease the tragedy of suicide.

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

Agenda A4, Public Hearing to receive comments for or against requests by Fort Bend County, Meritage Homes of Texas, LLC, Richmond Land & Cattle, LLC, and Joseph Mandola (owners of the subject sites) to annex the existing right of way of 9th Street, also known as Plummer Street, and the expansion and extension thereof to serve as the primary entry to the Mandola Farms development from US Highway 90A to the northern boundary of the Mandola Farms development. There were no comments from the public, the agenda item was closed.

Agenda item A5, Mayor Moore inquired if there were any Consent Agenda items to be discussed for agenda item A5. Commissioner Beard pulled agenda items A5. (2) and Mayor Moore pulled A5. (2), A5. (5), A5. (6). Commissioner Drozd made the motion to approve the remaining Consent Agenda items. Commissioner Beard seconded the motion and the vote was unanimous to approve.

Agenda item A5. (2). Commissioner Beard stated Chief Youngblood's report within the Fire Department Report was very touching with the hosting of the luncheon for the Texas Brotherhood on their annual ride to honor the lives lost on 9/11 and in the Line of Duty. The Fire Department lowered the flags to half staff and paused for a moment of silence. The Texas Brotherhood specifically honored one of Richmond's own, Ray Burciaga, Emergency Management Coordinator who passed away last year. Commissioner Beard shared, "the Fire Department has a way of doing things that are significant and it was just wonderful". Mayor Moore echoed those sentiments for the Fire Department. Commissioner Beard made the motion to approve Consent Agenda item A5. (2). Commissioner Gaul seconded the motion and the vote was unanimous to approve.

Agenda item A5. (5). Tax Assessor Report, this item was approved following the Regular Agenda Item A14. There was no discussion. Commissioner Beard made the motion to approve and Commissioner BeMent seconded the motion.

Agenda item A5. (6). City Manager Vela introduced Finance Director Justin Alderete and stated this item which included the 4th Quarterly Investment Report would be discussed with Regular Agenda items A6. Policy, A7. Strategy, and A8. Officers as an overview.

Finance Director Alderete provided a slide presentation which began with the requirements of the Public Funds Investment Act requiring the annual adoption of an investment policy. There were no recommended changes for this year's policy. The Act also requires governmental agencies that invest public funds, including depository

investments, to comply with statute. Staff recommends approval of the proposed Resolution No. 339-2020 adopting the FY21 Investment Policy. Finance Director Aldrete proceeded to cover the Investment Strategy which is required to be adopted separately. The strategy covers suitability, safety of principal, liquidity, marketability diversification and yield. There were no recommended changes for this year's strategy and staff recommended the proposed Resolution No. 340-2020 adopting the FY21 Investment Strategy. The next portion of the presentation was the appointment of Investment Officers. The Act requires the City to designate one or more officers to be responsible for managing the City's Investments. At this time, two employees have completed the training requirements, Finance Director Alderete and Comptroller Maritza Salazar. Staff is recommending the approval of both officers. The City's Investment Policy requires that each quarter the City Commission receive a copy of the investment report in a form described by the Investment Policy. The Portfolio Composition was reviewed with each category being provided. The Portfolio Yield reflects a 3-month Treasury Bill yield of 0.11%, 6-month Treasury Bill yield of 0.12% and a Portfolio Weighted Average Yield of 0.37%. Due to COVID-19, the yields eroded which lowered the interest yield. However, the yield for the entire year increased by \$177,065. Staff recommends approval of the Quarterly Investment Report.

There were no questions or comments.

Commissioner Beard made the motion to approve Consent Agenda A5. (6) Quarterly Investment Report with Commissioner Gaul seconding the motion. It was unanimous to approve.

Agenda item A6. Review and consider taking action on Resolution No. 339-2020, adopting the City's Investment Policy regarding the investment of its funds and funds under its control. **Commissioner Beard made the motion to approve Resolution No. 339-2020, adopting the City's Investment Policy. Commissioner Drozd seconded the motion and the vote was unanimous to approve.**

Agenda item A7. Review and consider taking action on Resolution No. 340-2020, adopting the City's Investment Strategy. **Commissioner Gaul made the motion to approve Resolution No. 340-2020, adopting the City's Investment Strategy. Commissioner Beard seconded the motion and the vote was unanimous to approve.**

Agenda item A8. Review and consider taking action on Resolution No. 345-2020, designating the City's Investment Officers. **Commissioner Gaul made the motion to approve Resolution No. 345-2020, designating the City's Investment Officers as the Finance Director and the Comptroller. Commissioner BeMent seconded the motion and the vote was unanimous to approve.**

Agenda item A9. Review and consider taking action on Resolution No. 341-2020, appointment of Planning & Zoning Commission Members. City Manager Vela stated that Board Member Libby King, Position 2 and Board Member Larry Pittman, Position 4 have notified the City upon the expiration of their terms, October 31, 2020 their desire to not be reappointed. City Manager Vela stated the City had received one application from Melissa Schultz. The Mayor opted to leave the positions open until a future meeting. The agenda item was closed with no action.

Agenda item A10. Review and consider Resolution 342-2020, dedicating for public right of way purposes property necessary for the Front Street project and conveying right of way to the Texas Department of Transportation for the Front Street project. City Manager Vela introduced the item and referred to City Attorney Gary Smith to provide background. City Attorney Smith stated the need for the dedication of the right of way due to TxDOT requirements. The City agreed to acquire tracts at the intersections of Front Street and Austin Street as well as at Austin Street and Loop 762. Commissioner Gaul inquired as to the timing of completion. City Manager Vela stated the project is really close, all of the right of way acquisitions have been completed. City Attorney Smith stated the utility lines are being relocated and appear to be making progress. Commissioner Beard inquired as to why the conveyance to TxDOT and not the County. The response was that TxDOT has acquired all of the right of way on the loop. Commissioner BeMent asked for clarification of the structure of the intersection and which way a citizen should turn. City Manager Vela stated a request from the Engineering Department would be made to receive a more accurate illustration. Commissioner Beard made the motion to approve Resolution No. 342-2020 with Commissioner Drozd seconding the motion. The vote was unanimous to approve.

Agenda item A11. Review and consider taking action on Resolution No. 343-2020, approving and authorizing an Interlocal Agreement with Fort Bend County for relocation of the article known as the Jaybird Monument. There was no discussion regarding this item Commissioner Drozd made the motion to approve Resolution No. 343-2020, approving and authorizing an Interlocal Agreement with Fort Bend County for relocation of the article known as the Jaybird Monument. Commissioner Beard seconded the motion and the vote was unanimous to approve.

Agenda item A12, Review and consider taking action on Resolution No. 344-2020, approving and authorizing the conveyance of the article known as the Jaybird Monument to Hodges Bend Cemetery Association, Inc. Commissioner Beard thanked Commissioner BeMent for taking on the task of the Monument Ad Hoc Committee. "His leadership that brought the City to this historical place is greatly appreciated," stated Commissioner Beard. Commissioner Drozd indicated the exhibit had been revised with a change in the title from Bill of Sale to Conveyance. City Attorney Smith noted two additional changes. Commissioner BeMent made the motion to approve Resolution No. 344-2020 with the modified exhibit. Commissioner Beard seconded the motion and the vote was unanimous to approve. The agenda item was closed.

Agenda item A13, Review and consider taking action on Ordinance No. 2020-26, establishing regulations of the placement and maintenance of donation boxes. City Manager Vela stated the item was to introduce a conversation with regard to donation boxes. Discussions were to include permitting, liability insurance, requirements of insurance by the property owners and maintenance of the boxes. There was no action taken or discussion regarding this item, therefore it was closed.

Agenda item A14. Review and consider taking action on Interlocal Agreement for the WaterWise Program in the 2020-2021 year. City Manager Vela introduced Howard Christian, Assistant City Manager to discuss the Interlocal Agreement. Assistant City Manager Christian provide the following background. WaterWise is a program the City has been involved with for many years that appeals to the 4th and 5th grade students. The program coincides with the Earth Day festivities for the month of April. Included in the kit is a leak detection kit, thermometer, and shower head. The benefit is the program is an inexpensive way of receiving water credits with the Subsidence District. With 1000 sponsorships or kits, it would equate to receiving 840,000 gallons of groundwater for the City. The City has 20 years to utilize the credits and these credits are used first. Commissioner Drozd made the motion to approve the WaterWise Program for the 2020-2021 year. Commissioner Beard seconded the motion and the vote was unanimous to approve.

Agenda item A15. Excuse from Attendance at Regular City Commission Meeting. None.

Agenda item A16. Consider taking action on requests for future agenda items. Commissioner Beard requested an update of the 20-year infrastructure master plan.

At 5:25 p.m. the Mayor adjourned to Executive Session, as authorized by Texas Government Code, Section 551.074, Personnel Matters.

The Commission reconvened at 5:55 p.m.

Commissioner Beard made the motion to approve a rate increase for the City Manager and City Attorney commiserate with the employees which is 3% effective December 1, 2020. Commissioner Gaul seconded the motion and the vote was unanimous to approve.

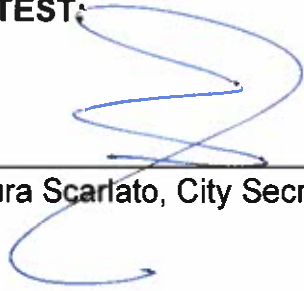
With no further business to discuss, Mayor Moore declared the meeting adjourned at 5:56 p.m.

APPROVED:

Rebecca K Haas

Rebecca K. Haas, Mayor

ATTEST:



Laura Scarlato, City Secretary