



STATE OF TEXAS
COUNTY OF FORT BEND
CITY OF RICHMOND

The City Commission for the City of Richmond, Texas met in Workshop Session on January 25, 2021 at 4:30 p.m.

Mayor Becky Haas 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:

Becky Haas, 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 Haas introduced agenda item A2, Public Comment is limited to a maximum of 3 minutes per item. No Deliberations with the Commission. Time may not be given to another speaker.) There were no citizens signed up to speak. The item was closed.

Agenda item A3. Presentation on and discussion of City Charter and Rules of the Commission, including provisions related to policy on pledge of allegiance.

City Attorney Gary Smith led the discussion first reviewing the Charter Amendments that were approved by the voters at the November 2020 election. A power point was provided, and each section was reviewed, starting with

- Sec. 3.05 – Vacancies, Forfeiture and Filing of Vacancies. This provided for vacancies in the event there was one regarding the Mayor appointment and the City Commission positions.
- Sec. 3.09 - Amended with regard to the Quorum stating two commissioners must be

absent for the Mayor to have a vote and count towards the quorum.

- Sec. 5.02 - Elections must be won by the majority of the votes cast and allows for the cancellation of an election.
- Sec. 5.11 – Term of Office was amended to provide for the election by majority.
- Sec. 6.03 – Referendum, removed the Comprehensive Plan and the Master Plan including Parks and Trails from the referendum process.
- Sec. 11.01 - Annexation and Extensions of Boundaries. The Charter requirement of annexed tracts being contiguous to the existing City limits was removed potentially allowing the annexation of property non-contiguous as authorized for non-annexation agreements and within a MUD.
- Sec. 3.08 – Meetings were stated as one per month for Regular. The Mayor and by majority the City Commissioners can request a Special Meeting. There are three types of meetings, Regular, Special and a Workshop per the Rules of Commission.
- Sec. 3.10 – Quorum is the majority of the City Commission Members or three.
- Sec. 3.12 – Rules of Procedure. An item may be placed on a future agenda by vote at the meeting. The Mayor and Commissioners may submit up to three items to the City Manager in advance for her consideration of placement on the agenda, per the Rules of Commission.
- At this point the policy for the Pledge of Allegiance at the meetings was discussed and where to incorporate the policy.

City Charter was then discussed and the various sections.

- Sec. 8.01- Boards and Commissions are created, established and appointed by the City Commission. The Commission also establishes the purpose and functions of the Boards and Commissions.

Rules of Commission

- Sec. G. – There are two different Committees of the Commission. The Standing Advisory and Ad Hoc Advisory Committees.
 - The Standing Advisory studies issues and makes recommendations to the Commission. They may not exercise the powers of the Commission. It may have up to two Commissioners and up to three members of the public. City Attorney Smith reviewed the three Standing Committees that the City currently has.
 - The Ad Hoc Committee studies and makes recommendations regarding a short-term or specific concern. The Committee has no more than one Commissioner and the City Manager or City Manager's designee may serve on the Committee.

No more than two additional members of the public may serve, and the Committee is dissolved upon the reporting and recommendation to the Commission.

City Attorney Smith reviewed the appointments of the different Boards and the various requirements of each Board. This was a lengthy discussion with comments and concerns expressed by the Mayor and all the Commissioners.

- Sec. 3.16 – Investigations may be made by the Commission into the official conduct of any official appointed by the Commission.
- Sec. 3.07- Prohibitions. Commission may not dictate the appointment or removal of administrative officers whom the City Manager appoints. The Commission is prohibited from making inquiries of the officer or employees nor may they give orders to any such officers or employees.
- Sec. 13.02 – Nepotism. No person related within the 2nd degree of affinity or 3rd degree by consanguinity to the Mayor, Commission or the City Manager shall be employed or contracted by the City.
- Sec. 1- City Participation. This was regarding the public comments section of the meeting allowing a person to speak for three minutes on each topic. They may not give their time to another person. The person may not use offensive language etc. The Mayor may request compliance with the rules and if not met, may request removal of the person.

At that time, City Attorney Smith reviewed each Board stating the terms of office, number of members and qualifications. The following Boards were discussed:

- Board of Ethics and Compliance
- Building and Standards Commission
- Construction Board of Adjustments & Appeals
- Development Corporation of Richmond
- Electrical Board of Adjustments & Appeals
- Parks & Recreation Board
- Planning & Zoning Commission
- Richmond Historical Commission
- Zoning Board of Adjustment

There were discussions on all of the items that City Attorney Smith presented. It was discussed there needs to be a pool of citizens to pull from when there is a Board position expiration or resignation. Criteria needs to be set for the qualifications for each Board providing more quality recommendations. Having citizens available in a pool would eliminate the urgency experienced in the past. Mayor Haas stated with regards to the Ethics & Compliance Board that each Commissioner when elected appoints one board member to the Ethics Board to serve concurrently with their term. The Mayor would not make any appointments to this Board. The City Attorney and Municipal Judge could possibly serve. The Development Corporation was discussed with possible changes to the makeup which would require a change in the by-laws. The individual powers of each board were considered with Planning and Zoning Commission

being the strongest as to making recommendations and reviewing plans. The general consensus was the Board applications need to be revised.

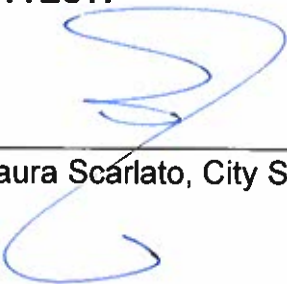
With no further business to discuss, Mayor Haas declared the meeting adjourned at 6:38 p.m.

APPROVED:



Rebecca K. Haas, Mayor

ATTEST:



Laura Scarlato, City Secretary