



STATE OF TEXAS  
COUNTY OF FORT BEND  
CITY OF RICHMOND

The City Commission for the City of Richmond, Texas met in Special Session on February 22, 2021 at 4:30 p.m.

Mayor Becky Haas proceeded to call the meeting to order at 4:31 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

**Note: This meeting was a continuation of the Regular Commission Meeting held on 02.15.21. The power was lost during the meeting due to the February 2021 Winter Weather Event. Some items were covered therefore the numbers will not be in sequence.**

Agenda item A1. Call to order, Quorum Determined and Meeting Declared Open.

Agenda item A3. Presentations:

c. Presentations

4. Presentation on City Hall – Discuss decision tree, proposed site, alternate funding source. City Manager Vela introduced the item with Finance Director Justin Alderete providing the presentation. The topics for discussion were background, site location, site type, timeline, funding options and project priority. The City has outgrown its current City Hall and would benefit from additional space and consolidation of staff. Staff requested direction from the Commission in order to develop a funding plan and the unknown aspects of the project. The different locations were discussed as in the current Downtown area, Old Town, within the city limits or in the ETJ. The type of City

Hall was discussed with various scenarios of new or existing construction. The timeline was mentioned along with all of the funding options. The priority of the project would need to be determined to establish a financing plan. The question of grant funding was raised which Director Alderete stated grant funding is not available at this time. Commissioner Gaul stated the new City Hall is needed but concerned about cost. Commissioner Gaul had no preference as to the location and was cautious as to how the taxpayers would view a new facility. Commissioner Beard expressed that staff has outgrown the current City Hall and there will always be capital improvement projects. The decision needs to be made as to location and then a funding decision can be determined, also views the need as a high priority 0-5 years. Commissioner Drozd stated based on the size need, the location possibly would fit in Old Town. It was stated that the “charm” of the area would need to be maintained. Commissioner Drozd leaned toward new construction versus remodeling an existing structure with a link to commercial development. The timeline would be more of a 10-year plan. The funding would need to be a bond paid by taxes or perhaps the Development Corporation could provide a portion of the cost. Commissioner BeMent stated he would look at 30 years from now where the location should be with a timeline of 10 or less years. Commissioner BeMent agreed with the tie to commercial development and preferred new construction. Mayor Haas stated the location should be in the city limits in a stand alone building. The Mayor considers this a high priority to be completed in 0-5 years and does not see how it can be done with out debt. The agenda item was closed.

5. Update of CARES Act Funding. City Manager Vela introduced the item stating the County had received \$134 million in funds due to the economic fallout due to COVID-19. Richmond was a pass thru recipient of funding being allocated \$661,815 or \$55 per capita based on the 2019 census. Finance Director Alderete provided the expenditure categories and amounts with the highest being telework/technology and public safety projects at \$489,945. All of the funds were spent upgrading the City in various areas. A large portion of the funds were used for CAD-RMS which Police Chief Craig explained to be a significant upgrade. CAD or Computer Added Dispatch and RMS or Record Management System allows dispatch to track the location of the calls for assistance. The Commission applauded the work of staff in upgrading the City’s systems and bringing it into the future.

6. Update on Richmond Bone and Joint Building (RBJ) and YMCA Building. City Manager Vela introduced Economic Director Jerry Jones who will discuss the Richmond Bone and Joint facility. City Manager Vela indicated the YMCA will provide an update at the Regular March Commission Meeting on March 15<sup>th</sup>. Director Jones stated the RBJ building is currently vacant and the owners have no interest in selling. The building is owned by Jones Lang LaSalle IP, Inc. (JLL) and is one of the world leaders in real estate services. The owner is listed under Houston MOB 3 L.L.C and is an entity within the portfolio of their parent company, the Utah State Retirement Investment Fund. The plan is to lease the facility with a medical focus client. The rental rate is \$29.00 SF

and totals 42,651 SF medical office space and 6,301 SF of operating rooms. The building is located at 1517 Thompson Road, Richmond, Texas. The Commission expressed various concerns for discussion and the update was appreciated.

Agenda item A4. Public comments (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 present to speak therefore the agenda item was closed.

## REGULAR AGENDA

Agenda Item A8. Present, discuss, and consider taking action on the Monthly Financial Report (a copy is enclosed). Terri Vela introduced the item stating it typically is approved within the Consent Agenda however it was requested to be reviewed periodically as a regular agenda item. Finance Director Alderete stated every quarter, a report presentation will be provided. The report through January 31, 2021 represents 33.3% of the 2020-2021 fiscal year. The operating funds and expenses were reviewed as well as sales tax performance. The Commission agreed the report should be presented quarterly and Commissioner BeMent thanked Director Alderete for walking the Commission through the report. Commissioner BeMent made the motion to approve the Monthly Financial Report with Commissioner Beard seconding the motion. The vote was unanimous to approve.

Agenda item A10. Review and consider taking action on Resolution No. 353-2021, approving and authorizing Amendment No. 5 to the Water Supply and Wastewater Services Contract with Fort Bend County MUD No. 140 to clarify the maximum authorized purchase rate per connection. City Manager Vela introduced Assistant City Manager Howard Christian to provide the background of the item. Texas Commission on Environmental Quality (TCEQ) completed a comprehensive compliance investigation for MUD 140. It was recommended by TCEQ that MUD 140 needed to increase the amount of water in their water supply contract with the City to match the calculations (gallons/equivalent service connections) used for the City's Utility Master Plan. In the original agreement with MUD 140 a specific gallon amount was listed that did not equal the master plan. An amendment to the agreement was recommended therefore the need for this resolution. The City provides utility service for the citizens of Richmond and several surrounding MUD districts with each having a unique water system ID that is routinely inspected. **This was a MUD 140 deficiency and of no reflection on the City.** There were no questions or discussion. Commissioner Drozd made the motion to approve Resolution No. 353-2021, approving and authorizing Amendment No. 5 to the Water Supply and Wastewater Services Contract with Fort Bend County MUD No. 140 to clarify the maximum authorized purchase rate per connection. Commissioner Gaul seconded the motion and the vote was unanimous to approve.

Agenda item A11. Review and consider taking action on Resolution No. 355-2021 approving and authorizing a temporary resale agreement with Dow Chemical Company. Commissioner Beard inquired about the termination date of August 31, 2023 and three years both being included in the contract. City Manager Vela stated that the entity has

a different calendar year than the City ending in August. City Attorney Gary Smith stated the City requested a termination date in the event the water is not withdrawn. Whichever occurs first (three years or 08.31.23) for the purchaser, The Dow Chemical Company to withdraw 2,773 acre-feet of water by the termination date. Commissioner Drozd made the motion to approve Resolution No. 355-2021 approving and authorizing a temporary resale agreement with Dow Chemical Company. Commissioner Gaul seconded the motion and the vote was unanimous to approve.

Agenda item A12. Review and consider taking action on Resolution No. 354-2021 approving and authorizing a temporary resale of raw water under the System Water Availability Agreement with Brazos River Authority. (BRA) There was no discussion as this agreement mirrors the Dow Chemical Agreement. Commissioner Gaul made the motion to approve Resolution No. 354-2021 approving and authorizing a temporary resale of raw water under the System Water Availability Agreement with Brazos River Authority. Commissioner Drozd seconded the motion and the vote was unanimous to approve.

Agenda item A13. Review and discuss the development of Section 35, Veranda Development, as non-traditional housing. City Manager Vela introduced City Planner Jose Abraham as the presenter with Trey Reichert, Johnson Development and the General Manager of Veranda Development and Matt Magee, Highland Homes. Information was provided about the quality and history of the Highland Homes Company. The request is for 40-foot-wide lots in Section 35 which would exceed the allowance of non-traditional lots which is up to 25% of the development. These lots would be for rental only, which raised questions and concerns. There was a lengthy discussion with the Commission and the guest speakers with no action taken.

Agenda item A14. Consider taking action to set date for City Commission Retreat to discuss priorities for fiscal year 2021-2022 budget. It was the general consensus to hold the City Commission Retreat on April 8, 2021. City Manager Vela announced the date and the item was closed.

Agenda item A15. Discuss policy for appointments to boards, commissions, and committees. City Attorney Smith discussed the policy and procedures that other cities use to nominate, appoint and receive applications for members. The Texas Municipal League (TML) was also contacted but they did not have a "Best Practices Guide" but did forward policies from two other cities. City Attorney Smith described the differences and the similarities of each city. A draft was not provided at this time but welcomed feedback from the Commission. The Commission expressed that there needs to be a longer lead time in soliciting applications, some form of training should be provided and possibly an interview committee. There was no action taken and the item was closed.

Agenda item A16. Excuse from Attendance at Regular City Commission Meeting. No absences to excuse. The item was closed.

Agenda item A17. Consider taking action on requests for future agenda items.


Commissioner Gaul stated the update on the YMCA would be in March so there would be no other requests. There were no agenda requests from the remainder of the Commission members or the Mayor

With no further business to discuss, Mayor Haas declared the meeting adjourned at 7:06 p.m.

**APPROVED:**

  
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Becky K. Haas, Mayor

**ATTEST:**

  
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Laura Scarlato, City Secretary