



STATE OF TEXAS  
COUNTY OF FORT BEND  
CITY OF RICHMOND

The City Commission for the City of Richmond, Texas met in Regular Session on March 15, 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  
Howard Christian, Assistant City Manager  
Gary Smith, City Attorney  
Laura Scarlato, City Secretary

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

Agenda item A2. Recite the Pledge of Allegiance to the U.S. Flag and the Texas Flag. Mayor Haas led the Commission in the pledges.

Agenda item A3. Presentations:

a. Employee Recognition for Service with the City of Richmond.

1. Christopher Jackson, 5 years, Water Distribution Department.
2. Chief Michael Youngblood, 10 years, Fire Department.

Mayor Haas Congratulated both employees on their service to the City of Richmond.

b. Proclamations

1. Autism Awareness Month. Mayor Becky Haas read the proclamation and urged the

citizens to volunteer and/or become more aware of Autism Spectrum Disorder.

c. Presentations

1. Discuss the current Leak Adjustment policy for February 2021 Winter Storm. City Manager Vela introduced Finance Director Justin Alderete to discuss the policy. Director Alderete stated the policy was adopted many years ago and was very forward thinking for Richmond as other cities have scrambled to adopt emergency policies. The impact of the freeze on the residents was a small percentage of the customers of the City. There was no discussion.
2. Discuss approach for the Facilities Re-opening Plan. City Manager Vela introduced the item and requested input for re-opening. The Mayor and Commissioners all stated the desire to meet in person again. Suggested moving forward with the CDC controls and caution.

Agenda item A4. Public Comments. There were individuals signed up to speak but there were technical difficulties. The Mayor stated she would come back to them.

Agenda A5. Public Hearing to receive comments for or against a request by Vincent Ramos for a Conditional Use Permit to allow the operation of a resale store at the subject site located at 1117 Powell Street and to the extent the Conditional Use Permit deviates from the Future Land Use Plan of the Comprehensive Master Plan, to provide for an amendment thereto. There were no citizens signed up to speak for the public hearing. The public hearing was closed.

Agenda item A6. CONSENT AGENDA

There were no items pulled for discussion. Commissioner Gaul made the motion to approve Consent Agenda items A6. 1-12. Commissioner Drozd seconded the motion, and the vote was unanimous to approve. Following the motion and approval, Mayor Haas inquired as to the status of the Fire Marshal position. Also, requested a report of the apparatus fleet, ages and conditions. Commissioner BeMent applauded the Fire Department for their service during the freeze event. City Manager Vela reiterated the comments made at the morning meeting regarding the Public Works curb work on Winston Drive. Commissioner Beard reiterated his comments from the morning meeting for the Officer Beat Report from Kristie Pena displaying the "Richmond Way" to our citizens. Commissioner Drozd reminded the Mayor and Commissioners that all direction should go through the City Manager and directions to employees is prohibited. The agenda item was closed.

A5. 1. Minutes – Special Meetings on February 8<sup>th</sup> and 22<sup>nd</sup>, Regular and Workshop for the Regular City Commissioner Meeting on February 15, 2021.

A5. 2. Fire Department Report

A5. 3. Police Department Report

A5. 4. Municipal Court Department Report

A5. 5. Monthly Financial Report

A5. 6. Tax Assessor/Collector Report

A5. 7. Public Works Report

A5. 8. Planning Department Report

A5. 9. Building Department Report

A5. 10. Code Enforcement Report

A5. 11. Emergency Management Report

A5. 12. Set date for next meetings. (Regular City Commission Workshop and Meeting on Monday, April 19<sup>th</sup> at 9.00 a.m. and 4.30 p.m.)

## REGULAR AGENDA

Agenda item A7. Review and consider taking action on a replat of block 50 and Block 51, and adjoining portion of 3<sup>rd</sup> Street, City of Richmond, as recorded in Vol. A PG. 62 Fort Bend County Map Records as Fort Bend OEM Site – 1.991 acres of land – 1 Block – 0 Lots – 1 Reserve. City Planner Jose Abraham provided the background of the subject site. Mayor Haas stated the firemen were allowed to train in these buildings and was appreciated. There was no further discussion. Commissioner BeMent made the motion to approve the replat with the **conditions** being met. Commissioner Beard seconded the motion, and the vote was unanimous to approve. The following is a list of the conditions to be met.

1. Provide a copy of paid tax certificates (Sec. 6.3.502C.s UDC)
2. Provide no objection letters from the utility companies.
3. Add the restrictions listed in the City Planning Letter as a note on the face of the plat.
4. Revise the description of the proposed replat to indicate that the replat also includes the plat "Live Mobile Technology Richmond" recorded in Plat No. 2016045695 of the Fort Bend County Plat Records.

Agenda item A8. Review and consider taking action on Ordinance No. 2021-06, a request by Vincent Ramos for a conditional Use Permit to allow the operation of a resale store at the subject site located at 1117 Powell Street and to the extent the Conditional Use Permit deviates from the Future Land Use Plan of the Comprehensive Master Plan, to provide for an amendment thereto. City Planner Jose Abraham provided the background of the property making the request indicating that when zoning was adopted, this property was in an area zoned General Residential as a non-conforming building. Additional language was added, and conditions or restrictions were put in place that would allow the permit to be revoked. City Attorney Smith stated there are two remedies for noncompliance with one being forfeiture of the permit and the second being a misdemeanor. Which option to enforce would be at the discretion of the enforcement officer. Commissioner Drozd made the motion to approve Ordinance No. 2021-06 **as amended**, a Conditional Use Permit to allow the operation of a resale store at the subject site located at 1117 Powell Street and to the extent the Conditional Use Permit deviates from the Future Land Use Plan of the Comprehensive Master Plan. Commissioner Beard seconded the motion, and the vote was unanimous to approve.

Agenda item A9. Review and take action on Ordinance No. 2021-03, a request for Historic Property Tax Exemption Application for Darst-Yoder House located at 300 S. 9<sup>th</sup> Street for the year 2021. City Planner Abraham provided the background stating this property meets the eligibility criteria for the Historic Property Tax Exemption Program. The goal of granting the exemption is to assist owners with the rehabilitation and preserve Richmond's existing

neighborhoods and community assets. The City has granted the Darst-Yoder home the exemption since 2018 and the following three years. Commissioner Drozd commented which applies to all three of the agenda items A9, A10 and A11 that the time may be coming that the exemption needs to be revisited. Some homeowners have spent large amounts to restore the homes to the original status which costs more. Commissioner Beard made the motion to approve Ordinance No. 2021-03, a request for Historic Property Tax Exemption for the Darst-Yoder home. Commissioner Drozd seconded the motion, and the vote was unanimous to approve.

Agenda item A10. Review and take action on Ordinance No. 2021-04, a request for Historic Property Exemption Application for Morton-McCloy House located at 402 N. 2<sup>nd</sup> Street for the year 2021. City Planner Abraham provided the background stating this property meets the eligibility criteria for the Historic Property Tax Exemption Program. This structure received the exemption in 2019 and 2020. Commissioner Beard made the motion to approve Ordinance No. 2021-04, a request for Historic Property Tax Exemption for the Morton-McCloy home. Commissioner Gaul seconded the motion, and the vote was unanimous to approve.

Agenda item A11. Review and take action on Ordinance No. 2021-05, a request for Historic Property Tax Exemption Application for Peareson-Winston House located at 404 S. 9<sup>th</sup> Street for the year 2021. City Planner Abraham provided the background stating this property meets the eligibility criteria for the Historic Property Tax Exemption Program. This structure received the exemption in 2019 and 2020. Commissioner Drozd made the motion to approve Ordinance No. 2021-05, a request for Historic Property Tax Exemption for the Peareson-Winston home. Commissioner Beard seconded the motion, and the vote was unanimous to approve.

Agenda item A12. Review and consider taking action on request for letter of no objection creating Proposed Fort Bend County Utility District No. 251. City Manager Vela introduced the item stating the information provided is similar to what was presented by the developer and their attorney at the March 8, 2021 meeting. Conditions have been added to the document for their approval. Mayor Haas provided her opinion on creating a MUD and other issues. Commissioner Gaul stated he does not favor MUDs either but, in an effort, to continue a dialog with the developer would prefer a relationship to possibly do an annexation in the future. Commissioner Beard stated he is generally against MUDs but in the spirit of moving forward he is inclined to move ahead one more step. Commissioner Beard would like to see a policy developed to respond to MUDs in the future. Commissioner Drozd stated he expects the developer and staff to work together to resolve the issue and create a win/win situation. Commissioner Drozd supports the no objection letter with the modifications however, when the request is made for consent, it will be a different situation. Commission BeMent' s response was that he is inclined to cooperate with the developer. Commissioner Gaul made the motion to approve the no objection letter to the legislation creating a Proposed Fort Bend County Utility District No. 251 with the language that was provided during the course of the day. Commissioner Beard seconded the motion, and the vote was unanimous to approve.

Agenda item A13. Review and consider taking action on Ordinance No. 2021-02, budget amendment for FY 2021 in response to the receipt of the CARES Act Funding. Finance Director Alderete addressed the Commission stating the amendment formalizes actions that

have occurred after October 1, 2020 and consolidates the changes into one ordinance. This amendment provides for the carry-over funding previously budgeted from the CARES Act in the previous fiscal year and formalizes the interfund changes as a result of the Code Enforcement reorganization. The net change is zero for this budget amendment. There were no comments or discussion regarding this item. Commissioner Drozd made the motion to approve Ordinance No. 2021-02, budget amendment for FY 2021 with Commissioner BeMent seconding the motion. The vote was unanimous to approve.

Agenda item A14. Review and consider taking action on awarding the Contract for the Elevated Storage Tank Rehabilitation Project at the Ransom Road Water Plant. City Manager Vela introduced Michael Moody, Utility Superintendent – Facilities to provide the agenda item information. Mr. Moody addressed the Commission stating the Elevated Storage Tank (EST) has reached its useful life and needs to be rehabilitated. Through routine inspections it was noted that the interior coating and rafters are beginning to fail. The City's consultant Kimley Horn also determined the exterior paint coat contains lead. The City received seven bids for the project with the lowest bidder being CFG Industries from Magnolia, Texas. The estimated time to complete the project is 120 days. There was a brief discussion with Commissioners commenting. Commissioner Drozd made the motion to authorize the City Manager to execute a contract for the Ransom Road EST Rehabilitation Project to CFG Industries in the amount of \$368,000. Commissioner Gaul seconded the motion, and the vote was unanimous to approve.

Agenda item A15. Review and discuss adding stop signs on Lamar Drive at Mulberry Drive. The Mayor thanked staff for their time and effort to improve the fifty plus year old streets within the City. City Manager Vela asked if the Commission had any objections to allowing the citizens who had signed up for public comments to speak at this time. No objections.

- Joseph Mindy, 1700 Mulberry Dr. Richmond, Texas 77469
- Wanda Ford 1701 Mulberry Dr. Richmond, Texas 77469
- Joann Brown 1705 Mulberry Dr. Richmond, Texas 77469

Two of the speakers were opposed to the placement of stop signs on Mulberry and Lamar. The speakers did not feel the traffic studies considered how they might feel about the action. One speaker stated the traffic goes much faster than 34 mph and does not feel it is safe. The City hired Traffic Engineers, Inc. to conduct the detailed traffic analysis of Lamar Drive from FM 1640 to FM 762. The results were calculated over a nine-day period. On weekdays approximately 1300 vehicles travel on Lamar Dr. in each direction. Approximately 60% were traveling at or below the posted speed limit of 30 mph. The 85<sup>th</sup> percentile speed is 34 mph which is typical for a residential neighborhood. There was a brief discussion with the Commission and Jim Whitehead, Assistant Public Works responding to the questions. Commissioner BeMent asked Police Chief Craig the question, if you are pulling out of your driveway, who has the right of way? The response was the public street has the right of way. The stop sign should add protection for the homeowners exiting driveways. Chief Craig also commented on the number of citations issued at Lamar and Mulberry. The item was closed, and no action was taken.

Agenda item A16. Review and consider taking action on authorizing staff to negotiate a contract with Traylor & Associates, Grant Consultants. City Manager Vela introduced Finance Director Alderete to address the Commission and the agenda item. Traylor & Associates were

asked to provide a presentation on available funding opportunities and the process by which a firm can be engaged by the City to administer grant opportunities to the City. A professional grant administrator has the expertise that is required to navigate the lengthy and complicated process of grant administration. Mark Taylor, the Senior Vice President with Traylor & Associates was available for questions. Traylor & Associates has been in business since 1974 and focuses on governmental grants. There was a brief discussion. Commissioner Drozd made the motion to approve staff to post requests for proposals to select a grant administrator for grants that meet with the City's existing priorities. Commissioner Beard seconded the motion, and the vote was unanimous to approve.

Agenda item A17. Excuse from Attendance at Regular City Commission Meeting. There were no absences to excuse at this time.

Agenda item A18. Consider taking action on request for future agenda items.

- Commissioner Beard requested traffic studies for Collins Road, 2<sup>nd</sup> Street and Clay Street.
- Commissioner Beard requested a policy to respond to Municipal Utility District requests from developments in the ETJ and City Limits.
- Commissioner Gaul requested an update on the YMCA which City Manager Vela stated the update would be forth coming in April 2021.
- Commissioner BeMent requested grants associated with flooding and capital improvement projects and grants that would be available. City Manager Vela suggested this be discussed at the Budget Retreat.
- Commissioner Beard requested a presentation by the legislative consultant.

At 6:51 p.m. the Mayor adjourned to Executive Session, as authorized by Texas Government Code, Section 551.071, Attorney Consultation.

The Commission reconvened at 7:53 p.m.

The Mayor announced there was no action taken in Executive Session.

With no further business to discuss, Mayor Haas declared the meeting adjourned at 7:53 p.m.

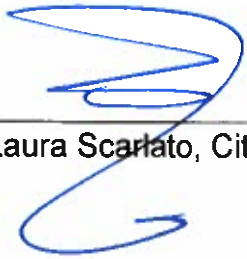
**APPROVED:**



Becky K. Haas, Mayor

**ATTEST:**

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Laura Scarlato, City Secretary