



STATE OF TEXAS  
COUNTY OF FORT BEND  
CITY OF RICHMOND

The City Commission for the City of Richmond, Texas met in Special Session on April 19, 2021 at 9:00 a.m.

Mayor Becky Haas proceeded to call the meeting to order at 9:00 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:

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.  
Mayor Haas requested the pulled items from each Commissioner regarding the Consent Agenda.

- ❖ Commissioner Beard pulled A6. (2) (3) (4) (6) (11) and (15)
- ❖ Commissioner BeMent – None
- ❖ Commissioner Drozd – None
- ❖ Commissioner Gaul pulled A6. (11)
- ❖ Mayor Haas pulled A6. (3) (6) (7) (8) (9) and (14)

Commissioner Beard pulled A6. (2), the Fire Department Report to inquire about the status of the Fire Marshal position. Chief Mike Youngblood responded that there are three finalists, and one will receive an offer this week. Commissioner Beard requested how does a fire investigation get

prompted to be performed. Chief Youngblood responded they are regularly scheduled and also citizen complaints or an observation from a citizen.

Commissioner Beard pulled A6. (3), Police Department Report stated according to the report, arrests have decreased with activity being steady. Chief Jeff Craig stated arrests are trending behind due to COVID but criminals are still being arrested when necessary. Commissioner Beard commended Officer Timothy Anderson for his positive testimonial regarding The Kombucha Company in his Beat Report #6. It appears the officers are achieving their goals and setting a high standard for themselves.

Mayor Haas also pulled the Police Department Report pointing out clerical errors and Beat #2 missing. Officer Chad Petty reported in Beat #11 that he had visited a previous accident victim and surprised her on her 6<sup>th</sup> birthday. The Mayor expressed appreciation for Officer Petty's compassion.

Commissioner BeMent inquired about the sex offender process. Chief Craig stated the officers make it a part of their Beat to check on the offenders monthly. It was commended by Commissioner Beard for being proactive.

Commissioner Beard pulled A6. (4) Municipal Court Report to inquire how the numbers are calculated with regards to cases filed, warrants issued, and cases cleared. Court Administrator Carol Trujillo provided an explanation. Commissioner BeMent asked if the increase in collections was due to Safe Harbor. Administrator Carol stated that Safe Harbor was done online with several advertising avenues. It was not as successful as the previous year but still cleared many cases. Richmond is doing better than other cities in the area as far as backlog.

Commissioner Beard pulled A6. (6) Public Works Report as it was noticed there were six Code Enforcements calls. It was asked what prompts the calls for Code Enforcement and what is the outcome of these calls. Assistant City Manager Howard Christian stated that employees on the street identify violations as well as citizen notification. Public Works passes them on to Code Enforcement. City Manager Vela stated the City received a letter from Municipal Utility District 187 which is Dell Webb complimenting the City on the handling of the winter freeze event. Richmond did not lose water or sewer.

Mayor Haas pulled A6. (7) Planning Department Report and requested the status of Winston Street and 2021 Thompson Road. The Mayor pointed out an individual camping and clerical errors. It was discussed who pays for the hook up of water pipes and it was stated the homeowner. An outside contractor is employed and then the City conducts an inspection. Mayor Haas stated the gas station and convenience is a great use of the property at 126 Collins.

Mayor Haas pulled A6. (8) the Building Department Report to inquire if Tiny Tunes Day Care was doing construction on the inside of the building without a permit. Building Official Lori Bownds stated the owner was not aware that a permit was needed but they do have a permit at this time. The work at 1100 Clay Street is for the replacement of stairs at the apartment building. Commissioner Beard inquired if a replat had been submitted for 126 Collins Road.

Building Official Bownds stated that a preapplication meeting had been held with the property owner earlier in the year.

Mayor Haas pulled A6. (8) Code Enforcement Report thanking staff for working with Richmond Foods to clear up issues. Numerous complaints had been filed regarding odor and out of date food items. Code Compliance Supervisor Scott Fajkus stated the establishment was allowed to reopen last week and it will continue to be monitored. Commissioner Beard stated that Building and Standards Commission "reset" the dangerous structures and he requested that Code Enforcement follow through as they have been on the report for at least three years. Compliance Supervisor Fajkus stated that the letter process has become a priority and he would like to make the criteria of a dangerous building more stringent. City Manager Vela stated that codes and ordinances will be brought before the Commission for review. Commissioner Gaul asked for clarification of the totals which Compliance Supervisor replied *Iworks* has been contacted as it was noticed on Friday after the report was turned in.

Commissioner Beard pulled A6. (11) the Short Form Final Plat with Intex United for 10,000 acres. Commissioner Beard wanted to point out this is the location of the old foundry building previously employing 900 workers. Would prefer the citizens be aware there is activity happening at this location. The request was made to view the entire layout of the 36-acre tract with the 10 acres carved out. City Manager Vela stated the plat meets all the requirements of the UDC and no variance was requested which explained why it was included on the Consent Agenda. Commissioner Beard stated the development needs to be showcased being a huge plus to the community. Commissioner Gaul asked for the plans for the property. City Planner Jose Abraham indicated this is a sign company that has outgrown their current location and would like to move the manufacturing to Richmond and subsequently expand. Intex United is excited to be in Richmond and wants to work with the City and community.

Mayor Haas pulled A6. (14) Lamar CISD Maxine Phelan Elementary School, the proposed school site within the Veranda Community. The question was asked if enough land was allocated for drop off and pick up lines. City Planner Abraham stated there will be adequate space for the carpool lines.

Commissioner Beard pulled A6. (15) Final Plat for Pecan Grove Municipal Utility District Administration Building. It was asked if the City should be concerned as the building resembles a city hall. City Manager Vela stated they have a building currently, but they do not own it. It will be a place to post meetings and answer questions from the public. Commissioner Beard stated it is taking a life of its own and is there reason for concern. City Manager Vela answered the questions.

Agenda item A7. Replat of River Forest Section Three Lot Six located at 5202 Winding River Drive. Commissioner BeMent inquired as to how many flag lots are located in the subdivision. The concern was expressed of setting a precedent that one lot was approved to be divided, others will follow. Commissioner Drozd inquired as to who would maintain the streets and private driveways. Commissioner Beard asked if 20' easement would fall back to the City to maintain if the subdivision were annexed in the future. City Planner Abraham stated the driveway is to the City standards. The property owner would like to subdivide the back of the

property into two lots for his daughters. The City Engineer and the County Engineer saw no significant impact to allowing the variance. City Attorney Gary Smith stated that if the requirements of the UDC and the Comprehensive Master Plan are being met then approval is proper. If the request is denied, the Commission must state the reasons for denying.

Agenda item A8. Ordinance No. 2021-07 rezoning an approximate 0.28-acre tract from General Residential to Olde Town. City Manager Vela stated this is called "spot zoning" and should be avoided. Commissioner Drozd recalled that there was a discussion to rezone the whole area at once versus each piece at a time. Commissioner Gaul echoed that would be a favorable way to rezone.

Agenda item A9. Quarterly Financial Report. Commissioner Gaul commented on the 90% collection of property taxes and asked if the property taxes would be as budgeted or end up lower. Finance Director Alderete stated that the 90% was as anticipated and the tax collector has collected but not yet posted to the City's account. It was noted the water disconnects were higher than the previous year. Finance Director Alderete stated he would review the increase.

Agenda item A10. Quarterly Investment Report. Commissioner Gaul asked how the City determines the allocation. Finance Director Alderete stated the goal is to maximize interest fund yield on each pool. Commissioner Drozd stated the cash sweeps are much more liquid. Director Alderete answered yes, the money is available immediately whereas Texas Class takes a day. Commissioner Beard stated a policy should be adopted to determine risk tolerance and investments. It was stated there is an investment policy that is approved annually.

Agenda item A11. Residential and Commercial Solid Waste Collection contract. Commissioner Gaul inquired as to the length of the term which was stated 10 years. Commissioner Gaul also asked if there are any anticipated transition issues. Assistant City Manager Christian stated there will be a meeting to discuss the transition. Solid Wastes entities are familiar with transitioning from one company to another, so it is expected to go smoothly. City Manager Vela stated there will be an education process with the citizens that will proceed once the contract is approved.

Agenda item A12. Ordinance No. 2021-08 Amending solid waste fees. Commissioner Gaul stated he had trouble understanding the ordinance as written. City Attorney stated the document is a draft to receive feedback. There is no change to the rates at this time. City Manager stated this ordinance allows for more flexibility. City Attorney Smith stated he reorganized the body of the ordinance grouping the related information together. Commissioner Drozd stated as years progress, it allows for an increase of what they charge the City. Should a potential increase be provided for in the language? City Manager Vela stated there is enough flexibility with the rates so the increase could be absorbed. It was stated the City should not go into the negative and it is reviewed annually during the budget process.

Agenda items A13 & A14. Resolution No. 358-2021 Policy for appointments to boards, commissions, and committees. Review proposed amendments to the Rules of Commission with regard to boards, commissions, and committees. Commissioner Gaul stated he had already provided comments to the City Attorney and suggested the term language be revised.

Commissioner Drozd suggested section 26 "qualified voter" be revised to reflect "registered voter". Commissioner Drozd also suggested a need for a term section. There was a brief conversation with questions and answers.

Agenda item A15. Resolution No. 357-2021, CDBG Phase XIII Grant Application. No questions or comments.

Agenda item A16. Bella Media contract. City Manager Vela apologized for the contract not being included in the packet. The terms and conditions have not been agreed upon therefore it was suggested the item be tabled. Commissioner Drozd inquired as to the impact of not approving which it was stated it would delay and/or push things out longer. Commissioner Drozd requested the item remain on the agenda.

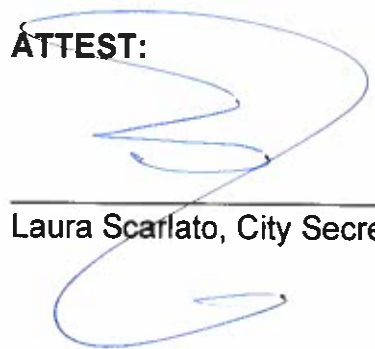
With no further business to discuss, Mayor Haas declared the meeting adjourned at 11:09 a.m.

**APPROVED:**



Becky K. Haas, Mayor

**ATTEST:**



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Laura Scarlato, City Secretary