



STATE OF TEXAS  
COUNTY OF FORT BEND  
CITY OF RICHMOND

The City Commission for the City of Richmond, Texas met in Regular Session on July 19, 2021, at 4:30 p.m.

Mayor Becky Haas proceeded to call the meeting to order at 4:32 p.m. The meeting was broadcast via video conference call. All members of the public may participate in the meeting and 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 "ACM"  
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. Larry Todd Ganey, 15 years of service – Police Department.

Officer Ganey was present to receive his award and take photographs with Mayor Becky Haas.

Agenda item A4. Public Comments. There were no citizens signed up to speak therefore, the agenda item was closed. **No comments.**

A5. Presentation on the Annual Fine and Fee Court Collection Report from Perdue, Brandon, Fielder, Collins and Mott LLP. Finance Director Justin Alderete introduced Michael J. Siwierka who was present to provide the presentation. Mr. Douglas Calame, Director of Business Development and Client Relations was also in attendance. The City has contracted with the Law Firm for the past ten years and maintains a consistently favorable collection rate. The current rate of collection or cleared fines and fees is at 66.33%. The numbers were lower in 2020 due to Covid 19, less fines therefore the collections were lower. The presentation highlighted the methods that are used to locate individuals as well as where those outstanding violators reside across the United States. Commissioner Drozd asked the success of outstanding warrants being taken care of when the offender is arrested in a different County. Based on which system the arresting agency uses determines if the warrant will be discovered. If the Omni system, which is widely used, then the violator will be arrested and held until the warrant is cleared. Following a brief discussion, the agenda item was closed.

Agenda item A6. Public Hearing to receive comments for or against text amendments to the Unified Development Code (UDC), to revise the provisions pertaining to membership, qualifications, and terms of office for Zoning Board of Adjustment and Richmond Historical Commission; The specific sections include:

- 1) Section 6.2.103, Zoning Board of Adjustment.
- 2) Section 6.2.104, Richmond Historical Commission.

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

Agenda item A7. CONSENT AGENDA

Mayor Haas asked for items to pull for discussion:

**A7. (12) Commissioner Gaul**

Commissioner Beard stated the items for Consent Agenda were discussed in length at the workshop that morning.

Commissioner Drozd – Nothing

Commissioner BeMent - Nothing

**A7. (2) (8) Mayor Becky Haas**

The motion was made by Commissioner Beard to approve Consent Agenda items A7 (1) – (14) except for A7 (2) (8) and (12). Commissioner Gaul seconded the motion. The vote was unanimous to approve.

- ❖ A7. (2) Fire Department Report. Mayor Haas requested the definition of the 200 and 600 Series noted on the Incident Type Group Report. Assistant Chief Derek Brown stated the numbers are part of NIBRS which is the new standard of reporting. A list will be provided with detailed descriptions. Commissioner Beard noted the email received from a citizen stating, "What a great group of firefighters you all have". The email was in response to an elevator rescue. Richmond is a community, and these compliments are received on a regular basis noted Commissioner Beard.

- ❖ A7. (8) Building Department Report. Mayor Haas stated that the Veranda and Mandola Developments are growing and keeping the Building Department very busy, "great job" was expressed to Lori Bownds, Building Official.
- ❖ A7. (12) Preliminary Plat for Harlem Road Park Center. Commissioner Gaul requested a before and after of the Plat being reviewed. City Planner Jose Abraham provided the plat is a 10 acre tract with 2.8 acres being added. Following a brief discussion, the item as closed.

The motion was made by Commissioner Gaul to approve A7 (2) (8) and (12) with Commissioner Beard seconding the motion. The vote was unanimous to approve.

## REGULAR AGENDA

Agenda item A8. Review and consider taking action on the Quarterly Investment Report (copies are enclosed). Finance Director Justin Alderete presented an overview of the Financial Reports detailing the activity by highlighting various funds. Revenues total \$15.1 million which is 86.9% of budget. Sales tax is trending in line with the budget. The expenditures for the General Fund total \$11.9 million representing 64.2% of the budget. The investments total \$34.5 million. Finance Director Alderete asked for feedback of the reporting process and received the following input.

- ❖ Commissioner Gaul requested the key documents only with a reduction in what is provided. Preferred no additional work for staff.
- ❖ Commissioner Beard commented the information is fine as presented. Only suggestions would be if anomalies are noticed by staff to provide explanations.
- ❖ Commissioner Drozd stated he does like the charts to identify trends. Agreed with both Gaul and Beard, highlight the significant events and no additional work for staff.
- ❖ Commissioner BeMent stated he is satisfied with the way the reports are presented. Possibly less information on a monthly basis and more robust for the quarterly report.
- ❖ Mayor Haas stated staff is doing a great job.

Agenda item A9. Review and consider taking action on Ordinance No. 2021-15, adopting text amendments to the Unified Development Code (UDC) to revise the provisions pertaining to membership, qualifications, and terms of office for Zoning Board of Adjustment and Richmond Historical Commission; The specific sections include:

- 1) Section 6.2.103, Zoning Board of Adjustment.
- 2) Section 6.2.104, Richmond Historical Commission.

According to the City Attorney Gary Smith, the two boards listed in the item are addressed in the Unified Development Code with the remaining boards being addressed in the Charter. Because of this, the UDC language had to be amended. Commissioner Beard inquired as the trigger date to start interviewing. City Manager Vela stated the advertisement for board applications had been published in the newspaper twice and will be published two additional times. Letters will be mailed

to citizens in the next week, therefore applications should be available for review by next month. Mayor Haas stated that she had requested the change to be fairer and more transparent. The Mayor thanked City Attorney Gary Smith for the work that was done to the boards. Commissioner Beard made the motion to approve Ordinance No. 2021-15, amending the Unified Development Code to reflect recently adopted policy on Board text amendments to revise sections pertaining to the appointment and eligibility process of the members of the Richmond Historical Commission and Zoning Board of Adjustments; providing for a repealer clause; providing for a severability clause; and providing for an effective date. Commissioner BeMent seconded the motion, and the vote was unanimous to approve.

Agenda item A10. Presentation on Hotel Occupancy Tax "HOT" Funds to develop a policy. Finance Director Alderete provided the presentation to the Commission for the local HOT funds that was adopted in accordance with Texas Tax Code on February 19, 2007. The City adopted a 7% tax that is levied on the cost of occupancy of any room furnished by any hotel which is in addition to the state HOT fund rate of 6%. The City currently has three hotels where HOT funds are being collected. A City with a population of less than 35,000 may impose HOT funds in its ETJ. There are restrictions as to how the revenue from these funds may be used which were provided by Finance Director Alderete. Nearby Cities were reviewed with most following the State Law with the exception of Rosenberg who has implemented a supplement policy. Following a brief discussion with the Commissioners which indicated the City adhering to the State Law would be adequate and allowing the funds to accumulate with the exception of Commissioner Beard. Commissioner Beard suggested the funds be used to drive tourism and create a cycle of investment. With no action necessary, the agenda item was closed.

Agenda item A11. Review and consider taking action on 10/20 Year Write Off per Texas Property Tax Code Section 33.05 "Limitation on Collection of Taxes". Finance Director Alderete provided the background to the properties that have met the statutory limitation on collection pursuant to the Texas Property Code. The provision requires the Tax Assessor-Collector to remove from the delinquent tax roll real property that has been delinquent for more than 20 years or personal property that has been delinquent for more than 10 years. The total submitted for write off is \$2,683.06. Following a brief discussion, Commissioner Beard made the motion to approve the 10/20 Year Write Off per Texas Property Tax Code Section 33.05 "Limitation on Collection of Taxes". Commissioner BeMent seconded the motion and the vote was unanimous to approve.

Agenda item A12. Review and consider taking action on Resolution No. 363-2021 approving amendments to the Bylaws of the Richmond Development Corporation. City Manager Vela introduced City Attorney Gary Smith to provide the specifics of the amendments. There was a discussion as to the Mayor nominating two of the Commissioners to serve on the Development Corporation with the Mayor no longer serving. Commissioner BeMent suggested the option be given to the Mayor to serve or relinquish the Mayors position to another Commissioner but retaining the right to serve on the Development Corporation as they so choose. Mayor Haas indicated the Mayor should not serve as it would be a conflict of interest. The remaining changes were reviewed with a discussion of a staff member being added to report to the City Manager and the Economic Development Director and the logistics of the employee. Commissioner Gaul made the motion to approve Resolution No. 363-2021 amending the bylaws of the Development

Corporation of Richmond to include two members of the City Commission appointed as Directors. Commissioner Beard seconded the motion, and the vote was as follows:

Commissioner Gaul	For
Commissioner Beard	For
Commissioner Drozd	For
Commissioner BeMent	Against

Agenda item A13. Present Proposed FY 2021-22 Budget per Charter, Section 7.02. Commission shall name the date and place of a public hearing and shall have published in official newspaper no less than 10 days before – Set public hearing for Budget, Per Section 7.05 for September 8, 2021, at City Hall Annex, 600 Morton Street. Finance Director Alderete stated the filing of the budget satisfies the requirements of the Charter and the Commission will be reviewing the next two months. Commissioner BeMent made the motion to set a Public Hearing for Budget, Per Section 7.05 for September 8, 2021, at the City Hall Annex, 600 Morton Street. Commissioner Beard seconded the motion, and the vote was unanimous to approve the date and location.

Agenda item A14. Presentation on Economic Development Opportunities to fund a City Hall. Commissioner Beard requested this item be postponed until a complete presentation can be provided.

Agenda item A15. Presentation and update from Attack Poverty and Friends of North Richmond. Brandon Baca, Chief Executive Officer of Attack Poverty introduced the additional staff members that were present at the meeting:

Jason Baudoin, Senior Operation Director  
Georgette Bryant – Volunteer at Friends of North Richmond  
Anita Winfield – Office Administrator  
Susan Jackson – YouCan Academy Coordinator

Appreciation was shared with the City of Richmond during the Run to Attack Poverty 5K, 10K & KidsK for all of the support the entity received from the collaborations with the Fire Department, Mayor and Commissioners and the Street Department. Attack Poverty was officially started in 2011 with 63,754 individuals being served. Mr. Baca was proud to announce that a recent hire had gone through the program as a child. Attack Poverty provides but is not limited to basic needs, financial assistance, spiritual growth, Covid vaccines and assistance with the needs following the winter freeze. The goal of Attack Poverty is to end generational poverty. The future looks bright with a stronger involvement with the Preston Street Garden and additional facilities for single moms. Commissioner Beard thanked Attack Poverty for the use of their facilities on numerous occasions. Commissioner Drozd inquired about the collaborations with Helping Hands and the Catholic Charites. It was stated that all the nonprofits work together meeting once a month and is called Reaching Richmond. Commissioner BeMent stated the organization is very impressive and thanked them for the presentation.

Agenda item A16. Presentation and update on Request for regulation of massage establishments. City Manager Vela introduced City Attorney Gary Smith. It was stated that Joe Madison, Executive Director of Demand Disruption and Rhonda Kuykendahl, Chairperson of the Fort Bend County District Attorney Human Trafficking Team would have liked to have attended

but were out of town at this time. Two approaches the City could take regarding the situation were provided, place the regulation in the UDC or require a Conditional Use Permit (CUP). There was a discussion with no action being taken.

Agenda item A17. Excuse from Attendance at Regular City Commission Meeting. None to approve.

Agenda item A18. Consider taking action on requests for future agenda items. No future agenda item requests at this time.

A19. Adjourn to Executive Session, as authorized by Texas Government Code, Sections 551.071 Consultation with Attorney and 551.072, Real Estate. The Commission Adjourned at 6:47 p.m.

The Commission reconvened in open session at 7:27 p.m. The following action was taken:

There was no action taken in executive session.

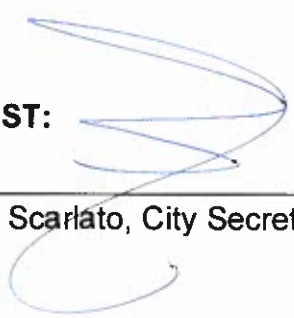
With no further business to discuss, Mayor Haas declared the meeting adjourned at 7:27 p.m.

**APPROVED:**



Becky K. Haas, Mayor

**ATTEST:**

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Laura Scarlato, City Secretary