



STATE OF TEXAS
COUNTY OF FORT BEND
CITY OF RICHMOND

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

Mayor Becky Haas proceeded to call the meeting to order at 9:05 a.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 (Zoom)
Barry Beard, Commissioner P2
Carl Drozd, Commissioner P3
Alex BeMent, Commissioner P4 (Zoom)
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.

Mayor Becky Haas proceeded to open the Consent Agenda item A7 and request items to be pulled for conversation.

Agenda item A7. CONSENT AGENDA

Commissioner Gaul A7. (12)
Commissioner Beard A7. (2) (3) (4) (6) (7) (9)
Commissioner Drozd – Nothing
Commissioner BeMent – Nothing
Mayor Haas – A7. (13)

- ❖ (2). Fire Department Report. Commissioner Beard inquired as to where Knox Boxes (emergency access to properties for first responders) are located. Chief Mike Youngblood stated that Knox Boxes are required through the City's ordinance. The boxes are inspected annually by the Fire Department. They are issued when the applicant files for a permit and they are tracked through that process. Mayor Haas stated she was impressed with the amount of training that was being done. It was requested to have the definitions of the 200 and 600 series at the Regular Commissioner Meeting.

- ❖ (3). Police Department Report. Commissioner Beard inquired if what we are seeing as a nation that crime is on the rise is true in Richmond. Chief Craig stated that the increase is not affecting Richmond, but the Police Department is continuing to be aware. Commissioner Beard stated there seems to be a rise in the number of junk vehicles. It was responded that the awareness of junk vehicles has been elevated. Commissioner Beard commented the officer sharing his family vacation in his Beat Report was enjoyed and indicated the comfort level. Mayor Haas inquired as to how many months does a citizen have to comply to a junk vehicle notice once it has been served. Chief Craig stated he was not aware of a specific time frame. Several of the Beat Reports were pointed out and positive comments were made.
- ❖ (4). Municipal Court Report. Commissioner Beard stated the report reflects an increase in “no shows” for the past month. Carol Trujillo, Court Administrator stated pre-pandemic there were numerous no shows but as the Court went online, there was improvement. Post pandemic, the offenders have regressed to old habits. Staff sends letters and makes phone calls in an effort to collect fines. Once a failure to appear occurs, a warrant is issued. It was asked what the number of hours the Judge is allowed to invoice during a month which it was stated the cap is 50 hours.
- ❖ (6). Public Works Report. Commissioner Beard inquired about the status of I-69 intersection with FM 762, if it is complete, mowing issue, and TXDot questions. Answers from TXDot and the West Fort Bend Management District “WFBMD” are confusing. City Manager Vela stated there had been a drainage issue and the mowing complaints would be forwarded. It was also requested that when the Second Street Lift Station is revamped, can landscaping or a buffer be added. City Manager Vela stated a landscaping buffer could be added to make it appear more aesthetically pleasing. Assistant City Manager Howard Christian stated the GLO – CDBG grant has been approved and the necessary steps have been taken. There was one outstanding issue with the lift station for the Greenwood area where a survey was required. That survey was completed by staff on a Saturday. A notice has been posted at City Hall giving notice the City has applied to the Hazard Mitigation Grant Program in the amount up to \$8 million for flood and drainage activities on the northside of Richmond. Mayor Haas inquired about the wayside horns status. It was noted the contractors are waiting on a right of entry permit at no fault of the City. The City is receiving a tremendous number of calls regarding solid waste which hopefully will improve after the change in service providers.
- ❖ (7). Planning Department. Commissioner Beard inquired as to the sign for Courtland Apartments that has been placed in the right of way improperly. It was stated that Joan McLeod had placed the sign to explore the interest in development of the property. City Manager Vela stated the permit or planning process had not been gone through in order to place the sign. Mayor Haas inquired about drainage items and details regarding the proposed office development at Creektrail Lane and FM 359.
- ❖ (9). Code Enforcement Department. Commissioner Beard stated there are a number of junk vehicles. Scott Fajkus, Code Compliance Supervisor responded with four cases have been closed however, 12 cases have been opened. The goal is voluntary compliance for the removal of junk vehicles, which the City is seeing progress. Commissioner Beard inquired about the playground equipment located on Fields Street which the response was, “the equipment is old, but it is very sound”. Commissioner Beard complimented the brochure that was produced for neighborhood code compliance to get the message out to citizens that Richmond wants to sparkle.
- ❖ (12). Preliminary Plat – Harlem Road Park for 12.817 acres. Commissioner Gaul stated it is difficult to understand what is being approved and inquired if there was a before and after view of the

property. City Planner Jose Abraham stated acreage is being added to the existing park. City Manager Vela stated there are rumors of a cricket field and that additional parking would be provided. There was a discussion with additional information being provided prior to the Regular Commission Meeting.

- ❖ (13). Short Form Final Plat – Collins Center for 2.4411 acres of land. Mayor Haas thanked staff for working with the applicant to get the dedication of the right of way completed. Commissioner Beard inquired as to why a variance is being approved. City Planner Jose Abraham stated there is not a variance requested. According to the land use allowance of the UDC, retail uses are permitted within Industrial District but industrial uses are not permitted within other non-residential zoning districts.
- ❖ (14). City Manager Vela stated that a special meeting will need to be held in addition to the Regular monthly meeting to comply with the budget public hearings.

REGULAR AGENDA

Agenda item A8. Review and consider taking action on the Quarterly Investment Report (copies are enclosed). Commissioner Beard questioned the court fines being less than last year by 60%. The Fund Balance is at 177 days which is 87 days over policy. It was noted that possibly the policy should be revised. Finance Director Alderete stated during the budget process is the time to have those discussions. Commissioner Beard indicated issues with the word “extremely volatile” being used to describe sales tax collections when they are following the trend line. Commissioner Drozd inquired on page 5, General and Utility Fund Summary the expenditures exceeding the revenue. Finance Director Alderete stated this is explained by weather. Typically this is the City’s hottest months however the area has received a tremendous amount of rain. Mayor Haas stated the sales tax is difficult to predict but new opportunities are coming, and 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 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.

City Attorney Gary Smith provided the background and the need for the amendments.

Agenda item A10. Presentation on Hotel Occupancy Tax Funds to develop a policy. Commissioner Gaul inquired what were the total funds collected from the three hotels that are located in the City’s ETJ and the city limits. Finance Director Alderete stated approximately \$323,000 has been collected through June. City Manager Vela stated that the majority of the cities in the area do not have a specific policy for disbursement of the funds, they follow the guidelines set by the state. Commissioner Gaul stated in the Special Provision Section 351.152 (36) of the Texas Tax Code which allows the City to use and receive the local and state portions

of the sales and use tax, hotel occupancy tax, and mixed beverage tax on **land it owns** for the establishment of a hotel conference. The statement **land it owns** causes concern. Commission Beard suggested the possible use for the Fort Bend History Association. Commissioner Drozd inquired if the City received these funds from BnB's in the area. It was stated the establishments are required to file the reports however, there are very few in the area.

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". Commissioner Gaul stated he was pleased that the number provided was so small at \$2,683.06. Commissioner Beard stated he was surprised by a few on the list and asked how they got to this point. It was suggested to possibly be more proactive with collections.

Agenda item A12. Review and consider taking action on Resolution No. 363-2021 approving amendments to the Bylaws of the Richmond Development Corporation. Commissioner Gaul pointed out cosmetic issues. Commissioner Beard stated he had significant reservations regarding the amendments. It was suggested the language be more precise as to the Development Corporation potential appointees needing to go through the same interview process as the other boards. City Attorney Gary Smith stated it would be clarified. Commissioner Drozd suggested a word change from may to shall. Mayor Haas stated the changes are appreciated.

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. Commissioner Gaul stated there were questions regarding the associated tax rate, the proposed staffing requests and the levels of reporting, proposed utility rates and the ambiguity of the organization chart. There were no other questions or comments, the presentation will be at the Regular Commission Meeting.

Agenda item A14. Presentation on Economic Development Opportunities to fund a City Hall. Commissioner Beard stated the agenda item was his request however, would like to postpone until the presentation is complete.

Agenda item A15. Presentation and update from Attack Poverty and Friends of North Richmond. City Manager Vela stated Brandon Baca, CEO of Attack Poverty would be present this evening.

Agenda item A16. Presentation and update on Request for regulation of massage establishments. City Manager Vela stated that Joe Madison, Executive Director of Demand Disruption and Rhonda Kuykendall, Chairperson of the Fort Bend County District Attorney Human Trafficking Team would not be present at the meeting this evening but had hoped to. Staff has met with them to review their proposal of adopting a Conditional Use Permit "CUP" process to establish and enforce guidelines to prevent illicit massage businesses from establishing in the City. It was stated that Fulshear, Pearland and Meadows Place have adopted regulations to deter the illegal establishments. The advantages and disadvantages of adopting a subchapter in the Code of Ordinances and the CUP were discussed. City Attorney Gary Smith reviewed the enforcement of the regulations and who would be responsible for the inspections in Section 18-460. Mayor Haas stated the Land Use Matrix table contained conflicting hours of operations.

Agenda item A17. Excuse from Attendance at Regular City Commission Meeting. Nothing.

Agenda item A18. Consider taking action on requests for future agenda items. Nothing.

A19. Adjourn to Executive Session, as authorized by Texas Government Code, Sections 551.071 Consultation with Attorney and 551.072, Real Estate. Not applicable.

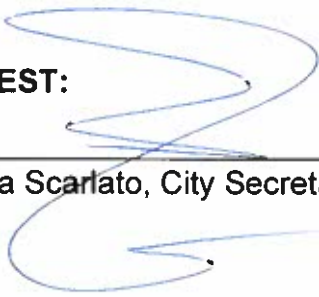
With no further business to discuss, Mayor Haas declared the meeting adjourned at 11:05 a.m.

APPROVED:



Becky K. Haas, Mayor

ATTEST:



Laura Scarlato, City Secretary