



STATE OF TEXAS  
COUNTY OF FORT BEND  
CITY OF RICHMOND

The City Commission for the City of Richmond, Texas met in Regular Session on May 16, 2022, at 4:30 p.m.

Mayor Becky Haas proceeded to call the meeting to order at 4:30 p.m. The meeting was broadcast via video conference call. All members of the public may participate in the in-person meeting.

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 pledges.

Agenda item A3. Employee Recognition for Service with the City of Richmond:

- Timothy Bunch – 15 Years – Fire Department.
- Aaron Hafer – 15 Years – Fire Department – Not present.

Fireman Bunch was present to be honored and photographed with the Mayor.

Proclamation:

- Peace Officers Memorial Day.
- National Police Week.
- Public Works Week.
- Motorcycle Safety Awareness Month.

The Proclamations were read by the Mayor and presented to Police Chief Craig on behalf of the Police Department. Numerous members of the Public Works Department were present to accept the proclamation and be photographed with the Mayor. There was a great deal of the members of the Fort Bend Gypsy Motorcycle Club present to be honored with the proclamation and photographed with the Mayor.

Agenda item A4. Mayor, City Commissioners and City Staff Announcements per Sec. 551.0415 of the Texas Government Code. There were no announcements.

Agenda item A5, Public Comments. No citizens were signed up to speak during public comments.

Agenda item A6, Discussion on residential rental property registration.

Scott Fajkus, Building Official addressed the Commission requesting feedback for developing a rental property registration program. Commissioner Drozd provided guidance for the topics listed such as enforcement procedures, scope of inspections, registration fees and expiration of inspection. Richmond has adopted the International Property Maintenance Codes whereas other cities have not. It was asked what the objective is, to protect the consumer, property owner or neighbors. There was a brief discussion.

Agenda item A7, Presentation by Municipal Court on process to Clear Warrants.

Carol Trujillo, Court Administrator addressed the Commission providing a comparison to Fulshear, Sugar Land, Needville and Rosenberg. It was stated that Sugar Land has a Collections Improvement Program whereas the other cities do not. The City uses a collections agency and the Omnibase system. A hold is placed on a violator's driver's license when an attempt to renew it is made. It was discussed that not having a bailiff has been difficult, but it was indicated by City Manager Vela that one will be appointed soon. All Commissioners expressed gratitude for the presentation and clarity of the process.

Agenda item A8, Presentation on Fire Protection Cost of Service.

Finance Director Justin Alderete spoke on the item providing the fixed and variable costs on a per call basis. There was a discussion with the Commission expressing appreciation for the analysis. Steps for the future with Fort Bend County were discussed with recommendations being made.

Agenda item A9, Consent Agenda.

Mayor Haas requested items to be pulled for discussion from the Consent Agenda.

Commissioner Beard pulled Consent Agenda item A9. (7) Public Works.

Commissioner Gaul made the motion to approve Consent Agenda items A9, 1 -6 and 8-12. Commissioner BeMent seconded the motion, and the vote was unanimous to approve.

Consent Agenda item A9. (7) Commissioner Beard inquired if the waterline that was repaired in Rosenberg had been completed. Also, does the City have any recourse to the contractor that damaged the line and what is the statute of limitations. The cost to repair was \$49,000 approximately and the issue will be reviewed.

Commissioner Beard made the motion to approve Consent Agenda A9. (7) with Commissioner Gaul seconding the motion. The vote was unanimous to approve.

Agenda item A10, Review and consider taking action on Ordinance No. 2022-06. Amending Chapter 8 "Animals" of the City Code to provide regulations relating to the care and control of animals including provisions related to dangerous dogs. After a lengthy discussion, the motion was made by Commissioner Beard to postpone the action on Ordinance No. 2022-06 to the next meeting with Commissioner Gaul seconding the motion. The vote was unanimous.

Agenda item A11, Review and consider taking action on Resolution No. 405-2022 selecting an engineer to assist the City in its application and implementation of funding from the American Rescue Plan Act of 2021. Assistant City Manager Howard Christian stated the resolution is part of the grant process and once passed, the grant administrator will begin the next phase of the actual work. Commissioner Beard made the motion to approve Resolution No. 405-2022 selecting an engineer to assist the City in its application and implementation of funding from the American Rescue Plan Act of 2021. Commissioner BeMent seconded the motion, and the vote was unanimous to approve. LJA Engineering, Inc. was the engineer/architect that was formally selected by the City Commission.

Agenda item A12, Review and consider taking action on authorizing City Manager to negotiate a contract for extending utilities. Assistant City Manager Howard Christian addressed the Commission stating that staff had requested RFQ's for utility line work and sixteen firms were evaluated. ARKK Engineering was chosen as the most qualified candidate. Commissioner Beard made the motion to authorize the City Manager to negotiate an Engineering Services Contract with ARKK Engineering for the design of the project to provide City Utilities Services to the proposed development. Commissioner BeMent seconded the motion, and the vote was unanimous to approve.

Agenda item A13, Review and consider taking action on authorizing City Manager to negotiate engineering services for south wastewater plant. Assistant City Manager Howard Christian provided the background for the agenda item with a lengthy discussion following. Staff solicited an RFQ in 2021 with eight firms responding. Two firms were selected for further consideration, Garver and KIT. The design work will include expanding the South WWTP from 0.95 to 2.05 MGD. Commissioner Drozd made the motion to authorize the City Manager to negotiate an Engineering Services Contract with KIT Engineering for the design project to expand the South WWTP to 2.05 MGD. Commissioner BeMent seconded the motion. It was requested the motion be amended to authorize the City Manager to negotiate an Engineering Services Contract with KIT Engineering for the design project to expand the South WWTP “up” to 2.05 MGD. Commissioner BeMent seconded the amended motion, and the vote was unanimous to approve.

Agenda item A14, Review and consider taking action on authorizing City Manager to execute a design contract for a new water well at the surface water treatment plant. Assistant City Manager Howard Christian reviewed the background of the Capital Improvement Plan Project SW2201. The project was identified in the master plan to provide a continuous water supply in the event of an electrical outage and provide an opportunity to blend groundwater with surface water on-site during times of high algae count. There was a lengthy discussion. Commissioner Drozd made the motion to authorize the City Manager to execute an Engineering Services Contract for Surface Water Treatment Plant Groundwater Well – CIP SW 2201 in the amount of \$275,000. Commissioner Gaul seconded the motion, and the vote was unanimous to approve.

Agenda item A15, Review and consider taking action on Resolution No. 406-2022, determining a minimum parking requirement for a proposed school at 902 Richmond Parkway. Mayor Haas recused herself from the discussion due to having ownership in a private school in Old Towne. Mayor Pro Tem Gaul presided over the agenda item. There was a brief discussion with City Planner Abraham providing the background and responses to the questions. The owner of the Knile School was present to field questions regarding the special needs school which will have a maximum of 60-65 students. Commissioner Beard made the motion to approve Resolution No. 406-2022, determining a minimum parking requirement for the Knile Center at 902 Richmond Parkway. Commissioner BeMent seconded the motion. The vote was unanimous to approve.

Agenda items A16, Review and consider taking action on Resolution No. 407-2022, determining a minimum parking requirement for a proposed addition to the Fort Bend Women’s Center at 1500 Pultar Road. There was a brief discussion led by City Planner Abraham. Vita Goodell, CEO of the Fort Bend Women’s Center was present and reassured the Commission’s concerns regarding the parking needs. Commissioner Beard made the motion to approve Resolution No. 407-2022, determining the minimum

parking required for the Fort Bend Women’s Center at 1500 Pultar Road.  
Commissioner BeMent 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 be excused.

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

Commissioner Gaul requested an update on the project of connecting Richmond Parkway to Loop 762 and traffic signal layout. Commissioner Beard made the motion to approve the request for the update to be a future agenda item. Commissioner Gaul seconded the motion.

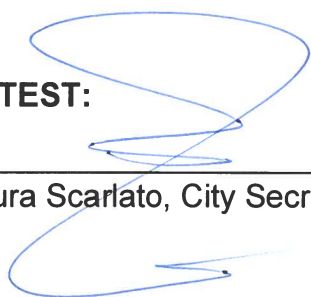
Commissioner Beard reminded the Commission of the future agenda item requested at the April meeting of a discussion on multi-family apartments and to reintroduce rental registration on homes and a clear definition of “warehousing” be provided to be included on the June 2022 agenda. The City Manager noted the reminder.

With no further business to discuss, Mayor Haas declared the meeting adjourned at 6:56 p.m.

**APPROVED:**

  
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Becky K. Haas, Mayor

**ATTEST:**

  
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Laura Scarlato, City Secretary