



STATE OF TEXAS  
COUNTY OF FORT BEND  
CITY OF RICHMOND

The City Commission for the City of Richmond, Texas met in Regular Scheduled City Commission Meeting on February 20, 2023, at 4:30 p.m.

Mayor Pro Tem Alex BeMent 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 meeting and via video conference call.

A quorum was present, with the following members in attendance:

Becky Haas, Mayor-Not in attendance  
Terry Gaul, Commissioner P1- Not in attendance  
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  
Lasha Gillespie, 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.

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

a. Donney Guebara - 20 years - Fire Department.

Proclamations:

Claire Rogers, Fort Bend History Association.  
Recognizing Black History Month.

- Claire Rogers was in attendance to receive her Proclamation.
- Donney Guebara will be honored at the March 20<sup>th</sup> City Commission meeting.

**Agenda Item A4.** Mayor, City Commissioners and City Staff Announcements per Sec. 551.0415 of the Texas Government Code

- City Manager Vela announced that Safe Harbor Day (Warrant Round-up) will be Friday March 10, 2023 8:30 am - Noon and March 16, 2023 11 am - 3 pm. This allows people to come in and pay their outstanding warrants without fear of being arrested. She went on to say that a program that allows for warrants clearance will be initiated during the year. Mayor Pro Tem BeMent suggested that this information also be sent to the Fort Bend County Criminal Lawyers Association. Agenda item closed.

**Agenda Item A5.** Public comments (Public comment is limited to a maximum of 3 minutes per item. No Deliberations with the Commission. Time may not be given to another speaker.)

- Diana Deleon- 103 Hillcrest Dr., addressed the City Commission regarding 304 Grayless St. Ms. Deleon requested that the city allow the existing mobile home that is located on the property be

replaced with another one if it is removed.

- The second item Ms. Deleon discussed is regarding 103 HillCrest Dr. She stated that the cemetery San Gabriel, located behind her residence, has been encroaching on her property. She requested that the city look into the matter. Mayor Pro Tem BeMent thanked Ms. Deleon for bringing this to the city's attention. Agenda item closed.

**Agenda Item A6.** Public hearing to receive comments for or against a request by Williams Way Partnership, LTD to annex a parcel of land containing approximately 2.753 acres recorded in 2005155687 of the Fort Bend County Official Public Records and being parcels R341673 and R341674, a 0.0775-acre (3,375 square feet) tract of land along the west right-of-way line of Williams Way Boulevard (South of US Highway 59), a parcel of land containing 5.7412 acres of land, situated in the Jane H. Long, Abstract No. 20, Fort Bend County into the City Limits of Richmond, and a portion of FM 762 from the present city limits line near Circle Oak Parkway to western property line of Williams school property.

- No one present to speak.

**Agenda itemA7.** Update on Fire Protection with Fort Bend County Fire Marshal's office.

- Fire Chief Youngblood gave a brief update about the meeting held with interim Fort Bend County Fire Marshal Justin Jurek to address Fort Bend County compensation for the areas the City of Richmond serves outside of its city limits. There was further discussion among members of the City Commission on coming up with a resolution on achieving an equitable funding mechanism for recovering expenses and demand regarding fire response not under contract or within the city limits. Agenda item closed.

**Agenda Item A8.** Update on Del Webb Water Reuse.

- Mayor Pro Tem BeMent stated he will move this item down the agenda between A25. and A26.

**Agenda Item A9.** Update on 6 month report on Railroad blockings, stoppages and slowdowns.

- Lt. Kovar addressed the City Commission to explain the information in the provided report stating it includes all train stoppages, but it does not include the incidents where the officer reports they were delayed by a train when responding to a call. Mayor Pro Tem BeMent noted that the original request was for how many times the train was stopped on the tracks. After some discussion, Lt. Kovar stated there were 31 stoppages either by PD initiation or train initiation.
- Commissioner Drozd commented that the City Commission and staff need to develop an executive summary of all the information provided to result in a more useful report. City Manger Vela added that the City of Sugar Land has similar issues and it may be helpful to reach out to them for suggestions.
- Commissioner Beard went on to request information on that would clarify if the city can adopt an ordinance that would limit the number of blocking at any given time. Agenda item closed.

**Agenda Item A10.** Update on City Owned Property in Olde Town Zoning District.

- A map was provided to the City Commission that contained all of the Olde Town District with city owned property designations. There was some discussion on some of the properties depicted in the map. Agenda item closed.

**Agenda Item A11.** Update on Legislative Session Consultant providing guidance and priorities.

- Marvin Marcell, a Government Relations Consultant addressed the City Commission. Mr. Marcell represents the city's interest at legislative sessions in Austin. There was in depth discussion regarding local control legislation. Agenda item closed.

**Agenda Item A12.** Consent Agenda

Commissioner Beard requested discussion regarding the minutes.

- Commissioner Beard made a motion to approve Consent Agenda items A12. 2-13. Commissioner Drozd seconded. Motion passes unanimously. Agenda item closed.
- Commissioner Beard referenced the minutes stating there were six agenda items passed. Three of which are on tonight's agenda. He went on to ask for an update on the other three items:

*Myrtle Street Project  
Pharmacy Regulation  
Hotel Occupancy Tax*

City Manager Vela indicated she will provide more information on these items at the next meeting.

- Commissioner Beard moved to approve agenda item A12 (1). Commissioner Drozd seconded. Motion passes unanimously. Agenda item closed.

### Regular Agenda

**Agenda Item A13.** Review and consider taking action on Ordinance No. 2023-03 ,to annex a parcel of land containing approximately 2.753 acres recorded in 2005155687 of the Fort Bend County Official Public Records and being parcels R341673 and R341674, a 0.0775-acre (3,375 square feet) tract of land along the west right-of-way line of Williams Way Boulevard (South of US Highway 59), a parcel of land containing 5.7412 acres of land, situated in the Jane H. Long, Abstract No. 20, Fort Bend County into the City Limits of Richmond, and a portion of FM 762 from the present city limits line near Circle Oak Parkway to western property line of Williams school property.

- Planning Director Garcia addressed the City Commission regarding the request from the Williams Way Partnership, LTD to annex a tract of land. He went on to say the ROW will continue to be a TXDOT ROW after annexation. Further discussion was had to clarify the exact area to be annexed.
- Commissioner Drozd made a motion to approve Ordinance No. 2023-03, to annex a parcel of land containing approximately 2.753 acres recorded in 2005155687 of the Fort Bend County Official Public Records and being parcels R341673 and R341674, a 0.0775-acre (3,375 square feet) tract of land along the west right-of-way line of Williams Way Boulevard (South of US Highway 59), a parcel of land containing 5.7412 acres of land, situated in the Jane H. Long, Abstract No. 20, Fort Bend County into the City Limits of Richmond, and a portion of FM 762 from the present city limits line near Circle Oak Parkway to western property line of Williams school property. Commissioner Beard seconded. Motion passes unanimously. Agenda item closed.

**Agenda Item A14.** Review and consider taking action on the Annual Comprehensive Financial Report for the Year Ending September 30, 2022.

- Finance Director Alderete addressed the City Commission providing a summary on the FY2022 Audit stating the city is in excellent financial condition and there were no adverse audit findings. Clayton Rogers, CPA with Patillo, Brown, & Hill was able to join via zoom and stated that the auditing firm was able to render a clean opinion on the financial statements for the city. He went on to say that of the four conclusions they could have reached, this was the best one.
- Commissioner Beard moved to approve the Annual Comprehensive Financial Report for the Year Ending September 30, 2022. Commissioner Drozd seconded. Motion passes unanimously. Agenda item closed.

**Agenda Item A15.** Review and consider taking action on the Racial Profiling Report for 2022.

- Police Chief Craig addressed the City Commission reporting on the 2022 Racial Profiling Report. This report captures data from total traffic stops conducted by Richmond Police. The report contains categories of individuals stopped to include gender, race/ethnicity, reason for stop, and result of stop. All Richmond police officers have received training in Texas Racial Profiling Law. During 2022, there were no complaints alleging racial profiling.
- Commissioner Beard made a motion to accept the Racial Profiling Report for 2022. Commissioner Drozd seconded. Motion passes unanimously. Agenda item closed.

**Agenda Item A16.** Review and consider taking action on the Annual Police Department Report for 2022.

- Police Chief Craig addressed the City Commission reporting on the Annual Police Department Report for 2022 which includes extensive data on crime statistics for the preceding year. The report also highlighted the impacts and significant achievements for the police department during 2022.
- Commissioner Beard made a motion to accept the Annual Police Department Report for 2022. Commissioner Drozd seconded. Motion passes unanimously. Agenda item closed.

**Agenda Item A17.** Review and consider taking action on authorizing the City Manager to execute a construction services contract for the downtown water line rehabilitation project.

- Clifton Holik addressed the City Commission regarding the Water Line Rehabilitation Project.
- Commissioner Drozd made a motion to authorize the City Manager to execute a construction services contract for the downtown water line rehabilitation project in the amount of \$1,349,816. 60. After some discussion regarding the funding source, Commissioner Drozd struck his last motion.
- Commissioner Drozd made a motion to authorize the City Manager to execute an ARPA funded construction services contract for the downtown water line rehabilitation project in the amount of \$1,349,816. 60. Commissioner Beard seconded. Motion passes unanimously. Agenda item closed.

**Agenda Item A18.** Review and consider taking action on authorizing the City Manager to execute an engineering services contract for the regional wastewater reuse expansion project.

- ACM Christian addressed the City Commission giving background on the regional wastewater reuse expansion project. He continued by providing details on the scope of the project. Kimley-Horn Engineering was selected as the best choice to design this project.
- Commissioner Beard made a motion to authorize the City Manager to execute an engineering services contract for the regional wastewater reuse expansion project. Commissioner Drozd seconded. Motion passes unanimously. Agenda item closed.

**Agenda Item A19.** Review and consider taking action on authorizing the City Manager to execute a services contract for the Ransom Road Water Plant generator project.

- ACM Christian addressed the City Commission stating this is a follow-up project to our generator project last year. Three bids were received for installation of the new generator. The low qualified bidder was CSE W-Industries. ACM went on to say the estimated construction time is 31 days with the water plant electrical service being out for possibly one day. Mayor Pro Tem BeMent asked if the contract we're entering into going to have any kind of penalty if it's more than one day. ACM stated there is liquidated damages for the length of the contract. He continued by saying the request for the disconnect has to come from the city not the contractor.
- Commissioner Drozd moved to authorize the City Manager to execute a services contract for the Ransom Road Water Plant generator project. Commissioner Beard seconded. Motion passes unanimously. Agenda item closed.

**Agenda Item A20.** Review and consider taking action on authorizing the City Manager to execute an engineering services contract for the design of the Highway 90A Commercial Utilities.

- ACM Christian addressed the City Commission regarding Hwy 90 Commercial Utilities project. To help facilitate re-development on Hwy 90, this project will provide water and wastewater infrastructure. LAN Engineering was chosen as the best next qualified consultant.
- Commissioner Beard made a motion to authorize the City Manager to execute an engineering services contract for the design of the Highway 90A Commercial Utilities. Commissioner Drozd seconded. Motion passes unanimously. Agenda item closed.

**Agenda Item A21.** Review and consider taking action on Ordinance No. 2023-04, amending Sec. 1-41 Building and Standards Commission to provide for the appointment of a member of Building and Standards Board from the City's Extraterritorial Jurisdiction.

- CM Vela addressed the City Commission stating the Ordinance includes language that will allow for ETJ representation. She went on to say that the addition recommendation will be provided to equalize other Boards and Commissions.
- Commissioner Beard moved to approve Ordinance No. 2023-04, amending Sec. 1-41 Building and Standards Commission to provide for the appointment of a member of Building and Standards Board from the City's Extraterritorial Jurisdiction. Commissioner Drozd seconded. Motion passes unanimously. Agenda item closed.

**Agenda Item A22.** Review and consider taking action on Resolution No. 446-2023, appointing board members to Position 2 and 4 of the Development Corporation of Richmond.

- Commissioner Drozd recommended to reinstate Tim Jeffcoat to Position 4, and that we install Cody Frederick to Position 2 of the Development Corporation of Richmond Board.
- Mayor Pro Tem nominated Cody Frederick to Position 2. Motion passes unanimously.
- Mayor Pro Tem nominated Tim Jeffcoat to renew his tenure on Position 4. Motion passes unanimously.
- Commissioner Drozd moved to approve Resolution No. 446-2023, a Resolution of the City of Richmond, Texas providing for the appointment of directors of the Development Corporation of Richmond; providing an effective date; and making such other findings and provisions related hereto. Commissioner Beard seconded. Motion passes unanimously. Agenda item closed.

**Agenda Item A23.** Review and consider taking action on Resolution No. 445-2023, appointing board members to Positions 2 and 4 of Planning and Zoning.

- Mayor Pro Tem BeMent nominated Juan Martinez to position 2. Motion passes unanimously.
- Mayor Pro Tem BeMent nominated David Randolph to position 4. Motion passes unanimously.
- Commissioner Drozd moved to approve Resolution No. 445-2023, a Resolution of the City of Richmond, Texas appointing members of the Richmond Planning and Zoning Commission; providing an effective date; and making such other findings and provisions related hereto. Commissioner Beard seconded. Motion passes unanimously. Agenda item close.

**Agenda Item A24.** Review and consider taking action on Resolution No. 443-2023, supporting and authorizing a grant application to the Office of the Governor for body worn cameras and storage.

- Commissioner Beard moved to approve Resolution No. 443-2023, supporting and authorizing a grant application to the Office of the Governor for body worn cameras and storage. Commissioner Drozd seconded. Motion passes unanimously. Agenda item closed.

**Agenda Item A25.** Review and consider taking action on Resolution No. 444-2023, supporting and authorizing a grant application to the Office of the Governor for rifle-rated ballistic vests.

- Commissioner Beard moved to approve Resolution No. 444-2023, supporting and authorizing a grant application to the Office of the Governor for rifle-rated ballistic vests. Commissioner Drozd seconded. Motion passes unanimously. Agenda item closed.

*\*Agenda items A8, A26, and A27 will be discussed in Executive Session.*

Adjourned to Executive Session at 7:21 p.m.

Reconvened into open meeting at 8:55 p.m.

Mayor Pro Tem BeMent appointed himself to an Ad HOC Committee with City staff to review the items and terms in Agenda item A8.

**Agenda Item A26.** Review and consider taking action related to proposed Legislation providing for the creation of Municipal Utility District No. 263 in our ETJ.

- Commissioner Drozd moved to postpone action on this agenda item until we receive enough information to be able to make a decision. Commissioner Beard seconded. Motion passes unanimously. Agenda item closed.

**Agenda Item A27.** Review and consider taking action on first amendment to meter reading services agreement.

- Commissioner Beard moved to approve the City Manager to enter into the First Amendment To Meter Reading Services Agreement. Commissioner Drozd seconded. Motion passes unanimously. Agenda item closed.

**Agenda Item A28.** Excuse from Attendance at Regular City Commission Meeting.

- None

**Agenda Item A29.** Consider taking action on requests for future agenda items.

- Commissioner Beard made a motion to have a report on rental registration as a future agenda item. Commissioner Drozd seconded. Motion passes unanimously. Agenda item closed.

**Adjournment**

- With no further business to discuss, Mayor Pro Tem BeMent declared the meeting adjourned at 8:59 p.m

APPROVED:



Alex BeMent, Mayor Pro Tem

ATTEST:



Lasha Gillespie, City Secretary