

Where History Meets Opportunity



RICHMOND
EST. **TEXAS** 1837

Special Scheduled City Commission Meeting and Workshop

at

George Memorial Library

Room 2C

1001 Golfview Drive

Richmond, Texas 77469

(In person)

Monday, July 24, 2023, at 4:30 P.M.

Join Zoom Meeting

<https://us06web.zoom.us/j/85498656916?pwd=R3VSWTMvdjhZSIVORXk4RllYVE1RUT09>

Meeting ID: 854 9865 6916

Passcode: 069490

One tap mobile

+13462487799,,85498656916#,,,,*069490# US (Houston)

+17193594580,,85498656916#,,,,*069490# US

Dial by your location

- +1 346 248 7799 US (Houston)

Mayor Rebecca K. Haas

Commissioner Terry Gaul

Commissioner Barry Beard

Commissioner Carl Drozd

Commissioner Alex BeMent

AGENDA

- A1. Call to Order, Quorum Determined and Meeting Declared Open.

- A2. 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.)
- A3. Review and consider taking action on the Municipal Court Judge Agreement.
Administer oath of office to Municipal Judge.
- A4. Review and consider taking action on authorizing the City Manager to execute a Construction Services Contract with ISJ Underground Utilities for the Williams Way Utility Extension project.
- A5. Review and consider taking action on authorizing the City Manager to execute a Construction Services Contract with R and B Group for the Williams Way Lift Station.
- A6. Discussion: Comprehensive Master Plan Update Kick-off.
- A7. Adjournment.

If, during the course of the meeting covered by this Agenda, the Commission shall determine that an executive session of the Commission, should be held or is required in relation to any item included in this Agenda, then such executive session, as authorized by the Texas Open Meetings Act, will be held by the Board at the date, hour, and place given in this Agenda concerning any and all subjects and for any and all purposes permitted by Sections 551.071-551.090 of the Texas Government Code, including, but not limited to, Section 551.072 – for purpose of deliberating regarding real property on any or all subjects or matters authorized by law.

NOTICE OF ASSISTANCE AT THE PUBLIC MEETING

The City of Richmond City Commission meetings are available to all persons regardless of disability. This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations, should you require special assistance, must be made 48 hours prior to this meeting. Braille is not available. Please contact the City Secretary's office at (281) 342-5456 ex. 505 for needed accommodations. If you have any questions, please let me know.

Terri Vela

**A quorum of the Planning & Zoning Commission will be in attendance.
A quorum of the Development Corporation of Richmond may be in attendance.**

In compliance with Americans with Disabilities Act, City of Richmond will provide reasonable accommodations for persons attending this meeting. To better serve you, requests should be received 48 hours prior to the meetings. Please contact the City Secretary's Office at 281-342-5456 for accommodations.



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- A1. Call to Order, Quorum Determined, Meeting Declared Open



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Monday, July 24, 2023, at 4:30 P.M.

- A2. 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.)

Any item on this posted agenda may be discussed in Executive Session provided it is within one of the permitted categories under Chapter 551 of the Texas Government Code.



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Monday, July 24, 2023, at 4:30 P.M.

- A3. Review and consider taking action on the Municipal Court Judge Agreement.

Give oath of office to Municipal Judge.

**AGREEMENT BETWEEN THE CITY OF RICHMOND AND
JUDGE LORA JEAN D. LENZSCH FOR SERVICES AS THE
PRESIDING MUNICIPAL JUDGE**

This AGREEMENT is dated as of the ____ day of July, 2023, by and between the City of Richmond, Texas (hereinafter called “CITY”) and Judge Lora Jean D. Lenzsch (hereinafter called “Judge”).

Pursuant to Section 4.03 of the Richmond City Charter, the City Commission shall appoint, by the affirmative vote of a majority of the membership of the City Commission, a Municipal Judge of the Municipal Court who shall be a competent, duly qualified attorney licensed and practicing for at least five (5) years in the State of Texas.

The City Commission finds that Lora Jean D. Lenzsch possesses the required qualifications to serve as Presiding Municipal Judge.

CITY and Judge, in consideration of the mutual covenants hereinafter set forth agree as follows:

**ARTICLE I.
Scope of Service**

1.1 JUDGE shall be the Presiding Municipal Judge and shall preside over all violations of ordinances and other statutory misdemeanor violations within the jurisdiction of the Municipal Court. Judge was appointed by the City Commission on July 24, 2023, effective July 25, 2023, and shall have all the power authorized by state law, including but not limited to the authority to punish for contempt to the same extent and under the same circumstance as the Justice of the Peace may punish for contempt of criminal cases and is authorized to perform, and shall perform, the necessary services as Municipal Court Judge of the City of Richmond, Texas.

1.2 Judge shall be available at the beginning of every court date scheduled by the CITY until the end of court that day, excluding official City holidays. During this time period, Judge will address inquiries from the Municipal Court Prosecutor, Municipal Court Clerks and other city staff with matters related to Municipal Court and shall attend all Court sessions or shall notify the Municipal Court alternate Judge to substitute and temporarily perform the Judge's work.

1.3 Judge shall also perform Magistrate duties for the CITY in Fort Bend County during the Term of this Agreement.

1.4 Judge shall give priority to the performance of duties in Richmond Municipal Court over Judge’s duties in other Municipal Courts.

1.5 Judge shall not permanently assign the work under this AGREEMENT.

ARTICLE II.
Term of AGREEMENT

2.1 The term of this AGREEMENT shall be for a period of two years, beginning July 25, 2023, and ending July 24, 2025.

2.2 This AGREEMENT may be terminated by the Judge after giving sixty (60) days' written notice of termination to the CITY.

2.3 This AGREEMENT shall be terminated automatically if Judge is removed from the bench by the State Commission on Judicial Conduct.

ARTICLE III.
Payments

3.1 CITY shall pay Judge compensation, subject to performance, as follows:

\$175.00 per hour for each court date and
\$175.00 per day for performing Magistrate duties.

Judge shall be limited to __ hours per month unless permission is granted by the City Manager for additional hours, in advance.

3.2 All payments by CITY to the Judge made pursuant to this AGREEMENT shall be tendered on or before the tenth of the month next following the month services were rendered.

3.3 In the event an associate judge is utilized, the Judge will notify the CITY and CITY shall pay the associate judge's compensation directly to him/her. Only associate judges approved by the City shall be utilized. These associate judges are: Stephen Gilbert, Stephen Monk, Jim Gascoyne, Jeff McMeans, and an attorney, with qualifications stated in Sec. 4.03 of the City Charter, proposed by Judge and approved by the City Manager, to serve for a court date when the named associate judges are not available.

3.4 In the event of termination of this AGREEMENT prior to completion of the term specified in Article II above, Judge shall be entitled to the compensation earned by Judge prior to the date of termination computed pro-rata up to and including such termination date. Judge shall be entitled to no further compensation after date of termination of this AGREEMENT.

ARTICLE IV.
Representations

4.1 **INDEPENDENT JUDGE:** It is expressly understood and agreed that Judge provides services as an independent Judge. Judge is responsible for providing the judicial services necessary for the handling of all cases in the Municipal Court, subject only to the provisions of the ordinances of the City, State and Federal statutes and Texas Code of Judicial Conduct. Judge shall have all the power authorized by state law, including but not limited to the authority to punish for contempt to the same extent and under the same circumstance as the Justice of the Peace may punish for contempt of criminal cases.

4.2 Judge shall be responsible for the means and methods of performing said services, provided they conform to the Texas Code of Judicial Conduct.

4.3 Judge shall provide all of her own transportation. Judge will be paid \$50.00 per round trip to Richmond to perform the services required by this AGREEMENT.

4.4 CITY shall provide Judge with certain administrative support consisting of part-time access to office facilities and message referral. CITY shall work with Judge in order to coordinate all cases.

ARTICLE V.
Miscellaneous

5.1 This AGREEMENT shall be governed by the laws of the State of Texas. The parties further agree that venue for any litigation arising directly or indirectly from this AGREEMENT shall be in Fort Bend County, Texas.

5.2 As part of the Agreement to provide these services to the CITY, Judge shall be required to disclose to the CITY any existing or potential conflicts of interest related to any services to be performed under this AGREEMENT and during the course of this representation. Should such conflict arise, Judge shall be required to immediately contact the Mayor to discuss and resolve such conflict.

5.3 In providing legal services to the CITY hereunder, Judge shall conduct herself in accordance with the highest ethical standards and in full compliance with the Texas Code of Judicial Conduct. The Judge shall promptly notify the CITY if any disciplinary action is instituted against Judge.

5.4 Judge shall meet with the City Commission for an annual review of Judge's performance under this AGREEMENT. Judge shall provide an annual report as requested by the City Commission.

5.5 If any provision of this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

IN WITNESS WHEREOF, CITY and Judge have signed this AGREEMENT for services.

CITY OF RICHMOND, TEXAS

By: _____
Rebecca K. Haas, Mayor

JUDGE

By: _____
Lora Jean D. Lenzsch, Judge



OATH OF OFFICE CITY OF RICHMOND

"I, Lora Jean D. Lenzsch , do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Municipal Court Judge, of the City of Richmond, State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and Laws of the United States and of this State and the Charter and ordinances of this City; and I furthermore solemnly swear (or affirm), that I have not directly nor indirectly paid, offered, or promised to pay, contributed, nor promised to contribute any money, or valuable thing, or promise any public office or employment, as a reward for the giving or withholding a vote at the election at which I was elected, or if the office is one of appointment, to secure my appointment So Help Me God."

Lora Jean D. Lenzsch, Municipal Court Judge

State of _____
County of _____

Sworn to and subscribed before me this _____ day of _____, 20_____.

(seal)

Signature of Notary Public or
Other Officer Administering Oath

Lasha Gillespie, City Secretary



City of Richmond

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Monday, July 24, 2023, at 4:30 P.M.

- A4. Review and consider taking action on authorizing the City Manager to execute a Construction Services Contract with ISJ Underground Utilities for the Williams Way Utility Extension project.



**CITY COMMISSION
AGENDA ITEM COVER MEMO**

DATE: July 24, 2023

Staff Review:

City Manager _____
 City Attorney _____
 Finance _____
 Fire Department _____
 Police Department _____
 Public Works _____

AGENDA ITEM: Williams Way Utilities Extension

SUBMITTED BY: Howard Christian, Assistant City Manager

SYNOPSIS

This project will provide City water and wastewater services to the southwest corner of HWY 59 and Williams Way, and surrounding area, for current and future development.

COMPREHENSIVE PLAN GOALS ADDRESSED

Leverage public investments to enhance the existing community and promote growth.

BACKGROUND

The City has planned to provide utility services to the development on southwest corner of Williams Way and HWY 59. On July 19th eight (8) bids were received for the proposed water line and wastewater force main project. The low qualified bidder was ISJ Underground Utilities with a bid of \$813,353.50. The scope of the project includes:

- Installation of approximately 1,900 feet of 16-inch water transmission main with appurtenances along TXDOT right of way.**
- Installation of approximately 4,200 feet of 8-inch wastewater force main with appurtenances along Williams Way to the South Wastewater Plant.**

BUDGET ANALYSIS

FUNDING SOURCE	ACCOUNT NUMBER	PROJECT CODE/NAME	FY 2023 FUNDS BUDGETED	FY 2023 FUNDS AVAILABLE	AMOUNT REQUESTED

BUDGET AMENDMENT REQUIRED? YES _____ NO _____

Purchasing Review:

Financial/Budget Review:

FORM CIQ: _____

FORM 1295 _____

SUPPORTING MATERIALS

Bid Tab

Engineer's recommendation letter

Project Location Map

STAFF'S RECOMMENDATION

It is Staff's recommendation that the City Commission authorize the City Manager to execute a Construction Services Contract with ISJ Underground Utilities for the Williams Way Utility Extension project in the amount of \$813,353.50.

City Manager Approval: _____

ITEM DESCRIPTION	UNIT	QUAN.	LOW BIDDER		JTM Construction, LLC		Faith Utilities, LLC	
			ISJ Underground Utilities, LLC					
ID (A) GENERAL ITEMS:								
Mobilization (Not to Exceed 3% of Total Bid), complete in place, the sum of:	L.S.	1	\$ 20,000.00	\$ 20,000.00	\$ 17,908.00	\$ 17,908.00	\$ 23,000.00	\$ 23,000.00
Project Sign, complete in place, the sum of:	EA.	1	\$ 1,000.00	\$ 1,000.00	\$ 1,620.00	\$ 1,620.00	\$ 2,500.00	\$ 2,500.00
Traffic Control and Regulation, complete in place, the sum of:	L.S.	1	\$ 2,500.00	\$ 2,500.00	\$ 7,198.00	\$ 7,198.00	\$ 6,500.00	\$ 6,500.00
Implementation and maintenance of a stormwater pollution prevention plan, includes silt fence and stabilized construction exit, complete in place, the sum of:	L.S.	1	\$ 1,000.00	\$ 1,000.00	\$ 4,189.00	\$ 4,189.00	\$ 3,500.00	\$ 3,500.00
Critical Investigation Work, including locating existing underground utility lines as needed to facilitate the proposed sanitary sewer force main and water line installation, complete in place, the sum of:	L.S.	1	\$ 3,000.00	\$ 3,000.00	\$ 2,834.00	\$ 2,834.00	\$ 3,500.00	\$ 3,500.00
Site restoration, including sodding of non-paved disturbed site areas, complete in place, the sum of:	L.F.	4870	\$ 1.00	\$ 4,870.00	\$ 2.00	\$ 9,740.00	\$ 2.25	\$ 10,957.50
TOTAL (A) GENERAL ITEMS:				\$ 32,370.00		\$ 43,487.00		\$ 49,957.50
ID (B) FORCE MAIN ITEMS:								
Proposed 8" PVC C-900 by Open Cut or Trenchless Construction, Min Pressure Class 185 (DR 25) Sanitary Sewer Force Main, with Warning Tape, All Depths, complete in place, the sum of:	L.F.	3,795	\$ 41.00	\$ 155,595.00	\$ 86.00	\$ 250,470.00	\$ 86.00	\$ 248,675.00
Proposed 8" Fusible PVC or Certa-Lok, Min Pressure Class 235 (DR 18) Sanitary Sewer Force Main by Mandatory HDD Construction, with Warning Tape, All Depths, complete in place, the sum of:	L.F.	400	\$ 76.50	\$ 30,600.00	\$ 94.00	\$ 37,600.00	\$ 75.00	\$ 30,000.00
Connect proposed 8" Force Main to existing headworks with DIP and Fittings (includes connection of existing 2" force main with 2" threaded plug valve) per detail, complete in place, the sum of:	L.S.	1	\$ 14,348.00	\$ 14,348.00	\$ 14,648.00	\$ 14,648.00	\$ 12,500.00	\$ 12,500.00
8" Plug Valve and Box, complete in place, the sum of:	EA.	1	\$ 3,800.00	\$ 3,800.00	\$ 3,854.00	\$ 3,854.00	\$ 5,000.00	\$ 5,000.00
Air/Vacuum Release Valve with Manhole, complete in place, the sum of:	EA.	4	\$ 11,174.50	\$ 44,698.00	\$ 10,800.00	\$ 43,200.00	\$ 9,250.00	\$ 37,000.00
Trench safety system for sanitary sewer force main construction, for depths greater than 5-feet deep, complete in place, the sum of (Minimum Unit Bid Price \$1.00):	L.F.	750	\$ 1.00	\$ 750.00	\$ 1.00	\$ 750.00	\$ 2.00	\$ 1,500.00
TOTAL (B) FORCE MAIN ITEMS:				\$ 249,791.00		\$ 350,522.00		\$ 332,675.00
ID (C) WATER ITEMS:								
16" PVC C-900, Class 235 (DR 18) Waterline by Augered Construction, All Depths, complete in place, the sum of:	L.F.	1,805	\$ 198.00	\$ 357,390.00	\$ 184.00	\$ 332,120.00	\$ 175.00	\$ 315,875.00
16" PVC C-900, Class 235 (DR 18) Waterline in min. 24" Steel Casing including Casing Spacers and End Seals, Mandatory Dry Bore Construction, All Depths, complete in place, the sum of:	L.F.	110	\$ 335.50	\$ 36,905.00	\$ 347.00	\$ 38,170.00	\$ 545.00	\$ 59,950.00
16" Resilient Seated Gate Valve with Box, complete in place, the sum of:	EA.	2	\$ 15,058.00	\$ 30,116.00	\$ 12,406.00	\$ 24,812.00	\$ 15,000.00	\$ 30,000.00
16" Plug and Clamp, complete in place, the sum of:	EA.	1	\$ 2,000.00	\$ 2,000.00	\$ 918.00	\$ 918.00	\$ 2,500.00	\$ 2,500.00
Fire Hydrant Assembly Installed on New Water Main, Including Gate Valve and Lead Pipe, complete in place, the sum of:	EA.	5	\$ 6,481.50	\$ 32,407.50	\$ 8,549.00	\$ 42,745.00	\$ 6,500.00	\$ 32,500.00
16" wet connection to existing 16" water line, including reducers, tee, and fittings per detail, complete in place, the sum of:	L.S.	1	\$ 31,674.00	\$ 31,674.00	\$ 19,693.00	\$ 19,693.00	\$ 30,000.00	\$ 30,000.00
Trench safety system for water main construction, for depths greater than 5-feet deep, complete in place, the sum of (Minimum Unit Bid Price \$1.00):	L.F.	1,050	\$ 1.00	\$ 1,050.00	\$ 1.00	\$ 1,050.00	\$ 2.00	\$ 2,100.00
TOTAL (C) WATER ITEMS:				\$ 491,542.50		\$ 459,508.00		\$ 472,925.00
PLEMENTAL ITEMS:								
Installation and Removal of Piezometers, complete in place, the sum of (Minimum Unit Bid Price \$150.00):	EA.	1	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00
Well pointing for water line, force main, and in-line structures, all depths complete in place, the sum of (Minimum Unit Bid Price \$20.00):	L.F.	250	\$ 20.00	\$ 5,000.00	\$ 20.00	\$ 5,000.00	\$ 20.00	\$ 5,000.00
Wet condition bedding for water line, and force main, all sizes, complete in place the sum of (Minimum Unit Bid Price \$20.00):	L.F.	250	\$ 20.00	\$ 5,000.00	\$ 20.00	\$ 5,000.00	\$ 20.00	\$ 5,000.00
Extra Cement Stabilized Sand, complete in place, the sum of (Minimum Unit Bid Price \$20.00):	C.Y.	50	\$ 20.00	\$ 1,000.00	\$ 20.00	\$ 1,000.00	\$ 20.00	\$ 1,000.00
Extra Bank Sand, complete in place, the sum of (Minimum Unit Bid Price \$20.00):	C.Y.	50	\$ 20.00	\$ 1,000.00	\$ 20.00	\$ 1,000.00	\$ 20.00	\$ 1,000.00
Brace, Support, and Protect Utility Structures as Required by Owner, complete in place, the sum of (Minimum Unit Bid Price \$500.00):	EA.	5	\$ 500.00	\$ 2,500.00	\$ 500.00	\$ 2,500.00	\$ 500.00	\$ 2,500.00
Miscellaneous Allowance as Approved by the City, complete in place, the sum of:	L.S.	1	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
TOTAL (D) SUPPLEMENTAL ITEMS:				\$ 39,650.00		\$ 39,650.00		\$ 39,650.00
TOTAL BASE BID ITEMS (A + B + C):				\$ 773,703.50		\$ 853,517.00		\$ 855,557.50
TOTAL SUPPLEMENTAL ITEMS (D):				\$ 39,650.00		\$ 39,650.00		\$ 39,650.00
RECOMMENDATION: TOTAL BASE BID (A + B + C) + TOTAL SUPPLEMENTAL ITEMS (D):				\$ 813,353.50		\$ 893,167.00		\$ 895,207.50
MATHEMATICAL ERROR CORRECTED BY ENGINEER								



July 20, 2023

Mr. Howard Christian
Assistant City Manager
City of Richmond
600 Morton Street
Richmond, Texas 77469

Re: **Letter of Recommendation – Williams Way Blvd. & Hwy. 59 Utility Extension Project**
City Project No. WA2302-B
City of Richmond
ARKK Job No. 22-036

Dear Mr. Christian:

On July 19, 2023, the City of Richmond received bids for the above referenced project. This project involves the installation of approximately 1,900 LF of 16" transmission main along TxDOT right-of-way and installation of approximately 4,200 LF of 8" force main along Williams Way Blvd. to serve future development in the area.

1. Bid Tabulation Sheet – Eight (8) construction firms participated in the bidding process. The bids were checked for mathematical errors and/or bid irregularities.
2. The bids for the project are as follows:

<u>Bidder</u>	<u>Total Bid Amount</u>
ISJ Underground Utilities, LLC *	\$ 813,353.50
JTM Construction, LLC *	\$ 893,167.00
Faith Utilities, LLC	\$ 895,207.50
Underground Construction Solutions, LLC *	\$ 895,950.00
V&S Construction Company	\$ 952,770.00
Texkota Enterprises, LLC	\$ 983,395.00
T Construction, LLC	\$ 1,265,390.00
E.P. Brady, LTD	\$ 1,894,526.00

*Mathematical error corrected by Engineer

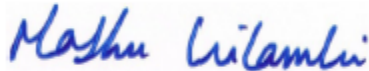
ISJ Underground Utilities, LLC was the lowest bidder for this project, and they submitted a list of qualifications. Based on the information provided, ISJ Underground Utilities has worked on projects of a similar nature for several municipalities around the City of Richmond area. ISJ Underground Utilities, LLC. is currently working on a project for the City of Richmond and have been progressing with the project in a satisfactory manner. City staff has indicated that they are very pleased with ISJ performance on the project.

ISJ Underground Utilities, LLC appears to be a responsible firm that is capable of performing the specified work in a satisfactory manner. For these reasons, we recommend that the City of Richmond award the **Williams Way Blvd. & Hwy. 59 Utility Extension Project** to **ISJ Underground Utilities, LLC** for a total amount of **\$813,353.50**.

If you have any questions, please contact me.

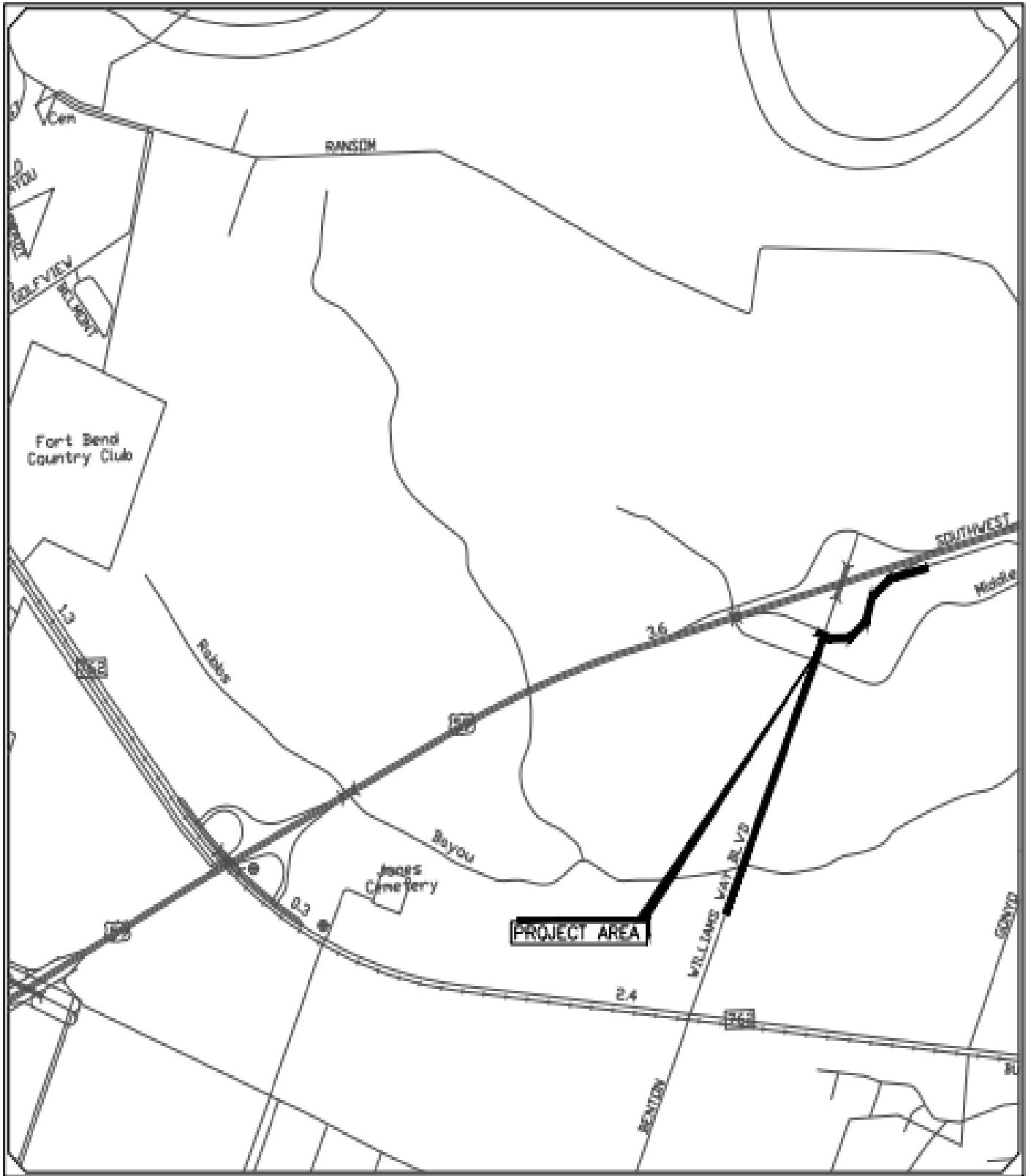
Sincerely,

ARKK ENGINEERS, LLC



Mr. Madhu Kilambi, P.E.
Senior Project Manager

Attachments: Bid Tabulation





City of Richmond

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at

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Monday, July 24, 2023, at 4:30 P.M.

- A5. Review and consider taking action on authorizing the City Manager to execute a Construction Services Contract with R and B Group for the Williams Way Lift Station.



**CITY COMMISSION
AGENDA ITEM COVER MEMO**

DATE: July 24, 2023

Staff Review:

City Manager _____
City Attorney _____
Finance _____
Fire Department _____
Police Department _____
Public Works _____

AGENDA ITEM: Williams Way and HWY 59 Lift Station

SUBMITTED BY: Howard Christian, Assistant City Manager

SYNOPSIS

This project will provide City water and wastewater services to the southwest corner of HWY 59 and Williams Way for current and future development.

COMPREHENSIVE PLAN GOALS ADDRESSED

Leverage public investments to enhance the existing community and promote growth.

BACKGROUND

The City has planned to provide utility services to the development on southwest corner of Williams Way and HWY 59. On July 19th four (4) bids were received for the proposed lift station project. The low qualified bidder was R and B Group with a bid of \$1,103,914. The scope of the project includes:

- 1. Base Bid for the Lift Station Includes: Lift Station construction, all work shown on Plans and described in Specifications including as follows, but not limited to: Wet well basin, corrosion resistant wall liner, discharge piping and valves, purchase and installation of pumps, fittings, guide rails, lift chains, vent, hatches, valves, bollards, control panels, pump controller, lighting and receptacles, motor feeders and terminal boxes, electrical service equipment, conduit, wiring, autosensory controls, manual transfer switch, transducer(s) and floats, yard light, and all incidentals necessary to complete the work for a complete and operating Lift Station.**
- 2. Sitework, including underground utilities, paving, fencing, clearing, grading, and other items as shown on the plans.**
- 3. The project duration is 180 calendar days.**

BUDGET ANALYSIS

FUNDING SOURCE	ACCOUNT NUMBER	PROJECT CODE/NAME	FY 2023 FUNDS BUDGETED	FY 2023 FUNDS AVAILABLE	AMOUNT REQUESTED

BUDGET AMENDMENT REQUIRED? YES _____ NO _____

Purchasing Review:

Financial/Budget Review:

FORM CIQ: _____

FORM 1295 _____

SUPPORTING MATERIALS

Bid Tab

Engineer's recommendation letter

Project Location Map

STAFF'S RECOMMENDATION

It is Staff's recommendation that the City Commission authorize the City Manager to execute a Construction Services Contract with R and B Group, Inc. for the Williams Way Lift Station project in the amount of \$1,103,914.

City Manager Approval: _____



July 20, 2023

Mr. Howard Christian
Assistant City Manager
City of Richmond
600 Morton Street
Richmond, Texas 77469

Re: **Letter of Recommendation for Williams Way Blvd. & Hwy. 59 Lift Station Project**
City Project No. WA2302
City of Richmond
ARKK Job No. 22-036

Dear Mr. Christian:

On July 19, 2023, the City of Richmond received bids for the above referenced project. This project involves the construction of a lift station to serve the future development in the area. Construction items include a wet well basin, corrosion resistant wall liner, discharge piping and valves, purchase and installation of pumps, fittings, guide rails, lift chains, vent, hatches, valves, bollards, control panels, pump controller, lighting and receptacles, motor feeders and terminal boxes, electrical service equipment, conduit, wiring, auto sensory controls, manual transfer switch, transducer(s) and floats, and yard light. The project also includes sitework, including underground utilities, paving, fencing, clearing, and grading.

1. Bid Tabulation Sheet – Four (4) construction firms participated in the bidding process. The bids were checked for mathematical errors and/or bid irregularities.
2. The bids for the project are as follows:

<u>Bidder</u>	<u>Total Bid Amount</u>
R & B Group, Inc.	\$ 1,103,914.00
Hassell Construction Group, LLC	\$ 1,108,612.00
Matula & Matula Construction, Inc.	\$ 1,331,454.00
RJ Construction Company, Inc.*	\$ 1,705,300.00

*Mathematical error corrected by Engineer

R&B Group, LLC. was the lowest bidder for this project, and they submitted a list of qualifications. Based on the information provided, R&B Group, LLC. has worked on projects of a similar nature for several municipalities around the City of Richmond area and have successfully

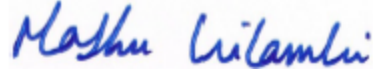
completed the work. ARKK Engineers has also worked with R&B Group on several lift station projects for other municipalities, and they have done a satisfactory job on those projects.

R&B Group appears to be a responsible firm that is capable of performing the specified work in a satisfactory manner. For these reasons, we recommend that the City of Richmond award the **Williams Way Blvd. & Hwy. 59 Lift Station Project** to R & B Group, Inc. for a total amount of **\$1,103,914.00**.

If you have any questions, please contact me.

Sincerely,

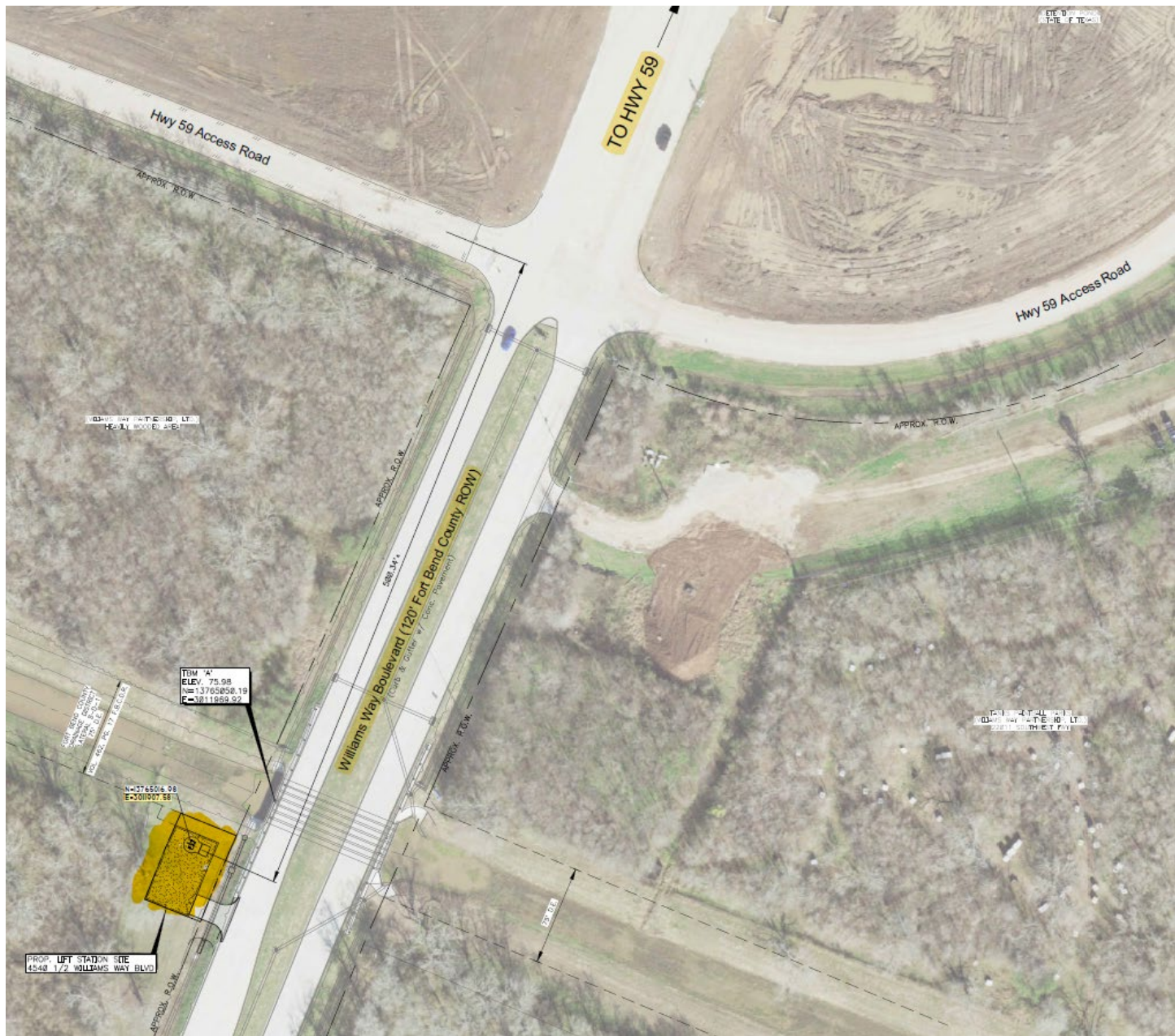
ARKK ENGINEERS, LLC



Mr. Madhu Kilambi, P.E.

Senior Project Manager

Attachments: Bid Tabulation



Hwy 59 Access Road

TO HWY 59

Hwy 59 Access Road

Williams Way Boulevard (120' Fort Bend County ROW)

ITEM 'A'
ELEV. 75.98
N=13765850.19
E=1811989.92

PROP. LIFT STATION SDE
4348 1/2 WILLIAMS WAY BLVD

PROP. LIFT STATION SDE
4348 1/2 WILLIAMS WAY BLVD

APPROX. R.O.W.

APPROX. R.O.W.

SMB 34+

APPROX. R.O.W.

SMB 34+

APPROX. R.O.W.

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APPROX. R.O.W.

APPROX. R.O.W.

ELEV. 75.98
N=13765850.19
E=1811989.92



City of Richmond

Where History Meets Opportunity

Special Scheduled City Commission Workshop

at

George Memorial Library

Room 2C

1001 Golfview Drive

Richmond, Texas 77469

Monday, July 24, 2023, at 4:30 P.M.

- A6. Discussion the Comprehensive Master Plan Update Kick-off.



CITY COMMISSION
Comprehensive Master Plan Update – Appraisal Report

Agenda Date: July 24, 2023
Agenda Item:
Agenda Item Subject: Comprehensive Master Plan Update discussion.
Project Planner: Mason A. Garcia, Planning Director

INTRODUCTION

This is an agenda item to discuss the status of the Comprehensive Master Plan (2014 Plan) Update process. The discussion will focus on providing information on upcoming events and timelines to the Planning and Zoning Commission for the completion of the first stage of the Comprehensive Master Planning Update process.

APPRAISAL REPORT

A previous Comprehensive Master Plan Appraisal Report has been completed by staff. The assessment included using the Strategic Toolbox and Top Actions Steps to further the Comprehensive Master Plan as shown below:

A) USE ANNEXATION AS A STRATEGIC GROWTH TOOL TO EXPAND RICHMOND’S POPULATION AND TAX BASE

Projects / Efforts	Key Plan Recommendations/ Considerations	Implementation Methods
<ul style="list-style-type: none"> • Water, Waste-Water Master Plan Update (2018). 	Utility infrastructure provision and extension policies	<i>Specific Plans and Studies</i>
<ul style="list-style-type: none"> • 309 Gonyo Ln ETJ expansion • 415 Crabb River Rd ETJ expansion • 626 Joerger Cumings Rd ETJ expansion • 1207 FM 359 Annexation • Fire Station 2 Annexation • Jones Creek Plaza Annexation 	ETJ Agreements and Voluntary Annexations	<i>Development Regulations, Standards, Policies, and Procedures</i> <i>Coordination and Partnership</i>

<ul style="list-style-type: none"> • Veranda Development Agreement (2015 - 2017) • George Foundation Development Agreement. (2016) • MUD Agreements (various) 	<p>ETJ Agreements and Voluntary Annexations</p>	<p><i>Development Regulations, Standards, Policies, and Procedures</i></p> <p><i>Coordination and Partnership</i></p>
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B) LEVERAGE PUBLIC INVESTMENTS TO ENHANCE THE EXISTING COMMUNITY AND PROMOTE GROWTH

Projects / Efforts	Key Plan Recommendations / Considerations	Implementation Methods
<ul style="list-style-type: none"> • Surface Water Treatment Plant (2016-2018) • Fire Station 2 (2017- ongoing) 	<p>Incremental Infrastructure Investments that can expand with growth.</p>	<p><i>Capital Improvements Programming</i></p>
<ul style="list-style-type: none"> • Edgar Water Plant (2016-2017) • FM 359 Elevated Storage Tank (2017-2018) 	<p>Joint-funded project initiatives and shared-use facilities.</p>	<p><i>Capital Improvements Programming</i></p> <p><i>Coordination and Partnership</i></p>
<ul style="list-style-type: none"> • Surface Water Treatment Plant Landscaping (2018) 	<p>Landscape beautification and screening investments with major infrastructure projects.</p>	<p><i>Capital Improvements Programming</i></p>
<ul style="list-style-type: none"> • GIS data base update and maintenance. 	<p>Improved GIS inventory of City and special district facilities.</p>	<p><i>Special Projects, Programs, and Initiatives</i></p>

C) STRENGTHEN TRANSPORTATION CONNECTIONS AND INCREASE CHOICES BETWEEN WAYS TO TRAVEL

Projects / Efforts	Key Plan Recommendations / Considerations	Implementation Methods
<ul style="list-style-type: none"> • Major Thoroughfare Plan (2014) • Public Infrastructure Design Manual (2016) 	<p>Mobility and connectivity updates to land development regulations and street design standards.</p>	<p><i>Development Regulations, Standards, Policies, and Procedures</i></p>
<ul style="list-style-type: none"> • Trail Master Plan (2015) • Sidewalk Assessment and Repairs (2018 - ongoing) 	<p>Sidewalk, bike lane, and trail planning with rights-of-way protections.</p>	<p><i>Specific Plans and Studies</i></p> <p><i>Capital Improvements Programming</i></p>

<ul style="list-style-type: none"> Fort Bend County Mobility Project 10th Street extension (2016 – 2019) Front Street reconfiguration 	<p>Regional advocacy for transportation funding and policy formation.</p> <p>Coordinated City-County thoroughfare planning.</p>	<p><i>Capital Improvements Programming</i></p> <p><i>Coordination and Partnership</i></p> <p><i>Specific Plans and Studies</i></p>
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D) ELEVATE THE APPEARANCE, QUALITY, AND COMPATIBILITY OF DEVELOPMENT

Projects / Efforts	Key Plan Recommendations / Considerations	Implementation Methods
<ul style="list-style-type: none"> UDC Adoption (2015) 2012 International Building Code adoption (2015) Variance Request Reviews (2016 - 2019) Zoning Map and Future Land Use Map amendments (2016 - 2019) UDC Text Amendments (2016 - 2019) 	<p>Updated land development regulations.</p> <p>Streamlined Development Review Process.</p>	<p><i>Development Regulations, Standards, Policies, and Procedures</i></p>
<ul style="list-style-type: none"> Administrative evaluation and restructuring of Development Review Processes (<i>Periodical</i>) 	<p>Streamlined Development Review Process.</p>	<p><i>Development Regulations, Standards, Policies, and Procedures</i></p>
<ul style="list-style-type: none"> West Fort Bend Management District Regulations Amendment (2018) 	<p>Relationship between WFBMD guidelines and the City’s land development agreements.</p>	<p><i>Coordination and Partnership</i></p>
<ul style="list-style-type: none"> App for code violation complaints by Citizens (2018) Building and Standards Commission Case Reviews. (<i>31 cases in 2018</i>) Building department reviews and inspections (<i>7600 inspections in 2018</i>) 	<p>Advocacy Program to aid in code compliance</p>	<p><i>Special Projects, Programs, and Initiatives</i></p>

E) CREATE MIXED-USE ACTIVITY CENTERS THAT SERVE AS COMMUNITY DESTINATIONS

Projects / Efforts	Key Plan Recommendations / Considerations	Implementation Methods
<ul style="list-style-type: none"> • Veranda Development Agreement (2015 - 2017) • George Foundation Development Agreement. (2016) • Retail centers and businesses such as Braman Winery & Brewery, CVS, HEB, RiverPoint & Liberty Center etc. 	Recruitment of high quality developers.	<p><i>Development Regulations, Standards, Policies, and Procedures</i></p> <p><i>Coordination and Partnership</i></p>
<ul style="list-style-type: none"> • DCR Target Industry Study (2018) 	Recruitment of high quality developers.	<i>Specific Plans and Studies</i>
<ul style="list-style-type: none"> • Wayside Horns/ Quiet Zone (2018) 	Cost-benefit analysis of railroad quiet zones.	<p><i>Special Projects, Programs, and Initiatives</i></p> <p><i>Coordination and Partnership</i></p>
<ul style="list-style-type: none"> • Food Truck Lunch Fridays • HRA’s Music in the Park • HRA’s Motor Madness and Art Walk • Pecan Harvest Festival • Boutique Crawls in Downtown Morton Lodge • Gumbo Festival • Run to Attack Poverty • Movie on Morton 	Weekend and nightlife programming.	<i>Special Projects, Programs, and Initiatives</i>
<ul style="list-style-type: none"> • Zoning Map and Future Land Use Map amendments (2016 - 2019) • Subdivision plat review and approval 	Mixed-use development at major civic destinations.	<i>Development Regulations, Standards, Policies, and Procedures</i>

<ul style="list-style-type: none"> • Wayfinding signs (2017 - 2018) • Richmond Parkway Street Renaming (2018) 	Strategic corridor planning	<p><i>Special Projects, Programs, and initiatives.</i></p> <p><i>Coordination and Partnership</i></p>
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F) REHABILITATE AND PRESERVE RICHMOND’S EXISTING NEIGHBORHOODS AND COMMUNITY ASSETS

Projects / Efforts	Key Plan Recommendations / Considerations	Implementation Methods
<ul style="list-style-type: none"> • Public works curb cleaning, ditch cutting & mowing, regulatory sign maintenance, tree trimming, weeding and flower bed maintenance program. <i>(Periodical)</i> • Keep Richmond Beautiful programs and initiatives. 	Neighborhood planning and small-scale improvement projects	<i>Special Projects, Programs, and initiatives.</i>
<ul style="list-style-type: none"> • Front street reconfiguration (2018) • Magnolia Street rehabilitation (2018) • Public Works Sidewalk repair program (2018) 	Residential street and sidewalk revitalization program	<i>Capital Improvements Programming</i>
<ul style="list-style-type: none"> • Historic District Design guideline updates <i>(sign color palette, Historic District Sign, UDC text amendments, & mural regulations)</i> • Richmond Historical Commission Certificate of appropriateness review and approval process. 	Coordination of historic preservation guide lines and updated land development regulations.	<i>Development Regulations, Standards, Policies, and Procedures</i>
<ul style="list-style-type: none"> • Spring and Fall Clean Up Campaigns 	Seasonal “clean up” events or “Neighborhood pride” focusing on beautification.	<i>Special Projects, Programs, and initiatives.</i>

G) PARTNER WITH EXISTING LOCAL BUSINESSES TO ASSIST IN THEIR SUCCESS AND IMPROVE ACCESS TO RESOURCES

Projects / Efforts	Key Plan Recommendations / Considerations	Implementation Methods
<ul style="list-style-type: none"> • DCR Downtown Improvement Grant (2018) • DCR Programs such as Marketing Luncheons and Property Assessed Clean Energy Program (PACE) breakfast. • Pecan Harvest Festival and Miracle on Morton Street 	Increased capacity of business organizations	<i>Special Projects, Programs, and initiatives.</i>

H) DIVERSIFY RICHMOND’S BUSINESS AND EMPLOYER MIX THROUGH INNOVATION AND STRATEGIC RECRUITMENT

Projects / Efforts	Key Plan Recommendations / Considerations	Implementation Methods
<ul style="list-style-type: none"> • Hotel and Convention center feasibility study (2018). 	Hotel Recruitment	<i>Specific Plans and Studies</i>
<ul style="list-style-type: none"> • 4 Hotels at various stages of development (2015 – 2018). 	Hotel Recruitment	<i>Development Regulations, Standards, Policies, and Procedures</i>
<ul style="list-style-type: none"> • DCR Website Project (2018) • <i>richmondtx.gov</i> website update and management. 	Enhanced website design and increased availability of City information.	<i>Special Projects, Programs, and initiatives.</i>

I) ENHANCE AND PRESERVE RICHMOND’S NATURAL AMENITIES

Projects / Efforts	Key Plan Recommendations / Considerations	Implementation Methods
<ul style="list-style-type: none"> • UDC Adoption (2015) • Public Infrastructure Design Manual (2016) • Drainage Master Plan (2018) 	Low-impact development standards	<i>Development Regulations, Standards, Policies, and Procedures</i>
<ul style="list-style-type: none"> • Brazos River Migration Study (2018) 	Recreational and Visual access to the Brazos River	<i>Specific Plans and Studies</i>
<ul style="list-style-type: none"> • City of Richmond Texas Parks, Recreation, and Open Space Master Plan (2017) 	Enhanced local and regional park system.	<i>Specific Plans and Studies</i>
<ul style="list-style-type: none"> • Freeman Town Park construction project (2016 - 2017) • George Park Parking (2017) • Wessendorff Park Trails (2017) • Wessendorf Park Fountain (2018) • George Park Restroom facility (2018) 	Enhanced local and regional park system.	<i>Special Projects, Programs, and initiatives.</i>

I) Strengthen the awareness and image of Richmond throughout the region

Projects / Efforts	Key Plan Recommendations / Considerations	Implementation Methods
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<ul style="list-style-type: none"> • Wayfinding signs (2017 - 2018) • Richmond Parkway Street Renaming (2018) 	<p>Collaborative marketing and branding of Richmond’s assets</p> <p>Intergovernmental advocacy and coordination</p>	<p><i>Special Projects, Programs, and initiatives.</i></p>
<ul style="list-style-type: none"> • US 90A and Williams Way Corridor Entry Monuments (Installations and Maintenance) 	<p>Public investments at Richmond’s key community gateways.</p>	<p><i>Special Projects, Programs, and initiatives.</i></p> <p><i>Coordination and Partnership</i></p>
<ul style="list-style-type: none"> • Scenic City Certification (2016) • DCR Website Project (2018) • Digital Marketing Strategy and Downtown Video Project (2018) 	<p>Collaborative marketing and branding of Richmond’s assets</p>	<p><i>Special Projects, Programs, and initiatives.</i></p>
<ul style="list-style-type: none"> • DCR Opportunity Zone Program (2018) • DCR Bridge Lighting Project (2018) • Hotel and Convention Center Legislation Coordination project by DCR (2018) 	<p>Intergovernmental advocacy and coordination</p>	<p><i>Special Projects, Programs, and initiatives.</i></p> <p><i>Coordination and Partnership</i></p>

Top Action Steps

ADOPTED JULY 21, 2014

		Sequencing						Major Partners									
	Page #	Year 1	Year 2	Year 3	Year 4	Year 5	Years 6+	City	Devt. Corp.	MUDs	WFBMD	County	Other Govts.	H-GAC	State / Fed.	Non-Profits	Private
Annexation																	
• Fiscal impact model	24	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Land Development Regulations																	
• Utility infrastructure provision and extension policies	27	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
• Formation of interim development regulations	38 46	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
• Updated, enhanced, and unified land development regulations	56 81	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
• Streamlined development review process	51 46	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
• Review of historic preservation guidelines and district boundaries	63	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Mobility																	
• Coordinated City-County thoroughfare planning and funding	37 39 88	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
• Trails master planning and improvements	42	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
• Strategic corridor and gateway planning and improvements	56 88	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
• Transit feasibility study to explore local circulator	42	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Neighborhoods and Amenities																	
• Residential street and sidewalk revitalization program	62	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
• Neighborhood planning initiatives	61	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
• Hotel feasibility study	75	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
• Updated Parks and Recreation Plan (tie-in with Trails Master Plan and Brazos River Master Plan)	82 81	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Business Support																	
• Collaborative marketing and branding	66 77 87	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
• Enhanced resources for businesses	70 68	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
• Downtown planning coordination with UTSA	68	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
• Business incubator and accelerator program	77	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
• Business park feasibility study	76	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Ongoing Essential Municipal Functions																	
• Annexation and ETJ agreements	27	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
• Incremental infrastructure investments that can expand with growth via capital improvement programming	32	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
• Joint-funded project initiatives and shared-use facilities	31 88	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
• Landscape beautification and screening investments with major infrastructure projects	32	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
• Recruitment of high-quality land developers (including hotels)	54	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
• Weekend and nightlife programming	55	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■

Devt. Corp. = Development Corporation of Richmond; MUDs = Municipal Utility Districts and Other Special Districts; WFBMD = West Fort Bend Management District; County = Fort Bend County and Fort Bend Economic Development Council; Other Govts. = Surrounding Municipalities; H-GAC = Houston-Galveston Area Council; State/Federal = Texas Department of Transportation and other Agencies; Non-Profit = Non-Profit Organizations, Foundations, and other Civic Groups; Private = Developers, Business Owners, Residents, Etc.



TOP ACTION STEPS	Projects/ Description	Status
ANNEXATION		
<ul style="list-style-type: none"> Fiscal Impact Model 	Formulation of a Fiscal Impact Model is ongoing currently and is not complete. Finance department staff has been working on gathering information and data necessary for the Fiscal Impact Model for Annexation. The ongoing pandemic had an impact on the progress of this project as well.	Ongoing
LAND DEVELOPMENT REGULATIONS		
<ul style="list-style-type: none"> Utility Infrastructure provisions and extension policies 	Water, Waste-Water Master Plan and Impact Fee rates were adopted and further updated in 2018 and 2019 respectively.	Complete
<ul style="list-style-type: none"> Formation of Interim Regulations 	Interim Regulations were adopted after the adoption of the 2014 Plan to expand upon the then existing regulations and was later replaced by the Unified Development Code (UDC).	Complete
<ul style="list-style-type: none"> Updated, enhanced and unified land development regulations 	UDC was adopted in 2015 and subsequently in 2016 Public Infrastructure Design Manual was adopted. Since the adoption of the UDC, several amendments to the UDC were made. Staff anticipates additional amendments to the UDC to reflect legislative changes, changes in development trends and to ensure that the UDC accurately reflects community preferences, as understood from the Comprehensive Plan. Building, Fire and other related international codes have been regularly adopted.	Addressed
<ul style="list-style-type: none"> Streamlined development review process 	The development review process has been streamlined significantly since the adoption of the 2014 Plan, in many different ways. Measures are taken to make information available to applicants, improve communication with staff or projects, implementation of permitting and review software and tools, and enhanced UDC portal (2020). Administrative evaluation and restructuring of Development Review Processes based on feedback is considered periodically.	Addressed
<ul style="list-style-type: none"> Review of historic preservation guidelines and district boundaries 	Historic preservation guidelines were expanded since the adoption of the 2014 Plan to include an approved color palette and mural guidelines. A complete review of the guidelines is pending. Expansion of the district boundaries have been discussed but no action was taken since the adoption of the 2014 Plan.	Ongoing

MOBILITY		
<ul style="list-style-type: none"> Coordinated City-County thoroughfare planning and funding 	<p>A Major Thoroughfare Plan was adopted in coordination with Fort Bend County as part of the Comprehensive Planning Process in 2014. Projects as part of thoroughfare planning includes:</p> <ul style="list-style-type: none"> Front street reconfiguration (2018) Fort Bend County Mobility Project 10th Street extension (2016 – 2019) 	Addressed
<ul style="list-style-type: none"> Trails master planning and improvements 	<p>Trails Master Plan was adopted in 2015 and regular improvements recommended by the plan is ongoing.</p>	Ongoing
<ul style="list-style-type: none"> Strategic corridor and gateway planning and improvements 	<p>Specific Projects undertaken include:</p> <ol style="list-style-type: none"> Wayfinding signs (2017 -2018) Richmond Parkway Street Renaming (2018) US 90A and Williams Way Corridor Entry Monuments and median improvements (Installations and Maintenance) 	Addressed
<ul style="list-style-type: none"> Transit feasibility study to explore local circulator 	<p>A feasibility study to explore local circulator was not completed. This was not prioritized potentially due to availability of Fort Bend Transit Bus service in the area.</p>	Not addressed
NEIGHBORHOODS AND AMENITIES		
<ul style="list-style-type: none"> Residential Street and Sidewalk revitalization program 	<p>Sidewalk Assessment and Repairs Program by Public Works Department (2018 - <i>ongoing</i>)</p>	Addressed
<ul style="list-style-type: none"> Neighborhood planning initiatives 	<p>The City has collaborated with public and private entities on several projects to improve and revitalize existing neighborhoods and the downtown areas.</p> <p>Public works curb cleaning, ditch cutting & mowing, regulatory sign maintenance, tree trimming, weeding and flower bed maintenance program. (<i>Periodical</i>)</p> <p>Keep Richmond Beautiful programs and initiatives.</p>	Addressed
<ul style="list-style-type: none"> Hotel Feasibility study 	<p>Hotel and Convention center feasibility study was completed in 2018.</p>	Complete
<ul style="list-style-type: none"> Updated parks and recreation plan 	<p>City of Richmond, Texas Parks, Recreation, and Open Space Master Plan was adopted in 2017.</p>	Complete
BUSINESS SUPORT		
<ul style="list-style-type: none"> Collaborative marketing and branding 	<ol style="list-style-type: none"> Scenic City Certification (2016) DCR Website Project (2018) Digital Marketing Strategy and Downtown Video Project (2018) Enhanced UDC portal (2020) 	Addressed

<ul style="list-style-type: none"> Enhanced resources for businesses 	Development Corporation of Richmond Grants	Addressed
<ul style="list-style-type: none"> Downtown planning coordination with UTSA 	A Downtown Vision and Historic Building Study was completed in 2015	Complete
<ul style="list-style-type: none"> Business Incubator and Accelerator Program 	Staff reviewed the possibility of initiating a Business Incubator and Accelerator Program in partnership, however, it has not come to fruition.	Not addressed
<ul style="list-style-type: none"> Business Park feasibility study 		Not addressed
ONGOING ESSENTIAL MUNICIPAL FUNCTIONS		
<ul style="list-style-type: none"> Annexation and ETJ agreements 	<ol style="list-style-type: none"> 309 Gonyo Ln ETJ expansion 415 Crabb River Rd ETJ expansion 626 Joerger Cumings Rd ETJ expansion 1207 FM 359 Annexation Fire Station 2 Annexation Jones Creek Plaza Annexation Veranda Development Agreement (2015 - 2017) George Foundation Development Agreement. (2016) MUD Agreements (various) 	Addressed
<ul style="list-style-type: none"> Incremental infrastructure investments that can expand with growth via capital improvement programming 	<ol style="list-style-type: none"> Surface Water Treatment Plant (2016-2018) Fire Station 2 (2017-2019) Pitts Road Property Purchase 	Addressed
<ul style="list-style-type: none"> Joint-funded project initiatives and shared-use facilities 	<ol style="list-style-type: none"> Edgar Water Plant (2016-2017) FM 359 Elevated Storage Tank (2017-2018) 	Addressed
<ul style="list-style-type: none"> Landscape beautification and screening investments with major infrastructure projects 	Surface Water Treatment Plant Landscaping (2018)	Addressed
<ul style="list-style-type: none"> Recruitment of high-quality land developers (including hotels) 	<ol style="list-style-type: none"> DCR Target Industry Study (2018) Veranda Master Planned Mixed Use Development Mandola Farms Residential Development Four Hotel Projects within City limits and ETJ Commercial Development Projects within City limits and ETJ 	Addressed
<ul style="list-style-type: none"> Weekend and night-life programming 	Some of the regular event organized include Food Truck Lunch Fridays; HRA's Music in the Park; HRA's; Motor Madness and Art Walk; Pecan Harvest Festival; Boutique Crawls in Downtown; Run to Attack Poverty; and Movie on Morton	Addressed

End of Report

WORKSHOP 1 • ISSUES AND NEEDS

Richmond Comprehensive Master Plan Update

As an early step in the process of updating the Richmond Comprehensive Master Plan, consultant Kendig Keast Collaborative (KKC) will facilitate a “big picture” workshop discussion with members of the City Commission and Planning & Zoning Commission.

PURPOSES

- Brief everyone on the project process and timeline.
- Ensure early input and direction to the project consultants, to help focus their work.
- Highlight the special characteristics and circumstances of Richmond as context for the plan update.

Workshop Considerations

The discussion is intended to be informal and interactive. Likely discussion points will include:

Looking Back

- Ways in which Richmond is the same/different since the 2014 plan.
- Major City and community accomplishments over the last 10 years.
- Things considered or set out to do but did not accomplish ... Why? Still on the agenda?

Looking Ahead

- Opportunities and challenges in the following areas:
 - Demographic and economic trends
 - Land use and development/redevelopment, including in the Downtown area
 - Housing needs, along with neighborhood conditions and integrity
 - Transportation – of all types
 - Public infrastructure and facilities, including flooding risk and mitigation
 - Economic development and revitalization
 - Recreation and amenities
 - Community image and appearance
 - Needed adjustments to City’s plan implementation tools, including growth management

Where to Focus

- Strategic issues involving the physical characteristics of Richmond that must be addressed – or remain an ongoing focus – in the updated Comprehensive Master Plan.
- Your personal hopes/priorities for your community in serving as an elected official or appointed advisory official.
- The most difficult community issues you have had to deal with in your official roles that relate to Comprehensive Master Plan topics and considerations.



City of Richmond

Where History Meets Opportunity

Special Scheduled City Commission Workshop

at

George Memorial Library

Room 2C

1001 Golfview Drive

Richmond, Texas 77469

Monday, July 24, 2023, at 4:30 P.M.

A7. Adjournment.