



STATE OF TEXAS  
COUNTY OF FORT BEND  
CITY OF RICHMOND

The City Commission for the City of Richmond, Texas met in Workshop Session on July 17, 2023, at 9:00 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- Left meeting at 11:14 a.m.

Barry Beard, Commissioner P2

Carl Drozd, Commissioner P3

Alex BeMent, Commissioner P4- Not in attendance

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.

- Mayor Haas called the meeting to order at 9:00 a.m.

➤ Mayor Haas proceeded to skip to agenda item A8.

**Agenda item A8.** Presentation on FY 2024 Proposed Bond Issue.

- Finance Director Preza provided an overview of the proposed bond issue. Topics of discussion included all the new CIP for FY24, which are the Veranda In-City second reimbursement, Mandola second reimbursement, PD building renovations, and the second phase of Morton Street parking. These projects are funded by \$7M in bonds. Joe Morrow with Hilltop Securities will be present during the evening meeting to answer any questions the City Commission may have. Information requested for a later date included an income/expense stream for the Veranda and Mandola projects, and information on the amount of debt the city can incur without affecting our credit rating.

➤ Skipped to consent agenda.

**Agenda item A10.** Consent Agenda

Commissioner Beard selected Fire, Public Works, Building, and Code Enforcement for discussion.

- Fire- General discussion
- Public Works- Update on Richmond Pkwy, 762 Veranda Johnson Development/TxDot project, and discussion on considering managing projects within our city with interlocal agreement.
- Building- Best practices on handling solar panel installations and protecting the homeowner.
- Code Enforcement- Discussed June new open cases and total closed cases reports.

**Agenda item A11.** Review and consider taking action on Ordinance No. 2023-16, adopting text amendments to the Unified Development Code, to include certain changes to board and commission member requirements. The specific sections to be amended include:

1. Section 6.2.103, Zoning Board of Adjustment.

2. Section 6.2.104, Richmond Historical Commission.

- Discussion on the confirmation process of board/commission members, clarifying language in the ordinance on the nomination/appointment process and historic district sections.

**Agenda item A12.** Review and consider taking action on Ordinance No. 2023-14, adopting text amendments to the Unified Development Code to include certain changes to parking requirements and standards in the DN, Downtown District. The specific sections to be amended includes:

1. Section 4.2.103, Alternatives or Modifications to Required Parking.

- Discussion regarding the findings of the parking case study and solutions to parking in DN such as parking garages or privately owned parking lots.

**Agenda item A13.** Review and consider taking action on a parking study required by *Section 4.2.103.B. Special study* of the Unified Development Code for proposed school at 1120 FM 359.

- Concerns if the study reflects the correct peak times and if 128 parking spaces will be enough. Additional information requested for the evening meeting is the site plan for what Kimley-Horn is projecting. Additional discussion on possibly requiring a Traffic Impact Analysis, parking study, and an approval letter from TxDot before construction.

**Agenda item A14.** Review and consider taking action on a Final Plat – Kingdom Heights Section Eight – 48.304 acres of land – 4 Blocks – 124 Lots – 5 Reserves. The subject site is a section within the Kingdom Heights Master Planned Community located along the east side of FM 723

- Request for additional information on requirements regarding retention.

**Agenda item A15.** Review and consider taking action on the Quarterly Financial Report and Quarterly Investment Report (copies are enclosed).

- General discussion on utilities fund, sales tax, return on investments, pooled cash. Additional request for distinction between the Fund Balance in Days/Over Under Policy (YTD and Budgeted) in the Monthly Financial Report.

**Agenda item A16.** Review and consider taking action on 10/20 Year Write Off per Texas Property Tax Code Section 33.05 “Limitation on Collection of Taxes” and review Delinquent Tax Report provided by Linebarger, Goggan, Blair and Sampson.

- Discussion on if all avenues have been exhausted to notify individuals that they are on the list. A representative will be present during the evening meeting to discuss the Delinquent Tax Report.

**Agenda item A17.** Review and consider taking action on Resolution No. 448-2023, approving and authorizing an Interlocal Agreement with the Fort Bend Subsidence District relating to the WaterWise Program.

- Discussion on the WaterWise program which educates about water conservation through LCISD and area schools 4<sup>th</sup> and 5<sup>th</sup> grade classrooms.

**Agenda item A18.** Review and consider taking action authorizing City Manager to execute a marketing contract for the City and the Development Corporation.

- Discussion of the goals, advantages, and quantification of a marketing plan and overall strategy.

**Agenda item A19.** Update on 415 Crabb River Road potential utility request to MUD 116.

- Planning Director Garcia provided a brief background on where the city is with this request for utilities from MUD 116. Additional discussion on the impact of possible annexation of MUD 116 into the city.

**Agenda item A20.** Update on Proposed annexation of an approximate 21.274-acre tract of land in the William Morton, Abstract No. 62, Fort Bend County, Texas. Located on the east side of FM 359 south of Del Agua Drive at 924 FM 359.

- Request for a site plan and the checklist of what has been done thus far to see if it meets the strategic goals of the City Commission.

**C2.** Adjournment.

- With no further business to discuss, Mayor Haas declared the meeting adjourned 11:21 a.m.

**APPROVED:**



Becky K. Haas, Mayor

**ATTEST:**



Lasha Gillespie, City Secretary