



STATE OF TEXAS  
COUNTY OF FORT BEND  
CITY OF RICHMOND

The City Commission for the City of Richmond, Texas met in Workshop Session on November 13, 2023, at 9:00 a.m.

Mayor Becky Haas proceeded to call the meeting to order at 9:04 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  
Barry Beard, Commissioner P2-not in attendance  
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 proceeded to agenda item A6*

**Agenda item A6.** Staff Update on providing and receiving mutual aid in the Fire Department.

- The members of the City Commission received an overview in their agenda documents about the functioning of mutual aid.
- Commissioner Gaul shared some observations that were forwarded to Chief Youngblood, and these will be included in the update at this evening's meeting.

**Agenda item A7.** Consent Agenda

- No discussion.

### Regular Agenda

**Agenda item A8.** Review and consider taking action on a Final Plat – PitStop Express Richmond Texas – 5.7412 acres of land – 1 Block – 0 Lots – 2 Reserves. The subject site is located at 22235 Southwest Freeway, south of US 59 and west of Williams Way Boulevard.

- City Manager Vela provided a brief background on the subject site. No discussion.

**Agenda item A9.** Review and consider taking action on a Short Form Final Plat – Veranda Montessori School – 1.8218 acres of land – 1 Block – 0 Lots – 1 Reserve. The subject site is located north of Richmond Parkway and west of Circle Seven Road.

- During the meeting, there was a discussion about traffic routing and queuing. Planning Director Garcia mentioned that they have informed the developer of the necessity to conduct a Traffic Impact study.

**Agenda item A10.** Review and consider taking action on a Final Plat – IL Texas - 22 acres of land – 1 Block – 0 Lots – 1 Reserve. The subject site is located along the east side of FM 359 and to the south of Plantation Place residential subdivision.

- General discussion regarding the subject site. Planning Director Garcia indicated that that plat meets all the requirements of the UDC and Texas Local Government Code. He went on to say that the City Commission has the discretion to deny without ramifications.

**Agenda item A11.** Review and consider taking action on amending the Rules of Commission.

- Discussion on some of the proposed changes to the Rules of Commission included:
  - ❖ The authority of the City Manager to cancel or reschedule meetings, an aspect not currently specified in the rules.
  - ❖ Official documentation of the existing practice where the City Secretary's office ensures the city's website is used for public postings.
  - ❖ Detailed description of the Chair's responsibilities.
  - ❖ Procedures related to voting.
  - ❖ Elimination of repetitive references to the "chair" in the section concerning the recording of votes.
  - ❖ Proposals to exclude items 8 and 9 from the Parliamentary procedures, with an alternative approach involving a City Commission member and the City Manager.

This requires two readings and action could be taken tonight. This is the second reading. The first reading was during the October 30th Special meeting.

Commissioner Gaul further stated that we could proceed with the current proposal, and if any problems arise, adjustments could be made.

**Agenda item A12.** Review and consider taking action on Ordinance No. 2023-29, preventing traffic blocking in major thoroughfares.

- Commissioner Drozd mentioned Article III, focusing on the concept of "standing". Following this, City Attorney Smith elaborated on the usage of this term, explaining its role as part of a larger context.
- Commissioner Gaul suggested considering ways to make the developer or business owner responsible for avoiding queuing problems, potentially through a process of conditional approval.

**Agenda item A13.** Review and consider taking action on authorize City Manager to execute a construction contract for well rehabilitation at Winston Water Plant.

- Commissioner Drozd inquired about the frequency of renovations for the well. City Manager Vela responded that this is the second renovation. Additional dialogue took place regarding the potential to discern a long-term trend in the well's sustainability. Assistant City Manager Christian noted that the current rehabilitation is expected to extend the well's lifespan by another 5 to 8 years.

**Agenda item A14.** Review and consider taking action on Resolution No. 460-2023 appointing the HGAC Representative and Official Alternate.

- CM Vela stated that annually, an HGAC Representative and an Official Alternate must be designated.

**Agenda item A15.** Review and consider taking action on Resolution No. 461-2023 casting ballots for Fort Bend Central Appraisal District Board Directors.

- The City Commission received a resume for each of the five candidates. The Resolution includes two votes for each candidate, continuing the practice established in previous instances.

**Agenda item A16.** Review and consider taking action on Resolution No. 462-2023, appointing the Investment Officers for the City.

- One of the previously appointed Investment Officers has taken a new role elsewhere. Consequently, Finance Director Preza is recommending the appointment of the city's Controller, Maritza Salazar, and City Manager Terri Vela, to ensure backup coverage for the finance team.

**Agenda item C2.** Adjournment.

- With no further business to discuss, Mayor Haas declared the meeting adjourned at 9:50 a.m.

**APPROVED:**



Becky K. Haas, Mayor

**ATTEST:**



Lasha Gillespie, City Secretary