



STATE OF TEXAS  
COUNTY OF FORT BEND  
CITY OF RICHMOND

The City Commission for the City of Richmond, Texas met in Regular Session on February 19, 2024, at 4:30 p.m. Mayor Becky Haas proceeded to call the meeting to order at 4:31 p.m. The meeting was broadcast 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  
Carl Drozd, Commissioner P3  
Alex BeMent, Commissioner P4  
Terri Vela, City Manager  
Howard Christian, Assistant City Manager  
Gary Smith, City Attorney  
Lasha Gillespie, City Secretary

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

- Mayor Haas called the meeting to order at 4:31 p.m.

**A2. Recite the Pledge of Allegiance to the U. S. Flag and the Texas Flag.**

- Recited pledges.

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

- Shelly Freeman – 5 years – Human Resources Department- Present to receive.
- James Raven – 15 years – Street Department- Present to receive.

**Proclamations/Presentations:**

**Black History Month Proclamation** – Fort Bend Heritage Society- Sha'Terra Johnson accepted.

**Presentation from the Government Finance Officers Association for the Distinguished Budget Presentation Award.** - The City of Richmond has been honored with the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for the 16th consecutive year, recognizing its excellence in budget presentation. This award indicates Richmond's adherence to the highest standards of governmental budgeting, fulfilling criteria that assess the budget's role as a policy document, financial plan, operations guide, and communications tool. This consistent achievement underscores the city's commitment to transparency, financial accuracy, and best practices in fiscal management.

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

- None

**A5. Public comments.**

- None

**A6. Presentation on the Richmond Police Department 2023 Annual Report.**

- Chief Craig's presentation of the Richmond Police Department's 2023 Annual Report, covering NIBRS, crime statistics, and reductions in violent and property crimes, received positive feedback from the City Commission. The report was commended for demonstrating the department's commitment to civic

engagement, enhancing community safety and security, and bolstering public trust, reflecting an effective and transparent approach to law enforcement.

**A7. Update on Petitions for release from Extraterritorial Jurisdiction.**

- Planning Director Garcia presented a list and the status of properties seeking to be released from Richmond's Extraterritorial Jurisdiction (ETJ). The City Commission has called for a developed process and strategy to manage petitions for release from Extraterritorial Jurisdiction, in response to feedback. Staff will organize a workshop to address this need.

**A8. Presentation on Safe Drinking Water Act regarding Consumer Confidence Report.**

- ACM Christian presented the Consumer Confidence Report to the City Commission, emphasizing its role as a crucial element of the Safe Drinking Water Act. This report aims to keep consumers informed about their drinking water's safety and quality. Following the presentation, Howard was available to address any questions from the Commission.

**A9. Presentation on the Comprehensive Master Plan Update.**

- Gary Mitchell from Kendig-Keast delivered a presentation on the Comprehensive Master Plan Update to the City Commission, highlighting the project's progress into Phase 2. He outlined the current timeline status and shared the top ten key takeaways based on their data analysis. Following the presentation, Mitchell was available for questions from the City Commission, facilitating a comprehensive discussion on the plan's developments and insights.

**A10. Consent Agenda.**

- Commissioner Gaul made a motion to approve the Consent Agenda in its entirety. Commissioner Beard seconded.

***>Commissioner BeMent made a motion to go into Executive Session for Agenda items A16 and A18. Commissioner Beard seconded. Motion passes unanimously.***

**A24. Adjourn to Executive Session, as authorized by Texas Government Code, Sections 551.072, Deliberation of Real Estate Discussions and 551.074, Personnel Matters.**

**E1. Executive Session for Deliberation Regarding Real Estate and Personnel Matters.**

- Meeting adjourned to Executive Session at 5:36 p.m.

**C1. Reconvene into Open Meeting**

- Reconvened into Open Meeting at 7:27 p.m.

**A16. Review and consider taking action on Resolution No. 473-2024, appointing board members to the Planning and Zoning Board.**

- Commissioner BeMent nominated Kristin Schulze for Position 3 of the Planning and Zoning Commission. Commissioner Gaul seconded. Motion passes unanimously.

**A18. Review and consider taking action on Resolution No. 469-2024, request to consent to create Fort Bend County Municipal Utility District No. 263.**

- After a thorough discussion regarding the creation of Fort Bend County Municipal Utility District No. 263, the City Commission emphasized the importance of receiving a formal commitment from the petitioner to ensure collaboration with the city.
- Commissioner BeMent moved to approve Resolution No. 469-2024, request to consent to create Fort Bend

County Municipal Utility District No. 263. This approval is given unconditionally, contingent upon the city receiving a formal letter from the petitioner. This letter will set the effective date of Resolution No. 469-2024 and confirm the petitioner's intent to negotiate in good faith a Development Agreement, Strategic Partnership Agreement, and any other significant documents that may emerge in relation to this development, facilitating discussions between the city and the developer as expected in such developments. Commissioner Beard seconded. Motion passes unanimously.

**A11. Review and consider taking action on Preliminary Plat – Kingdom Heights Section Nine – 45.97 acres of land – 5 Blocks – 100 Lots – 7 Reserves. The subject site is a section within the Kingdom Heights Master Planned Community located along the east side of FM 723.**

- Planning Director Garcia presented the Preliminary Plat for Kingdom Heights Section Nine. Planning Director Garcia reported to the Commission that the P&Z Commission had already recommended the approval of this plat during their meeting on February 13, 2024. Mr. Garcia indicated that staff recommends the approval of the preliminary plat. Commissioner BeMent made a motion to approve Preliminary Plat – Kingdom Heights Section Nine – 45.97 acres of land – 5 Blocks – 100 Lots – 7 Reserves. The subject site is a section within the Kingdom Heights Master Planned Community located along the east side of FM 723. Commissioner Drozd seconded. Motion passes unanimously.

**A12. Review and consider taking action on Resolution No. 472-2024, Joint Election Agreement and Contract for Election Services with Fort Bend County.**

- Commissioner Gaul moved to approve Resolution No. 472-2024, Joint Election Agreement and Contract for Election Services with Fort Bend County. Commissioner Drozd seconded. Motion passes unanimously.

**A13. Review and consider accepting the 2023 Richmond Police Department Racial Profiling Report.**

- The City Commission reviewed the 2023 Richmond Police Department Racial Profiling Report, presented by Chief Craig. The summary of the report indicated that the Richmond Police Department has fully complied with and met all ten requirements as mandated by the Texas Racial Profiling Law. The report affirmed the department's commitment to transparency, demonstrating adherence to legal standards for information provision. Moreover, it concluded that, based on the department's policies, procedures, training, data collection, audits, and the absence of complaints, there is no evidence of a pattern of racial profiling by the department or any of its officers.
- Commissioner BeMent made a motion to accept the 2023 Richmond Police Department Racial Profiling Report. Commissioner Beard seconded. Motion passes unanimously.

**A14. Review and consider taking action on the Annual Comprehensive Financial Report for Year Ending September 30, 2023.**

- Lupe Garcia, representing the external auditing firm Whitley Penn, presented the report, elaborating on the auditing process and its outcomes. The city received an unmodified or clean audit opinion, which is the most favorable assurance level a city can achieve. This opinion indicates that the financial statements are presented fairly in all material respects and comply with the applicable financial reporting framework, affirming the city's financial integrity and accountability.
- Commissioner BeMent moved to accept the Annual Comprehensive Financial Report for Year Ending September 30, 2023, and Federal Single Audit. Commissioner Beard seconded. Motion passed unanimously.

**A15. Review and consider taking action on Development Corporation FY 2023 Annual Report.**

- The City Commission reviewed the Fiscal Year 2023 Annual Report presented by Director Jones from the Development Corporation of Richmond. The presentation highlighted key accomplishments, initiatives, and financial summaries outlined in the annual report.

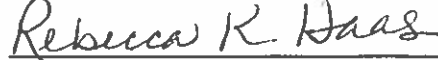
- Commissioner Gaul moved to accept the Development Corporation FY 2023 Annual Report. Commissioner BeMent seconded. Motion passes unanimously.
- A17. Review and consider taking action on Resolution No. 474-2024, appointing board members to the Building and Standards Commission.**
- Commissioner BeMent moved to approve Resolution No. 474-2024, appointing board members to the Building and Standards Commission. Commissioner Beard seconded. Motion passes unanimously.
- A19. Review and discuss Comprehensive Parks Master Plan.**
- ACM Christian presented the Parks Master Plan, emphasizing its primary goal to establish a balanced park and open space system tailored to the recreational needs of Richmond's citizens. The plan outlines several objectives to achieve this goal, including renovating and enhancing current parks and developing a trail system to link parks with residential areas and historic downtown. It also emphasizes continued collaboration with local youth sports organizations, acquiring land along the Brazos for preservation, forging partnerships for the development and operation/maintenance of the park system, ensuring park safety, and providing diverse recreational options suitable for all ages and abilities. Additionally, the plan mentions an upcoming full update next year, with a specific focus on ensuring safety within park amenities.
- A20. Review and consider taking action on Resolution No. 475-2024, adopting a FEMA approved Hazard Mitigation Plan.**
- Emergency Management Coordinator Robert Oliver highlighted that the plan aims to rehabilitate and preserve Richmond's neighborhoods and natural amenities while mitigating hazards. A significant benefit of this plan is that it qualifies the city to apply for various FEMA grant funding opportunities, including the BRIC Program and Hazard Mitigation Funding Program, among others.
  - Commissioner Beard moved to approve Resolution No. 475-2024, adopting a FEMA approved Hazard Mitigation Plan. Commissioner BeMent seconded. Motion passes unanimously.
- A21. Review and consider taking action on authorizing City Manager to execute a contract for a Branding and Marketing Plan.**
- Director Jones informed the City Commission that on February 13, 2024, the Development Corporation of Richmond unanimously endorsed the choice of Civic Brand as a consulting firm. The endorsement included a request for the City Commission to grant final approval. With the City Commission's approval, the city will assume the primary role in the project, transitioning the Development Corporation of Richmond staff to a supporting position. The City Commission inquired about methods for measuring the project's value, including benchmarks and analyses.
  - Commissioner BeMent moved to authorize City Manager to execute a contract for a Branding and Marketing Plan with CivicBrand. Commissioner Beard seconded. Motion passes unanimously.
- A22. Excuse from Attendance at Regular City Commission Meeting.**
- None
- A23. Consider taking action on requests for future agenda items.**
- Commissioner BeMent made a motion to add discussion on a new ordinance permitting/allowing golf carts on roadways, shared use paths, and sidewalks as a future agenda item. Commissioner Beard seconded. Motion passes unanimously.
  - Commissioner Gaul made a motion to have ETJ withdrawal procedure and strategy as a future agenda item. Commissioner Beard seconded. Motion passes unanimously.
  - Commissioner Drozd made a motion to schedule a Workshop Review and discuss agenda packet, identify key elements and crucial information that should be included in the information as a future agenda item.

Commissioner Beard seconded. Motion passes unanimously.

**C2. Adjournment.**

- With no further business to discuss, Mayor Haas adjourned the meeting at 9:13 p.m.

**APPROVED:**



Becky K. Haas, Mayor

**ATTEST:**



Lasha Gillespie, City Secretary