



STATE OF TEXAS
COUNTY OF FORT BEND
CITY OF RICHMOND

The City Commission for the City of Richmond, Texas met in Workshop Session on December 18, 2023, at 9:00 a.m.

Mayor Becky Haas proceeded to call the meeting to order 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
Barry Beard, Commissioner P2-excused himself at 11:10 a.m.
Carl Drozd, Commissioner P3
Alex BeMent, Commissioner P4-arrived at 9:07 am
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 meeting to order at 9:00 am.

Mayor Haas proceeded to skip to agenda item A6.

Agenda item A6. Staff Update on Outstanding Grant Funds.

- ACM Christian responded to the City Commission's general inquiries and stated he would provide a status report on each project at the evening meeting.

Agenda item A7. Insurance Service Office (ISO) ratings update.

- Richmond Fire Department used a consulting firm to prepare for an upcoming ISO evaluation. The firm conducted an assessment using the fire suppression rating schedule and determined Richmond classified as a 2 within city limits and a 2X for areas outside of the city limits. Fire Chief Youngblood went on to explain classifications and insurance rates. General discussion included whether this information would be helpful to the public and HOA's as it relates to insurance, financial impacts, if any, for different ratings.

Agenda item A8. Consent Agenda

Commissioner Beard selected, Fire, Municipal Court, Public Works, Planning, and Code Enforcement reports for discussion. Commissioner BeMent selected Police reports for discussion.

Commissioner Beard-

- **Fire Department:** The conversation focused on fire truck maintenance and drone training now under the Office of Emergency Management (OEM). Commissioner Gaul inquired about a contingency fund for repair costs, typically covered by bonds. Commissioner BeMent noted a discrepancy in the repair costs for the ladder truck, with Chief Youngblood promising details later, pending vendor information. CM Vela mentioned that this information should be ready for the next City Commission meeting.
- **Municipal Court:** The number of outstanding warrants is decreasing.
- **Public Works:** Covered a range of topics including incoming sales calls, the WWTP Expansion at Harvest Green, its permitting process, the mobility funds list, and a new water well project.

- **Planning Department:** Discussed a mistake in categorizing a car dealership as a business service and the need to clarify our target industry definition.
- **Mayor Haas:** Asked about properties located at 2018 Thompsons Rd., 2055 Richmond Pkwy, and 409 S. 11th St.
- **Commissioner BeMent's:** Discussed the unauthorized removal of a tree by a developer at Reign Spa on FM 359, violating city ordinance. The developer is required to replace the trees and hire an arborist. CM Vela reported a stop order had been issued. Commissioner Beard suggested the ordinance should include a fine for cutting down trees without a permit.

Mayor Haas excused herself at 9:58 a.m. Mayor Pro Tem BeMent chaired the meeting. Mayor Haas resumed chairing the meeting at 10:10 a.m.

- **Code Enforcement:** Commissioner Beard commented about the current format of code enforcement reporting, noting its inability to clearly indicate whether the city is effectively reducing outstanding violations. Building Official Scott Fajkus explained that the department's previous reporting system is no longer in use, and they are in the process of adopting a new system (MGO). CM Vela suggested that in the upcoming City Commission meeting, the department should be prepared to present a report demonstrating the reduction in violations over the past three months. The conversation then shifted to the issue of a hazardous building on Dowling St., identified as a dangerous structure. Mr. Fajkus informed that an enforcement notice has been issued, with a municipal summons being the following course of action.

Commissioner BeMent-

Police- Commissioner Bement mentioned that Beat 10 reports are not always available. Chief Craig explained this is due to the departure of the officer previously in charge of Beat 10, and the process of assigning these responsibilities to a new officer is underway. Mayor Haas then asked for the inclusion of shift details, like day or night, in the Beat reports.

Regular Agenda

Agenda item A9. Review and consider taking action on amending the Rules of Commission.

- City Attorney Smith implemented revisions to the Rules of Commission in response to feedback from the City Commission. This process involved thorough discussions that addressed modifications in the language regarding the scheduling and cancellation of meetings, as well as the modification or removal of language concerning agenda packets, particularly focusing on the wording that suggested a three-day timeframe is ample opportunity for City Commission members to review the packet. Some members of the City Commission expressed discontent with the phrasing used in this regard. CA Smith went on to agree with Commissioner Gaul that the changes are editorial and in nature and provide clarification and would not prevent the City Commission from taking action on this item in this evening's meeting if they choose to. Further discussion included Parliamentary Procedure and timeframe on submitting agenda items to the City Manager for approval.

Agenda item A10. Review and consider taking action on Ordinance No. 2023-29, preventing traffic blocking in major thoroughfares.

- Members of the City Commission engaged in a discussion about whether to include provisions in the proposed ordinance for moving an accident or stopped vehicle to the side of the road. They also considered the necessity of adding language to ensure enforcement and define 'principal arterial street' consistently.

Agenda item A11. Review and consider taking action on Ordinance No. 2023-30, establishing a speed zone.

CM Vela clarified that TxDOT initiated this request and conducted the requisite Traffic Impact Analysis. Chief Craig has examined it to ensure its enforceability. There was no further discussion.

Agenda item A12. Review and consider taking on a Preliminary Plat for Rio Vista Business Park Reserve, 10.0011 acres of land, 1 Block, 0 Lots, 1 Reserve. The subject site is located at 1006 FM 359 in the William

Morton League Abstract No. 62, in Fort Bend County, Texas in Fort Bend County Clerk's File (F.B.C.C.F) Number (No.) 2021117052.

- No discussion.

Agenda item A13. Review and consider taking action on Resolution No. 467-2023, adopting a Hotel Occupancy Tax Policy and application form.

- CM Vela explained that the purpose of this draft policy and application form is to allocate Hotel Occupancy Tax (HOT) funds with the goal of enhancing tourism by increasing hotel occupancy rates. She emphasized that this proposal is open for consideration and feedback from the City Commission. During the discussion, suggestions were made regarding the event information section of the application. It was recommended that this section should include details such as the event's start date and time, end date and time, and the format of the application, including spacing and the possibility of making it a fillable form. Additionally, there was a conversation about establishing priorities for allocating these funds, and it was acknowledged that a separate budget would be designated for this purpose. Questions were raised concerning the underlying objective or philosophy behind creating this policy, as it may introduce some administrative burdens that need to be addressed. It was highlighted that while the city collects the Hotel Occupancy Tax (HOT), its utilization must adhere to the guidelines established by the state.

Agenda item A14. Review and consider taking action on Resolution No. 468-2023, supporting a grant application to fund an overpass crossing of Union Pacific Railroad Tracks as a part of our FM 762/10th Street Mobility Project.

- Commissioner McCoy is actively pursuing additional grant funding for the overpass at the intersection of Union Pacific and 762/10th St. The Commissioner has asked for the City Commission's endorsement through a resolution of support. The members have expressed a desire to review additional engineering designs for the planned overpass, provided by the county. Furthermore, there's a call for the county to perform a thorough Traffic Impact Analysis and a feasibility study, especially focusing on the effects on significant locations such as Ferry St. and Fields St. The City Manager noted that staff will contact the Commissioner's office to obtain this extra information.

Agenda item C2. Adjournment.

- With no further business to discuss, Mayor Haas adjourned the meeting at 11:13 a.m

APPROVED:



Becky K. Haas, Mayor

ATTEST:



Lasha Gillespie, City Secretary