



City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting (in person)

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

And

**via Video/Telephone Conference call
(pursuant to Texas Government Code,**

Join Zoom Meeting

<https://us06web.zoom.us/j/2240869784?omn=89269343518>

Meeting ID: 224 086 9784

One tap mobile

+13462487799,,2240869784# US (Houston)

Dial by your location

- +1 346 248 7799 US (Houston)

Meeting ID: 224 086 9784

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. Recite the Pledge of Allegiance to the U. S. Flag and the Texas Flag.
- A3. Employee Recognition for Service with the City of Richmond:
Cory Spinks – 5 Years – Street Department.
Sgt. James Williams – 10 Years – Police Department.
Proclamations:

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.

City Commission Meeting Agenda

November 18, 2024

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- A4. Mayor, City Commissioners and City Staff Announcements per Sec. 551.0415 of the Texas Government Code.
- A5. 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.)
- A6. Public Hearing to receive comments on updated Comprehensive Master Plan.
- A7. Public Hearing to receive comments on Central Richmond Revitalization Plan.
- A8. Update on Capital Improvement Projects.
- A9. Presentation on permitting process, starting with Predevelopment Meetings through issuance of Permit, with recommended enhancements.
- A10. Update on Mustang Crossing Apartments permit, including construction progress and timelines.

CONSENT AGENDA

- A11. All consent agenda items listed are considered routine by the City Commission and will be enacted by one motion. There will be no separate discussion of these items unless a Commissioner so requests; in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda. Information concerning consent agenda items is available for public review.
 - 1. Review and consider taking action on the minutes the Regular City Commission Meeting and the Workshop held on October 21, 2024 (a copy is enclosed).
 - 2. Review and consider taking action on the Fire Department report (a copy is enclosed).
 - 3. Review and consider taking action on the Police Department report (a copy is enclosed).
 - 4. Review and consider taking action on the Municipal Court report (a copy is enclosed).
 - 5. Review and consider taking action on the Monthly Financial report (a copy

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is enclosed).

6. Review and consider taking action on the Tax Assessor/Collector Report (a copy is enclosed).
7. Review and consider taking action on the Public Works Report (a copy is enclosed).
8. Review and consider taking action on Planning Department Report (a copy is enclosed).
9. Review and consider taking action on the Building Department Report (a copy is enclosed).
10. Review and consider taking action on the Code Enforcement Report (a copy is enclosed).
11. Review and consider taking action on the Emergency Management Report (a copy is enclosed).
12. Review and consider taking action on the Development Corporation Report (a copy is enclosed).
13. Set date for next meeting. (Regular City Commission Meeting on Monday, December 16th at 4:30 p.m.)

REGULAR AGENDA

- A12. Review and consider taking action on proposed amendment to the Concept Plan for Harvest Green— 1,686.4± acres of land out of the William Morton Survey, Abstract 62 and Jane Wilkins Survey, Abstract 96. The proposed amendment is to Section 27, Church tract and WWTP tract.
- A13. Review and consider taking action on Ordinance No. 2024-18, adopting the Central Richmond Revitalization Plan.
- A14. Review and consider taking action on Ordinance No. 2024-17, adopting the updated Comprehensive Master Plan.
- A15. Review and consider taking action on authorizing City Manager to execute a construction services contract for the Wessendorff Ground Storage Tank Rehabilitation Project.

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.

- A16. Review and consider taking action on Ordinance No. 2024-19, amending Chapter 6 “Animals” of the Code of Ordinances to include aggressive dog regulations.
- A17. Review and consider taking action on Ordinance No. 2024-06, establishing and regulating golf carts neighborhood electric vehicles, and off-highway vehicles on certain public streets.
- A18. Review and consider taking action on Resolution No. 501-2024, approving the Third Amendment to Development and Water Supply and Wastewater service contract with MUD 187 (Del Webb).
- A19. Review and consider taking action on Resolution No. 502-2024, approving a reclaimed water agreement with Del Webb Homeowners Association.
- A20. Review and discuss Development agreement with build to rent project on Hwy 59/169.
- A21. Review and discuss proposed language on Multi Family requirements within Unified Development Code.
- A22. Explanation of absence at Regular City Commission Meeting.
- A23. Consider taking action on requests for future agenda items.
- A24. Adjourn to Executive Session, as authorized by Texas Government Code, Section 551.071, Attorney Consultation.

EXECUTIVE SESSION

In accordance with Chapter 551, Government Code, Vernon’s Texas Code Annotated (V.T.C.A) (Open Meetings Law), “The City Commission may meet in a Closed Executive Meeting pursuant to provisions of the Open Meetings Law, Chapter 551, Government Code, V.T.C.A. in accordance with the authority contained in the following section;” Sec. 551.071, Consultation with attorney and Sec. 551.074 Personnel Matters.

- E1. Executive Session for Attorney Consultation.
- E2. Discuss Municipal Judge’s duties and responsibilities, Section 4.03(2) of the City Charter.

OPEN MEETING

- C1. Review and consider taking action on Resolution No. 503-2024, authorizing Eminent Domain proceedings to acquire Lots 1, 2, and 3 of Block 118, Town of Richmond.

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.

C2. 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 551.071 – for purpose of consultation with attorney, 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



City of Richmond

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



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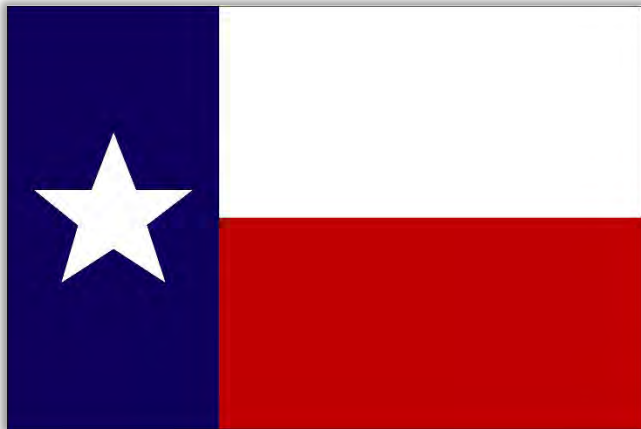
- A2. Recite the Pledge of Allegiance to the U. S. Flag and the Texas Flag.

The US Pledge of Allegiance



I pledge allegiance to the flag of the United States of America, And to the Republic for which it stands, one Nation Under God, indivisible, with liberty and justice for all.

Pledge to the Texas Flag



Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.



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- A3. Employee Recognition for Service with the City of Richmond:
Cory Spinks – 5 Years – Street Department.
Sgt. James Williams – 10 Years – Police Department.

Proclamations: None



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

Section 551.0415 of the Texas Government Code

The City Commission may receive from staff and a member of the City Commission may make a report about items of community interest during a meeting of the governing body without having given notice of the subject of the report and possible action is not discussed regarding the information provided in the report.

"Items of Community Interest" includes:

- (1) expressions of thanks, congratulations, or condolence;
- (2) information regarding holiday schedules;
- (3) an honorary or salutary recognition of a public official, public employee, or other citizen;
- (4) a reminder about an upcoming event organized or sponsored by the City Commission;
- (5) information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the City that was attended or is scheduled to be attended by a member of the City Commission or an official or employee of the City; and
- (6) announcements involving an imminent threat to the public health and safety of people in the City that has arisen after the posting of the agenda.

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- A5. 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.)



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Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

- A6. Public Hearing to receive comments on updated Comprehensive Master Plan.

NOTICE OF PUBLIC HEARING

LOCATION/DATE: The City Commission of the City of Richmond will hold a public hearing on Monday, November 18, 2024, at 4:30 p.m. at the City Commission Meeting Room, 600 Morton Street, Richmond, Texas.

PURPOSE: Public hearing to receive comments for or against the adoption of an update to the Comprehensive Master Plan and the adoption of the Central Richmond Revitalization Plan. Members of the public are invited to attend the hearing to provide their comments for or against the proposed update to the Comprehensive Master Plan and the proposed Central Richmond Revitalization Plan.

FOR MORE INFORMATION: For more information you can contact the City of Richmond Planning Department Office by email at planning@richmondtx.gov or by phone at 281-342-0559.



City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

- A7. Public Hearing to receive comments on Central Richmond Revitalization Plan.

NOTICE OF PUBLIC HEARING

LOCATION/DATE: The City Commission of the City of Richmond will hold a public hearing on Monday, November 18, 2024, at 4:30 p.m. at the City Commission Meeting Room, 600 Morton Street, Richmond, Texas.

PURPOSE: Public hearing to receive comments for or against the adoption of an update to the Comprehensive Master Plan and the adoption of the Central Richmond Revitalization Plan. Members of the public are invited to attend the hearing to provide their comments for or against the proposed update to the Comprehensive Master Plan and the proposed Central Richmond Revitalization Plan.

FOR MORE INFORMATION: For more information you can contact the City of Richmond Planning Department Office by email at planning@richmondtx.gov or by phone at 281-342-0559.



City of Richmond

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Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

- A8. Update on Capital Improvement Projects.



**CITY COMMISSION
AGENDA ITEM COVER MEMO**

DATE: November 18, 2024

Staff Review:

City Manager _____

City Attorney _____

Finance _____

Fire Department _____

Police Department _____

Public Works _____

AGENDA ITEM: Capital Improvement Project (CIP) Update

SUBMITTED BY: Howard Christian, Assistant City Manager

SYNOPSIS

Review and discussion about CIP projects, past and present

COMPREHENSIVE PLAN GOALS ADDRESSED

BACKGROUND

The City has completed multiple master plans over the years that identify needed and/or desired public infrastructure improvements. The attached shows CIP requests submitted over the last 9 years and their status.

BUDGET ANALYSIS

FUNDING SOURCE	ACCOUNT NUMBER	PROJECT CODE/NAME	FY 2025 FUNDS BUDGETED	FY 2025 FUNDS AVAILABLE	AMOUNT REQUESTED

BUDGET AMENDMENT REQUIRED? YES _____ NO _____

Purchasing Review:

Financial/Budget Review:

FORM CIQ: _____

FORM 1295 _____

SUPPORTING MATERIALS

Attachment

STAFF'S RECOMMENDATION

Review and discuss.

City Manager Approval: _____

City of Richmond CIP Request 2016 - 2025

* - Grant Funded

Master Plan Generated	Parks	CIP year	Status	Estimated Completion
☑	Freeman Town Park	2016	completed	
☑	George Park Restrooms	2017	completed	
☑	George Park play ground equip	2017	Not funded	
☑	Park Maintenance Bldg	2017	Not funded	
☑	George Park - expand parking	2017	completed	
☑	George Park entrance	2017	completed	
☑	George Park overlay	2017	Not funded	
☑	Wessendorff Trail	2017	completed	
☑	George Park splash pad	2017	Not funded	
☑	Girls softball parking	2017	completed	
☑	Collins hike and bike	2018	completed	
☑	Wessendorff Water feature	2018	completed	
☑	Morton Street food Park	2021	Not funded	
☑	Juan Seguin Park	2021	Not funded*	
☑	Downtown Sidewalk	2025		
Master Plan Generated	Municipal	CIP year	Status	Estimated Completion
	Quiet Zone	2016	completed	
	ACCMS - Access Control Security	2017	completed	
	Fleet Facility move/upgrade	2017	completed	
	City Hall Needs assessment	2017	completed	
	Fuel Storage	2019	completed	
	PD Renovations	2021	completed	
	Myrtle/Old Fire Dept exterior reno	2021	completed	
	Myrtle Street Renovation	2023	completed	
	City Hall Generator	2024	ongoing	24-Dec
	Downtown Sidewalk Assessment	2024	completed	
	Monument Sign	2025		
	City Hall	2025		

Master Plan Generated	Streets/Drainage	CIP year	Status	Estimated Completion
	10th street overpass,realignment	2017	on going*	28-Dec
	City Monuments	2017	Not funded	
☑	Newton Dip	2017	Not funded*	
	TXDOT signals	2017	Not funded	
	Street Assessment	2017	completed	
☑	2nd street outfall	2017	completed	
	Drainage Master Plan	2017	completed	
	Overlay	2018	completed	
	Lamar St Extension	2018	Not funded	
	Magnolia Ln Street Rehabilitation	2019	completed	
	Street Operations facility generator	2022	completed	
	City Hall Generator	2022	Not funded	
	Fire Department Auxillary Storage	2022	Not funded	
☑	Clay Street mobility	2022	on going*	25-Nov
☑	WCJC Detention	2022	Not funded	
☑	Upper Rabbs Drainage	2022	on going*	26-Jun
	Street Rehab Phase 1	2023	Designed, Construction Not funded *	
	Overlay	2024	on going	25-Jan
	Overlay	2025		
	Drainage Master Plan update	2025		
	Street Assessment update	2025		
	Stormwater Bank Program	2025		

Master Plan Generated	Water	CIP year	Status	Estimated Completion
☑	Surface Water Plant	2016	completed	
☑	Surface Water Pipeline (FM 762)	2017	completed	
☑	Rasom Road Well Replacement	2017	not funded	
☑	Ransom GST Rehab	2017	completed	
	Hillcrest Bridge water line replacement	2017	completed	
☑	Distribution Rehab	2017	completed	
☑	Water/Wastewater master plan	2017	completed	
☑	MCC Replacement	2017	partially completed	

✓	Well Rehab - Wessendorff	2017	completed	
✓	EST Rehab - Ransom	2017	completed	
✓	Downtown well Replacement	2017	not funded	
✓	Chloramine Conversion	2017	completed	
✓	EST mixers	2017	Funding Pending *	
	SW sludge evaluation	2017	completed	
	SW operations	2018	completed	
	Edgewood Water Line	2018	completed	
✓	FM 359 EST	2018	completed	
	Surface WTPP Maintenance Bldg	2019	completed	
✓	Ransom MCC Replacement	2019	completed	
	Water Operations facility generator	2020	completed	
✓	Water line rehabilitation	2021	completed	
✓	Surface Water groundwater well	2021	project funds re-directed for process generator	
✓	Altitude Valves for EST's	2021	Funding Pending *	
✓	Ransom Road generator	2022	completed	
	Williams Way Utility Extension	2023	completed	
	Edgar Water Well Rehab	2023	ongoing	26-Jan
✓	Downtown water line rehab	2023	completed *	
✓	Winston Water Well Rehabilitation	2024	completed *	
	HWY 90 Water/Wastewater extension	2024	completed	
✓	North Water line Rehab	2024	ongoing	25-Apr
✓	Wessendorff GST Rehab	2025	ongoing	25-Apr
	FM 359 Water line	2025	ongoing	25-Jun
✓	Downtown Water Well replacment	2025		
✓	Rasom Well Rehab	2025		
✓	Preliminary Engineering SWTP expansion	2025		
✓	Ransom Well Replacement Engineering	2025		
	Automatic Meter Reading	2025		
✓	MUD Master Meters	2025		
	SWTP R/M	2025		
✓	Surface Water Transmission line	2025		
✓	Water line Rehab Zone A and B	2025		

Master Plan Generated	Wastewater	CIP year	Status	Estimated Completion
✓	Regional WWTP Rehab	2017	partially funded*	
✓	Lift Station Rehab (Post Office)	2017	not funded	
	GIS	2017	completed	
	Jane Long crossing	2017	not funded	
	Wastewater TP demolition	2017	completed	
✓	WW SCADA	2017	completed	
	North WW Collection Rehab	2018	completed	
✓	Regional LS Rehabilitation	2019	completed	
✓	MUD 121 Lift Station	2019	completed	
	South WWTP re-rate	2023	completed	
✓	East WWTP PER and permit	2023	on going	25-Jun
	SCADA upgrade	2023	completed	
✓	Post Office LS upgrade	2023	on going	25-Nov
✓	Wastewater Reuse	2024	on going	25-Feb
✓	LS Rehab - N 2nd, Greenwood, 7th	2024	on going *	
✓	South WWTP expansion	2024	on going	25-Feb
✓	Regional WWTP Rehab	2025	on going *	25-Oct
✓	Lift Station Rehab	2025		
✓	Regional Solids Handling	2025		
✓	East WWTP Design	2025		



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Monday, November 18, 2024 at 4:30 P.M.

- A9. Presentation on permitting process, starting with Predevelopment Meetings through issuance of Permit, with recommended enhancements.



**CITY COMMISSION
AGENDA ITEM COVER MEMO**

DATE: November 18, 2024

Staff Review:

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

AGENDA ITEM:

**SUBMITTED BY: MasonA. Garcia, Planning Director
 Planning Department**

SYNOPSIS

This is an agenda request to provide an overview on the permitting process. Permits are required for development in the City. Other approvals or permits may be required by the UDC; other City ordinances, rules, or regulations; or state or federal law.

COMPREHENSIVE PLAN 2014 GOALS ADDRESSED

D.2. Continuously re-evaluate the City’s incentives, policies, and regulations – while at the same time – setting quality and character standards that are compatible with the historic character and future trajectory of the community.

BACKGROUND

At the October 21, 2024, City Commission meeting a request was made for a presentation on the permitting process from the Predevelopment meeting through the issuance of Permits. The permitting process can vary from jurisdiction to jurisdiction, to ensure the best service is provided staff is constantly reviewing and optimizing the process. The scope of the work in each project determines the amount, types and timeframe which will be necessary for applicants to receive final approval. The attached presentation will provide a summary of the current process and capture various types of permits along with sample timeframes.

BUDGET ANALYSIS

FUNDING SOURCE	ACCOUNT NUMBER	PROJECT CODE/NAME	FY 2024-2025 FUNDS BUDGETED	FY 2024-2025 FUNDS AVAILABLE	AMOUNT REQUESTED
N/A	N/A	N/A	N/A	N/A	N/A

BUDGET AMENDMENT REQUIRED? YES _____ NO _____ X _____

Requested Amendment: N/A

Budgeted funds estimated for FY 2024-2025: N/A

Purchasing Review: N/A

Financial/Budget Review: N/A

FORM CIQ: N/A

FORM 1295 N/A

SUPPORTING MATERIALS

A PowerPoint presentation has been submitted by the Planning Department for review by the Mayor and City Commission.

STAFF'S RECOMMENDATION

No action required.

City Manager Approval: _____



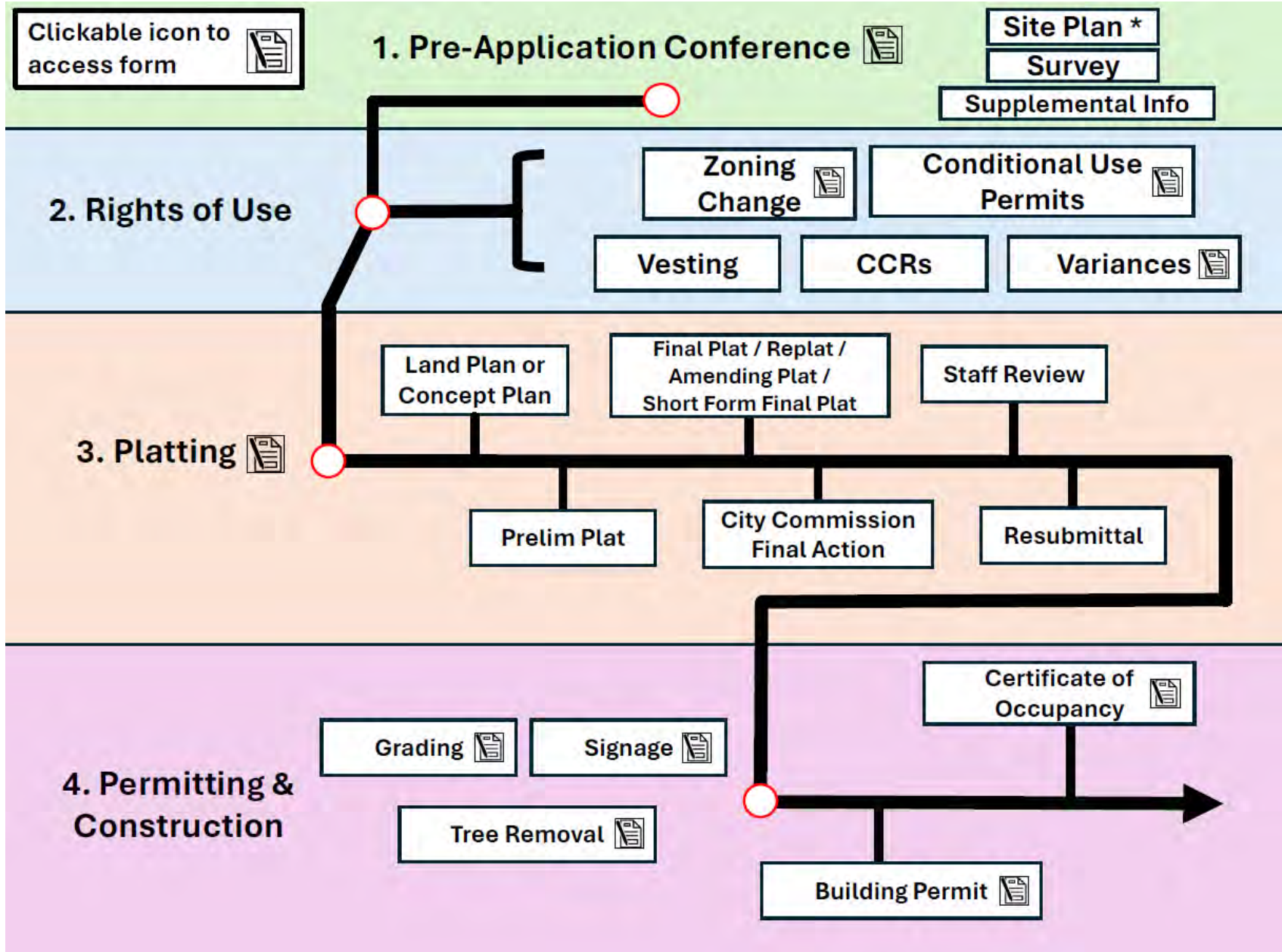
Development Process Overview

Monday, November 18, 2024

INTRODUCTION

The process ensures legal compliance with applicable federal, state, and local regulations, provides a structured map for project approval, protects interest of community by reviewing plans for alignment with the Comprehensive Master Plan, assures buildings and infrastructure meet adopted standards while supporting sustainable development for balanced growth.

Development Process Overview



PRE-APPLICATION CONFERENCE

The purpose of a pre-application conference is to create a “one-stop shop” meeting with all department representatives who form the Development Review Committee (DRC). These meetings help introduce the developers to the city’s development regulations and permitting processes. Generally attended by representatives of the following City departments: Planning Department, City Engineer, Public Works Department, Building Department, and Fire Marshal’s Office. A Pre-application Conference is mandatory for certain projects.

- Required Forms
 1. Pre-application Conference Request Form
 2. Site Plan
 3. Survey

Staff sends a follow-up email after the Pre-application Conference to check on the status of the proposed project and whether any items are preventing the proposal from moving forward.

Meet 1/week every Tuesday

Follow up comments from meeting sent within 7 days

RIGHTS OF USE

During the Pre-application Conference we will discuss the rights of use. Once the location has been identified the applicable regulations will be provided for the site.

City Limits

- Zoning
- Conditional Use Permits
- Variance
- Vesting
- CCRS

ETJ

- Vesting
- CCRS
- Variances
- Annexation

Discussed at Pre-application Conference

NON-CONFORMITIES

A nonconformity is when a nonconformity must be terminated or removed, and when it is allowed to be restored after temporary cessation, damage, or destruction.

Types of Nonconformities

1. Uses
2. Buildings/Structures
3. Lots
4. Signs
5. Parking and landscaping
6. MHP and RV Parks
7. Conversion of Nonconformities

Discussed at Pre-application Conference

PLATTING PROCESS

During the pre-application process staff will provide information regarding the requirements for platting and the applicable process which will be necessary. Below are the most common plan/plat types.

- 1. Land Plan / Concept Plan** - parcel proposed for development or subdivision constitutes a unit of a larger tract owned or controlled by the subdivider which is intended to be subsequently subdivided as additional phases of development.
- 2. Preliminary Plat** - subdivision plat that includes a plan of a subdivision or of a land development, including all required supplementary data, showing the approximate proposed street and lot or site layout.
- 3. Final Plat** - plat that has been submitted and approved in preliminary form, has been corrected by the applicant, has conformed to all of the provisions of this UDC, and is ready for final review of the by the governing body.
- 4. Replat** - means a plat that is recorded and controls over the preceding plat over a subdivision or portion of a subdivision in conformance with the provisions set out in Texas Local Government Code.

Discussed at Pre-application Conference

PERMITS REVIEW

1. Necessary permits need to be for the determined applicant to submit required applications.
2. As part of the process, overlay district permits can be submitted concurrently for review, but may require consideration by certain boards that meet on a regular basis.
 - Richmond Historical Commission – monthly
 - West Fort Bend Management District – Quarterly or as needed
3. Development Review Committee will review applications to ensure compliance with applicable codes
 - Plan Review: City planners, building inspectors, and other departments review your submitted plans to check for compliance.
 - Public Notice/Comment Period: For certain projects, there may be a public notice or comment period where neighbors or local residents can provide feedback.
 - Additional Information: If the city needs more information or if your project needs revisions, you may be asked to submit additional documentation or make changes to your plans.

Review time frame:

- 1st review – up to 30 days
- 2nd submittal+ – up to 15 days

PERMITS REVIEW

The City of Richmond introduced the *MyGovernmentOnline* (MGO) customer portal, a new electronic, paperless system for managing permits and licenses.

Key features of MGO include:

- Online applications for permits and licenses
- Project status tracking
- Online inspection requests
- Digital payment options
- Downloadable permit and license placards
- Automated notifications
- Centralized project management

Important Note: When applying, users should select Richmond as their jurisdiction.

PERMITS ISSUANCE & INSPECTIONS

1. Permit Issuance: The city will issue the official permit(s), which you must display at the job site.
2. Conditions & Instructions: The permit may include specific conditions that must be followed during construction or work, such as working hours, safety precautions, or inspections at certain stages
3. Scheduled Inspections: Depending on the type of project (e.g., electrical, plumbing, structural), the city may require inspections at various stages. Common inspection points include foundation, framing, electrical, plumbing, and final inspection.
4. Inspection Fees: Some cities charge separate fees for each inspection.
5. Approval: After each inspection, the inspector will either approve the work or ask for corrections before proceeding

Building department – 48 hours

Planning department – 7 days

FINAL APPROVAL AND CERTIFICATE OF OCCUPANCY

1. Final Inspection: Once the work is complete, a final inspection is conducted to ensure the project complies with the approved plans and code.
2. Certificate of Occupancy (CO): If everything is in order, you'll receive a Certificate of Occupancy, which certifies that the building is safe to occupy.

Building department – 48 hours

Planning department – 7 days

CLOSEOUT

1. Document Retention: Keep a copy of your permit, inspection reports, and any other related documents for future reference.
2. Compliance: Ensure you've followed all permit conditions and closed out any required permits. If applicable, make sure that your contractor has also completed any final paperwork.

PROCESS CHALLENGES

Key Items may hold up the process:

ZONING

- TxDot Approval
- Drainage District Approval
- Applicant resubmittal time
- Knowledge Gaps

PERMITS

- Incomplete Application
- Missing permits / plans (ex. Commercial Permits, Fencing, etc.)
- Meeting UDC requirements
- Changes in scope of work

PROCESS IMPROVEMENTS

It is important to note that while certain processes are in place there should be flexibility to improve, modify or change the process on an as needed basis. In order to ensure staff meets the needs of applicants efficiently and in a timely manner, the following process improvements have been proposed:

- Staff Contact – Who to contact in case of confusion or general questions for a project
- Appeal Process – provide who/what board handles appeals, for decisions in the review process or appeals to the Unified Development Code
- Review location of link to MGO to ensure ease of access
- Defined process check-in points
- Addition of Platting process to the MGO Customer Portal
- Creation of FAQ Page
 - How to check permit status



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- A10. Update on Mustang Crossing Apartments permit, including construction progress and timelines.



**CITY COMMISSION
AGENDA ITEM COVER MEMO**

DATE: 11/18/2024

Staff Review:

City Manager _____

City Attorney _____

Finance _____

Fire Department _____

Police Department _____

Public Works _____

AGENDA ITEM: A10

SUBMITTED BY: Scott Fajkus, Building Official

SYNOPSIS

The City Commission requested an update on 1800 Mustang Apartment Complex.

COMPREHENSIVE PLAN 2014 GOALS ADDRESSED

BACKGROUND

Hurricane Beryl Damage: On July 8, 2024, Buildings 20, 22, and 26 at the Mustang Apartments were damaged, affecting approximately 42 apartments.

- **About 90% of these units have been restored and are reoccupied, while 10% are still under renovation.**

Inspections and Violations:

- **During renovations, additional exterior code violations were discovered, prompting further inspections by code enforcement and the building department.**
- **Tenants also raised concerns about interior issues within their units, which are being addressed.**

Compliance and Maintenance:

- **Staff are collaborating with the apartment management on a compliance schedule to resolve both interior and exterior violations.**
- **Working towards a multifamily inspection process to ensure ongoing property maintenance and compliance with safety standards across all apartment complexes.**

BUDGET ANALYSIS

FUNDING SOURCE	ACCOUNT NUMBER	PROJECT CODE/NAME	FY 2022 FUNDS BUDGETED	FY 2016 FUNDS AVAILABLE	AMOUNT REQUESTED

BUDGET AMENDMENT REQUIRED? YES _____ NO _____

Requested Amendment:
 Budgeted funds estimated for FY

Purchasing Review:
 Financial/Budget Review:

FORM CIQ: _____

FORM 1295 _____

SUPPORTING MATERIALS

STAFF'S RECOMMENDATION

City Manager Approval: _____



City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

CONSENT AGENDA

A11. All consent agenda items listed are considered routine by the City Commission and will be enacted by one motion. There will be no separate discussion of these items unless a Commissioner so requests; in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda. Information concerning consent agenda items is available for public review.

1. Review and consider taking action on the minutes the Regular City Commission Meeting and the Workshop held on October 21, 2024 (a copy is enclosed).
2. Review and consider taking action on the Fire Department report (a copy is enclosed).
3. Review and consider taking action on the Police Department report (a copy is enclosed).
4. Review and consider taking action on the Municipal Court report (a copy is enclosed).
5. Review and consider taking action on the Monthly Financial report (a copy is enclosed).
6. Review and consider taking action on the Tax Assessor/Collector Report (a copy is enclosed).
7. Review and consider taking action on the Public Works Report (a copy is enclosed).
8. Review and consider taking action on Planning Department Report (a copy is enclosed).

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.



City of Richmond

Where History Meets Opportunity

9. Review and consider taking action on the Building Department Report (a copy is enclosed).
10. Review and consider taking action on the Code Enforcement Report (a copy is enclosed).
11. Review and consider taking action on the Emergency Management Report (a copy is enclosed).
12. Review and consider taking action on the Development Corporation Report (a copy is enclosed).
13. Set date for next meeting. (Regular City Commission Meeting on Monday, December 16th at 4:30 p.m.)

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.



City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

Meeting Minutes for Meetings listed on Agenda



STATE OF TEXAS
COUNTY OF FORT BEND
CITY OF RICHMOND

The City Commission for the City of Richmond, Texas met in Workshop Session on October 21, 2024, 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
Carl Drozd, Commissioner P3
Alex BeMent, Commissioner P4
Terri Vela, City Manager
Howard Christian, Assistant City Manager "ACM"
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 9:02 a.m.

No items for discussion above consent agenda

CONSENT AGENDA

A8. All consent agenda items listed are considered routine by the City Commission and will be enacted by one motion. There will be no separate discussion of these items unless a Commissioner so requests; in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda. Information concerning consent agenda items is available for public review.

- Commissioner Beard selected Fire (2), Public Works (6), and Planning (7) for discussion.
- **Fire-** It was noted that Richmond and nearby areas provide each other with nearly equal support in mutual aid. The city and county are currently discussing fire protection agreements, with a meeting planned to go over fire service boundaries and the costs of covering areas outside the city (ETJ). Recently, the county ratified a letter to end the old fire protection agreement, but a temporary deal is in place to keep services running until a new one is being negotiated. A cost-sharing plan is being considered, which would base the county's contribution on service levels in the ETJ. The county prefers to provide equipment,



like a fire truck, instead of cash, to better match the city's actual expenses. The county's share of the fire budget will reflect its service usage, but city officials are cautious, stressing the need for a clear and fair agreement to ensure enough resources for fire protection.

- **PW-** The commission requested an update on all approved grants and CIPs, including timelines and any projects that are still in progress. The report should explain any reasons for delays and list the next steps for each project. Commission members stress the need to stay informed, so they aren't surprised by questions about project statuses.
- **Planning-** The discussion focused on the challenges related to pre-development meetings and how projects progress afterward. It was noted that many meetings happen, but not all projects move forward, which raises questions about the planning and permitting process. Citizens and business owners have shared their frustrations about how long it takes to go from these meetings to getting permits. To address this, there is a suggestion to review the entire process to find and fix any problems that may be slowing down project progress. Overall, the goal is to improve the workflow and ensure that projects can advance more smoothly.

REGULAR AGENDA

A9. Review and consider taking action on Ordinance No. 2024-16, authorizing the issuance of City of Richmond, Texas Combination Tax and Revenue Certificates of Obligation, Series 2024.

- Discussion on city certificates of obligation, particularly the projected interest rates, which are expected to be between 3.9% and 4.25%. Concerns were raised about the city's increasing debt, which could potentially double compared to previous years. This could impact property tax rates and the city's budget management. The financial advisor will analyze the bond market and provide insights on how this debt might affect the city's future obligations. There's a proposal to create a financial table to compare historical and projected debt levels, helping to assess trends and the sustainability of the city's finances.

A10. Review and consider taking action on the Quarterly Financial Report (a copy is enclosed).

- The quarterly financial report shows the city's financial situation at the end of the fiscal year. Sales tax revenue is much higher than expected, with a 135% increase over the budget. The finance team is looking for ways to manage the city's debt and keep finances healthy in the future.

A11. Review and consider taking action on the Quarterly Investment Report (a copy is enclosed).

- Brief comments were made by staff and the City Commission without in-depth discussion.



A12. Review and consider taking action on Resolution No. 497-2024, adopting the Investment Strategy for the City.

- Brief comments were made by staff and the City Commission without in-depth discussion.

A13. Review and consider taking action on Resolution No. 498-2024, adopting the Investment Policy.

- No discussion.

A14. Review and consider taking action on Ordinance No. 2024-17 adopting the updated Comprehensive Master Plan.

- Some members emphasized the need for a workshop to ensure everyone is on the same page and committed to the plan. One commissioner pointed out the importance of addressing public concerns raised in feedback. The conversation included community feedback such as preserving the small-town feel and improving mobility. Many agreed that more time was needed to thoroughly review the information, suggesting it be discussed at the November meeting for better understanding before making any decisions. Overall, there was a consensus that this topic requires careful attention.

A15. Review and consider taking action on Resolution No. 499-2024 authorizing a temporary resale of water to Dow Chemical Company under the System Water Availability Agreement with Brazos River Authority.

- The discussion covered the temporary resale of water to Dow Chemical Company, an annual agreement that benefits the city by providing financial security at no cost, as Dow covers the full purchase price. The contract timing is adjusted to align with Dow's fiscal year, creating a brief overlap that is resolved through annualized payments. Future water needs were also addressed. Current water rights could cover up to 60% of anticipated demand, though additional capacity may be required. The Brazos River Authority's planned Allen's Creek reservoir will help meet long-term needs by storing floodwater. An update on the reservoir's progress and related infrastructure will be provided soon.

A16. Review and consider taking action on Resolution No. 500-2024 adopting a policy governing the installation and removal of TikTok on City-owned or leased devices.

- Concerns were raised about the policy's broad language, which limits city officials from conducting city business on personal devices. This could lead to privacy issues since personal devices might be subject to public disclosure. It was suggested that the policy should clarify that these restrictions apply only to employees, allowing officials to use their personal devices freely for city communication. Revisions are also needed to ensure the policy meets state requirements and protects officials' rights to do their jobs effectively. Additionally, the



risks of using personal devices for city business, especially regarding sensitive information, were discussed, emphasizing the need for clear guidelines to comply with legal standards.

A17. Review and consider taking action on a replat 0.3696 acres of land, being a partial replat of Indigo Section 1, a tract containing 108.5 acres of land located in the Jane Wilkins Survey, Abstract No. 96, Fort Bend County, Texas, under Fort Bend County Plat Records (F.B.C.P.R.) No. 20230177, to revise easement locations. The subject site is a section within Indigo Master Planned Community. The proposed replat is titled Indigo Sec. 1 Partial RP No. 2.

- Brief comments were made by staff and the City Commission without in-depth discussion.

A18. Review and consider taking action on a Final Plat – Kingdom Heights Section Ten – 43.3431 acres of land – 4 Block – 117 Lots – 9 Reserves. The subject site is a section within the Kingdom Heights Master Planned Community located along the east side of FM 723.

- Brief comments were made by staff and the City Commission without in-depth discussion.

A19. Review and consider taking action on a Preliminary Plat – Mason Crossing – 4.9167 acres of land – 1 Block – 0 Lots – 3 Reserves. The subject site is located on the northwest corner of Mason Rd and Brandt Rd and east of the Pecan Grove Municipal Utility District Water Treatment Plant.

- Concerns were raised about the fiscal impact model, particularly because it included unnecessary staffing costs. Staff identified an error in the model. The discussion also included the potential for Pecan Grove to annex new areas, noting that Pecan Grove has its own fire protection services, which could serve these newly annexed regions. It was emphasized that the cost model must accurately reflect the expenses associated with this annexation. However, there are concerns that these new areas may not be financially beneficial for the city and may not provide a favorable return on investment.

Mayor Haas adjourned the meeting at 10:14 a.m.

APPROVED:

Becky K. Haas, Mayor

ATTEST:



Lasha Gillespie, City Secretary



STATE OF TEXAS
COUNTY OF FORT BEND
CITY OF RICHMOND

The City Commission for the City of Richmond, Texas met in Regular Session on October 21, 2024, at 4:30 p.m. Mayor Becky Haas proceeded to call the meeting to order at 4:33 p.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
Carl Drozd, Commissioner P3
Alex BeMent, Commissioner P4
Terri Vela, City Manager
Howard Christian, Assistant City Manager "ACM"
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 4:33 p.m.

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

- Pledges recited.

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

- Carolina Trujillo – 10 Years – Court Department. - Present to receive.
- Mayor proclaimed October 2024 as Breast Cancer Awareness Month
- Fire Prevention Week proclaimed for October 6-12, 2024
- Hispanic Heritage Month recognized, highlighting HOPE organization
- Community welcome certificate presented to Vovinam Viet Vo Dao Martial Arts School
- Proclamation recognizing Stuart Ranch for 200 years of historical significance

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

- Early voting started- October 21- Nov 1
- Successful One Table event held on Oct. 11
- Trunk or Treat event upcoming on Friday Oct. 25th
- Shred event held on Oct 19th



A5. 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.)

- No public comments. Agenda item closed

A6. Public hearing To receive comments for or against a request by John Camarillo (Miller Survey | DCCM) to replat 0.3696 acres of land, being a partial replat of Indigo Section 1, a tract containing 108.5 acres of land located in the Jane Wilkins Survey, Abstract No. 96, Fort Bend County, Texas, under Fort Bend County Plat Records (F.B.C.P.R.) No. 20230177, to revise easement locations. The subject site is a section within Indigo Master Planned Community. The proposed replat is titled Indigo Sec. 1 Partial RP No. 2.

- No one present to speak. Public hearing closed.

A7. Public Hearing to receive comments on updated Comprehensive Master Plan.

- No one present to speak. Public hearing closed.

CONSENT AGENDA

A8. All consent agenda items listed are considered routine by the City Commission and will be enacted by one motion. There will be no separate discussion of these items unless a Commissioner so requests; in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda. Information concerning consent agenda items is available for public review.

- Commissioner Beard selected Public Works (6) for discussion.
- Commissioner Gaul moved to approve the Consent Agenda items, including the revised crime statistics report, with the exception of the Public Works report. Commissioner Drozd seconded. Motion passes unanimously.
- **PW-** The extension on Dowling St. has raised safety concerns. There are worries about traffic congestion and visibility issues at intersections, particularly with the ongoing construction on Front Street. Commissioner Beard then moved to approve the Public Works report. Commissioner Gaul seconded. Motion passes unanimously.

REGULAR AGENDA



A9. Review and consider taking action on Ordinance No. 2024-16, authorizing the issuance of City of Richmond, Texas Combination Tax and Revenue Certificates of Obligation, Series 2024.

- The ordinance authorizes the issuance of combination tax and revenue certificates of obligation for the City of Richmond, Texas. The funds from the certificates will finance multiple capital improvement projects, including city hall renovations and infrastructure upgrades. The bond sale received a favorable interest rate of 3.896% from Fidelity Capital Markets, reflecting strong market demand. Commissioner BeMent moved to approve Ordinance No. 2024-16, authorizing the issuance of City of Richmond, Texas Combination Tax and Revenue Certificates of Obligation, Series 2024. Votes as follows:

Mayor Haas: Aye

Commissioner Drozd: Aye

Commissioner Beard: Aye

Commissioner BeMent: Aye

Commissioner Gaul: Aye

A10. Review and consider taking action on the Quarterly Financial Report (a copy is enclosed).

- The quarterly financial report highlighted strong revenue trends, particularly in property tax and sales tax collections. Expenditures remained consistent with the budget, with some overages attributed to hurricane-related expenses. The report indicated a healthy cash balance in the hotel occupancy funds, reflecting ongoing revenue generation. Commissioner Beard moved to approve the Quarterly Financial Report. Commissioner BeMent seconded. Motion passes unanimously.

A11. Review and consider taking action on the Quarterly Investment Report (a copy is enclosed).

- The quarterly investment report showed a year-to-date interest of \$3.5 million with an average yield of 5.38%. The finance team actively managed cash and investments to maximize returns in a high-interest rate market. Commissioner Gaul moved to approve Quarterly Investment Report. Commissioner BeMent seconded. Motion passes unanimously.

A12. Review and consider taking action on Resolution No. 497-2024, adopting the Investment Strategy for the City.



- City Commission members recognized the success of the current investment strategy but stressed the need for continuous review and potential updates to keep the approach dynamic. They requested that staff start exploring new recommendations for the Commission’s consideration, acknowledging that while the strategy has been effective, future adjustments may be needed to sustain its performance. Commissioner Drozd moved to approve Resolution No. 497-2024, adopting the Investment Strategy for the City. Commissioner Beard seconded. Motion passes unanimously.

A13. Review and consider taking action on Resolution No. 498-2024, adopting the Investment Policy.

- Commissioner Gaul moved to approve Resolution No. 498-2024, adopting the Investment Policy. Commissioner BeMent seconded. Motion passes unanimously.

A14. Review and consider taking action on Ordinance No. 2024-17 adopting the updated Comprehensive Master Plan.

- Following extensive discussion, the City Commission agreed to defer the Comprehensive Plan Update, allowing additional time for commissioners to review the document thoroughly. City staff will implement a schedule for regular check-ins to track progress on the plan, ensure ongoing communication with the Commission, and address any challenges. The implementation strategy will include success metrics to evaluate the plan's effectiveness, with staff incorporating all necessary feedback into the review process. Commissioner Beard moved to defer Ordinance No. 2024-17 adopting the updated Comprehensive Master Plan until next month’s meeting. Commissioner BeMent seconded. Motion passes unanimously.

A15. Review and consider taking action on Resolution No. 499-2024 authorizing a temporary resale of water to Dow Chemical Company under the System Water Availability Agreement with Brazos River Authority.

- Resolution 499-2024 authorizes the temporary resale of water to Dow Chemical Company under the system water availability agreement with Brazos River Authority. The agreement is a renewal of existing water rights for Dow Chemical's future expansion plans. This temporary arrangement will be reviewed annually, allowing for adjustments based on Dow's needs and water availability. Commissioner Beard moved to approve Resolution No. 499-2024 authorizing a temporary resale of water to Dow Chemical Company under the System Water Availability Agreement with Brazos River Authority. Commissioner Gaul seconded. Motion passed unanimously.



A16. Review and consider taking action on Resolution No. 500-2024 adopting a policy governing the installation and removal of TikTok on City-owned or leased devices.

- Resolution 500-2024 establishes guidelines for the installation and removal of TikTok and other covered applications on city-owned or leased devices. The policy aims to address security concerns associated with the use of social media applications on official devices.

It includes definitions and provisions to ensure compliance with state and federal regulations regarding data privacy and security. Commissioner Gaul moved to approve Resolution No. 500-2024 adopting a policy governing the installation and removal of TikTok on City-owned or leased devices. Commissioner Beard seconded. Motion passes unanimously.

A17. Review and consider taking action on a replat 0.3696 acres of land, being a partial replat of Indigo Section 1, a tract containing 108.5 acres of land located in the Jane Wilkins Survey, Abstract No. 96, Fort Bend County, Texas, under Fort Bend County Plat Records (F.B.C.P.R.) No. 20230177, to revise easement locations. The subject site is a section within Indigo Master Planned Community. The proposed replat is titled Indigo Sec. 1 Partial RP No. 2.

- The Planning and Zoning Commission recommended approval of this plat at their October 7, 2024, meeting. Staff recommends approval of this plat. Commissioner Beard moved to approve a replat 0.3696 acres of land, being a partial replat of Indigo Section 1, a tract containing 108.5 acres of land located in the Jane Wilkins Survey, Abstract No. 96, Fort Bend County, Texas, under Fort Bend County Plat Records (F.B.C.P.R.) No. 20230177, to revise easement locations. The subject site is a section within Indigo Master Planned Community. The proposed replat is titled Indigo Sec. 1 Partial RP No. 2. Commissioner Gaul seconded. Motion passes unanimously.

A18. Review and consider taking action on a Final Plat – Kingdom Heights Section Ten – 43.3431 acres of land – 4 Block – 117 Lots – 9 Reserves. The subject site is a section within the Kingdom Heights Master Planned Community located along the east side of FM 723.

- The Planning and Zoning Commission recommended approval of this plat at their October 7, 2024, meeting with a condition that following comments will be addressed:
1. Provide a letter of no objection from Fort Bend County Drainage District.
- Staff recommends approval of this plat conditioned upon addressing the comments provided by the Planning and Zoning Commission. Commissioner BeMent moved to approve a Final Plat – Kingdom Heights Section Ten – 43.3431 acres of land – 4 Block – 117 Lots – 9 Reserves. The subject site is a section within the Kingdom Heights Master



Planned Community located along the east side of FM 723 conditioned upon addressing the comments provided by the Planning and Zoning Commission.

A19. Review and consider taking action on a Preliminary Plat – Mason Crossing – 4.9167 acres of land – 1 Block – 0 Lots – 3 Reserves. The subject site is located on the northwest corner of Mason Rd and Brandt Rd and east of the Pecan Grove Municipal Utility District Water Treatment Plant.

- The Planning and Zoning Commission recommended approval of this plat at their October 7, 2024, meeting with a condition that following comments will be addressed: **1. Complete General Note #18.** Staff recommends approval of this plat conditioned upon addressing the comments from the Planning and Zoning Commission.
- It was suggested to have a workshop to review the fiscal impact model for utility extensions and the model will be used to evaluate the financial implications of extending water and wastewater services to new developments. Additionally, the workshop will cover potential funding sources and strategies to improve the feasibility and sustainability of future utility expansions. Commissioner Gaul moved to approve the Preliminary Plat – Mason Crossing – 4.9167 acres of land – 1 Block – 0 Lots – 3 Reserves. The subject site is located on the northwest corner of Mason Rd and Brandt Rd and east of the Pecan Grove Municipal Utility District Water Treatment Plant with the conditions of Complete General Note #18. Commissioner BeMent seconded. Motion passes unanimously.

A20. Explanation of absence at Regular City Commission Meeting.

- Commissioner Beard moved to approve Mayor Haas' explanation of absence. Commissioner Drozd seconded. Motion passes unanimously.

A21. Consider taking action on requests for future agenda items.

- Commissioner Beard moved to have a review of the entire process, starting from pre-development meetings through to permitting, and identify any recommendations for improvement. Commissioner BeMent seconded. Motion passes unanimously.
- Mayor Haas requested City staff to provide an update on the aggressive dog addition to the dangerous dog ordinance. Commissioner BeMent seconded. Motion passes unanimously.
- Mayor Haas requested City staff to present the status of the Mustang Crossing apartments, including any construction progress and timelines. Commissioner Beard seconded. Motion passes unanimously.



A22. Adjourn to Executive Session, as authorized by Texas Government Code, Section 551.071, Attorney Consultation.

- Mayor Haas adjourned the regular meeting at 5:54 p.m. and adjourned to Executive Session at 5:55 p.m.

- Mayor Haas adjourned Executive Session adjourned at 6:48 p.m. No action was taken.

APPROVED:

Becky K. Haas, Mayor

ATTEST:

Lasha Gillespie, City Secretary



City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

Fire Department Report

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.



RICHMOND
FIRE DEPARTMENT
...WE'LL BE THERE



Richmond Fire Department
Monthly Report
October 2024

Christopher Legington – Interim Fire Chief / Fire Marshal

Derek Brown – Asst. Chief

Aaron Hafer – Division Chief Training



City of Richmond

Where History Meets Opportunity

Divisional Reports

- Fire Marshal's Fire Prevention Report
- Fire Operations Report
- Training & Education Report



Richmond Fire Marshal's Office

Monthly Report October 2024



Mayor and Commissioners,

Below are the number of inspections, plan reviews, investigations, and other activities of the Fire Marshal's Office.

2024	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Annual Fire Inspections	62	58	25	36	53	39	57	46	28	55			460
Annual Operational Permit Checks	0	0	3	0	2	1	8	4	2	9			29
AOD-Police/Fire/EMS	7	1	1	1	2	2	1	2	3	7			27
Certificate of Occupancy (Final) Inspections	3	2	5	11	4	5	6	3	3	12			54
Complaints & Red Tag /Yellow Tag Inspections	17	14	24	27	7	3	7	2	9	9			119
Fire Alarm Inspections	1	0	1	1	0	2	2	3	2	2			14
Fire & Arson Investigations	1	3	0	0	0	1	2	0	1	1			9
Fire Marshal's Orders	3	0	0	1	0	1	3	0	0	0			8
Fire Sprinkler Inspections	2	1	1	3	3	3	2	2	1	4			19
Fireworks & Open Burning Calls	1	1	0	0	0	0	6	0	0	0			12
Mobile Food Truck Inspections	0	3	4	3	2	3	0	1	0	2			18
Plan Reviews	9	6	7	9	10	9	5	4	4	8			67
Pre-Construction Meetings	6	4	13	7	5	7	9	5	5	5			66
Public Relations	1	1	1	0	0	0	1	0	0	2			6
Site Visits & On-Site Meetings	9	11	11	6	12	6	15	5	14	7			96
Training Hours	136	48	28	8	12	56	9	38	70	43			448
Warnings & Citations	0	0	0	0	0	0	0	0	0	0			0
Other Inspections*	0	2	0	1	0	0	0	4	1	1			9

Prepared by: Fire Marshal Christopher Legington

*Other inspections are those that are conducted less frequently which include but are not limited to access control/gated access, key boxes, fuel system piping, and fire suppression system inspections. These inspections often coincide with the construction of new and/or remodeled facilities i.e., gas stations, restaurants, and multifamily developments.



RICHMOND FIRE DEPARTMENT

TRAINING DIVISION

MONTHLY ACTIVITY REPORT



November 4, 2024

Re: Activity Report for October 2024

Mayor and Commissioners,

The Training Division strives to conduct a variety of trainings each month so that our members are prepared for any task or emergency. The trainings cover a broad area of the fire service including fire suppression, fire prevention, rescue operations, hazardous materials response, and emergency medical services. These educational opportunities are accomplished using combinations of department, shift, crew, and individual level instruction. The goal for all trainings is to provide a safe platform for our members to improve and advance their knowledge in the fire service that will better prepare the Richmond Fire Department for the future and to propel each member's career development forward.

During the month of October, the Training Division started another FTO period for the remaining new employees that were hired in September. The new employees completed the orientation period of the FTO with no issues and have been assigned to shift. These assignments have completed our hiring goals set out earlier in the year and has closed all current vacancies on shift.

The department was able to attend send three members to Ropes Awareness and Operations training as part of the Fort Bend Regional Technical Rescue Team. These members learned the basics in rope rescue and received skills that will be useful in any rescue emergency.

Battalion Chief Brett Hafer attended the Battalion Chiefs Academy in College Station. The Battalion Chiefs Academy is a week-long class that focuses on guiding principles including job specific responsibilities, tasks, and critical decision-making abilities that a new chief officer encounters while managing personnel, emergency incidents, and the day-to-day operations of a shift.

The department logged 1105 hours of training for the month of October. Looking forward to the month of November, the Training Division will conclude a few leadership development courses as well as have a few members attend the Katy Area Rescue School.

Respectfully,

Aaron Hafer



RICHMOND FIRE DEPARTMENT

TRAINING DIVISION

MONTHLY ACTIVITY REPORT



Attachments: Training Analysis Report for October 2024 – ESO (Fire) & Career Cert (EMS)

Richmond Fire Department Training Hours by Category

Category	October 2024
FIRE: Structural Collapse / Technical Rescue	10
INSP: Pre-Plans & Emergency Planning	8
FIRE: Drafting	16
FIRE: Water Supplies	13
FIRE: PPE Donning & Doffing	22
MISC	5
FIRE: Standpipe / Sprinkler Operations	10
FIRE: Hose Loads / Hose Deployment	42
HZMT: Pipeline Emergencies	20
FIRE: Fire Ground Overview	8
FIRE: Vehicle Fires	53
FIRE: Hose Handling	14
FIRE: Live Fire Training	127
FIRE: Ventilation (Vertical)	29
FIRE: Hand Tools & Appliances	21
FIRE: Ventilation (Horizontal)	5
FIRE: Ground Ladders	22
FIRE: Ropes, Haul Systems, Knots & Hitches	157
FIRE: PPE Inspection, Care & Cleaning	15
FIRE: SCBA Donning & Doffing	15
FIRE: SCBA Inspection, Care & Cleaning	15
FIRE: Emergency Driving	12
FIRE: Hose (General)	5
FIRE: Forward & Reverse Lays / Catching a Hydrant	10
FIRE: Apparatus Operation / Driver Training	32
GEN: Territory & Response Districts	15
FIRE: SCBA Consumption Drill	6
FIRE: Foam Operations	3
FIRE: Search & Rescue	78
FIRE: Pump Operations	3
FIRE: Relay Pumping (Pump Ops)	12
FIRE: Vehicle Extrication	70



RICHMOND FIRE DEPARTMENT

TRAINING DIVISION

MONTHLY ACTIVITY REPORT



FIRE: Air Bag Operations	8
FIRE: Mayday & Firefighter Survival	30
FIRE: Forcible Entry	8
FIRE: Apparatus Inspection / Preventative Maintenance	24
INSP: Building Construction	8
FIRE: SCBA Overview	9
FIRE: Rapid Intervention Teams	27
FIRE: Firefighter Injuries	10
ADMIN: Fire Department Organization / Structure	6
FIRE: Report Writing	12
FIRE: Apparatus Familiarization	6
ADMIN: Personnel Management	6
GEN: Policies & Procedures	6
ADMIN: Administrative Procedures	12
GEN: Firefighter Health & Wellbeing	6
FIRE: Emergency Communication	8
TOTALS:	1059

Richmond Fire Department EMS Training Hours by Category

Category	October 2024
EMS: Airway Management & Ventilation	10
EMS: Medical	18.5
EMS: Operations	9.5
EMS: Patient Assessment	0
EMS: Pediatrics	0
EMS: Preparatory	0
EMS: Special Considerations	0
EMS: Trauma	4.5
EMS: Electives	3.5
TOTALS:	46



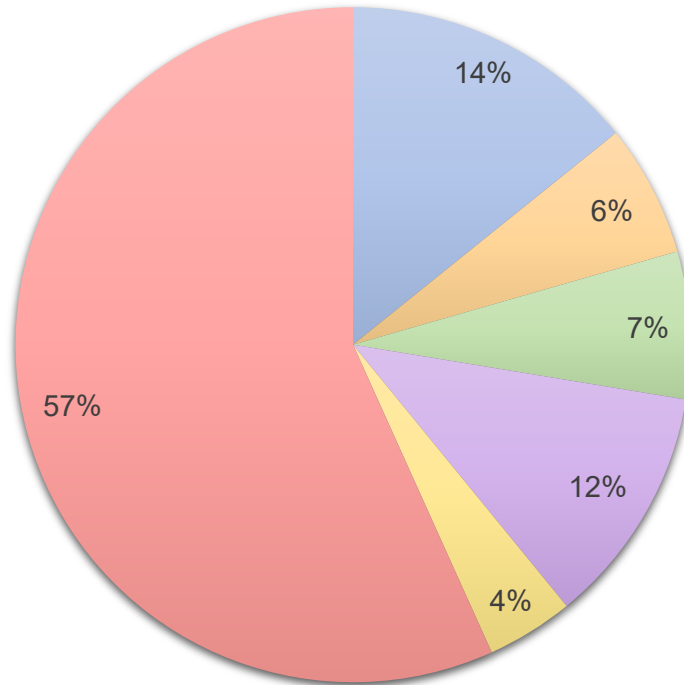
RICHMOND FIRE DEPARTMENT

TRAINING DIVISION

MONTHLY ACTIVITY REPORT



Training Breakdown



■ Ropes, Haul Systems, Knots, & Hitches

■ Search & Rescue

■ EMS Training

■ Vehicle Extrication

■ Live Fire Training

■ Other Fire Related Training



Richmond Fire Department

Derek L. Brown
Operations Division



Alarm Date between 2024-10-01 and 2024-10-31.

Total Calls by District

District	10-2024	YTD
City of Richmond Station #1	115	1,293
City of Richmond Station #2	16	127
City of Richmond Station #3	4	53
Fort Bend County Station #1	53	497
Fort Bend County Station #2	87	1,303
Fort Bend County Station #3	138	1,635
Mutual Aid Given	10-2024	YTD
Northeast	1	24
Fulshear	1	3
Rosenberg (Automatic Aid)	9	63
Sugar Land	1	15
Pleak	0	3
Beasley	0	10
Thompsons	2	23
Pecan Grove	0	10
Missouri City	0	0
Stafford	0	7
Orchard	0	1
Fairchilds	2	4
Harris County ESD 48	0	0
Community	0	0
Needville	2	9
Fresno	0	0
Damon	0	0
Total	18	171



Richmond Fire Department

Derek L. Brown
Operations Division



Alarm Date between 2024-10-01 and 2024-10-31.

Mutual Aid Received	10-2024	YTD
Northeast	1	7
Fulshear	2	5
Rosenberg (Automatic Aid)	3	40
Sugar Land	1	24
	0	0
Beasley	0	0
Thompsons	0	3
Pecan Grove	4	24
Missouri City	1	1
Stafford	1	5
Orchard	0	0
Fairchilds	0	0
Harris County ESD 48	1	1
Community	1	4
Needville	0	0
Willowfork	1	2
Fort Bend County Hazmat	1	9
Total	17	125



Richmond Fire Department

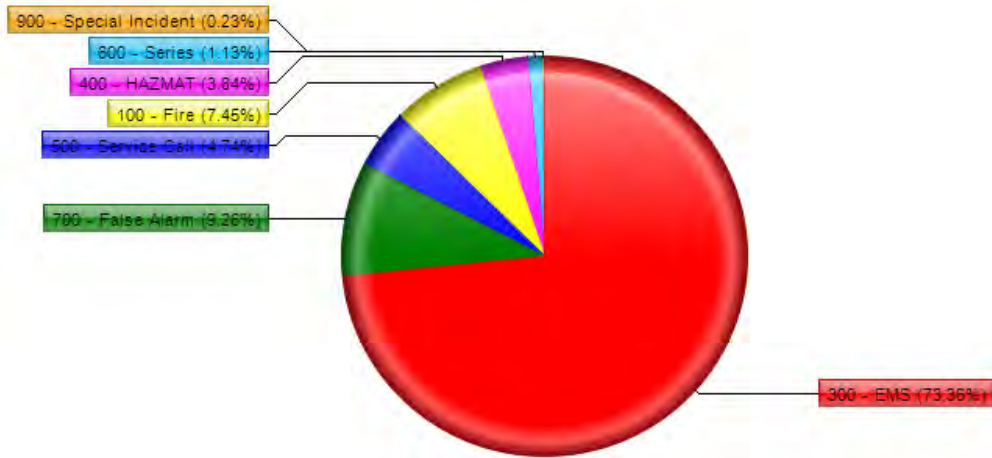
Derek L. Brown
Operations Division



Alarm Date between 2024-10-01 and 2024-10-31.

Incident Type Group	10-2024	YTD
300 - EMS	325	3,823
600 – Good Intent Call, other	5	81
700 - False Alarm	41	579
100 - Fire	33	200
500 - Service Call	21	266
400 - HAZMAT	17	249
900 – Special Incident	1	12
800-Natural Disaster	0	5
200- Explosion, Rupture, or Fireworks	0	0
Monthly Total	443	5,219

Incident Type Detail is itemized on page three reflects the Incident Type Group.





Richmond Fire Department

Derek L. Brown
Operations Division



NFIRS numbers are highlighted in **RED** correspond with the Incident Type Group in the above chart and pie diagram.

<u>Incident Type Details</u>	2024-10-01	Total
320 - Emergency medical service incident, other	297	297
745 - Alarm system activation, no fire - unintentional	7	7
511 - Lock-out	3	3
510 - Person in distress, other	3	3
323 - Motor vehicle/pedestrian accident (MV Ped)	3	3
143 - Grass fire	3	3
700 - False alarm or false call, other	16	16
735 - Alarm system sounded due to malfunction	14	14
736 - CO detector activation due to malfunction	2	2
1112 - Commercial Fire	2	2
322 - Motor vehicle accident with injuries	12	12
1111 - Residential Fire	5	5
410 - Combustible/flammable gas/liquid condition, other	1	1
324 - Motor vehicle accident with no injuries.	10	10
4121 - Smell of Gas	5	5
553 - Public service	2	2
571 - Cover assignment, standby, moveup	1	1
111 - Building fire	4	4
140 - Natural vegetation fire, other	3	3
531 - Smoke or odor removal	3	3
412 - Gas leak (natural gas or LPG)	3	3
131 - Passenger vehicle fire	1	1
460 - Accident, potential accident, other	1	1
1701 - Hay Fire	1	1
500 - Service Call, other	2	2
350 - Extrication, rescue, other	1	1
651 - Smoke scare, odor of smoke	4	4
400 - Hazardous condition, other	2	2
113 - Cooking fire, confined to container	1	1
422 - Chemical spill or leak	1	1
160 - Special outside fire, other	1	1
3221 - Motor vehicle accident w/ extrication and injuries	1	1
550 - Public service assistance, other	5	5
731 - Sprinkler activation due to malfunction	1	1
445 - Arcing, shorted electrical equipment	2	2
440 - Electrical wiring/equipment problem, other	1	1
142 - Brush or brush-and-grass mixture fire	2	2
151 - Outside rubbish, trash or waste fire	5	5



Richmond Fire Department



Derek L. Brown
Operations Division

<u>Incident Type Details</u>	2024-10-01	Total
744 - Detector activation, no fire - unintentional	1	1
138 - Off-road vehicle or heavy equipment fire	1	1
1702 - Mulch Fire	1	1
1621 - Utility Pole / Transformer (Electrical) Fire	1	1
631 - Authorized controlled burning	1	1
480 - Attempted burning, illegal action, other	1	1
132 - Road freight or transport vehicle fire	1	1
150 - Outside rubbish fire, other	1	1
5112 - Occupant Locked in Vehicle	2	2
900 - Special type of incident, other	1	1
353 - Removal of victim(s) from stalled elevator	1	1
Total	443	443

Alarm Date between 2024-10-01 and 2024-10-31.

Total Calls by Shift

Shift	10-2024	YTD
A-Shift	155	1,753
B-Shift	136	1,700
C-Shift	151	1,745
FMO	1	21

Total Calls by Station

Station	10-2024	YTD
Station 1	189	2,029
Station 2	116	1,509
Station 3	137	1,661
Fire Marshal's Office	1	21

Fire Truck Maintenance for October:

- Tower 41 at Siddons Martin for Repair.
- E42 at Metro for warranty work.
- E45 out of service, needs to be sent out for major repair of front-end suspension components.
- Tanker 41 is out of service, major water leak from plumbing and holes in the tank.



City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

Police Department Report

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.



Richmond Police Department

Monthly Report

Jeff Craig

Chief of Police

**Together
We Can Make a Difference**

**RICHMOND POLICE DEPARTMENT
PART 1 CRIMES**

OFFENSES	Oct. 2023	Oct. 2024	5 Year Avg for Oct.	Jan-Oct. 2023	Jan-Oct. 2024	Numerical Change	Percent Change
<i>Murder</i>	0	0	0	1	0	-1	-100.00%
<i>Rape</i>	0	0	0.4	7	10	3	42.86%
<i>Aggravated Assault</i>	3	3	4	21	17	-4	-19.05%
<i>Robbery</i>	0	0	0.4	7	8	1	14.29%
<i>Burglary</i>	3	3	4.2	30	31	1	3.33%
<i>Theft</i>	32	27	24.6	150	264	114	76.00%
<i>Motor Vehicle Theft</i>	1	2	1.60	13	7	-6	-46.15%
<i>Grand Total</i>	39	35	35	229	337	108	47.16%

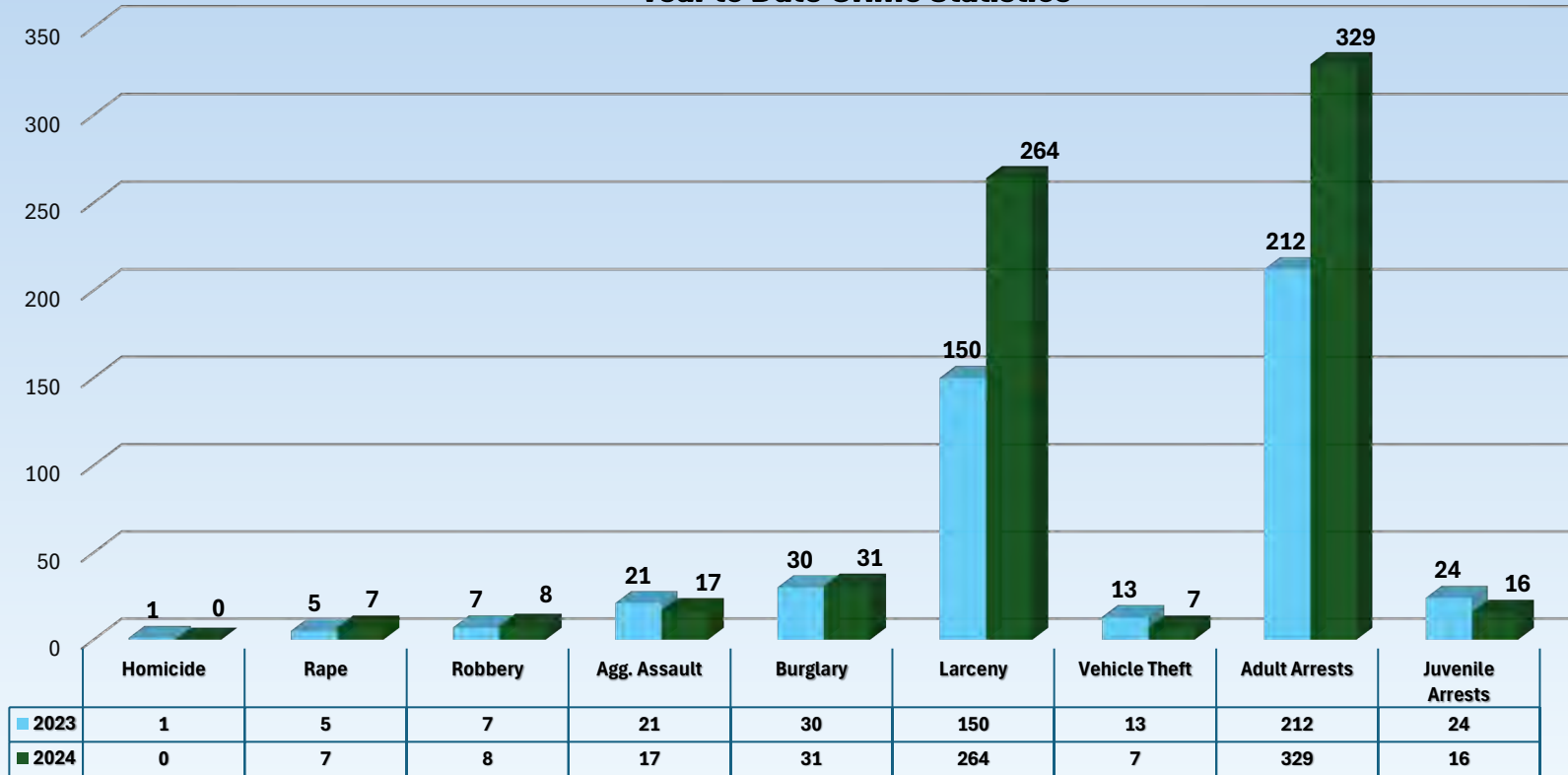
Crime Report 2024

		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yr/Date
Criminal Homicide														
	<i>Murder/Non Negligent Mansalughter</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
	<i>Manslaughter by Negligence</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape														
	<i>Rape</i>	0	1	0	2	1	1	2	0	0	0	0	0	7
	<i>Attempted Rape</i>	0	0	0	0	2	1	0	0	0	0	0	0	3
Robbery														
	<i>Firearm</i>	0	0	0	0	0	1	0	0	3	0	0	0	4
	<i>Other Dangerous Weapon</i>	0	0	0	0	1	0	0	0	1	0	0	0	2
	<i>Strong Arm (Hands,Fist,Feet)</i>	0	0	1	1	0	0	0	0	0	0	0	0	2
Assault														
	<i>Gun</i>	0	1	1	1	1	1	0	0	1	3	0	0	9
	<i>Other Dangerous Weapon</i>	1	1	1	0	1	0	1	2	1	0	0	0	8
	<i>Hands,Fist,Feet, Etc-Aggravated</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
	<i>Other Assaults - Not Aggravated</i>	9	15	0	16	14	9	9	8	9	4	0	0	93
Burglary														
	<i>Residential</i>	1	3	1	1	2	1	5	3	2	3	0	0	22
	<i>Non-Residential</i>	1	0	1	0	0	4	0	2	1	0	0	0	9
Larceny														
	<i>Retail</i>									24	20	0	0	44
	<i>From Motor Vehicle</i>									5	4	0	0	9
	<i>Other</i>									2	3	0	0	5
Motor Vehicle Theft														
	<i>Autos</i>	1	0	0	1	0	0	1	1	0	1	0	0	5
	<i>Trucks & Buses</i>	0	0	0	0	0	0	0	1	0	1	0	0	2
	<i>Other Vehicles</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrests														
	<i>Adult</i>	20	30	29	32	29	21	45	49	44	30	0	0	329
	<i>Juvenile</i>	0	2	2	2	0	1	4	1	1	3	0	0	16
Traffic Crashes														
		20	16	26	21	33	30	21	42	33	38	0	0	280

Crime Report 2023

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yr/Date
Criminal Homicide													
<i>Murder/Non Negligent Mansalughter</i>	1	0	0	0	0	0	0	0	0	0	0	0	1
<i>Manslaughter by Negligence</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape													
<i>Rape</i>	0	1	1	0	0	0	0	2	1	0	0	0	5
<i>Attempted Rape</i>	0	1	0	0	0	0	0	1	0	0	0	0	2
Robbery													
<i>Firearm</i>	1	1	2	0	2	0	0	0	1	0	0	0	7
<i>Other Dangerous Weapon</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Strong Arm (Hands,Fist,Feet)</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
Assault													
<i>Gun</i>	2	2	0	0	1	1	0	0	0	0	0	0	6
<i>Other Dangerous Weapon</i>	5	2	0	2	1	1	0	0	0	0	0	0	11
<i>Hands,Fist,Feet, Etc-Aggravated</i>	0	0	0	0	0	0	0	0	1	3	0	0	4
<i>Other Assaults - Not Aggravated</i>	11	15	7	8	4	9	15	5	6	12	0	0	92
Burglary													
<i>Residential</i>	1	1	2	2	0	0	1	0	1	3	0	0	11
<i>Non-Residential</i>	0	3	1	2	2	3	2	3	3	0	0	0	19
Larceny	22	8	0	10	10	12	21	21	14	32	0	0	150
Motor Vehicle Theft													
<i>Autos</i>	1	0	1	1	1	2	1	2	0	1	0	0	10
<i>Trucks & Buses</i>	0	0	0	0	0	0	1	0	1	0	0	0	2
<i>Other Vehicles</i>	1	0	0	0	0	0	0	0	0	0	0	0	1
Arrests													
<i>Adult</i>	24	22	34	28	21	8	16	16	19	24	0	0	212
<i>Juvenile</i>	4	3	2	9	1	1	2	0	1	1	0	0	24
Traffic Crashes	12	19	17	20	20	16	24	28	14	28	0	0	12

Richmond Police Department National Incident-Based Reporting Year to Date Crime Statistics



October

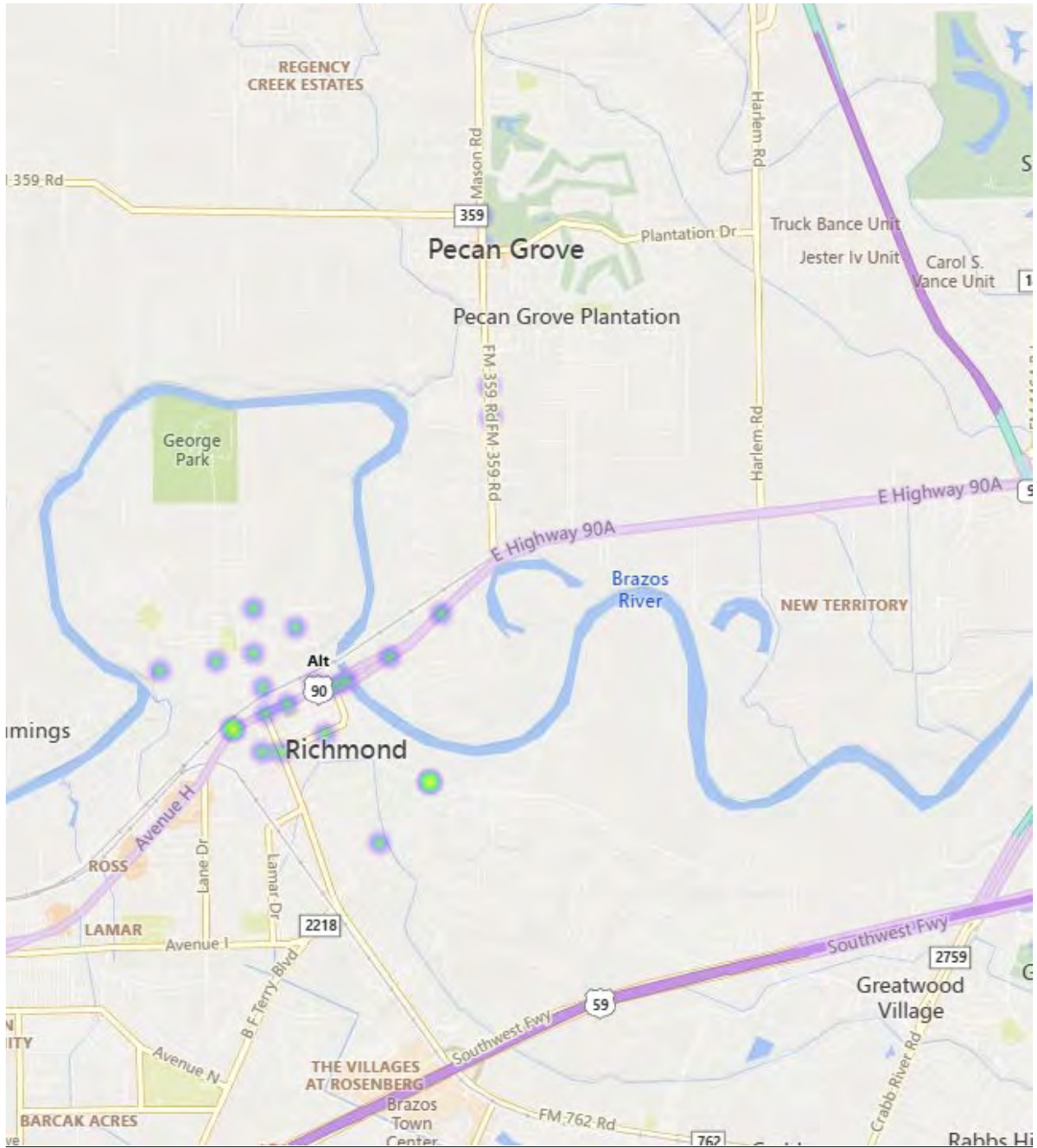
2023

2024

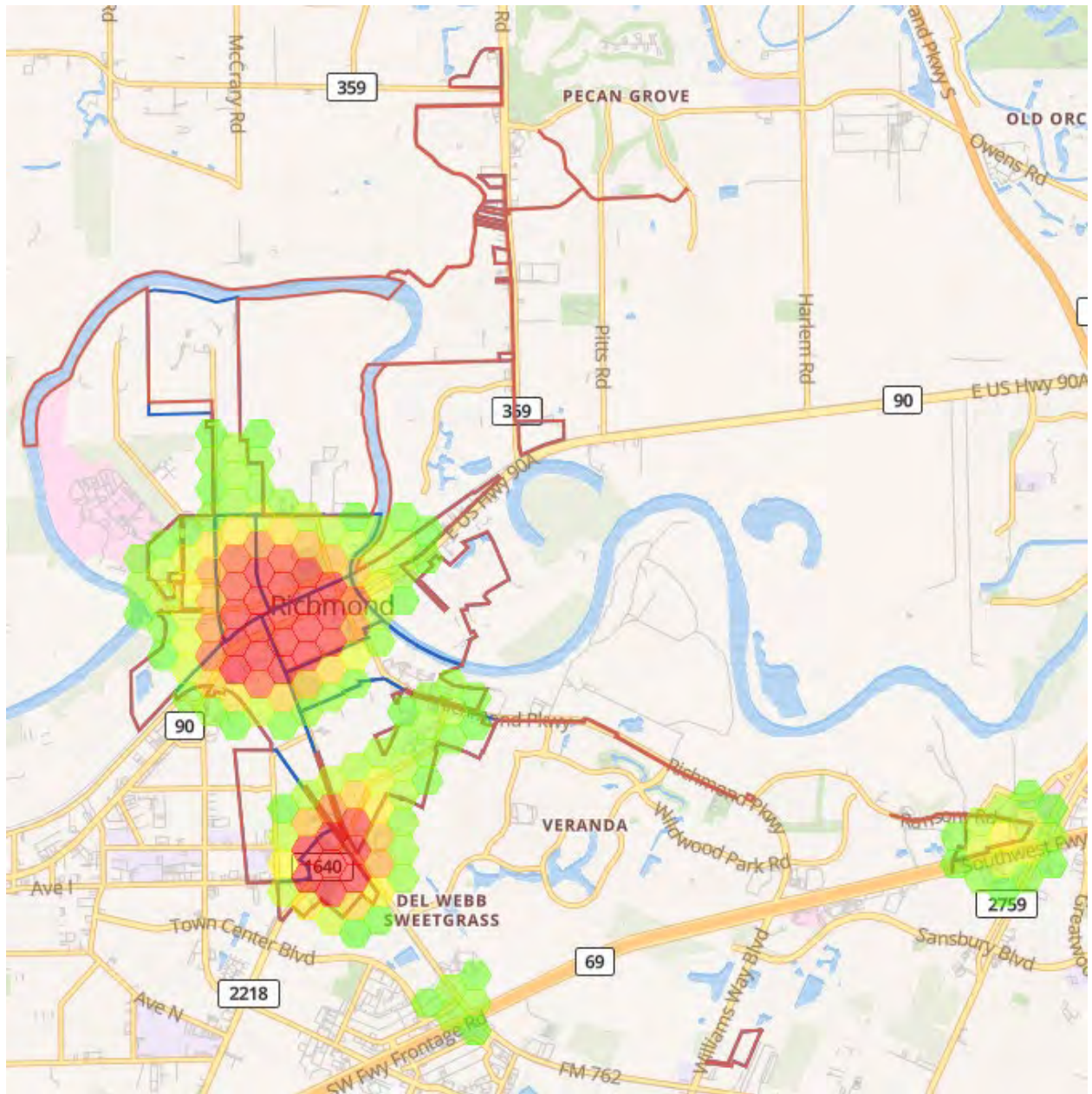
Crash Report October 2024

Crash ID	Crash Date	City	County	Case ID
20483340	2024/10/31	RICHMOND	FORT BEND	202400013973
20483349	2024/10/31	RICHMOND	FORT BEND	202400013982
20485026	2024/10/30	RICHMOND	FORT BEND	202400013944
20483339	2024/10/30	RICHMOND	FORT BEND	202400013952
20483356	2024/10/29	RICHMOND	FORT BEND	202400013919
20473472	2024/10/29	RICHMOND	FORT BEND	202400013902
20469341	2024/10/28	RICHMOND	FORT BEND	202400013865
20472273	2024/10/28	RICHMOND	FORT BEND	202400013864
5231942	2024/10/28	RICHMOND	FORT BEND	202400013887
20472287	2024/10/26	RICHMOND	FORT BEND	202400013803
20483323	2024/10/25	RICHMOND	FORT BEND	202400013780
20483334	2024/10/25	RICHMOND	FORT BEND	202400013783
20464876	2024/10/24	RICHMOND	FORT BEND	202400013733
20483358	2024/10/24	RICHMOND	FORT BEND	202400013748
20461956	2024/10/23	RICHMOND	FORT BEND	202400013677
20460786	2024/10/23	RICHMOND	FORT BEND	202400013692
20456334	2024/10/21	RICHMOND	FORT BEND	202400013579
5253131	2024/10/20	RICHMOND	FORT BEND	202400013516
20472289	2024/10/20	RICHMOND	FORT BEND	202400013521
20483336	2024/10/19	RICHMOND	FORT BEND	202400013507
20472288	2024/10/18	RICHMOND	FORT BEND	202400013470
20453531	2024/10/18	RICHMOND	FORT BEND	202400013463
20455902	2024/10/17	RICHMOND	FORT BEND	202400013442
20448197	2024/10/15	RICHMOND	FORT BEND	202400013356
20453529	2024/10/15	RICHMOND	FORT BEND	202400013351
20446097	2024/10/14	RICHMOND	FORT BEND	202400013338
20446101	2024/10/12	RICHMOND	FORT BEND	202400013265
20453527	2024/10/11	RICHMOND	FORT BEND	202400013224
20448192	2024/10/10	RICHMOND	FORT BEND	202400013190
5247248	2024/10/10	RICHMOND	FORT BEND	202400013161
20434827	2024/10/08	RICHMOND	FORT BEND	202400013089
20433201	2024/10/08	RICHMOND	FORT BEND	202400013090
20433361	2024/10/08	RICHMOND	FORT BEND	200400013096
20433199	2024/10/07	RICHMOND	FORT BEND	202400013041
20446099	2024/10/05	RICHMOND	FORT BEND	202400012961
20446100	2024/10/03	RICHMOND	FORT BEND	202400012908
20436285	2024/10/03	RICHMOND	FORT BEND	202400012909
20422442	2024/10/02	RICHMOND	FORT BEND	202400012861

CRIS



ENTERPRISE



OCTOBERS SERGEANT'S MONTHLY ACTIVITY REPORT

SHIFT: Days

Officer	Shifts	Calls	Reports	Crash	Citations	Warnings	Arrest Information			Miles	Beat Activity	Community Activity Hours
							Total Arrests	Total Charges	City Warrants			
Sgt. S. Rychlik	15	41	2	1	6	3	1	1	0	593	3	3
Cpl. R. Robles	14	46	2	1	24	9	1	1	0	789	3	3.25
Ofc. V. Golovine	21	102	6	8	90	1	2	2	1	476	36	6
Ofc. R. Molnoskey	Injured	0	0	0	0	0	0	0	0	0	0	0
Ofc. A. Feliciano	16	69	6	2	11	23	2	2	0	805	3	3
Ofc. A. Gutierrez	Injured	0	0	0	0	0	0	0	0	0	0	0
Ofc. D. Aranjin	17	71	10	5	10	4	1	4	4	876	3	2
Total	84	329	26	17	141	40	7	10	5	3539	48	17.25

SHIFT: Evenings

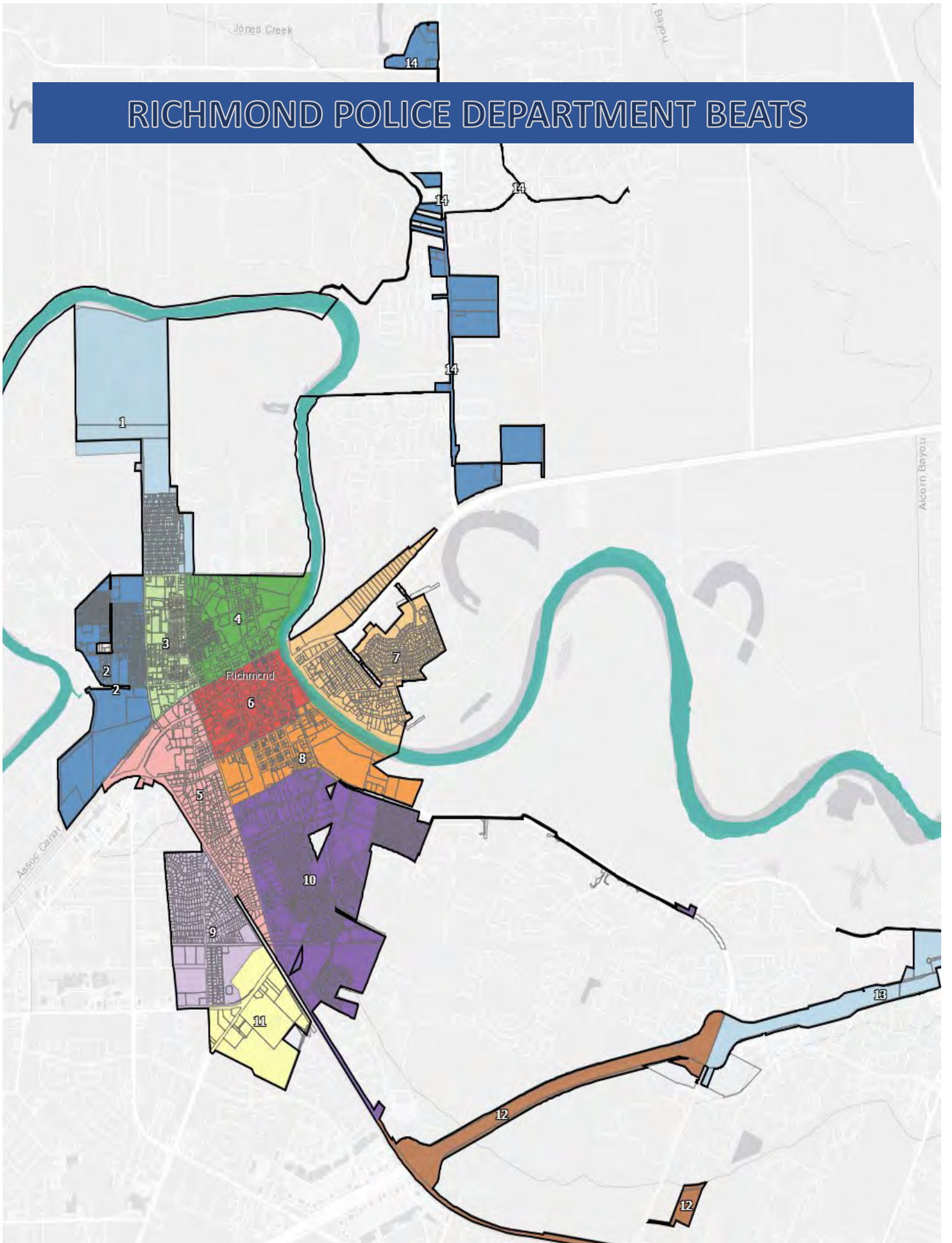
Officer	Shifts	Calls	Reports	Crash	Citations	Warnings	Arrest Information			Miles	Beat Activity	Community Activity Hours
							Total Arrests	Total Charges	City Warrants			
Sgt. D. Evans	17	49	3	0	3	0	1	3	0	1030	0	0
Cpl.	0	0	0	0	0	0	0	0	0	0	0	0
Ofc. E. Boone	18	83	9	4	12	5	5	7	0	757	3	1
Ofc. T. Olivett	16	65	3	1	2	0	0	0	0	1553	1.5	4
Ofc. J. Lane	15	104	6	1	14	4	4	4	0	749	5	0
Ofc. S. Ortega	17	85	5	3	8	3	1	1	0	1088	1.5	0
Ofc. D. Harper	17	31	7	2	18	25	2	6	1	219	1	1.5
Total	100	417	33	11	57	37	13	21	1	5396	12	6.5

SHIFT: Nights

Officer	Shifts	Calls	Reports	Crash	Citations	Warnings	Arrest Information			Miles	Beat Activity	Community Activity Hours
							Total Arrests	Total Charges	City Warrants			
Sgt. E. Vasquez	23	62	0	0	0	6	2	5	2	440	4	6
Cpl. T. Anderson	10	8	0	1	6	2	0	0	0	442	10	10
Ofc. N Benitez	19	66	10	0	6	2	0	0	0	886	3	3
Ofc. M. Palmer	16	48	7	0	6	2	3	3	0	438	6	6
Ofc. C. Brignac	18	54	2	0	33	12	1	2	0	1399	3	3
Ofc. A. Ramirez	17	38	5	1	14	10	4	7	1	877	3	19
Total	103	276	24	2	65	34	10	17	3	4482	29	47

	Shifts	Calls	Reports	Crash	Citations	Warnings	Arrests	Charges	Warrants	Miles	Activity	Hours
Grand Totals	287	1022	83	30	263	111	30	48	9	13417	89	70.75

RICHMOND POLICE DEPARTMENT BEATS





Monthly Activity Report

Beat:1

Officer: Emily Boone

October 2024

Description of Beat:

Beat 1 is in the North Richmond area. Beat 1 is everything North of Clay Street within the city limits. This area of town is commonly known as the "Heights". This beat includes a business known as Heights Mini Mart and includes George Park.

Narrative:

During the month of October, I met with three people within my Beat. I first met with Herbert who lives at 1411 Jenny Lane. I explained to Herbert that I am the Officer for Beat 1. I asked Herbert if he had any concern and he stated no. Herbert was advised to contact the police department if he has any questions or issues.

As I finished my conversation Herbert, I met Maria at 1308 San Jacinto Ave while patrolling the area. I advised Maria that I am her Beat Officer for the area. Maria stated she has been in the area for about three years. I asked Maria if she has any issues that the police would want to know, and she stated no. Maria was advised to call the Richmond Police Department for concerns or questions.

Lastly, while conducting property checks in Beat 1, I met Deuanette Jackson at 1107 Concord St, while she was setting up for the trick or treaters. Ms. Jackson advised she has been in the area only for a couple years now. Ms. Jackson was asked if she had any concern, she would like the police to know and she said no. While speaking to Ms. Jackson I noticed she had three kids. I asked Ms. Jackson if she would like to be a part of the Santa Behind the Badge program and she stated yes. Ms. Jackson filled the paperwork out for me.

Public Safety Contacts

Herbert

Address

1411 Jenny Lane

Date

10/25/2024

Maria

1308 San Jacinto

10/25/2024

Deuanette Jackson

1107 Concord St

10/31/2024

Goals Accomplished:

I did meet my goal by going by conducting more property checks within my Beat and to show police presence in the area.

Goals Next Month:

My goal for the next few months is to conduct more property checks within the neighborhoods for more police presence.

Statistical Information

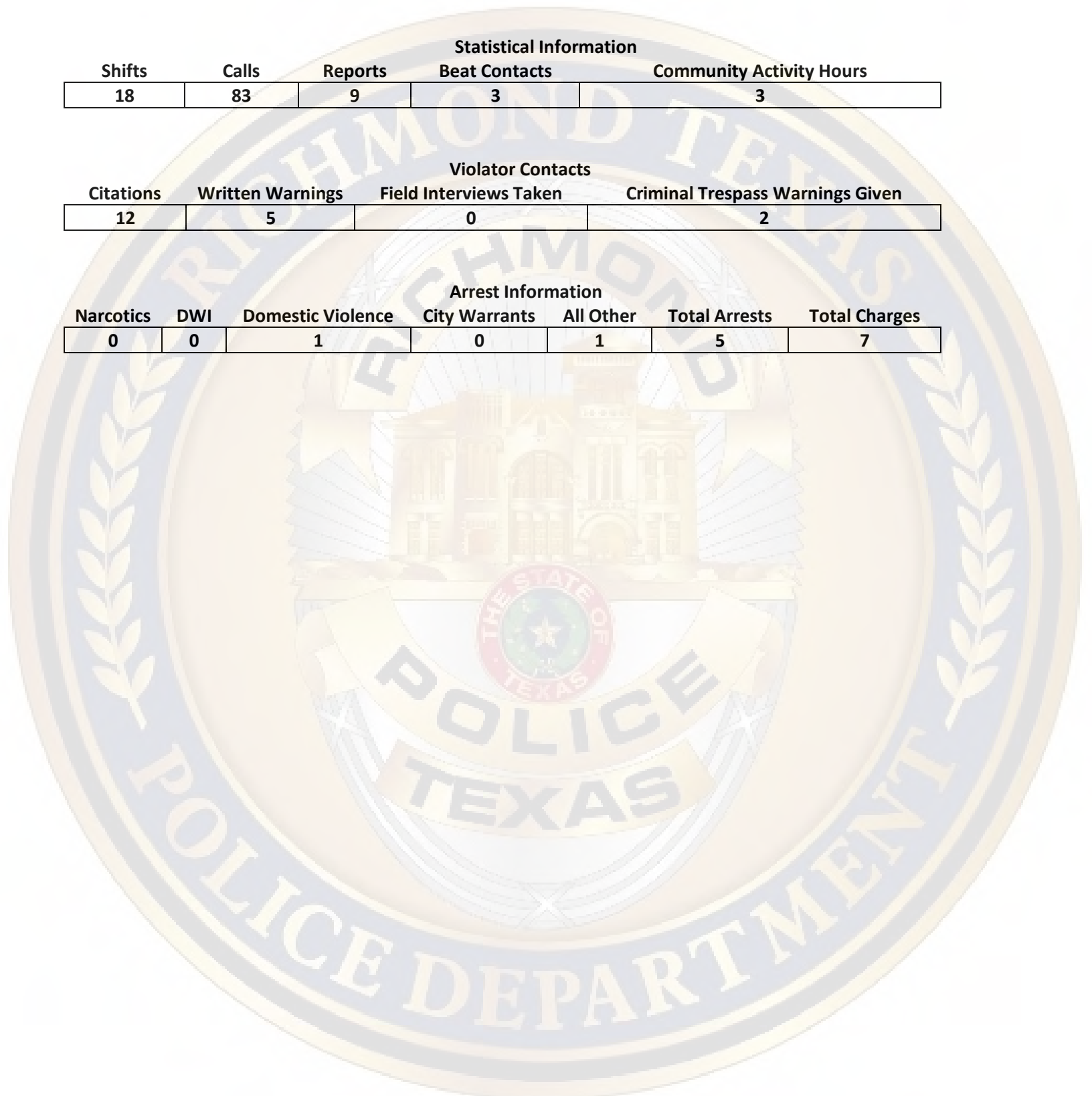
Shifts	Calls	Reports	Beat Contacts	Community Activity Hours
18	83	9	3	3

Violator Contacts

Citations	Written Warnings	Field Interviews Taken	Criminal Trespass Warnings Given
12	5	0	2

Arrest Information

Narcotics	DWI	Domestic Violence	City Warrants	All Other	Total Arrests	Total Charges
0	0	1	0	1	5	7





Monthly Activity Report

Beat: 2

Officer: Golovine

October 2024

Description of Beat:

Beat two is also known as “Brazos Terrace Subdivision” and it is located in the north side of the City of Richmond. The boundary lines are west of Collins, South of Pink Blvd, north of the Union Pacific Railroad, and east of the Richmond State School (which is outside the City Limits and Beat 2). Beat 2 is mainly a residential area occupied by working class family residences mixed with several single wide mobile home parks. Within Beat 2, Pink Elementary (Lamar Consolidated School District) and Baker-Rilley pre-school also are located There is a convenience store located at 611 Pultar and a gas station/convenience store at 205 Collins Road. Beat 2 is home to 3 apartment complexes, 1930 Rocky Falls, 2020 Rocky Falls and 1001 Pultar Road.

Narrative:

On Tuesday, October 1st Beat Two celebrated National Night Out at 310 Rochelle. About 30 neighbors attended. Hot dogs and chips were served along with soft drinks and cookies. I had the opportunity to visit with these residents that reside within a two-block area.

During the month of October, while driving through Beat 2 I met Jesse Hernandez, who is a long resident of George Street. We spoke, in Spanish, about crime on his street.

I also met Aurelio Barrientos, who speaks Spanish only. Mr. Barrientos shared with me his concerns about crime on his street, but he is happy with his life in Richmond.

I also spoke, in Spanish, with Yneliahi Picon. We spoke about safety for her children and crime prevention.

Preparation for the Santa Behind The Badge Event had begun. This event, which has been sponsored by The Richmond Police Department since 1994, provides presents and a Christmas party for the children of families that are in economic distress. This event will take place on Monday, December 16th at 6:30 PM, in the Family Life Center of Sacred Heart Catholic Church in Richmond. This event is supported by monetary donations from local businesses and the Richmond Police Department Citizen’s Police Academy Alumni Association. This event is also possible by the involvement of the Calvary Episcopal School of Richmond.

During the month of October all monthly registered sex offender checks were completed.

Public Safety Contacts:

<u>Public Safety Contacts:</u>	<u>Address:</u>	<u>Date:</u>
Jesse Hernandez	1801 George	10-22-2024
Aurelio Barrientos	2005 George	10-28-2024
Yneliahi Picon	2003 George	10-28-2024

Anthony Davis
Richard Jimenez
Joe Ramirez

1717 Branch
209 Mellon
225 Collins (rear)

10-13-2024
10-13-2024
10-15-2024

Goals Accomplished:

Have a successful National Night Out event.
Checked on the registered sex offender within Beat 2.

Goals Next Month:

Organize the Santa Behind the Badge Christmas event.
Continue to conduct checks on the registered sex offenders within this Beat.

Statistical Information

Shifts	Calls	Reports	Beat Contacts	Community Activity Hours
21	102	6	36	6.0

Violator Contacts

Citations	Written Warnings	Field Interviews Taken	Criminal Trespass Warnings Given
90	1	0	0

Arrest Information

Narcotics	DWI	Domestic Violence	City Warrants	All Other	Total Arrests	Total Charges
0	0	0	0	1	1	1



Monthly Activity Report

Beat: 3

Officer: A. RAMIREZ

OCTOBER 2024

Description of Beat:

My Beat is Beat 3, which consists of the area south of Clay St., west of N. Tenth St., east of Collins Rd., and north of the BNSF railroad tracks. Main buildings in Beat 3 include the Juan Seguin Early Childhood Center, the Rosenberg-Richmond Helping Hands and the Collin's Shopping Center including the attached washateria.

Narrative:

During the month of October, the department hosted National Night Out within the Beats. Unfortunately for Beat 3 the Beat party was cancelled but I did contact Herman Brown who lives at 712 Mabel ST. Mr. Brown stated he would like for officers to patrol the area more late at night as there are often people walking around in the area in the dark he has concerns for.

Making contacts proved to be difficult as the hours I work leave me with a slim window of opportunity to make proper informative contacts but none the less I will continue to reach out to residents in hopes of making good relationships within the community.

Public Safety Contacts

Address

Date

Herman Brown

712 Mabel St

10/27/24

Goals Accomplished:

I patrolled known high crime areas and talked to younger members of the community.

Goals Next Month:

My goal is to interact with younger members of the community to encourage them to call the police when they see something and to show them law enforcement are not bad people. I also want to keep checking our known high crime areas. I have hopes of making additional Beat contacts in the area. I plan to do foot patrols in the area at night to further show police presence within the community.

Statistical Information

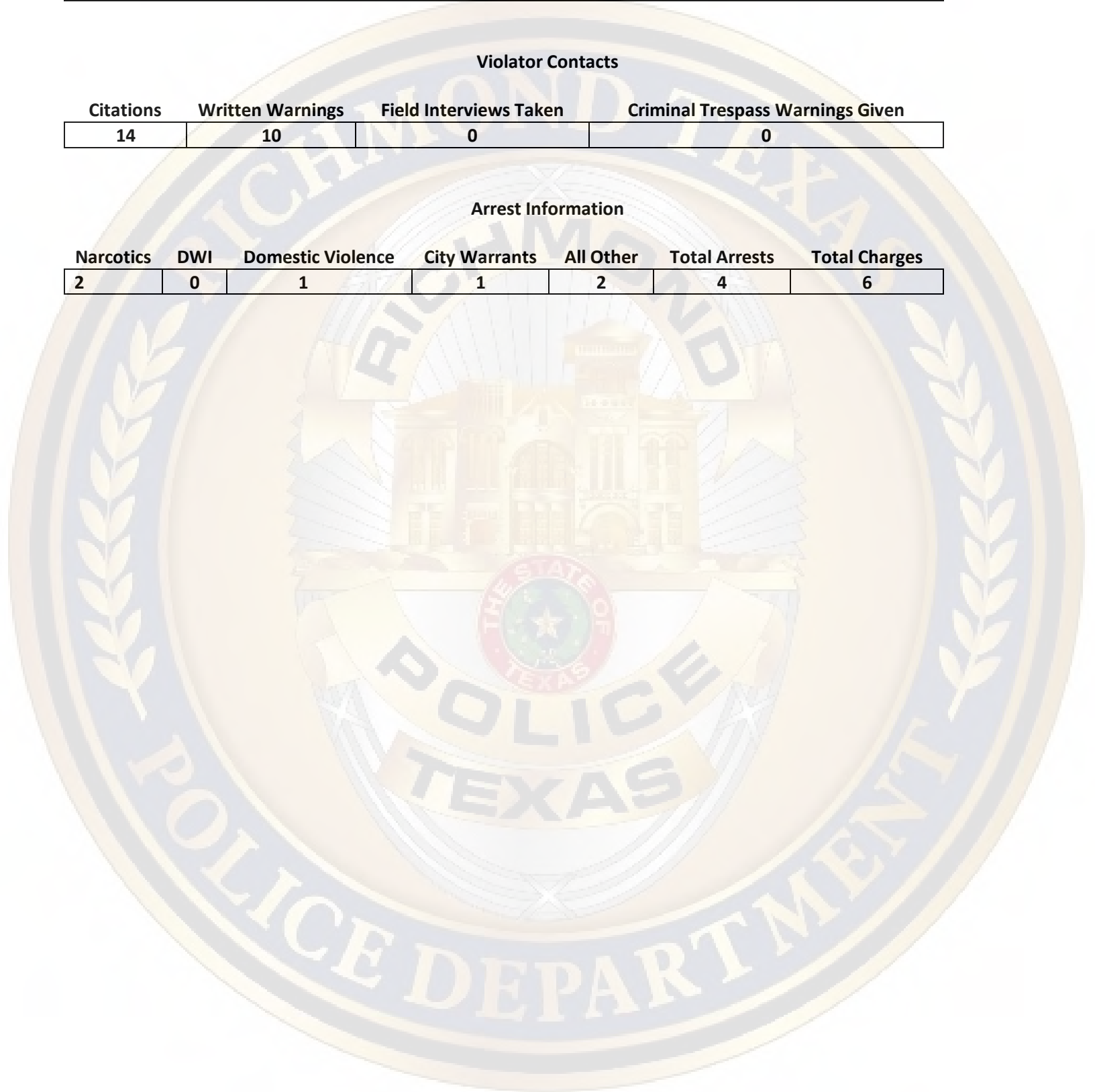
Shifts	Calls	Reports	Beat Contacts	Community Activity Hours
17	38	5	1	0

Violator Contacts

Citations	Written Warnings	Field Interviews Taken	Criminal Trespass Warnings Given
14	10	0	0

Arrest Information

Narcotics	DWI	Domestic Violence	City Warrants	All Other	Total Arrests	Total Charges
2	0	1	1	2	4	6





Monthly Activity Report

Beat: 4

Officer: M. Palmer

October 2024

Description of Beat:

Beat 4 is a mainly residential area. The Beat includes Wessendorff Park, Morton Cemetery, and Richmond Police Department. The boundaries of Beat 4 are south of Clay Street to the Union Pacific railroads tracks and east of North Tenth Street to North Second Street.

Narrative:

During the month of October, I met with three residents in my beat. I met with Javier Barrientos who lives at 602 Leonard. I explained to Barrientos that I am a newer officer with the Richmond Police Department and that I am the Beat Officer for Beat 4. I asked Barrientos if he had any problems in the area that he would like me to address. Barrientos stated that he did not. I provided Barrientos with a Richmond Police Department business card and ended the contact.

I met with Shirley Jones who lives at 805 Lettie Street. I introduced myself to Jones and told her that I am the Beat Officer for Beat 4. I explained to Jones what a Beat Officer does. I asked Jones if there were any issues in the Beat that she needed me to address. Jones stated that she did not. I provided Jones a Richmond Police Department business card and told her to contact me if she ran into any problems.

I also met with Veronica Hernandez, who lives at 820 Collins Street. I identified myself and explained to her that I am the Beat Officer for Beat 4. Hernandez stated that she did not have any issues. I provided Hernandez with a Richmond Police Department business card and told her to contact me if she ran into any problems.

Public Safety Contacts

Address

Date

Javier Barrientos	602 Leonard Street	10/30/2024
Shirley Jones	805 Lettie Street	10/30/2024
Kenae Chatham	715 Lettie Street	10/30/2024

Goals Accomplished:

I have conducted several property checks in and around Beat 4. I have conducted several traffic stops while patrolling Beat 4 and District 1. I attempted two registered sex offender checks but was unable to make contact with either subject.

Statistical Information

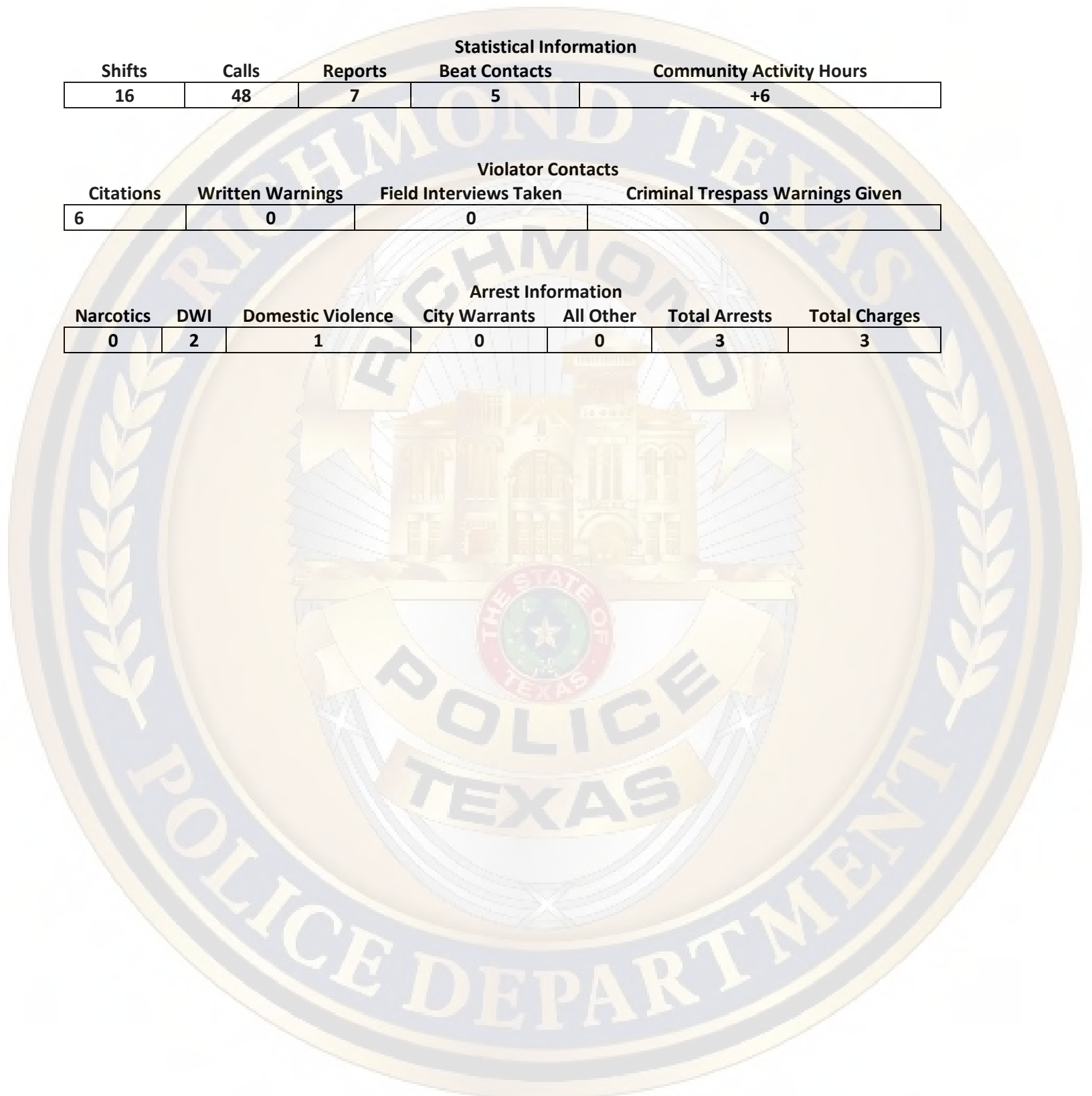
Shifts	Calls	Reports	Beat Contacts	Community Activity Hours
16	48	7	5	+6

Violator Contacts

Citations	Written Warnings	Field Interviews Taken	Criminal Trespass Warnings Given
6	0	0	0

Arrest Information

Narcotics	DWI	Domestic Violence	City Warrants	All Other	Total Arrests	Total Charges
0	2	1	0	0	3	3





Monthly Activity Report

Beat: 5

Officer: C. Brignac

October 2024

Description of Beat:

Beat 5 is in the southwest part of the city, the area between Long Dr and Thompson Hwy. The boundaries of Beat 5 are east of the BNSF railroad tracks to South Eleventh/FM 762/Thompson Highway and north of FM 1640 to the Union Pacific railroad tracks.

Narrative:

During the month of October, I talked to three Beat contacts. The first two people I talked to was Jeffrey Brashear and James Edward. While patrolling the area, BRASHEAR was talking to a nearby resident (EDWARD). I asked them both how their day went and asked them how long they've stayed in the city. I asked if they'd ever consider leaving the city and both said absolutely not, they love the city too much! I asked if they ever had any issues with anybody in the area and they both stated that they love the community here and wouldn't really change anything about it. They asked how I liked being a Richmond Officer and I stated that I love the career mainly because I get to meet citizens like themselves and make a change in people's life. We went on to discuss any possible upgrades would they make to Richmond city wise. EDWARDS advised that maybe more crossovers for the train tracks, he said the trains are long sometimes and inconvenience people here and there.

The third contact I had was with Mrs. Lucio again. I met her last month (September) and she flagged me down again early in the morning with a question. She said that she sees Richmond Police cars on US Hwy. 59 late at night parked on side of the highway and was curious on just how much of the freeway do we cover. I advised her the area and she stated that she did not know that and found it to be interesting. I said it was probably me she had seen on the highway as I do frequently work the highway. She said I should get one of those black cars because she could see my white police car easily. LUCIO and I continued to have a good laugh and I proceeded to ask her if there was anything else I could help her with, and she stated no that was her only question. LUCIO stated she was happy to see me again and stated that she wishes the entire Department a safe rest of the year.

Public Safety Contacts

Jeffrey Brashear

Lucio

James Edwards

Address

1017 Winston Dr

1201 Winston Dr

Travis St

Date

10/23/24

10/16/24

10/30/24

Goals Accomplished:

My accomplished goals for the month were to pass by the residential neighborhoods at night more often! I have noticed that interacting with residents makes them comfortable living in the City of Richmond.

Goals Next Month:

My goal for the month is to patrol more often in the night specifically in Beat 5. I have noticed that a common concern is speeding throughout the neighborhoods. My other goal is to make the residents who live in my Beat feel comfortable calling the department when needed or even to stop us when in the area just to have a friendly talk.

Statistical Information				
Shifts	Calls	Reports	Beat Contacts	Community Activity Hours
18	54	2	3	3

Violator Contacts			
Citations	Written Warnings	Field Interviews Taken	Criminal Trespass Warnings Given
33	12	0	0

Arrest Information						
Narcotics	DWI	Domestic Violence	City Warrants	All Other	Total Arrests	Total Charges
0	0	0	0	1	1	2



Monthly Activity Report

Beat: 6

Officer: T. Olivett

October 2024

Description of Beat:

The boundaries of Beat 6 are east of South Eleventh to the Brazos River and South of the Union Pacific railroad tracks to Austin/Loop FM 762. This area is commonly referred to as the Historic and Olde Town Districts of the City of Richmond.

Narrative:

During the month of October, I met with three residents that reside in my Beat. The first two residents I spoke to were during National Night Out. Due to the large amount of people that attended the block party it was difficult to gather contact information for all who attended. While speaking to the two residents they had mentioned that were glad for the block party which occurred in the grassy lot behind Blockhouse Coffee, stating that Beat 6 had not had a block party in the last couple of years. After speaking to the residents, I along with other officer at the Beat party began to play tag with the children that were at the party as well as eating hot dogs and chips with the residents.

I then met Victora Cantu, while patrolling in Beat 6. Cantu stated she did not have any issues at this time. We then talked about how she lived in Freeman Town growing and just moved back to Richmond again with her husband. I then continued to have a conversation on her growing up in Richmond. I gave Cantu my business card and told her to email me or give me a call if she has any issues or questions.

Public Safety Contacts

Victora Cantu

Address

608 S 5th St

Date

10/26/2024

Business Contact

Access Health

Address

400 Austin St

Date

10/30/2024

Goals Accomplished:

This month I accomplished one of my goals, which is making contact with people within my Beat. I have also started to build a professional relationship with the business owners in my Beat. I also was able inform the Richmond citizens of strategies for crime prevention while talking to the citizens I meet during my public safety contacts.

Goals Next Month:

My first goal is to make contact with new business within my Beat and inform the business of better security practices.

My second goal is to do more beat-oriented patrols in the evening time during my shift. Another goal is to continue to interact with more younger members of the community to encourage them to call the police when they see something and to show them law enforcement are not bad people.

My third goal is to inform the Richmond citizens of strategies for crime prevention.

Statistical Information

Shifts	Calls	Reports	Beat Contacts	Community Activity Hours
16	65	3	3	1.5

Violator Contacts

Citations	Written Warnings	Field Interviews Taken	Criminal Trespass Warnings Given
2	0	0	0

Arrest Information

Narcotics	DWI	Domestic Violence	City Warrants	All Other	Total Arrests	Total Charges
0	0	0	0	0	0	0



Monthly Activity Report

Beat: 7

Officer: Stephanie Ortega

October 2024

Description of Beat:

Beat 7 is a combined commercial and residential area. The boundaries of Beat 7 are the residential blocks of Riveredge Dr. up to Damon St. Beat 7 also includes the small local businesses in the 100 – 300 block of US 90-A EB.

Narrative:

During the month of October, I met with three people within my Beat as I was conducting property checks. I met with Mimi Montes who just moved to Munson Valley, I introduced myself to her and her family and informed them about the Beat Program. I provided her a business card with our non-emergency number in case she has questions or concerns about the neighborhood. I also met with Michelle, she stated that she has no concerns for the neighborhood since reporting incidents last year. She stated that last year there was a suspicion juvenile in her front yard and the police department came out and helped her. Michelle stated since then everything has been good. I also met with Susan and we talked about the weather and her pets. Susan stated that she loves her dogs.

Public Safety Contacts

Mimi Montes
Michelle
Susan

Address

Munson Valley
500 block of Woodley
100 block of Riveredge

Date

10/25/2024
10/31/2024
10/31/2024

Goals Accomplished:

While patrolling my Beat, doing additional property checks, I did not observe anything out of the ordinary.

Goals Next Month:

My goal for the next month is to conduct more business checks within the neighborhoods.

Statistical Information

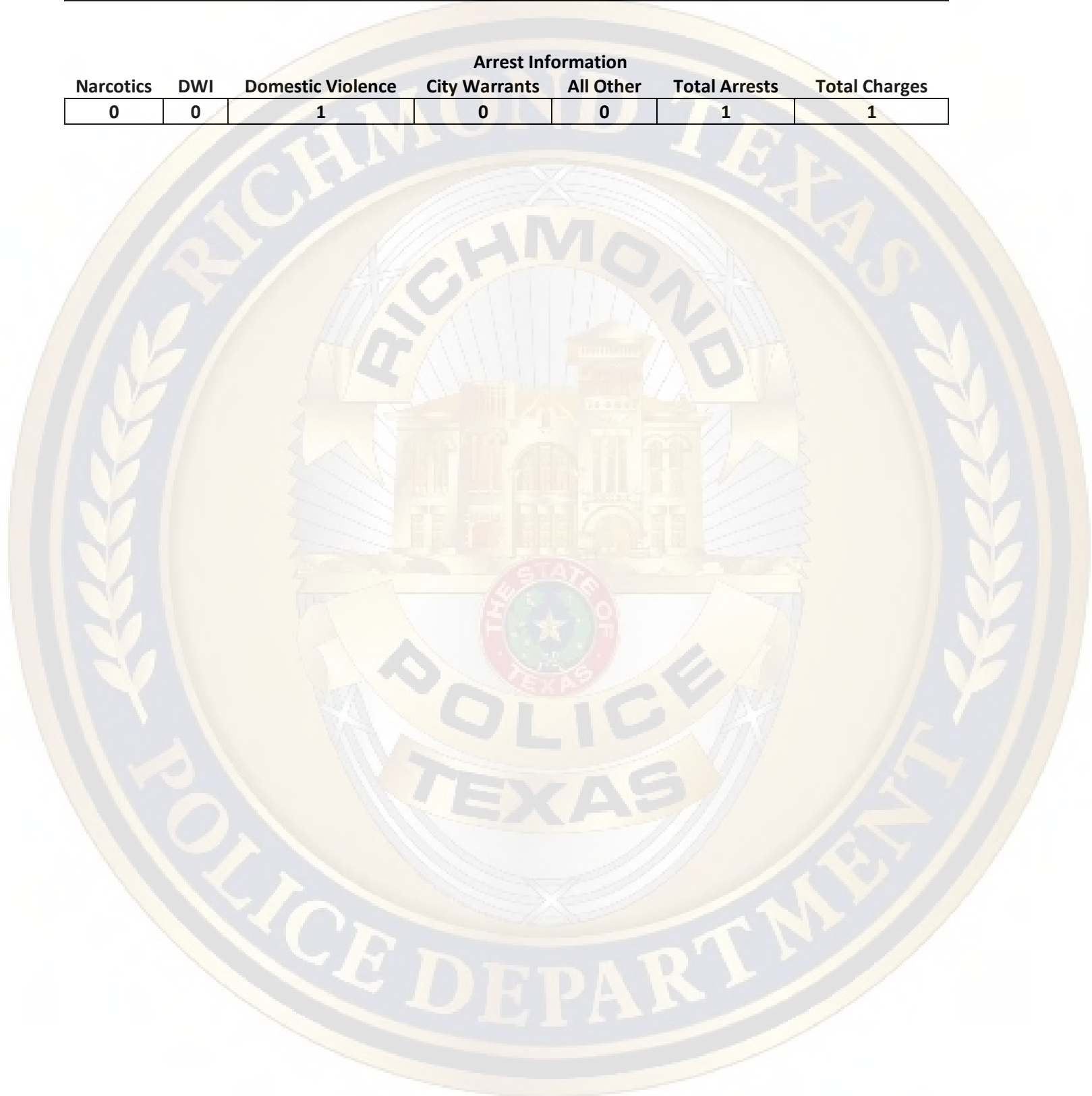
Shifts	Calls	Reports	Beat Contacts	Community Activity Hours
17	85	5	3	1.5

Violator Contacts

Citations	Written Warnings	Field Interviews Taken	Criminal Trespass Warnings Given
8	3	0	3

Arrest Information

Narcotics	DWI	Domestic Violence	City Warrants	All Other	Total Arrests	Total Charges
0	0	1	0	0	1	1





Monthly Activity Report

Beat: 8

Officer: Dakota Harper

October 2024

Description of Beat:

Beat 8 encompasses several businesses, including various bail bond companies, a Chevron gas station, the YMCA, and Ducks Unlimited. Although the buildings themselves are outside the City of Richmond's jurisdiction, the roadway of Eugene Heimann Circle is included in Beat 8. The residential area in Beat 8 is commonly known as Freeman Town. This beat covers everything south of Austin Street to Golfview Drive and from South Eleventh Street to Richmond Parkway.

Narrative:

This month, the City of Richmond hosted a city-wide event celebration for National Night Out, aimed at enhancing community connectivity and strengthening the relationship between first responders and residents. In Beat 8, a block party was held at Freeman Town Park welcoming the local residence.

Officer Golovine generously provided hot dogs for attendees, ensuring that no one left hungry. Mary Miller and her sorority The Order of Eastern Stars, Stars of Essence #71, contributed decorations, along with a corn hole yard game that encouraged friendly competition and interaction among community members. The Richmond Police Department brought along coloring books and police badges for the kids.

The event saw significant participation from the Richmond Administration, with Chief Craig receiving a warm welcome from the crowd, who greeted him with applause. I took the opportunity to introduce myself as the new Beat Officer for Beat 8, encouraging residents to reach out with any needs or concerns they may have.

During our conversations, Mrs. Miller informed me about an upcoming Beat event planned for December, which will feature a toy drive and a hayride for the kids to see the Christmas lights. She

expressed her eagerness to get me involved, and I was excited about another opportunity to connect with the residence.

Additionally, Mrs. Miller proposed the idea of organizing a community basketball game where police officers and firefighters could join local kids for a fun match. I loved the concept and am committed to making this game happen in November. Events such as these foster positive relationships between first responders and the youth in our community. Overall, the National Night Out event was a resounding success, reinforcing unity and cooperation in Richmond.

This month, I had a conversation with four juveniles at the skate park at the YMCA. I recognized three of them from previous calls for service. During our discussion, I learned that two of the juveniles were seniors in high school. One of the girls shared her aspiration to attend cosmetology school, and I encouraged her to pursue her dream. When I asked her about her options, she mentioned a program at Wharton Community Junior College that she was considering. I emphasized the importance of taking advantage of scholarships, especially those linked to community service, to help reduce her tuition costs.

Another juvenile spoke about working towards getting his driver's license while also taking online classes. I encouraged him to keep pushing toward that goal and to learn as much as possible from his classes.

They also raised concerns about the skate park's condition, noting that the pavement was in poor shape. I encouraged them to reach out to the YMCA to express their desire for renovations, emphasizing that community voices can lead to positive change.

Overall, this interaction not only allowed me to connect with local youth but also reinforced the importance of supporting their ambitions and fostering a sense of community responsibility.

Registered Sex Offenders:

This month, I conducted the mandatory monthly check-in with the registered sex offender living in Beat 8. This routine visit is essential for ensuring compliance with registration requirements and addressing any potential issues or concerns. During our interaction, I confirmed the individual's current address and reviewed their adherence to any established conditions. This ongoing supervision is crucial for maintaining public safety and supporting the individual in fulfilling their legal obligations.

Gentry, Jakob (DOB:01/21/2000, TXID:41018627)
411 Travis Street
Richmond, Texas 77649

Goals for Next Month:

Richmond Police Department and Relationships with Students

Objective: To host a basketball event in Beat 8 and coordinate with the Fire Department

Actions: Enhanced student and officer relations.

Provide community policing opportunities for officers

Statistical Information

Shifts	Calls	Reports	Beat Contacts	Community Activity Hours
17	31	7	5	3

Violator Contacts

Citations	Written Warnings	Field Interviews Taken	Criminal Trespass Warnings Given
18	25	0	2

Arrest Information

Narcotics	DWI	Domestic Violence	City Warrants	All Other	Total Arrests	Total Charges
0	2	0	1	0	2	6



Monthly Activity Report

Beat: 8

Officer: Diana Aranjin

October 2024

Description of Beat:

Beat 8 is located on the south side of the City of Richmond. The boundary lines are Thompson Rd, Austin St, and the Brazos River. There is one park located in Beat 8 Freeman Town "Park. Beat 8 consists of a mixture of government buildings, business and residential neighborhood commonly referred to a Freeman Town and subdivision Fountain at Jane Long Farms.

Narrative:

During the month of October, I met Debra Greenwood who has resided in Beat 8 for many years. We talked about the upcoming holidays and how the neighbors in Freeman Town are preparing to get together and celebrate Christmas with the kids at the park. Ms. Greenwood advised that she does not have any concerns regarding her neighborhood. I then talked to Elouise Hall and she mentioned she is a widow and feels comfortable on the street she lives on. At the moment she does not have any concerns and agreed to contact us if she does.

I then talked to Sharonna who works at Success on the Spectrum on Richmond Pkwy. She was glad to hear there are two Beat Officers assigned to the Beat. Sharonna stated the only concern she has is people loitering in the area after they get released from the Fort Bend County Jail. I advised Sharonna to give the Police Department a call if there is an issue. I provided all of them my contact information and introduced myself as their newest Beat Officer.

This month I was able to attend two National Night Out block parties hosted throughout the City of Richmond. I was able to meet a lot of new residents in the area and introduce myself to them.

Public Safety Contacts

<u>Public Safety Contacts</u>	<u>Address</u>	<u>Date</u>
Debra Greenwood	413 Burnett St	10/31/2024
Elouise Hall	217 Wheaton St	10/31/2024
Sharonna	1803 Richmond Pkwy Suite 800	10/31/2024

Goals Accomplished:

I did not have any goals set for my currently assigned Beat for this month

Goals Next Month:

I want to make more contacts with people in Beat 8 to introduce myself as a new Beat Officer.

Statistical Information

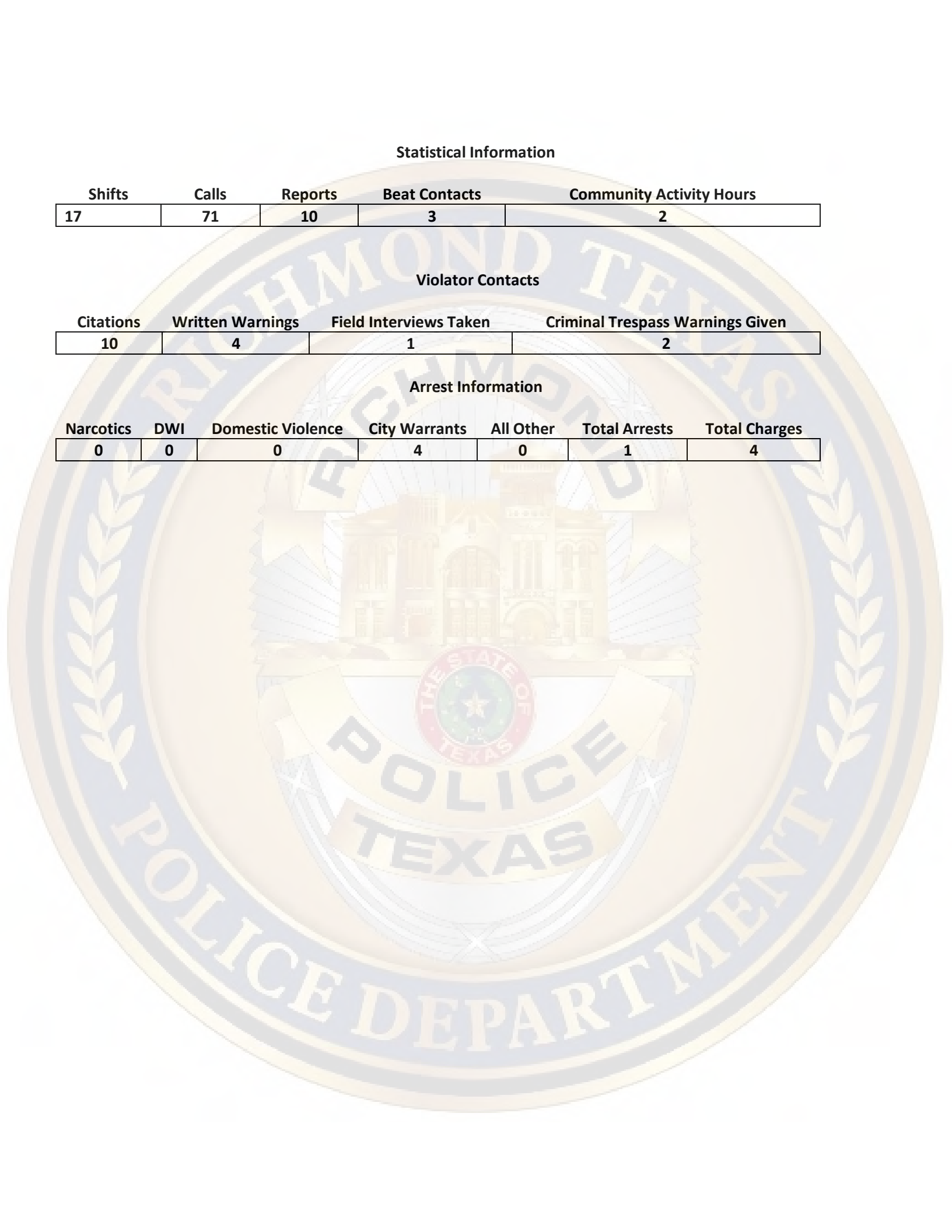
Shifts	Calls	Reports	Beat Contacts	Community Activity Hours
17	71	10	3	2

Violator Contacts

Citations	Written Warnings	Field Interviews Taken	Criminal Trespass Warnings Given
10	4	1	2

Arrest Information

Narcotics	DWI	Domestic Violence	City Warrants	All Other	Total Arrests	Total Charges
0	0	0	4	0	1	4





Monthly Activity Report

Beat: 9

Officer: Feliciano

October 2024

Description of Beat:

Beat 9 is predominantly a residential area, with mostly single-family residences. There are two apartment complexes and an elementary school within Beat 9. The boundaries of Beat 9 are the BNSF railroad tracks along the eastern side, the Rosenberg city limits along the northern and western side, and FM 1640 along the southern side. This area is commonly known as Lamar Estates.

Narrative:

During the month of October, I met with three residents that reside in my Beat.

I met Angel Aguilera who was washing his car. Mr. Aguilera stated he has been living at his current residence for about a year. Mr. Aguilera stated he has no issues at this time. I gave Mr. Aguilera my business card and told him to email me or give me a call if he has any issues or questions. I then did my best to explain to Mr. Aguilera that I am here to help so don't hesitate to call the police since English was not his primary language.

I then spoke with Craig Bates, who was walking in front of his driveway. Mr. Bates stated he did not have any issues at this time. Mr. Bates stated he has been living at his current residence for over 40 years. I then gave Mr. Bates my business card and advised him to email me or give me a call if he has any issues or questions.

I also met Fernando Ramirez who was working outside his house. Mr. Ramirez said he moved to his residence two years ago. Mr. Ramirez stated he has no issues at this time. Mr. Ramirez said he works for the City of Stafford. I gave Mr. Ramirez my business card and told him to email me or give me a call if he has any issues or questions.

This is the time of year when the weather changes and people start to decorate their homes. While patrolling my Beat I did see people had decorated their homes with Halloween decorations, some scary and some not so scary, but a good effort. I also got to participate in the annual National Night Out block party. I got to meet the citizens in Beat 9, and the party was a big success. The host of the party cooked food and the police department provided some water, hot dogs, and some literature for the citizens. I also got to play carpet ball and hand out stickers to the kids in the area.

I do not have a registered sex offender in my Beat.

Public Safety Contacts

<u>Public Safety Contacts</u>	<u>Address</u>	<u>Date</u>
Angel Aguilera	1801 Cypress Dr.	10/04/24
Craig Bates	1803 W Laurel Oaks	10/14/24
Fernando Ramirez	1813 W Laurel Oaks	10/19/24

Goals Next Month:

My goal is to contact another business and have them update their business contact information. A secondary goal is to continue to interact with more younger members of the community to encourage them to call the police when they see something and to show them law enforcement are not bad people.

Statistical Information

Shifts	Calls	Reports	Beat Contacts	Community Activity Hours
16	69	6	3	3

Violator Contacts

Citations	Written Warnings	Field Interviews Taken	Criminal Trespass Warnings Given
11	23	0	1

Arrest Information

Narcotics	DWI	Domestic Violence	City Warrants	All Other	Total Arrests	Total Charges
0	0	0	0	2	2	2



Monthly Activity Report

Beat: 10

Officer: Benitez

October 2024

Description of Beat:

Beat 10 is a mainly commercial and non-profit area which also contains multiple residences. The boundaries of Beat 10 are south of the Y.M.C.A. to the city limits and east of FM 762/Thompson Highway to the Brazos River.

During the month of October, I met three new Beat contacts. While on National Night Out, I met with Mr. Clyde. I explained to Mr. Clyde that I am the new assigned Beat Officer for the area. I asked Mr. Clyde if he has had any issues living in the Richmond area, he stated he did not. Mr. Clyde advised that he likes living in Richmond and has lived here peacefully and has never had issues. He has appreciated the neighbors and how well they get along. Mr. Clyde was advised if he ever had any issues to not hesitate to contact us.

I also met Ms. Kim. I explained to Ms. Kim that I am the newly assigned Beat Officer for the area. I asked Ms. Kim if she has had any issues living in the Richmond. Ms. Kim advised that she enjoys living in City of Richmond so far as she is new to the neighborhood, and she has not had any problems with it being quiet and surrounded with friendly neighbors. I advised Ms. Kim if she had does have any issues, she could contact the police department at any time or could always stop us while we are driving through, just to say hi.

Lastly, I met Mr. Stryk., I advised Mr. Stryk that I am the newly assigned Beat Officer assigned to Beat 10. I asked Mr. Stryk he had any issues living in the area to which he stated no, he has had no issues and feels comfortable in the city. Mr. Stryk advised that he had been living her since the City of Richmond was just a small city with few homes and businesses and has been amazed at how much the city has grown. Mr. Stryk advised he enjoys living in the city.

Public Safety Contacts

Clyde King

Kim H.

Mark Stryk

Address

802 Foster Dr.

696 Foster Dr.

1005 Foster Dr.

Date

10.01.2024

10.01.2024

10.01.2024

Goals Accomplished:

My accomplished goals for the month to engage more with residents in my Beat. I have noticed that interacting with residents makes them comfortable living in the City of Richmond.

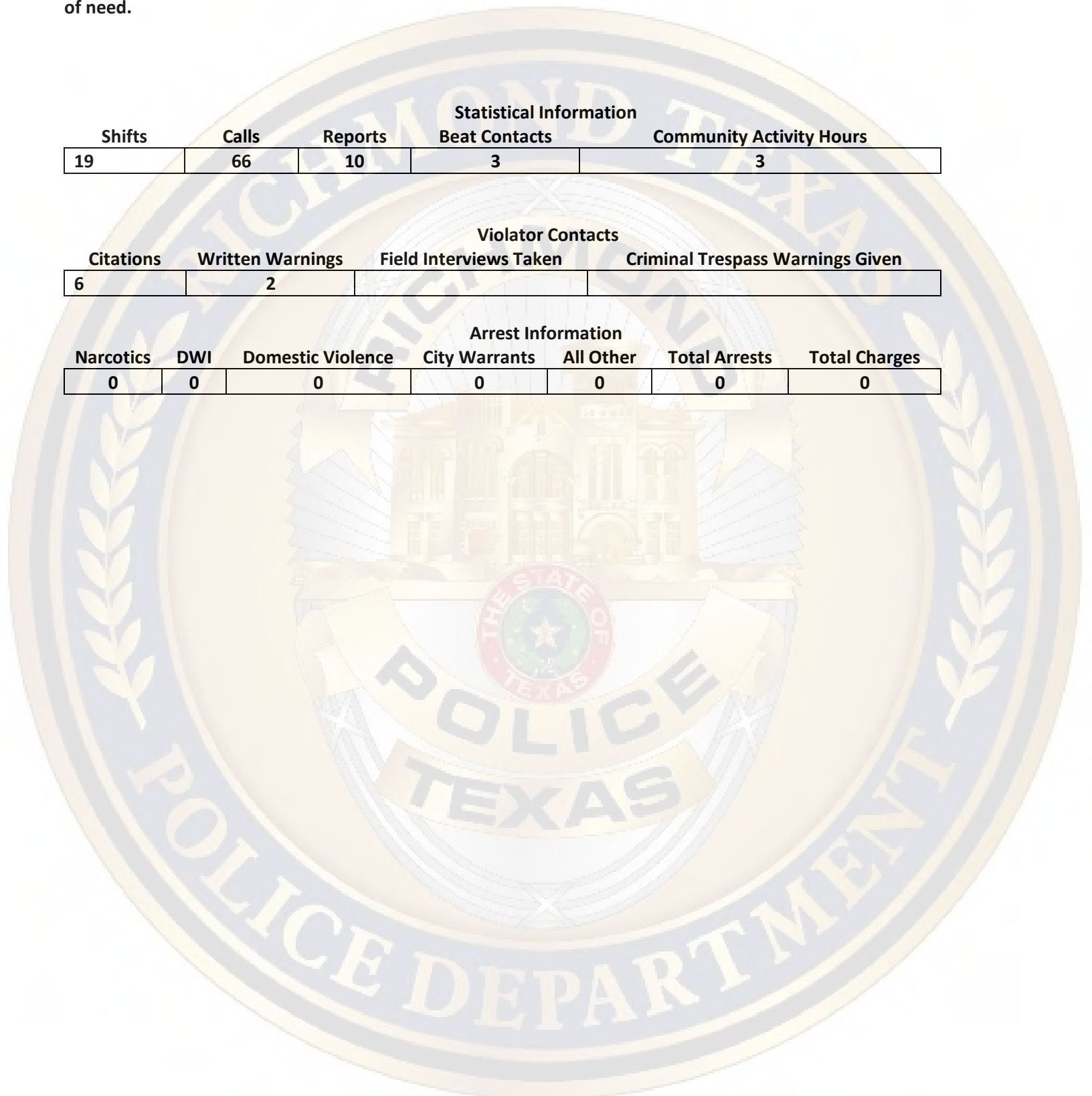
Goals Next Month:

My goal for next month is to interact with the kids around Beat 10, so they are comfortable enough to say hello and interact with Police Officers. My goal will be to make them feel safe and feel that they can count on police at any time of need.

Statistical Information				
Shifts	Calls	Reports	Beat Contacts	Community Activity Hours
19	66	10	3	3

Violator Contacts			
Citations	Written Warnings	Field Interviews Taken	Criminal Trespass Warnings Given
6	2		

Arrest Information						
Narcotics	DWI	Domestic Violence	City Warrants	All Other	Total Arrests	Total Charges
0	0	0	0	0	0	0





Monthly Activity Report

Beat: 11

Officer: Officer Jonathan Lane #5236

October 2024

Description of Beat:

Beat 11 is known as the "Business District" of Richmond. Beat 11 includes everything west of the BNSF railroad tracks on FM 1640 up to Lamar Dr, and businesses in the 1200-1600 block of FM 2218. Beat 11's portion of FM 1640 covers businesses such as USPS, Whataburger, Walmart, Wharton County Junior College, and Murphy Oil. Beat 11's portion of FM 2218 covers businesses such as Anchor Bend Church, The Sanctuary Fellowship, RiteStop Fuel Station, China One, Cricket Wireless, Papa John's Pizza, Advance America, Beauty Empire, Uncanny Comics & Games, and Richmond Cleaners. Beat 11 residential district includes the subdivision called Wall Street Village.

Narrative:

During the month of October, I met with Sadik, who is an employee at RiteSpot. Sadik said people keep cutting through his parking lot to avoid the stop light at FM 2218 and FM 1640. Sadik would like to see officers enforcing traffic laws to prevent drivers from using his parking lot as a short cut, before someone gets hurt.

I then spoke with Leroy, who is a resident of Wall Street Village. Leroy said he is very pleased with the community he lives in and would like to see more families move into the area.

While in Wall Street Village, I also met with Geni. Geni said she loves her new home and feels its reasonably priced for the prime area it is in. Geni informed me she would be running for a chair in the upcoming HOA.

Towards the end of the month, I stopped by the Sanctuary Fellowship Fall Festival. While at the festival I met several amazing people to include Pastor Joe. Pastor Joe informed me the church host monthly events and would like to see law enforcement stop by every once and a while to interact with the church members.

Beat 11 does not have any register sex offenders.

Public Safety Contacts

<u>Public Safety Contacts</u>	<u>Address</u>	<u>Date</u>
Sadik	1212 FM 2218	10/26/2024
Leroy	6322 Buffalo Bend Ln	10/27/2024
Geni & John	6407 Buffalo Bend Ln	10/27/2024
Pastor Joe	1315 Market St	10/27/2024

Goals Accomplished:

My 1st goal is to enforce TRANSP Section 545.423 (Prohibits drivers from cutting through parking lots to avoid traffic signals or other obstacles) at the entry/exits of the Walmart parking lot.

My 2nd goal is to increase officer presence at River Lakes center, by conducting more close patrols during closing time and when shopping volume is at its highest.

My 3rd goal is to make contact with more citizens in Wall Street Village.

Goals Next Month:

My 1st goal is to find wanted subjects out of our agency and start clearing out some of our local warrants

My 2nd goal is to enforce TRANSP Section 545.423 (Prohibits drivers from cutting through parking lots to avoid traffic signals or other obstacles) at the entry/exit of the RiteSpot parking lot.

Statistical Information

Shifts	Calls	Reports	Beat Contacts	Community Activity Hours
15	104	6	1.5	6

Violator Contacts

Citations	Written Warnings	Field Interviews Taken	Criminal Trespass Warnings Given
14	4	0	5

Arrest Information

Narcotics	DWI	Domestic Violence	City Warrants	All Other	Total Arrests	Total Charges
0	0	0	0	4	4	4



Monthly Activity Report

Beat: 14

Officer: Cpl. Ruben Robles

October 2024

Description of Beat:

Beat 14 encompasses 18 businesses and 1 senior apartment complex located on the west side of FM 359 ranging from the 500 block to the 1700 block. Two of the business are located off Mason Rd. We also have one business on the east side of the roadway which is a private school.

Narrative:

During the month of October, I met with 3 residents of the apartment complex in my Beat. I met Michael Weber who was taking cases of water from his car to his apartment which I assisted him with as we talked. WEBER stated he has lived at his residence for 8 or 9 Years. WEBER stated that he did not have any issues. I then gave him my business card and advised him to email me or give me a call if he has any issues or questions.

I then met with Doug Elmore who was taking his trash to the dumpster on his walker which I assisted him with. ELMORE was really happy to see an officer at the complex. ELMORE did state he did not have any issues at this time. ELMORE stated he has been living in the complex for 10 years with his wife. I gave ELMORE my business card and told him to email me or give me a call if he or his wife have any issues or questions.

I then met with Guadalupe Arreguin who was walking out of his apartment building eating candy that another resident put out for Halloween. ARREGUIN stated that he did not have any issues at this time. ARREGUIN stated he has been living at his current residence for 9 years. I then gave ARREGUIN my business card I advised him if he has any questions or concerns to contact me.

This month I attended several Beat parties held throughout the City or Richmond during National Night Out. I met with several residents from different Beats that were really happy to see us and all had good things to say about the City of Richmond and the Police Department.

Beat 14 does not have any register sex offenders.

Public Safety Contacts

<u>Public Safety Contacts</u>	<u>Address</u>	<u>Date</u>
Michael Weber	1717 FM 359 #220	10/27/24
Doug Elmore	1717 FM 359 #414	10/30/24
Guadalupe Arreguin	1717 FM 359 #214	10/30/24

Goals Accomplished:

This month I did not accomplish my goal.

Goals Next Month:

My continued goal is to make contact with more business and have them update their business contact information. A second goal is to continue to interact with more younger members of the community to encourage them to call the police when they see something and to show them law enforcement are not bad people.

Statistical Information

Shifts	Calls	Reports	Beat Contacts	Community Activity Hours
14	46	2	3	3.25

Violator Contacts

Citations	Written Warnings	Field Interviews Taken	Criminal Trespass Warnings Given
24	9	0	5

Arrest Information

Narcotics	DWI	Domestic Violence	City Warrants	All Other	Total Arrests	Total Charges
0	0	0	0	1	1	1

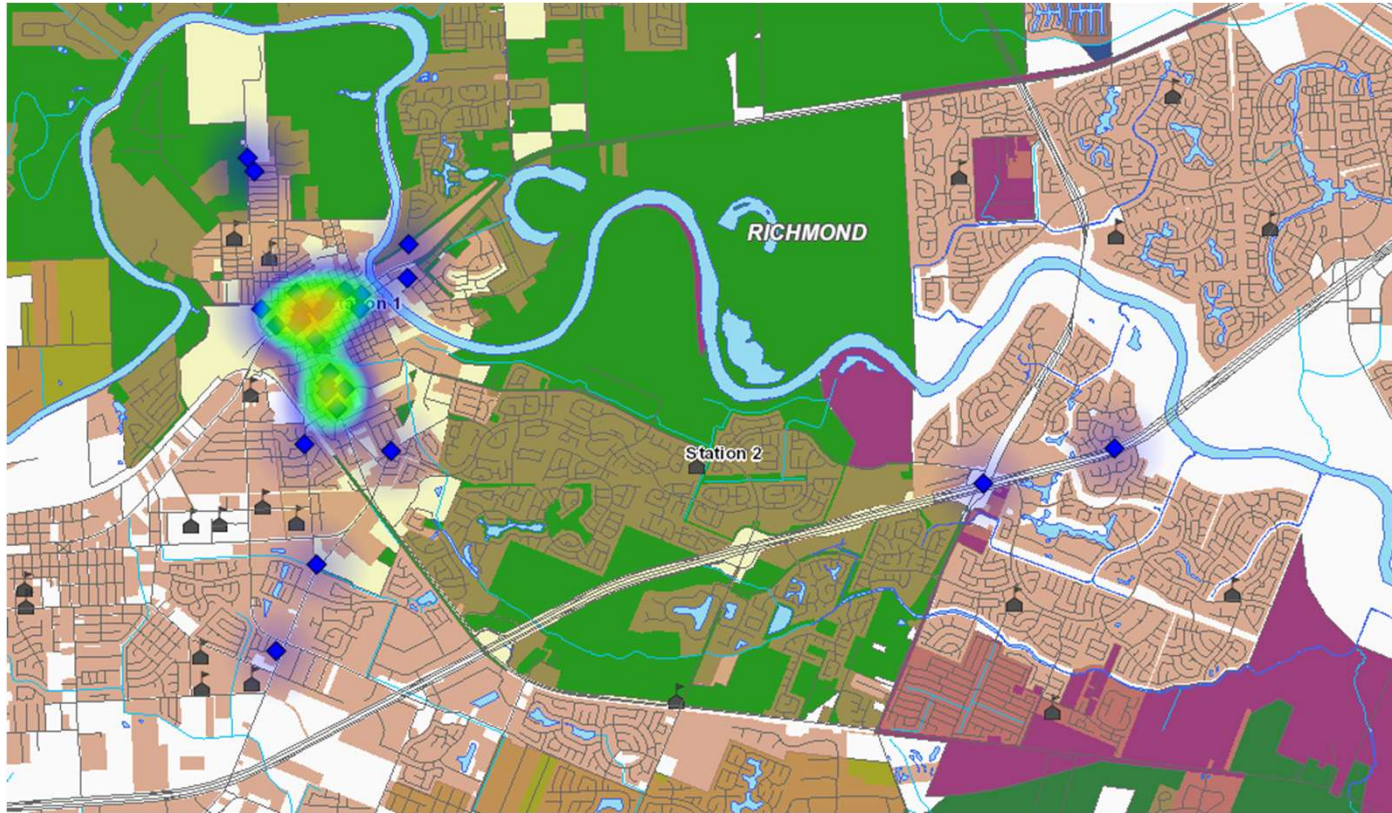


Traffic Enforcement Division

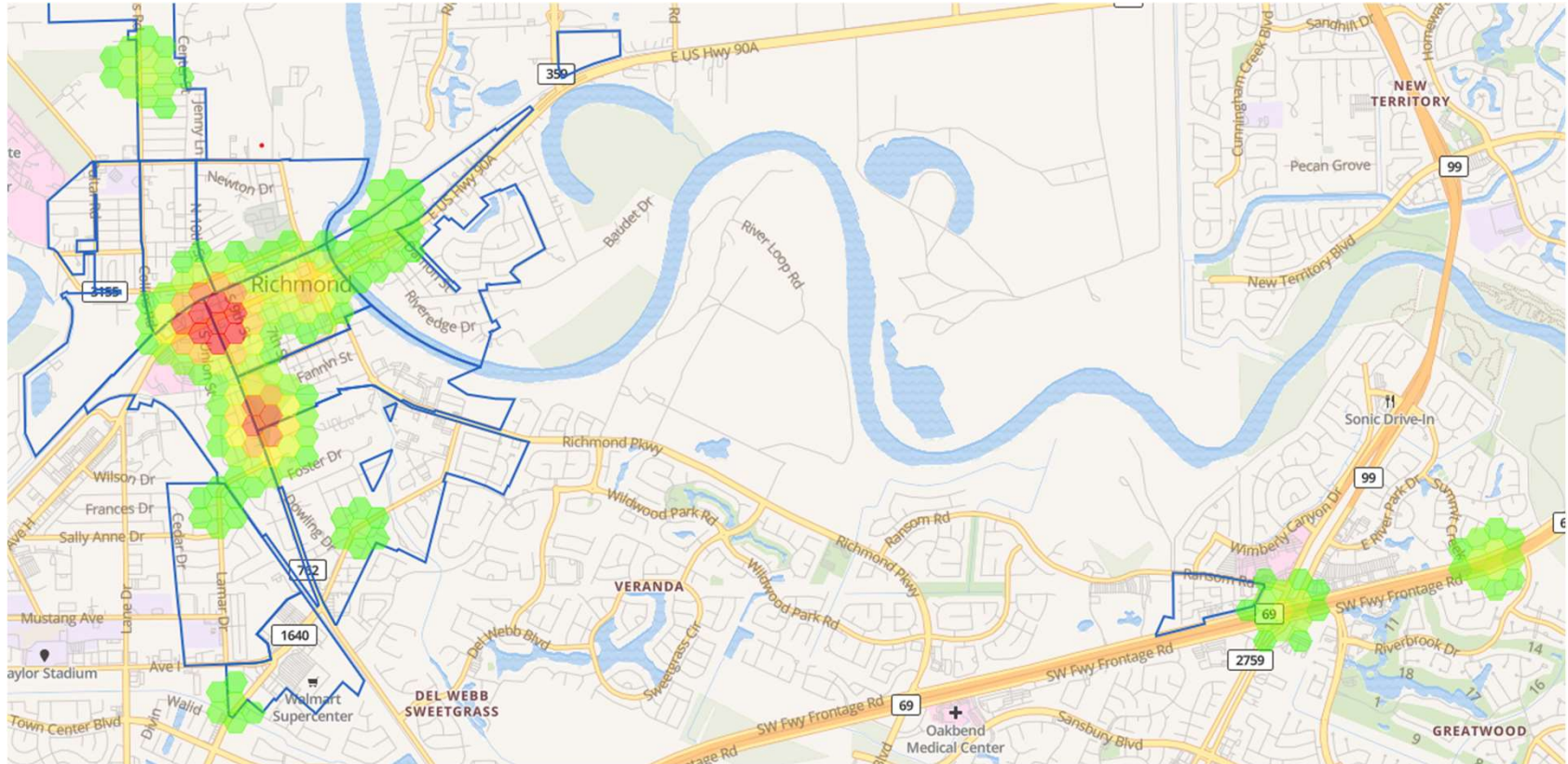
October 2024

Prepared by **Sergeant Emanuel Vasquez**

October RMS Traffic stops



October Traffic stops



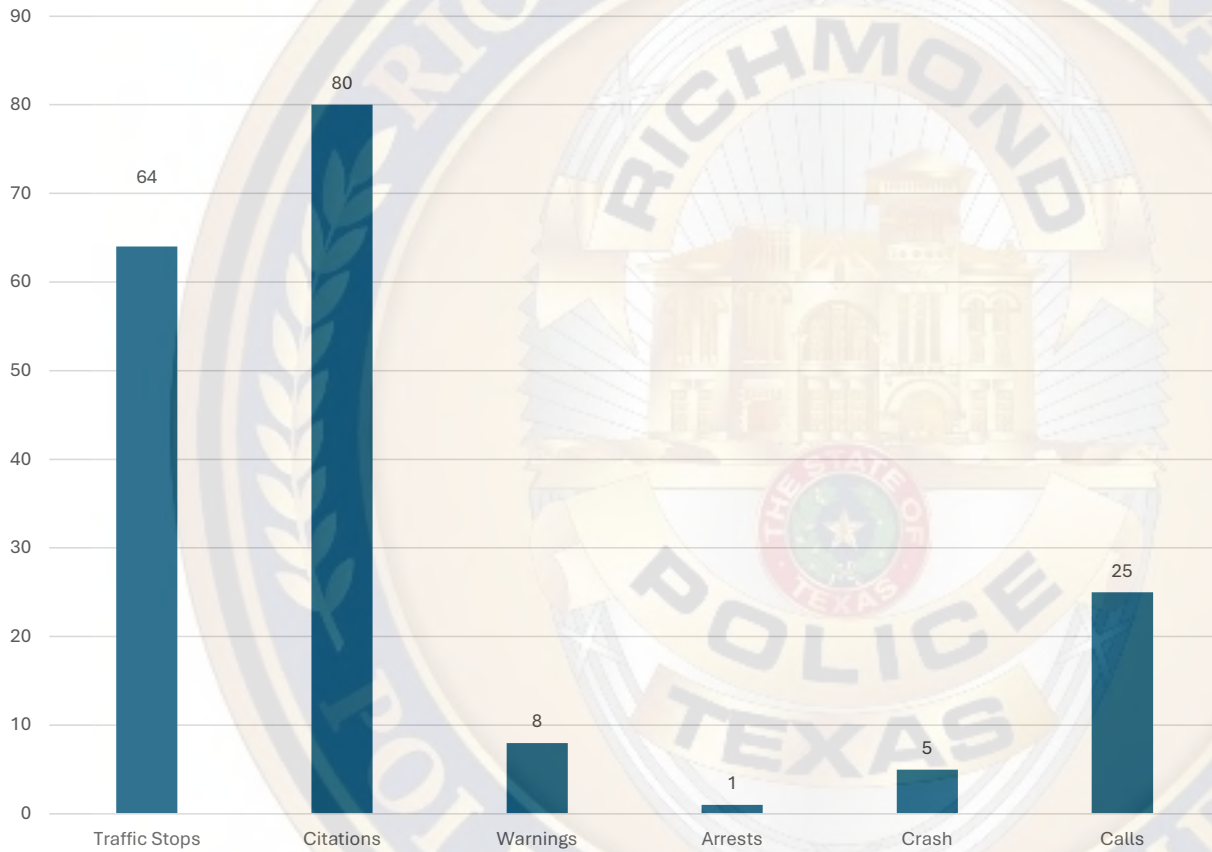
October Traffic Stop Detail Data

Call Type	Address	Call Date/Time	Primary Incident Number	Call Type	Address	Call Date/Time	Primary Incident Number
1 TS	300 US 90	10/29/2024 20:06	2024-00013929	21 TS	300 HOUSTON ST	10/22/2024 21:34	2024-00013653
2 TS	200 US 90 EB	10/29/2024 19:41	2024-00013928	22 TS	1100 LAMAR DR	10/22/2024 21:18	2024-00013651
3 TS	140 COLLINS RD	10/29/2024 16:10	2024-00013916	23 TS	1700 MAGNOLIA LN	10/22/2024 20:46	2024-00013650
4 TS	200 S 6TH ST	10/29/2024 15:43	2024-00013914	24 TS	1010 JACKSON ST	10/22/2024 19:27	2024-00013647
5 TS	1101 JACKSON ST	10/29/2024 13:23	2024-00013909	25 TS	23000 HWY 59	10/22/2024 18:24	2024-00013645
6 TS	700 JACKSON ST	10/29/2024 12:45	2024-00013908	26 TS	21000 HWY 59	10/22/2024 18:14	2024-00013643
7 TS	200 N 10TH ST	10/28/2024 20:19	2024-00013896	27 TS	19000 HWY 59	10/22/2024 17:51	2024-00013640
8 TS	911 THOMPSON RD	10/28/2024 17:07	2024-00013885	28 TS	20000 HWY 59	10/22/2024 17:38	2024-00013638
9 TS	900 HILLCREST DR	10/28/2024 16:52	2024-00013884	29 TS	22000 HWY 59	10/22/2024 17:24	2024-00013637
10 TS	911 THOMPSON RD	10/28/2024 16:32	2024-00013882	30 TS	21000 SOUTHWEST FWY	10/22/2024 17:11	2024-00013636
11 TS	911 THOMPSON RD	10/28/2024 16:15	2024-00013881	31 TS	1620 FM 2218 RD	10/22/2024 16:01	2024-00013633
12 TS	1500 JACKSON ST	10/23/2024 22:01	2024-00013714	32 TS	1000 MORTON ST	10/22/2024 15:34	2024-00013630
13 TS	1101 JACKSON ST	10/23/2024 21:34	2024-00013713	33 TS	200 S 4TH ST	10/22/2024 15:23	2024-00013629
14 TS	1011 JACKSON ST	10/23/2024 21:14	2024-00013710	34 TS	1101 JACKSON ST	10/21/2024 22:10	2024-00013598
15 TS	300 US 90A E	10/23/2024 20:43	2024-00013708	35 TS	1500 JACKSON ST	10/21/2024 21:38	2024-00013596
16 TS	200 US 90A E	10/23/2024 20:25	2024-00013705	36 TS	1300 FAIR OAKS DR	10/21/2024 21:04	2024-00013592
17 TS	GOLFVIEW DR / MEADOW	10/23/2024 18:12	2024-00013699	37 TS	1800 COLLINS RD	10/21/2024 20:51	2024-00013591
18 TS	1101 JACKSON ST	10/23/2024 16:35	2024-00013696	38 TS	500 US 90A E	10/21/2024 16:20	2024-00013581
19 TS	1310 THOMPSON RD	10/22/2024 22:13	2024-00013656	39 TS	207 US 90A E	10/20/2024 22:13	2024-00013541
20 TS	100 US 90A E	10/22/2024 21:58	2024-00013655				

October Traffic Stop Detail Data

Call Type	Address	Call Date/Time	Primary Incident Number	Call Type	Address	Call Date/Time	Primary Incident Number
40 TS	23000 HWY 59	10/20/2024 17:57	2024-00013533	61 TS	23000 HWY 59	10/9/2024 15:53	2024-00013137
41 TS	22000 HWY 59 NB	10/20/2024 17:34	2024-00013532	62 TS	PECAN AVE / THOMPSON	10/2/2024 22:05	2024-00012876
42 TS	23000 HWY 59 SB	10/20/2024 16:40	2024-00013530	63 TS	1500 THOMPSON RD	10/2/2024 20:07	2024-00012870
43 TS	21000 HWY 59 NB	10/20/2024 16:10	2024-00013529	64 TS	2510 B F TERRY BLVD	10/2/2024 18:48	2024-00012868
44 TS	22000 HWY 59 NB	10/20/2024 15:42	2024-00013527				
45 TS	23000 HWY 59	10/20/2024 15:31	2024-00013525				
46 TS	300 S 8TH ST	10/16/2024 22:24	2024-00013415				
47 TS	1011 JACKSON ST	10/16/2024 22:02	2024-00013413				
48 TS	20000 HWY 59	10/16/2024 17:58	2024-00013409				
49 TS	23000 HWY 59	10/16/2024 17:36	2024-00013406				
50 TS	19000 HWY 59	10/16/2024 16:50	2024-00013403				
51 TS	21000 HWY 59	10/16/2024 16:31	2024-00013401				
52 TS	23000 HWY 59	10/16/2024 16:15	2024-00013400				
53 TS	1300 THOMPSON RD	10/15/2024 22:39	2024-00013374				
54 TS	200 US 90A E	10/9/2024 20:59	2024-00013152				
55 TS	23000 HWY 59	10/9/2024 18:20	2024-00013145				
56 TS	23000 HWY 59	10/9/2024 18:06	2024-00013144				
57 TS	23000 HWY 59	10/9/2024 17:32	2024-00013143				
58 TS	1000 MAIN ST	10/9/2024 17:04	2024-00013142				
59 TS	23000 HWY 59	10/9/2024 16:28	2024-00013140				
60 TS	20000 N US 59	10/9/2024 16:11	2024-00013138				

October Traffic Stops Data



Traffic Stops	64
Citations	80
Warnings	8
Arrests	1
Crash	5
Calls	25

CID MONTHLY ACTIVITY

October 2024

	Felony Cases	Misdemeanor Cases	Runaway/ Missing Person	Other Non-Criminal	Cases Cleared
Lt. Jesse Martin	-----	-----	-----	-----	----
Det. John Dawson	4	7	0	1	6
Det. David Childs	5	8	0	0	3
Det. Kristi Pena	10	7	1	1	1
TOTALS	19	22	1	2	10

DISTRICT ATTORNEY INTAKE REPORTS

	Cases Submitted to District Attorney			Cases Rejected by District Attorney	
	Felonies	Misdemeanors	Runaways	Felonies	Misdemeanors
Lt. Jesse Martin	----	-----	-----	-----	-----
Det. John Dawson	1	4	0	0	0
Det. David Childs	4	4	0	0	0
Det. Kristi Pena	4	5	1	0	1
TOTALS	9	13	1	0	1

IDENTIFICATION / CRIME SCENE UNIT

Investigator Elizabeth Neal

Latent Prints Evaluated	2
Latent Prints Identified	0
Evidence Processed	36
Property Returned to Owner	9
Destruction Orders Filed	8
Destruction Orders Compiled	8
Evidence Items Destroyed (By Order)	22
Crime Scene Responses	2
Forensic Phone Analysis	0
CODIS Hits	1

Investigator

Latent Prints Evaluated	
Latent Prints Identified	
Evidence Processed	
Property Returned to Owner	
Destruction Orders Filed	
Destruction Orders Compiled	
Evidence Items Destroyed (By Order)	
Crime Scene Responses	
Forensic Phone Analysis	
CODIS Hits	

MISCELLANEOUS

	Training Hours	Special Projects and Community Activities
Lt. Jesse Martin	16	Helped FBCSO with ALERRT Class
Det. John Dawson	00	
Det. David Childs	00	
Det. Kristi Pena	00	
Det. Andrew Runge	00	Assigned to GCVOTF
Inv. Elizabeth Neal	00	Continued to work on re-barcoding evidence
Inv. David Evans	00	

NARCOTICS

Total Narcotics Arrests	4
Total Amount of Cocaine Seized	1.25 gms
Total Amount of Marijuana Seized (marijuana plants included)	2.8 ozs
Total Amount of other drugs seized (Kush) (Xanax) (Meth)	3.8gms Meth

USMS Gulf Coast Violent Offender Fugitive Task Force

Special Detective Andrew Runge

Richmond Police Department

October Stats 2024

Total Arrests: 19

(Includes four (4) out of state fugitives located in Texas)

List of charges (warrants cleared):

Capital Murder	1
Murder	2
Agg. Assault DW	3
Agg. Assault Public Servant	1
Agg. Robbery (6 out of VA)	8
Sexual Assault child	1
Online Solicitation of minor	1
Possession of CP intent to distribute	1
Publish intimate material	1
Agg. Robbery Parole Violation (WI)	1
Sale of Stolen Property (SC)	1
Illegal CC abuse	1
Fraud	1
Fed probation violation (Bank robbery, OH)	1
Fed probation violation (Weapons)	1
Fed probation violation (Fraud)	1
Alien Smuggling	1
Evading with vehicle	1
DWI Felony	1

Richmond PD cases: 24-5490 (Arrested last subject in case)

Weapons recovered: 2 handguns 0 rifles

Class: Rifle and Pistol Qualifications

3-day Tactical Pistol Training

Took Vacation first week of month.

Memorandum



DATE: 11/13/2024

TO: Chief J.J. Craig

FROM: Lieutenant Lowell Neinast

SUBJECT: Professional Development Monthly Report

Professional Development Monthly Report

October 2024

10/03/2024 / Semi-annual Firearms Qualifications at the Richmond PD Range (0 Course Hours)

10/05/2024 / Officer Aranjin completed the Peace Officer Field Training Program Course #3722 at the Richmond Police Department (160 Hour Course)

10/08/2024 / Officer Boone completed the Calibre Press Female Enforcers Course #57115 through the Harris County Sheriff's Academy (16 Hour Course)

10/08/2024 / TCO Gaydos completed the Cardiac Emergency Communication Course #786 on Virtual Academy (4 Hour Course)

10/09/2024 / Lieutenant Kovar – Lieutenant Neinast – Sergeant Rychlik – Sergeant Vasquez – Sergeant Williams - Detective Childs – Detective Gomez – Detective Runge - Officer Brignac – Officer Feliciano – Officer Golovine – Officer Horelica – Officer Oliver – Officer Olivett completed the Patrol Rifle In-service Training at the Richmond Police Department (2 Hour Course)

10/10/2024 / Sergeant Evans completed the New Supervisor's Course #3737 at the Gus George LEA (24 Hour Course)

10/16/2024 / TCO Bailey completed the Telecommunicator and Stress Course #403 on My TCOLE (4 Hour Course)

10/16/2024 / TCO Bailey completed the Cultural Diversity Web w/ Exercises Course #394 on My TCOLE (8 Hour Course)

10/16/2024 / TCO Bailey completed the Suicide Intervention for Telecommunicators Course #5307 on Virtual Academy (2 Hour Course)

10/17/2024 / TCO Lopez-Lozania completed the Cardiac Emergency Communication Course #786 on Virtual Academy (4 Hour Course)

10/18/2024 / TCO Bailey completed the Telecommunicator and Stress Course #403 on My TCOLE (4 Hour Course)

10/18/2024 / Officer Feliciano completed the Violent Jihadist Radicalization Course #85108 on Virtual Academy (3 Hour Course)

10/19/2024 / Officer Feliciano completed the Responding to an Active Violence Event Course #84998 on Virtual Academy (1 Hour Course)

10/22/2024 / Lieutenant Kovar – Lieutenant Martin – Sergeant Rychlik - Officer Polinski completed the ALERRT Level 1 Course #3311 at the Gus George LEA (16 Hour Course)

10/25/2024 / TCO Caine completed the 2019 Basic Telecommunicator Course at the Gus George LEA (80 Hour Course)

Total Training Hours for October = 402



City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

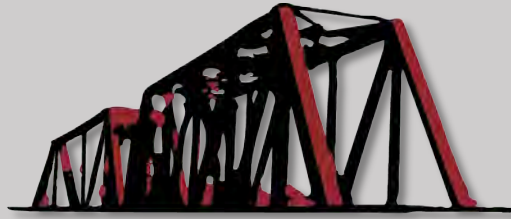
600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

Municipal Court Report

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.



RICHMOND

EST. **TEXAS** 1837

CITY OF RICHMOND
MUNICIPAL COURT

MONTHLY REPORT
OCTOBER 2024

CITY OF RICHMOND MUNICIPAL COURT
MONTHLY SUMMARY REPORT

2024-2025

1ST QUARTER

	OCTOBER	NOVEMBER	DECEMBER
Gross Income	\$79,160.20	\$0.00	\$0.00
No. Cases Filed	438	0	0
Warrants	3,444	0	
Issued	112		
Cleared	193		
Total Outstanding	3,363	0	0

2ND QUARTER

	JANUARY	FEBRUARY	MARCH
Gross Income			
No. Cases Filed			
Warrants			
Issued			
Cleared			
Total Outstanding	0	0	0

3RD QUARTER

	APRIL	MAY	JUNE
Gross Income			
No. Cases Filed			
Warrants			
Issued			
Cleared			
Total Outstanding	0	0	0

4TH QUARTER

	JULY	AUGUST	SEPTEMBER
Gross Income			
No. Cases Filed			
Warrants			
Issued			
Cleared			
Total Outstanding	0	0	0

YEAR TO DATE

Gross Income	\$79,160.20
No. Cases Filed	438
Warrants	3,444
Issued	112
Cleared	193
Total Outstanding	3,363

CITY OF RICHMOND MUNICIPAL COURT
WORKLOAD REPORT

OCTOBER 2024

Oct-24	CASES FILED	Oct-23
371	BY POLICE DEPARTMENT	207
14	BY CODE ENFORCEMENT	8
53	BY MUNICIPAL COURT	23
438	TOTAL NEW CASES FILED	238

Oct-24	CASES DISMISSED	Oct-23
36	COMPLIANCE	37
41	DRIVER SAFETY COURSE	21
49	AFTER DEFERRED	11
1	PROOF OF FINANCIAL RESPONSIBILITY	0

Oct-24	WARRANTS	Oct-23
3,444	ACTIVE BEGINNING OF	4,073
112	ISSUED THIS MONTH	33
22	CLEARED BY ARREST	29
171	CLEARED BY OTHER	106
3,363	ACTIVE END OF MONTH	3,971

Oct-24	REVENUE	Oct-23
\$ 24,410.35	STATE(REMIT QUARTERLY)	\$ 14,747.39
\$ 1,553.90	COLLECTIONS/OMNIBASE	\$ 1,006.74
\$ 3,880.83	MC SECURITY/TECH FUND	\$ 2,237.13
\$ 49,315.12	LOCAL FINES/FEES	\$ 22,106.64
\$ 79,160.20	TOTAL COLLECTED	\$ 40,097.90

APPEARANCE	CURRENT MONTH STATISTICS	NO SHOW
379	ARRAIGNMENT HEARING	129
39	2ND CHANCE HEARING	150
44	PRE TRIAL HEARING	0
19	SHOWCAUSE (DEFAULT)	53
13	SHOWCAUSE (COMPLIANCE)	7
2	INDIGENCE HEARING	0
2	ARREST WARRANTS	0
1	CAPIAS PRO FINE WARRANTS	0
0	RECONSIDERATION HEARINGS	0
499	TOTAL	339

YEAR TO DATE		STATISTICS	PRIOR YEAR	
APPEARANCE	NO SHOW		APPEARANCE	NO SHOW
379	129	ARRAIGNMENT HEARING	2,563	1,204
39	150	2ND CHANCE HEARING	106	699
44	0	PRE TRIAL HEARING	217	4
19	53	SHOWCAUSE (DEFAULT)	109	296
13	7	SHOWCAUSE (COMPLIANCE)	75	126
2	0	INDIGENCE HEARING	29	0
2	0	ARREST WARRANTS	65	0
1	0	CAPIAS PRO FINE WARRANTS	23	0
0	0	RECONSIDERATION HEARINGS	15	0
499	339	TOTAL	3,202	2,329

CITY OF RICHMOND MUNICIPAL COURT
ALLOCATION OF REVENUE REPORT

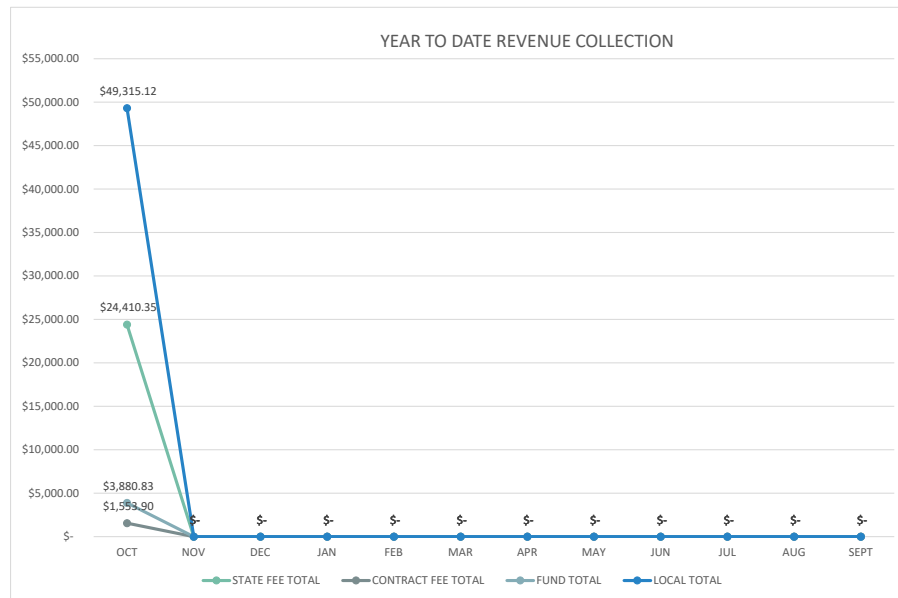
OCTOBER 2024

STATE FEES TOTAL		\$24,410.35
JUDICIAL/COURT PERSONNEL TRAINING	\$	1.00
JCPT2		
LEO STANDARDS'EDUCATION		
LAW ENFORCEMENT MANAGEMENT INSTITUTE	\$	0.50
COMPENSATION TO VICTIMS OF CRIM	\$	15.00
CRIMINAL JUSTICE PLANNING	\$	5.00
OPERATOR'S/CHAUFFUR'S LICENSE		
COMPREHENSIVE REHABILITATION		
GENERAL REVENUE	\$	2.50
BREATH ALCOHOL TESTING		
LEO ADMINISTRATIVE	\$	1.00
LEO CONTINUING EDUCATION	\$	2.00
CONSOLIDATED COURT COST		
FUGITIVE APPREHENSION		
JUVENILE CRIME/DELINQUENCY		
CORRECTIONAL MANAGEMENT INSTITUTE		
STATE TRAFFIC FEE		
CCC04	\$	253.08
TRUANCY PREVENTION FUND	\$	12.65
STATE JURY FEE	\$	25.31
INDIGENT DEFENSE FEE	\$	12.65
JUDICIAL FEE-CITY	\$	3.79
JUDICIAL FEE-COUNTY		
JUDICIAL FEE-COUNTY	\$	34.17
CIVIL JUSTICE FEE COURT		
CIVIL JUSTICE FEE STATE		
OMNI FEE-STATE	\$	72.67
TIME PAYMENT FEE-STATE	\$	19.37
TEXAS SEAT BELT-ANNUAL		
CCC 2020	\$	16,910.95
STATE TRAFFIC FEE 94%	\$	7,038.71

CONTRACT FEES TOTAL		\$1,553.90
COLLECTIONS	\$	1,454.10
OMNI FEE-BASE	\$	99.80

LOCAL FINES & FEES TOTAL		\$49,315.12
OMNI BASE FEE-LOCAL	\$	66.53
TRAFFIC	\$	422.26
ARREST FEE	\$	1,347.80
WARRANT FEE	\$	562.30
CAPIAS WARRANT FEE	\$	350.00
ADMIN FEE	\$	90.00
TRANS CODE FINE	\$	5,227.90
FINE	\$	23,280.70
JURY FEE		
TIME PAYMENT FEE-CITY	\$	15.49
SPECIAL EXPENSE FEE	\$	15,077.50
DRIVING SAFETY COURSE FEE	\$	272.72
TIME PAYMENT FEE-JUDICIAL EFF.	\$	3.87
TIME PAYMENT REIMBURSEMENT FEE	\$	976.81
OVER PAYMENT		
\$20 ADMIN FEE	\$	540.00
TEXAS SEAT BELT FINE		
ACCIDENT FEE	\$	400.00
CHILD SAFETY FEE	\$	681.24
CHILD SAFETY SEAT		

FUNDS TOTAL		\$3,880.83
MUNICIPAL COURT BUILDING SECURITY FUND	\$	18.98
COURT TECHNOLOGY FUND	\$	29.31
LOCAL BUILDING SECURITY FUND	\$	1,341.39
LOCAL YOUTH DIVERSION FUND	\$	1,368.81
LOCAL COURT TECHNOLOGY FUND	\$	1,095.00
LOCAL MUNICIPAL JURY FUND	\$	27.34
POLICE OVERTIME		
RETURN CHECK FEE		
UNKNOWN		



Lora Jean D. Lenzsch

Attorney at Law
 19714 Cardiff Park Ln.
 Houston, TX 77094
 (281) 782-3441

Invoice

Invoice Number October 2024
 Invoice Date 10/31/2024
 Service Period 10/1/2024 - 10/31/2024

Bill to: City of Richmond
 Attn: Accounts Payable
 accountspayable@richmondtx.gov
 402 Morton St
 Richmond, TX 77469

Date	Description	Judge Hours*	Judge @ \$175/Hr	Magistrate Daily Duties	Magistrate Rate @ \$175/Day	Travel to Richmond? Yes or No	Travel Reimbursement
10/3/2024	Pretrial docket, code docket and show cause docket. Reviewed and grant or deny motions for continuances, dismissals, pleas, summons and warrants.	5.00	\$875.00		\$0.00	Yes	\$50.00
10/10/2024	Pretrial docket and show cause docket. Reviewed and grant or deny motions for continuances, dismissals, pleas, summons and warrants. Failure to Appear Docket. Code Enforcement docket	7.00	\$1,225.00		\$0.00	Yes	\$50.00
10/24/2024	Pretrial docket. Attorney docket. Translator docket. Reviewed and grant or deny motions for continuances, dismissals, pleas, summons and warrants.	5.00	\$875.00		\$0.00	Yes	\$50.00
10/31/2024	Pretrial docket. Show cause and FTA docket. Translator docket. Reviewed and grant or deny motions for continuances, dismissals, pleas, summons and warrants.	3.50	\$612.50		\$0.00	Yes	\$50.00
10/1/2024	Daily magistrate duties		\$0.00	1.00	\$175.00	No	\$0.00
10/2/2024	Daily magistrate duties		\$0.00	1.00	\$175.00	No	\$0.00
10/3/2024	Daily magistrate duties		\$0.00	1.00	\$175.00	No	\$0.00
10/4/2024	Daily magistrate duties		\$0.00	1.00	\$175.00	No	\$0.00
10/7/2024	Daily magistrate duties		\$0.00	1.00	\$175.00	No	\$0.00
10/8/2024	Daily magistrate duties		\$0.00	1.00	\$175.00	No	\$0.00
10/9/2024	Daily magistrate duties		\$0.00	1.00	\$175.00	No	\$0.00
10/10/2024	Daily magistrate duties		\$0.00	1.00	\$175.00	No	\$0.00
10/11/2024	Daily magistrate duties		\$0.00	1.00	\$175.00	No	\$0.00
10/14/2024	Daily magistrate duties		\$0.00	1.00	\$175.00	No	\$0.00
10/15/2024	Daily magistrate duties		\$0.00	1.00	\$175.00	No	\$0.00
10/16/2024	Daily magistrate duties		\$0.00	1.00	\$175.00	No	\$0.00
10/22/2024	Daily magistrate duties		\$0.00	1.00	\$175.00	No	\$0.00
10/23/2024	Daily magistrate duties		\$0.00	1.00	\$175.00	No	\$0.00
10/24/2024	Daily magistrate duties		\$0.00	1.00	\$175.00	No	\$0.00
10/25/2024	Daily magistrate duties		\$0.00	1.00	\$175.00	No	\$0.00
10/28/2024	Daily magistrate duties		\$0.00	1.00	\$175.00	No	\$0.00
10/29/2024	Daily magistrate duties		\$0.00	1.00	\$175.00	No	\$0.00
10/30/2024	Daily magistrate duties		\$0.00	1.00	\$175.00	No	\$0.00
10/31/2024	Daily magistrate duties		\$0.00	1.00	\$175.00	No	\$0.00
Total		20.50	\$3,587.50	20.00	\$3,500.00		\$200.00

*Shall be limited to 40 hours per month unless permission is granted by the City Manager for additional hours, in advance.

Invoice Total \$7,287.50

STEVEN J. GILBERT ATTORNEY AT LAW
PC.
P.O. BOX 366
403 SOUTH 5TH STREET
Richmond, TX 77406
Phone: 281-342-4116,

OCTOBER 24 CITY OF RICHMOND

Contact Not Assigned To Staff

<u>SUMMARY</u>	Previous balance:	\$0.00
	New charges:	100.00
	Payments applied to cases:	0.00
	TOTAL DUE FOR ALL CASES:	\$100.00

CASE SUMMARY FOR ASSCIATE JUDGE**Previous balance: \$0.00**

Date	Description	Payments	Amount
-------------	--------------------	-----------------	---------------

No new payments received for this case

Total payments: \$0.00

Date	Description	Charges	Amount
-------------	--------------------	----------------	---------------

10/19/24 ARTHUR GARDENER DID NOT RECORD HIS DOB \$100.00

Total charges: \$100.00

REVISED BILL

STEVEN B. MONK
~~AT~~ P.O. BOX 25
MATAGORDA, TEXAS 77457

BILL TO:
ACCOUNTS PAYABLE CITY OF RICHMOND
402 MORTON STREET
RICHMOND, TEXAS 77469

FILLING IN FOR JUDGE LENZSCH
ON OCTOBER 17, 2024

TIME SPENT 8 to 3:20 ~~6 HOURS 20 MINUTES~~
(6 HOURS AND 20 MIN.)
7 HOURS AND 20 MINUTES
\$ 733.33

~~L. J. JOSEPH~~ ~~L. J. JOSEPH~~ ~~JOSEPH@RJGTX.GOV~~



City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

Monthly Financial Report

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.

CITY OF RICHMOND, TEXAS

Fiscal Year 2025 Monthly Financial Report

For the Period Ending October 31, 2024





Monthly Financial Report

	FY2024 Full Year Activity	FY2024 YTD Activity	FY2025 YTD Activity	FY2025 YTD Budget	FY2025 Total Budget	% of Total Budget	Comments
100 - GENERAL FUND							
4 - Revenue							
400 - Property Tax	4,114,841	3,745	16,580	12,908	4,161,377	0%	Timing
401 - Sales Tax	8,308,716	687,249	638,280	573,745	7,400,000	9%	In Line
402 - Other Taxes	768,168	38,825	40,359	65,980	792,074	5%	In Line
420 - Fines & Forfeitures	425,166	23,113	50,869	27,073	325,000	16%	Increased Activity
430 - License\Permits\Fees	993,814	106,148	81,231	69,972	840,000	10%	In Line
440 - Charges for Service	4,520,197	282,524	276,286	352,020	4,225,933	7%	In Line
450 - Miscellaneous	295,086	6,266	11,019	13,745	165,000	7%	In Line
460 - Interest Income	571,225	42,141	46,636	39,234	471,000	10%	In Line
470 - Intergovernmental	145,993	0	0	0	0	0%	In Line
490 - Transfer From Other Funds	3,239,584	269,965	304,382	306,272	3,676,731	8%	In Line
	23,382,791	1,459,977	1,465,642	1,460,948	22,057,116	7%	
5 - Expense							
50 - Salaries & Benefits	14,457,852	797,593	745,208	1,390,404	16,691,535	4%	In Line
53 - Supplies	1,020,231	30,311	31,799	104,152	1,250,328	3%	In Line
54 - Professional Services	208,116	0	7,500	18,703	224,524	3%	In Line
55 - Repairs & Maintenance	998,827	23,039	38,161	55,735	669,084	6%	In Line
56 - Purchased Services	1,576,032	47,435	72,898	145,250	1,743,699	4%	In Line
57 - Capital Purchases	293,181	7,942	2,623	12,084	145,071	2%	Timing
58 - Non-Departmental	923,823	0	0	24,990	300,000	0%	Timing
59 - Intergovernmental	3,979,848	73,289	0	109,540	1,315,000	0%	Timing
60 - Transfers Out	-	0	0	123,049	1,477,179	0%	Timing
	23,457,910	979,609	898,190	1,983,906	23,816,420	4%	
100 - GENERAL FUND Totals:	(75,118)	480,368	567,452	(522,959)	(1,759,305)		

	FY2025 YTD Activity	FY2025 Total Budget
Beginning Fund Balance	9,029,862.00	9,029,862.00
<i>Less Accrued Taxes</i>	<i>1,450,386.00</i>	<i>1,450,386.00</i>
Ending Fund Balance	8,146,927.90	5,820,171.29
<i>Fund Balance in Days</i>	Year to Date 125	Budget 90
<i>Over/(Under) Policy (90 Days)</i>	35	-

Footnotes:

- 1) The Policy Requirement under Actuals is calculated using the fund balance, YTD Revenue Over/(Under) Expenditures and full Budgeted Expenditures.
- 2) Percentage of Budget is rounded to the nearest whole number.
- 3) Financial Statements at year-end are as of a point in time. Final accruals on revenues and expenditures will continue to take place to prepare the statements for the annual audit.
- 4) Accrued sales tax will be updated when available



Monthly Financial Report

	FY2024 Full Year Activity	FY2024 YTD Activity	FY2025 YTD Activity	FY2025 YTD Budget	FY2025 Total Budget	% of Total Budget	Comments
300 - UTILITIES FUND							
4 - Revenue							
440 - Charges for Service	10,402,338	988,048	910,443	934,717	11,221,094	8%	In Line
450 - Miscellaneous	293,779	540	540	25,198	302,500	0%	Timing
460 - Interest Income	238,586	23,393	18,353	13,994	168,000	11%	In Line
490 - Transfer From Other Funds	389,825	0	0	44,962	539,757	0%	Timing
	<u>11,324,528</u>	<u>1,011,981</u>	<u>929,336</u>	<u>1,018,872</u>	<u>12,231,351</u>	<u>8%</u>	
5 - Expense							
50 - Salaries & Benefits	2,713,724	143,544	151,860	290,903	3,492,230	4%	In Line
53 - Supplies	1,302,306	48,561	47,133	120,581	1,447,550	3%	In Line
54 - Professional Services	77,200	-	-	2,083	25,000	0%	Timing
55 - Repairs & Maintenance	718,627	16,976	11,386	40,762	489,345	2%	Timing
56 - Purchased Services	1,118,044	58,580	59,692	105,029	1,260,859	5%	In Line
57 - Capital Purchases	57,737	-	-	1,316	15,800	0%	Timing
58 - Non-Departmental	-	-	-	41,650	500,000	0%	Timing
60 - Transfers Out	5,927,315	365,800	416,909	416,175	4,996,102	8%	In Line
	<u>11,914,953</u>	<u>633,460</u>	<u>686,980</u>	<u>1,018,499</u>	<u>12,226,886</u>	<u>6%</u>	
300 - UTILITIES FUND Totals:	<u>(590,425)</u>	<u>378,521</u>	<u>242,356</u>	<u>373</u>	<u>4,465</u>		
			FY2025 YTD Activity	FY2025 Total Budget			
Beginning Fund Balance (Cash Equivalent)			3,963,072.00	3,963,072.00			
Ending Fund Balance			4,205,427.93	3,967,536.68			
<i>Fund Balance in Days</i>		<i>Year to Date</i>	126	<i>Budget</i>	118		
<i>Over/(Under) Policy (90 Days)</i>			36		28		

Footnotes:

- 1) The Policy Requirement under Actuals is calculated using the cash equivalents for the Utility Fund, YTD Revenue Over/(Under) Expenditures and full Budgeted Expenditures.
- 2) Percentage of Budget is rounded to the nearest whole number.
- 3) Financial Statements at year-end are as of a point in time. Final accruals on revenues and expenditures will continue to take place to prepare the statements for the annual audit.



Pooled Cash Report

City of Richmond, TX
For the Period Ending 10/31/2024

ACCOUNT #	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
CASH IN BANK				
Cash in Bank				
990-1101	POOLED CASH	1,793,949.85	3,353,998.81	5,147,948.66
990-1302	BROKERED AGENCIES	6,189,602.69	(1,996,797.83)	4,192,804.86
990-1303	BROKERED CD'S	2,205,000.00	245,000.00	2,450,000.00
990-1320	PC - TEXPOOL PRIME	24,033,485.31	101,859.20	24,135,344.51
990-1321	CC - CLASS PRIME	28,637,474.89	123,369.05	28,760,843.94
990-1323	CC - TEXPOOL PRIME	3,761,365.59	(1,984,330.98)	1,777,034.61
990-1342	BROKERED INVEST ACCRUED INT	31,019.95	0.00	31,019.95
990-1399	Mark to Market Adjustment	21,384.73	0.00	21,384.73
990-1470	PREPAID INTEREST	71,148.62	0.00	71,148.62
TOTAL: Cash in Bank		<u>66,744,431.63</u>	<u>(156,901.75)</u>	<u>66,587,529.88</u>
TOTAL CASH IN BANK		<u>66,744,431.63</u>	<u>(156,901.75)</u>	<u>66,587,529.88</u>

City of Richmond, Texas
Monthly Sales Tax Analysis
Period ending October 31, 2024





Sales Tax Analysis

DateKey

10/1/2024

10/1/2024

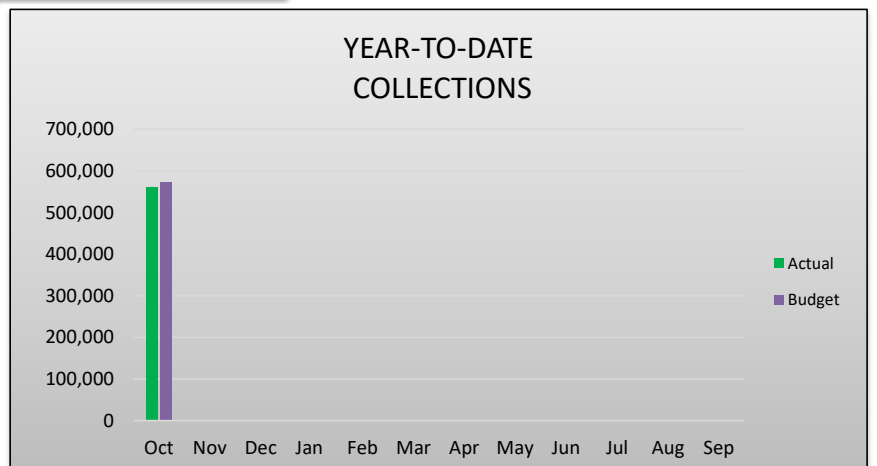


Summary of Performance

Quarter Label	Net Payment	SPA Collections	City Retained SPA	Gross City Collections	MUD Expense SPA	City Retained	Budget Amount	DCR Retained
Q4								
1 - October	825,550	152,940	76,470	638,280	-76,470	561,810	573,745	187,270
Total	825,550	152,940	76,470	638,280	-76,470	561,810	573,745	187,270
Total	825,550	152,940	76,470	638,280	-76,470	561,810	573,745	187,270

**CITY OF RICHMOND, TEXAS
SALES TAX REVENUE**

	GROSS <small>(Includes Dev. Corp & SPAs)</small>		GENERAL FUND ALLOCATION <i>Actual Income</i>		GENERAL FUND BUDGET <i>Budgeted Income</i>		Year-to-Date Target to Budget 100% = Budget
	Total Received	Prior Year %	Monthly	Total Received	Monthly	Total Budget	
		Increase (Decrease) Month to Month		Year-to-Date		Year-to-Date	
Fiscal Year 2024							
Oct	891,902	17%	613,960	613,960	473,706	473,706	129.61%
Nov	866,044	17%	608,085	1,222,045	540,950	1,014,656	120.44%
Dec	905,351	27%	629,244	1,851,289	494,036	1,508,692	122.71%
Jan	892,126	14%	620,107	2,471,395	472,957	1,981,649	124.71%
Feb	1,007,800	5%	697,918	3,169,313	595,931	2,577,580	122.96%
Mar	757,523	19%	518,546	3,687,859	460,628	3,038,208	121.38%
Apr	807,956	19%	545,196	4,233,056	482,028	3,520,237	120.25%
May	926,744	18%	638,467	4,871,523	556,796	4,077,033	119.49%
Jun	914,169	28%	619,260	5,490,783	512,043	4,589,076	119.65%
Jul	901,707	14%	616,845	6,107,628	502,512	5,091,588	119.96%
Aug	857,907	-6%	592,798	6,700,426	552,915	5,644,503	118.71%
Sep	1,056,054	24%	729,275	7,429,701	516,497	6,161,000	120.59%
Fiscal Year 2025							
Oct	825,550	-7%	561,810	561,810	573,745	573,745	97.92%
Nov	0		0		643,568	1,217,313	
Dec	0		0		596,477	1,813,790	
Jan	0		0		572,963	2,386,753	
Feb	0		0		713,075	3,099,828	
Mar	0		0		549,539	3,649,366	
Apr	0		0		576,231	4,225,598	
May	0		0		665,113	4,890,711	
Jun	0		0		616,374	5,507,085	
Jul	0		0		605,248	6,112,333	
Aug	0		0		655,721	6,768,054	
Sep	0		0		631,946	7,400,000	





City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

Tax Assessor/Collector Report

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.



PROPERTY TAX COLLECTION REPORT
October 31, 2024

TAXES DUE AT CERTIFICATION

Adjustments to Date

TOTAL TAX LEVY

2024 Tax Collections

	Base	Penalties & Interest	Total
October	-	-	-
November	-	-	-
December	-	-	-
January	-	-	-
February	-	-	-
March	-	-	-
April	-	-	-
May	-	-	-
June	-	-	-
July (Delinquent as of July 1, 2024)	-	-	-
August	-	-	-
September	-	-	-

Pending
 Reports from
 County Tax
 Assessor

TOTAL

Last Year %
 Collected
 0.00%

TRANSFERRED TO DELINQUENT ROLL

July, Aug, and Sept Payments

2024 TAXES OUTSTANDING

 % Current Outstanding

DELINQUENT COLLECTIONS

	Base	Penalties & Interest	Total
October	-	-	-
November	-	-	-
December	-	-	-
January	-	-	-
February	-	-	-
March	-	-	-
April	-	-	-
May	-	-	-
June	-	-	-
July	-	-	-
August	-	-	-
September	-	-	-
TOTAL	-	-	-

DELINQUENT TAXES OUTSTANDING

TOTAL TAXES OUTSTANDING



City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

Public Works Report

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.



RICHMOND

EST. **TEXAS** 1837

Public Works Report October 2024



**WATER UTILITIES DIVISION
WATER DISTRIBUTION AND WASTEWATER COLLECTION
OCTOBER REPORT**

Richmond Regional WWTF	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Calendar YTD	Measurement
Wastewater Treated	72,255,000	67,916,000	57,318,000	56,687,000	62,885,000	58,979,000	68,910,000	56,918,000	54,081,000	53,862,000	609,811,000	Gallons
Average Daily	2,330,806	2,341,931	1,848,968	1,828,613	2,024,548	1,902,548	2,222,903	1,836,065	1,744,548	1,737,484	1,999,380	Gallons
Percent Capacity	77.69%	78.06%	61.63%	60.95%	67.62%	63.42%	74.10%	61.20%	58.15%	57.92%	66.65%	Percent
Sludge Disposal	420	330	240	390	120	0	0	1440	0	690	3,630	Cubic Yards
Reclaimed water usage (In plant usage)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Gallons
Reclaimed water production (For distribution outside of plant)	-	-	-	-	-	-	-	7,968	0.00	599701.00	607,669	Gallons
Wet Haul	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Gallons

Richmond South WWTP	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Calendar YTD	Measurement
Wastewater Treated	12,052,000	9,937,000	11,895,000	10,711,000	11,915,000	10,866,000	13,716,000	12,506,000	12,887,000	6,401,000	112,886,000	Gallons
Average Daily	388,774	342,655	383,710	345,516	384,355	362,200	442,452	403,419	415,710	206,484	370,118	Gallons
Percent Capacity	40.92%	36.07%	40.39%	36.37%	40.46%	38.13%	46.57%	42.47%	43.76%	21.74%	38.96	Percent
Sludge Disposal	54,000	54,000	-	108,000	-	97,500	195,000	-	-	108,000	562,500	Gallons
Reclaimed Water Usage (In plant Usage)	100	-	500	300	1,000	1,000	9,900	5,000	200	500	18,500	Gallons

**WATER UTILITIES DIVISION
WATER PRODUCTION AND WASTEWATER TREATMENT
OCTOBER REPORT**

City of Richmond - Ground Water Production

(Includes Updated Permit Amount)

Permit Amt - Oct. 2024 - Sept. 5 765,000,000 Gallons	October
Monthly Production	97,819,000
Permit to Date	97,819,000
Percent to Date	14.49%

GRP (Non-City) - Ground Water Production

Permit Amt - Oct. 2024 - Sept. 2025 477,000,000 Gallons	October
Monthly Production	48,015,600
Permit to Date	48,015,600
Percent to Date	10.51%

Total GRP - City of Richmond Plus GRP

Total Permit Amt - Oct. 2023 - Sept. 2024 1,260,000,000	October
Monthly Production	145,834,600
Permit to Date	145,834,600
Permit / Percent to Date	14.63%

Alternative Water - Reclaimed Wastewater

Permit to Date (Gallons)	October
Monthly Total Re-Claimed	599,701
Monthly Surface Water	54,484,000
Monthly Total NPW (washdown at plant)	0
Total Alternative Water (Surface plus reclaim)	55,083,701
Total Demand (Total Ground + Total Alternative)	200,918,301
Monthly Conversion Percentage	27.42%
Monthly Conversion Credits	-4,891,939
Total Cumulative Credits on Oct 1, 2022	2,173,014,000
30% of Total GRP Permit Amount	378,000
60% of Total GRP Permit Amount	756,000
Years Worth of Credits @ 30%	5748.71
Years Worth of Credits @ 60%	2874.36

Percent Reduction required by FBSD - 30% of Total GRP in Gallons	
30% of Total GRP Permit Amount in Gallons	378,000
60% of Total GRP Permit Amount in Gallons	756,000

Groundwater and Surface Water Production

Average Daily (MGD)	4.896
Minimum	3.503
Maximum	5.821

**PUBLIC WORKS
WATER DISTRIBUTION AND WASTEWATER COLLECTION
OCTOBER REPORT**

Water Distribution and Wastewater Collection - 2024	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yr/Date
Water Tap	10	0	1	5	6	0	34	23	18	8			105
Main Breaks - Main Repairs	13	8	5	12	0	13	0	8	2	33			94
Excavated Service Repairs - Service Repair (Backhoe Excavation)	14	1	4	12	0	11	4	4	2	9			61
Excavated Service Repairs - Service Repair (Hand Excavation)	15	13	9	14	0	9	8	14	4	15			101
Excavated Service Repairs - Leak Investigations	153	168	95	88	120	92	124	124	110	156			1230
Total Meter Swap Outs - Meter Change Out (Stuck/Broken)	11	7	1	4	0	6	10	4	0	0			43
Total Meter Swap Outs - Change Out (Meter Program)	2	21	2	10	14	4	2	5	11	0			71
Total Meter Swap Outs - New Meter w/Existing Service Lead	27	25	41	46	11	4	19	3	17	14			207
Main Line Valve Maintenance - Valve Maintenance (Hours)	7	1	3	3	6	8	0	18	3	12			61
Main Line Valve Maintenance - Hydrant and Valve Repair	0	2	3	4	36	30	9	4	12	30			130
Water Quality Complaint (Low Pressure, Odor, Dirty)	1	4	4	2	7	3	2	24	14	6			67
Dead-end/Main Flushing - Dead End Flushing (Hours)	30	48	1	180	23	247	0	244	45	72			890
Dead-end/Main Flushing - New Construction Flushing (Hours)	0	2	7	14	0	0	84	0	126	0			233
Monthly Cut Offs - City Limits	50	21	27	126	106	132	0	156	0	75			693
Monthly Cut Offs - MUDs	24	15	29	61	57	30	0	51	37	56			360
Monthly Cut Offs - Broken Promise	0	0	0	0	0	0	0	9	41	0			
Special Projects - Service Requests	44	28	19	63	42	26	21	16	20	28			307
Special Projects	77	80	83	31	4	10	41	28	35	18			407
Special Projects - Preventive Maintenance (Hydrants)	0	0	0	10	3	0	1	5	4	10			33
Billing Related Work Orders	435	467	387	503	542	383	305	603	340	474			4439
Billing Related Work Orders - Meter Box Maintenance	0	0	0	0	0	0	0	0	0	0			0
Preventive Maintenance Line Video (Feet)	75	0	0	82	0	15	0	0	0	0			172
Preventive Maintenance Line Cleaning (Feet)	0	0	0	0	0	20	2000	0	0	0			2020
Preventive Maintenance (Manhole inspections)	0	2	1	6	0	0	4	4	0	0			17
Manhole / Clean Out Repair	1	6	7	5	7	3	4	13	6	0			52
Excavated Sewer Service/Main Repair	0	0	6	0	4	0	0	34	3	4			51
Sanitary Sewer Stoppage - Sewer Stoppage (City Line)	24	21	16	10	15	18	16	9	7	8			144
Sanitary Sewer Stoppage - Sewer Stoppage (Private Line)	3	4	0	2	4	9	2	0	0	0			24
Man Hours to Other Divisions (Hours)	18	50	30	17	36	66	50	0	16	344			627
Cleaning Shop, and Equipment (Hours)	102	112	125	273	128	125	284	240	59	194			1642
Meeting/Training (Hours)	39	61	30	30	81	0	4	12	105	5			367
Grease Trap Inspections	0	67	2	0	43	0	32	69	13	0			226
High Free Ammonia Flushing (Hours)	0	0	0	6	0	0	0	0	12	0			18
Total	1175	1234	938	1619	1295	1264	3060	1724	1062	1571	0	0	14892

**PUBLIC WORKS
TRAFFIC/STREET DEPARTMENT
OCTOBER REPORT**

Streets - 2024	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yr/Date
Workorders	94	89	88	91	117	91	169	125	86	95			1045
Regulatory Signs - Maintenance and Repair	92	130	139	145	152	164	92	89	122	119			1244
Ditch Cutting	25	30	30	0	0	0	0	234	110	110			539
Potholes Patched	32	23	21	69	73	68	47	49	51	64			497
Striping (Feet)	0	0	0	0	215	40	0	0	0	0			255
Sidewalk Repair	0	0	0	0	0	0	0	0	0	0			0
Sidewalk Repair - Concrete (Yards)	0	0	0	0	0	0	0	0	0	0			0
Curb and Gutter Repair (Feet)	12	0	0	0	3	0	0	0	0	0			15
Curb and Gutter Repair - Concrete (Feet)	0	0	0	8	0	0	0	0	0	0			8
Street Asphalt Overlay (Miles)	0	0	0	0	0	0	0	0	0	0			0
Street Asphalt Overlay (Tons of Asphalt)	0	0	0	0	0	0	0	0	0	0			0

Special Projects

Safety Meeting – Storm Weather
 Set up and take down 30 canopies for Farmers Market
 Movie Night
 Trunk or Treat
 New sidewalk Hwy 90A between 6th & 5th

Utility Patches

Burnett
 South 9th

**PUBLIC WORKS
PARKS DEPARTMENT
OCTOBER REPORT**

Parks Manhours - 2024	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yr/Date
George Park	444.0	425.0	454.0	430.0	476.0	487.0	325.0	609.0	459.5				4109.5
Wessendorff Park	50.0	128.0	111.0	121.0	105.0	120.0	105.0	86.0	118.5				944.5
Shooting Range	0.0	0.0	14.0	14.0	0.0	0.0	3.0	2.0	2.0				35.0
Crawford Park	0.0	6.0	5.0	2.0	10.0	8.0	10.0	8.0	8.0				57.0
Clay Park	0.0	8.0	13.0	3.0	19.0	21.0	10.0	15.0	16.0				105.0
Freeman Town Park	0.0	14.0	13.0	11.0	14.0	13.0	12.0	10.0	10.0				97.0
City Hall Park	51.0	46.0	34.0	17.0	0.0	0.0	0.0	24.0	0.0				172.0
Special Projects	270.0	202.0	167.0	17.0	243.0	250.0	425.0	62.0	70.0				1706.0
Grand Total	815.0	829.0	811.0	615.0	867.0	899.0	890.0	816.0	684.0	0.0	0.0	0.0	7226.0

Parks Trash Collection	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yr/Date
George Park	29.3	13.0	74.1	84.2	84.2	92.2	29.3	32.4	38.9				477.5
Wessendorff Park	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0				0.0
Shooting Range	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0				0.0
Crawford Park	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0				0.0
Clay Park	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0				0.0
Freeman Town Park	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0				0.0
City Hall Park	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0				0.0
Special Projects	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0				0.0
Grand Total	29.3	13.0	74.1	84.2	84.2	92.2	29.3	32.4	38.9	0.0	0.0	0.0	477.5

Special Projects

- Cleaned flower beds at City Hall
- Filled generators with fuel
- Mowed 1116 Myrtle St
- Mowed Old Fire Station
- Mowed Street Barn
- Mowed Water Barn
- Safety Meeting

**PUBLIC WORKS
TOTAL CALLS RECEIVED
OCTOBER REPORT**

Public Works Calls - 2024	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yr/Date
Code Enforcement	21	31	28	36	23	35	41	57	29	14			315
Construction Inspection	2	2	3	7	3	11	2	5	6	1			42
Facilities	2	4	2	1	5	5	4	10	3	16			52
Inquiry	57	60	41	49	60	53	93	59	67	74			613
Out of City Limits	70	56	74	65	42	53	119	63	72	65			679
Parks	1	0	2	1	0	0	1	0	1	0			6
Sales Calls	20	18	22	15	15	16	16	23	14	27			186
Solid Waste	43	20	23	21	29	20	37	23	20	10			246
Solid Waste - GFL Residential Calls	74	51	65	49	57	49	88	57	43	66			599
Street	25	14	17	15	34	27	97	36	11	12			288
Street Lights	2	2	4	2	6	4	4	2	1	4			31
Traffic	0	0	0	0	0	0	0	0	0	0			0
Transfer Calls	43	28	36	28	26	22	49	52	46	42			372
Transfer Calls to Customer Service	25	16	25	19	23	36	32	18	39	29			262
Transfer Calls to Permits	14	18	26	26	25	12	11	11	30	25			198
Transfer Calls to Planning	32	36	15	20	21	19	25	27	34	54			283
Utility Calls	138	57	42	54	45	53	53	68	61	65			636
Grand Total	569	413	425	408	414	415	672	511	477	504	0	0	4808

**PUBLIC WORKS
ONGOING PROJECT UPDATES
OCTOBER REPORT**

STREET PROJECT UPDATES

ST001 – 10th Street Extension

- Two Properties are in eminent domain proceedings. Demolition permits have been submitted to Code Enforcement and are proceeding.

FRONT STREET PROJECT UPDATES

Front Street

- Project is progressing, contractor finishing up the underground storm and utility re-locates and should begin paving operations on Richmond Parkway in December.

PARK PROJECT UPDATES

PK007 – Clay Street/Second street Drainage and Sidewalk Project

- Storm boxes have been installed past Clay and Second. Paving operations for Second Street to begin in November.

OTHER PROJECT UPDATES

WW2102 - East Wastewater Plant

- Consultant preparing easement documents for review and initiate contact with property owners.

ST2201 – Street Rehabilitation

- 100% design has been submitted for review. City has an interlocal agreement with the County for mobility funds. Project is budgeted for bid next fiscal year.

SW2201 – New SWTP Generator

- Notice to proceed has been issued to the consultant.

WW2302 South WWTP

- Construction to be completed by the end of January 2025.

Utility Expansion for Development on Williams Way

- Project complete.

WW2201 – Wastewater Reuse Expansion

- Construction is approximately 80% complete, contractor is waiting for delivery of motor control equipment.

WA2204 – Ground Storage Tank Rehabilitation

- To Commission for award of construction contract in November.

MU2305 - City Hall Generator

- Project 95% complete, waiting for CenterPoint gas to install meter.

WA2102 – North Water Line Rehab

- Construction contract awarded, notice to proceed issued in November.

WW2202 – Regional Wastewater Rehab

- Notice to Proceed issued for in August, reviewing submittals.

**PUBLIC WORKS
ONGOING PROJECT UPDATES
OCTOBER REPORT**

OTHER PROJECT UPDATES

MU2405 – City Hall

- Architectural Contract awarded, working through the programming phase.

DR2301 – GLO Rabbs/Second Street raising

- Projects are at 60% design and are being routed for environmental review with Grantworks.

PROJECTS PENDING FOR FY23

WA2202 – Water Well Rehabilitation

- Approximate start date November 2024.

Monthly Safety Meeting – Lightning Safety

TxDOT Updates

90 Overpass Project

Project to be re-bid third quarter of 2024.

City Projects Other

Myrtle Street Renovation

- Waiting on a cabinet panel front and TDLR inspection

Grant Projects

ARPA projects:

Downtown Water line – Project complete.

Winston Water Well – Project complete.

Wastewater Plant Rehab – Contract awarded in July, notice to proceed in August 300 day contract.

GLO projects:

Second Street Raising – Design is 60% complete.

Rabbs Bayou Improvements – Design is 60% complete.

Newton Dip Improvements – Design is 30% complete. Going through the process of taking the construction dollars for this project to move into the Rabbs and Second Street project.

Greenwood Lift Station Improvements – Design is 90% complete, looking to bid in January 25.

Second Street Lift Station Improvements - Design is 90% complete, looking to bid in January 25.

North Seventh Street Lift Station improvements - Design is 90% complete, looking to bid in January 25.

**PUBLIC WORKS
AFTER HOURS ONCALL SERVICE
OCTOBER REPORT**

After Hours Calls - 2024	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yr/Date
Code Enforcement	0	0	1	0	0	0	0	0	0	0	0		1
Customer Service	7	10	5	9	5	7	2	13	19	13			90
Out of City Limits	9	8	18	8	8	13	15	10	11	11			111
Parks	0	0	1	0	0	0	0	0	0	0			1
Permits	0	0	0	0	1	0	0	0	0	1	0		2
Planning	0	0	0	0	0	1	0	0	0	0			1
Public Works	0	0	0	1	0	1	4	0	4	2			12
Solid Waste	0	0	1	0	1	1	2	0	1	1			7
Streets	3	0	4	1	5	2	6	2	0	0			23
Utilities	43	8	5	8	5	21	13	9	14	10			136
Grand Total	62	26	35	27	25	46	42	34	50	37	0	0	384

**PUBLIC WORKS
AFTER HOURS ONCALL SERVICE
OCTOBER REPORT**

Date	Address	In City / Subdivision - MUD	Problem	Department
20-Oct	3102 Malaxis	Del Webb - MUD 187	New service	Customer Service
26-Oct	2927 Coral Berry Ct	Del Webb - MUD 187	No water due to non payment	Customer Service
8-Oct	712 Mabel	In City	Wants to pay water bill	Customer Service
9-Oct	1608 Cedar	In City	No water due to non payment	Customer Service
15-Oct	1307 Newlin Dr	In City	No water due to non payment	Customer Service
16-Oct	709 Collins	In City	No water due to non payment	Customer Service
9-Oct	1314 Vinter Meadow	Mandola Farms	No water due to non payment	Customer Service
9-Oct	22059 Rustic Canyon	RPW - MUD 121	No water	Customer Service
3-Oct	2002 Hays Ranch	Veranda - MUD 215	New service	Customer Service
5-Oct	23311 Darst Field	Veranda - MUD 215	No water due to non payment	Customer Service
17-Oct	23706 McNabb Spur	Veranda - MUD 215	No water due to non payment	Customer Service
18-Oct	2227 Marian Lee	Veranda - MUD 215	Needs to pay bill	Customer Service
19-Oct	1907 Donna Temple	Veranda - MUD 215	No water due to non payment	Customer Service
20-Oct	1206 Port Gibson	Bridalwood Estates	Brown water	Outside City Limits
25-Oct	1027 Fennel Frond	Harvest Green	No water	Outside City Limits
25-Oct	Abelia Ave	Harvest Green	Cell phone fell in sewer system	Outside City Limits
13-Oct	21023 James Long	Long Meadows	Low water pressure	Outside City Limits
17-Oct	231 Woodlawn	Richmond IN	Low water pressure	Outside City Limits
21-Oct	East Grace & Franklin	Richmond VA	Sewer smell in area	Outside City Limits
16-Oct	302 Autumn Creek	Riversedge - MUD 140	No water	Outside City Limits
9-Oct	FM 762	Rosenberg	Hydrant leaking at Brazos Town Center	Outside City Limits
5-Oct	99 @ Belaire		Main break	Outside City Limits
5-Oct	19400 W Belfort APT 1232		Noise complaint	Outside City Limits
26-Oct	19400 W Belfort APT 1232		Noise complaint	Outside City Limits
24-Oct	1627 Austin	In City	No hot water	Public Works
22-Oct	21811 Wildwood	RPW - MUD 121	Wants ETA on water restoration - Issue on private side	Public Works
16-Oct	1801 Willow	In City	Heavy trash was not collected	Solid Waste
9-Oct	1912 Teakwood	In City	Leak at meter	Utilites
11-Oct	1301 FM 2218	In City	Water leak	Utilites
18-Oct	1212 FM 2218	In City	Emergency shut off	Utilites
20-Oct	2013 George Ave	In City	Emergency shut off	Utilites
26-Oct	1803 Mulberry	In City	Water meain break	Utilites
28-Oct	1207 Yorktown	In City	Sewer stoppage	Utilites
12-Oct	22007 Larchmont	RPW - MUD 121	Busted pipe	Utilites
4-Oct	22518 Mary Rogers	Veranda - MUD 215	No water	Utilites
5-Oct	534 Jeff Davis	Veranda - MUD 215	Sewer backing up	Utilites
10-Oct	23722 Pullin Market	Veranda - MUD 215	Low water pressure	Utilites

Category	Count	%
Out of City Limits	11	30%
In City	13	35%
Muds	13	35%
Total	37	100%

**PUBLIC WORKS
PROJECT REVIEW
OCTOBER REPORT**

The following have been submitted to the Permits Department for Public Works, Planning and the City Engineer to review. Once the review is complete, a comment letter is sent to the applicant.

Plan Reviews - 2024	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yr/Date
Site Plan Review	14	8	6	8	6	4	9	6	11	4			76
PI and Grading Review	2	3	4	2	1	1	0	0	0	3			16
Public Works Coord. Review	5	13	6	10	13	8	6	5	2	8			76
Internal Review	0	0	1	0	1	0	1	6	1	1			11
Commercial Building Review	0	0	0	0	0	0	0	0	0	0			0
Finals Signed	5	8	5	6	3	1	1	5	2	2			38
Grand Total	26	32	22	26	24	14	17	22	16	18	0	0	217



City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

Planning Department Report

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.



DEVELOPMENT UPDATES TO THE CITY COMMISSION
NOVEMBER 2024

The following table provides an overview of Planning Department activities from October 1, 2024 through October 31, 2024:

PRE-APPLICATION CONFERENCES				
LOCATION	LAND USE	TARGET INDUSTRY	TAX EXEMPTION	DESCRIPTION
<ul style="list-style-type: none"> ▪ 1221 E Hwy 90A (GC District and WFBMD) 	Commercial: Vehicle, Sales, and Service (Truck Stop Storage / Repair)	No	No	<i>The subject site is located north of US Highway 90A (“Reserve A”) and located east of the existing Auto Check. Staff met with the applicant to discuss proposed principle use of a truck stop storage with an accessory repair shop use. Staff provided feedback on permitted uses, buffer yard, landscaping, parking, and signage. Follow-up comments for the meeting were provided to the applicant.</i>
				Employee Estimation: ---
<ul style="list-style-type: none"> ▪ 1704 Laurel Oaks Dr (GR District) 	Institutional: Child Care Facility, Residential	No	No	<i>The subject site is located west of Laurel Oaks Dr and south of Hawthorn Dr. Staff met with the applicant on proposed child care facility within an existing residential structure. Staff provided feedback on definitions of the use, conditional use standards, conditional use permit process, and parking. Follow-up comments for the meeting were provided to the applicant.</i>
				Employee Estimation: ---

<ul style="list-style-type: none"> FM 762 & Williams Way (ETJ) 	<p>Residential: Multifamily, Apartments</p>	<p>No</p>	<p>No</p>	<p><i>The subject site is located north of FM 762 and west of Williams Way Blvd. Staff met with the applicant to discuss proposed 200-to-300-unit multifamily apartments. Staff provided feedback on annexation, utility modeling, rezoning, and replatting. Follow-up comments for the meeting were provided to the applicant.</i></p> <p style="text-align: center;">Employee Estimation: ---</p>
<ul style="list-style-type: none"> 803 Richmond Parkway (OT District) 	<p>Commercial: Overnight Accommodation (Bed and Breakfast)</p>	<p>No</p>	<p>No</p>	<p><i>The subject site is located east of Richmond Parkway and south of E Austin St. Staff met with the applicant to discuss a proposed overnight accommodation use of an existing residential home. Staff provided a definition of applicant's proposed use and identified use applicable to a "Bed and Breakfast" (per UDC), conditional use standards, sprinkler and alarm systems per fire code, and parking requirements. Follow-up comments for the meeting were provided to the applicant.</i></p> <p style="text-align: center;">Employee Estimation: ---</p>
<ul style="list-style-type: none"> 1827 Williams Way Blvd (GC District) 	<p>Institutional: Medical Office (VA Clinic)</p>	<p>No</p>	<p>Yes</p>	<p><i>The subject site is located north of Richmond Parkway and east of Eugene Heimann Cir. Staff met with the applicant to discuss proposed VA clinic. Staff provided feedback for access points, existing utility lines, detention, variances, possible TIA, parking, and landscaping. Follow-up comments for the meeting were provided to the applicant.</i></p>

				Employee Estimation: 90
<ul style="list-style-type: none"> ▪ 907 Morton St (OT District & WFBMD) 	<p>Commercial: General Office, Residential, and Place of Public Assembly (events)</p>	No	No	<p><i>The subject site is located south of Morton St, between S 10th St & S 9th St. Staff met with the applicant for various proposed uses of general office, residential, and event space. Staff provided feedback on replatting, nonconformities, potential repairs / improvements, parking standards & requirements, temporary event permit. Follow-up comments for the meeting were provided to the applicant.</i></p>
				Employee Estimation: ---
<ul style="list-style-type: none"> ▪ 207 Douglas St (GR District) 	<p>Residential: Dupelx</p>	No	No	<p><i>The subject site is located west of Douglas St and north of Preston St. Staff met with the applicant to discuss proposed residential duplex. Staff provided feedback for building standards, setbacks, buffer yard, tree survey, detention, and parking. Follow-up comments for the meeting were provided to the applicant.</i></p>
				Employee Estimation: ---
<ul style="list-style-type: none"> ▪ 301 S 9th St (OT District & WFBMD) 	<p>Institutional: Medical Office / Clinic (Pharmacy)</p>	Yes	No	<p><i>The subject site is located east of S 9th St and south of Hwy 90. Staff met with the applicant to discuss proposed occupancy of an existing suite. Staff provided feedback on building checklist, pharmacy ordinance (“ARTICLE XI. – PHARMACIES”), and parking requirements. Follow-up comments</i></p>

				<p><i>for the meeting were provided to the applicant.</i></p>
				<p>Employee Estimation: 2-3</p>
<p>▪ 913 N 10th St (GR District)</p>	<p>Residential: Single Family Home (Accessory Dwelling Unit)</p>	No	No	<p><i>The subject site is located west of N 10th St and east of Center St. Staff met with the applicant to discuss proposed renovation of an existing structure to a residential home. Staff provided feedback on minimum lot standards, accessory structures, accessory dwelling units, and replatting. Follow-up comments for the meeting were provided to the applicant.</i></p>
				<p>Employee Estimation: N/A</p>
<p>▪ 1118 Rufus St (MU District)</p>	<p>Residential: Single Family Home</p>	No	No	<p><i>The subject site is located at the end of Rufus St, on the north side. Staff met with the applicant to discuss the proposed development of a single-family home. Staff discussed the rezoning process, variance process, minimum lot standards, setbacks, and parking requirements. Follow-up comments for the meeting were provided to the applicant.</i></p>
				<p>Employee Estimation: ---</p>

<ul style="list-style-type: none"> 0 Pultar Rd (ETJ) 	<p>Residential: Multifamily (Apartments)</p>	<p>No</p>	<p>Yes</p>	<p><i>The subject site is located east of Pultar Rd and south of Willowview Dr. Staff met with the applicant to discuss proposed an approximate 300-to-400-unit multifamily apartment. Staff provided feedback on annexation, utilities & fiscal impact modeling, rezoning, replatting, mixed use zoning standards, access points, and fire lanes. Follow-up comments for the meeting were provided to the applicant.</i></p> <p>Employee Estimation: ---</p>
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SITE DEVELOPMENT PLAN REVIEWS			
LOCATION	LAND USE	TAX EXEMPTION	DESCRIPTION
<ul style="list-style-type: none"> 0 Southwest Frwy (ETJ & WFBMD) 	<p>Williams Ranch Multifamily Residential</p>	<ul style="list-style-type: none"> No 	<ul style="list-style-type: none"> <i>The subject site is located along the north side of U.S. Highway 59 and to the south of Williams Ranch and east of Del Webb residential subdivisions. Staff reviewed the 2nd submittal of proposed multi-family residential units (approximately 375 units; three (3) story structures (mixed units - one (1) to two (2) bedrooms). Staff provided comments to the submitted plans.</i>
<ul style="list-style-type: none"> 2800 FM 359 (ETJ and WFBMD) 	<p>Parking Guidance Systems - Commercial</p>	<ul style="list-style-type: none"> No 	<ul style="list-style-type: none"> <i>The subject site is located North of Fm 359 and South of Texana Plantation. Staff reviewed the 1st submittal of improvement plans for existing and parking lot expansion and stormwater mitigation. Staff provided comments to the submitted plans.</i>
<ul style="list-style-type: none"> Avenue I/FM 2218 and College Street (5540 FM 1640) (GC and WFBMD) 	<p>Post Office Lift Station 90%</p>	<ul style="list-style-type: none"> Yes 	<ul style="list-style-type: none"> <i>The subject site is located at the southeast corner of FM 2218 (Avenue I) and College Street. Staff reviewed the 2nd submittal of improvement plans for the existing lift station (retrofit access hatch, valve vault, wet well, and removal of bollard). Staff provided comments to the submitted plans.</i>



----- *End of Report* -----



City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

Building Department Report

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.



RICHMOND

EST. **TEXAS** 1837

Building Permits Report

October 2024

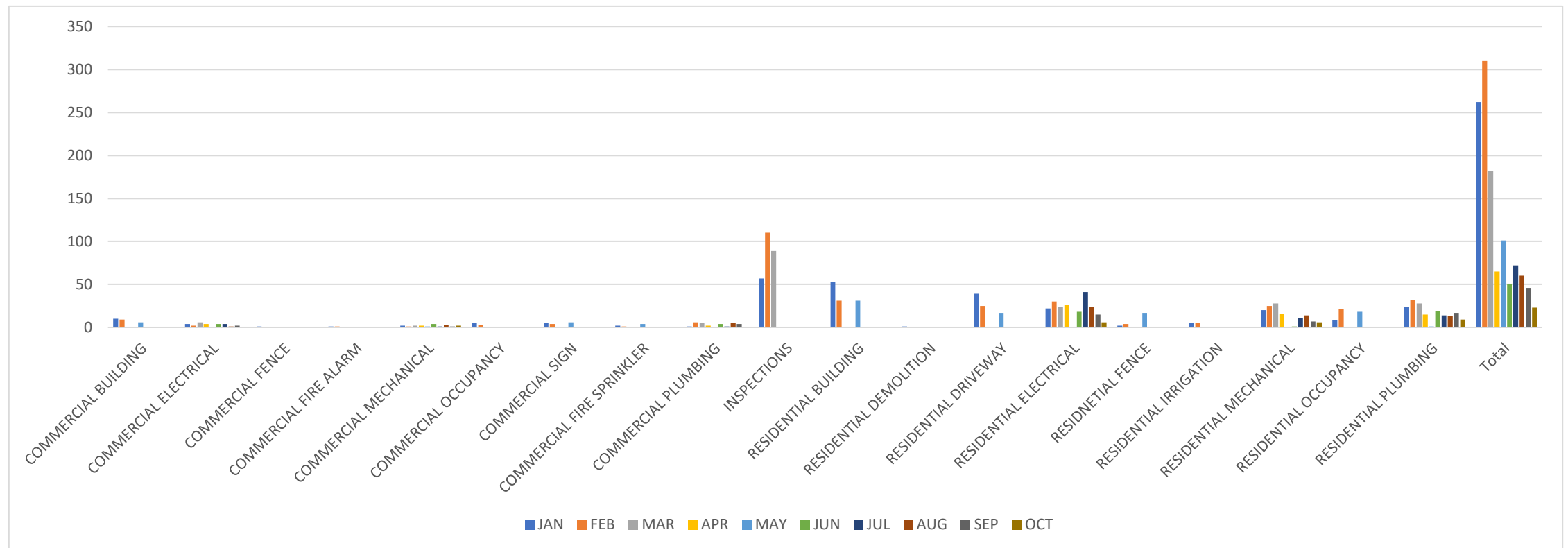
BUILDING REPORT
COMMERCIAL AND RESIDENTIAL PLUMBING, ELECTRICAL AND MECHANICAL PERMITS

Project ID	Name	Property	Applied Date	Description
20241869	J & N HIPPLER INC	806 THOMPSON RD	10/8/2024	COMMERCIAL MECHANICL
20241874	RAYMARK A/C & HEATING	304 MORTON ST	10/8/2024	COMMERCIAL MECHANICL
20241829	MSF ELECTRIC	210 HOPE LN	10/1/2024	RESIDENTIAL ELECTRIC
20241832	ALTERNATE CURRENT SOLUTIONS	1612 ROCKY FALLS RD	10/1/2024	RESIDENTIAL ELECTRIC
20241865	LANDMARK ELECTRIC	6310 BRAHMAN CT	10/7/2024	RESIDENTIAL ELECTRIC
20241866	LANDMARK ELECTRIC	6311 BRAHMAN CT	10/7/2024	RESIDENTIAL ELECTRIC
20241882	LANDMARK ELECTRIC	6306 BRAHMAN CT	10/9/2024	RESIDENTIAL ELECTRIC
20241893	LANDMARK ELECTRIC	6311 BRAZOS TRAIL DRIVE	10/11/2024	RESIDENTIAL ELECTRIC
20241836	L & S MECHANICAL	6307 BRAHMAN CT	10/2/2024	RESIDENTIAL MECHANICAL
20241837	L & S MECHANICAL	6303 BRAHMAN CT	10/2/2024	RESIDENTIAL MECHANICAL
20241838	L & S MECHANICAL	3023 LONG-SMITH COTTAGE C	10/2/2024	RESIDENTIAL MECHANICAL
20241839	L & S MECHANICAL	6334 BRAZOS TRAIL DR	10/2/2024	RESIDENTIAL MECHANICAL
20241840	L & S MECHANICAL	6310 BUFFALO BEND LN	10/2/2024	RESIDENTIAL MECHANICAL
20241891	ABACUS PLUMBING	1113 YORKTOWN	10/11/2024	RESIDENTIAL MECHANICAL
20241827	BRAZOS PLUMBING	2012 TANGLE LN	10/1/2024	RESIDENTIAL PLUMBING
20241833	I KNOW A PLUMBER, INC	1601 LAMAR DR	10/1/2024	RESIDENTIAL PLUMBING
20241834	MTW PIPEWORKS, LLC	6311 BRAZOS TRAIL DRIVE	10/2/2024	RESIDENTIAL PLUMBING
20241842	THE KATY PLUMBING COMPANY	301 GRAYLESS ST #B	10/2/2024	RESIDENTIAL PLUMBING
20241843	THE KATY PLUMBING COMPANY	301 GRAYLESS A	10/2/2024	RESIDENTIAL PLUMBING
20241868	MTW PIPEWORKS, LLC	6315 BRAZOS TRAIL DRIVE	10/8/2024	RESIDENTIAL PLUMBING
20241870	MTW PIPEWORKS, LLC	6319 BRAZOS TRAIL DR	10/8/2024	RESIDENTIAL PLUMBING
20241880	HARPS PLUMBING	1305 OAK CREEK DR	10/9/2024	RESIDENTIAL PLUMBING
20241886	NEW ABACUS LLC	1113 YORKTOWN	10/10/2024	RESIDENTIAL PLUMBING

BUILDING REPORT

COMMERCIAL AND RESIDENTAL PLUMBING, ELECTRICAL AND MECHANICAL PERMITS

TYPE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
COMMERCIAL BUILDING	10	9	0	0	6	0	0	0	0	0	0	0	25
COMMERCIAL ELECTRICAL	4	2	6	4	0	4	4	4	1	2	0	0	27
COMMERCIAL FENCE	1	0	0	0	0	0	0	0	0	0	0	0	1
COMMERCIAL FIRE ALARM	1	1	0	0	0	0	0	0	0	0	0	0	2
COMMERCIAL MECHANICAL	2	1	2	2	1	4	1	3	1	2	0	0	19
COMMERCIAL OCCUPANCY	5	3	0	0	0	0	0	0	0	0	0	0	8
COMMERCIAL SIGN	5	4	0	0	6	0	0	0	0	0	0	0	15
COMMERCIAL FIRE SPRINKLER	2	1	0	0	4	0	0	0	0	0	0	0	7
COMMERCIAL PLUMBING	1	6	5	2	0	4	1	5	4	0	0	0	28
INSPECTIONS	57	110	89	0	0	0	0	0	0	0	0	0	256
RESIDENTIAL BUILDING	53	31	0	0	31	0	0	0	0	0	0	0	115
RESIDENTIAL DEMOLITION	1	0	0	0	0	0	0	0	0	0	0	0	1
RESIDENTIAL DRIVEWAY	39	25	0	0	17	0	0	0	0	0	0	0	81
RESIDENTIAL ELECTRICAL	22	30	24	26	0	18	41	24	15	6	0	0	206
RESIDENTIAL FENCE	2	4	0	0	17	0	0	0	0	0	0	0	23
RESIDENTIAL IRRIGATION	5	5	0	0	0	0	0	0	0	0	0	0	10
RESIDENTIAL MECHANICAL	20	25	28	16	0	1	11	14	7	6	0	0	128
RESIDENTIAL OCCUPANCY	8	21	0	0	18	0	0	0	0	0	0	0	47
RESIDENTIAL PLUMBING	24	32	28	15	1	19	14	13	17	9	0	0	172
Total	262	310	182	65	101	50	72	60	46	23	0	0	1171

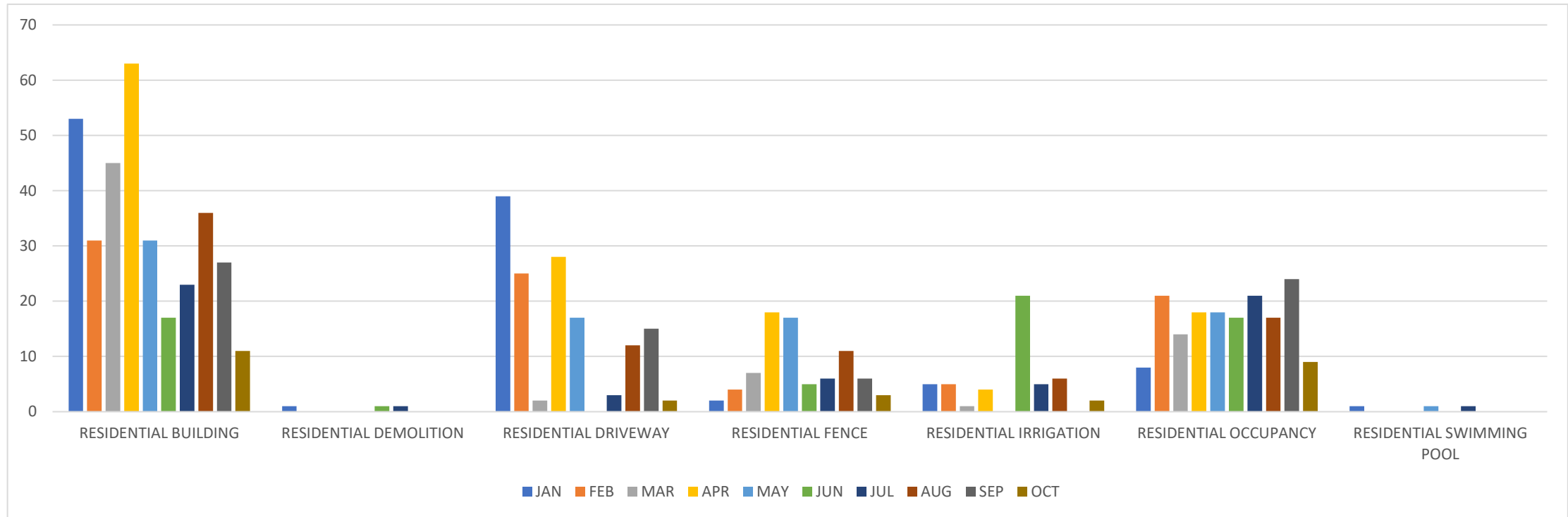


BUILDING REPORT
RESIDENTIAL OTHER PERMITS SUMMARY

Project ID	Name	Property	Applied Date	Description
20241828	VANCE AIR CONDITIONING & HEATI	2016 LONG DR	10/1/2024	RESIDENTIAL BUILDING
20241830	PRIORITY ROOFING & CONSTRUCTIO	1926 TEAKWOOD DR	10/1/2024	RESIDENTIAL BUILDING
20241835	DURANS ROOFING & REMODELING	2004 BRIARLANE	10/2/2024	RESIDENTIAL BUILDING
20241859	BAIRD FOUNDATION REPAIR	1215 MAIN ST	10/7/2024	RESIDENTIAL BUILDING
20241862	NICKI OAKLEY	2207 SOUTH BELMONT DR	10/7/2024	RESIDENTIAL BUILDING
20241864	ATLANTIS CONSTRUCTION LLC	711 NORTH TENTH ST	10/7/2024	RESIDENTIAL BUILDING
20241873	AMERICAN FIBERGLASS	24327 BETH SCHOOL DR	10/8/2024	RESIDENTIAL BUILDING
20241876	MIRNA CHARLES	1903 FIESTA LN #2	10/8/2024	RESIDENTIAL BUILDING
20241884	TAP ELECTRIC	2020 SILVERWATER CT	10/9/2024	RESIDENTIAL BUILDING
20241885	RODRIGO GARCIA	501 KOSLER LN	10/9/2024	RESIDENTIAL BUILDING
20241887	GARCIA CONSTRUCTION	2001 MEADOWLN	10/10/2024	RESIDENTIAL BUILDING
20241826	TMARTIN CONSTRUCTION GROUP LLC	1216 DUDLEY ST	10/1/2024	RESIDENTIAL DRIVEWAY
20241900	ELEVATED CONSTRUCTION	606 FOSTER DR	10/16/2024	RESIDENTIAL DRIVEWAY
20241851	TRINITY ROOFING & RESTORATION	302 DAMON ST	10/4/2024	RESIDENTIAL FENCE
20241861	JAIME LOPEZ	116 LONG CANYON LN	10/7/2024	RESIDENTIAL FENCE
20241863	VELEZ CARPENTRY	615 CENTER ST	10/7/2024	RESIDENTIAL FENCE
20241844	JAIME'S LANDSCAPING	311 AVENUE B	10/3/2024	RESIDENTIAL IRRIGATION
20241848	MOGONYE LAND TECH LLC	6303 BRAHMAN CT	10/3/2024	RESIDENTIAL IRRIGATION
20241831	RHONDA RAY	1242 MUSCADINE HOLLOW LN	10/1/2024	RESIDENTIAL OCCUPANCY

RESIDENTIAL OTHER PERMITS

TYPE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
RESIDENTIAL BUILDING	53	31	45	63	31	17	23	36	27	11			337
RESIDENTIAL DEMOLITION	1	0	0	0			1	1	0	0	0		3
RESIDENTIAL DRIVEWAY	39	25	2	28	17	0	3	12	15	2			143
RESIDENTIAL FENCE	2	4	7	18	17	5	6	11	6	3			79
RESIDENTIAL IRRIGATION	5	5	1	4	0	21	5	6	0	2			49
RESIDENTIAL OCCUPANCY	8	21	14	18	18	17	21	17	24	9			167
RESIDENTIAL SWIMMING POOL	1	0	0	0	1	0	1	0	0	0			3
	109	86	69	131	84	61	60	82	72	27	0	0	781

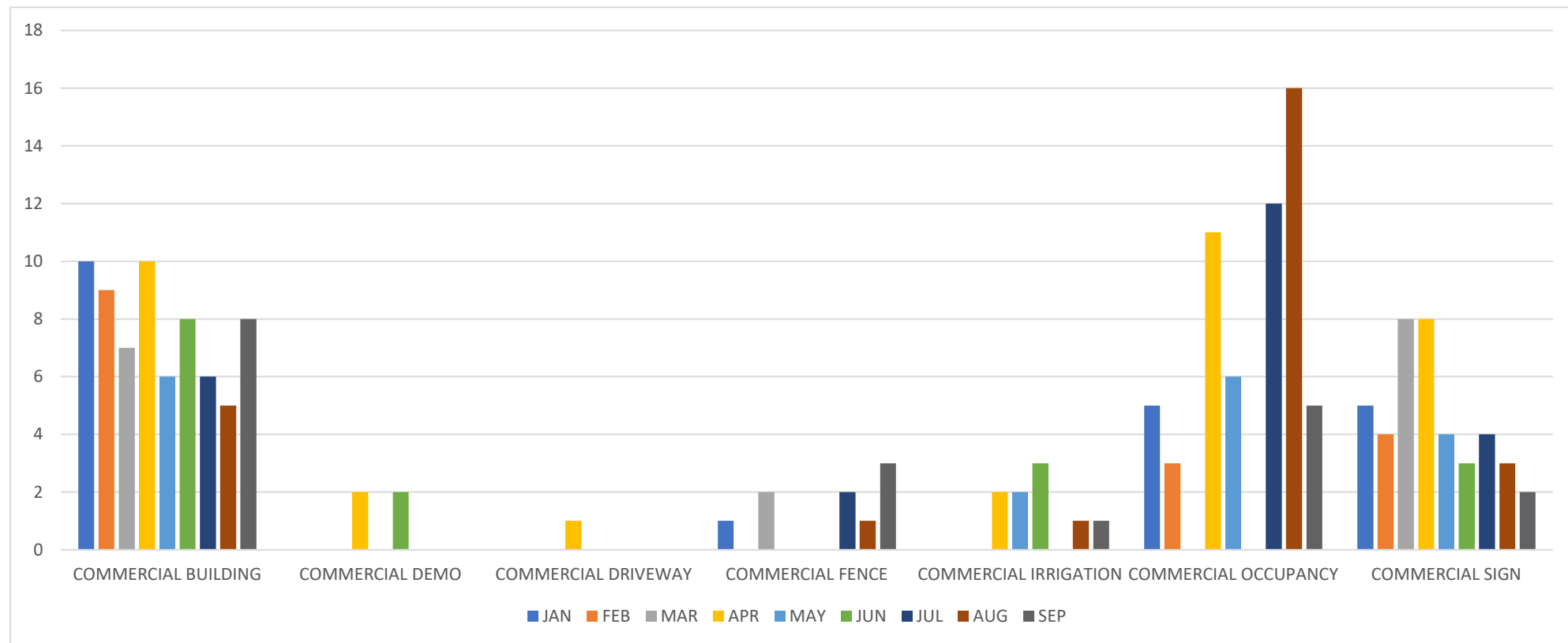


**BUILDING REPORT
COMMERCIAL OTHER PERMITS SUMMARY**

Project ID	Name	Property	Applied Date2	Description2
20241889	CS ADVANTAGE USAA, INC	301 JACKSON ST MAIN	10/10/2024	COMMERCIAL BUILDING
20241895	LONESTAR CONTRACTORS	1812 MAIDEN LN	10/11/2024	COMMERCIAL FENCE
20241867	INTERNATIONAL USED AUTO AND MU	2115 THOMPSON RD #3	10/8/2024	COMMERCIAL OCCUPANCY
20241871	KADY AFRICAN BRAIDING & WEAVIN	2115 THOMPSON RD #1	10/8/2024	COMMERCIAL OCCUPANCY
20241872	CUT GALLERY	301 NINETH 115	10/8/2024	COMMERCIAL OCCUPANCY
20241890	THE GEORGE FOUNDATION	215 MORTON ST	10/10/2024	COMMERCIAL OCCUPANCY
20241894	AMERICAN NURSING SERVICES	301 SOUTH NINTH ST #106	10/11/2024	COMMERCIAL OCCUPANCY
20241898	COASTLINE ACADEMY	902 FM 359	10/14/2024	COMMERCIAL OCCUPANCY
20241901	SHAKEEL KHATRI FARMERS INSUR	301 SOUTH NINTH ST #103	10/16/2024	COMMERCIAL OCCUPANCY
20241902	XL PARTS LLC	1315 MARKET ST 100	10/23/2024	COMMERCIAL OCCUPANCY
20241825	MEGA LED TECHNOLOGY	2022 WILLIAMS WAY BLVD	10/1/2024	SIGN
20241845	ALVITRONICS INC	205 COLLINS RD	10/3/2024	SIGN
20241846	ALVITRONICS INC	205 COLLINS RD	10/3/2024	SIGN
20241847	ALVITRONICS INC	205 COLLINS RD	10/3/2024	SIGN

COMMERICAL OTHER PERMITS

TYPE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
COMMERCIAL BUILDING	10	9	7	10	6	8	6	5	8	1			70
COMMERCIAL DEMO	0	0	0	2	0	2	0	0	0	0			4
COMMERCIAL DRIVEWAY	0	0	0	1	0	0	0	0	0	0			1
COMMERCIAL FENCE	1	0	2	0	0	0	2	1	3	1			10
COMMERCIAL IRRIGATION	0	0	0	2	2	3	0	1	1				9
COMMERCIAL OCCUPANCY	5	3	0	11	6	0	12	16	5	8			66
COMMERCIAL SIGN	5	4	8	8	4	3	4	3	2	4			45
	21	16	17	34	18	16	24	26	19	14	0	0	205

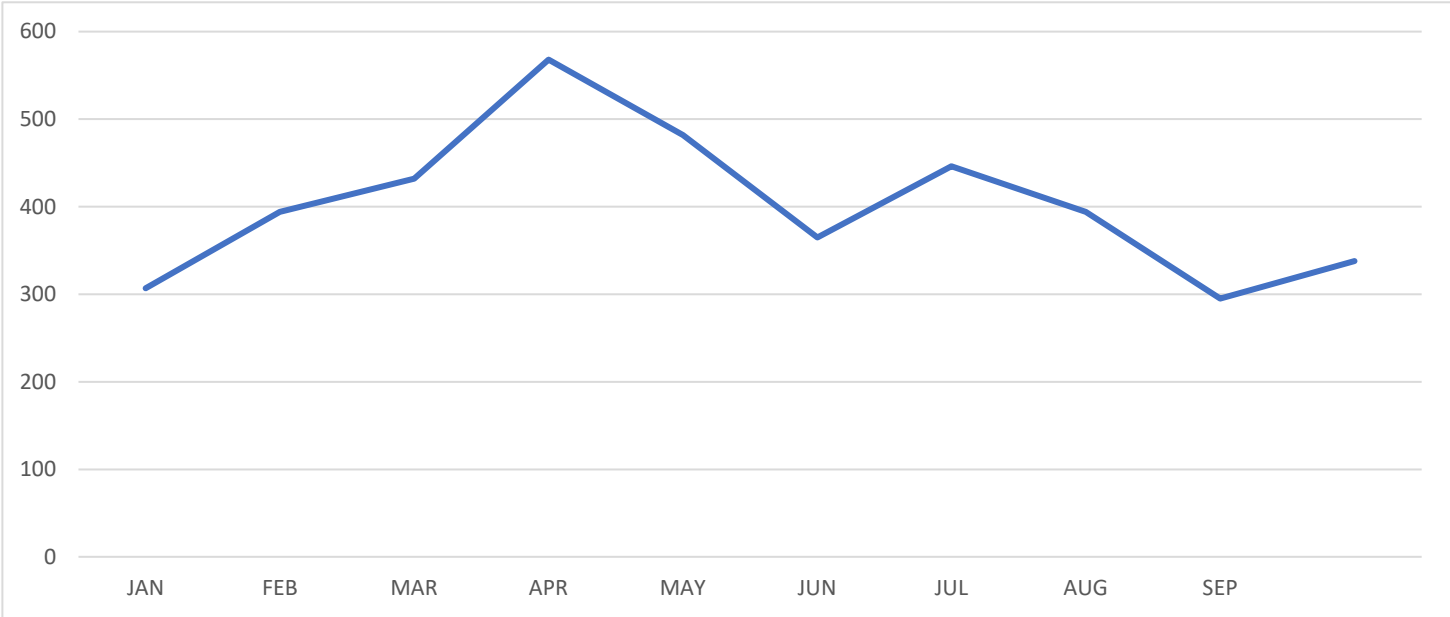


**BUILDING REPORT
COMMERCIAL AND RESIDENTIAL FIRE PERMITS SUMMARY**

Project ID	Name	Property	Applied Date	Description
FM001298	LONE STAR FIRE CONTROL LLC	1417 JACKSON ST	9/23/2024	COMMERCIAL FIRE SUPPRESSION
FM001299	ABSOLUTE SUPPRESSION & FIRE LLC	1500 JACKSON ST #100	9/24/2024	COMMERCIAL FIRE ALARM

BUILDING REPORT TOTAL INSPECTIONS

TYPE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Total Inspections	307	394	432	568	482	365	446	394	295	338			4021



INCODE INSPECTION OCTOBER 1 - 14, 2024

10/1/2024

City Limits					
Address	Company	a/pm	Type of Inspection	Pass/Fail	Reason for Failure
AVE B 311	D & E PLB		GTO	pass	
BRAHMAN CT 6306	MTW		GROUND	pass	
BRAHMAN CT 6306	MTW		WATER LINE	pass	
DUDLEY 1216	DONALD 281-690-7079		ROUGH IN	pass	
LONG SMITH 3003	MTW		TOP OUT	pass	
LONG SMITH 3006	MTW		GTO	pass	
NORTH EIGHTH 109	ADRIAN 281-515-3304		GROUND IN	pass	
NORTH EIGHTH 109	ADRIAN 281-515-3304		ROUGH IN	pass	
RIVEREDGE DR 406 #1	ROBERT CAMACHO 832-988-5441	AM	GTO	pass	
THOMPSON 806	JOSE RAMIREZ 832-544-3897	AM	STORM SEWER	pass	

NON-PLUMBING

AUSTIN 1212	IVAN 817-627-5377	AM	ROOF FINAL	pass	
BRAZOS 6354	L & S MECH		MECH FINAL	pass	
BUFFALO BEND 6411	KENDREKA 832-332-9926	AM	OCC FOR WATER	pass	
DUDLEY 1216	CESAR 832-361-8176	AM	ELEC ROUGH	pass	
DUDLEY 1216	CESAR 832-361-8176	AM	METER LOOP	pass	
DUDLEY 1216	MKAZZA	AM	MECH ROUGH	pass	
EAST LAUREL OAKS 1611	MARCUS MOLINA 832-444-5314	PM	SITE INSNCTN FOR COVERED PATIO		Scott wants to be there also/Greg - already built
KOSLER 505 #A	RYNE 346-786-8037	AM	FRAMING	pass	
KOSLER 505 #B	RYNE 346-786-8037	AM	FRAMING	pass	
MANDOLA FARMS 506	JOE SWARTZ		TCI	pass	
OAK BARREL 1247	SHAMSHA 832-607-5632	AM	OCC FOR WATER	fail	* Not able to do inspection
SOUTH FIFTH 608	VICTORIA 832-759-9788	AM	OCC FOR WATER	pass	

10/2/2024

City Limits					
Address	Company	a/pm	Type of Inspection	Pass/Fail	Reason for Failure
BRAZOS TRAIL 6354	MOGONYE		BACKFLOW REPORT	pass	
BRAZOS TRAIL 6354	MOGONYE		IRR FINAL	pass	
BRAZOS TRAIL 6354	MTW		FINAL	pass	
CRESTWOOD 2015	LUIS GARCIA 832-391-9329	830AM	FINAL	pass	
NORTH EIGHTH 109	HRQ 281-578-3482		GROUND COVER	pass	* Rebar
THOMPSON 911	JEFF 832-725-3289	AM	BACK FLOW REPORT	pass	
THOMPSON 911	JEFF 832-725-3289	AM	IRR FINAL	pass	

NON-PLUMBING

CARVER 1716	LAVERNE 832-996-0037	AM	OCC FOR WATER	fail	*4- gfcis * drip leg needed to water heater
BETH SCHOOL 24339	ROMANS - ROMAN ALANIS 832-489-4250	AM	ELEC FINAL FOR POOL	pass	
DAMON 304	BRYANT 832-586-6486	AM	MECH FINAL	pass	
DUDLEY 1216	TERRANCE 281-832-2183	AM	FRAMING	pass	
FM 2218 1301 #400	PRISCILLA 864-342-5109	PM	BUS OCC FOR COO	pass	
GRAYLESS 301 #A	PACE - TRISHTAIN BRYANT 832-586-6486	AM	MECH FINAL	fail	* drip leg to furnace (air handler) * heat source
HAWTHORN 1703	JENNIFER 832-975-0448		FOUNDATION	pass	
KOSLER 505 #A	LUIS VIDAL 832-292-3598	AM	ELEC ROUGH	pass	
KOSLER 505 #B	LUIS VIDAL 832-292-3598	AM	ELEC ROUGH	pass	

INCODE INSPECTION OCTOBER 1 - 14, 2024

LAMAR 1203	AVIAN 281-302-8255	PM	OCC FOR WATER	pass	* Remove tree limbs front and back of property
LONG-SMITH COTTAGE 3019	MERITAGE - RYAN		FOAM	pass	
LONG-SMITH COTTAGE CT 3003	MERITAGE - JUSTIN GREGORY		BLDG - INSULATION	pass	
MUSCADINE HOLLOW 1242	RHONDA 832-256-7052	PM	OCC FOR WATER	pass	
NORTH BELMONT 2203	MCNUTT 281-924-0955	1PM	METER LOOP REPLACEMENT FINAL	pass	
NORTH TENTH ST 809b	775-815-3518 JOSEPH BATH - CALL PRIOR	AM	OCC FOR WATER	pass	
SOUTHWEST FWY 20450	KEVIN 832-917-7098	AM	BLDG FINAL	pass	

10/3/2024

City Limits	Address	Company	a/pm	Type of Inspection	Pass/Fail	Reason for Failure
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NON-PLUMBING

AVE B 311	TREVOR - COVENTRY		MUDSET	pass	
AVE B 311	TREVOR - COVENTRY		MUDSET	pass	
BRAZOS TRAIL 6354	LANDMARK	AM	ELEC FINAL	pass	
FRONT ST 609 #24	SIMONA CARABANTES - (956) 463-8160 - SFAM		RES. OCC.	pass	
LONG SMITH COTTAGE 3011	BUSTER - MERITAGE		INSULATION	pass	
MISTLETOE 1500	ROBERT ROSS 832-221-7797	AM	CONCRETE PAD PRE-POUR	pass	
SOUTHWEST FWY 22323	TRINH 832-798-3133	AM	ELEC WALL ROUGH	pass	
OAK BARREL RUN 1247	BELAL KHAN 201-956-5435	PM	OCC FOR WATER	fail	* 1- vacuum breaker * toilet leak * gas needs to be on to check heat source and water heater

10/4/2024

City Limits	Address	Company	a/pm	Type of Inspection	Pass/Fail	Reason for Failure
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BRAZOS TRAIL DR 6418	MTW		FINAL	pass	
GRAYLESS 301 #A	NETT CARROLL 713-253-9317 - owner	AM	FINAL	pass	
GRAYLESS 301 #B	NETT CARROLL 713-253-9317 - owner	AM	FINAL	pass	
PALOMA AVE 1605	J.R. PLB - DONALD ADAIR - (281) 690-7079	AM	FINAL	pass	

NON-PLUMBING

BRAHAM CT 6307	LANDMARK ELEC		T-POLE	pass	
DUDLEY ST 1216	JONATHAN ZAMORA - (346) 216-1544	11:00 AM	MECH - COVER	pass	
BRAZOS TRAIL 6354	RYAN - MERITAGE		BLDG FINAL	pass	
KOSLER LN 505 #A	ATLANTIS CONSTRUCTION GROUP - RYNE HAM		INSULATION	pass	
KOSLER LN 505 #B	ATLANTIS CONSTRUCTION GROUP - RYNE HAM		INSULATION	pass	
LONG-SMITH COTTAGE 3006	CAMERON - APEX		DRIVEWAY	pass	
LONG-SMITH COTTAGE 3006	CAMERON - APEX		PUBLIC WALK	pass	
LONG-SMITH COTTAGE 3006	CAMERON - APEX		APPROACH	pass	
LONG-SMITH COTTAGE 3010	CAMERON - APEX		DRIVEWAY	pass	
LONG-SMITH COTTAGE 3010	CAMERON - APEX		PUBLIC WALK	pass	
LONG-SMITH COTTAGE 3010	CAMERON - APEX		APPROACH	pass	
MANDOLA FARMS 506	TREVOR - COVENTRY		MUD SET	pass	
NORTH EIGHTH ST 109	FRC ELECTRIC SERVICES - FELIPE RIVERA - (7AM		ELEC ROUGH	pass	
NORTH SECOND ST 106	FRC ELECTRIC SERVICES - FELIPE RIVERA - (7AM		ELEC GROUND	pass	
RICHMOND PKWY 1827 #102	FERNANDO 281-571-9817	AM	MECH FINAL	fail	Contractor not on site/ called no answer not able to leave voice mail, full
ROCKY FALLS 1612	MAURO FLORES 346-306-4566		ELEC ROUGH	pass	
THOMPSON 2116 #107	JENN 346-440-1394		BUS OCC FOR COO	pass	

10/7/2024

INCODE INSPECTION OCTOBER 1 - 14, 2024

City Limits					
Address	Company	a/pm	Type of Inspection	Pass/Fail	Reason for Failure
BRAZOS TRAIL 6338	MTW		SHOWER PAN	pass	
BRAZOS TRAIL 6346	MTW		GTO	pass	
BRAZOS TRAIL 6414	MTW		FINAL	pass	
LONG-SMITH 3015	MTW		TOP OUT	pass	

NON-PLUMBING

BRAZOS TRAIL 6414	L & S MECH		MECH FINAL	pass	
BRAZOS TRAIL 6414	MERITAGE - JUSTIN		BLDG FINAL FOR COO	pass	
BRAZOS TRAIL 6418	L & S MECH		MECH FINAL	pass	
DUDLEY 1216	TERRANCE MARTIN		DRIVEWAY	pass	
HOPE 210	JESUS 281-520-8583		T-POLE	pass	
JANE LONG 202	ALICE ANDERSON 832-777-9155	PM	OCC FOR WATER	CANCELLED	
PALOMA 1605	MICHAEL 346-383-5577	230pm	OCC FOR WATER	CANCELLED	
THOMPSON RD 2214	Mohammad Iqbal; (346) 631-4006	PM	BLDG - FINAL	fail	* 2- faucets leaking in kitchen sinks* exit signs * mop sink leak
AUSTIN 1607	RAMONA 832-520-5145	PM	OCC FOR WATER	pass	

10/8/2024

City Limits					
Address	Company	a/pm	Type of Inspection	Pass/Fail	Reason for Failure
BRAHMAN 6306	MTW		SLAB	pass	
BRAHMAN 6310	MTW		SLAB	pass	
BRAHMAN 6311	MTW		SLAB	pass	
BRAZOS TRAIL 6311	MTW		GROUND	pass	
BRAZOS TRAIL 6311	MTW		WATER	pass	
BRAZOS TRAIL 6334	MTW		SEWER	pass	
CENTER 605	TEODORO GUZMAN 713-382-7213	AM	PLB ROUGH	pass	
LONG SMITH 3007	MTW		GTO	pass	
RICHMOND PKWY 1827 #103	CARLOS 713-259-0306		GTO	pass	

NON-PLUMBING

BRAZOS TRAIL 6418	MERITAGE - BUSTER		BLDG FINAL FOR COO	pass	
LONG SMITH 3002	APEX FOUNDATION		DRIVEWAY	pass	
LONG SMITH 3002	APEX FOUNDATION		APPROACH	pass	
LONG SMITH 3002	APEX FOUNDATION		PUBLIC WALKWAY	pass	
LONG SMITH 3007	APEX FOUNDATION		DRIVEWAY	pass	
LONG SMITH 3007	APEX FOUNDATION		APPROACH	pass	
LONG SMITH 3007	APEX FOUNDATION		PUBLIC WALKWAY	pass	
LONG-SMITH 3002	LANDMARK ELECTRIC		TCI	pass	
LONG-SMITH 3019	LANDMARK ELECTRIC		TCI	pass	
RICHMOND PKWY 1827 #102	MARTINEZ ELEC - MIGUEL M 713-641-6624		ELEC FINAL	fail	* 1- gfci in restroom * label breaker panel
COLLINS 807	DELFINO 346-418-7967	AM	OCC FOR WATER	fail	* water heater vent pipe * fix drip leg * heat source needed * 1- exterior gfci * label breaker panel, filler/ spacer breaker panel * 2- smoke alarms * 1- carbon monoxide hallway

10/9/2024

INCODE INSPECTION OCTOBER 1 - 14, 2024

City Limits					
Address	Company	a/pm	Type of Inspection	Pass/Fail	Reason for Failure
BRAHMAN 6306	MTW		SEWER	pass	
BRAHMAN 6310	MTW		SEWER	pass	
BRAHMAN 6311	MTW		SEWER	pass	
BRAZOS TRAIL 6311	MTW		SEWER	pass	
LONG SMITH COTTAGE 3002	MTW		SHOWER	pass	

NON-PLUMBING

DYER HILL WAY 24315	OMEGA - JOSE MACIAS 281-627-6885	AM	LAYOUT FOR POOL	pass	
DYER HILL WAY 24315	OMEGA - JOSE MACIAS 281-627-6885	AM	POOL STEEL	pass	
DYER HILL WAY 24315	OMEGA - JOSE MACIAS 281-627-6885	AM	STUBBOUT	pass	
LONG SMITH COTTAGE 3015	MERITAGE - JUSTIN		INSULATION	pass	
RICHMOND PKWY 1827 #102	FREDDY 281-571-9817	AM	MECH FINAL	fail	* Thermostat not working
THOMPSON 2214	MOHAMMAD 346-631-406	3:15PM	BLDG FINAL	partial	* 1- gfci by kitchen sink. (Passed 10-10-24)
THOMPSON 806	JUSTIN WILLIS - 832-808-1314		FRAMING	pass	
THOMPSON 911	ERICK GOMEZ 832-954-9919	PM	BLDG FINAL FOR TCO	pass	
THOMPSON RD 2115 #1	KADY BRAIDING - Ibrahima Diop (240) 994-1	PM	BUS. OCC.	fail	* need access to breaker panel * 1- gfci in restroom *Heat source * light switch in restroom not working * no hot water in restroom sink * exit sign needed with flood light

10/10/2024

City Limits					
Address	Company	a/pm	Type of Inspection	Pass/Fail	Reason for Failure
BRAZOS TRAIL 6402	MTW		FINAL	pass	
LONG SMITH 3003	MTW		SHOWER PAN	pass	

NON-PLUMBING

BRAZOS TRAIL 6402	L & S MECH		MECH FINAL	pass	
CENTER 605	LUIS VIDAL 832-292-3598	AM	T-POLE	pass	
LONG CANYON LN 116	MRUDULA 281-814-2198	PM	OCC FOR WATER	pass	
MORTON 304	CARLOS 832-988-8510	AM	MECH ROUGH	pass	Kitchen duct seal
OAK BARREL 1247	BELAL KHAN 201-956-5435	PM	OCC FOR WATER	pass	
PALOMA 1605	MICHAEL REYNA 346-383-5577	PM	OCC FOR WATER	pass	
SOUTHWEST FREEWAY 22323	LOGIC ELECTRIC - TRINH NGUYEN - (832) 79	AM	ELEC - UNDERGROUND - MAIN SERVICE	pass	

10/11/2024

City Limits					
Address	Company	a/pm	Type of Inspection	Pass/Fail	Reason for Failure
BETH SCHOOL 24339	NOE GARCIA 281-746-8654	AM	PLB FINAL FOR POOL	moved	MOVED TO MON.
BRAZOS TRAIL 6402	MOGONYE		IRR	pass	
BRAZOS TRAIL 6402	MOGONYE		BACK FLOW	pass	
OAK CREEK DR 1305	GERALD 281-342-8972	AM	GTO	pass	
PULTAR 1500 #325	MAURO 832-236-1288	AM	PLB ROUGH IN	pass	

NON-PLUMBING

BETH SCHOOL 24339	NOE GARCIA 281-746-8654	AM	SWIMMING POOL FINAL	moved	MOVED TO MON.
BRAZOS TRAIL 6402	LANDMARK ELEC	AM1	ELEC FINAL	pass	

INCODE INSPECTION OCTOBER 1 - 14, 2024

BRIAR LN 2001	SARAH 832-361-2150	PM	OCC FOR WATER	pass	
CARVER 1716	LAVERNE GREEN 832-996-0037	1:30PM	OCC FOR WATER	pass	
EMERALD LOCH 136	BAO 414-791-6622	PM	OCC FOR WATER	fail	smokes wont turn off . 1 vacuum breaker
GRAYLESS 301 #A	TRISHTAIN BRYANT 832-586-6486	AM	MECH FINAL	pass	
GRAYLESS 301 #B	TRISHTAIN BRYANT 832-586-6486	AM	MECH FINAL	pass	
LONG SMITH 3003	LANDMARK ELEC	AM	T-CI	pass	
LONG SMITH 3011	LANDMARK ELEC	AM	T-CI	pass	
MAGNOLIA 1703	WILSON CHAN 626-318-1199 call prior	11AM	OCC FOR WATER	pass	
MANDOLA FARMS 506	TREVOR		DRIVEWAY	pass	
MANDOLA FARMS 506	TREVOR		PUBLIC WALK	pass	
MANDOLA FARMS 506	TREVOR		ENTRY WALK	pass	
RICHMOND PKWY 1827 #102	FERNANDO 713-873-1982	AM	MECH FINAL	pass	
THOMPSON 2115 #2	RAHEEL 832-469-2663	11AM	BUS OCC FOR COO	pass	
JANE LONG 202	ALICE 832-777-9155	PM	OCC FOR WATER	pending	check violations

10/14/2024

City Limits					
Address	Company	a/pm	Type of Inspection	Pass/Fail	Reason for Failure
AVE B 311	JAIMES IRR		IRR	pass	
AVE B 311	JAIMES IRR		BACK FLOW	pass	
BETH SCHOOL 24339	NOE GARCIA 281-746-8654	AM	PLB FINAL FOR POOL	fail	
BRAZOS TRAIL 6311	MTW		SLAB	pass	
BRAZOS TRAIL 6315	MTW		GROUND	pass	
BRAZOS TRAIL 6315	MTW		WATERLINE	pass	
BRAZOS TRAIL 6319	MTW		GROUND	pass	
BRAZOS TRAIL 6319	MTW		WATERLINE	pass	
LAMAR 1601	DANIEL 936-314-1661	AM	FINAL	pass	
SOUTHWEST FWY 22323	CHUY 832-908-0720	AM	ROUGH	pass	
YORKTOWN 1113	ABACUS - TONY PARKER 832-707-1504	8:30AM	WATER TREATMENT INSTALL	pass	

NON-PLUMBING

BETH SCHOOL 24339	NOE GARCIA 281-746-8654	AM	SWIMMING POOL FINAL	fail	* GC/Contractor not able to meet
BETH SCHOOL 24339	A & T ELEC	AM	ELECFINAL FOR POOL	fail	
BRAHMAN CT 6306	LANDMARK ELEC		T-POLE	pass	
BRAHMAN CT 6310	LANDMARK ELEC		T-POLE	pass	
COLLINS ST 807	DELFINO PALACIOS 346-418-7967	AM	OCC FOR WATER	pass	
JACKSON 1417	VINH PHAM 832-406-9345	AM	CEILING COVER	pass	
EMERALD LOCH 136	BAO 414-791-6622		OCC FOR WATER	pass	

Permit #	Date Issued	Address	Designation	Site APN	City	Zip	Applicant	Job Value	Fees Paid	Subdivision	Project Description
Commercial - Business Occupancy (C)											
<u>2024105</u>		140 Collins RD 300	Commercial	1740-02-014-0006-901	Richmond	77469	Collins Banquet Hall	0	50		Business Occupancy
<u>2024112</u>	10/28/2024	1601 Main Suite 102	Commercial		Richmond	77469	Preferred Contracting Services, Inc.	0	50		Collecting sales tax & do not engage in the direct sale of goods to customers at the company's location of business
								0	100		
Commercial - Electrical (C)											
<u>2024102</u>	10/14/2024	1212 FM 2218 RD	Commercial	0055-00-000-0643-901	Richmond	77469	D&J Electric LLC	0	45		
<u>2024146</u>	10/24/2024	1021 E HWY 90A	Commercial		Richmond	77406	Power services plus	0	295		Underground service entrance 600 amp parallels - replacing wires to reconnect services
<u>2024168</u>	10/31/2024	507 South Fourth Street	Commercial		Richmond	77469	McNutt Electric, Inc.	0	66		Run PVC underground to lights on a new sign
								0	406		
Commercial - Fence (C)											
<u>2024122</u>		402 Thompson Rd	Commercial		Richmond	77469	Print Out Inc	0	0		REPLACING A COMMERCIAL WOODEN FENCE
<u>2024150</u>		1002 Jackson ST	Commercial	7395-00-116-0010-901	Richmond	77469	Ronnie Love	0	0		Fence
<u>2024164</u>		112 Collins Rd & Calhoun st	Commercial		Richmond	77469	Kaitham Inc DBA SuperTech	0	0		FENCE
								0	0		
Commercial - Fire Protection (C)											
<u>2024128</u>	10/28/2024	1500 Jackson Street	Commercial		Richmond	77469	IPLEX Solutions LLC	0	900		Fire Sprinkler 6 devices relocated
<u>2024144</u>		1422 Eugene Heimann Cir. Ste. #31050	Commercial		Richmond	77469	Mr. Fire Protection LLC.	0	300		Fire Sprinkler
<u>2024170</u>		1422 Eugene Heimann Circle	Commercial		Richmond	77469	Wilson Fire Equipment	0	0		FIRE ALARM
								0	1200		
Commercial - New Construction (C)											
<u>2024139</u>	10/23/2024	20400 SW FREEWAY STE 130	Commercial		RICHMOND	77469	One Stop Restaurant	0	50		INSTALLING WALK IN FREEZER
<u>2024142</u>		1422 Eugen Heimann Circle	Commercial		Richmond	77469	PGAL	0	4675		Buildout of three courtrooms and associated office and jury deliberations areas on the first floor of the Fort Bend County Justice Center. Existing Building.
								0	4725		
Commercial - Plumbing (C)											
<u>2024101</u>	10/16/2024	1812 Maiden LN	Commercial	1855-00-002-0120-901	Richmond	77469	Benjamin Franklin	0	60		Gas test
<u>2024153</u>	10/29/2024	402 Morton ST	Commercial	7395-00-121-0000-901	Richmond	77469	Agape Plumbing LLC	0	0		installation of underground and aboveground gas line for
								0	60		

Monthly Permits Report Permit creation date between 10/14/2024 and 10/31/2024.

Commercial - Roof (C)

<u>2024155</u>		2208 Thompson Road	Commercial		Richmond	77469	SAQ Inc	0	0	ROOF PERMIT - START WORK WITHOUT PERMIT
								0	0	

Commercial - Sign (C)

<u>2024138</u>		2214 Thompson Rd	Commercial		Richmond	77469	Caf-Fein	0	0	Signage
<u>2024151</u>	11/12/2024	1827 Richmond parkway #103	Commercial		Richmond	77469	Craftech Signage	0	50	ONE ATTACHED SIGN
								0	50	

Residential - Demolition (R)

<u>2024161</u>	10/30/2024	207 fleming street Rear Shed	Residential		richmond	77469	personal	0	110	demolition of shed
								0	110	

Residential - Electrical (R)

<u>2024100</u>	10/14/2024	1800 Preston ST Space 23	Residential	0023-00-038-0000-901	Richmond	77469	Urbish Electric, LLC	0	35	REPLACE METERLOOP
<u>2024103</u>	10/15/2024	2206 N.Belmont Drive	Residential		Richmond	77469	GTE Electric LLC	0	16.5	Repair wiring in Study due to tree damage
<u>2024113</u>	10/22/2024	6315 Brazos Trail Drive	Residential		Richmond	77469	Landmark	0	193	New Electrical Work
<u>2024114</u>	10/22/2024	6319 Brazos Trail	Residential		Richmond	77469	Landmark	0	193	New Electrical Work
<u>2024124</u>	10/21/2024	2001 Meadow Ln.	Residential		Richmond	77469	Urbish Electric,	0	35	Replace conduit to meter can
<u>2024126</u>	10/22/2024	106 Riveredge Dr. Trailer A6	Residential		Richmond	77406	Urbish Electric, LLC	0	85	Replace the existing meter loop
<u>2024132</u>		6319 Brazos Trail	Residential		Richmond	77469	Landmark	0	0	New Electrical Work
<u>2024134</u>	10/23/2024	24315 Dyer Hill WAY	Residential	8497-36-002-0040-901	Richmond	77469	A Better Price Electrical Co	0	60	electrical service to pool equipment and lights
<u>2024147</u>		1611 Laurel Oaks DR	Residential	4875-01-001-0060-901	Richmond	77469	24/6 TECHNICAL	0	0	add receptacle, fan, 4 lights for patio
<u>2024165</u>	10/31/2024	1329 Herman Drive	Residential		Richmond	77406	Urbish Electric, LLC	0	35	SET METER POLE FOR MANUFACTURED HOME 200 AMP
								0	652.5	

Residential - Fence (R)

<u>2024111</u>		2012 Long DR	Residential	4785-00-002-0040-901	Richmond	77469	Twin City Fence	0	0	Fence
<u>2024115</u>		2009 Gammon ST	Residential	1876-00-000-0110-901	Richmond	77469	Eleodoro Vasquez	0	0	New Pine Fence
<u>2024116</u>		2007 Gammon	Residential		Richmond	77469	Eleodoro	0	0	New 40ft of fence 6ft tall
								0	0	

Residential - Mechanical (R)

<u>2024110</u>	10/17/2024	605 Center ST	Residential	3010-04-004-0020-901	Richmond	77469	Air Kings A/C And Heating	0	265	New HVAC installation
<u>2024120</u>	10/21/2024	1530 Edgewood	Residential		Richmond	77406	E.B. Air LLC	0	140	Replace indoor and outdoor units. Adapt back to existing ductwork, wiring and piping
<u>2024129</u>	10/22/2024	6311 Brahman	Residential		Richmond	77469	L&S Mechanical	0	200	mechanical installation for new residential build
<u>2024130</u>	10/22/2024	6306 Brahman	Residential		Richmond	77469	L&S Mechanical	0	200	mechanical installation for new residential homes
<u>2024131</u>	10/22/2024	6310 Brahman	Residential		Richmond	77469	L&S Mechanical	0	200	mechanical installation for new residential homes
<u>2024133</u>	10/29/2024	227 ROCHELLE ST	Residential		RICHMOND	77469	BVS HOME	0	155	REPLACE 3 TON HVAC SYSTEM

Monthly Permits Report Permit creation date between 10/14/2024 and 10/31/2024.

City of Richmond, TX

<u>2024135</u>	11/08/2024	6311 brazos	Residential	Richmond	77469	L&S Mechanical	0	200	mechanical installation for new residential homes
<u>2024136</u>	11/08/2024	6315 brazos	Residential	Richmond	77469	L&S Mechanical	0	200	Mechanical Installation for new residential homes
<u>2024137</u>	11/08/2024	6319 Brazos	Residential	Richmond	77469	L&S Mechanical	0	200	mechanical installation for new residential homes
							0	1760	
Residential - New Construction (R)									
<u>2024143</u>		411 Richmond Place DR	Residential	Richmond	77469	TriSMART Solar	0	0	Installation of roof mounted solar panels
<u>2024148</u>	10/28/2024	1307 Jenny Lane	Residential	Richmond	77469	Bernardo	0	35	Demo
<u>2024163</u>		419 Clay St	Residential	Richmond	77469	Leina Renovations	0	175	Framing, plumbing, electrical, cosmetic upgrades to bring up to code. Replica of previous project
<u>2024166</u>		207 Douglas St	Residential	Richmond	77469	DIRECT COVFNANT	0	642.43	Construction of Duplex Building
							0	852.43	
Residential - Occupancy (R)									
<u>2024125</u>	10/21/2024	6322 Buffalo Bend Lane	Residential	Richmond	77469	Leroy Marinoni	0	25	RESIDENTIAL OCCUPANCY
<u>2024127</u>	10/22/2024	904 S 3rd Street	Residential	Richmond	77469	Joel Rice	0	50	RESIDENTIAL OCCUPANCY
<u>2024141</u>	11/11/2024	215 Wheaton street	Residential	richmond	77469	N/A	0	25	Residential Occupancy
<u>2024149</u>	10/28/2024	305 Rochelle street	Residential	Richmond	77469	Tenant	0	50	Residential Occupancy
<u>2024152</u>	10/29/2024	2111 Crestwood Dr	Residential	Richmond	77469	Yong Qin	0	50	RESIDENTIAL OCCUPANCY
<u>2024156</u>	11/01/2024	610 S 5th Street	Residential	Richmond	77469	Sisters	0	25	RESIDENTIAL OCCUPANCY
							0	225	
Residential - Plumbing (R)									
<u>2024104</u>	10/15/2024	6350 brazos trail	Residential	richmond	77469	Mogonye Land	0	110	ir and backflow install
<u>2024106</u>	10/15/2024	6406 brazos trail	Residential	richmond	77469	Mogonye Land	0	110	ir and backflow install
<u>2024107</u>	10/16/2024	215 Rochelle ST	Residential	Richmond	77469	BM Plumbing	0	30	Installation of fixtures #4
<u>2024109</u>	10/16/2024	24315 Dyer Hill WAY	Residential	Richmond	77469	Gold Plumbing Company	0	150	New job Job Description : Swimming pool Including: -Drain Heads: 8 -Gas line will be ran from gas meter to pool heater - Area Drains Down spout tied in (2) -Vac Breaker -All other gas - Will be replacing a gas water heater and water lines in wall
<u>2024121</u>	10/21/2024	1918 Teakwood DR	Residential	Richmond	77469	Covenant Plumbing	0	100	Plumbing installation for new residential homes
<u>2024123</u>	10/22/2024	210 Hope LN	Residential	Richmond	77469	L&S Mechanical	0	480	ir and backflow install
<u>2024140</u>	10/23/2024	6315 Brazos Trail	Residential	Richmond	77406	Mogonye Land	0	85	ir and backflow install
<u>2024145</u>	10/24/2024	106 Riveredge Drive #A6	Residential	Richmond	77469	Brazos Plumbing	0	60	water and sewer hook up for mobile home
<u>2024154</u>	10/30/2024	506 Mandola Farms Drive	Residential	Richmond	77406	Jaime's Landscaping	0	85	Irrigation front & back yard
<u>2024157</u>	10/31/2024	6311 Brahman	Residential	Richmond	77469	Mogonye Land	0	85	ir and backflow install
<u>2024158</u>	10/31/2024	3015 Long Smith Cottage	Residential	richmond	77469	Mogonye Land Tech	0	85	ir and backflow isntall
<u>2024159</u>	10/31/2024	6311 Brazos Trail	Residential	Richmond	77469	Mogonye Land	0	85	ir and backflow isntall
<u>2024160</u>	10/31/2024	6319 Brazos Trail	Residential	Richmond	77469	Mogonye Land	0	85	ir and backflow install

Monthly Permits Report Permit creation date between 10/14/2024 and 10/31/2024.

<u>2024167</u>	10/31/2024	1202 Center St	Residential	Richmond	77469	Brazos	0	35	Gas test for service ir and backflow install
<u>2024169</u>	11/05/2024	6310 Brahman	Residential	Richmond	77469	Mogonye Land	0	85	
							0	1670	

Residential - Recreational Vehicle Placement (R)

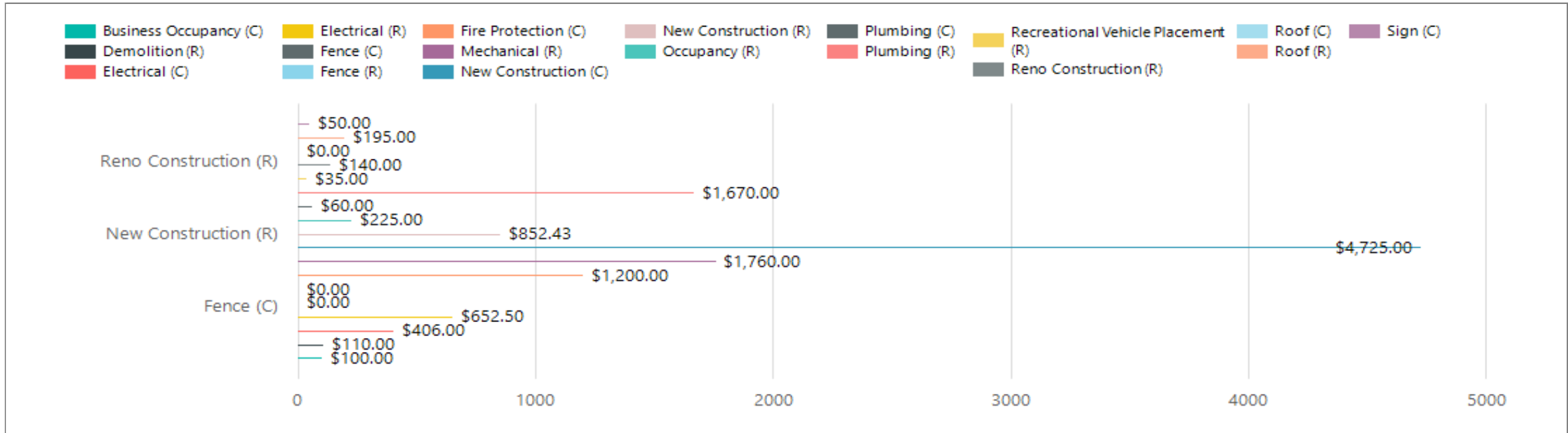
<u>2024117</u>	10/21/2024	106 Riveredge Drive Slot B-8	Residential	Richmond	77406	Philip Gaston	0	35	RV PERMIT
							0	35	

Residential - Reno Construction (R)

<u>2024162</u>		415 Clay St	Residential	Richmond	77471	Leina Renovations	0	140	Framing, electrical, plumbing, cosmetic repairs. Bringing up to code. Replica of previously
							0	140	

Residential - Roof (R)

<u>2024108</u>	10/16/2024	1109 Yorktown st	Residential	Richmond	77469	Barron's	0	60	ROOF PERMIT START WORK W/O PERMIT
<u>2024118</u>	10/18/2024	1012 Jerry st	Residential	Richmond	77469	First choice roofing	0	135	
							0	195	
							0	12180.93	





City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

Code Enforcement Report

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.



Code Enforcement

October 2024

**For
Mayor Rebecca Haas**

**Commissioners
Barry Beard
Alex BeMent
Carl Drozd
Terry Gaul**

CODE ENFORCEMENT OCTOBER REPORT

Activity Summary for Code Enforcement

The Code Compliance Department opened 10 new cases and closed 39 cases. The department closed out in October with 207 open cases. A total of 31 cases are pending with the municipal court. The next Building and Standards Commission meets on January 7, 2025, at 5:00 pm.

See attached reports:

- New Open Cases
- Dangerous Structures
- Closed Cases
- Municipal Cases
- Total Open
- Health Inspection Report

**CODE ENFORCEMENT
OCTOBER REPORT**

New Open Cases

Project ID	Address	VIOLATIONS	Applied Date
CE-24-360-CV	206 Fleming ST	Rubbish	10/29/2024
CE-24-358-CV	1501 Jenny Ln	Manufactured Home Standards	10/21/2024
CE-24-357-CV	1307 Jenny Ln	Dangerous Building	10/21/2024
CE-24-356-CV	1107 Jenny Ln	Manufactured Home Standards	10/21/2024
CE-24-355-CV	1503 Jenny Ln	Dangerous Building	10/21/2024
CE-24-354-CV	402 S 11th ST	No Permit	10/7/2024
CE-24-352-CV	207 Highway 90A	Food License Expired	10/4/2024
CE-24-351-CV	741 Highway 90A	Food License Expired	10/4/2024
CE-24-350-CV	1809 Paloma AVE	High Weeds	10/2/2024
CE-24-349-CV	615 Center ST	JMV	10/1/2024

**CODE ENFORCEMENT
OCTOBER REPORT**

Dangerous Structures

Case #	Case Date	Address of Violation	Description of Violation
20220188	4/21/2022	209 Calhoun St	Dangerous Structure
20220240	6/1/2022	1205 Preston St	Dangerous Structure
20220680	12/29/2022	1717 Paloma Ave	Dangerous Structure
20210425	3/22/2023	101 South 3rd	Dangerous Structure
CE-24-181-CV	6/12/2024	1610 George Avenue	Dangerous Structure
CE-24-193-CV	6/13/2024	816 Leonard Avenue	Dangerous Structure
CE-24-160-CV	11/5/2024	Dowling	Dangerous Structure
CE-24-88-CV	11/6/2024	204 Douglas	Dangerous Structure

**CODE ENFORCEMENT
CLOSED CASES
OCTOBER REPORT**

DATE	REPORT NUMBER	ADDRESS	VIOLATION
8/21/2023	20230457	1809 Paloma AVE	Weeds, Drainage easements, Accessory Structures, Fence Permit
8/25/2023	20230474	336 Rocky Falls PKWY, SPC #42	Dangerous Structure, Exterior Walls , Permit
8/25/2023	20230475	1810 Preston ST	Weeds, Rubbish
10/4/2024	CE-24-353-CV	513 FM 359 RD	Food License Expired
2/5/2024	CE-24-39-CV	1209 Winston Dr	Fence Permit, Fences and Walls
8/8/2024	CE-24-303-CV	210 Hope LN	Vacant property with high weeds in the ditch areas and sidewalk areas.
7/3/2024	CE-24-239-CV	2012 Long DR	(2) utility trailers parked on side of driveway and have been there for over
6/17/2024	CE-24-202-CV	1116C Edgewood	WEEDS
6/17/2024	CE-24-201-CV	1329 Edgewood DR	WEEDS, RUBBISH
5/20/2024	CE-24-136-CV	607 Fannin	DANGEROUS BUILDING THAT IS VACANT, OPEN AND IN DISREPAIR. HIGH WEEDS, TRASH AND RUBBISH
1/26/2024	CE-24-29-CV	1613 Paloma AVE	Driveways, Fences and Walls, Fence Permit
9/3/2024	CE-24-329-CV	510 Collins RD	Rubbish
8/28/2024	CE-24-325-CV	Richmond PKWY	High Weeds
5/21/2024	CE-24-148-CV	902 RICHMOND PKWY	High Weeds
5/21/2024	CE-24-146-CV	Richmond PKWY	High Weeds
5/21/2024	CE-24-149-CV	Richmond PKWY	High Weeds
8/1/2024	CE-24-278-CV	1300 Jenny	High Weeds
6/10/2024	CE-24-175-CV	1008 S 6th ST	High Weeds
6/10/2024	CE-24-173-CV	215 Wheaton ST	High Weeds
5/21/2024	CE-24-161-CV	1104 S 3rd ST	High Weeds
5/21/2024	CE-24-153-CV	1008 S 6th ST	Rubbish
5/21/2024	CE-24-152-CV	407 Fannin ST	High Weeds
5/20/2024	CE-24-144-CV	902 RICHMOND PKWY	High Weeds
5/20/2024	CE-24-138-CV	903 S 7th ST	Rubbish
5/20/2024	CE-24-125-CV	908-910 S 3rd ST	High Weeds
5/20/2024	CE-24-124-CV	910 third	High Weeds
5/20/2024	CE-24-123-CV	211 Austin	No Permit
5/20/2024	CE-24-122-CV	503 Austin ST	High Weeds
5/20/2024	CE-24-121-CV	405 Austin ST	High Weeds
8/1/2024	CE-24-282-CV	5333 FM 1640	Food License Expired
8/1/2024	CE-24-281-CV	705 Jackson ST	Food License Expired
7/31/2024	CE-24-275-CV	1305 Clay RD	Food License Expired
10/4/2024	CE-24-353-CV	513 FM 359 RD	Food License Expired

**CODE ENFORCEMENT
CLOSED CASES
OCTOBER REPORT**

DATE	REPORT NUMBER	ADDRESS	VIOLATION
1/8/2024	CE-24-16-CV	500 N 8th ST	High Weeds
2/19/2024	CE-24-55-CV	1202 San Jacinto AVE	Rubbish
2/19/2024	CE-24-57-CV	1106 San Jacinto Ave	Rubbish
2/19/2024	CE-24-58-CV	1101 Alamo AVE	Rubbish
1/8/2024	CE-24-16-CV	500 N 8th ST	High Weeds
7/17/2023	20230412	1302 Jenny	Garbage and Rubbish

CODE ENFORCEMENT OCTOBER REPORT

Municipal Cases

Project ID	Description	Property	Violations	Applied Date
CE-24-337-CV	Municipal Summons	1005 Maiden LN	High Weeds	9/12/2024
CE-24-336-CV	Municipal Summons	Maiden LN	High Weeds	9/12/2024
CE-24-179-CV	Municipal Summons	603 Calhoun ST	Vacant property has high weeds.	6/12/2024
CE-24-178-CV	Municipal Summons	101 S 7th ST	Vacant property back side of 600 Morton Street has high weeds.	6/12/2024
CE-24-170-CV	Municipal Summons	2001 Briarlane DR	Fence Permit	6/4/2024
CE-24-160-CV	Municipal Summons	Dowling DR	Dangerous Structure , Accessory Structures, Weeds, Drainage easements,	5/21/2024
CE-24-110-CV	Municipal Summons	112 Collins RD	Rubbish	4/17/2024
CE-24-102-CV	Municipal Summons	1609 Branch AVE	Fence Permit	4/8/2024
CE-24-90-CV	Municipal Summons	Calhoun ST	Weeds, Rubbish	3/25/2024
CE-24-82-CV	Municipal Summons	1012 Powell ST	Drainage easements and surface discharge of sewage, Fence Permit, Fences and Walls	3/19/2024
CE-24-69-CV	Municipal Summons	1012 Powell ST	Rubbish, Public Nuisance, Weeds, Parking	3/7/2024
CE-24-48-CV	Municipal Summons	1504-1600 George AVE	No Permit	2/14/2024
CE-24-8-CV	Municipal Summons	1511 Chestnut LN	Pile of tree limbs on front lawn & h/w on r/s.	1/4/2024
CE-23-40-CV	Municipal Summons	Highway 90A	Land Clearing Permit, Weeds, Tree Removal Permit	12/27/2023
CE-23-35-CV	Municipal Summons	202 Jane Long LN	Exterior Walls, Glazing, Motor Vehicles, Roof and Drainage,	12/5/2023
20230458	Municipal Summons	105 Grayless ST	No Permit	8/21/2023
20230448	Municipal Summons	1900 George AVE	Trees, Weeds, Rubbish	8/8/2023
20230405	Municipal Summons	1100 San Jacinto AVE	No Permit	7/17/2023

CODE ENFORCEMENT OCTOBER REPORT

Municipal Summons

Citation #	Name	Status	Status Date/Tir	Offense	Viol Location
CE24-170-CV	BURKI REALTY GROUP INC	HP	10/10/2024	PERMITS & PROCEDURES-FENCE PERMIT	The 2001 block of BRIARLANE DRIVE
CE24-82	GUTIERREZ, WINSTON & SOFIA	HP	10/10/2024	BUILDING & STRUCTURES STANDARDS-FENCES AND WALLS	The 1012 block of POWELL STREET
CE24-82	GUTIERREZ, WINSTON & SOFIA	HP	10/10/2024	PERMITS & PROCEDURES-FENCE PERMIT	The 1012 block of POWELL STREET
CE24-69	GUTIERREZ, WINSTON & SOFIA	HP	10/10/2024	UNSANITARY CONDITIONS-ATTRACT OR HARBORMOSQUITOES, RODENTS, VERMI	The 1012 block of POWELL STREET
CE24-69	GUTIERREZ, WINSTON & SOFIA	HP	10/10/2024	NUISANCES-WEEDS OR BRUSH	The 1012 block of POWELL STREET
CE-24-102CV	HERNANDEZ, JAMES & MARYANN ZUNIGA	HP	10/10/2024	BUILDING & STRUCTURES STANDARDS-FENCES AND WALLS	The 1609 block of BRANCH AVENUE
CE-24-102CV	HERNANDEZ, JAMES & MARYANN ZUNIGA	HP	10/10/2024	PERMITS & PROCEDURES-FENCE PERMIT	The 1609 block of BRANCH AVENUE
CE24-90-CV	KAITHAMATTATHIL, BABY	HP	10/10/2024	NUISANCES-WEEDS OR BRUSH	CALHOUN STREET
CE24-90-CV	KAITHAMATTATHIL, BABY	HP	10/10/2024	UNSANITARY CONDITIONS-ATTRACT OR HARBORMOSQUITOES, RODENTS, VERMI	CALHOUN STREET
CE24-90-CV	KAITHAMATTATHIL, BABY	HP	10/10/2024	ILLEGAL DUMPING- GARBAGE, RUBBISH, UNSANITARY MATTER	CALHOUN STREET
CE24-110-CV	KAITHAMATTATHIL, BABY & SAJU ASTHAPPAN	HP	10/10/2024	NUISANCE-RUBBISH ON PROPERTY	The 112 block of COLLINS ROAD
CE24-110-CV	KAITHAMATTATHIL, BABY & SAJU ASTHAPPAN	HP	10/10/2024	UNSANITARY CONDITIONS-ATTRACT OR HARBORMOSQUITOES, RODENTS, VERMI	The 112 block of COLLINS ROAD
CE24-110-CV	KAITHAMATTATHIL, BABY & SAJU ASTHAPPAN	HP	10/10/2024	ILLEGAL DUMPING- GARBAGE, RUBBISH, UNSANITARY MATTER	The 112 block of COLLINS ROAD
CE24-180-CV	MCCALL, NATHANIEL & KRISTY	HP	10/10/2024	NUISANCES-WEEDS OR BRUSH	The 104 block of 6TH STREET
CE24-180-CV	MCCALL, NATHANIEL & KRISTY	HP	10/10/2024	NUISANCES-DEAD, DISEASED OR DAMAGED TREE	The 104 block of 6TH STREET
CE24-180-CV	MCCALL, NATHANIEL & KRISTY	HP	10/10/2024	ILLEGAL DUMPING- GARBAGE, RUBBISH, UNSANITARY MATTER	The 104 block of 6TH STREET
CE24-178CV	MCCALL, NATHANIEL & KRISTY	HP	10/10/2024	NUISANCES-WEEDS OR BRUSH	The 101 block of 7TH STREET
CE24-179CV	MCCALL, NATHANIEL & KRISTY	HP	10/10/2024	NUISANCES-WEEDS OR BRUSH	The 603 block of CALHOUN STREET
CE23-40CV	PALLA, PRASANNA & RAGHU	HP	10/10/2024	PERMITS & PROCEDURES-LAND CLEARING PERMIT	HIGHWAY 90A
CE23-40CV	PALLA, PRASANNA & RAGHU	HP	10/10/2024	PERMITS & PROCEDURES-TREE REMOVAL PERMIT	HIGHWAY 90A
CE23-0327	TRUJILLO, JAIME	HP	10/10/2024	MOTOR VEHICLE-IMPROPER STORAGE	The 803 block of COLLINS STREET
CE23-0327	TRUJILLO, JAIME	HP	10/10/2024	JUNK VEHICLE	The 803 block of COLLINS STREET

**CODE ENFORCEMENT
TOTAL OPEN CASES**

Project ID	Address	VIOLATIONS	Applied Date
20220188	209 Calhoun ST	Dangerous Structure	4/21/2022
20220240	1205 Preston ST	Dangerous Structure	6/1/2022
20220450	304 Riveredge DR	Dangerous Structure	8/12/2022
20220680	1717 Paloma AVE	Dangerous Structure	12/29/2022
20230012	514 Riveredge DR	Accessory Structures	1/13/2023
20230017	1212 FM 2218 RD	Sign Violations	1/23/2023
20230081	2116 Gammon ST #24 24	Accessory Structures	2/22/2023
20230154	304 Riveredge DR	Trees, Weeds, Rubbish	3/21/2023
20230158	308 Riveredge DR	Dangerous Structure	3/22/2023
20230215	701 Collins ST	No Permit	4/6/2023
20230214	701 Collins ST	No Permit	4/6/2023
20230257	519 Riveredge DR	Dangerous Fence	5/5/2023
20230259	602 Riveredge DR	Property Maintenance (Exterior)	5/5/2023
20230260	308 DAMON ST	Property Maintenance (Exterior)	5/9/2023
20230300	502 Burnet ST	JMV, Motor Vehicles, Rubbish, Weeds, Drainage , Parking	6/5/2023
20230317	1404 Preston ST	Sanitary Drainage System, Rubbish, Parking, Fence Permit, Cert. of Occupancy, Building Permit, Acces (...)	6/8/2023
20230319	Richmond PKWY	Trees, Weeds, Rubbish	6/12/2023
20230340	1205 Preston ST	Garbage and Rubbish	6/21/2023
20230398	20440 Pointe West CIR	No Permit	7/13/2023
20230418	311 AUSTIN ST	Junked Vehicle	7/26/2023
20230431	231 Rochelle ST	Exterior Walls, Protective Treatments. Means of Egress, Permit	8/2/2023
20230429	231 Rochelle ST	Trees, Weeds, Rubbish	8/2/2023
20230463	1710 Laurel Oaks DR	Accessory Structures	8/22/2023
20230469	304 Grayless ST	Trees, Weeds, Rubbish	8/23/2023
CE-23-18-CV	1509 Chestnut Ln	Chopped wood and branches being stored on the front lawn.	9/15/2023
CE-23-21-CV	1305 Elm ST	Rubbish - Bulk trash and rubbish being stored at the curb on a non-trash day.	9/18/2023
CE-23-22-CV	311 S 11th ST	Sign violation	9/19/2023
CE-23-36-CV	819 Collins ST	Dangerous Building, No Permit, Weeds, Rubbish, Address Identification, Roof and Drainage, Stairways, (...)	12/18/2023
CE-24-7-CV	2015 Lamar DR	Multiple Violations	1/3/2024
CE-24-9-CV	1500 Holly CIR	Multiple Violations	1/4/2024
CE-24-13-CV	816 Mabel ST	Residential Rental Registration	1/8/2024
CE-24-17-CV	N 8th ST	Multiple Violations	1/8/2024
CE-24-21-CV	Highway 90A	High Weeds	1/11/2024
CE-24-22-CV	1800 FM 1640	Multiple Violations	1/11/2024
CE-24-26-CV	1100 Travis ST	Rubbish	1/23/2024

**CODE ENFORCEMENT
TOTAL OPEN CASES**

Project ID	Address	VIOLATIONS	Applied Date
CE-24-27-CV	901 Winston DR	Multiple Violations	1/24/2024
CE-24-28-CV	1605 Branch AVE	Multiple Violations	1/26/2024
CE-24-32-CV	2103 Dowling DR	Rubbish	1/29/2024
CE-24-33-CV	301 Rochelle ST	Rubbish	1/30/2024
CE-24-34-CV	305 Rochelle ST	Rubbish	1/30/2024
CE-24-35-CV	1503 Austin St	Multiple Violations	2/1/2024
CE-24-36-CV	1513 chestnut	Rubbish	2/5/2024
CE-24-38-CV	1207 Elm St	No Permit	2/5/2024
CE-24-40-CV	703 Newton DR	Dangerous Building	2/7/2024
CE-24-41-CV	1208 Trenton ST	Multiple Violations	2/9/2024
CE-24-42-CV	1502 Center ST	Dangerous Building	2/9/2024
CE-24-43-CV	803 Collins ST	Rubbish	2/12/2024
CE-24-44-CV	1505 Carver AVE	Rubbish	2/13/2024
CE-24-45-CV	715 Maiden LN	Multiple Violations	2/14/2024
CE-24-47-CV	2014 Gammon ST	Accessory Structure	2/14/2024
CE-24-50-CV	Highway 90A	Rubbish	2/15/2024
CE-24-51-CV	1716 Branch AVE	Rubbish	2/15/2024
CE-24-52-CV	1100 San Jacinto AVE	Rubbish	2/19/2024
CE-24-54-CV	1208 San Jacinto AVE	Multiple Violations	2/19/2024
CE-24-60-CV	1303 Alamo AVE	No Permit	2/19/2024
CE-24-61-CV	2217 S Belmont DR	No Permit	2/19/2024
CE-24-63-CV	811 Lettie ST	Multiple Violations	2/21/2024
CE-24-64-CV	1107 Alamo AVE	Rubbish	2/21/2024
CE-24-66-CV	1305 Trenton St	JMV	2/21/2024
CE-24-67-CV	1109 Fair Oaks DR	Multiple Violations	2/21/2024
CE-24-68-CV	1016 Powell ST	Multiple Violations	3/7/2024
CE-24-72-CV	206 Collins RD	Dangerous Building	3/12/2024
CE-24-73-CV	1406 Preston ST	High Weeds	3/12/2024
CE-24-79-CV	1017 Winston DR	No Permit	3/19/2024
CE-24-80-CV	208 Collins RD	Multiple Violations	3/19/2024
CE-24-81-CV	1102 Leonard AVE	Rubbish	3/19/2024
CE-24-84-CV	1124 Courtney DR	No Permit	3/19/2024
CE-24-85-CV	215 Rochelle ST	High Weeds	3/22/2024
CE-24-86-CV	818 Mabel ST	High Weeds	3/22/2024
CE-24-87-CV	1111 Lydia ST	Multiple Violations	3/25/2024
CE-24-88-CV	204 Douglas ST	Dangerous Building	3/25/2024
CE-24-89-CV	204 Douglas ST	Multiple Violations	3/25/2024
CE-24-92-CV	2009 Fiesta LN #14 14	No Permit	3/27/2024
CE-24-95-CV	1106 Winchester DR	High Weeds	4/3/2024
CE-24-97-CV	1115 Fair Oaks Dr	No Permit	4/4/2024
CE-24-98-CV	1202 Trenton ST	No Permit	4/5/2024
CE-24-99-CV	1107 Goliad AVE	No Permit	4/5/2024
CE-24-100-CV	801 Morton ST	No Permit	4/5/2024
CE-24-101-CV	1103 Trenton ST	No Permit	4/5/2024
CE-24-103-CV	314 Mellon ST	Dangerous Building	4/9/2024
CE-24-104-CV	609 Center ST	High Weeds	4/10/2024
CE-24-105-CV	609 Front ST	Multiple Violations	4/11/2024

**CODE ENFORCEMENT
TOTAL OPEN CASES**

Project ID	Address	VIOLATIONS	Applied Date
CE-24-106-CV	609 Front ST	Accessory Structure	4/11/2024
CE-24-107-CV	1001 S 7th ST	Dangerous Building	4/15/2024
CE-24-108-CV	1717 George AVE	Rubbish	4/15/2024
CE-24-109-CV	1709 George AVE	No Permit	4/15/2024
CE-24-112-CV	405 S Union ST	Multiple Violations	4/18/2024
CE-24-126-CV	308 Fannin ST	JMV	5/20/2024
CE-24-130-CV	411 Fannin ST	Rubbish	5/20/2024
CE-24-131-CV	500 Fannin ST	Rubbish	5/20/2024
CE-24-133-CV	911 S 6th ST	High Weeds	5/20/2024
CE-24-134-CV	907 S 6th ST	High Weeds	5/20/2024
CE-24-135-CV	211 Richmond PKWY	No Permit	5/20/2024
CE-24-137-CV	1205 Goliad	High Weeds	5/20/2024
CE-24-139-CV	1003 S. 7th	Dangerous Building	5/20/2024
CE-24-141-CV	1008 S 6th ST	High Weeds	5/20/2024
CE-24-147-CV	Richmond PKWY	High Weeds	5/21/2024
CE-24-155-CV	509 Burnet ST	High Weeds	5/21/2024
CE-24-156-CV	413 Burnet ST	Rubbish	5/21/2024
CE-24-162-CV	1106A S 3rd ST	High Weeds	5/21/2024
CE-24-163-CV	1101 3rd ST	High Weeds	5/21/2024
CE-24-164-CV	1101 3rd ST	High Weeds	5/21/2024
CE-24-165-CV	1702 Mulberry DR	JMV	5/28/2024
CE-24-167-CV	1506 Hawthorn DR	No Permit	6/3/2024
CE-24-168-CV	609 Newton DR	High Weeds	6/3/2024
CE-24-174-CV	203 Wheaton ST.	JMV	6/10/2024
CE-24-180-CV	104 S 6th ST	High Weeds	6/12/2024
CE-24-181-CV	1610 George AVE	Dangerous Building	6/12/2024
CE-24-182-CV	1610 Branch AVE	No Permit	6/12/2024
CE-24-183-CV	1612 George AVE	Fence Violation	6/12/2024
CE-24-184-CV	1621 George AVE	Dangerous Building	6/12/2024
CE-24-186-CV	312 Mellon	No Permit	6/12/2024
CE-24-188-CV	1609 Carver AVE	Multiple Violations	6/13/2024
CE-24-189-CV	206 Riveredge DR.	JMV	6/13/2024
CE-24-190-CV	1605 Carver Ave	Rubbish	6/13/2024
CE-24-193-CV	816 Leonard AVE.	Dangerous Building	6/13/2024
CE-24-194-CV	Mellon ST	Rubbish	6/14/2024
CE-24-195-CV	309 Mellon ST	JMV	6/14/2024
CE-24-196-CV	1310 Newlin DR	Rubbish	6/17/2024
CE-24-198-CV	602 Crawford CIR	Rubbish	6/17/2024
CE-24-199-CV	1407 Edgewood DR	Rubbish	6/17/2024
CE-24-200-CV	1401 Edgewood DR	Rubbish	6/17/2024
CE-24-210-CV	315 Preston ST	High Weeds	6/18/2024
CE-24-211-CV	1105 Goliad AVE	High Weeds	6/18/2024
CE-24-212-CV	1208 Fair Oaks DR	High Weeds	6/20/2024
CE-24-213-CV	401 Burnet ST	Rubbish	6/20/2024
CE-24-214-CV	204 Douglas ST	Certificate of Occupancy	6/21/2024
CE-24-218-CV	1706 Magnolia LN	Rubbish	6/25/2024
CE-24-220-CV	228 Collins RD	Fence Permit	6/25/2024

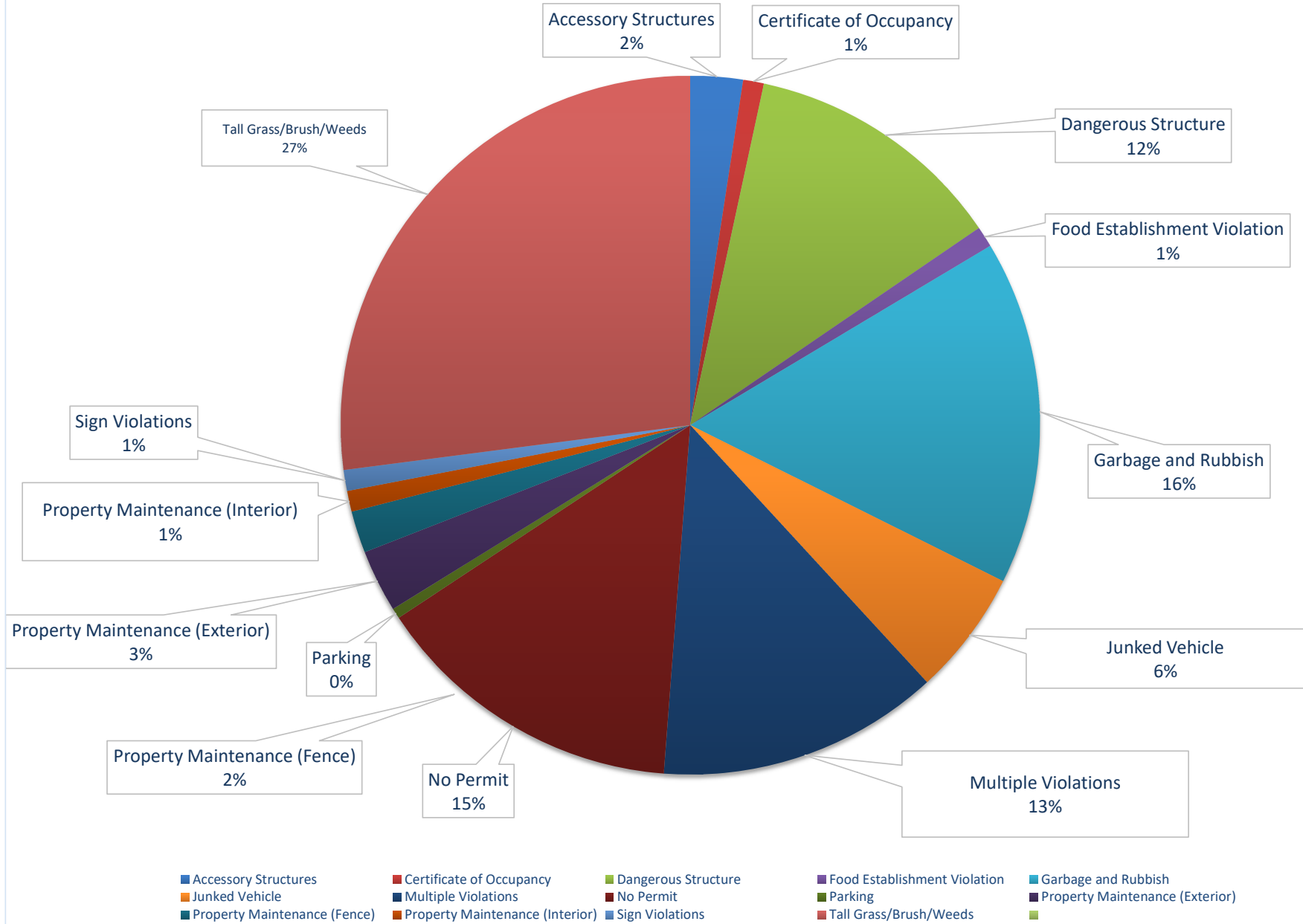
**CODE ENFORCEMENT
TOTAL OPEN CASES**

Project ID	Address	VIOLATIONS	Applied Date
CE-24-221-CV	1005 Maiden LN	High Weeds	6/26/2024
CE-24-223-CV	Irvin ST	High Weeds	6/26/2024
CE-24-225-CV	1824 Laurel Oaks DR	Multiple Violations	6/26/2024
CE-24-237-CV	401 N 10th ST	Dangerous Building	7/2/2024
CE-24-252-CV	302 Damon ST	No Permit	7/11/2024
CE-24-254-CV	410 Riveredge DR	JMV	7/15/2024
CE-24-255-CV	1914 George AVE	No Permit	7/16/2024
CE-24-257-CV	603 Fannin St.	Multiple Violations	7/22/2024
CE-24-258-CV	1308 Yorktown	High Weeds	7/22/2024
CE-24-260-CV	610 Fields ST,	High Weeds	7/23/2024
CE-24-262-CV	807 Fields	JMV	7/23/2024
CE-24-265-CV	602 Fields ST	High Weeds	7/23/2024
CE-24-266-CV	803 Fields ST	High Weeds	7/23/2024
CE-24-267-CV	815 Fields ST	JMV	7/23/2024
CE-24-268-CV	904 Fields ST	High weeds	7/23/2024
CE-24-269-CV	615 Center ST	Multiple Violations	7/24/2024
CE-24-270-CV	1900 George AVE	No Permit	7/26/2024
CE-24-272-CV	2018 Thompson RD	Multiple Violations	7/31/2024
CE-24-273-CV	1800 Mustang AVE	Rubbish	7/31/2024
CE-24-277-CV	1110 Rufus ST	High Weeds	8/1/2024
CE-24-279-CV	1100-1712 Clay ST	High Weeds	8/1/2024
CE-24-286-CV	2110 Tanglelane ST	Multiply Violations	8/5/2024
CE-24-287-CV	310 Calhoun ST	Trees	8/5/2024
CE-24-289-CV	308 Calhoun ST	High Weeds	8/5/2024
CE-24-290-CV	306 Calhoun ST	High Weeds	8/5/2024
CE-24-291-CV	2108 TANGLELANE ST	Fence in disrepair	8/5/2024
CE-24-292-CV	507 Travis ST	Trees	8/6/2024
CE-24-296-CV	1111 Fort ST	Dangerous Building	8/7/2024
CE-24-298-CV	401 N 10th ST	High Weeds	8/7/2024
CE-24-300-CV	1610 George AVE	High Weeds	8/8/2024
CE-24-302-CV	1803 Rocky Falls RD, REAR	Dangerous Building	8/8/2024
CE-24-305-CV	1818 Mustang AVE	Property Maintenance (Interior)	8/8/2024
CE-24-306-CV	913 Victoria DR	No Permit	8/9/2024
CE-24-307-CV	1111 Fort ST	Rubbish	8/9/2024
CE-24-308-CV	503 N 10th ST	Rubbish	8/12/2024
CE-24-310-CV	211 Calhoun ST	High Weeds	8/13/2024
CE-24-311-CV	206 Morton ST	Dangerous Building	8/15/2024
CE-24-312-CV	140 Collins RD	Certificate of Occupancy	8/15/2024
CE-24-313-CV	803 Collins ST	No Permit	8/19/2024
CE-24-314-CV	1611 Laurel Oaks DR	No Permit	8/19/2024
CE-24-315-CV	209 Calhoun ST	High Weeds	8/20/2024
CE-24-316-CV	2116 Gammon ST #24 24	No Permit	8/20/2024
CE-24-318-CV	1716 Carver AVE	Rubbish	8/23/2024
CE-24-319-CV	Highway 90A	High Weeds	8/26/2024
CE-24-321-CV	Highway 90A	High Weeds	8/27/2024
CE-24-322-CV	Highway 90A	High Weeds	8/27/2024
CE-24-323-CV	Highway 90A	Trees	8/27/2024

**CODE ENFORCEMENT
TOTAL OPEN CASES**

Project ID	Address	VIOLATIONS	Applied Date
CE-24-324-CV	Richmond PKWY	High Weeds	8/28/2024
CE-24-326-CV	Richmond PKWY	High Weeds	8/28/2024
CE-24-327-CV	1801 Cypress DR	Parking	9/3/2024
CE-24-328-CV		Trees	9/3/2024
CE-24-330-CV	1708 Hawthorn DR	High Weeds	9/3/2024
CE-24-331-CV	1800 Mustang AVE	Property Maintenance (Interior)	9/3/2024
CE-24-332-CV	1009 S 7th ST	Multiple Violations	9/5/2024
CE-24-333-CV	1009/ 1013 S 7th ST	Multiple Violations	9/9/2024
CE-24-334-CV	316 Rocky Falls PKWY, SPC #21	Dangerous Building	9/9/2024
CE-24-335-CV	1812 Maiden LN	No Permit	9/12/2024
CE-24-338-CV	218 Fleming ST	High Weeds	9/16/2024
CE-24-339-CV	207 Fleming ST	Dangerous Building	9/16/2024
CE-24-340-CV	1600 Rocky Falls RD	High Weeds	9/17/2024
CE-24-341-CV	1316 Courtney ST	Dangerous Building	9/17/2024
CE-24-342-CV	217 Fleming ST	High Weeds	9/20/2024
CE-24-343-CV	Fleming ST	High Weeds	9/20/2024
CE-24-344-CV	225 Fleming ST	No Permit	9/20/2024
CE-24-345-CV	202 Jane Long LN	High Weeds	9/20/2024
CE-24-346-CV	205 Collins ST	No Permit	9/25/2024
CE-24-347-CV	112 Long DR	Residential Rental Registration	9/30/2024
CE-24-348-CV	1605 Paloma AVE	Rubbish	9/30/2024
CE-24-349-CV	615 Center ST	JMV	10/1/2024
CE-24-350-CV	1809 Paloma AVE	High Weeds	10/2/2024
CE-24-351-CV	741 Highway 90A	Food License Expired	10/4/2024
CE-24-352-CV	207 Highway 90A	Food License Expired	10/4/2024
CE-24-354-CV	402 S 11th ST	No Permit	10/7/2024
CE-24-355-CV	1503 Jenny Ln	Dangerous Building	10/21/2024
CE-24-356-CV	1107 Jenny Ln	Manufactured Home Standards	10/21/2024
CE-24-357-CV	1307 Jenny Ln	Dangerous Building	10/21/2024
CE-24-358-CV	1501 Jenny Ln	Interior Property Maintenance	10/21/2024
CE-24-360-CV	206 Fleming ST	Rubbish	10/29/2024

CODE ENFORCEMENT OCTOBER - TOTAL OPEN CASES



**CODE ENFORCEMENT
OCTOBER REPORT
HEALTH REPORT**

LICENSE NO.	BUSINESS NAME	ADDRESS	DATE INSPECTED	6 MONTH FOLLOW UP	PASSED/F AILED	SCORE
1833	HELPING HANDS	902 COLLINS	6/3/2024	1/14/2024	P	100
2757	OAK BEND	1705 JACKSON ST	6/3/2024	1/24/2024	P	100
2956	TAQUERIA LEON	1212 FM 2218	6/5/2024	2/14/2024	P	87
3187	SENIA'S TACONMADRE	2120 THOMPSON RD	6/5/2024	2/15/2024	P	92
2584	JESSICA'S EXPRESS	140 COLLINS RD #500	6/5/2024	2/21/2024	P	92
580	MASONIC LODGE	209 MORTON ST	6/17/2024	2/28/2024	P	100
2256	TEJAS MEXICAN GRILL	1517 JACKSON ST	6/18/2024	2/28/2024	P	100



City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

Emergency Management Report

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.

City of Richmond OEM Monthly Report – October 2024

Mayor and Commissioners,

The month of October was a busy month for the Office of Emergency Management. I stayed busy working on several on-going tasks and Hurricane Beryl recovery efforts.

Processes and systems being monitored by the Office of Emergency Management

Activities:

- Continued to get City employees up to date on the ICS courses required by the City.
- Completed Event Action Plans for City functions and other events within the City. After Action Reports were also completed for these events.
- Attended conference calls with our finance team and FEMA to make sure all of the City's damages from Hurricane Beryl were documented and submitted correctly. This will be an ongoing process.
- Attended several weather calls hosted by TDEM in reference to activity in the Atlantic and the Gulf of Mexico.
- Monitored the Gulf of Mexico and the Atlantic for any new weather formations that could lead to another storm heading our way.
- Took updated drone video and images of ongoing construction projects throughout the city.
- Made location at large apartment fire in the city to be available to assist the Fire Department if needed.
- Began working on creating ways to more easily document information during emergency events.
- Drove the City looking for any possible issue that may become problems during weather events. (Drains, trees. etc.)

Summary:

We continue to work with FEMA to be sure all the damages are documented and submitted per their standards. We will continue to have weekly or bi-weekly meetings with FEMA representatives until the process has been accurately completed. The OEM will continue to monitor the Atlantic and Gulf of Mexico for any potential threats. We have made it through the heart of the 2024 hurricane season, however, we're not out of the woods yet.

Prepared by: Robert Oliver



City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

Development Corporation of Richmond Report

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**Report Provided By: Jerry W. Jones Jr., Director
Nellie Pina, Coordinator**

October 2024

DCR's Mission and Strategic Priorities

TIP Strategies - 2nd Visit for Roundtable Discussions

The recent Roundtable Discussions on October 22-24 were a significant step in developing Richmond's Strategic Economic Development Plan. So far, TIP Strategies, the consulting firm leading the process, has engaged with over 75 local business and civic leaders to gather insights and feedback.

The series culminated in a Town Hall meeting, opening the discussion to the public and inviting broader participation in shaping the plan. This inclusive approach ensures that the final plan reflects the diverse needs and aspirations of the Richmond community.

By engaging with such a wide range of stakeholders, TIP Strategies aims to create a comprehensive and actionable plan that will drive economic growth and prosperity in Richmond. The insights gained from these discussions will be invaluable in identifying key opportunities, challenges, and strategies to position Richmond as a thriving community.

Feedback from our Familiarization Tour Site Selectors

We received a message that said the following :

“I wanted to send a thank you for your time and hospitality last week. It was a very enjoyable trip, and I learned a lot about your communities. Great job with the weather too!”

A weekend full of youth soccer allowed for a lot of down-time to reflect on the visit.

These visits are always a whirlwind and a lot of aspect and communities blend together, so I always try to keep notes on things that are your competitive advantage, i.e., things that are unique to/distinguish your communities. Your team asked about this on Friday, and I didn't have a great response, so I wanted to follow-up:

- The automation at Frito Lay was amazing and the message that the automation did not cost any jobs, but actually allowed the workers to be upskilled, was tremendous.
- The Master Planned Communities...of 1000s of acres...and the transportation authorities with ability to bond and construct new roads is also really unique from my travels.
 - In the NE/Midwest we have no coherent plans for new communities or highways...Houston's approach was very eye opening.
- The money back guarantee from the Texas State Technical College (as well as the growth expansion) was/were impressive.

- The regional cooperation all of you that exhibited is unique and definitely an advantage as not all communities cooperate and work so well together.
- The diversity of your community, both in terms of the info provided by your presentations, and/or demonstrated by your team and the folks we met with was really great as well.

The one question that popped in my head on the flight home was how the infrastructure is (water, sewer, etc.) funded for these large master planned developments. I am guessing it is developer, TIF, local government, etc., but curious what that usually looks like from a capital stack perspective. Don't want to flood everyone's inboxes, but if someone has a good overview of that, please reach out directly.

Staff Comments: This is the second year we have coordinated this tour. It is truly a team sport, and the County's Economic Development staff has picked this effort up and led well, along with the Central Fort Bend Chamber's staff. They did a fantastic job!

Meeting with a Fort Bend Business Considering Expansion to Richmond

We met with a Fort Bend business's treasurer, who is considering expansion west of the Brazos River. The business representative cited the growth within our community and the content he saw concerning small business growth on our website and social media presence. He wanted an initial conversation to understand better if Richmond can meet their specific needs and priorities. Here are some key areas we discussed:

1. Space Requirements:

- **Size and Type:** We determined that he would be looking for approximately 15 acres, and the type of space would include a mix of industrial and office space.
- **Zoning:** Ensure the desired location is zoned for their specific business operations. I shared with him the link to our UDC so he could become familiar with the regulations we have in place.
- **Infrastructure:** Assessing their utilities, parking, and loading dock needs is too early. However, they have shared that they need access to a rail spur.

2. Labor Force:

- **Skillset:** They were comfortable with the experience levels available within the region's current and future workforce.
- **Training Programs:** Provided contacts with TSTC for training programs and initiatives that can help develop any future workforce.

3. Economic Incentives:

- **Tax Breaks:** Discussed potential property tax abatements or other tax incentives offered by the City of Richmond or Fort Bend County.

- **Grants and Loans:** Informed him about funding opportunities from local, state, and federal programs.
- **Development Corporation:** Highlighted the Development Corporation of Richmond (DCR) role in facilitating economic development and assisting businesses.

4. Quality of Life:

- **Housing:** Discussed the availability and affordability of housing options for employees.
- **Education:** Informed him about the quality of local schools and higher education institutions.
- **Amenities:** Highlighted the community's amenities, such as parks, recreation centers, and cultural attractions.

5. Transportation and Logistics:

- **Highway Access:** Discussed the proximity to major highways and interstates.
- **Rail and Port Access:** Shared the availability of rail and freeport facilities for shipping and receiving goods.

Key Selling Points for Richmond

When presenting Richmond as a potential location, we emphasized the following:

- **Strategic Location:** Highlighted Richmond's proximity to major transportation corridors and its position as a gateway to the Texas Gulf Coast.
- **Strong Economic Base:** Discussed the diverse economy, including manufacturing, distribution, healthcare, and education.
- **Pro-Business Environment:** We emphasized the city's business growth and development commitment. He highlighted his awareness of our Coffee at the BLOCK and Small Business events, which have Richmond on their radar.
- **Quality of Life:** Highlighted the strong sense of community, excellent schools, and abundant recreational opportunities.
- **Affordable Cost of Living:** Discuss the lower cost of living compared to other Texas cities.

By understanding the business's specific needs and tailoring our pitch to their priorities, we could effectively position Richmond as an attractive option for their expansion plans. Although this is extremely early, his initial interest gives us a glimpse of how businesses outside our community view and consider us when considering relocating their businesses.

Business Retention and Recruitment

Just Touch Interactive Meeting

I met Bridget with Just Touch Interactive LLC to discuss their services. They specialize in providing visuals of potential sites. By creating 3D renderings and virtual reality experiences, they can help potential developers and/or stakeholders envision the transformative impact of quality development

on these sites. Their services could prove helpful with Richmond's vacant parcels along highways 59 and 90.

This approach can be invaluable in attracting potential developers and investors, as it provides a clear and compelling vision of what the future of these areas could look like. Additionally, it can help generate excitement and support from the community, as they can see firsthand the positive impact of development on the city.

It's essential to ensure the visualizations are realistic and achievable, considering factors such as UDC zoning regulations, infrastructure requirements, and market demand. By working closely with either Just Touch Interactive or a similar firm, we could leverage their expertise to create impactful and inspiring representations of our vacant land's development potential.

Former Firestation Development

Staff spoke with the Developer, expressing some concern regarding communication with staff and a potential business looking to locate in the space. The Developer's staff reached out to the desired potential tenet, and both have shared with DCR staff and City Administrations that the talks have picked up and are going well. We are working with their team to schedule a meeting to receive an update from their team on their progress with the former Fire Station project, which will make them compliant with our predevelopment agreement.

During the meeting, we will highlight their proposed plans, which they will cover in the discussion, and provide some preliminary costs/budget. Once staff verifies the information, we will update the board.

Business Outreach Report – October 2024

1. Jan's Plated Provisions Contact: Jan Martin

Website: jansplatedprovisions.com

Key Insights:

- Jan expressed enthusiasm for networking with other local business owners and shared her experiences as a small catering business in Richmond.
- Jan consulted with the SBDC team onsite regarding potential business concerns and growth strategies.

2. Texas Regional Bank

Contacts : Lisa Ta, Senior VP ; Cody Gaines, VP Talent Acquisition Manager

Key Insights:

- Texas Regional Bank is planning a grand opening in December at the Brazos Town Center, aiming to serve the Richmond/Rosenberg community.

- The bank is interested in partnering with Develop Richmond to support small business initiatives, including a potential "Business Pitch Competition" which they are willing to sponsor.
- Lisa Ta had prior experience and worked with Nellie on the City of Houston's Liffoff Houston Business Plan Competition.

3. Frost Bank

Contact: Alan Bagwell

Key Insights:

- Frost Bank reached out to Develop Richmond to explore sponsoring a Richmond Small Business Breakfast.
- They are focused on small business initiatives and are eager to learn more about local opportunities.

4. Ellie Mental Health Richmond

Contact: Sabah D.

Key Insights:

- Sabah shared challenges faced by her newly relocated business, which came from Canada.
- She met with the SBDC team onsite for consultation and expressed appreciation for networking with other business owners.
- She recognized the importance of attending local business events for future growth.

5. HEB Richmond

Contact: Matthew Huffer, Area Community Coordinator

Key Insights:

- We established a direct contact with Matthew, a key point of communication for all HEB-related inquiries in Richmond.
- HEB is a top employer in the area and is committed to strengthening its relationship with the local community.

6. Richmond State Supported Living Center

Contact: Thomas Cassidy, Director of Community Relations

Key Insights:

- Thomas shared that the Richmond State Supported Living Center has significant land where horse therapy was previously offered but is no longer in operation post-Covid.
- He is looking for ideas on how to repurpose the land space and we are scheduling a future meeting to explore further opportunities.

9. Shady Oak Primary School

Contact: Debbie Elder

Key Insights:

- Ms. Elder referred a 15-year-old student, Graysen, who is interested in joining the Richmond Youth Entrepreneurship Program (RYPE).
- We spoke with his mother, Margie El-Moussa, and subscribed them in the RYPE newsletter for updates. Graysen was added to the waiting list for the next cohort.

Updates on Previous Business Contacts**10. Panda Bear Academy #2 Contact: Gulzar Saleem**

Date of Initial Contact: 5/31/24

Key Updates:

- Panda Bear Academy #2, a recent addition to the Richmond business community, has inquired about how to increase awareness of their new location.
- We provided guidance on local Chamber connections and our newsletter as promotional tools.
- A “New Business Spotlight” will be featured on Bella Media to highlight their presence on Develop Richmond’s social media platforms this month.

11. The Lonestar Saloon

Contact: Lead Bartender

Date of Initial Contact: 6/28/24

Key Updates:

- The Lonestar Saloon has raised concerns about evening parking availability and visibility in the community despite heavy marketing efforts.

- A “Business Spotlight” will be featured on them in collaboration with Bella Media this month to help improve recognition.
- A Visit Richmond Facebook Page has been launched to promote local businesses and events, which will include their business in future posts.

12. Catapult Art Studio

Contact: Carmen Flores

Date of Initial Contact: 9/3/24

Key Updates:

- Carmen sought contact information for Del Webb, a senior living community, to explore partnership opportunities for senior art classes.
- We provided the requested contact information to facilitate her outreach.

13. Tejas Mexican Grill and Cafe

Contact: Pete Becerra

Date of Initial Contact: 9/3/24

Key Updates:

- After Tejas Mexican Grill and Cafe previous comments we solicited additional comments. We later came back and solicited their catering services for the Coffee @ Block event.
- This partnership aimed to mend relationships and support a local vendor.
- We continue to encourage engagement and potential future collaborations with the restaurant.

14. RB Bagley

Contact: Dalia White

Date of Initial Contact: 9/4/24

Key Updates:

- RB Bagley is expanding from a seasonal to a full-time operation and is working closely with Develop Richmond and the City of Richmond on this transition.
- A “Business Spotlight” will be posted on their business in collaboration with Bella Media this month.

15. Crazy Coffee Review Contact: Olu (John) Adams

Date of Initial Contact: 10/1/24

Key Updates:

- After reviewing business data from Placer.ai, Mr. Adams is reconsidering the business's branding and might change its name to reflect a broader café or restaurant experience rather than focusing on morning coffee.
- He is also working with the Fort Bend SBDC for additional guidance.

16. Merle Norman Cosmetics

Contact: Tena Hansen

Date of Initial Contact: 10/4/24

Key Updates:

- Ms. Hansen raised concerns about the city's aesthetic along 90a highlighting first impressions, including issues with sidewalks, traffic speed, and curb appeal.
- She plans to gather feedback from neighboring businesses and will coordinate with us for a future meeting to discuss these concerns in more detail.

Overall Staff's Observations

- Continued positive interaction with existing businesses.
- New business inquiries are increasing, particularly regarding historic properties.
- Social media promotion is generating interest in new businesses.
- Collaboration with SBDC is beneficial for business development.

Recommendations

- Continue outreach efforts at networking events like Coffee @ the Block.
- Continue to work towards developing a program to support businesses rebranding or revitalizing existing spaces.
- Highlight our City's comprehensive plan once approved to assist city with addressing vocal concerns from business owners about city aesthetics.
- Expand social media promotion to highlight local business events.

Next Steps

- Schedule "Business Spotlight" features for Panda Bear Academy #2, The Lonestar Saloon, and RB Bagley.
- Connect with Del Webb community regarding Catapult Art Studio partnership.
- Coordinate a meeting with Tena Hansen from Merle Norman Cosmetics and neighboring businesses.

Potential Investment and Job Creation Prospects

Promotes Availability of Sites/Buildings

Pre- Application Meetings: These are initial conversations; nothing is final. They are just gaining information on what would be needed to make the project happen.

- Pre-Application Conference: 1827 Williams Way Blvd (VA clinic)

Comments from staff: For some time now, the VA has been looking to place a clinic in our community. This would fall within our Healthcare Industry Sector. Although it is a governmental building, the employees and veterans could drive additional traffic to our community and increase retail productivity surrounding the clinic, thus having a positive effect on the retail development next door.

Met with Kimberly Bernshausen and Belinda Everette from Prosperity Bank

Prosperity Bank is taking a proactive approach to addressing the issue of minority homeownership, understanding credit and financial literacy in the Richmond/Rosenberg area. By partnering with organizations like the Fifth Ward Community Redevelopment Corp., they are demonstrating a commitment to providing holistic financial assistance and resources to those who may face barriers to homeownership.

This initiative aligns with the broader goal of promoting economic inclusion and empowering individuals and families within the community. By offering a range of financial products and services, Prosperity Bank is positioning itself as a trusted partner in helping people achieve their financial goals, including homeownership.

Upcoming Events and Activities:

Veteran's Day City Holiday for Employees of the City of Richmond Monday, Nov 11 All Day
--

Richmond Farmers Market City Hall Plaza - 402 Morton St. Richmond
--

Friday, Nov 22
3-7 pm

9th Annual Pecan Harvest Festival Richmond
Presented by the Rotary Club of Richmond with primary sponsorship by Develop Richmond
Historic Downtown Richmond
200-600 block of Morton Street, and Jax & 7th at 611 Jackson Street – Richmond
Saturday, Nov 23
10 am – 4 pm

Thanksgiving Day
City Holiday for Employees of the City of Richmond
Thursday, Nov 28
All Day

Day After Thanksgiving
City Holiday for Employees of the City of Richmond
Friday, Nov 29
All Day

Partner Events

Central Fort Bend Chamber November Breakfast in the Bend
Legacy Ford of Rosenberg - 27225 Southwest Freeway - Rosenberg
Tuesday, Nov 5
8-9:30 am

Central Fort Bend Chamber Business Awards Breakfast
Safari Texas Ranch - 11627 FM 1464 - Richmond
Thursday, Nov 7
8:00 - 10:00 am

FBISD Small Business Enterprise Program Workshop
James Reese Career & Technical Center – 12300 University Blvd. – Sugarland
Tuesday, Nov 12
2:00 PM - 4:00 PM

Central Fort Bend Vision Series: State of Wellness
Oakbend Medical Center - 1705 Jackson St - Richmond
Thursday, Nov 14
8:00 AM - 10:00 AM

Central Fort Bend Chamber Coffee & Convos Hosted by First Community - Westpark Location
First Community – Richmond 23803 FM 1093 – Richmond
Friday, Nov 15
8:30 AM - 10:30 AM



City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

13. Set date for next meeting. (Regular City Commission Meeting on Monday, December 16th at 4:30 p.m.)



City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

- A12. Review and consider taking action on proposed amendment to the Concept Plan for Harvest Green– 1,686.4± acres of land out of the William Morton Survey, Abstract 62 and Jane Wilkins Survey, Abstract 96. The proposed amendment is to Section 27, Church tract and WWTP tract.



**CITY COMMISSION
AGENDA ITEM COVER MEMO**

DATE: November 18, 2024

Staff Review:

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

AGENDA ITEM:

**SUBMITTED BY: Helen Landaverde-Ripple, Planner II
Planning Department**

SYNOPSIS

Review and consider taking action on an amendment to Harvest Green Concept Plan, 1,686.7 acres of land, out of the William Morton Survey, Abstract 62, and Jane Wilkins Survey, Abstract 96, Fort Bend County, Texas. The subject site is primarily located south of Grand Parkway and west of Harlem Road, and lies within the City of Richmond ETJ, City of Houston ETJ, and Fort Bend County.

The Planning and Zoning Commission recommended approval of this amendment at their November 4, 2024, meeting.

COMPREHENSIVE PLAN 2014 GOALS ADDRESSED

D.3. Strategically locate higher intensity uses near areas that have sufficient transportation and utility infrastructure capacity to support them, such as commercial, industrial, civic, and multifamily uses.

D.4. Set aside a balanced mix of residential, civic, and commercial land uses to meet the lifestyle needs of all residents and business owners.

D.5. Guide the types, patterns, and designs of housing development using the Future Land Use Plan and development regulations.

BACKGROUND

- **The applicant is proposing to amend the concept plan to modify the Church¹ and WWTP² tracts in Section 27 to create the following tracts (see Figure 1 and 2 below):**
 - **Commercial;**

¹ Crossbridge Church at Harvest Green (final plat).

² Fort Bend County MUD No. 134E Wastewater Treatment Plant Site (final plat).=

- Daycare (1.4± acres);
 - Reduce the Church tract to 10.2± acres; and
 - WWTP boundary line expansion for MUD use.
- Replat applications have been submitted for the following proposed tracts:
 - Daycare (1.4± acres) – Ivy Kids Harvest Green (approved by City Commission May 20, 2024); and
 - WWTP boundary line expansion for MUD use – Fort Bend County MUD No. 134E Wastewater Treatment Plant Site Replat No. 1 (pending review).
 - A Deannexation of Commercial Property 4.091-acre tract was filed with the County Clerk on July 25, 2023 (File No. 2023070328), which releases 4.091 acres out of the 14.426 acres Church Tract and removes covenants, conditions, easements, and restrictions contained in the Crossbridge Community Church Tract Supplemental Amendment to Declaration of Covenants, Conditions and Restrictions for Harvest Green (Clerk’s File No. 2015110940); more specifically restricting the Church Tract development to Crossbridge Church and ancillary church uses.

BUDGET ANALYSIS

FUNDING SOURCE	ACCOUNT NUMBER	PROJECT CODE/NAME	FY 2024-2025 FUNDS BUDGETED	FY 2024-2025 FUNDS AVAILABLE	AMOUNT REQUESTED
N/A	N/A	N/A	N/A	N/A	N/A

BUDGET AMENDMENT REQUIRED? YES _____ NO X

Requested Amendment: N/A

Budgeted funds estimated for FY 2024-2025: N/A

Purchasing Review: N/A

Financial/Budget Review: N/A

FORM CIQ: N/A

FORM 1295: N/A

SUPPORTING MATERIALS

A report has been submitted by the Planning Department for review by the Mayor and City Commission.

STAFF'S RECOMMENDATION

APPROVAL: Staff recommends approval of this amendment.

City Manager Approval: _____



CITY COMMISSION
Final Report: Plat Application

Agenda Date: November 18, 2024

Agenda Item:

Plat Name: Harvest Green Concept Land - Amendment
Applicant: Katy Harris, AICP | LJA Engineering, Inc.
Project Location: Being 1,686.7 acres of land out of the William Morton Survey, Abstract 62, and Jane Wilkins Survey, Abstract 96, Fort Bend County, Texas.
Zoning Designation: NA / ETJ (Development Agreement)

P&Z Commission Mtg: November 4, 2024
Project Planner: Helen Landaverde-Ripple, Planner II

Background/Review Notes

- *The Harvest Green development is approximately 1,686.7 acres of land and primarily located south of Grand Parkway and west of Harlem Road, and lies within the City of Richmond ETJ, City of Houston ETJ, and Fort Bend County.*
- *The applicant is proposing to amend the concept plan to modify the Church¹ and WWTP² tracts in Section 27 to create the following tracts (see Figure 1 and 2 below):*
 - *Commercial;*
 - *Daycare (1.4± acres);*
 - *Reduce the Church tract to 10.2± acres; and*
 - *WWTP boundary line expansion for MUD use.*
- *Replat applications have been submitted for the following proposed tracts:*
 - *Daycare (1.4± acres) – Ivy Kids Harvest Green (approved by City Commission May 20, 2024); and*
 - *WWTP boundary line expansion for MUD use – Fort Bend County MUD No. 134E Wastewater Treatment Plant Site Replat No. 1 (pending review).*
- *A Deannexation of Commercial Property 4.091-acre tract was filed with the County Clerk on July 25, 2023 (File No. 2023070328), which releases 4.091 acres out of the 14.426 acres Church Tract and removes covenants, conditions, easements, and restrictions contained in the Crossbridge Community Church Tract Supplemental Amendment to Declaration of Covenants, Conditions and Restrictions for Harvest Green (Clerk’s File No. 2015110940); more specifically restricting the Church Tract development to Crossbridge Church and ancillary church uses.*

¹ Crossbridge Church at Harvest Green (final plat).
² Fort Bend County MUD No. 134E Wastewater Treatment Plant Site (final plat).=

The proposed plat conforms to:

Approved Preliminary Plat

YES NO N/A

Development Plan

YES NO N/A

Strategic Partnership Agreement Ordinance No. 2022-32

September 19, 2022

UDC Division 6.3.500 Subdivision and Plat Approvals

YES NO N/A

Staff Recommendation

APPROVAL: Staff recommends approval of this amended concept plan.

Planning and Zoning Commission Recommendation

APPROVAL: Planning and Zoning Commission recommends approval of this this amended concept plan.

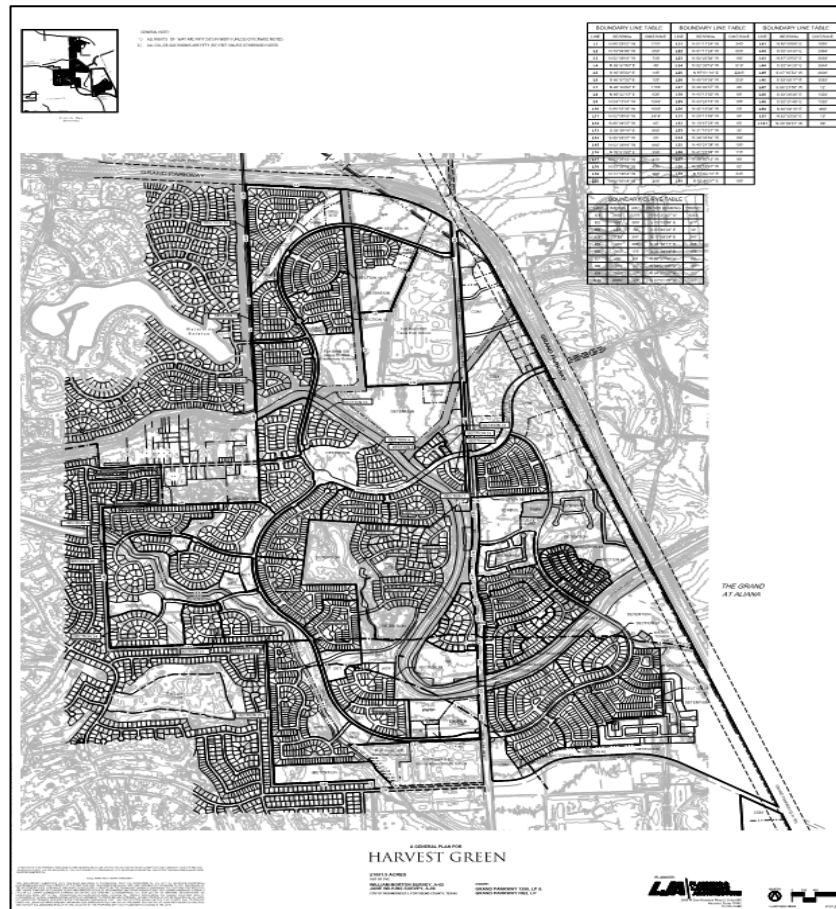


Figure 1. Amended Concept Plan (2021)

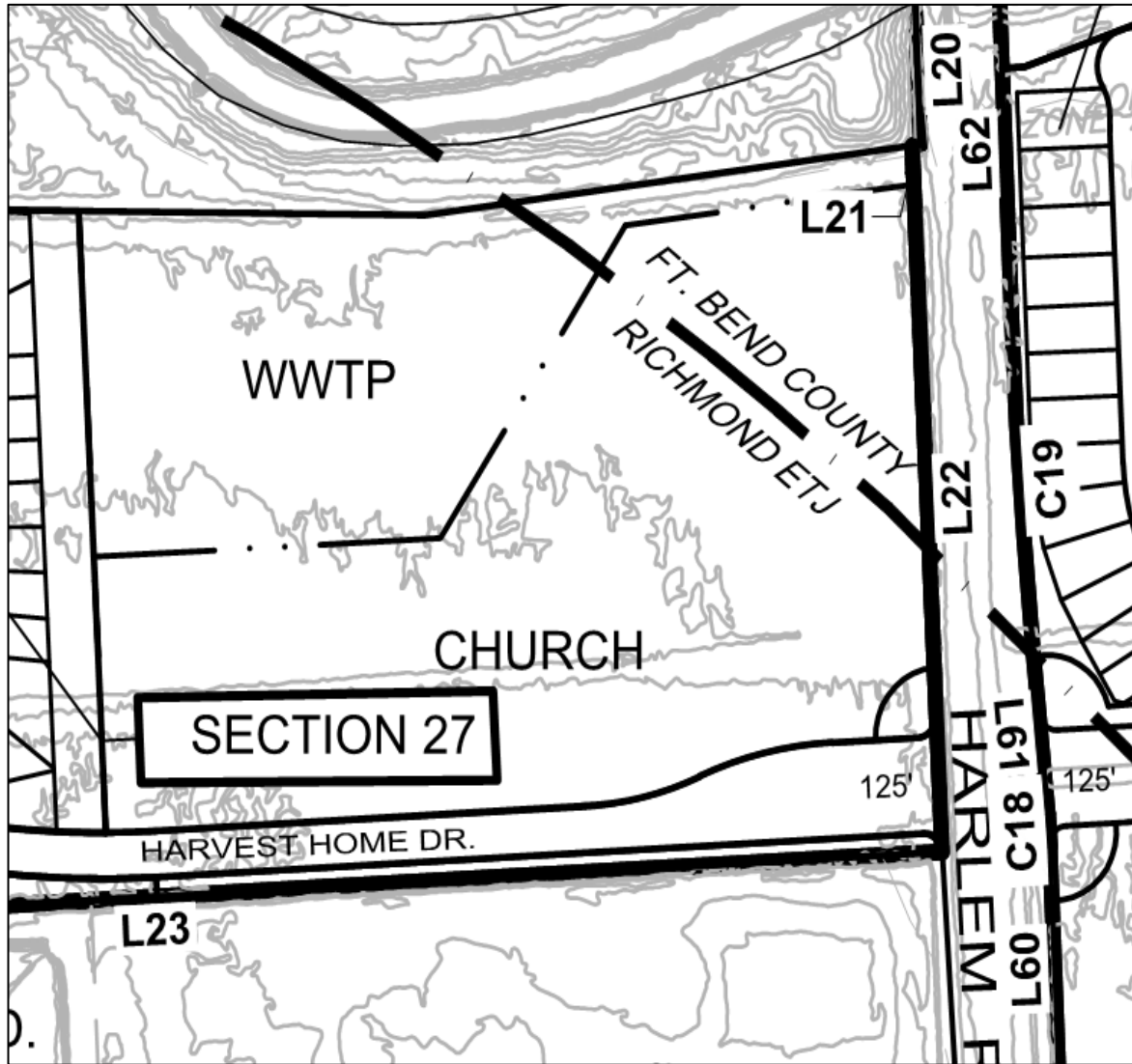
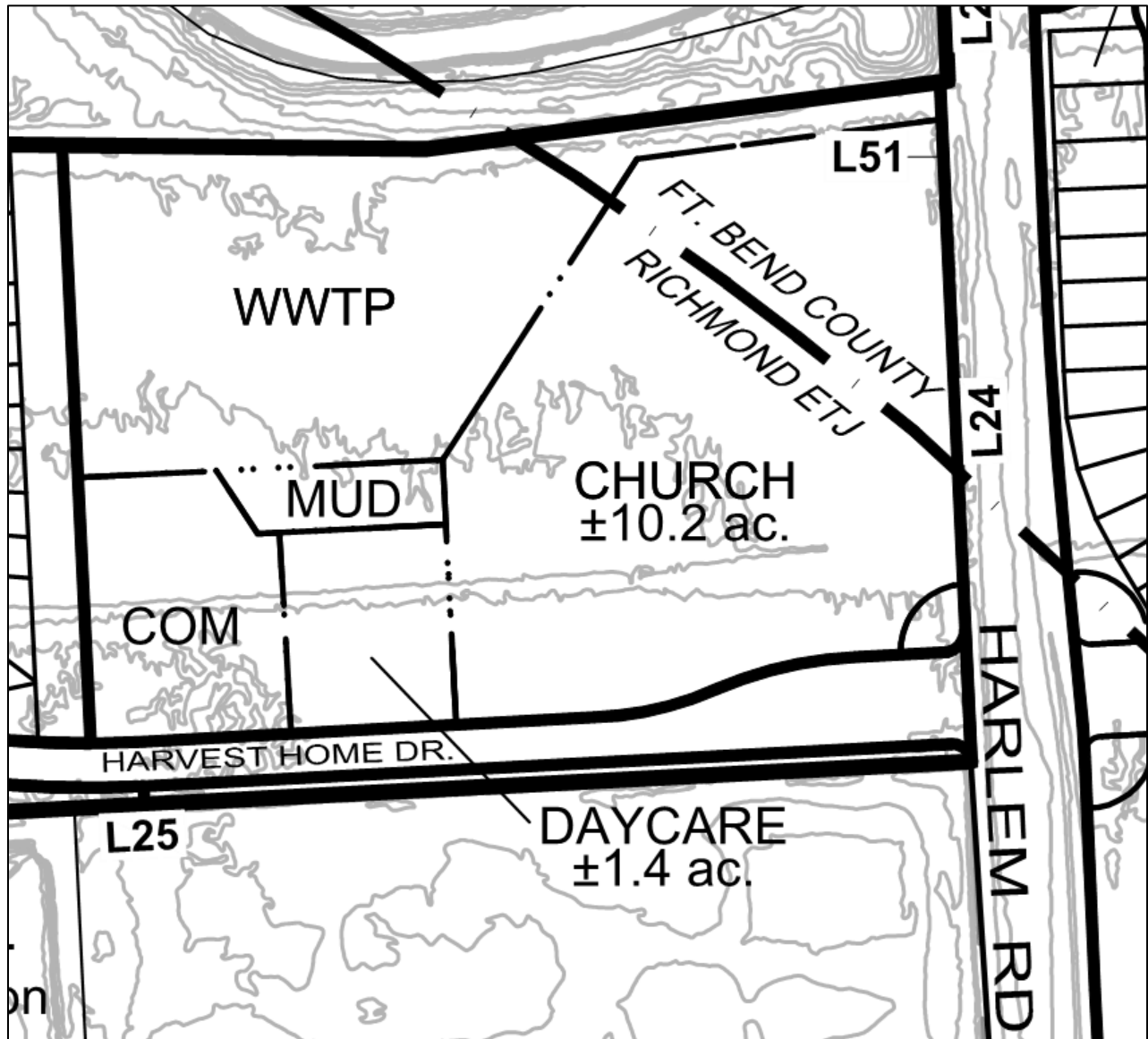
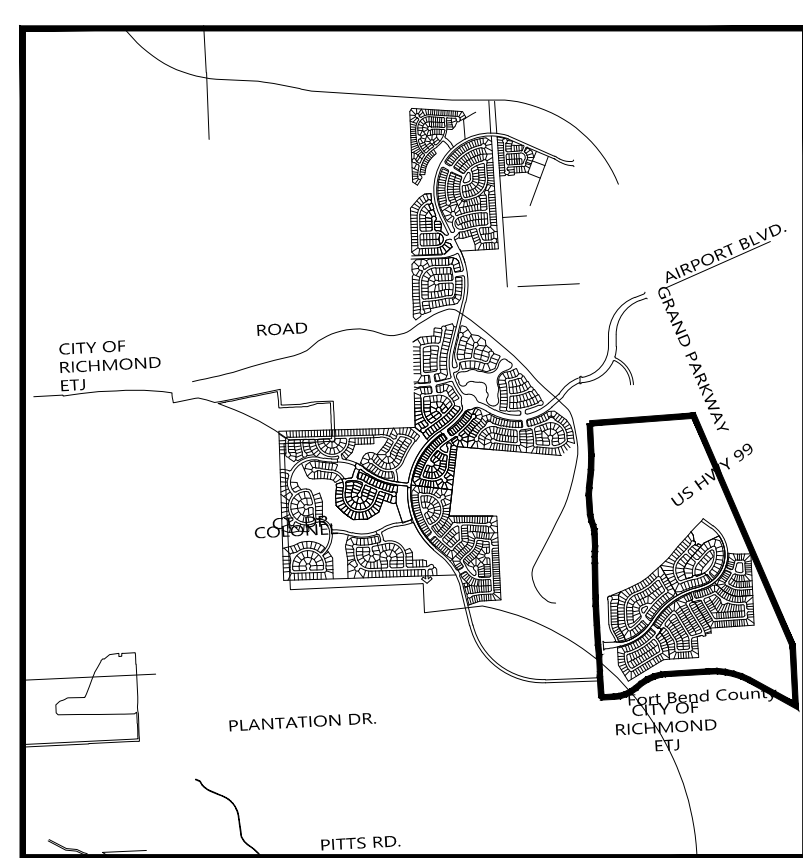


Figure 2. Proposed Amendment to the Concept Plan (2024)



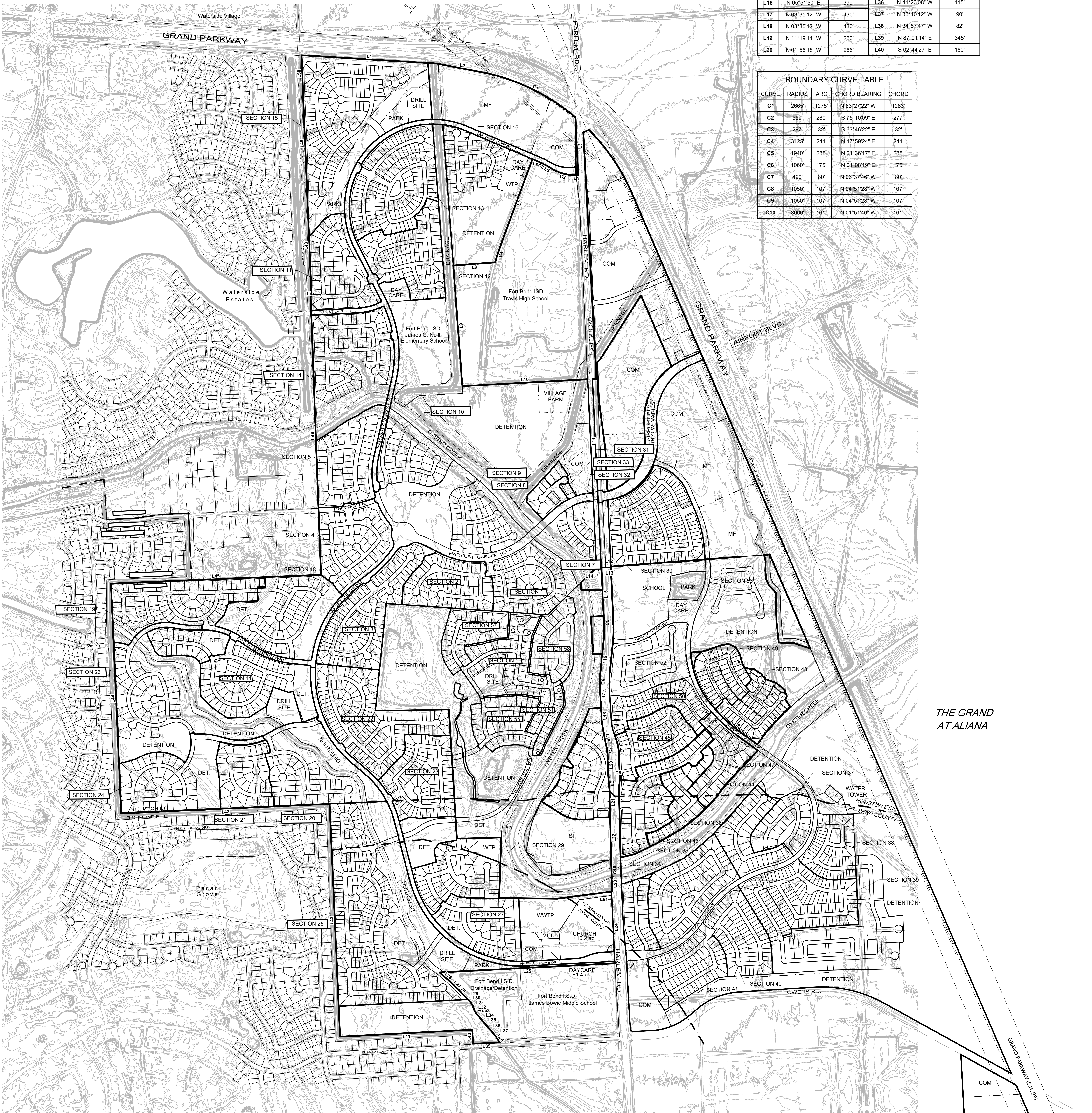


GENERAL NOTE:

- 1) ALL RIGHTS-OF-WAY ARE FIFTY (50') IN WIDTH UNLESS OTHERWISE NOTED.
- 2) ALL CUL-DE-SAC RADIUS ARE FIFTY (50') FEET UNLESS OTHERWISE NOTED.

BOUNDARY LINE TABLE			BOUNDARY LINE TABLE			BOUNDARY LINE TABLE		
LINE	BEARING	DISTANCE	LINE	BEARING	DISTANCE	LINE	BEARING	DISTANCE
L1	N 86°29'57" W	1731'	L21	N 01°17'24" W	243'	L41	N 86°59'06" E	1695'
L2	N 79°04'09" W	659'	L22	N 01°17'24" W	665'	L42	S 02°33'33" E	2983'
L3	N 02°39'16" W	738'	L23	N 02°26'08" W	192'	L43	N 87°23'52" E	2669'
L4	N 86°57'45" E	49'	L24	N 02°39'16" W	919'	L44	S 02°34'20" E	2944'
L5	S 60°35'22" E	145'	L25	N 87°01'14" E	2245'	L45	S 87°35'52" W	2690'
L6	S 66°57'22" E	125'	L26	N 49°01'59" W	229'	L46	S 02°08'17" E	3563'
L7	N 20°12'02" E	1165'	L27	N 46°02'37" W	88'	L47	S 86°21'55" W	12'
L8	N 85°42'13" E	536'	L28	N 43°13'50" W	80'	L48	S 02°26'36" E	1304'
L9	N 04°17'47" W	1548'	L29	N 43°24'15" W	105'	L49	S 02°21'49" E	1320'
L10	S 86°53'35" W	1605'	L30	N 45°19'28" W	50'	L50	S 02°09'10" E	469'
L11	N 02°39'16" W	2414'	L31	N 29°11'49" W	54'	L51	N 82°33'28" E	12'
L12	S 85°38'37" W	65'	L32	N 19°47'23" W	65'	L181	N 46°02'37" W	88'
L13	S 02°39'16" E	692'	L33	N 31°10'21" W	32'			
L14	S 85°38'37" W	65'	L34	N 39°33'52" W	102'			
L15	N 02°39'16" W	692'	L35	N 40°21'38" W	100'			
L16	N 05°51'50" E	399'	L36	N 41°23'08" W	115'			
L17	N 03°35'12" W	430'	L37	N 38°40'12" W	90'			
L18	N 03°35'12" W	430'	L38	N 34°57'47" W	82'			
L19	N 11°19'14" W	260'	L39	N 87°01'14" E	345'			
L20	N 01°56'18" W	266'	L40	S 02°44'27" E	180'			

BOUNDARY CURVE TABLE				
CURVE	RADIUS	ARC	CHORD BEARING	CHORD
C1	2665'	1275'	N 63°27'22" W	1263'
C2	550'	280'	S 75°10'09" E	277'
C3	287'	32'	S 63°46'22" E	32'
C4	3125'	241'	N 17°59'24" E	241'
C5	1940'	288'	N 01°36'17" E	288'
C6	1060'	175'	N 01°08'19" E	175'
C7	490'	80'	N 06°37'46" W	80'
C8	1050'	107'	N 04°51'28" W	107'
C9	1050'	107'	N 04°51'28" W	107'
C10	8060'	161'	N 01°51'48" W	161'



THE GRAND AT ALIANA

A GENERAL PLAN FOR HARVEST GREEN

±1686.7 ACRES
OUT OF THE
WILLIAM MORTON SURVEY, A-62
JANE WILKINS SURVEY, A-96
CITY OF RICHMOND ET, FORT BEND COUNTY, TEXAS

OWNER:
GRAND PARKWAY 1358, LP &
GRAND PARKWAY HG2, LP

PLANNER:
LJA PLANNING & LANDSCAPE ARCHITECTURE
3600 W Sam Houston Pkwy S, Suite 600
Houston, Texas 77042
713.953.5200

NORTH
0 200 400 800
LJA# 2659-10900 07.01.2024

A PORTION OF THE PROPERTY INCLUDED IN THIS GENERAL PLAN LIES WITHIN THE 100 AND 500 YEAR FLOODPLAIN AND FLOODWAY AS EACH SECTION OR PARCEL IS PLATTED AND DEVELOPED. THE THEN CURRENT STANDARDS OF CITY OF RICHMOND DRAINAGE, ELEVATION, AND BUILDING REGULATIONS MUST BE ADHERED TO.
DISCLAIMER AND LIMITED WARRANTY
THIS PRELIMINARY SUBDIVISION PLAT HAS BEEN PREPARED IN ACCORDANCE WITH THE PROVISIONS OF THE CITY OF RICHMOND ORDINANCES GOVERNING LAND PLATTING IN EFFECT AT THE TIME THIS PLAT WAS PREPARED. THIS PLAT WAS PREPARED ALONG WITH ANY VARIANCE OR VARIANCES TO THE PROVISIONS OF THE AFORESAID ORDINANCE, WHICH ARE SUBSEQUENTLY GRANTED BY THE RICHMOND PLANNING COMMISSION. THIS PLAT WAS PREPARED FOR THE LIMITED PURPOSE OF GUIDANCE IN THE PREPARATION OF ACTUAL ENGINEERING AND SURVEY PLANS. THE LIMITED WARRANTY IS MADE IN FAVOR OF THE HOMEBUYER, SUPPLIER OR PURCHASER OF THE LAND DESCRIBED HEREIN. NEITHER LJA NOR THE CITY OF RICHMOND OR EMPLOYEES MAKE ANY OTHER WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, CONCERNING THE DESIGN, LOCATION, QUALITY, OR UNDER THE PREMISES INDICATED IN THE PRELIMINARY SUBDIVISION PLAT. ANY DRY UTILITIES SHOWN ON THIS PLAT (POWER, GAS, TELEPHONE, CABLE, ETC.) HAVE NOT BEEN OBTAINED, REVIEWED NOR APPROVED BY ANY DRY UTILITY PROVIDER. ANY DRY UTILITY ONE-LINES SHOWN ON THIS PLAT ARE CONCEPTUAL AND BASED SOLELY ON THE LOCATION OF THE PROPOSED DRY UTILITY EASEMENTS LOCATED IN THE LOTS.



**HARVEST GREEN
DEANNEXATION OF COMMERCIAL PROPERTY
4.091 ACRE TRACT**

STATE OF TEXAS §
 §
COUNTY OF FORT BEND §

This Harvest Green Deannexation of Commercial Property, 4.091 Acre Tract (this “*Deannexation*”) is made by Grand Parkway 1358 LP, a Texas limited partnership (“*Declarant*”).

RECITALS:

WHEREAS, Declarant filed that certain Declaration of Covenants, Conditions and Restrictions for Harvest Green (Commercial Property) under Clerk’s File Number 2014134321 in the Official Public Records of Fort Bend County, Texas, as amended and supplemented from time to time (the “*Original Declaration*”);

WHEREAS, the Original Declaration provides that Declarant has the right to annex into the Property any or all additional property, and such annexation will be accomplished by the execution and filing for record in the Official Public Records of Fort Bend County, Texas of an instrument setting forth the land being annexed and signed by Declarant and the owner, if not Declarant;

WHEREAS, pursuant to the power reserved to it in the Original Declaration, Declarant filed that certain Supplemental Amendment to Declaration of Covenants, Conditions and Restrictions for Harvest Green (Commercial Property), Crossbridge Community Church Tract under Clerk’s File Number 2015110940 in the Official Public Records of Fort Bend County, Texas, as same has been amended from time to time (the “*Supplemental Amendment*”);

WHEREAS, the Supplemental Amendment initially encumbered approximately 14.426 acres of real property situated in Fort Bend County, Texas, as more particularly described and referred to in the Supplemental Amendment as the “*Crossbridge Community Church Tract*”;

WHEREAS, subsequent to the recording of the Supplemental Amendment, Declarant filed that certain First Amended and Restated Declaration of Covenants, Conditions and Restrictions for Harvest Green (Commercial Property) under Clerk’s File Number 2021160993 in the Official Public Records of Fort Bend County, Texas, as same has been or may be amended and supplemented from time to time (the “*Declaration*”);

WHEREAS, the capitalized terms used in this Deannexation have the meanings set forth in the Declaration, unless otherwise specified in this Deannexation;

WHEREAS, Article VII, Section 7.11 of the Declaration provides that, without the joinder of any other person or entity, Declarant has the right to deannex and remove from the Property any or all Tracts owned by Declarant by the execution and filing for record in the

Official Public Records of Fort Bend County, Texas of an instrument setting forth the land being deannexed and signed by Declarant;

WHEREAS, Declarant, by virtue of that certain Special Warranty Deed recorded under Clerk's File Number 2023046124, is the owner of that certain real property situated in Fort Bend County, Texas comprised of approximately 4.091 acres which was initially included in the Crossbridge Community Church Tract made subject to the Declaration and the Supplemental Amendment, and which is more particularly described on Exhibit A, attached to and incorporated in this Deannexation for all purposes (the "*4.091 Acre Tract*"); and

WHEREAS, Declarant desires to deannex the 4.091 Acre Tract from the Crossbridge Community Church Tract and from the Property and release the 4.091 Acre Tract from all of the covenants, conditions, easements, and restrictions contained in the Declaration and in the Supplemental Amendment, and remove the 4.091 Acre Tract from the jurisdiction of any property owners association formed pursuant to the Declaration including, without limitation, Harvest Green Commercial Association, Inc. (the "*Association*").

NOW THEREFORE, pursuant to the authority reserved to it in the Declaration, Declarant deannexes the 4.091 Acre Tract from the Crossbridge Community Church Tract and the Property, releases the 4.091 Acre Tract from all of the covenants, conditions, easements, and restrictions contained in the Declaration and in the Supplemental Amendment, and removes the 4.091 Acre Tract from the jurisdiction of any property owners association formed pursuant to the Declaration including, without limitation, the Association. From and after the effective date of this Deannexation, the Crossbridge Community Church Tract and the Property are amended and no longer include the 4.091 Acre Tract, and the 4.091 Acre Tract is no longer restricted, governed, or encumbered by the Declaration or the Supplemental Amendment.

This Deannexation must be construed according to the laws of the State of Texas and is for the benefit of and binding upon the parties to this Deannexation and their respective heirs, successors, and assigns.


[SIGNATURE PAGES FOLLOW]

IN WITNESS WHEREOF, the undersigned Declarant has executed this Deannexation to be effective as of the date it is first recorded in Official Public Records of Fort Bend County, Texas.

DECLARANT:

GRAND PARKWAY 1358 LP, a Texas limited partnership

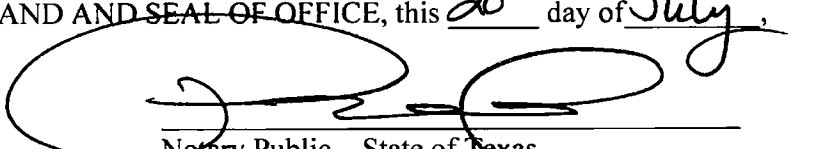
By: Johnson 1358 GP LLC, its general partner

By: 
 Print Name: **Jennifer Johnson**
 Print Title: **Vice President**

STATE OF TEXAS §
 COUNTY OF Harris §

Jennifer Johnson, the undersigned authority, on this day personally appeared Jennifer Johnson, the Vice President of Johnson 1358 GP LLC, general partner of Grand Parkway 1358 LP, a Texas limited partnership, known by me to be the person whose name is subscribed to this instrument, and acknowledged to me that s/he executed the same for the purposes and in the capacity expressed in this instrument.

GIVEN UNDER MY HAND AND ~~SEAL OF OFFICE~~, this 20th day of July, 2023.


 Notary Public – State of Texas

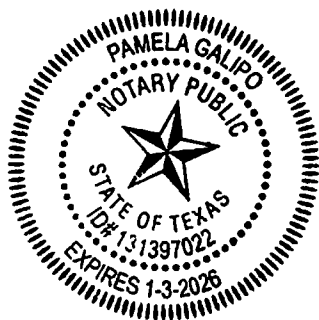


EXHIBIT A

County: Fort Bend
 Project: HG Crossbridge Church
 Job No. 111021
 MBS No. 23-070

FIELD NOTES FOR 4.091 ACRES

Being a tract containing 4.091 acres of land located in the William Morton One and One-Half League Grant, Abstract No. 62 and Jane Wilkins One League Grant, Abstract 96, Fort Bend County, Texas. Said 4.091 acres being a portion of Unrestricted Reserve "A", Block 1, Crossbridge Church at Harvest Green, a subdivision recorded in Plat No. 20210256 of the Fort Bend County Plat Records (F.B.C.P.R.). Said 4.091 acres of land being more particularly described by metes and bounds as follows (Bearings are referenced to the Texas Coordinate System of 1983, South Central Zone, as derived from GPS observations):

BEGINNING at a 5/8 inch capped iron rod stamped "GBI Partners" found at the southwest corner of said Unrestricted Reserve "A", at the southeast corner of Restricted Reserve "E", Harvest Green Sec 27, a subdivision recorded under Plat No. 20190042 of the F.B.C.P.R. and being on the north right-of-way (R.O.W.) line of Harvest Home Drive (width varies) as dedicated in Plat No. 20180143 of the F.B.C.P.R., from which a 5/8 inch capped iron rod stamped "GBI Partners" found at the northeast corner of said Restricted Reserve "E" bears North 02 degrees 44 minutes 08 seconds West, a distance of 809.53 feet;

THENCE, with the common line between said Unrestricted Reserve "A" and Restricted Reserve "E", North 02 degrees 44 minutes 08 seconds West, a distance of 359.53 feet to a 5/8 inch capped iron rod stamped "GBI Partners" found at the common west corner of said Unrestricted Reserve "A" and Restricted Reserve "A", Fort Bend County MUD No 134E Wastewater Treatment Plant Site, a subdivision recorded in Plat No. 20170025 of the F.B.C.P.R.;

THENCE, with the common line between said Unrestricted Reserve "A" and Restricted Reserve "A", North 87 degrees 13 minutes 42 seconds East, a distance of 494.00 feet to a 5/8 inch capped iron rod stamped "GBI Partners" found

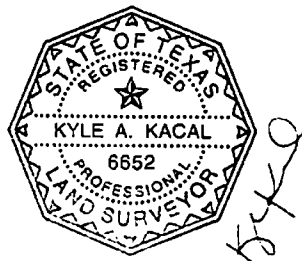
THENCE, through and across said Unrestricted Reserve "A", South 02 degrees 58 minutes 46 seconds East, a distance of 359.38 feet to a 5/8 inch capped iron rod stamped "GBI Partners" set on the aforesaid north R.O.W. line of Harvest Home Drive;

THENCE, with said north R.O.W. line, the following two (2) courses:

1. South 87 degrees 01 minutes 14 seconds West, a distance of 427.08 feet to a 5/8 inch capped iron rod stamped "GBI Partners" found at a point of curvature to the right;
2. 68.47 feet along the arc of said curve, having a radius of 1,420.00 feet, a central angle of 02 degrees 45 minutes 45 seconds, and a chord which bears South 88 degrees 24 minutes 07 seconds West, a distance of 68.46 feet to the **POINT OF BEGINNING** and containing 4.091 acres of land.

THIS DESCRIPTION WAS PREPARED BASED ON A SURVEY MADE ON THE GROUND UNDER THE DIRECTION OF KYLE A. KACAL, RPLS 6652, FILED UNDER JOB NO. 111021 IN THE OFFICES OF GBI PARTNERS.

GBI Partners
 TBPELS Firm # 10130300, 10194423
 Ph: 281.499.4539
 February 23, 2023

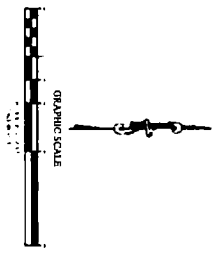
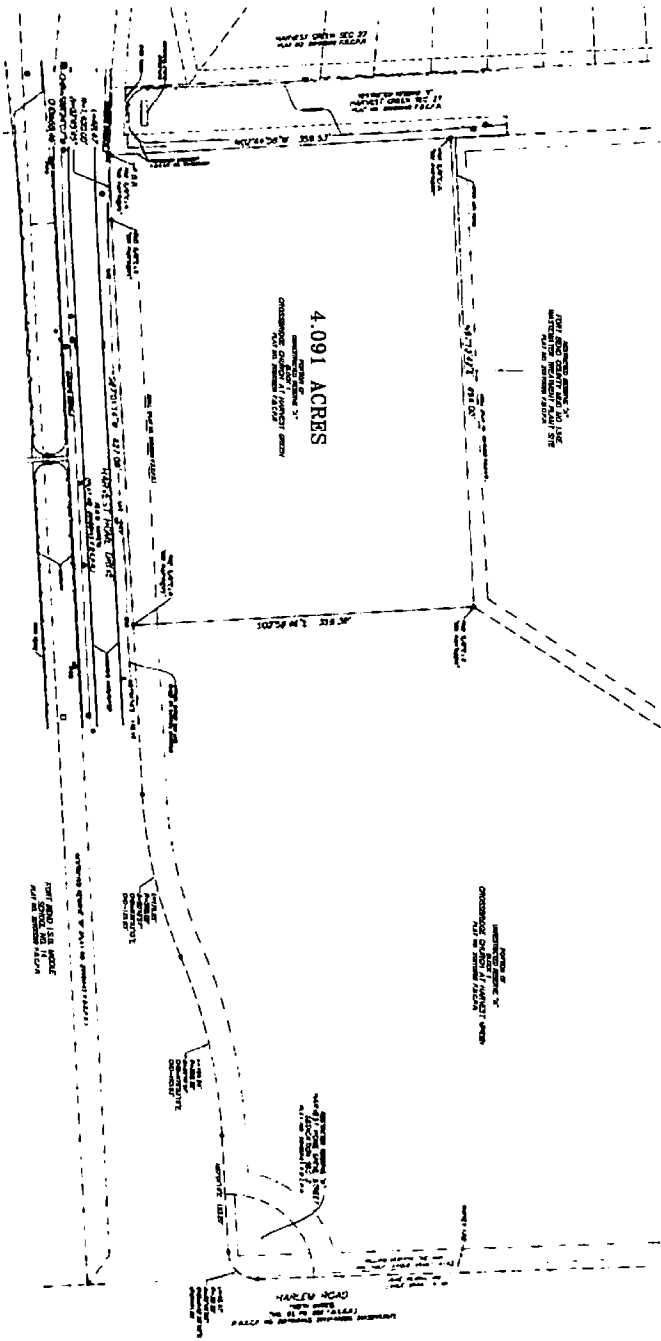


LEGEND

- 1. Survey boundary
- 2. Easement boundary
- 3. Easement boundary
- 4. Easement boundary
- 5. Easement boundary
- 6. Easement boundary
- 7. Easement boundary
- 8. Easement boundary
- 9. Easement boundary
- 10. Easement boundary
- 11. Easement boundary
- 12. Easement boundary
- 13. Easement boundary
- 14. Easement boundary
- 15. Easement boundary
- 16. Easement boundary
- 17. Easement boundary
- 18. Easement boundary
- 19. Easement boundary
- 20. Easement boundary

NOTICE TO THE PUBLIC

THIS SURVEY IS A PART OF A LARGER SURVEY OF THE LANDS OF THE STATE OF TEXAS, AND IS SUBJECT TO THE RIGHTS AND INTERESTS OF THE STATE OF TEXAS AND THE PUBLIC THEREIN. THIS SURVEY IS NOT TO BE CONSIDERED AS A GUARANTEE OF THE ACCURACY OF THE INFORMATION CONTAINED HEREIN, AND IS NOT TO BE USED AS A BASIS FOR ANY CLAIM OR ACTION. THE SURVEYOR ASSUMES NO LIABILITY FOR ANY ERRORS OR OMISSIONS IN THIS SURVEY, AND IS NOT TO BE HELD RESPONSIBLE FOR ANY CONSEQUENCES ARISING FROM THE USE OF THIS SURVEY. THE SURVEYOR'S ONLY OBLIGATION IS TO THE CLIENT, AND THE CLIENT IS RESPONSIBLE FOR THE USE OF THIS SURVEY. THIS SURVEY IS NOT TO BE USED AS A BASIS FOR ANY CLAIM OR ACTION. THE SURVEYOR ASSUMES NO LIABILITY FOR ANY ERRORS OR OMISSIONS IN THIS SURVEY, AND IS NOT TO BE HELD RESPONSIBLE FOR ANY CONSEQUENCES ARISING FROM THE USE OF THIS SURVEY. THE SURVEYOR'S ONLY OBLIGATION IS TO THE CLIENT, AND THE CLIENT IS RESPONSIBLE FOR THE USE OF THIS SURVEY.



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LAND TITLE SURVEY

4.091 ACRES

GBI PARTNERS

FOOT BRND COUNTY, TEXAS

STATE OF TEXAS
COUNTY OF FORT BEND

The Crossbridge Community Church, acting by and through Diego Amendanz, its Executive Pastor, heretofore referred to as Owners of the 14.429 acre subdivision and development plan of said property according to all laws, dedications, restrictions, and notations on said maps or plat, and hereby dedicate to the use of the public for the purposes and public places shown thereon for the purposes and considerations therein expressed; and do hereby bind ourselves, our heirs, successors, and assigns to warrant and forever defend the title on the land so dedicated.

FURTHER, Owners have dedicated and by these presents do dedicate to the use of the public for public utility purpose forever unobstructed aerial easements. The aerial easements shall extend horizontally on additional eleven feet, six inches (11' 6") for ten feet (10' 0") perimeter ground easements or seven feet, six inches (7' 6") for fourteen feet (14' 0") perimeter ground easements or five feet, six inches (5' 6") for sixteen feet (16' 0") perimeter ground easements, from a plane station feet (14' 0") above the ground level upward, located adjacent to and adjoining said public utility easements that are designated with aerial easements (U.E. and A.E.) as indicated and depicted hereon, whereby the aerial easement totals twenty one feet, six inches (21' 6") in width.

FURTHER, Owners do hereby covenant and agree that all of the property within the boundaries of this plat is hereby restricted to prevent the indirectly of any septic tanks into any public or private street, permanent access easement, road or alley, or any drainage ditch, either directly or indirectly. We do hereby covenant and agree that all of the property within the boundaries of this subdivision and adjacent to any drainage easement, ditch, gully, creek, or natural drainage way shall hereby be restricted to keep such drainage ways and easements clear of fences, buildings, excessive vegetation and other obstructions to the operations and maintenance of the drainage facility and that such abutting property shall not be permitted to open directly into this easement except by means of an approved drainage structure.

FURTHER, We do hereby dedicate to the public a strip of land twenty (20) feet wide on each side of the center line of any and all bays, creeks, gulches, ravines, ditches and drainage ditches located in said subdivision, as easements for drainage purposes. Fort Bend County or any other governmental agency shall have the right to enter upon said easement at any time and all times for the purposes of construction and maintenance of drainage facilities and structures.

Crossbridge Community Church
By: *Diego Amendanz*
Executive Pastor

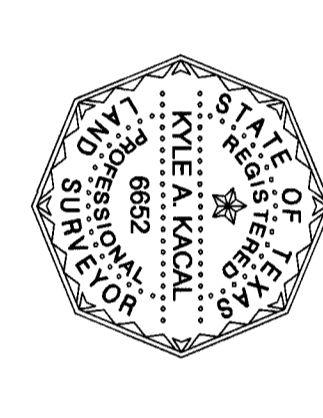
IN WITNESS WHEREOF, the Crossbridge Community Church has caused these presents to be signed by Diego Amendanz, its Executive Pastor, hereunto authorized, this 18 day of November 2020.

Notary Public in and for the State of Texas
Charlotte Day
Charlotte Day
My Commission Expires June 29, 2023

My commission expires: June 29, 2023

CERTIFICATE FOR SURVEYOR
I, KYLE A. KACAL, AM REGISTERED UNDER THE LAWS OF THE STATE OF TEXAS TO PRACTICE THE PROFESSION OF SURVEYING AND HEREBY CERTIFY THAT THE ABOVE SUBDIVISION IS TRUE AND ACCURATE.

PROFESSIONAL LAND SURVEYOR
KYLE A. KACAL
REGISTERED PROFESSIONAL LAND SURVEYOR
NO. 6652
TEXAS REGISTRATION NO. 6652



I, JIM ROBERTS, A PROFESSIONAL ENGINEER REGISTERED IN THE STATE OF TEXAS, DO HEREBY CERTIFY THAT THIS PLAT MEETS ALL REQUIREMENTS OF FORT BEND COUNTY, TO THE BEST OF MY KNOWLEDGE.

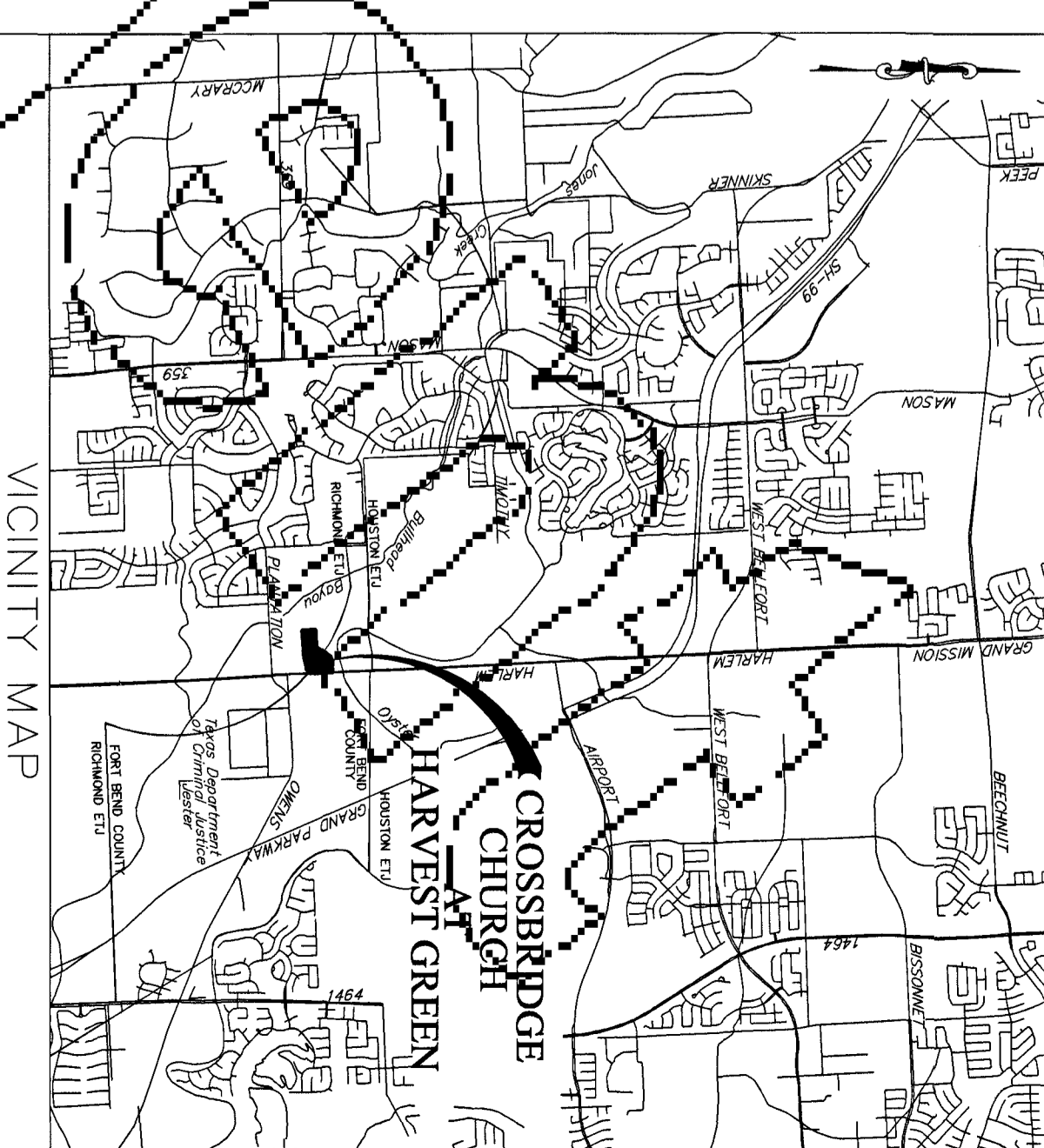


STATE OF TEXAS
COUNTY OF FORT BEND
This plat of Crossbridge Church of Harvest Green Subdivision approved by the City Manager of the City of Richmond, Texas
This the 3rd day of December 2020

Laura Richard
City Manager

STATE OF TEXAS
COUNTY OF FORT BEND
This plat of Crossbridge Church of Harvest Green Subdivision approved on December 3, 2020 by the City of Richmond City Commission, and signed this the 3 day of December 2020, provided however, that approval shall be in writing and null and void unless this plat is filed with the County Clerk of Fort Bend County, Texas, within (1) year hereafter.

Signed: *Kathleen Kennedy Flood*, Mayor
Signed: *Carro Scarpato*, City Secretary



APPROVED by the Commissioners' Court of Fort Bend County, Texas, this 20 day of October 2021.

Diego Amendanz
Diego Amendanz
County Engineer, Precinct 2
Diego Amendanz
County Engineer, Precinct 4

THE STATE OF TEXAS
COUNTY OF FORT BEND
I, Laura Richard, County Clerk, in and for Fort Bend County, hereby certify that the foregoing instrument, with its certificate of authentication was filed for registration in my office on October 20, 2021 at 2:49 o'clock PM, in Plot Number(s) 20210250 of the Plat Records of said County.

Laura Richard
Laura Richard
Fort Bend County, Texas
By: *Martha Velisquez*
Deputy
Martha Velisquez

FILED AND RECORDED
OFFICIAL PUBLIC RECORDS
Laura Richard
Laura Richard, County Clerk
Fort Bend County, Texas
October 20, 2021 02:49:55 PM
FEE \$195.00 KW1
20210256

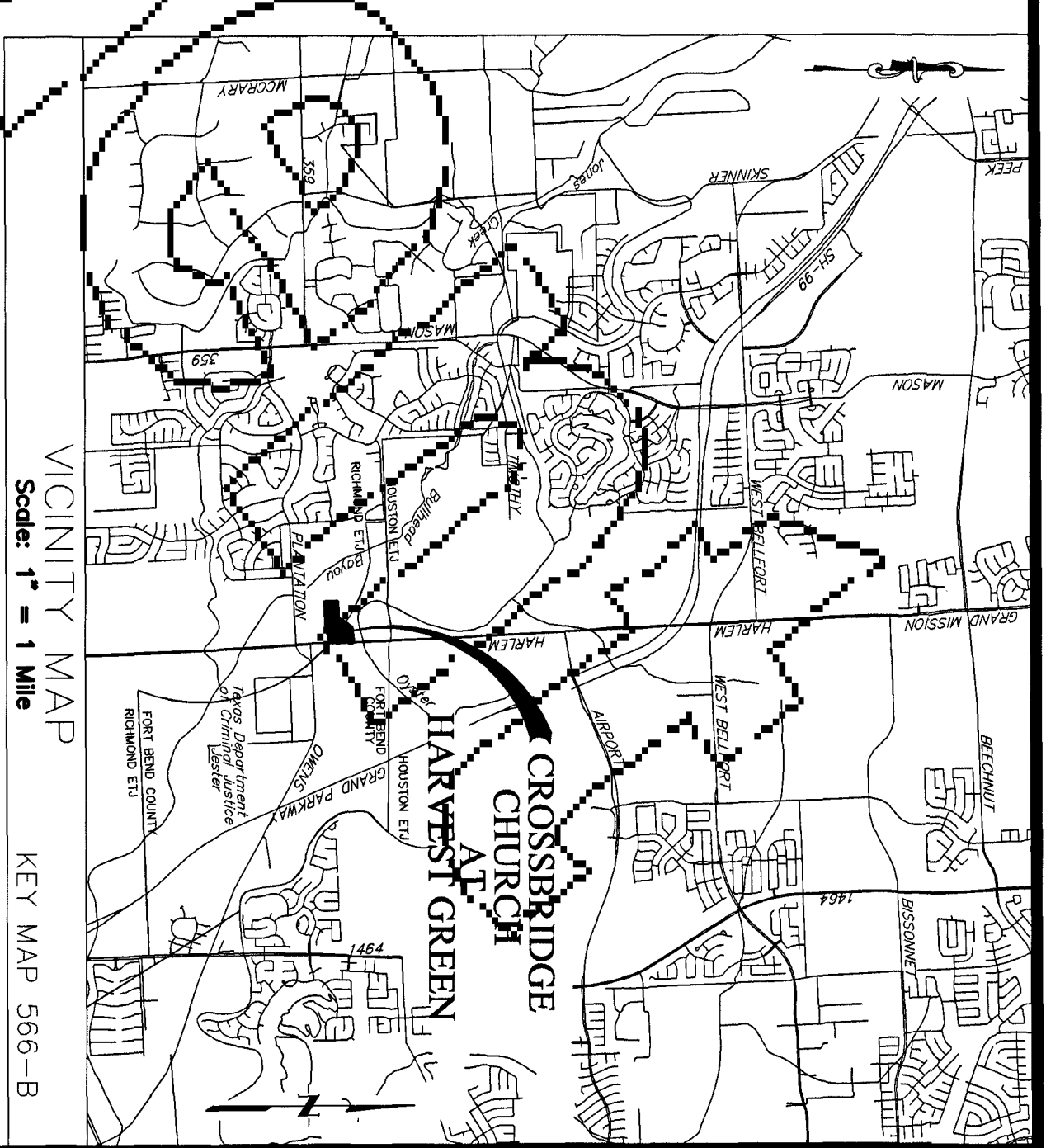
CROSSBRIDGE CHURCH AT HARVEST GREEN

A SUBDIVISION OF 14.429 ACRES OF LAND
LOCATED IN THE
WILLIAM MORTON ONE AND ONE-HALF LEAGUE GRANT, A-62
AND THE JANE WILKINS ONE LEAGUE GRANT, A-96
FORT BEND COUNTY, TEXAS

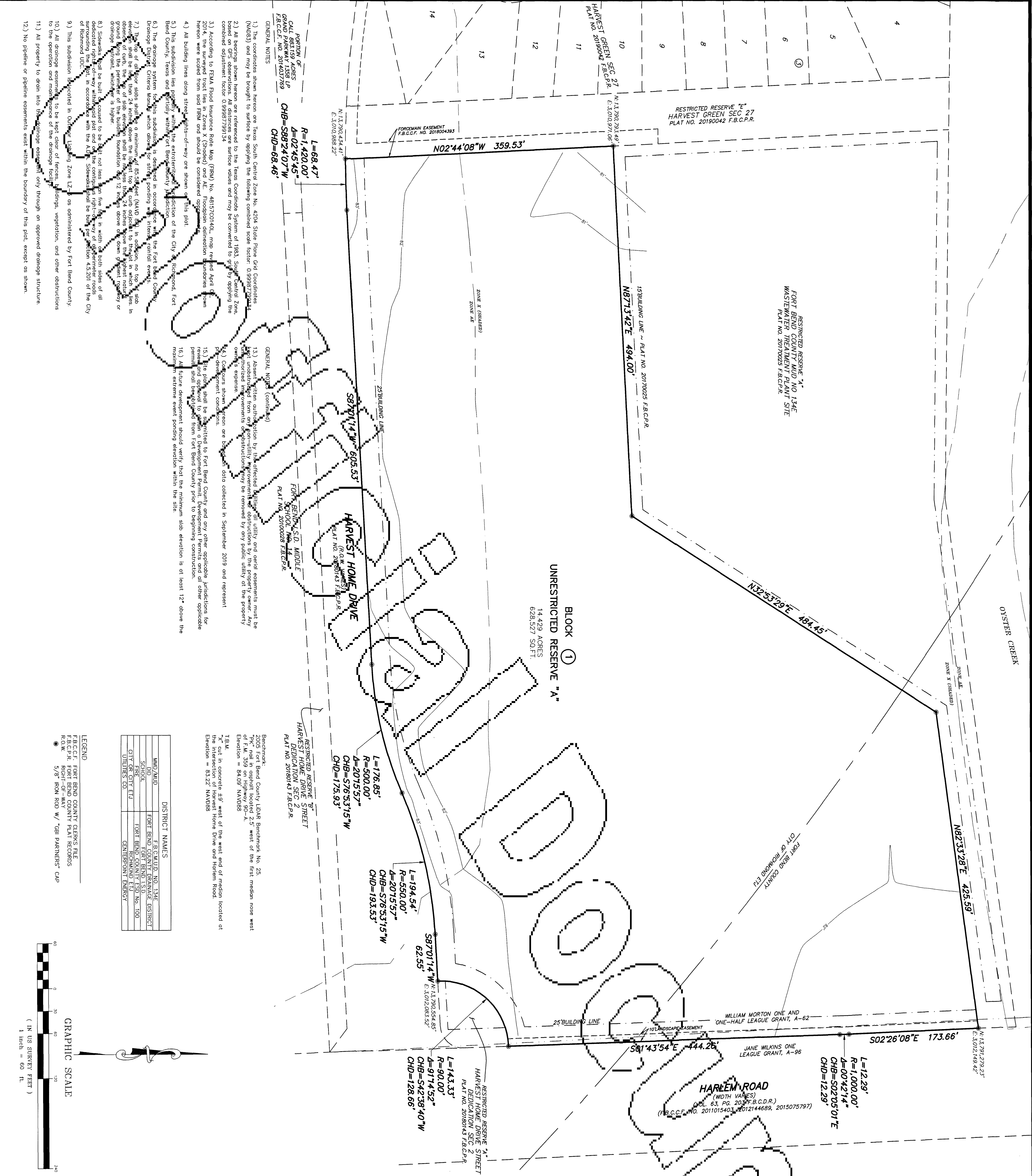
LOTS: 0 RESERVES: 1 BLOCKS: 1
SCALE: 1"=60' DATE: NOVEMBER, 2020
OWNERS:
CROSSBRIDGE COMMUNITY CHURCH
A TEXAS NON-PROFIT CORPORATION
335 ELDORADO ROAD #282
SUGAR LAND, TEXAS 77478
281-513-8300

ENGINEER:
ROBERTS ENGINEERING GROUP, LLC
THE FIRM REG. NO. F-17223
5610 BERGENFIELD CT
KATY, TEXAS 77450
SURVEYOR:
KYLE A. KACAL
REGISTERED PROFESSIONAL LAND SURVEYOR
TEXAS REGISTRATION NO. 6652

GBI PARTNERS
LAND SURVEYING CONSULTANTS
4724 WISLA ROAD - PASADENA, TX 77305
PHOENIX, ARIZONA 85016
TEL: 281-410-1900 FAX: 281-410-1902
SHEET 1 OF 2



VICINITY MAP
Scale: 1" = 1 Mile
KEY MAP 566-B



GENERAL NOTES

- 1) The coordinates shown herein are Texas South Central Zone No. 4204, State Plane Grid Coordinates (NAD83) and may be brought to surface by applying the following combined scale factor: 0.999872000.
- 2) All bearings shown herein are referenced to the Texas Coordinate System of 1983, South Central Zone, based on GPS observations. All distances are surface values and may be converted to grid by applying the combined adjustment factor 0.999872000.
- 3) According to FEMA Flood Insurance Rate Map (FIRM) No. 48157C010L, map revised April 14, 2014, the surveyed front lies in Zones X (Shaded) and AE. Floodplain delineation boundaries shown herein were scaled from said FIRM and should be considered approximate.
- 4) All building lines along street splits-of-way are shown on this plat.
- 5) This subdivision has been prepared with the exterior and location of the City of Richmond, Fort Bend County, Texas shown, which is within the jurisdiction of the City of Richmond, Fort Bend County.
- 6) The drainage system for this subdivision is designed in accordance with the Fort Bend County Drainage Overlay Criteria Manual, which allows for street parking with interior front lot area.
- 7) The top of all floor slabs shall be a minimum of 85.58 feet (NAVD 83). In addition, no top of slab elevations shall be less than 24 inches above the lowest 100 feet curb adjacent to the lot in which the slab is located. The top of all exterior walls shall be a minimum of 12 inches above adjacent roadway or drainage ditch, whichever is higher.
- 8) Sewerage shall be built, installed and maintained in accordance with the City of Richmond, Fort Bend County, Texas, and shall be in accordance with the ADEP. Sewerage shall be built per Section 4.5.201 of the City of Richmond UDC.
- 9) This subdivision is located in Overlay Lighting Zone LZ-3 as administered by Fort Bend County.
- 10) All drainage easements shall be the responsibility of the drainage facility owner, and shall be to the satisfaction of the Fort Bend County Engineer, and shall be subject to the City of Richmond, Fort Bend County, Texas, and shall be in accordance with the ADEP.
- 11) All property to drain into the drainage easement only through an approved drainage structure.
- 12) No pipeline or pipeline easements exist within the boundary of this plat, except as shown.

GENERAL NOTES (continued)

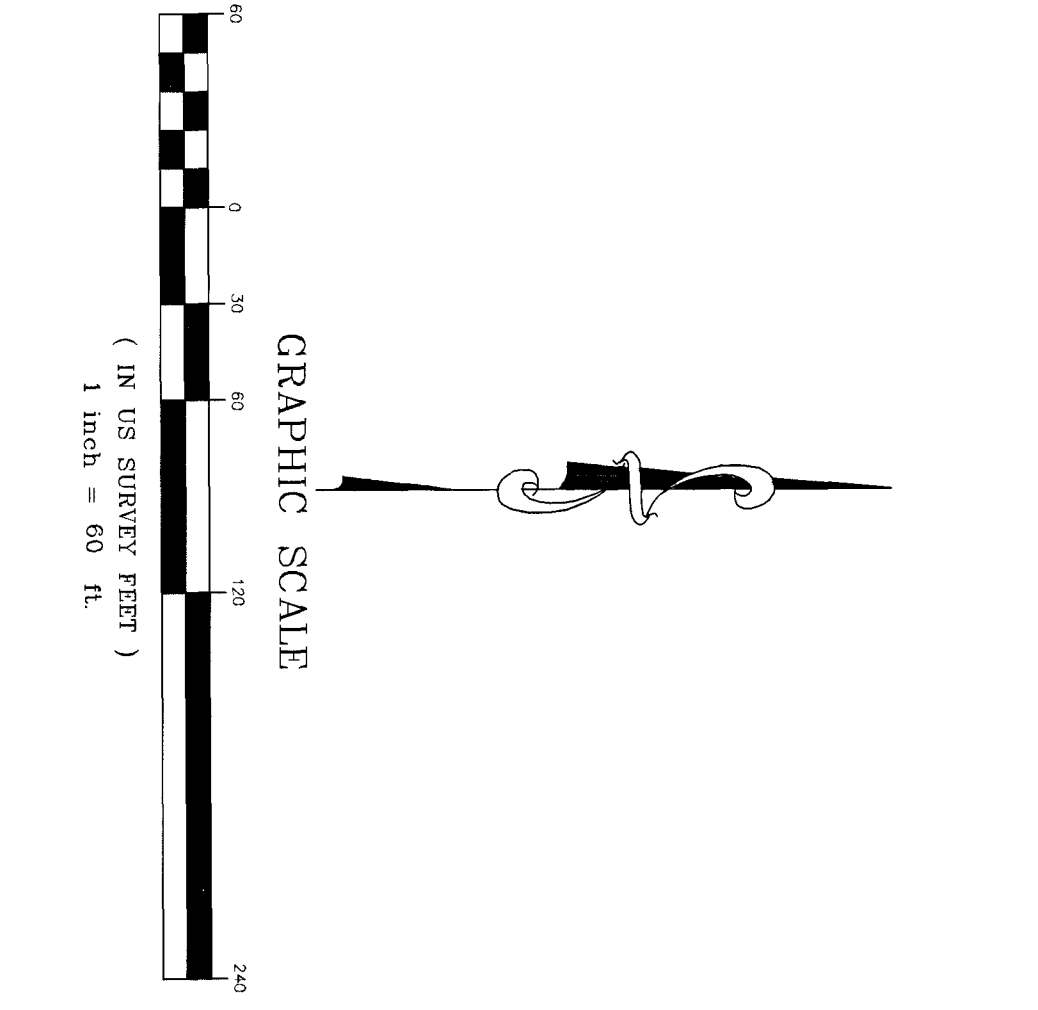
- 13) Absent written authorization by the affected utility, all utility and aerial easements must be left undisturbed from any post-utility improvement and obstructions by the property owner. Any utility easement shall be shown on this plat. The City of Richmond, Fort Bend County, Texas, shall be responsible for any public utility at the property owner's expense.
- 14) Callouts shown herein are based on data collected in September 2018 and represent post-construction conditions.
- 15) The plat shall be submitted to Fort Bend County and any other applicable jurisdictions for review and approval to obtain a Development Permit. The plat shall be submitted to the City of Richmond, Fort Bend County, Texas, for review and approval prior to beginning construction.
- 16) All future development should verify that the minimum slab elevation is at least 12" above the maximum extreme event parking elevation within the site.

LEGEND

DISTRICT NAMES	DISTRICT
MUD/MUD	F.B. C.M.U.D. NO. 134E
SCHOOL	FORT BEND COUNTY ESCD DISTRICT
FIRE	FORT BEND COUNTY ESCD No. 100
CITY OR CITY ETJ	RICHMOND ETJ
UTILITIES CO.	CENTROVANT ENERGY

LEGEND

FRAGILE: FORT BEND COUNTY CLERKS FILE
F.B.C.F.R.: FORT BEND COUNTY PLAT RECORDS
R.O.W.: RIGHT-OF-WAY
5/8" IRON ROD W/ "GBI PARTNERS" CAP



CROSSBRIDGE CHURCH AT HARVEST GREEN

A SUBDIVISION OF 14.429 ACRES OF LAND LOCATED IN THE WILLIAM MORTON ONE AND ONE-HALF LEAGUE GRANT, A-62 AND THE JANE WILKINS ONE LEAGUE GRANT, A-96 FORT BEND COUNTY, TEXAS

ENGINEER:
ROBERTS ENGINEERING GROUP, LLC
7896 FIRM REG. NO. F-17223
5610 BERGENFIELD CT
KATY, TEXAS 77450

SCALE: 1"=60'
LOTS: 0
RESERVES: 1
BLOCKS: 1
DATE: NOVEMBER, 2020

OWNERS:
CROSSBRIDGE COMMUNITY CHURCH
A 325 EDDYBROOK ROAD #282
SUGAR LAND, TEXAS 77478
281-313-8300

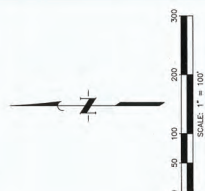
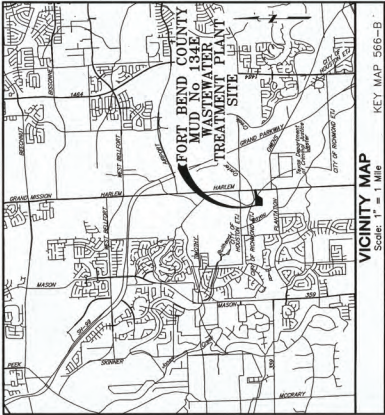
SURVEYOR:
KYLE A. KACAL
REGISTERED PROFESSIONAL LAND SURVEYOR
LAND SURVEYING CONSULTANTS
4724 IVISIA ROAD, #4520
PIPER, TEXAS 77459
713-281-4945
713-281-4945
713-281-4945

FILED AND RECORDED
OFFICIAL PUBLIC RECORDS

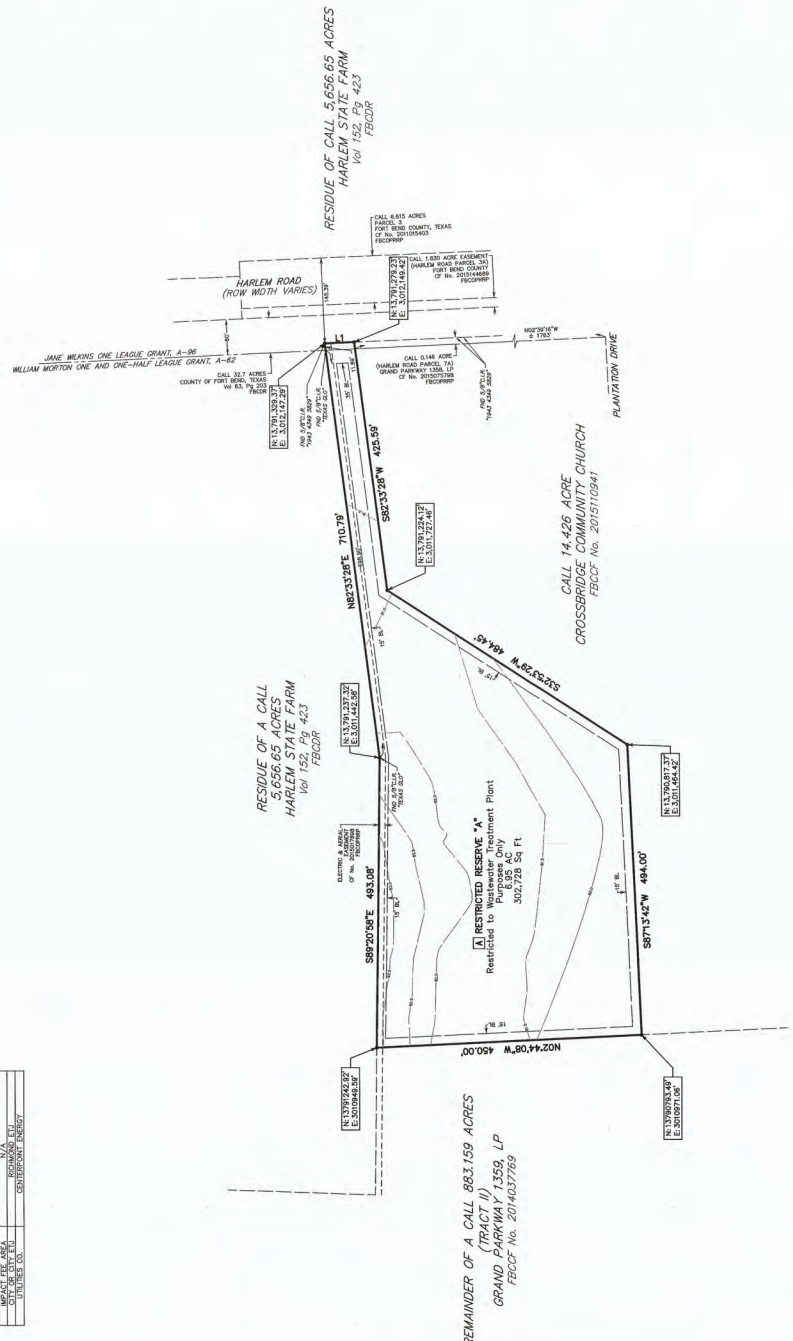
Gina Richard
Lana Richard, County Clerk
Fort Bend County, Texas
October 26, 2021 02:49:55 PM
FEE: \$1989.00 NV1

2021179564

37 PGS



DISTRICT NAMES	
MUD NO.	134E
CITY	FORT BEND
COUNTY	FORT BEND
DISTRICT	134E
SECTION	134E
QUARTER	134E
TRACT	134E
OWNER	JANE WILKINS ONE LEAGUE GRANT, A-96
OWNER'S ATTORNEY	STEPHEN J. GIBSON



FORT BEND COUNTY MUD No 134E WASTEWATER TREATMENT PLANT SITE

A SUBDIVISION OF 6.95 ACRES OF LAND
OUT OF THE
WILLIAM MORTON ONE AND ONE-HALF
LEAGUE GRANT, A-62 AND THE
JANE WILKINS ONE LEAGUE GRANT, A-96
FORT BEND COUNTY, TEXAS
1 RESERVE SEPTEMBER 2016
1 BLOCK

FILED AND RECORDED
AT FORT BEND COUNTY CLERK'S OFFICE
JAMES R. BARNETT
Lester S. Barnette, County Clerk
Fort-Bend County, Texas
February 14, 2017 02:41:22 PM
REC: 844-08-08 201702

ENGINEER:
JONES CARTER
20170202

SURVEYOR:
GRIFFITHS, I.P.
LAND SURVEYING & CONSULTING, INC.
715-552-5722

OWNER:
FORT BEND COUNTY
20170202
HOUSTON, TEXAS 77046
715-552-5722

8) The plat is subject to all other liens and encumbrances, including but not limited to, all taxes, mortgages, liens, judgments, claims, and other interests in the property, which are shown on the plat and are not shown on the plat, and the owner warrants that the property is free and clear of all such liens and encumbrances, except as shown on the plat.

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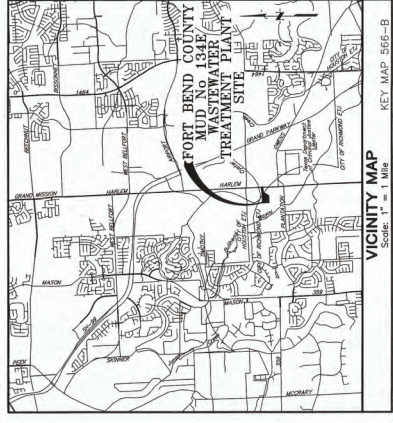
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16) The plat is subject to all other liens and encumbrances, including but not limited to, all taxes, mortgages, liens, judgments, claims, and other interests in the property, which are shown on the plat and are not shown on the plat, and the owner warrants that the property is free and clear of all such liens and encumbrances, except as shown on the plat.

GENERAL NOTES:

- All building lines along street right-of-ways are shown on the plat.
- This plat is located within the administrative jurisdiction of the City of Houston, Texas, and Fort Bend County, Texas.
- For the Flood Insurance Rate Map (FIRM) No. 4857020140, for Fort Bend County, Texas, the Flood Hazard Area (FHA) is shown on the plat, and the Zone A-1 is defined as a Special Flood Hazard Area (SFHA) subject to inundation by the 1% annual chance flood.
- All easements are centered on lot lines unless shown otherwise.
- All building lines along street right-of-ways are shown on the plat.
- This plat is located within the administrative jurisdiction of the City of Houston, Texas, and Fort Bend County, Texas.
- For the Flood Insurance Rate Map (FIRM) No. 4857020140, for Fort Bend County, Texas, the Flood Hazard Area (FHA) is shown on the plat, and the Zone A-1 is defined as a Special Flood Hazard Area (SFHA) subject to inundation by the 1% annual chance flood.
- All easements are centered on lot lines unless shown otherwise.

MUD NO.	134E
CITY	FORT BEND
COUNTY	FORT BEND
DISTRICT	134E
SECTION	134E
QUARTER	134E
TRACT	134E
OWNER	JANE WILKINS ONE LEAGUE GRANT, A-96
OWNER'S ATTORNEY	STEPHEN J. GIBSON



VICINITY MAP
 Scale: 1" = 1 Mile
 KEY MAP 566-B

I, Richard W. Stouffer, P.E., Fort Bend County Engineer, do hereby certify that the plat on this application is true and correct, and that the same conform to the laws of the State of Texas, and that the same conform to the rules and regulations of the Fort Bend County Commissioners' Court. However, no application is hereby given as to the effect of this plat on any other plat, or on any other plat or application, or on any other one of subdivisions with the watershed.

APPROVED BY: *[Signature]* Date: 14th February, 2016.
 Fort Bend County Engineer

APPROVED BY: *[Signature]* Date: February 2, 2016
 City Manager

APPROVED BY: *[Signature]* Date: January 27, 2016
 City Clerk

I, Loren Richard, County Clerk, in and for Fort Bend County, hereby certify that the foregoing instrument with its verifications of authentication was filed for registration in my office on February 14th 2016, at 2:44 o'clock PM, in File Number(s) 20160025 of the Public Records of said County.

I, Loren Richard, County Clerk, in and for Fort Bend County, Texas, do hereby certify that the foregoing instrument with its verifications of authentication was filed for registration in my office on February 14th 2016, at 2:44 o'clock PM, in File Number(s) 20160025 of the Public Records of said County.

Witness my hand and seal of office, at Richmond, Texas, this 14th day of February, 2016.

[Signature]
 Loren Richard
 County Clerk

[Signature]
 Elizabeth Rivera
 Deputy

[Signature]
 Dawn Richard
 County Clerk

FORT BEND COUNTY
MUD No 134E WASTEWATER
TREATMENT PLANT SITE

A SUBDIVISION OF 6.95 ACRES OF LAND
 OUT OF THE
 WILLIAM MORTON ONE AND ONE-HALF
 LEAGUE GRANT, A-62 AND THE
 JANE WILKINS ONE LEAGUE GRANT, A-96
 FORT BEND COUNTY, TEXAS
 1 RESERVE SEPTEMBER 2016 1 BLOCK

OWNER: FORT BEND COUNTY DISTRICT NO. 134E
 9 GREENWAY PLAZA SUITE 1100
 HOUSTON, TEXAS 77046
 713-453-5722

ENGINEER: JONES CARTER
 1000 WEST 26TH STREET, SUITE 100
 HOUSTON, TEXAS 77002
 713-453-5722

OWNER: CBI PARTNERS, L.P.
 1000 WEST 26TH STREET, SUITE 100
 HOUSTON, TEXAS 77002
 713-453-5722

I, David M. Brown, a Professional Engineer registered in the State of Texas, do hereby certify that this plat meets all requirements of Fort Bend County, Texas, Chapter 146, Subchapter A, Section 146.002.

[Signature]
 David M. Brown
 Professional Engineer No. 90073

I, Janet M. Brazos, a Professional Engineer registered in the State of Texas, do hereby certify that this plat meets all requirements of Fort Bend County, Texas, Chapter 146, Subchapter A, Section 146.002.

[Signature]
 Janet M. Brazos
 Professional Engineer No. 90073

I, Janet M. Brazos, a Professional Engineer registered in the State of Texas, do hereby certify that this plat meets all requirements of Fort Bend County, Texas, Chapter 146, Subchapter A, Section 146.002.

[Signature]
 Janet M. Brazos
 Professional Engineer No. 90073

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 Professional Engineer No. 90073

I, Janet M. Brazos, a Professional Engineer registered in the State of Texas, do hereby certify that this plat meets all requirements of Fort Bend County, Texas, Chapter 146, Subchapter A, Section 146.002.

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City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

- A13. Review and consider taking action on Ordinance No. 2024-18, adopting the Central Richmond Revitalization Plan.



**CITY COMMISSION
AGENDA ITEM COVER MEMO**

DATE: November 18, 2024

Staff Review:

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

AGENDA ITEM:

**SUBMITTED BY: Mason A. Garcia, Planning Director
Planning Department**

SYNOPSIS

This agenda item is a review of the adoption of the Central Richmond Revitalization Plan. In 2023 Kendig Keast Collaborative was selected to provide professional urban planning services to prepare an updated Comprehensive Master Plan and develop a focused strategy planning that is the “Central Richmond Revitalization Plan.” Project work focused on establishing a vision on the general area extending from the Union Pacific Railroad and Thompson Road, south to Austin Street, east to the Brazos River, then north along the Brazos River to Preston Street, and back west to Thompson Road. The vision for this sub-area plans included initiatives to redevelop, attract private investment and bring vitality to the area.

The Planning and Zoning Commission recommended approval of Central Richmond Revitalization Plan at their November 4, 2024, meeting.

COMPREHENSIVE PLAN 2014 GOALS ADDRESSED

The Comprehensive Master Plan includes five general methods for plan implementation (see page 11). The Specific Plans and Studies implementation method notes that additional planning work or special study to provide detail at a more granular level is needed for several areas of the City, which is more appropriate than the implementation of the Comprehensive Master Plan for specific areas. The Central Richmond Revitalization Plan uses the aforementioned method to ensure an in-depth assessment of the subject area is provided.

BACKGROUND

The Central Richmond Revitalization Plan contains four parts which are necessary to provide context and effective strategies for the City to proceed in the revitalization of the Central Richmond Area. These four Sections include:

1. **Central Richmond Past and Present** – The information serves to provide the reader with historic context, general location details, and unique and distinct features of the area.
2. **Opportunities and Objectives** – This part of the plan identifies plan goals along with opportunities and potential redevelopment sites.
 - *Enhance the business environment*
 - *Potential redevelopment sites*
 - *Reinforce Community Character*
 - *Improve User Experience*
 - *Connect Activity Nodes*
 - *Expand, Define, Diversify*
 - *Capitalize on the River*
 - *Opportunities*
 - *Calhoun Street Brownstones*
 - *The Triangle*
 - *Trestle Pedestrian Bridge and Improved Wessendorf Park*
 - *River Bluff Trails*
 - *Downtown Beautification and Gateway*
3. **10-year vision** – The 10-year vision conceptualizes a possible outcome of the Central Richmond Revitalization Plan. The plan is conceptual in nature, intended to convey a preferred direction for future development and redevelopment.
4. **Implementation** – The implementation summary provides multiple timeframes which breaks down and arranges the process into practicable programs within three-time frames.

The plan requires a combination of three methods for the revitalization efforts (1) Zoning, (2) Incentives and (3) Direct Public Investment. The implementation summary provides action items over three (3) timeframes.

- Early Action 0-2 years
- Short- Mid-Term 2-5 Years
- Long-Term 6-10 Years

BUDGET ANALYSIS

FUNDING SOURCE	ACCOUNT NUMBER	PROJECT CODE/NAME	FY 2024 - 2025 FUNDS BUDGETED	FY 2024 - 2025 FUNDS AVAILABLE	AMOUNT REQUESTED
N/A	N/A	N/A	N/A	N/A	N/A

--	--	--	--	--	--

BUDGET AMENDMENT REQUIRED? YES _____ NO

Requested Amendment: N/A

Budgeted funds estimated for FY 2024 - 2025: N/A

Purchasing Review: N/A

Financial/Budget Review: N/A

FORM CIQ: N/A

FORM 1295 N/A

SUPPORTING MATERIALS

A report and Draft of the Central Richmond Revitalization Plan has been submitted by the Planning Department for review by the Mayor and City Commission.

STAFF'S RECOMMENDATION

APPROVAL: Staff recommends approval for the Central Richmond Revitalization Plan.

City Manager Approval: _____



CITY COMMISSION

Central Richmond Revitalization Plan – Adoption

Agenda Date: November 18, 2024

Agenda Item:

Agenda Item Subject: Adoption of the Central Richmond Revitalization Plan

P&Z Commission Mtg: November 4, 2024

Project Planner: Mason A. Garcia, Planning Director

INTRODUCTION

On May 17, 2023, the City Commission awarded a professional services contract to the consulting firm Kendig Keast Collaborative to assist the City in preparing a special area plan (Central Richmond Revitalization Plan). Project work focused on establishing a vision on the general area extending from the Union Pacific Railroad and Thompson Road, south to Austin Street, east to the Brazos River, then north along the Brazos River to Preston Street, and back west to Thompson Road. The vision for this sub-area plans included initiatives to redevelop, attract private investment and bring vitality to the area. The resulting, Central Richmond Revitalization Plan, works to provide customized action strategies at a high level of design detail with a proposed implementation timeline.

BACKGROUND

At the July 2024 Planning Zoning Commission meeting Kendig Keast Collaborative presented the Central Richmond Revitalization Plan. The presentation provided an overview of plan highlights, summary of comments, public hearing comments and comments by the commission. Based on feedback from the Planning and Zoning Commission, the agenda item for recommendation to the City Commission to adopt the plan was not sent forward. The commissioners moved adoption recommendation to a later date. On August 29th a Roundtable was held to discuss the Central Richmond Revitalization Plan. All Boards and Commissions were invited to review the plan elements and Development Concept to ensure the items in the plan reflected the preferences of the boards, commissions and community.

OVERVIEW

The Central Richmond Revitalization Plan contains four parts which are necessary to provide context and effective strategies for the City to proceed in the revitalization of the Central Richmond Area. These four Sections include:

1. **Central Richmond Past and Present** – The information serves to provide the reader with historic context, general location details, and unique and distinct features of the area.

2. **Opportunities and Objectives** – This part of the plan identifies plan goals along with opportunities and potential redevelopment sites.
3. **10-year vision** – The 10 year vision conceptualizes a possible outcome of the Central Richmond Revitalization Plan.
4. **Implementation** – The implementation summary provides multiple timeframes which breaks down and arranges the process into practicable programs within three-time frames.

Central Richmond Past and Present

Physical and Historic Context- As mentioned earlier the location generally described in the plan is the Union Pacific Railroad and Thompson Road, south to Austin Street, east to the Brazos River, then north along the Brazos River to Preston Street, and back west to Thompson Road. The plan notes major activity centers in or near the area such as the Fort Bend County government area, Fort Bend County Justice Center, OakBend Medical Center and George Park. The Downtown area also known as the Historic District encompasses 100 block area laid out in traditional 250' x 250' blocks. This area contains two separate zoning districts which are DN, Downtown and OT, Olde Town Districts. The Morton Street area is zoned Downtown which allows for commercial and mixed-use development within the City's original central business district.

Opportunities and Objectives

Enhance the business environment – introduce new and/or expand loan and grant programs targeted specifically to Downtown businesses and buildings. Assemble and package Downtown sites and market them for new mixed-use infill development.

Potential redevelopment sites – Development Corporation of Richmond (DCR) should focus on the downtown riverfront and help accelerate needed reinvestment in the area.

Reinforce Community Character – Create a set of Central Richmond urban design guidelines to provide architectural parameters for new construction. Develop special design criteria for prospective development of any City-owned property including preservation of public trail easements on any river-adjacent property. Broaden the purview of the Historical Commission by creating an omnibus Design Review Board to interpret and apply both the historic preservation standards and new construction design guidelines in an advisory capacity vis-à-vis the Planning and Zoning Commission. Consider pursuing National Historic District status for Olde Town to gain access to Federal Historic District Tax Credits for qualified renovations.

Improve User Experience – Address parking needs in the downtown area to improve overall experience. Examine “time-demand” parking solutions that do not rely on construction of new surface parking lots. Incentivize/ Incorporate public parking in new private development. Provide

street amenities and safety measures throughout the downtown core to improve the pedestrian experience.

Connect Activity Nodes – Increase the link between the activity nodes within the city and raise awareness. Brand and market the city as part of a “circuit” of regional attractions centered on the Brazos River. Add wayfinding signs along Highway 90A and the Richmond Parkway/Austin Street entry into Downtown, include a list of attractions within the general area.

Expand, Define, Diversify – settle on a naming convention for the combined Olde Town and Downtown areas to distinguish from the underlying zoning districts. Expand range of housing options within the distinguished area. Create incentives to convert upper floors of Downtown to loft apartments.

Capitalize on the River – Use the Brazos River as a backdrop for community celebrations and as a link to the trail system used throughout the region. Engage the Union Pacific Railroad regarding a potential transfer of ownership of the historic truss bridge.

Opportunities –

- Stronger connections providing access to and between activity centers.
- Opening of the riverfront for more and varied utilization.
- Adding select amenities including enhanced shopping and public space.
- New streetscape features in the Downtown gateways and streets.
- Expanding the footprint and activity sphere of the historic core through infill development and enhancements to Wessendorf Park.

Calhoun Street Brownstones – Vacant land north of Calhoun Street will be suited for development within the reconstruction of 2nd Street. The area is suited for new residential lofts or townhouses with shared public/private parking at grade level.

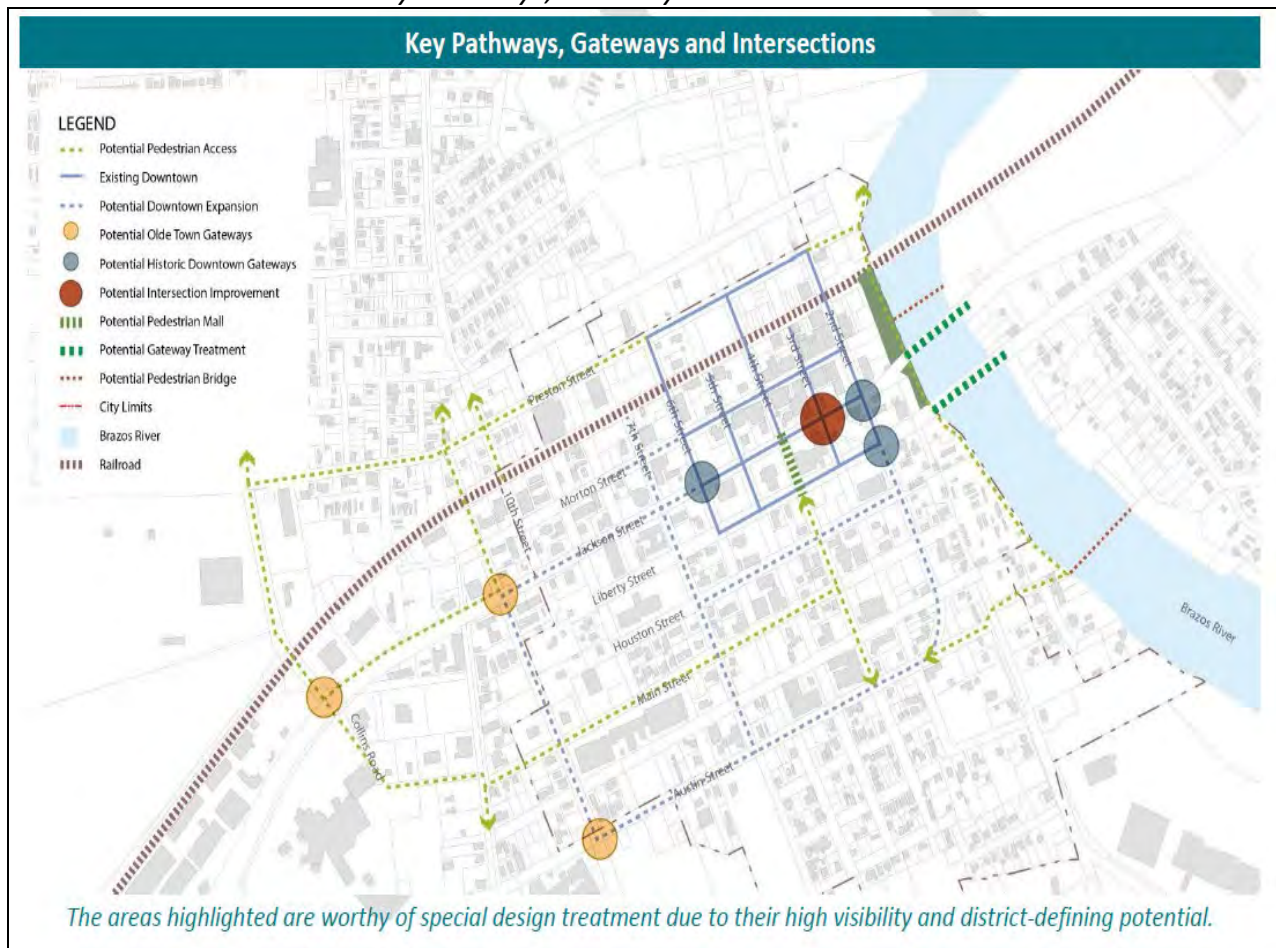
The Triangle – The wedge of land located on Highway 90A where the road splits into a one-way pair may be redeveloped into an ornamental public space.

Trestle Pedestrian Bridge and Improved Wessendorf Park – the Union Pacific Railroad may replace the bridge with a newer one built alongside the existing bridge. The city may look at entering into an agreement to take ownership of the existing bridge once the new bridge replacement has been built. Wessendorf Park remains underappreciated and possibly underused, the addition of special features could include a rose garden, exercise stations or an amphitheater which could help activate the park and draw more visitors.

River Bluff Trails – Improvement of Richmond’s bike and pedestrian trail system and the creation of more usable public space in or near the Downtown area were cited as needs in feedback provided by the community survey and other forms of public outreach. The City may incentivize or require public access easements along the river bluffs as redevelopment occurs over time.

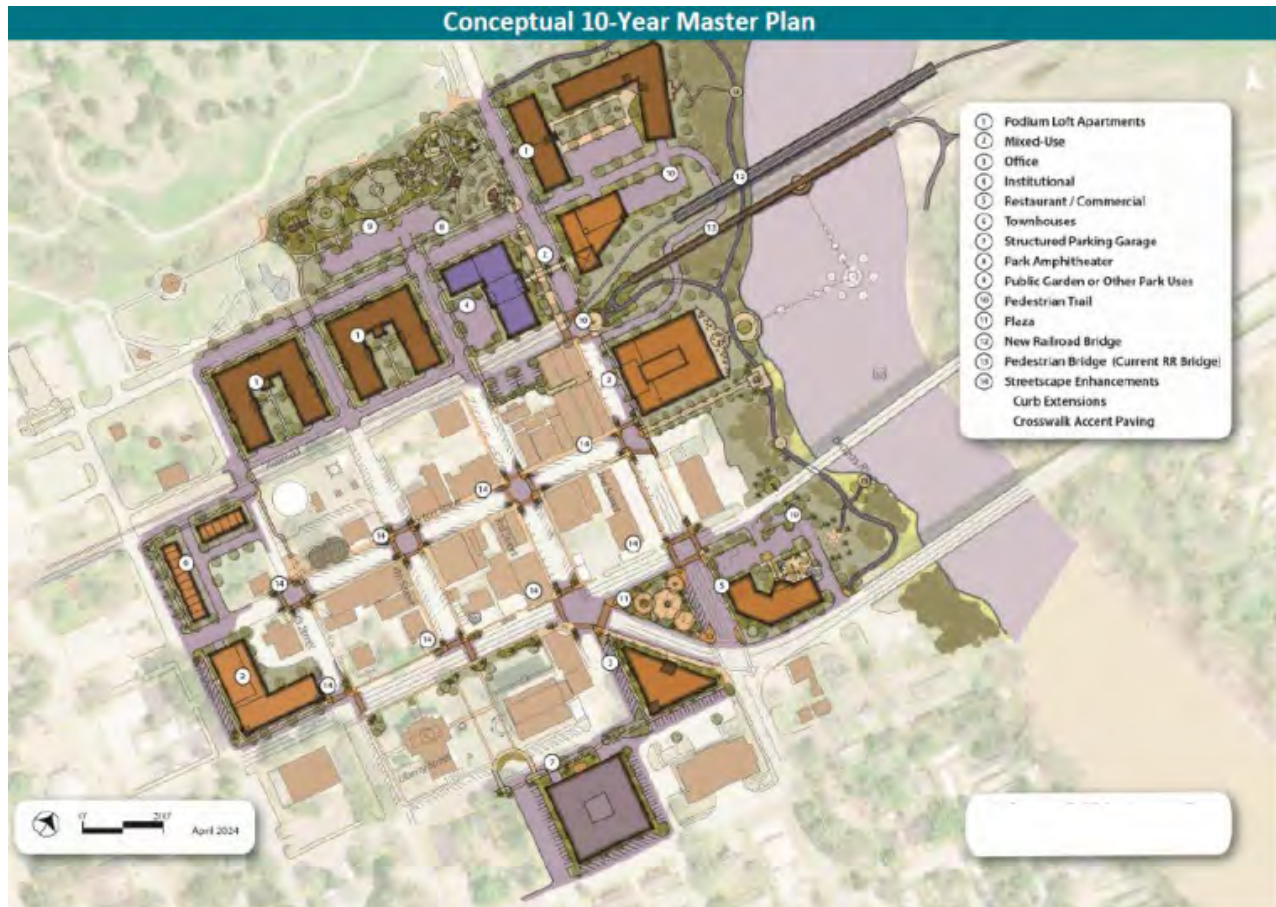
Downtown Beautification and Gateway – Take advantage of opportunities to signal entrance into Richmond’s central area. This can be done with the “Triangle”, railroad overpass or Silos in the West.

Key Pathways, Gateways and Intersections



10-year Vision

The 10 – year vision is a schematic that provides a conceptual physical development plan for the Central Richmond Area. The plan is conceptual in nature, intended to convey a preferred direction for future development and redevelopment. The plan aims to provide a visualization of several opportunities described within the plan. The focus is one mixed-use infill development, pedestrian amenities and connections, riverfront orientation, shared parking, accented gateways and unification of north and southern portions of Highway 90A.



Implementation

The priorities of the implementation plan provides a public policy framework which will help achieve the revitalization efforts for the area. The plan requires a combination of three methods for the revitalization efforts (1) Zoning, (2) Incentives and (3) Direct Public Investment. The implementation summary provides action items over three (3) timeframes.

- Early Action 0-2 years
- Short- Mid-Term 2-5 Years
- Long-Term 6-10 Years

The items discussed in the implementation summary provide a path to achieve the plan goals and actualize the 10-year vision.

Early Action 0-2 years

Remap of AE Flood Zone – Reconstruction of 2nd Street will allow for the raised portion of the street to prevent flow of water from the Brazos River into the area north of the Union Pacific Train Tracks and the Wessendorf Park. The City of Richmond could request a remapping of the area from the Federal Emergency Management Agency (FEMA). Remapping the area could be more attractive to potential developers and reduce insurance and mitigation costs associated with construction.

Rezoning – The Plan recommends the rezoning of additional areas in the Olde Town District to Downtown District to allow mixed-use development, townhomes, small scale apartments and reduced setbacks.

Establish a Tax Increment Reinvestment Zone – Creation of a Tax Reinvestment Zone prior to redevelopment would allow the city to capture new incremental tax revenue to help fund Downtown improvements.

Rezone Area East of 5th Street Between Calhoun and Preston Street to “Downtown” – Rezoning would allow mixed-use and stand-alone loft style apartment buildings on parcels along Preston Street. The City may instead choose to allow smaller apartment buildings of 20 or newer units within the Olde Town District.

Short- Mid-Term 2-5 Years

Hire a dedicated Central Richmond Project Manager – The individual may act as an intermediary between the developers, business owners, City departments and DCR. The individual would initiate and drive projects and programs within Central Richmond.

Market Preston Street Sites – Advertising sites along Preston Street to ensure the city provides potential developers expectations for site development. The city may create requests for proposals that indicate the land use, building types, constructions costs, completion timeframes and needs for public onsite parking.

Pursue Public Art/Sign Easements – The City could partner with private property owners to secure use agreements/façade easements. These would allow for art and sign installations at key entrances to the city. One such location is the silos at the western entrance to Richmond along the north side of Highway 90A. The City could appoint a design panel to review artists submittals from a Request for Proposal or Art Design Competition.

Expand/Define Incentives Programs – The Development Corporation of Richmond (DCR) may work to establish clear program guidelines and subcategories to ensure potential applicants can meet the specific criteria of the programs. These programs can be created for a variety of purposes including building improvement grants, upper-floor apartment conversions, downtown redevelopment. The DCR can provided clearer program guidelines and subcategories with the Direct Investment Program.

Manage/Expand Downtown Parking – Morton Street is perceived to lack parking spaces for visitors and patrons in the area; noted by several individuals consulted during the planning process. Managing the current parking resources appears to be a key item. The city may use a number of measures to manage the current parking availability such as: two (2) hour maximum parking time limits along Morton St., a partnership with Fort Bend County to resurrect a parking structure behind the William B Travis building, issuance of Requests for Proposals for City-owned Preston Street Blocks with required provisions of public parking, parking agreements in the downtown area to accommodate overflow parking, daytime shuttle service between downtown and key locations in the nearby area and reviewing and examining design opportunities for angled parking as part of the 2nd Street reconstruction.

Formalize Terms of Union Pacific (UP) Bridge Conveyance and Pursue Funding Options – The Union Pacific Railroad Truss Bridge is a landmark feature for the City of Richmond. Talks of the railroad possibly looking to discontinue use presents an opportunity for the City to begin discussions for terms and timing of a donation to the City of Richmond. The City will need to consider bridge inspections, repairs and maintenance costs, location/ alignment design of replacement track, environmental and operational liabilities and indemnifications. There are possible funding options which include Rails to Trails Conservancy, The Texas Parks and Wildlife Department’s Recreational Trails Program, and area non-profits.

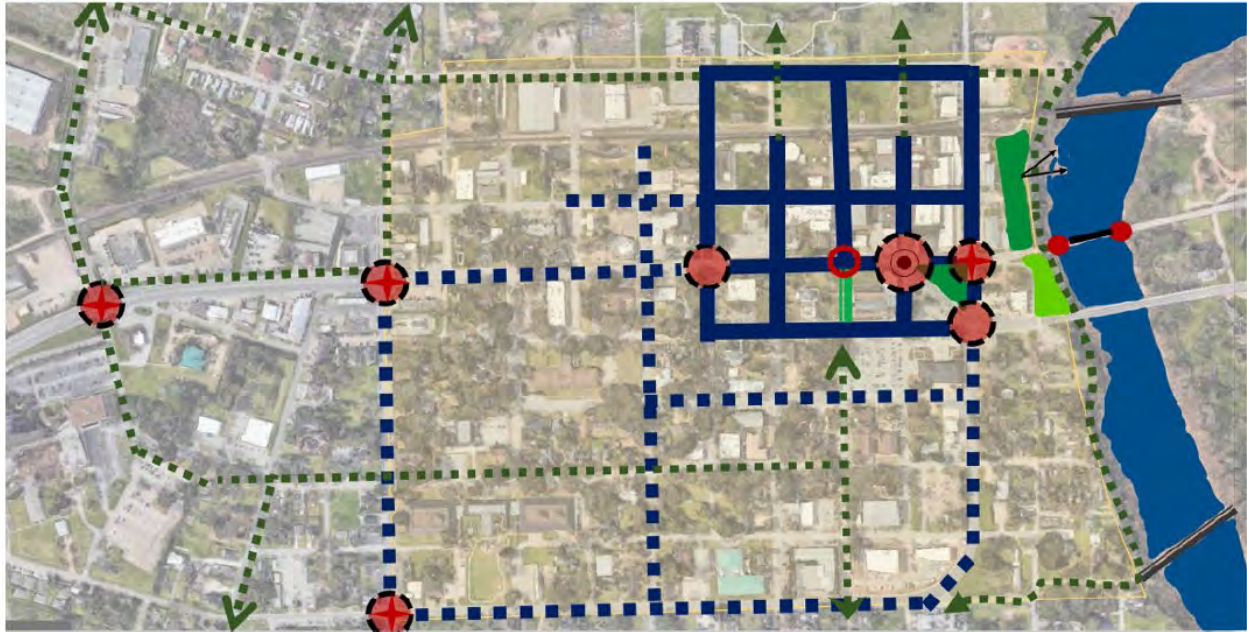
Establish Stormwater Land Bank – Rainfall and stormwater management is a key topic within the region. Drainage districts standards have been modified and will continue to be reviewed to ensure new development and redevelopment do not increase flooding issues. Due to the requirements for drainage and detention, small lot infill development and certain redevelopment becomes less practical. To mitigate these issues the City could create an operating plan and budget for a public land bank, review public tax sales notices, and establish/exercise municipal “first rights” on marginally buildable properties for inclusion in stormwater bank.

Implement Streetscaping and Beautification – Richmond’s Downtown and Olde Town zoning districts contain a certain appeal due to the unique features of the many historic buildings. To ensure the continued charm and appeal the implementation of enhancements to the streetscaping the City could seek sponsorships for new amenities in Wessendorf Park and the proposed triangle park and rail bridge park. To implement streetscaping and beautification the city could establish a downtown Tax Increment Reinvestment Zone TIRZ as a funding mechanism, create a detailed streetscape design plan and materials palette, and have phased streetscape improvements in the City’s Capital Improvements plan.

Public Improvements Map

Public Improvements

-  Primary streetscape
-  Secondary streetscape
-  Pedestrian bridge
-  Bike-ped route
-  Gateway treatment



Long-Term 6-10 Years

Establish Downtown Business Improvement District (BID) – The Downtown business community is gradually growing and changing. Establishing a business improvement district would involve the majority of property owners to agree to a special assessment which would be used exclusively within the Downtown area. To achieve this goal the city would need to organize the business owners into associations with a board of directors and associated staff. The district would collect and disseminate materials explaining the Business Improvement District process and costs and benefits prior to a vote on a special assessment by the property owners. If a special assessment receives a vote of approval, the proposed assessment and BID boundary would be established.

Pursue National Register of Historic Places Designation – The National Register of Historic Places is a federal program administered by the Texas Historic Commission in coordination with the National Park Service. Properties listed in the National Register provides national recognition of historical or architectural significance and denotes distinction that is worthy of preservation. The National register is part of the inventory of the nation’s properties that have been deemed worthy of preservation. Buildings that are listed on the National Register of Historic Places qualify for a 20% federal tax credit and financial grants for rehabilitation of their building.

Maintain Membership in Main Street America or International Downtown Association –

The city can garner support for membership in one of the associations listed below to fund and create a subcommittee of the Development Corporation of Richmond (DCR) and the Downtown Business community. The subcommittee would attend a national conference and make a recommendation to the DCR Board on one of the memberships.

- Main Street America is a movement aiming to improve the quality of life in downtown and commercial districts via economic development and community preservation. This association was established in 1980 by the national trust.
- The International Downtown Association is an organization that advocates and supports livable urban centers.

Explore River Bluff Redevelopment – River Bluff development was a key item mentioned throughout the process. The City and DCR may look to explore opportunities to acquire land adjacent to the river in the downtown area. This can be done by creating a dedicated/revolving site acquisition fund with yearly \$100,000 contributions from the DCR and/or the City general fund. The City can also create a policy that requires the dedication of a public access easement along the western side of the Brazos River as a condition of receiving incentives or as part of a planned development.

ROUND TABLE DISCUSSION

On August 29, 2024, a Roundtable was held for all City of Richmond Boards and Commissions. The meeting was a discussion regarding the Central Richmond Revitalization Plan. Attendees discussed several topics including incentive programs for Central Richmond, storm water land banking, permeable pavement options and expanding the Downtown Zoning District.

Through the conversation there were two main concerns which had longer discussions (1) the proposal of the Railroad bridge for pedestrian use and (2) Development of the sites adjacent to the Railroad tracks south of Preston Street between 2nd Street and 5th Street. Concerns regarding the re-use of the railroad bridge for pedestrian use were varied in nature, these items included the insurance costs to maintain and insure the structure in case of damage, bodily injury or other costs to maintain the bridge such as flooding, removal of logs and dead trees (wrapped around the piers/columns due to flooding), and erosion issues.

The proposed development of the sites adjacent to the railroad tracks also raised concerns. It is known that a proposed second set of train tracks will be laid in the coming years; however, Staff does not have a clear indication of the location for this proposal. Due to the unknown location of the second train tracks, the attendees expressed concerns about the development feasibility for the sites shown as podium loft apartments and institutional south of Wessendorf Park and North of the Union Pacific Railroad Train Tracks in regard to train noise and the site development viability of reduced lot sizes for this area.

Please note: Staff recently reviewed a submittal for reconstruction of a portion of the Union Pacific Railroad Bridge to keep the bridge in use. Union Pacific Railroad has put the replacement of the current bridge on hold.

COMPREHENSIVE MASTER PLAN CONSISTENCY

The Central Richmond Revitalization Plan incorporates multiple goals from the previously adopted (2015) Comprehensive Master Plan and works conjointly with the proposed Comprehensive Master Plan Update which includes additional goals. The proposed recommended goals include:

- Leverage public investments to enhance the existing community and promote growth;
- Elevate the appearance, quality, and compatibility of development;
- Create mixed-use activity centers that serve as community destinations;
- Rehabilitate and preserve Richmond’s existing neighborhoods and community assets;
- Partner with existing local businesses to assist in their success and improve access to resources; and
- Diversify Richmond’s business and employer mix through innovation and strategic recruitment.

STAFF RECCOMENDATION

Staff recommends approval for the Central Richmond Revitalization Plan to City Commission.

Planning and Zoning Commission Recommendation

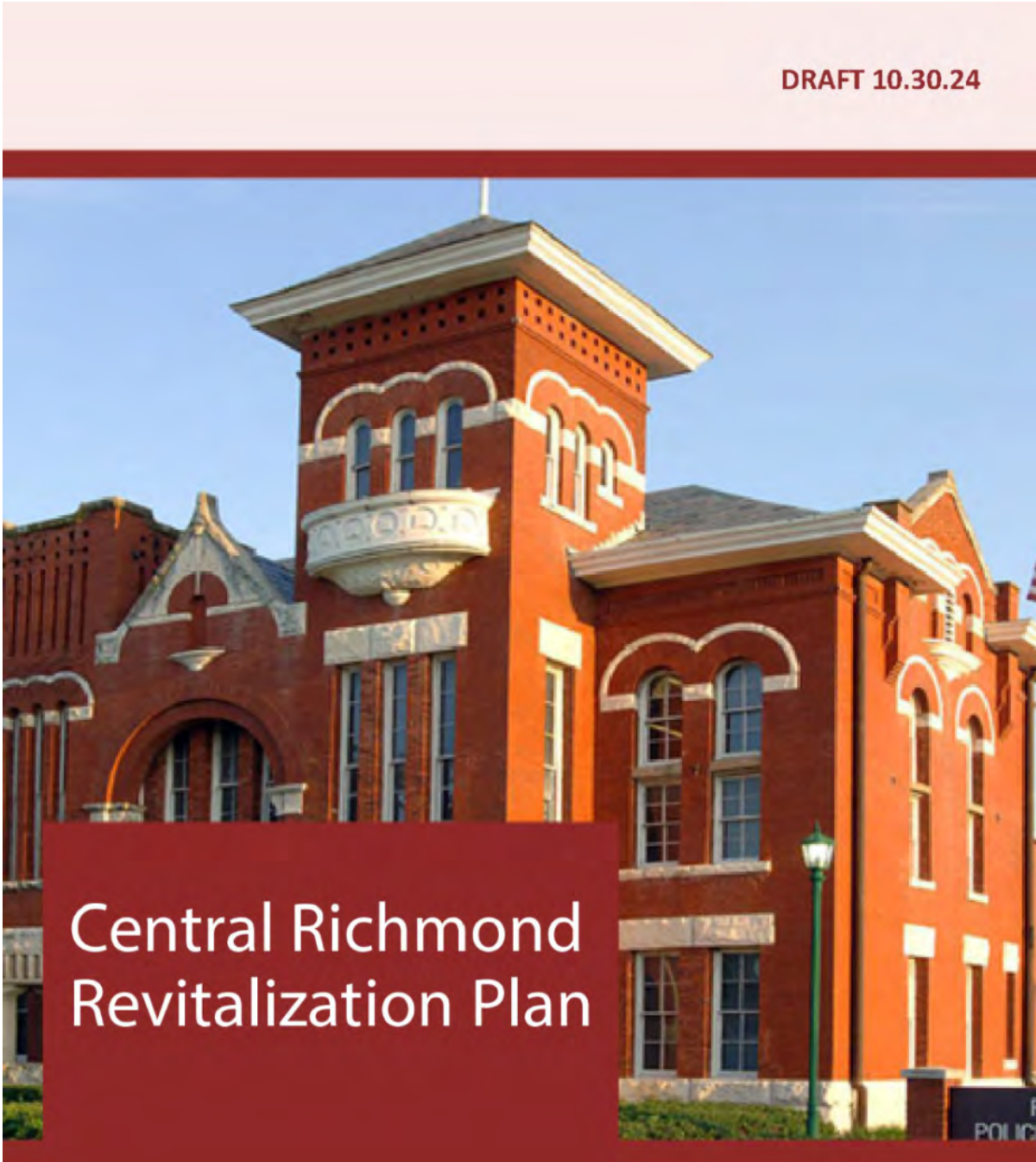
APPROVAL: Planning and Zoning Commission recommends adoption of the Central Richmond Revitalization Plan.

End of Report



RICHMOND, TX CENTRAL RICHMOND REVITALIZATION PLAN

DRAFT 10.30.24



Central Richmond Revitalization Plan



The Richmond Way

We work diligently and collectively as one organization to continue Richmond's legacy of being a wonderful community for employees, citizens and visitor to work, play and live.

Professionalism: Be reliable, set and achieve goals, meet expectations, and show that you care about every aspect of your job. Be diligent, hard-working, and organized, and hold yourself accountable for your thoughts, words, and actions.

Results: Looking for new and innovative ways to improve systems and processes while providing a high level of service, being fiscally responsible, and owning your actions and results.

Integrity: Quality of being honest and having strong moral principles; doing the right thing even when it is hard or may be looked at as unpopular.

Dedication: Committed to serving the public and your fellow co-workers, willing to complete each task with purpose, committed to hard work, improving talent, skills, and abilities, and maintaining a positive attitude.

Empathy: Taking the time to seek understanding, being aware of your actions and how they may impact others, being sensitive and understanding to other's needs, and working to promote unity through your actions and efforts.





Contents:

Introduction

Planning versus Wishful Thinking

Part I: Central Richmond Past and Present

Physical and Historic Context

Part II: Opportunities and Objectives

Plan Goals

Opportunities and Potentials

Part III: 10-Year Vision

10 Year Vision

Part IV: Implementation

Effective Redevelopment Planning

Implementation Summary

Early Action Projects (0-2 Years)

Short-Term Priorities (2-5 Years)

Longer-Term Projects (5+ Years)

Glossary

Accessory Dwelling Units

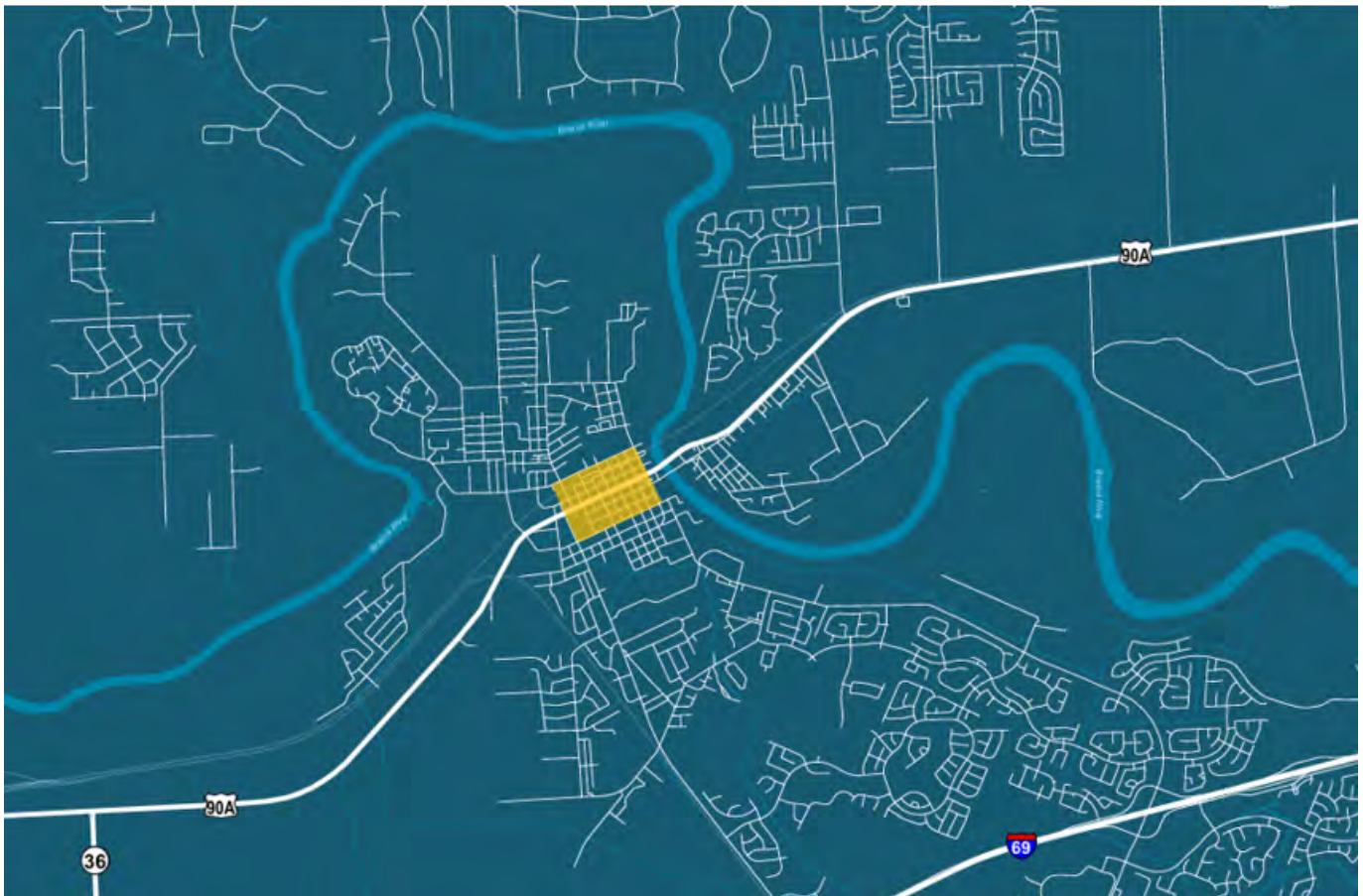
Direct Incentives Program

Municipal Management District

Planned Development

INTRODUCTION

Richmond’s central area, just west of the Brazos River, is one of the most authentic and historically intact downtown areas in the entire Houston Metro region. With its landmark county courthouse, historic “main” (Morton) street, blocks of historic homes and adjacent riverfront, the district has all the ingredients of a storybook, “Norman Rockwell” downtown. Yet despite these enviable qualities, Central Richmond’s many assets are not showcased in any meaningful way and they exist mostly in isolation from one another: The historic courthouse area is cut off from the core Downtown by a busy highway; the historic residential quarter is separated from the same core area by pockets of commercial strip development; Central Richmond’s signature Wessendorf Park is stranded behind an active rail corridor; and the river is mostly invisible and inaccessible. Although many of the residential blocks are graced with majestic rows of live oaks, and there are many excellent examples of historic restoration throughout, there is a noticeable lack of attention to civic beautification in its streets and other public spaces. The district as a whole has a general utilitarian and “unloved” aspect to it.



Central Richmond is centrally located on the west bank of the Brazos River in the heart of Fort Bend County.

City leadership recognizes that the area comprising “Central Richmond” is special yet that it can be so much more.



This acknowledgement is the impetus for this plan which, as part of Richmond’s larger citywide Comprehensive Master Plan Update, seeks to make it a better and more inviting place – more than just the sum of its current parts. Meanwhile, the pending reconstruction of 2nd Street promises to reduce the risk of flooding in the interior part of the district thus eliminating one of the main factors inhibiting redevelopment. Together with Central Richmond’s existing “good bones” and newly motivated public leadership, the area is poised for great things. [NOTE: The terms "Central Richmond" and "Downtown" are used interchangeably in the remainder of this plan. Richmond’s Downtown is centered around the Morton Street core. But, as in all communities, Richmond residents vary in how they perceive and define any discrete edges to their historic downtown. Therefore, "Central Richmond" was adopted as a less formal and looser way of referring to a planning area that should be thought of as an ever-evolving mixed-use neighborhood and destination at the heart of Richmond, for all of Richmond’s residents and visitors to explore and enjoy.]

Planning versus Wishful Thinking

Effective revitalization planning requires focus on people and programs as well “bricks and mortar.” It is equal parts physical design plan, economic development strategy and public policy framework. Achieving tangible results requires financial resources, staffing capacity, private investment and political leadership.

Like any plan, the Central Richmond Revitalization Plan will require the combined application of:

- Zoning;
- Incentives; and
- Direct Public Investment to make it materialize.

It will also need developers and entrepreneurs who are willing to invest, along with private property owners and elected officials who are motivated to change the status quo.

The plan, as a whole, is conceptual in nature and is intended to convey a preferred direction, but not an absolute direction, for district development. The plan does not attempt to capture all of the desired physical changes for the district – only the ones that seem the most realistic based on current market conditions and opportunities, resource capacities, and where the City is in the strongest position to help drive outcomes.

Purpose of the Plan

The main purpose of the plan is to inform and provide a window into the City’s current thinking about the district’s future. It is designed to help “steer” the voluntary actions of private developers and landowners (working in their own interests) in the approximate direction of the plan through the gentle push and pull of zoning, incentives and leading public investments. The plan also provides City officials with a roadmap on where and when to make strategic investments, including when to use incentives and, as importantly, when not to.



A conceptual plan like this is essentially a source of ideas and overarching principles for revitalization, highlighting and illustrating possible opportunities to enhance and enliven Central Richmond – not all of which are expected to happen. The key is to remain *opportunistic* and ready to act when preferred concepts from this plan do gain traction, or as new possibilities emerge. The ultimate outcomes may not be exactly as shown on the [Conceptual 10-Year Master Plan illustration](#) in this plan. Plans, and the timing of actions based on plans, will evolve as circumstances change.

PART I: CENTRAL RICHMOND PAST AND PRESENT

Physical and Historic Context



Morton Street c. 1920s and today

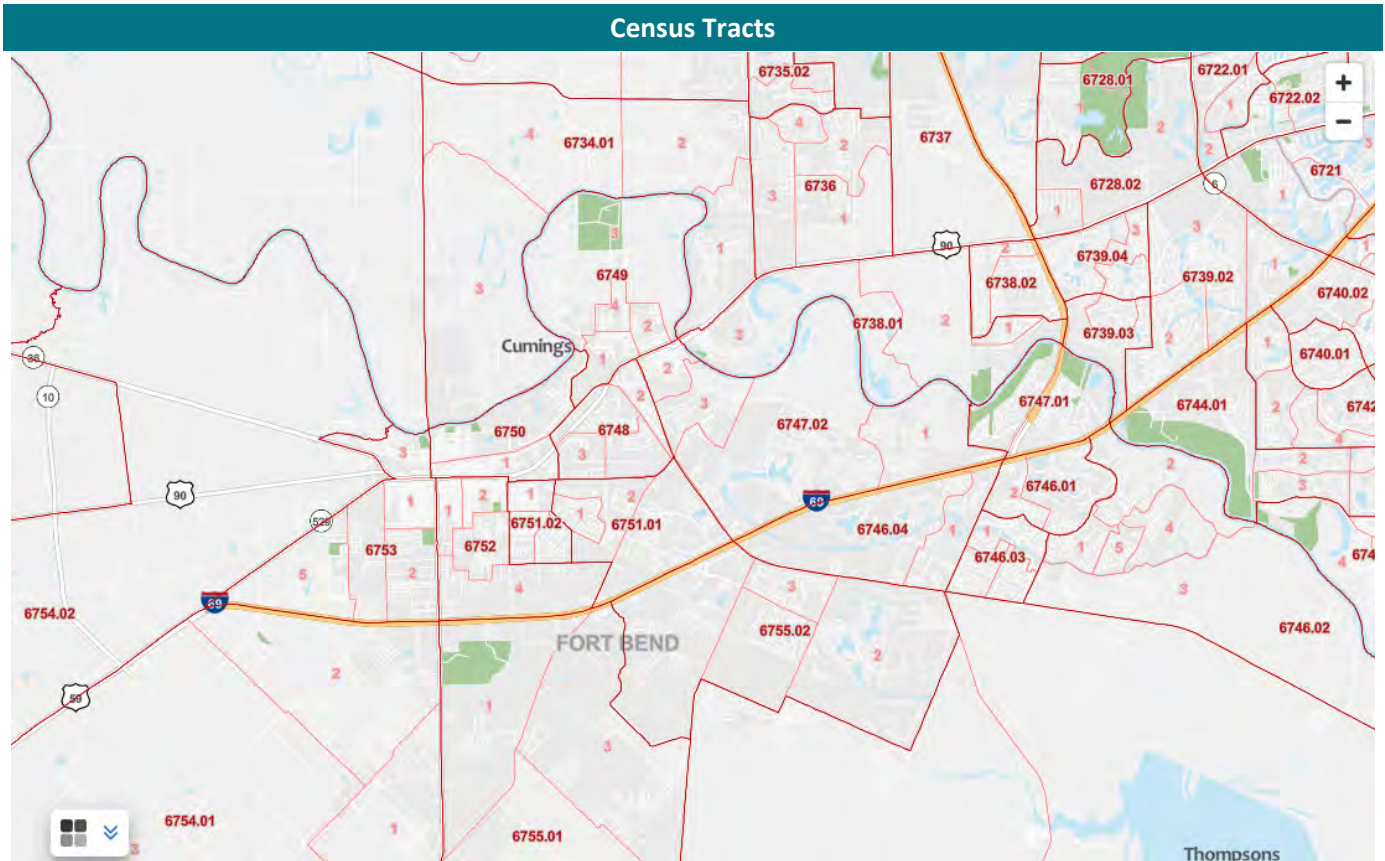
Central Richmond is located on the west bank of the Brazos River and serves as the historic county seat for Fort Bend County. It is home to the landmark Fort Bend County Courthouse and features a traditional main street commercial district along a four-block stretch of Morton Street between 2nd and 5th Streets. The focus area for this plan encompasses roughly 100 square blocks (approximately 150 acres) and is laid out in a traditional grid pattern of 250 x 250-foot blocks. The southernmost extension of this grid is an approximately 16 square block area known as Freeman Town – a historically African American enclave made up of lots as small as 3,500 square feet.



The core Downtown area is bounded by Preston Street on the north, the Brazos River on the east, Austin Street on the south and Thompson Road on the west and is bisected into north and south portions by U.S. 90A, which carries between 18,000 to 21,000 vehicles per day through the Downtown area. [NOTE: The plan process ended up focusing especially on a core area within Central Richmond that encompasses the City’s Downtown (DN) zoning district, portions of the larger Olde Town (OT) zoning district, and much of the Historic Overlay District as reflected on the Conceptual 10-Year Master Plan illustration later in this document. This follows the best practice of concentrating revitalization efforts and resources in a compact area, then working outward to build on initial successes, momentum and visible results.]

Central Richmond's main north-south through street is Thompson Road, which carries up to 11,000 vehicles per day through the west side of Downtown. An active Union Pacific rail line near the northern edge of Downtown carries multiple long trains per day. Major activity centers in or near Central Richmond include the Fort Bend County government area, the Fort Bend County Justice Center, the OakBend Medical Center and George Park.

Demographically, Central Richmond includes portions of two census tracts, 6749 and 6748. Summary demographics of these tracts are summarized below.



Central Richmond includes portions of census tracts 6749 and 6748.

	6749	6748
Area (square miles)	3.7	0.3
Population density (persons per square mile)	1,400	1,805
Average persons per household	3.5	2
Median household income	\$38,137	\$51,125
% Homeownership	64%	62%
% 1-family homes	57%	64%
Median home value	\$82,300	\$161,300



The proposed raising and reconstruction of 2nd Street in Downtown Richmond has the potential to remove a portion of the district out of the flood hazard area.

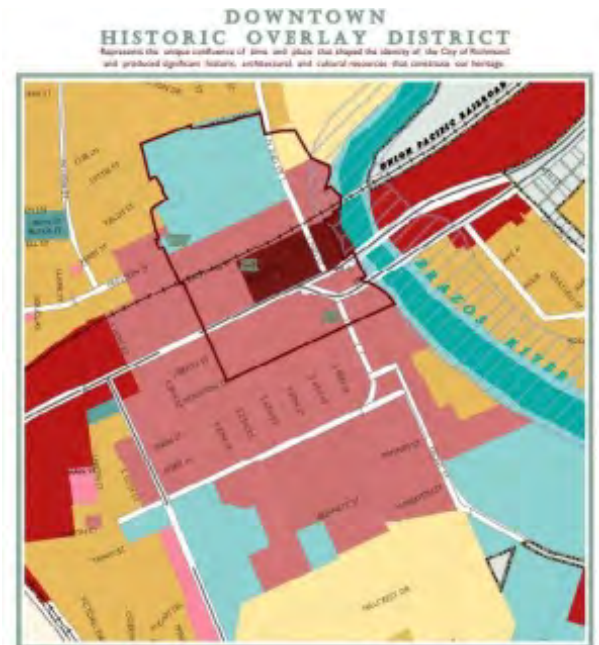
Source: developrichmondtx.com,
StoryStudio.Chron.com

Most of the Downtown land area south of Calhoun Street is in an area of minimal flood hazard. A large area to the north of Calhoun within the Historic Overlay Zone is in a designated Federal Emergency Management Agency (FEMA) AE floodplain zone. Plans to reconstruct and regrade a low-lying portion of 2nd Street between Jackson and Calhoun Streets is expected to provide added flood protection to the Downtown commercial core and may provide the justification to [get part of the area remapped to a lesser flood risk designation](#) (which could be important for insurance and commercial underwriting purposes). The City’s current stormwater management regulations mandate no more than 50% non-pervious lot coverage, making single-lot infill development on many smaller Downtown lots difficult or unfeasible.

All of the core Downtown area is in the Historic Overlay district. The historic Morton Street commercial core is zoned “Downtown DN” allowing for traditional “main street” development characterized by buildings built right up to the sidewalk with only on-street parking.

Central Richmond presents as one of the most distinctive historic communities in the greater Houston area with tremendous potential for day tourism and residential growth. Significant challenges for the area include:

- Taming U.S. 90A traffic to allow better north-south pedestrian movement;
- Optimizing the Downtown’s relatively compact land area by encouraging more mixed-use infill redevelopment and shared parking;
- Improving and expanding the supply of Downtown housing;
- Adapting key buildings for more active uses; and
- Capitalizing on the amenity potential of the Brazos River.



Downtown Historic Overlay District

Source: City of Richmond



Public Opinion

In speaking with Downtown businesses and property owners, major areas of concern include: the high number of vacant or underutilized buildings, the lack of public amenities, and a shortage of peak-time parking availability (made worse by the lack of time limitations for on-street parking and employee usage). A few expressed their desire to see more attention to Downtown beautification. Others said that the lack of after-hours activity Downtown made the area seem abandoned and unsafe.

Survey results indicate that many Richmond residents appreciate Downtown's historic main street atmosphere but would like it more consistently used and enlivened with more active storefronts; public space; pedestrian and bike facilities and living options. Several respondents noted that the City needed to have a stronger focus on historic preservation and protecting downtown's charm with improved beautification (i.e., streets, signs, sidewalks, parks, etc.), and that it needed to take better advantage of its historic county-seat and riverfront location. Other themes included the need to: better support local businesses, improve parking, expand housing options, reduce building vacancy and add more family-friendly attractions.

PART II: OPPORTUNITIES AND OBJECTIVES

Plan Goals

Working toward a more vibrant and adaptive Downtown can be captured in **six overlapping themes**:



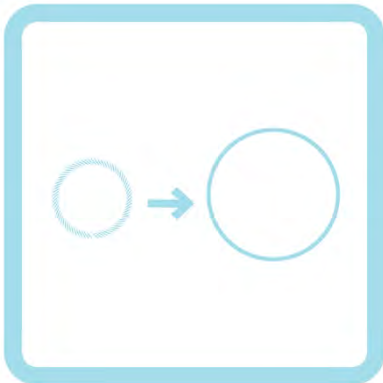
Enhance the Business Environment



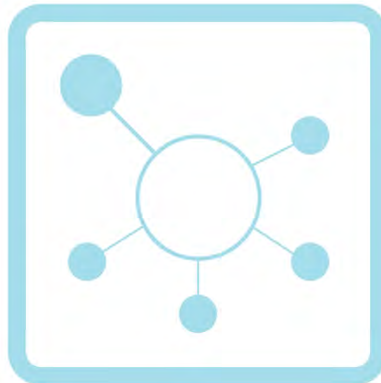
Reinforce Community Character



Improve the User Experience



Expand, Define, Diversify



Connect Activity Nodes



Capitalize on the River

Enhance the Business Environment



Unlike many small city downtowns, Downtown Richmond is fortunate to have a number of stable, anchor businesses and a comparatively low commercial vacancy rate. (Downtown’s well known peak-hour parking problem is, quite frankly, a good problem to have.) That said, achieving a truly vibrant, and economically sustainable downtown will require expanding its supply of both turnkey commercial space and new and rehabbed housing units – the latter to help keep the Downtown active throughout the day and week and to provide a “captive market” for Downtown businesses. It will also involve creating incentives programs to help fill empty storefronts and to assure the long-term sustainability of existing businesses. The City and its [Development Corporation \(DCR\)](#) should work to retain and expand businesses Downtown by focusing in the following core areas:

Recommendation:

→ *Introduce new and/or expanded loan and grant programs targeted specifically to Downtown businesses and buildings.*

- New financing programs to improve the physical appearance, rentability and the overall supply of Downtown properties, along with those that support the viability of individual businesses. Potential programs include:
 - A per-unit cash incentive for upper-floor apartment conversions as well as new apartment construction;
 - Commercial “white box” grants (small grants to property owners to make basic interior tenant-readiness improvements such as demolition, re-wiring, reflooring, and the construction of partitions, bathrooms, etc.); and
 - Working capital loans (or loan guarantees) for existing businesses.



These programs should be marketed specifically for non-franchise Downtown businesses and properties. The “bricks and mortar” programs should contain specific design guidelines to assure that historic buildings are adapted and restored in an architecturally appropriate way.

Funding these types of programs could come from a variety of state, federal and local sources including the [U.S. Department of Agriculture](#) and [U.S. Economic Development Administration](#) (Downtown revolving loan fund seed capital); local banks (pooled Community Reinvestment Act loan funds) or the creation of a Municipal Management District.

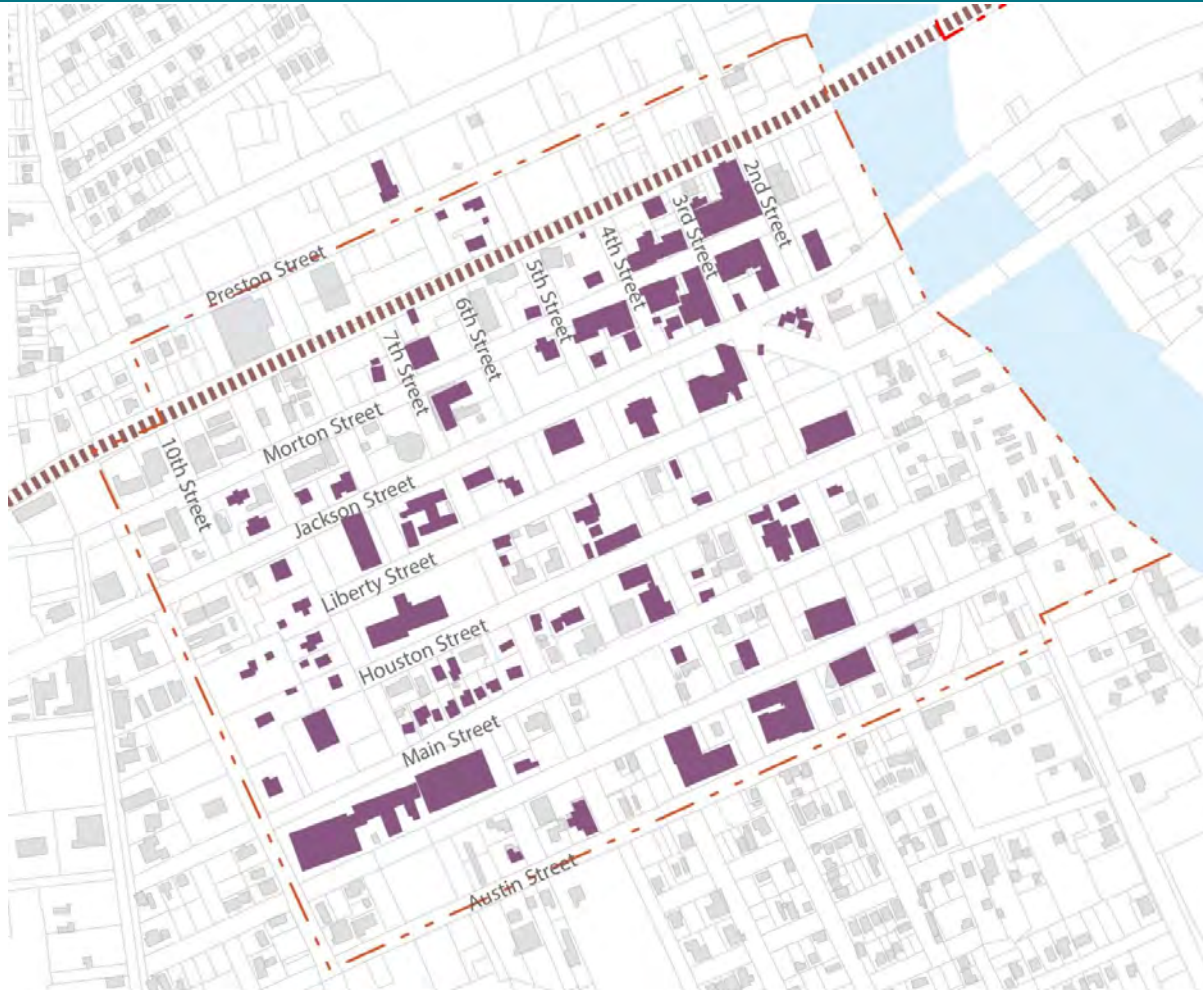
Recommendation:

→ Assemble and “package” Downtown sites and market them for new mixed-use (infill) development.

This involves expanding the DCR’s current role in supporting redevelopment activity through selected, strategic and patient interventions in the Downtown real estate market. The DCR’s optimal role here would be to attempt to control at-risk or blighted Downtown properties and to shepherd them into the hands of capable developers who are aligned with the City’s vision for the greater downtown. A “classic” role for the DCR would be to attempt to control (through option or direct arms-length purchase) parcels that can unlock larger redevelopment opportunities by consolidating them under single third-party ownership. The DCR’s

ownership stake can help assure that any future project meets the City’s goal for Downtown in terms of design and/or tenancy as enshrined in development agreements with developers.

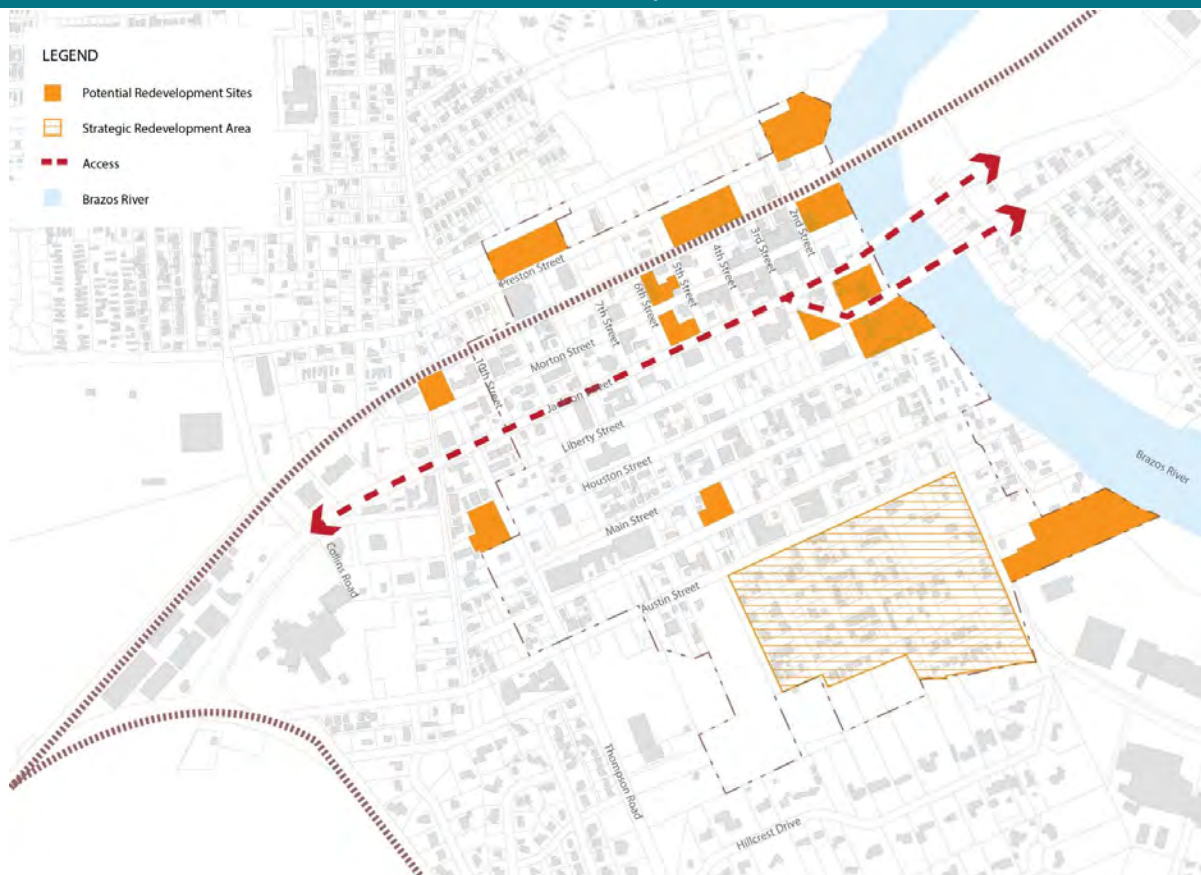
Permanent Stock: Historic, Well-Used, Sturdy



Central Richmond’s “solid stock”: The highlighted buildings represent structures which because of their historic value, size, condition and stable occupancy should remain permanent fixtures in Central Richmond. Others identified later that were beyond this initial area of focus, west of Thompson Street and south of Austin Street in the Freeman Town area, include: the 1859 Calvary Episcopal Church (806 Thompson Rd), the 1866 Pleasant Green Missionary Baptist Church, and the 1923 Church of the Living God (400 Travis St). This analysis indicates that large sections of the district’s riverfront and north end have significant redevelopment potential as shown in the next graphic.

As a general rule, the DCR should attempt to avoid purely opportunistic acquisitions unless they can be quickly monetized (i.e., flipped) to support future acquisitions. A major initial focus for the DCR’s real estate ventures should be Richmond’s Downtown riverfront which is significantly underdeveloped and under highly fragmented ownership. The DCR’s involvement may help accelerate needed reinvestment in this area, which by the nature of said ownership, may discourage all but the most patient of private developers.

Potential Redevelopment Sites



Potential redevelopment sites based on current vacancy, underutilization and marginal building stock.

Reinforce Community Character



Preserving Downtown Richmond’s small-town character emerged as a top priority in the community survey that accompanied the Comprehensive Master Plan update and preparation of this Central Richmond Revitalization Plan. Preserving character is as much

about making sure that historic buildings are protected as it is about making sure that new buildings fit in architecturally.

It also involves having a curated mix of family-friendly, locally-oriented businesses and residences so that Downtown does not become dominated by any one type of thing or activity (i.e., bars, antique shops, franchise stores, etc.).



Example of mixed-use style development appropriate to the Downtown area.

Recommendations:

- Create a set of Central Richmond urban design guidelines to provide architectural **parameters** for new construction.
- Develop special design criteria for prospective development of any City-owned property including preservation of public trail easements on any river-adjacent property.
- Broaden the purview of the Historical Commission by creating an omnibus Design Review Board to interpret and apply both the historic preservation standards and new construction design guidelines in an advisory capacity vis-à-vis the Planning and Zoning Commission.
- Consider pursuing National Historic District status for Central Richmond to gain access to **Federal Historic District Tax Credits** for qualified renovations.

Community character should also be reinforced through the design and quality of public streets and infrastructure. The district today presents very little in the way of complimentary streetlights, street furniture or other sidewalk treatments.

Improve the User Experience



Making Downtown an easy and attractive place to live and do business involves a range of potential physical and service improvements designed to improve the overall experience of Downtown. One of these is to ease Downtown’s parking needs especially as

it begins to redevelop.

Having an adequate supply of available parking is critical in supporting Downtown’s growth and vitality. However, relying strictly on the construction of new public or private parking lots has a deadening effect on downtowns such as Richmond’s that, frankly, need more of just the opposite; namely, “activation.” Excessive surface parking also ties up real estate that could be put to a higher and better “human” use. In a land-constricted downtown such as in Richmond, increased enlivenment and activation is absolutely critical in improving vitality.

Other options to maximize parking involve making optimal use of existing parking when it is needed the most; taking better advantage of remote parking; and looking for ways to incorporate publicly accessible, shared parking in new private developments.

Regarding the first of these, the City should enforce maximum parking hours on Downtown streets so that people cannot tie up spaces all day, particularly employees of Downtown businesses. This may be as simple as posting two-hour parking limit signs backed up with routine enforcement. In the future, the City may choose to install a new generation of smart meters.

Recommendation:

→ Explore flexible, “time-demand managed” parking solutions that do not rely exclusively on the construction of new single-user surface parking lots.

Recommendation:

→ Incorporate/incentivize public parking in new private development.

As for publicly accessible off-street parking, the City has already entered into a time-restricted lease agreement with at least one Downtown church whose peak parking needs (Sundays) run exactly counter to the rest of Downtown’s. The City should continue to explore these types of flexible lease/user agreements on private property and explore ways to incorporate public parking in new private developments; for instance, by retaining parking leaseback rights on private developments on formerly City-owned property.

With current cost estimates at over \$50,000 a stall, the economics of building and operating structured parking in Downtown Richmond is challenging to say the least. However, rather than having exclusively public facilities, the City could offer to purchase a “parking condo” in a future new podium style Downtown building to help offset the need for additional public parking and to improve the economics of parking integrated into new private development. Such shared-use parking facilities would be sized to accommodate both the public and building occupants under a shared-use agreement with the developer. Similarly, the City could choose to sell or lease, at a very nominal price, a future City-owned parcel and retain an easement on the parcel to expand public parking and encourage private development at the same time (see the related graphics/examples later in this plan).



A basic package of decorative street lights, street furniture and sidewalk accents is needed in Downtown Richmond.

Further options to ease Downtown parking needs may exist on remote lots under a couple of different scenarios. One of these would be to establish a free peak-hour Downtown valet service along Morton Street paid for via a Municipal Management District or by voluntary pooling of funds by Downtown business owners. Valet stations could be located at the corners of 3rd and 4th Streets and cars could be parked off-site at any number of close-in locations including the County parking lot located behind the courthouse. Alternatively, customers could be incentivized to park offsite by opting to receive a \$5 coupon (in lieu of valet service) redeemable at participating businesses (i.e., effectively paying themselves to park).



Crosswalks that contrast in color and texture from the main pavement surface can alert drivers and help slow traffic without changing the street dimensions. These, along with pedestrian warning signals, should be introduced in select locations along U.S. 90A in consultation with the Texas Department of Transportation (TxDOT).

Other partial solutions would be to offer free rickshaw service or scooters at key remote lots, or to operate a free midday shuttle service between peripheral activity/customer centers (i.e., justice and medical centers) and the core Downtown area. Still another option is simply to improve the walking environment Downtown so that the act of walking is seen as less onerous.

An issue related to parking is the need to improve pedestrian movement throughout the entire Downtown area, both east-west

Recommendation:

→ Introduce street amenities and safety measures throughout the Downtown core to improve the pedestrian experience.

(including along Austin Street, for example) and north-south (including along Thompson Road). U.S. 90A bisects Downtown and is a particular barrier for pedestrians. The Downtown Richmond segment of this highway currently carries between 18,000 to 21,000 vehicles per day, traveling at an average of 40 miles per hour, and has only a few controlled, demarcated crosswalks. Introducing painted crosswalks, crosswalk signals, contrasting paving



materials/textures and other intersection design treatments at select locations along the route would help slow traffic and alert drivers to the presence of walkers and cyclists.

The Union Pacific rail line that separates Wessendorf Park from the core Downtown is another **obstacle** for pedestrians where the grade change and the lack of sidewalks make walking a less than inviting experience. New sidewalks would help better connect this area to the core Downtown.

Elsewhere Downtown, the general lack of pedestrian amenities such as benches, planters, accent lighting and crosswalk treatments discourages strolling and lingering, and tells of a car-dominant environment. The City should begin to develop a program of streetscape improvements starting with the core Downtown area and working outward along key corridors. These improvements should be worked into the City's overall capital improvements plan.

Connect Activity Nodes



The Fort Bend County Justice Center, the OakBend Medical Center, George Park and even Richmond’s twin-city Rosenberg are all Downtown-adjacent hubs of activity that are seemingly disconnected from Downtown Richmond. Although certain transportation, parking and wayfinding improvements can help improve Downtown’s convenience factor and raise awareness, creating stronger linkages will require coordination and direct marketing on the part of the Downtown business community.

Activity Nodes



Central Richmond consists of several discrete sub-areas that should be more strongly linked.



Many communities have addressed this by improving the bike-pedestrian infrastructure between nodes, introducing micro-transit options (e.g., bikeshare and scooters), offering free peak-time shuttle services, promoting Downtown gift card programs, and by introducing employee-direct special promotions.

The City should also overcome its potential reluctance to cooperating with neighboring Rosenberg so that the cities can begin to co-market themselves as a larger regional destination.

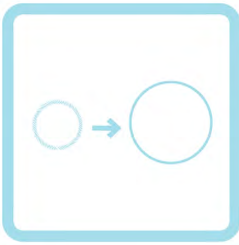
Within the Houston Metro region, Richmond's identity is strongly linked with that of Rosenberg. This is reflected in numerous hyphenated road signs along area highways that suggest a twin-city relationship (to say nothing of the fact that the cities also share a common border, river and railroad corridor). Although there is notable ambivalence toward such co-identification among certain City leaders (or skepticism that City leaders will embrace it even though it would benefit the Downtown business community), it must be understood that the cities' collective drawing power is stronger together than alone.

Recommendations:

→ *Brand and market the city as part of a "circuit" of regional attractions centered on the Brazos River.*

→ *Add wayfinding signs in both directions along U.S. 90A and along the Richmond Parkway/Austin Street entry into Downtown. Attractions listed should include: Historic Morton Street, Wessendorf Park, George Park, the Fort Bend County Justice Center, the Fort Bend County Courthouse, the OakBend Medical Center and the Fort Bend Museum.*

Expand, Define, Diversify



The boundaries that define Richmond’s Downtown are somewhat fuzzy and subject to personal interpretation. This fuzziness is due in part to the fact that the term’s “Olde Town,” “Downtown” and the “Historic District” are sometimes used interchangeably even though they have

very different zoning connotations and geographic boundaries. The district’s physical ambiguity, on the other hand, is a symptom of incremental building loss and replacement over the years that has changed, in places, its architectural texture relative to surrounding neighborhoods. A deficit of themed signs and special Downtown streetscape contribute to the district’s lack of physical definition and contrast.

Recommendation:

→ Settle on a single naming convention and “brand” for the combined Olde Town and Downtown areas to distinguish it from its underlying zoning districts (e.g., Downtown, City Center, etc.).

Recommendation:

→ Expand the range of “in town” housing options within the Olde Town/Downtown zoning districts.

For branding purposes, the City should adhere to a consistent nomenclature that identifies the entire area encompassing the Downtown and Olde Town zoning districts as a single, unified place such as "Central Richmond." This should be reinforced with gateway signage and streetscape elements (i.e., accent lighting, decorative street signs, etc.) that differentiate it from surrounding districts. This should be further accentuated by infill development that reinforces the district’s traditional building pattern of street-facing structures that utilize traditional (i.e. pre 1950s) building shapes and materials.

Adding new infill housing in Central Richmond (in the form of well-fitting, well-designed townhouses, small apartment buildings up to 20 units, upper-floor apartments and accessory dwelling units) is essential to making the area more vibrant and business-sustaining. Such housing will also improve off-hours activity levels and the district’s sense of safety. Currently, the City’s Unified Development Code (UDC) allows townhouses, triplexes and duplexes as "limited" uses (subject to specified standards) in the Olde Town zoning district, but the UDC prohibits apartments anywhere in the Olde Town zoning district. Loft apartments (above street level in mixed-use buildings) are allowed however in the much smaller Downtown zoning district (see the related graphics/examples later in this plan).

Recommendation:

→ Create incentives to convert upper floors of Downtown buildings to loft apartments (\$20,000 per unit, provided that the per-unit construction costs are at least \$50,000 and not more than \$250,000, excluding real estate acquisition costs).



Capitalize on the River



The Brazos River is one of Richmond’s most distinguishing, yet uncelebrated physical features. Its scoured shoreline and brownish appearance, to some, make it less than picturesque while its periodically fast current and history of flooding give it a sense of danger. Yet

in spite of these perceptions, the river and its adjacent parks and open spaces represent Richmond’s – and Fort Bend County’s – most recognizable geographic feature and “place-identifier.” Figuring out ways to better incorporate the river into the life and economy of the city will be a key aspect of Downtown’s future success. The river also figures strongly in citizens’ desire to have a centrally located public gathering area and Downtown destination feature.



Greenville, South Carolina, has become one of the most desirable small cities in the U.S., in part, through its embrace of its previously ignored riverfront.

Recommendation:

→ *Create a linked system of public spaces along the river.*

Conceiving how to use the river means accepting it for what it is and not for what it is not. Because of its variable flow and depth, the river does not lend itself to the type of engineered shoreline riverwalks seen in other cities. The river also has limited utility for active recreation such as fishing and paddle sports. Instead, the river is more of an ambient feature intended more to be looked at and heard. The Downtown segment should be a backdrop for community celebrations and an important link in a larger recreational trail system spanning

the region (as envisioned in an earlier Brazos River Recreation Master Plan, which previously reinforced that public green space and trails along the Brazos River is a long-established concept of interest to communities both upstream such as Fulshear, and downstream such as Sugar Land).

Ways in which the City can incorporate the river into Downtown include the installation of public overlooks, reveals and trail segments along the bluffs either through direct public acquisition/investment or in cooperation with incentivized private developers. The City should also explore building a dedicated pedestrian crossing to connect the west and east banks of the river (such as the Union Pacific truss bridge) and work with TxDOT to make sure that any proposed highway bridge reconstructions or retrofits include protected bicycle/pedestrian facilities and gateway architectural flourishes. Other ways the City can work to amenitize the river include various river lighting schemes (including bridge lighting and uplighting).

Recommendation:

→ *Proactively engage with the Union Pacific Railroad on the terms and timing of a potential transfer of ownership of the historic truss bridge.*



Opportunities and Potentials

Downtown Richmond's assets, including its historic buildings, County facilities and riverfront, present an exceptionally strong base to build from. Key opportunities include:

- Making stronger connections to and between the area's main activity centers;
- Opening up the riverfront for more active use;
- Adding select amenities such as enhanced shopping and public space;
- Embellishing Downtown's gateways and streets with new streetscape features; and
- Expanding both the footprint and activity sphere of the historic commercial core through infill development and enhancements to Wessendorf Park.

The pending reconstruction of 2nd Street into a de facto levee will provide a level of flood protection for the previously unprotected north end of Downtown thus further enhancing this area's redevelopment potential.

District-Wide Potentials

Opportunities and Potentials



Composite of proposed projects and improvements for the immediate Downtown area, along with a pending development proposed at the southeast corner of eastbound U.S. 90A and Richmond Parkway.

Calhoun Street Brownstones

Some critical public investments will be essential to unlocking these opportunities. Of these, the impending regrading and reconstruction of **2nd Street** to provide flood protection to the core Downtown offers the potential to develop much of the vacant land between the railroad tracks and Calhoun Street and represents Richmond’s most immediate and potentially impactful redevelopment opportunity. This area is best suited to new residential lofts or townhouses with shared public-private parking at grade level. The City’s current ownership of a few of these close-in blocks provides a major opportunity to **steer** the design quality of any new project here while also preserving opportunities for shared-use public parking **by retaining an easement for this purpose and still enabling private development on the site.**



*Example of **private development** on a publicly-owned site with shared public/private parking at ground level. Podium-style construction also protects residential units from flood risk.*



Examples of infill housing types appropriate for Central Richmond.

The Triangle

Although it has great visibility, the wedge of land formed where U.S. 90A splits into a one-way pair has marginal development utility due to the shape of the site and its awkward access to/from the highway. On the other hand, transforming this site into an ornamental public space potentially with a fountain, obelisk, statuary or other public art would strongly mark arrival into the heart of Downtown and provide a needed pedestrian island in the middle of the busy U.S. 90A right-of-way. This would help ease pedestrian movements between the courthouse area and the core Downtown by making the walk safer and more inviting. A full traffic circle at this location, designed to slow traffic and to reduce collisions, may also be worthy of further study.



The U.S. 90A triangle could be redeveloped into an ornamental gateway feature cum-traffic island.



Trestle Pedestrian Bridge and Improved Wessendorf Park

The Union Pacific truss bridge over the Brazos River is one of Richmond's most distinguishing local landmarks, used prominently in the City and DCR logos. The bridge is due to be replaced in coming years with a sister rail bridge built alongside the older span. Union Pacific has made overtures for the City to take ownership of the existing bridge once its replacement is built. This potential donation presents the City with a unique opportunity to create a special Downtown attraction that highlights Richmond's riverside location while expanding its park and trail infrastructure.

Examples abound from throughout the world of how old, abandoned industrial infrastructure such as the rail bridge have been transformed into celebrated public spaces. Some cities have repurposed these types of facilities for public parks and event spaces. For Richmond, the bridge offers an opportunity to create a landmark destination to draw more visitors to its Downtown. It would serve as much as an extension of Wessendorf Park as it would a bridge in the usual sense. It would also connect the underdeveloped east bank of the river to Downtown and potentially spur development there. The bridge could also be used as a staging area for special community events such as a semi-annual "Bridge Fest" with music and food ([see the related graphics/examples later in this plan](#)).

Meanwhile, nearby Wessendorf Park, like the Brazos River, remains one of Central Richmond's most underappreciated and underused assets. Adding new special features such as a Japanese Garden, a rose garden, exercise stations or an amphitheater along with new programming would help activate the park and draw more visitors to the district. Turning the park into a more celebrated and actively used public space would also help counter many residents' perception that Downtown lacks any family-friendly amenities.

River Bluff Trails

Improving Richmond's bike and pedestrian network, along with creating more useable public space in or near Downtown, were both cited as needs in the interviews and community survey accompanying this plan. Meanwhile, significant swaths of river-adjacent property are potentially ripe for redevelopment in coming years. Going forward, the City should make efforts to incentivize and/or require public access easements along the river bluffs as redevelopment occurs incrementally over time. These trail segments could be woven into a larger system of riverside linear parks and reflected in future versions of Richmond's [Trail Master Plan](#).

Downtown Beautification and Gateway Landmarking

Despite the strong crossover features that demarcate Downtown Richmond (i.e., river, bridges, historic buildings, etc.), the arrival into Downtown is not well pronounced in any direction. This suggests to drivers that Downtown is a place to pass through, not arrive in. Opportunities to signal arrival (in ways other than simple “welcome to” signs) exist at several locations, particularly along U.S. 90A. These include the Brazos River bridges, the “triangle,” and the rail overpass and the silos and other structures on the west. The latter, in particular, could be used as a canvas for public art. Looking to the future, the City should work with TxDOT to assure that the redesigns of the river bridges on U.S. 90A feature some architectural gateway accents as part of their eventual retrofit or reconstruction. Such “upgrades” are often included as part of a cost-sharing agreement negotiated between state Departments of Transportation and local governments and frequently involve some amount of local tax increment financing contribution.



The 6th Street Bridge in Milwaukee, Wisconsin, is one of many examples of enhanced bridge design relative to basic utilitarian highway bridges.

Key Pathways, Gateways and Intersections



The areas highlighted are worthy of special design treatment due to their high visibility and district-defining potential.

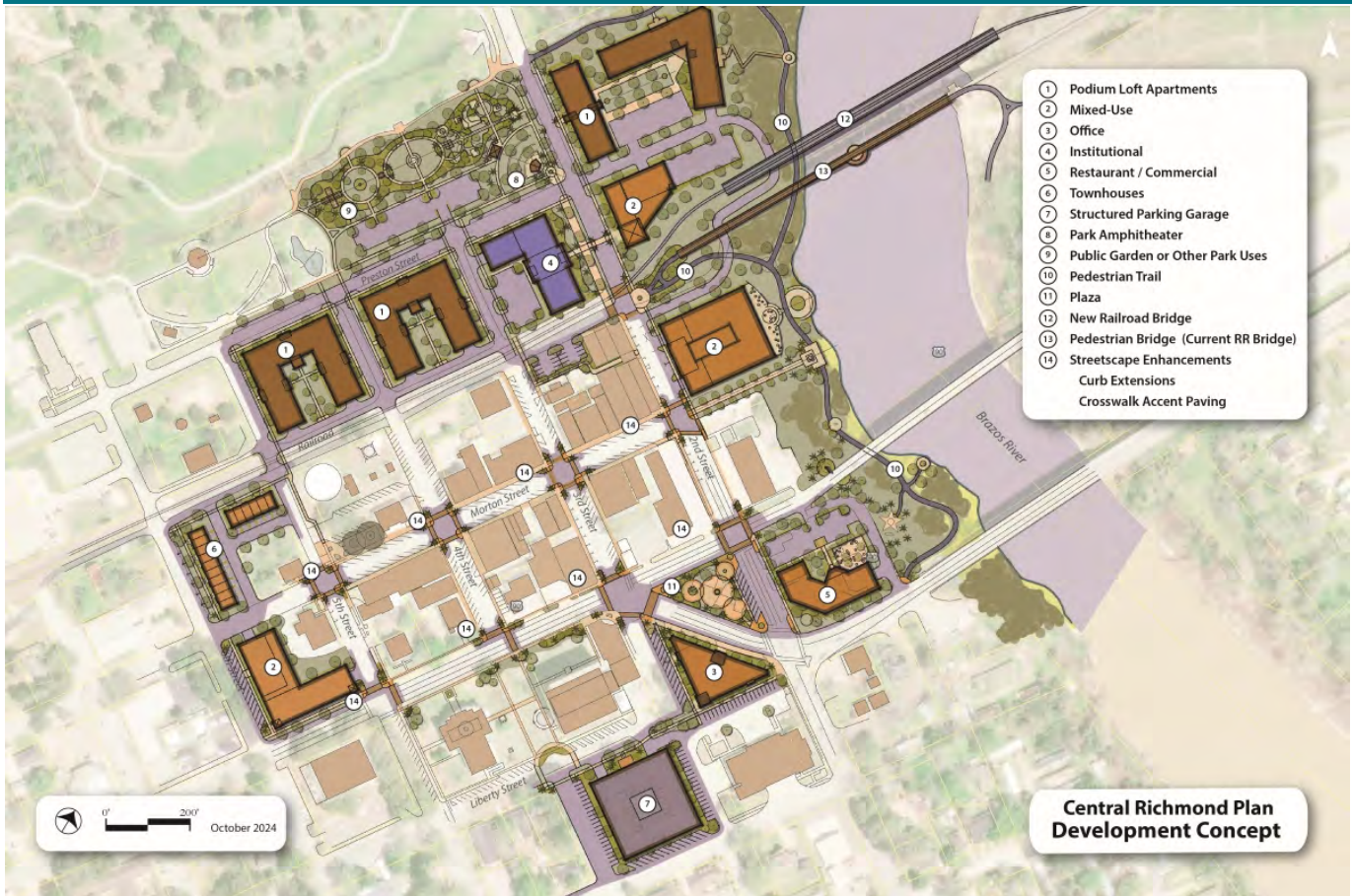
PART III: 10-YEAR VISION

10-Year Vision

The schematic below comprises the 10-year conceptual physical development plan for the core Downtown area. The plan as a whole is conceptual in nature and is intended to convey a preferred direction, but not an absolute direction, for future development and redevelopment. The plan attempts to visualize several of the latent opportunities described earlier. The emphasis is on: mixed-use infill development, pedestrian amenities and connections, riverfront orientation, shared public-private parking, accented gateways, and unifying the north and south portions of the district across U.S. 90A.

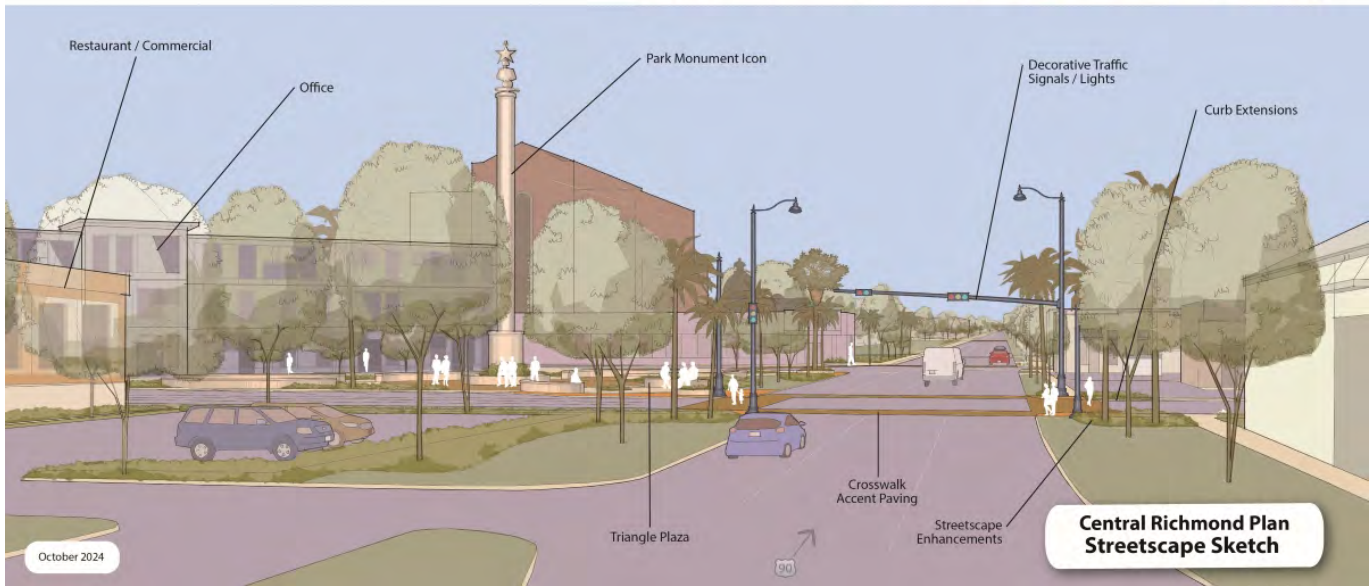
This focus area within Central Richmond for the physical master plan, and for many of this plan's related recommendations, follows the best practice of concentrating revitalization efforts and resources in a compact area, then working outward to build on initial successes, momentum and visible results.

Conceptual 10-Year Master Plan



Conceptual 10-year master plan for the Downtown core. Realizing the vision will involve equal parts property-owner participation and direct public investment.

Streetscape Sketch



Looking west from the corner of U.S. 90A and 2nd Street.

PART IV: IMPLEMENTATION

Effective Redevelopment Planning

Effective redevelopment planning requires focus on people and programs as well “bricks and mortar.” It involves both “3P’s” (public-private partnerships), as well as the three “P’s”: projects, programs and policies. As stated in this plan’s introduction, it is equal parts physical design plan, economic development strategy and public policy framework. It also requires financial resources, staffing capacity, business and philanthropic community involvement and political leadership. Perhaps most importantly, it requires the achievement of some early wins to help build confidence among project stakeholders and to build momentum for projects requiring sustained efforts over several years.

To help break down the process into manageable pieces, this plan suggests an implementation framework ranging from immediate (easier, less costly) to long-term (harder, more costly) priorities. The latter, in particular, are grounded in the understanding that the City may need to build up both its financial and staff capacities to undertake these initiatives effectively.

Implementation Summary

Below is a summary of the implementation strategy. The programs have been placed into three timeframes. Further details on each program can be found in the following sections (and by clicking on the items within the list below in the online version of this plan). The accompanying Implementation Summary graphic shows the action items in a different order based on their approximate degree of potential complexity (from easiest to most difficult), which usually translates into the amount of time necessary to fully implement a strategy piece.

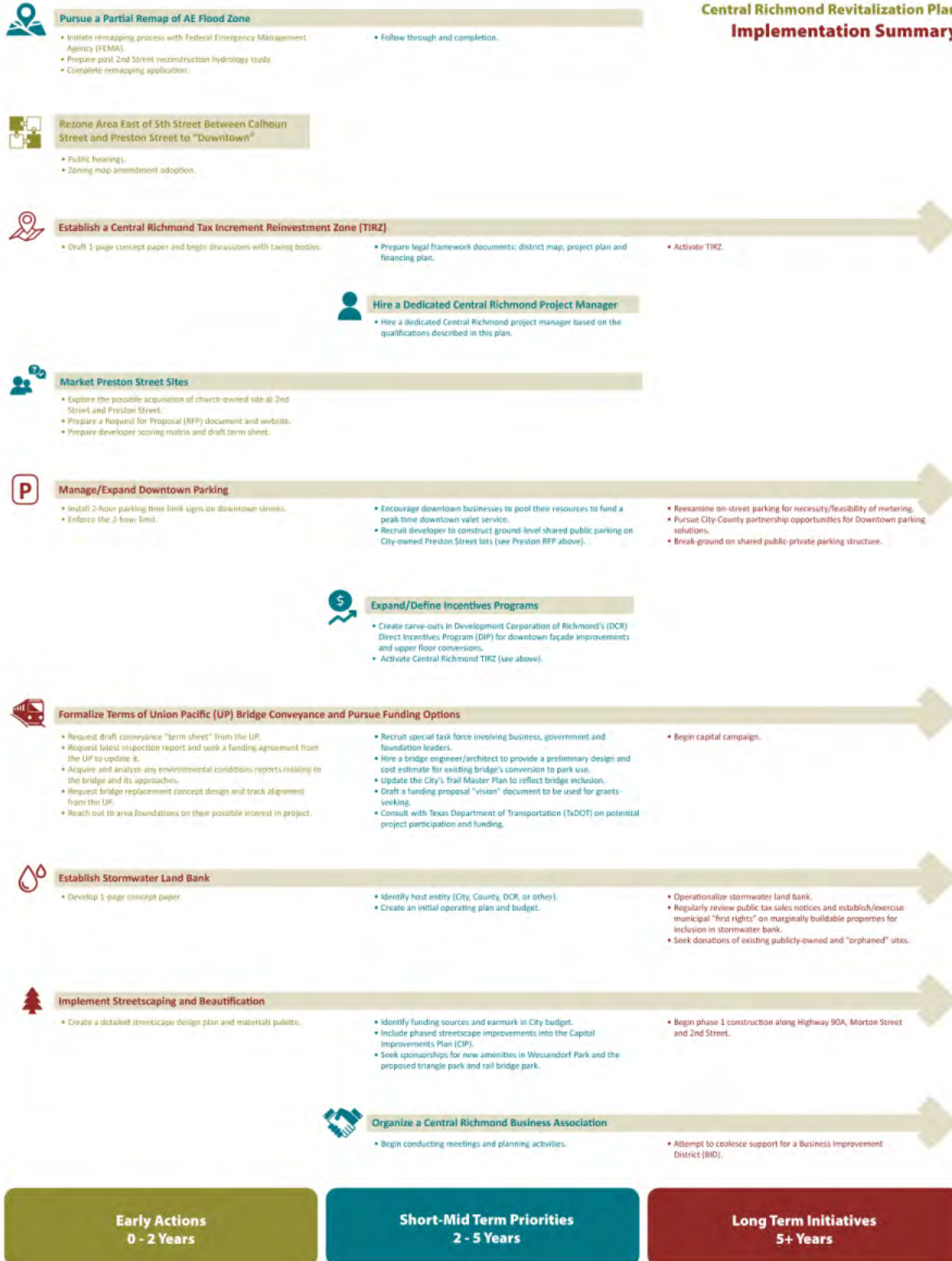
- Early Action Projects (0-2 Years):
 - Pursue a partial Remap of AE Flood Zone
 - Establish a Central Richmond Tax Increment Reinvestment Zone (TIRZ)
 - Rezone Area East of 5th Street Between Calhoun Street and Preston Street to “Downtown”
- Short-Term Priorities (2-5 Years):
 - Hire a Dedicated Central Richmond Project Manager
 - Market Preston Street Sites
 - Pursue Public Art/Sign Easements
 - Expand/Define Incentives Programs
 - Manage/Expand Downtown Parking
 - Formalize Terms of Union Pacific (UP) Bridge Conveyance and Pursue Funding Options
 - Establish Stormwater Land Bank
 - Implement Streetscaping and Beautification
- Longer-Term Projects (5+ Years):
 - Establish Downtown Business Improvement District (BID)



- Pursue National Register of Historic Places Designation
- Maintain Membership in Main Street America or International Downtown Association
- Explore River Bluff Redevelopment

Implementation Summary

Central Richmond Revitalization Plan Implementation Summary



NOTE: If viewing the above graphic online, click on the graphic to view a larger-scale PDF version

Early Action Projects (0-2 Years)

Pursue a Partial Remap of AE Flood Zone

The raising and reconstruction of **2nd Street** presents an opportunity to initiate a request to FEMA to **revise its floodplain mapping for** a portion of Downtown, **to remove the area from** the AE flood zone. This is important in that a re-map will enhance the attractiveness and value of the area north of the Union Pacific railroad and also reduce insurance and mitigation costs associated with new construction. The process begins with filing a Letter of Map Amendment with **FEMA**. The request may need to be accompanied by a post-construction hydrological study and survey prepared by a certified hydrologist.

Implementation Measures:

- *Contact area FEMA representative to advise on the **remapping process**.*
- *Prepare post-construction hydrological study to include with remapping application.*

Establish a Central Richmond Tax Increment Reinvestment Zone (TIRZ)

Newly proposed redevelopment projects such as the old Downtown fire station, the pending retail development at the corner of Liberty Avenue and Richmond Parkway, and the prospective redevelopment of the vacant City-owned blocks north of the Union Pacific tracks, offer a narrow window of opportunity to capture new incremental tax revenue to help fund Downtown improvements. This opportunity diminishes or expires as the new projects hit the City's tax rolls.

Working with Fort Bend County, the City should expeditiously move to establish the legal framework to create its first ever TIRZ district focused on Downtown. The district should cover the area generally between Preston Street, North 5th Street, Houston Street and the Brazos River. The creation of the TIRZ will help accumulate public improvement funds for the district and aid the City's developer recruitment efforts. The funds can be used for

things such as: new beautification projects, new sidewalks along Preston Street, improvements to Wessendorf Park, or public parking facilities including those that are incorporated into private developments.

Implementation Measures:

- *Begin initial discussions with the City Commission and area taxing bodies about creating a new Downtown-area TIRZ.*
- *Initiate the TIRZ process beginning with preparing drafts of: a preliminary financing plan, district boundary map, and preliminary project plan followed by a public hearing and formation of a TIRZ board.*



*Rezone Area East of 5th Street Between
Calhoun Street and Preston Street to “Downtown”*

This minor rezoning would allow mixed-use buildings that include loft-style apartments above street-level uses on the City-owned parcels along Preston Street (ideally, stand-alone loft buildings should also be permitted in the Downtown zoning district). This will be key to infusing more life into Central Richmond and developing shared-use parking.

Implementation Measures:

→ Amend zoning map and ordinance.

Alternatively, the City could further amend the Olde Town zoning district to conditionally allow smaller apartment buildings of between 4 and 20 units – or some other tolerable upper limit – after the City already recently amended the UDC to allow duplexes, triplexes, townhouses and live-work units in the district if specified "limited use" standards are met. This plan does not set or imply a specific limit on units to enable flexibility during plan implementation. The reference here to "smaller" buildings is in the context of infill development, which in a downtown area typically occurs on relatively small parcels that will naturally limit the possible development intensity (i.e., 10s of units at most versus the 100s of units seen elsewhere in the community in apartment “complexes”). Through later UDC updates, potential limits on units per acre and/or building scale and height can be considered if land assembly scenarios might lead to larger infill or redevelopment sites that could accommodate a higher number of units than desired in Central Richmond.

Short-Term Priorities (2-5 Years)

Hire a Dedicated Central Richmond Project Manager

Hire a dedicated Central Richmond project manager to initiate and drive projects and programs. Successful plan implementation requires building dedicated staffing and financial capacities. The City should bring on an energetic and entrepreneurial-minded individual to act as an intermediary between developers, business owners, DCR and City departments to drive projects to completion. This person should have a basic grasp of the principles and practices of both local government as well as business and real estate and be an exceptionally effective problem-solver. Ideally, this person would come from the ranks of business or economic development and have experience navigating the intricacies of local government. This individual's work should be assisted by consulting economic developers where needed.

Implementation Measures:

→ Hire a dedicated Central Richmond project manager.

Market Preston Street Sites

Using the [vision plan](#) as a marketing tool, the City should issue a request for proposals (RFP) for the City-owned blocks along the south side of Preston Street. The RFP should prominently mention the [2nd Street](#) reconstruction project and the proposed remapping of these sites out of the AE flood hazard area. The RFP should also highlight Downtown's key assets, market opportunities, community demographics, incentives and other plan highlights such as the proposed Union Pacific rail bridge park. A condensed print version should be downloadable from the City and DCR websites and circulated among real estate organizations such as [ULI-Houston](#) and [CCIM](#).

The RFP should clearly spell out the City's expectations for new development on these blocks in terms of: land use (mixed-use and/or residential townhouses or lofts), building type/design, construction costs, completion timeframes and the need to incorporate publicly accessible (shared) on-site parking. It should also clearly state the developer selection criteria including: experience, references, project portfolio, credit history and willingness to enter into a cooperative agreement with the City to provide the publicly accessible parking within the development.

The process should start with getting a current appraisal of the sites to determine their fair market value. The RFP should allude to the City's willingness to discount the land price and/or provide other incentives to offset the costs of providing the excess parking based on financial need (e.g., as determined by a review of the project budget and pro forma).

Implementation Measures:

→ Prepare RFP document and website.

→ Prepare developer scoring matrix and draft term sheet.

→ Issue RFP to area real estate trade publications and on social media.

→ Prepare draft development agreement.

Pursue Public Art/Sign Easements

The presence of the west-side rail bridge and silo structures along U.S. 90A offer a key opportunity to accentuate the entry into Central Richmond from the west. Art and sign installations on these “open canvases” would help define Richmond’s western gateway and soften its existing industrial aesthetics. Large scale murals along with the potential uplighting of the rail bridge could turn this area from an eyesore to an attraction.

The City should explore this opportunity by seeking permission (in the form of façade easements) on these surfaces with their respective owners with a view to commissioning muralists to install public art on them. The City may need to attempt to either purchase or assign a value to these easements (i.e., through an appraisal that can be used for a tax write-off) to provide inducements to the owners.

Implementation Measures:

→ Approach property owners and secure use agreements/ façade easements.

→ Appoint a design “jury” and issue artist RFP or conduct design competition.



With some artistic touches, the west-side silo structures along U.S. 90A could serve as a welcoming attraction from the west.



Expand/Define Incentives Programs

Although it periodically incents business development and redevelopment activity through its Direct Incentives Program, the [Development Corporation of Richmond](#) (DCR) currently does not promote any special local grant or loan programs on its website. Incentives are generally provided on an informal, ad hoc basis depending upon the project and funding need/availability at hand.

Although this practice assures maximum flexibility in how the DCR deploys its funds, the lack of specific investment criteria, project eligibility and award maximums (i.e., “defined benefits”) does not assure prospective applicants that any specific project (or project type) will be funded. The program’s specific mention of jobs and wages may also discourage potential Downtown investors whose projects will likely involve retail and housing. These factors, combined, may cause prospective Downtown investors “shopping” multiple communities to overlook Richmond in favor of communities whose incentives criteria and award amounts are more clearly spelled out and more clearly redevelopment-focused.

Moving forward, the DCR should establish clearer program guidelines and sub-categories within its Direct Investment program. These should include: (1) a special building (i.e., façade) matching grant/loan program specifically for Downtown redevelopment projects, and (2) a revolving (subordinate) loan program designed to be paired with conventional debt and equity (the latter potentially modeled after the [SBA 504 program](#) but with less emphasis on jobs, wages and business creation).

Implementation Measure:

→ *Create special carve-outs in the Direct Incentives program specifically for building improvement grants and loans and upper-floor apartment conversions.*

Manage/Expand Downtown Parking

The perceived lack of available peak-time Downtown parking was a major concern registered by many people consulted for this plan. This, despite the fact that the general supply of parking appears to be more than adequate to serve the amount of available Downtown commercial space. The problem appears to be less about the supply of parking than how that supply is managed, along with the availability of overflow parking for special events or to meet temporary peak-time needs. (It may also have to do with unrealistic expectations by patrons on how convenient this parking ought to be in a traditional downtown environment.) Still, as Downtown’s popularity continues and new development occurs, the need to both expand and optimize existing parking will remain a pressing concern.

An immediate action is to post and enforce time limits for parking on select Downtown streets, along with having business owners require their employees to park in remote locations away from the Downtown core during business hours. This will help minimize the all-day “squatting” that reportedly occurs by some Downtown employees and property owners. At some point in the future, the City may choose to meter its Downtown parking spaces; however, that course is not recommended until Downtown’s popularity, as measured by the number of active storefronts, residents, and foot traffic, reaches a more critical level.

To help expand the supply of parking, the City should make sure to retain public parking easements on the publicly owned sites along Preston Street as part of any new development projects (and in consideration for granting future development rights). This means that developers of these sites would be required to build and maintain a dedicated level of public parking as a condition of sale and usually in exchange for a significant discount on the price of the land and/or receiving TIRZ proceeds.

There are many ways to legally structure this, the most common being that a developer is granted the right to develop a site while also agreeing to a reserved easement to allow for permanent on-site public parking. This can be done via an outright sale of the property (City is granted a parking easement) or via a master/ground lease structure that gives the developer 50+ years of fixed-fee use rights.

With respect to the shared-use parking, the development should include enough parking to accommodate both residents and transient parkers on a one-for-one basis. This would be negotiated via a development agreement that stipulates a project-specific minimum parking requirement for the residential component (note that more typical zoning-

Implementation Measures:

→ Post and enforce 2-hour maximum parking limits along Morton, 2nd, 3rd and 4th Streets.

→ Seek opportunities for the City and Fort Bend County to partner on parking solutions for Downtown, including a new parking structure if feasible and supported. Additionally, rather than local government doing this directly as a public project, a parking structure would remain taxable if constructed by a private developer, with the City and/or County taking a long-term lease position.

→ Encourage Downtown businesses (particularly restaurants) to pool their resources to fund a peak-time, shared valet service.

→ Issue Requests for Proposals (RFPs) for City-owned Preston Street blocks with required provision of public parking.

→ Work with Downtown area churches to accommodate overflow public parking for non-Sunday special events.

→ Explore future free daytime shuttle service between Downtown, the Justice Center and OakBend Medical Center, along with pursuing other opportunities to better utilize the existing public transit service that receives City funding.

→ Examine/design opportunities to introduce angled parking as part of 2nd Street reconstruction.

based minimum parking requirements are not recommended for Downtown due to the additional costs they impose and the deadening effect they create when manifested in large surface lots).

Formalize Terms of Union Pacific (UP) Bridge Conveyance and Pursue Funding Options

The potential donation of the landmark Union Pacific (UP) truss bridge is a rare opportunity to create a unique destination feature in Downtown Richmond. Once acquired, the bridge should be fully integrated into Richmond’s parks and trails system and be used to stage special public events (see the [Steel Bridge Festival](#) in Sturgeon Bay, Wisconsin, and [Rock Island Bridge](#) in Kansas City).



Source: Flying Truss KC



Source: Flying Truss KC



Source: John Everitt | OnMilwaukee.com

Examples of abandoned rail infrastructure repurposed as urban park space.



The City should work proactively with the UP to begin to formalize the terms and timing of the donation, conduct basic due diligence, and begin to line up funding commitments for the bridge's eventual restoration and ongoing maintenance. Items to consider include: inspections, repair and maintenance costs, the location/alignment/ design of the replacement bridge and track, and environmental and operational liabilities and indemnifications. The City should also use this opportunity to discuss other issues with the UP such as “quiet zone” operations.

Potential resources and funding options include:

- The [Rails to Trails Conservancy](#).
- The [Texas Parks and Wildlife Department’s Recreational Trails Program](#) (funded by the [US Department of Transportation](#) and recently expanded via the [2021 Bipartisan Infrastructure Bill](#)).
- Area non-profits, family offices and foundations including the [Henderson-Wessendorf](#) and [George Foundations](#).

Implementation Measures:

- *Request a draft conveyance “term sheet” from the UP.*
- *Request latest inspection report and seek a funding agreement from the UP to update it.*
- *Acquire and analyze any environmental/conditions reports relating to the bridge and its approaches.*
- *Request bridge replacement concept design and track alignment from the UP.*
- *Hire a bridge engineer/architect to provide a preliminary design and cost estimate for existing bridge’s conversion to park use.*
- *Update the City’s Trail Master Plan to reflect bridge inclusion.*
- *Draft a funding proposal “vision” document to be used for grants-seeking.*
- *Consult with TxDOT on potential project participation and funding.*
- *Reach out to area foundations on their possible interest in project.*



Establish Stormwater Land Bank

The region’s increasingly intensive rainfalls (and consequent stormwater management regulations that require not more than 50% lot coverage) have essentially rendered many smaller city lots unbuildable. Particularly affected Downtown-area properties include Freemans Town and the neighborhoods of the near north side.

This situation thwarts small lot residential infill development and redevelopment in these neighborhoods – especially of the type that would add to Richmond’s affordable housing stock. On the other hand, instituting a stormwater management land bank – whereby individual lots in the affected areas are opportunistically acquired by the City either by voluntary sale or through tax reversion, and then permanently held or deed-restricted for stormwater collection – could relieve individual property owners from having to provide their own on-site detention (i.e., in the form of tightly restricted lot coverage).

This type of “checkerboard” or areawide detention could allow many of these properties to accommodate new or expanded cottage homes without worsening the risk of flooding. The vacant lots could also double as community gardens. Another option would be to increase the lot coverage maximum for property owners who install rainwater collection systems such as rain gardens or backyard cisterns that can collect an offsetting amount of stormwater. Yet another option would be to institute a stormwater credit system whereby property owners can exceed the maximum lot coverage requirement if they can acquire and permanently deed restrict an offsetting amount of nearby vacant land (provided that it is not in a floodway and is left permanently vacant). In either case, this is a situation where a range of options should be explored and/or made available to help expand housing options in or near Downtown and to restore the buildability and economic value of many of the city’s small residential lots.

Implementation Measures:

→ *Create an initial operating plan and budget for a public land bank.*

→ *Regularly review public tax sales notices and establish/exercise municipal “first rights” on marginally buildable properties for inclusion in stormwater bank.*



Implement Streetscaping and Beautification

Richmond's Downtown core is due for a cosmetic makeover. A basic package of decorative streetlights, crosswalk accents and street furniture is needed to help set off Downtown's historic buildings and to signal the City's financial commitment to the district. It is important that these installations adhere to a consistent and unifying design palette and avoid the chaotic patchwork that sometimes results when they are installed incrementally over longer periods of time or are left to the whims of private developers.

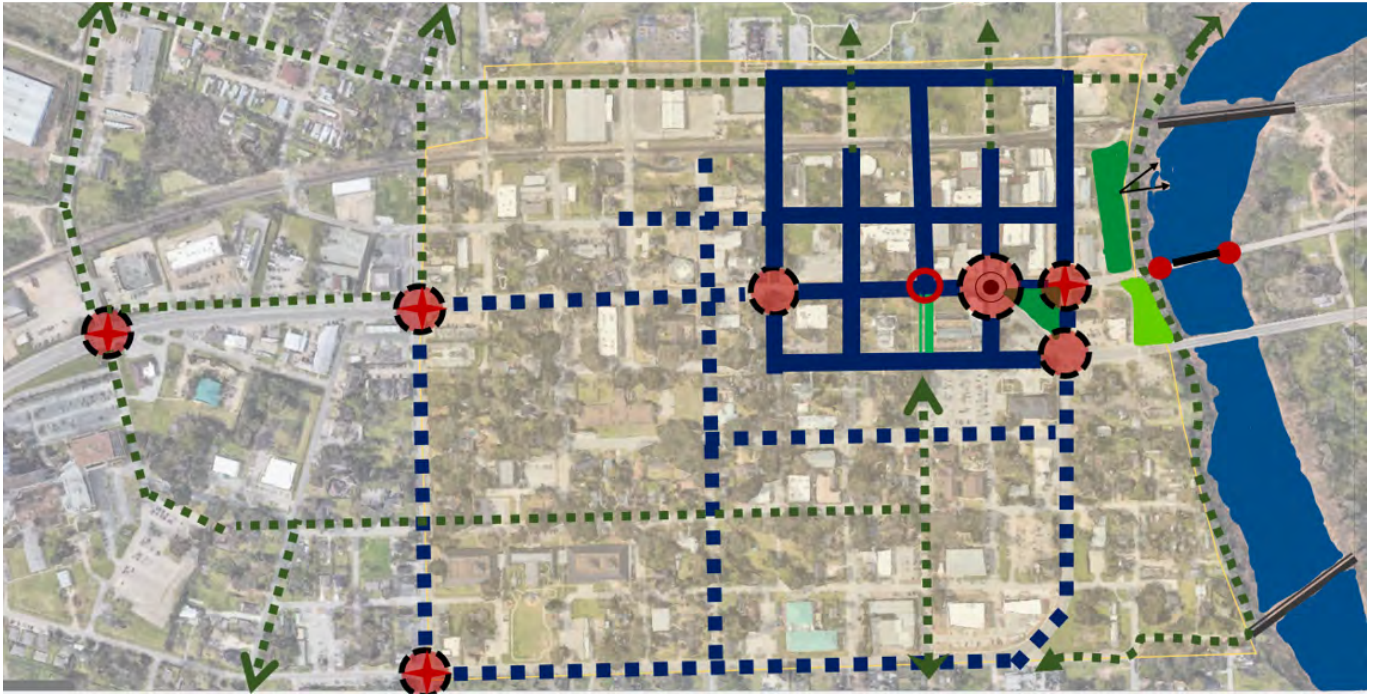
Enhancements to Wessendorf Park are also recommended along with the addition of new parklets along the river and at the triangle formed at the U.S. 90A split to make the area greener and more walkable. These improvements need to be incorporated into the City's capital projects planning, with the work coordinated with other City projects and private development to the extent possible. The City should also begin the long process of incrementally burying the district's many overhead utility lines in coordination with other major street and utility work.

Implementation Measures:

- *Seek sponsorships for new amenities in Wessendorf Park and the proposed triangle park and rail bridge park.*
- *Establish a new Downtown TIRZ as a funding mechanism.*
- *Create a detailed streetscape design plan and materials palette.*
- *Include phased streetscape improvements in the City's Capital Improvements Plan (CIP).*

Public Improvements

- Primary streetscape
- Secondary streetscape
- Pedestrian bridge
- Bike-ped route
- Gateway treatment



Proposed public beautification sites and corridors.

Longer-Term Projects (5+ Years)

Establish Downtown Business Improvement District (BID)

As the Downtown business community expands and stabilizes in coming years, efforts to organize the businesses into a functioning dues-paying business association should be pursued. As the group coalesces over time, taking a possible further step to create a formal Business Improvement District (BID) should also be explored. BID formation typically involves a majority of property owners(hip) voting to incur an additional special assessment, the revenue from which will be used exclusively within the Downtown area to fund special initiatives such as beautification, cooperative valet service and events.

Such a dedicated funding source, above and beyond the City's regular district allocation, would help area merchants take their "placemaking" efforts to a new level including possible professional promotion and management. Additionally, since the special assessment would apply on a pro-rata basis to all properties based on their size, and regardless of whether a particular property owner voted for the additional assessment, it may provide the impetus for some marginally-used properties to be sold or converted into higher and better retail uses.

Implementation Measures:

- *Organize Downtown business owners into a functioning association with an elected board of directors and secretary, etc.*
- *Collect and disseminate BID information materials explaining the BID process, costs and benefits, etc.*
- *Establish proposed assessment amount and BID boundary.*
- *Conduct public meetings to solicit feedback.*

NOTE: The Conceptual 10-Year Master Plan illustration earlier in this plan is just that – a *concept* of what could happen over time within the planning area – but not guaranteed to happen precisely how or where indicated. As stated under Purpose of the Plan at the front of this document, various aspects of the concept plan will depend on "the voluntary actions of private developers and landowners (working in their own interests)." Where specific, currently privately-owned properties are indicated for potential future public uses, this would happen only as such properties become available and are possibly acquired by the City at that time.

Pursue National Register of Historic Places Designation

The City’s existing historic district and commission structure provides a ready platform to explore the possibility of future National Register listing and the financial benefits that come with it. These benefits come principally in the form of a generous 20% federal tax credit and grants for qualified rehabilitations of “contributing” buildings within the district. The tax credits can be used either to offset an owner’s personal tax liability or sold at a discount for cash. These additional resources can sometimes make the difference between a project that is financially infeasible and one that is. Another benefit is potential relief from certain building and fire codes when it comes to rehabilitation. And despite misconceptions that buildings within such a district are sacrosanct and cannot be demolished, National Register listings are far more incentives-based than penalty-laden (the only penalty is that listed properties are essentially blacklisted from receiving any form of federal subsidy if they are ever demolished).

To initiate the process, the City should consult (and educate) affected property owners and enlist the [Richmond Historical Commission](#) as well as the [Texas Historical Commission](#) in the process. Typically, the City will need to hire a qualified consultant to conduct a historic resources inventory to determine if there is enough of a concentration of significant historic properties to qualify for listing, as well as the appropriate geographic boundary to include in the nomination (which may differ slightly from the City’s existing historic district overlay zone).

Maintain Membership in Main Street America or International Downtown Association

Maintaining a membership in any one of several national downtown networks is a good way to help the City stay abreast of evolving trends and tools relevant to the Downtown area. The national [Main Street Program](#) is the most recognized membership organization serving small downtowns in the U.S. Its holistic 4-point doctrine emphasizes: design, economic vitality, promotion and organization under the leadership of a dedicated executive director and supported by individual subject-area committees. However, getting the most out of membership requires a motivated and engaged set of Downtown stakeholders willing to devote time and resources in each of the four subject areas over a period of several years. (Some Main Street communities have experienced difficulty sustaining interest in the program after the first few years due to “meeting fatigue.”) The [IDA](#) is a membership organization dedicated to sharing resources and best practices to help energize downtowns across the country. Other organizations such as [Strong Towns](#) provide access to a range of information sources and advisory services from throughout its extended network.

Implementation Measure:

→ *Fund a subcommittee of the DCR and Downtown business community to attend one or more national conferences of the mentioned organizations and make a recommendation for membership to the full DCR board.*

Explore River Bluff Redevelopment

The City and the DCR should continuously explore opportunities to acquire available, buildable riverfront property in the immediate Downtown area as funding allows and as sites become available. Selective opportunities may exist in the area south of U.S. 90A and along the east bank of the river north of the highway. Gaining control of these properties can help accelerate their conversion into new public access trails and higher quality development that takes advantage of river and bridge views.

Implementation Measures:

→ *Create a dedicated/revolving site acquisition fund with yearly \$100,000 contributions from the DCR and/or the City general fund.*

→ *Institute a policy requiring the dedication of a public access easement along the west bluff of the Brazos River as a condition of receiving local incentives or as part of any Planned Development approval or land replat.*

GLOSSARY

Accessory Dwelling Unit (ADU) means a secondary dwelling unit which is located in a separate accessory building on the same lot as the principal dwelling unit, or as a separate, independent unit within the principal building. The ADU provides a complete, independent living space with facilities for cooking, eating, sanitation, and sleeping.

Direct Incentives Programs means a program such as the one established by the Development Corporation of Richmond which provide cash grants and/or loans to companies and projects that meet certain criteria as a way to promote desired outcomes (e.g., new business investment especially in a target area of a community, job creation, added tax revenue, etc.).

Municipal Management Districts (MMDs) are created under [Chapter 375 of the Texas Local Government Code](#), either by special legislation or a petition process through the Texas Commission on Environmental Quality (similar to Municipal Utility Districts). The district is governed by a local appointed Board of Directors as with a Tax Increment Reinvestment Zone (TIRZ). MMDs provide another source of funding through a special assessment on properties within the district that receive the benefit of district activities. Such activities may include public improvements (e.g., gateway and streetscape enhancements, sidewalks, etc.), associated operations and maintenance, and other programming (e.g., marketing, security patrols, litter control, etc.).

Planned Development means a land development project comprehensively planned as an entity via a unified site plan which permits flexibility in building siting, mixtures of building types (could be mixed housing types for residential-only developments, or mixed residential and nonresidential buildings for mixed use development), and land uses, usable open spaces, and the preservation of significant natural features.

ORDINANCE NO. 2024-18

AN ORDINANCE OF THE CITY OF RICHMOND, TEXAS ADOPTING THE CENTRAL RICHMOND REVITALIZATION PLAN

During the review of the City's Comprehensive Master Plan, the City Commission requested the development of a plan for the revitalization of central Richmond.

In coordination with the update of the Comprehensive Master Plan, the conditions existing in the central part of Richmond were studied and suggestions for revitalizing the area were developed.

Public input on the findings and suggestions was solicited and received.

Based on the findings and suggestions, the Central Richmond Revitalization Plan is proposed to provide the following:

Central Richmond Past and Present

Physical and Historic Context- As mentioned earlier the location generally described in the plan is the Union Pacific Railroad and 6th Street, south to Liberty Street, east to the Brazos River, then north along the Brazos River to Preston Street, and back west to 6th Street in the east. The plan notes major activity centers in or near the area such as the Fort Bend County government area, Fort Bend County Justice Center, OakBend Medical Center and George Park. The Downtown area also known as the Historic District encompasses 100 block area laid out in traditional 250' x 250' blocks. This area contains two separate zoning districts which are DN, Downtown and OT, Olde Town Districts. The Morton Street area is zoned Downtown which allows for commercial and mixed-use development within the City's original central business district.

Opportunities and Objectives

Enhance the business environment – introduce new and/or expand loan and grant programs targeted specifically to Downtown businesses and buildings. Assemble and package Downtown sites and market them for new mixed-use infill development.

Potential redevelopment sites – Development Corporation of Richmond (DCR) should focus on the downtown riverfront and help accelerate needed reinvestment in the area.

Reinforce Community Character – Create a set of Central Richmond urban design guidelines to provide architectural parameters for new construction. Develop special design criteria for prospective development of any City-owned property including preservation of public trail easements on any river-adjacent property. Broaden the purview of the Historical Commission by creating an omnibus Design Review Board to interpret and apply both the historic preservation standards and new construction design guidelines in an advisory capacity vis-à-vis the Planning and Zoning Commission. Consider pursuing National Historic District status for Olde Town to gain access to Federal Historic District Tax Credits for qualified renovations.

Improve User Experience – Address parking needs in the downtown area to improve overall experience. Examine “time-demand” parking solutions that do not rely on construction of new surface parking lots. Incentivize/ Incorporate public parking in new private development. Provide street amenities and safety measures throughout the downtown core to improve the pedestrian experience.

Connect Activity Nodes – Increase the link between the activity nodes within the city and raise awareness. Brand and market the city as part of a “circuit” of regional attractions centered on the Brazos River. Add wayfinding signs along Highway 90A and the Richmond Parkway/Austin Street entry into Downtown, include a list of attractions within the general area.

Expand, Define, Diversify – settle on a naming convention for the combined Olde Town and Downtown areas to distinguish from the underlying zoning districts. Expand range of housing options within the distinguished area. Create incentives to convert upper floors of Downtown to loft apartments.

Capitalize on the River – Use the Brazos River as a backdrop for community celebrations and as a link to the trail system used throughout the region. Engage the Union Pacific Railroad regarding a potential transfer of ownership of the historic truss bridge.

Opportunities –

- Stronger connections providing access to and between activity centers.
- Opening of the riverfront for more and varied utilization.
- Adding select amenities including enhanced shopping and public space.
- New streetscape features in the Downtown gateways and streets.
- Expanding the footprint and activity sphere of the historic core through infill development and enhancements to Wessendorf Park.

Calhoun Street Brownstones – Vacant land north of Calhoun Street will be suited for development within the reconstruction of 2nd Street. The area is suited for new residential lofts or townhouses with shared public/private parking at grade level.

The Triangle – The wedge of land located on Highway 90A where the road splits into a one way pair may be redeveloped into an ornamental public space.

Trestle Pedestrian Bridge and Improved Wessendorf Park – the Union Pacific Railroad may replace the bridge with a newer one built alongside the existing bridge. The city may look at entering into an agreement to take ownership of the existing bridge once the new bridge replacement has been built. Wessendorf Park remains underappreciated and possibly underused, the addition of special features could include a rose garden, exercise stations or an amphitheater which could help activate the park and draw more visitors.

River Bluff Trails – Improvement of Richmond’s bike and pedestrian trail system and the creation of more usable public space in or near the Downtown area were cited as needs in feedback provided by the community survey and other forms of public outreach. The City may incentivize or require public access easements along the river bluffs as redevelopment occurs over time.

Downtown Beautification and Gateway—Take advantage of opportunities to signal entrance into Richmond’s central area. This can be done with the “Triangle”, railroad overpass or Silos in the West.

10-year Vision

The 10 – year vision is a schematic that provides a conceptual physical development plan for the Central Richmond Area. The plan is conceptual in nature, intended to convey a preferred direction for future development and redevelopment. The plan aims to provide a visualization of several opportunities described within the plan. The focus is one mixed-use infill development, pedestrian amenities and connections, riverfront orientation, shared parking, accented gateways and unification of north and southern portions of Highway 90A.

Implementation

The priorities of the implementation plan provides a public policy framework which will help achieve the revitalization efforts for the area. The plan requires a combination of three methods for the revitalization efforts (1) Zoning, (2) Incentives and (3) Direct Public Investment. The implementation summary provides action items over three (3) timeframes.

- Early Action 0-2 years
- Short- Mid-Term 2-5 Years
- Long-Term 6-10 Years

The Planning & Zoning Commission continuously reviewed the development of the Central Richmond Revitalization Plan and provided input to help shape its development.

On November 4, 2024, the Planning & Zoning Commission conducted a public hearing to receive comments for or against the proposed Central Richmond Revitalization Plan and reviewed the proposed Central Richmond Revitalization Plan and recommended approval.

The City Commission finds that it is in the public interest that the proposed Central Richmond Revitalization Plan be adopted; Now, Therefore,

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF RICHMOND, TEXAS:

Section 1. That the recitation of facts set forth in the Preamble to this Resolution is found to be true and correct.

Section 2. That the Central Richmond Revitalization Plan, attached in Exhibit A, is hereby adopted and supersedes any previous plans for Central Richmond.

Section 3. This Ordinance shall be effective upon its adoption.

Passed, Approved and Adopted on this the 18th day of November, 2024.

Rebecca K. Haas, Mayor

Attest:

Approved as to form:

Lasha Gillespie, City Secretary

Gary W. Smith, City Attorney



City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

- A14. Review and consider taking action on Ordinance No. 2024-17, adopting the updated Comprehensive Master Plan.

******Documents sent separately***

ORDINANCE NO. 2024-17

AN ORDINANCE OF THE CITY OF RICHMOND, TEXAS ADOPTING THE UPDATED COMPREHENSIVE MASTER PLAN

On July 21, 2014, the City Commission adopted Ordinance No. 2014-10, approving and adopting the Comprehensive Master Plan for the City.

The Comprehensive Master Plan was adopted to provide the City with an information base to guide decisions related to the future development of the City.

Consistent with the terms of the Comprehensive Master Plan, an evaluation and appraisal report was prepared involving evaluating the existing Comprehensive Master Plan and assessing how successful it has been in achieving the community's goals. The report identified the successes and shortcomings of the existing Comprehensive Master Plan, the changes since adoption of the Comprehensive Master Plan, and made recommendations on modifications to the Comprehensive Master Plan.

The updated Comprehensive Master Plan is proposed to include the following:

Four new strategic priorities, K-N. The added priorities reflect leadership and community input and further discussions on the need to:

□ **Reinvigorate central Richmond** beyond the Morton Street core through a combination of private reinvestment, public projects, safer circulation especially for pedestrians and cyclists, and enhanced identity and “curb appeal.” This new priority is directly linked to the Central Richmond Revitalization Plan prepared in conjunction with the CMP update, among other pertinent City initiatives (e.g., marketing/branding strategy, DCR Strategic Plan update, Downtown parking and sidewalk improvements, etc.).

□ **Encourage and accommodate a wider range of housing types**, including various forms of single-family attached ownership housing and rental options on smaller-scale sites. This is in response to Richmond residents and newcomers facing housing affordability and choice challenges, just as the entire nation has increasingly experienced since the post-2008 economic recession period. More variety in local housing also promotes population retention, through new options for downsizing “empty nesters” and seniors to stay in the community, and population attraction by offering more viable housing options for younger individuals and families. All of this follows the notion of achieving over time a housing market that offers “life-cycle” housing options for particular needs and wants at various stages of life.

□ **Improve the ability of residents and visitors to move about the community smoothly and safely**, especially when going places by bike or on foot and for those dependent on public transit services. Richmond is expected to remain a railroad town well into the future and has taken steps since the 2014 CMP – in conjunction with Union Pacific Railroad – to enhance safety at rail crossings and reduce noise from passing trains. However, the railroad through central Richmond is only one obstacle to traffic circulation,

so the policies and various action steps under Strategic Priority B in the 2014 CMP (page 28) and especially Strategic Priority C (page 34) remain pertinent to Richmond's mobility future in the 2020s and beyond.

□ **Elevate socioeconomic considerations** as part of promoting residents' "quality of life" and the overall "livability" of Richmond. Local comprehensive planning has traditionally focused on the physical building blocks of a community – housing, shopping and services, streets and sidewalks, utility infrastructure and storm drainage, parks and recreation facilities, and the city's aesthetic appearance, among other visible features. Richmond has increasingly emphasized neighborhood revitalization in recent decades. Together with its various public and non-profit partners, the City can also support efforts to apply a comprehensive approach to improving lives, while focusing on the roles and responsibilities municipal government is better positioned to carry out.

Along with these new strategic priorities the following were added:

□ An Action Agenda to provide **more measurable ways for the City to track and report on progress** toward and ultimate completion of CMP action items.

□ Offer specific guidance on how a growing city can reap the benefits of such growth while also **protecting – and enhancing – its small-town charm and appeal**.

□ Point to **specific issues and needs to address through a review and update of Richmond's Unified Development Code**, which is prudent and timely to pursue immediately after a CMP update.

□ Updates to the Future Land Use Plan to reflect development since the 2014 adoption as well as inclusion a new category to provide additional housing options within the community.

□ Updates to the Thoroughfare Plan to provide terminology consistent with the County Major Thoroughfare Plan and terminology within the Unified Development Code, reflect constructed roads, update the roadway classifications, include and modify and remove proposed roads.

The Planning & Zoning Commission continuously reviewed the development of the updated Comprehensive Master Plan and provided input to help shape its development.

Public input on the findings and suggestions was solicited and received.

On October 7, 2024, the Planning & Zoning Commission conducted a public hearing to receive comments for or against the proposed updated Comprehensive Master Plan and reviewed the proposed updated Comprehensive Master Plan and recommended approval.

The City Commission finds that it is in the public interest that the proposed updated Comprehensive Master Plan be adopted; Now, Therefore,

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF RICHMOND, TEXAS:

Section 1. That the recitation of facts set forth in the Preamble to this Resolution is found to be true and correct.

Section 2. That the updated Comprehensive Master Plan, attached in Exhibit A, is hereby adopted and supersedes the existing Comprehensive Master Plan adopted by Ordinance No. 2014-10 which ordinance is hereby repealed.

Section 3. This Ordinance shall be effective upon its adoption.

Passed, Approved and Adopted on this the 18th day of November, 2024.

Rebecca K. Haas, Mayor

Attest:

Approved as to form:

Lasha Gillespie, City Secretary

Gary W. Smith, City Attorney



City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

- A15. Review and consider taking action on authorizing City Manager to execute a construction services contract for the Wessendorff Ground Storage Tank Rehabilitation Project.



**CITY COMMISSION
AGENDA ITEM COVER MEMO**

DATE: November 18, 2024

Staff Review:

City Manager _____

City Attorney _____

Finance _____

Fire Department _____

Police Department _____

Public Works _____

AGENDA ITEM: Wessendorff Water Plant Ground Storage Tank Rehabilitation

SUBMITTED BY: Michael Moody, Facilities Superintendent; Howard Christian, Assistant City Manager

SYNOPSIS

The protective coating for the Ground Storage Tank (GST) at the Wessendorff Water Treatment Plant has reached its useful life and needs to be rehabilitated.

COMPREHENSIVE PLAN GOALS ADDRESSED

Rehabilitate and preserve Richmond’s existing neighborhoods and community assets.

BACKGROUND

During a routine inspection, it was determined that the Ground Storage Tank at the Wessendorff Water Plant requires rehabilitation. The City’s consultant (LJA) developed a scope of work to completely rehabilitate the GST to current standards.

On October 22, 2024, the City opened 11 bids for this project. The base bid for the project includes removing all the existing coating (GST and hydro-pneumatic tank) to “near white” bare metal and applying a 3-part epoxy coating system. This will include all necessary protective shrouding and site restoration and include upgrades to the electrical service.

The lowest qualified bidder was O&J Coatings from Hurst TX, with a combined bid of \$583,925. The consultant has reviewed the bid and checked the qualifications for O&J Coatings and recommends that the City accept and award the rehabilitation project to this contractor.

The Consultants opinion of probable construction costs was \$619,860. The estimated time to complete the project is 90 calendar days after notice to proceed.

BUDGET ANALYSIS

FUNDING SOURCE	ACCOUNT NUMBER	PROJECT CODE/NAME	FY 2025 FUNDS BUDGETED	FY 2025 FUNDS AVAILABLE	AMOUNT REQUESTED

BUDGET AMENDMENT REQUIRED? YES _____ NO _____

Requested Amendment:

Purchasing Review:

Financial/Budget Review:

FORM CIQ: _____

FORM 1295 _____

SUPPORTING MATERIALS

Consultant Recommendation with Bid Tab

Project Map

STAFF'S RECOMMENDATION

Staff's recommendation is to authorize the City Manager to execute a construction services contract for the Wessendorff GST Rehabilitation Project to O&J Coatings, Inc. in the amount of \$583,925.

City Manager Approval: _____



713.450.1300
TBPELS F-1386
TBPELS 10110501
www.LJA.com

11821 East Freeway, Suite 360, Houston, Texas 77029

October 29, 2024

Mr. Howard Christian
Public Works Director
City of Richmond
600 Morton Street
Richmond, Texas 77469

RE: Bid Tabulation and Recommendation of Award for Construction of
Water Plant No. 4 – Ground Storage Tank Rehabilitation
City Project No. WW2204
LJA Project No. 1027-2401

Mr. Christian,

Bids for construction of the reference project were received on October 22, 2024, at 2:00 P.M. at the Richmond City Hall Annex located at 600 Morton Street, Richmond, Texas 77469, and subsequently read in public. Eleven (11) contracting firms submitted bids for the project. Two errors were found but did not change the final results.

The bidders from low to high and the correct total amounts bid for the Base Bid, Supplementary, and Add Alternate Bid Items are as follows:

<u>Contractor</u>	<u>Location</u>	<u>Contract Amount</u>
O&J Coatings, Inc.	Hurst, TX	\$583,925.00
M.K. Painting, Inc.	Wyandotte, MI	\$590,950.00
CFG Industries, LLC	Pinehurst, TX	\$594,850.00
N.G. Painting, LLC	Kerrville, TX	\$657,450.00
O&A Classic Coatings and Painting Corporation	Hurst, TX	\$668,979.00
W.W. Payton Corporation	Katy, TX	\$681,000.00
TanksCo, Inc.	Decatur, TX	\$701,742.50
Viking Painting, LLC	La Vista, NE	\$705,510.00
Tankez Coatings, Inc.	Ft. Worth, TX	\$730,720.00
Maguire Iron, Inc.	Sioux Falls, SD	\$736,700.00
Classic Protective Coatings, Inc.	Menomonie, WI	\$930,641.00

City of Richmond
October 29, 2024
Page 2

A copy of the Bid Tabulation is attached.

The bidding documents of the bidders were examined and found to be in order.

Our investigation of O&J Coatings, Inc. included a review of their surety, references of previous projects and past work experience. Based on our investigation, we recommend awarding the contract to the low bidder, O&J Coatings, Inc.

If you have any questions or need additional information, please contact me at 281-627-2633.

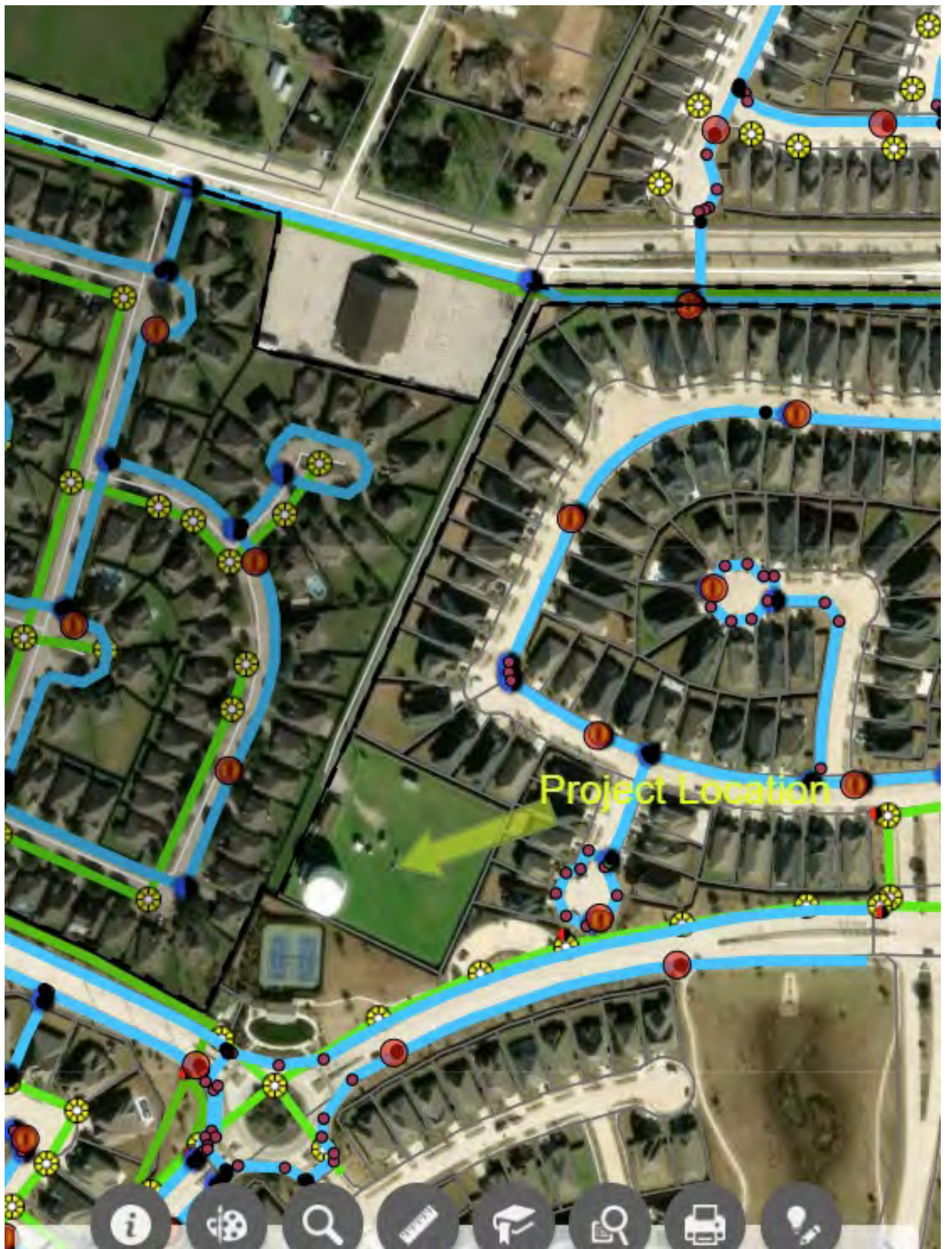
Sincerely,



Michael J. Hefrich, Jr., PE
Senior Project Manager

Attachment

cc: Clifton Holik, City of Richmond
Mike Moody, City of Richmond
Jimmy Flowers, P.E., LJA
Miguel Acuna, LJA
Les Dodson, LJA
Construction File 16.6



Project Location



City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

- A16. Review and consider taking action on Ordinance No. 2024-19, amending Chapter 6 “Animals” of the Code of Ordinances to include aggressive dog regulations.



Ordinance No.2024-19

AN ORDINANCE AMENDING CHAPTER 6 “ANIMALS” OF THE CODE OF ORDINANCES OF THE CITY OF RICHMOND, TEXAS TO PROVIDE REGULATIONS FOR THE CARE OF AND PROTECTION OF ANIMALS AND PROVISIONS RELATED TO AGGRESSIVE DOGS; PROVIDING A PENALTY CLAUSE; REPEALING ANY ORDINANCE IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

The regulation of animals within the City limits of the City of Richmond is essential and necessary to protect the public and domestic animals, to preserve and protect the public safety, and to provide safe, secure, family-oriented communities.

The City Commission of the City of Richmond, Texas, finds that the preservation of public safety and welfare of the citizens and domestic animals and the provision of safe, secure, family-oriented communities within the City requires reasonable regulation of animals within the City; **Now Therefore,**

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF RICHMOND, TEXAS:

SECTION 1. The facts and recitations set forth in the preamble of this Ordinance are hereby found to be true and correct.

SECTION 2. Chapter 6 “Animals” of the Code of Ordinances, City of Richmond, Texas is hereby amended to read as follows:

“Chapter 6 - ANIMALS

ARTICLE I. - IN GENERAL

Secs. 6-1. - Definitions.

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

- AGGRESSIVE DOG means any dog that has:
 - (1) Made an unprovoked attack on another domestic animal that causes bodily injury to the animal and occurs in a place other than an enclosure in which the dog was being kept;

(2) On more than one occasion, bitten one or more persons who are lawfully inside the dog's enclosure;

(3) Repeatedly attempted, successfully or unsuccessfully, to climb over, dig under, chew through, break or otherwise escape from its enclosure in an attempt to attack, chase or harass a person or another domestic animal as observed by a person charged with enforcing this chapter; or

(4) Committed unprovoked acts that would cause a person to reasonably believe that the dog will attack and cause bodily injury to a person or domestic animal.

- *Animal control authority* means the Fort Bend County Animal Control Department.
- *Bodily injury* means physical pain, illness, or any impairment of physical condition to a person.
- *Cat* means a domestic feline of either sex, including one neutered or sterilized.
- *Chipped* means an animal that has a microchip implant that is an identifying integrated circuit placed under the skin of an animal that is listed on a national registry and contains contact information of the owner.
- *Commercial domestic animal establishment* means any establishment that breeds, sells, houses for hire, or handles domestic animals for the purpose of monetary gain.
- *Commercial kennel* includes any lot, enclosures, structure, building or premises wherein any person or entity engages in the business of boarding, breeding, buying, letting for hire, trading for a fee, or selling dogs or cats; provided, however, this definition shall not apply to animal shelters, veterinary clinics, or animal hospitals operated by veterinarians duly licensed under the laws of the state.
- *Confined* means restrained within a building, structure, or fenced area, so that the domestic animal cannot escape from said building, structure, or fenced area, without human assistance.
- *Direct control* means the ability of the owner or responsible person to handle the animal or the animal being physically restrained or contained by a sufficient lead, leash or similar device.
- *Dog* means a domestic canine of either sex, including one neutered or sterilized.
- *Domestic animal* means and includes all species of animals commonly accepted as being domesticated.
- *Fenced area* means an area enclosed by a fence of sufficient height, strength, and construction to prevent the domestic animal from escaping.
- *Owner* means any individual, corporation, association, or any other legal entity that keeps, controls, manages, possesses, or has part interest in any domestic animal. If a minor owns a domestic animal subject to the provisions of this chapter, the head of the household for such minor shall be deemed to be the owner of such domestic animal for the purpose of this chapter.
- *Pet animal* means and includes dogs, cats, horses, rabbits, rodents, birds, reptiles, and any other species of domestic animal which is sold or retained as a pet.

- *Rabies* vaccination means the vaccination of a dog, cat, or other domestic animal with an ~~antirabies~~ rabies vaccine approved by the state department of health and administered by a veterinarian licensed by the state.
- *Rodent*, when referred to in this article as a pet, means cage-raised.
- *Running at large* means a domestic animal:
 - (1) Not confined within a building, structure, or fenced area;
 - (2) That is not under the physical restraint of a competent person by means of a leash or chain of proper strength, which precludes the domestic animal from making any unsolicited contact with any other person, including such other person's clothing, property, premises, or other domestic animals under control of such other person; or
 - (3) A domestic animal intruding upon the property of another person other than the owner shall be deemed running at large. A domestic animal within an automobile of its owner shall not be deemed running at large.
- *Secure enclosure* means a fenced area or structure that is:
 - (1) Locked;
 - (2) Capable of preventing the entry of the general public, including children;
 - (3) Capable of preventing the escape or release of a dog; and
 - (4) In conformance with the requirements for enclosures established by the city manager or designee.
- *Serious bodily injury* means an injury characterized by severe bite wounds or severe ripping and tearing of muscle that would cause a reasonably prudent person to seek treatment from a medical professional and would require hospitalization without regard to whether the person actually sought medical treatment.
- *Stray domestic animal* means any domestic animal for which there is no identifiable owner.
- *Unprovoked attack or bite* means an action of the dog that causes bodily injury and that occurs during ordinary care, including feeding, walking, and placing a collar, leash, or harness on a dog; or from merely initiating interaction with a dog; or standing and facing the dog; walking toward a dog or its owner; or addressing the dog's owner.
- *Wild animal* means and includes all species of animals which exist in a natural unconfined state and are usually not domesticated.
- *Wild and exotic animal* means and includes any animal, amphibian, reptile, or fowl which is of a species which is vicious in nature or other characteristic and is dangerous to human beings. Wild and exotic animals shall include, but not be limited to, lions, tigers, leopards, panthers, lynx, wolves, raccoons, skunks (whether deodorized or not), apes, gorillas, monkeys of a species where the species' average weight is 20 pounds or more, foxes, elephants, rhinoceroses, alligators, crocodiles, and all forms of poisonous reptiles, and any other animal that is not indigenous to the county or the city. The term "wild or exotic animal," as used in this article, shall not include gerbils, hamsters, guinea pigs, mice, or rabbits.

6-2 - Right of entry/complaint investigation.

The chief of police or designee may enter upon any premises where entry of the public is allowed to carry out the provisions of this chapter.

6-3 - Penalty for violations; other remedies.

- (a) Any person who violates any provision of this chapter is guilty of a misdemeanor and upon conviction is punishable by a fine as provided in section 1-7 of the Code of Ordinances of the City of Richmond, or any amendment thereto or renumbering thereof, for violations of public health for each act of violation and for each day of violation.
- (b) Any person who obstructs, impedes, or interferes with a representative of the city, with a representative of a city department, with surveillance equipment, or with a person who has been ordered to abate a situation pursuant to this article and who is lawfully engaged in such abatement is guilty of a misdemeanor and upon conviction is punishable by a fine as provided in section 1-7 of the Code of Ordinances, City of Richmond, or any amendment thereto or renumbering thereof, for violations of public health for each act of violation and for each day of violation.
- (c) In addition to proceeding under authority of subsections (a) and (b) of this section, the city is entitled to pursue all other criminal and civil remedies to which it is entitled under authority of statutes or other ordinances against a person, firm, or corporation that remains in violation of this chapter.

6-4 - Search warrants.

If the chief of police or designee has been refused access to a building, structure, or property, or any part thereof, and is able to demonstrate probable cause to believe that there may be a violation of this chapter, or that there is a need to inspect to verify compliance with this chapter, or to protect the overall public health, safety, and welfare of the community, then the chief of police or designee may seek issuance of a search warrant from the appropriate court.

6-5 - Administrative liability.

- (a) No officer, agent, or employee of the city shall be personally liable for any damage that may accrue to persons or property as a result of any act required or permitted in the discharge of such person's duties under this chapter.
- (b) Any suit brought against any officer, agent, or employee of the city as a result of any act required or permitted in this discharge of such duties under this chapter shall be defended by the city attorney until the final determination of the proceedings therein.

ARTICLE II. - ANIMAL CONTROL

Sec. 6-11. - Nuisances.

- (a) The following actions are considered to be a nuisance and shall be unlawful:
- (1) Allowing the accumulation of domestic animal waste which causes frequent or long, continued, offensive odors to a person of ordinary sensibilities.
 - (2) Keeping on a person's premises or elsewhere any domestic animal that makes or creates an unreasonable disturbance of the peace of any person of ordinary sensibilities living in the immediate vicinity or suffers or permits such domestic animal to make or create frequent or long, continued noises by howling, barking, meowing, wailing, crowing or otherwise. A person shall be deemed to have violated the terms of this section if such person shall have been notified by the neighbor(s) or the chief of police or a police officer of such disturbance and shall have refused or failed to correct such disturbance and prevent its recurrence. The person complaining of the disturbance may provide evidence of the conditions set forth in the preceding sentence to the chief of police or designee or to the prosecutor for consideration.
 - (3) Possessing any animal, the possession of which is prohibited by or pursuant to this chapter.
- (b) It is unlawful to create or allow a nuisance as defined herein. Any person who creates or allows a nuisance is deemed guilty of a misdemeanor and, upon conviction, is subject to a fine, as authorized by other sections of this chapter and references to the Code of Ordinances of the city.
- (c) A continuing public nuisance in this section is defined as an irresponsible action of ownership or control of a domestic animal(s) that endangers the public health, public safety, or public welfare; an action that offends the public morals; or an action that endangers life or health, gives unreasonable offense to the senses, or obstructs the reasonable and comfortable use of another's property. If the city manager or designee determines that a continuing public nuisance exists, one which is detrimental to the public health, safety, and welfare and one which continues unabated despite enforcement efforts, the city manager or designee may take action to abate such nuisance.

Sec. 6-12. - Injured or sick animals.

Severely sick or injured animals in the city may be humanely killed to prevent further pain or suffering.

Sec. 6-13. - Guard dogs.

Guard dogs. It shall be unlawful to place or maintain any dog which has been specifically trained to attack, in any area for the protection of persons or property in the city, unless the dog is physically confined to a specific area or is under complete and absolute control. The area or premises in which a guard dog is confined must be conspicuously posted with warning sign bearing letters not less than two inches high.

Sec. 6-14. - Inhumane treatment.

- (a) *Cruelty to domestic animals.* It shall be unlawful for any person to commit or cause to be committed any act of cruelty, harassment, or torture to any domestic animal or intentionally cause such domestic animal to be mutilated or inhumanely killed in the city. Ownership or the commission of such acts of cruelty on private property shall not be a justifiable defense of violation to this section.
- (b) *Fail to provide food, water shelter.* It shall be unlawful for an owner to leave a domestic animal outside unless the owner provides the domestic animal access to:
 - a. adequate shelter;
 - b. an area that allows the domestic animal to avoid standing water and exposure to excessive animal waste;
 - c. shade from direct sunlight; and
 - d. potable water.
- (b) *Poisoning.* It shall be unlawful for any person to poison any domestic animal or to distribute poison or toxicants on public or private property in any manner whatsoever in the city with the intent of poisoning any domestic animal.
- (c) *Abandoning domestic animals.* It shall be unlawful for any person to willfully abandon any domestic animal within the city; or to withhold food or water from any domestic animal such that its health is endangered, or it is caused to suffer unduly.
- (d) *Display or sale of dyed or immature domestic animals.* It shall be unlawful for any person to possess, display, sell, barter, or give away dyed, colored, or in any way artificially treated baby chicks, ducklings, fowl, rabbits, or any domestic animals as pets, playthings, novelties, gifts, or for any other purpose in the city. This section shall not be construed to prohibit the display by hatcheries, stores, owners, dealers, or persons engaged in the business of selling such immature domestic animals to be raised for food; but no such hatcheries, stores, owners, dealers, or persons shall sell or give away baby chicks, ducklings, or any other immature domestic fowl as pets, playthings, novelties, or gifts.
- (e) *Fighting domestic animals.* It shall be unlawful for any person to cause, instigate, or encourage any domestic animal to fight with others of its own species or with another of a different species in the city. It shall be unlawful for any person to train to keep any domestic animal in the city for the purpose of fighting. It shall be unlawful for any person to maintain in the city a place where any domestic animal is permitted to fight for exhibition or for wager or for sport.
- (f) *Traps.* It shall be unlawful for any person to set or cause to be set any trap in the city that will cause injury or inhumane suffering to a domestic animal.

Sec. 6-15. - Disposal of carcasses.

Any person owning or having possession of any domestic animal or domestic fowl is required to properly dispose of the dead body of such domestic animal or any domestic fowl by disposal through the waste collection company for the city, disposal at the landfill, through a veterinary

office, by cremation by an appropriate facility, and by burial at a depth of at least three feet below the surface.

ARTICLE III. DOGS AND CATS

Sec. 6-21. – Dogs and cats running at large.

- (a) Policy. It is the policy and preference of the City of Richmond that each person owning a dog or a cat keep the dog or cat on the person's property or under the person's direct control while not on the person's property.
- (b) It shall be unlawful for any person owning a dog or cat to permit their dog or cat to run at large in the city. The owner of dogs or cats that are found running at large in the city may be cited and the dogs or cats running at large may be returned to their owners.
- (c) Dogs and cats found running at large frequently may be determined to be a nuisance by the chief of police or designee and handled under section 6-22.

Sec. 6-22. Nuisance dog or cat running at large prohibited. Notwithstanding the provisions of section 6-21 of this article, it shall be unlawful for any person owning a dog or cat that has been determined to be nuisance, by the chief of police or designee, to allow that dog or cat to run at large. For the purposes of this section, a dog or cat is a nuisance dog or cat when the animal causes damage or destruction to the property of another person, causes a disturbance of the peace as described by section 6-11(b) of this chapter, or is found to be running at large frequently. In addition, it is unlawful for any person owning a dog that has been determined to be a dangerous dog under article IV of this chapter to allow the dog to run at large.

Sec. 6-23. - Dogs and cats in heat.

It shall be a violation of this article of any person to allow or permit any female dog or cat while in heat to run at large in the city and such female dogs or cats in heat shall be securely confined to the premises of the owner in such a manner as shall not create or cause a nuisance of any kind to any person. Any female dogs or cats out of direct control of their owner during this episode will be considered a nuisance and are subject to impoundment.

ARTICLE IV. DANGEROUS DOGS

Sec. 6-31. Regulation of Dangerous Dogs.

For the regulations of dangerous dogs, the Fort Bend County Rules to Control Rabies and Animal Control Regulations, Section VIII, Dangerous Animals, are hereby adopted by reference and the regulations and procedures contained therein shall apply within the City of Richmond, as those regulations are currently adopted or hereafter amended.

ARTICLE V. DOGS THAT ARE A DANGER TO PERSONS

Sec. 6-41. Dogs that are a Danger to Persons.

For the regulations of dogs that are a danger to persons, the Fort Bend County Rules to Control Rabies and Animal Control Regulations, Section IX, Dogs that are a Danger to Persons, are hereby adopted by reference and the regulations and procedures contained therein shall apply within the City of Richmond, as those regulations are currently adopted or hereafter amended.

ARTICLE VI. AGGRESSIVE DOGS

§ 6-51 NUISANCE DECLARED.

It is hereby declared to be a public nuisance that a person harbors, keeps or maintains an aggressive dog in the city unless the person complies with the requirements of this article.

§ 6-52 AGGRESSIVE DOG DETERMINATION.

(a) A person is the owner of an aggressive dog when:

(1) The owner knows that the dog has made an unprovoked attack on another domestic animal that causes bodily injury to the animal and which occurred in a place other than an enclosure in which the dog was being kept;

(2) The owner knows that the dog has, on more than one occasion, bitten one or more persons who are lawfully inside the dog's enclosure;

(3) The owner knows that the dog has repeatedly attempted, successfully or unsuccessfully, to climb over, dig under, chew through, break or otherwise escape from its enclosure in an attempt to attack a person or another domestic animal;

(4) The owner knows that the dog has committed unprovoked acts that would cause a person to reasonably believe that the dog will attack and cause bodily injury to a person or domestic animal; or

(5) The owner is informed chief of police or designee has determined that the dog is an aggressive dog.

(b) If a person reports a suspected or purported aggressive dog, chief of police or designee may investigate. The chief of police or designee may accept sworn statements from all victims and witnesses to the incident. If the chief of police or designee determines that the dog is an aggressive dog, it shall notify the owner in writing of the determination either by citation or mailed letter.

(c) Notwithstanding any other ordinance, the owner may appeal the determination of the chief of police or designee that a dog owned by the owner is an aggressive dog to the ~~director~~ Municipal Judge, no later than 15 calendar days after the date notice of the determination is mailed or a citation issued -to the owner.

(d) To file an appeal under subsection (c), the owner must:

(1) File a notice of appeal of the chief of police or designee aggressive dog determination with the ~~director~~ Municipal Judge;

(2) Attach a copy of the determination letter or citation from Municipal Judge and

(3) Serve a copy of the notice of appeal on the chief of police or by mailing the notice through the United States Postal Service.

(e) The decision of the Municipal Judge shall be final and non-appealable.

§ 6-53 REQUIREMENTS FOR OWNER OF AN AGGRESSIVE DOG.

The owner of an aggressive dog shall restrain the aggressive dog at all times, including during any appeal of an aggressive dog determination:

(a) On a leash in the direct physical control of a person; or

(b) In an adequate enclosure as defined in § 6-1.

§ 6-54 ATTACK BY AN AGGRESSIVE DOG.

(a) A person commits an offense if the person is the owner of an aggressive dog and the dog makes an unprovoked attack on a person or domestic animal outside the animal's enclosure and causes bodily injury to the person or domestic animal.

(b) An offense under this section is punishable by a fine not to exceed \$500.

(c) If a person is found guilty of an offense under this section and the unprovoked attack was not on a person, the court may order that the owner of the aggressive dog comply with additional requirements as deemed appropriate by the court.

(d) If an aggressive dog makes an unprovoked attack on a person, the dangerous dog determination process outlined in Articles 4 and 5 of this chapter shall also apply.

§ 6-55 VIOLATIONS.

(a) A person who owns or keeps custody or control of an aggressive dog commits an offense if the person fails to comply with § 6-53.

(b) Violation of any section under this division is punishable by a fine not to exceed \$500.

§ 6-56 DEFENSE.

It is a defense to prosecution under §§ 6-54 or 6-55 that the person is a veterinarian, a peace officer, a person employed by a recognized animal shelter or a person employed by the state or a political subdivision of the state to deal with stray animals, and has temporary ownership, custody or control of the animal; provided, however, that for any person to claim a defense under this section, that person must be acting within the course and scope of his or her official duties in regards to the aggressive dog.

ARTICLE VII. RABIES CONTROL

Sec. 6-~~51~~61 - State rules adopted by reference.

Rabies control and rabies eradication in the city shall be accomplished in conformance with this article and the current or latest edition of the rabies control and eradication rules of the state which is made part of this article by reference.

Sec. 6-~~52~~62. Rabies control.

- (a) *Vaccinations.* Every owner of a dog or cat four months of age or older in the city shall have such dog or cat vaccinated against rabies. All dogs or cats vaccinated against rabies by 16 weeks of age and thereafter as provided by 25 TAC, Sec. 169.29. Any person moving into the city from a location outside of the city shall comply with this section within 30 days after moving into the city. If the dog or cat has inflicted a bite on any person or another domestic animal within the last ten days, the owner of such dog or cat shall report such fact to a veterinarian, and no rabies vaccine shall be administered until after the ten-day observation period.
- (b) *Certificate of vaccination.* Upon vaccination, the veterinarian shall issue an official rabies vaccination certificate as required by 25 TAC Sec. 169.29.
- (c) *Rabies tags.* Concurrent with the issuance and delivery of the certificate of vaccination referred to in subsection (b) of this section, the owner of the pet animal shall cause to be

attached to the collar or harness of the vaccinated pet animal, a metal tag bearing the year of issuance and the name and telephone number of the issuing veterinary clinic. Such tag shall be worn by the pet animal at all times.

- (d) *Duplicate tags.* In the event of loss or destruction of the original tag provided certificate of vaccination, the owner of the dog shall obtain a duplicate tag from the original veterinary clinic.
- (e) *Proof.* It shall be unlawful for any person who owns or harbors a vaccinated dog or cat in the city to fail or refuse to exhibit his copy of the certificate of vaccination upon demand of any person charged with enforcement of this article or to any person bitten by such dog or cat.
- (f) *Keeping unvaccinated domestic animals.* It shall be unlawful for any person to keep any pet animal in the city which has not been vaccinated against rabies, as provided in this article, or which cannot be identified as having a current vaccination certificate.
- (g) *False and stolen vaccination documents.* It shall be unlawful for any person to make use of stolen, counterfeit, forged or transferred rabies vaccination certificate or tag in the city.
- (h) *Home vaccinations.* The vaccination at home of pet animals is illegal in the state and will not be recognized by the city.
- (i) *Duty to report bites.* Any person having knowledge that a domestic animal has bitten a human in the city shall immediately report the incident to the chief of police or designee or police officer. Every physician or other medical practitioner who treats a person for such bite shall within 12 hours report such treatment to the chief of police or designee giving the name, age, sex, and precise location of the bitten person and such other information as the officer or agency may require.
- (j) *Suspected rabies.* Any veterinarian who clinically diagnoses rabies in the city or any person who suspects rabies in a dog or cat or other domestic or wild animal in the city shall immediately report the incident to the chief of police or designee stating precisely where such animal may be found. If a known or suspect rabid animal bites or attacks a domestic animal, such incident shall also be reported as required above.
- (k) *Confinement.*
 - (1) Any dog or cat which has bitten a person within the city shall be observed for a period of ten days from the date of the bite. The procedure and place of observation shall be designated by the investigating officer or responsible agency. Confinement shall be impoundment in an approved quarantine facility of the owner's choice. Such confinement shall be at the expense of the owner. Stray dogs or cats whose owners cannot be located shall be confined in any state-approved quarantine facility of the Animal Control Authority or designee's choice.
 - (2) After three days, the animal may be killed and its head taken to a state-approved laboratory for rabies test. The owner of any dog or cat that has been reported to have inflicted a bite on any person shall on demand produce such dog or cat for impoundment,

as prescribed in this section. Refusal to produce such dog or cat constitutes a violation of this section and each day of such refusal shall constitute a separate and individual violation.

- (3) If a veterinarian determines that a quarantined animal shows the clinical signs of rabies, the veterinarian or local rabies control authority shall humanely kill the animal. If an animal dies or is killed while in quarantine, the veterinarian or local rabies control authority shall remove the head or brain of the animal and submit it to the nearest department laboratory for testing. (l) *Removal from confinement.* It shall be unlawful for any person to remove from any place of confinement any dog or cat which has been confined as authorized by this article, without the consent of the impounding agency.
- (m) *Procedures for other animal bites.* Procedures concerning bites from other animals within the city shall be discussed with the chief of police or designee, for proper disposition. Any wild animal that has bitten a person within the city shall be caught and humanely killed and the brain immediately submitted to a state-qualified laboratory for rabies examination. Birds and reptiles are not considered to be transmitters of the rabies virus and shall not be submitted for laboratory examination for rabies.

ARTICLE VIII. LIVESTOCK AND POULTRY

Sec. 6-~~61~~71. Livestock running at large prohibited.

It shall be unlawful for any person owning hogs, sheep, goats, cattle, horses, or other livestock to permit such hogs, sheep, goats, cattle, horses, or other livestock to run at large in the city. Upon a report or discovery of such hogs, sheep, goats, cattle, horses, or other livestock running at large, the chief of police or designee shall notify the Sheriff of Fort Bend County.

Sec. 6-~~62~~72. - Livestock and other farm animals.

(a) Permit required for stables. It shall be unlawful for any person, agent, or employee, to operate a sales stable wherein mules, horses, cattle, or livestock of any kind are sold within the city limits without first procuring a permit from the city commission to locate the yard or stable in which to operate the sales yards or sales stable.

(b) Maintenance of pens.

(1) It shall be unlawful for any person to maintain any pen, place, or premises in or upon which hogs, pigs, goats, cattle, or other farm animals are kept in such manner in the city as to become offensive or an annoyance to inhabitants of the neighborhood.

(2) Any violation of subsection (b)(1) of this section is hereby declared to be a nuisance and shall be abated by the chief of police or designee.

Sec. 6-~~63~~73. – Domestic Fowl.

(a) It shall be unlawful for any chickens, ducks, geese, turkeys, guinea fowl, or any domesticated fowl to be or run at large within the city.

(b) The term "at large," as used in this section, means any place within the city limits, except upon the private and fence-enclosed premises of the owner or person having such fowl in charge, or upon the fence-enclosed premises of a person who may give permission for the fowls to be placed therein.

(c) When any fowl is found at large, it shall be the duty of the chief of police or designee to take the fowl into his possession and impound the same in an appropriate facility.

ARTICLE ~~VIII~~IX. EXOTIC AND WILD ANIMALS

Sec. 6-~~718~~1. Wild and exotic animals prohibited. It shall be unlawful for any person to possess, keep, permit, suffer, cause, or allow any wild or exotic animal upon or within any premises within the city. The city manager or designee may issue a temporary permit for the keeping, caring, and protection of an infant animal native to this area which has been deemed to be homeless. This section shall not be construed to apply to zoological parks, performing animal exhibitions, circuses, or veterinary hospitals.

ARTICLE IX. KENNELS AND DOMESTIC ANIMAL ESTABLISHMENTS

Sec. 6-~~819~~1. - Kennels and domestic animal establishments.

(a) *Kennels; permit required.* Any person conducting, managing, owning, or maintaining a commercial kennel within the city shall have a valid permit for such establishment.

(b) *Domestic animal establishments; permit required; application.*

(1) Any person desiring to operate a domestic animal establishment including a commercial kennel under this section in the city shall make written application to the building official for a permit on forms provided by the city.

(2) If the applicant has withheld or falsified any information on the application, the city may refuse to issue such permit.

(c) *Fee.*

(1) Any person desiring a permit required by this section shall pay a fee annually in the amount provided in the city's schedule of fees and charges.

(2) No fee may be required for any veterinary hospital, animal shelter, government-operated zoological park, or institutions for teaching or research purposes.

(d) *Individual permits.* Each facility regulated by this section shall be considered a separate enterprise and requires an individual permit. A facility providing more than one type of service for which a separate fee is assessed shall be required to pay all such applicable fees.

(e) *Issuance; term.*

(1) The city shall issue a permit required by this section to the applicant therefor if its inspection reveals that the proposed establishment complies with the requirements of this section and any other applicable ordinances, laws, rules, or regulations. Each permit issued under the provisions of this section shall be valid for a period of 12 months after the date of issuance thereof.

(2) It shall be a condition of the issuance of any permit that the city shall be permitted to inspect all domestic animals and the premises where the domestic animals are kept at any time and shall, if permission for such inspection is refused, suspend, and/or revoke the permit of the refusing owner, and such owner will be subject to all penalties herein.

(3) The issuance of a permit under the provisions of this section does not in any way relieve the permit holder from any other applicable sections of the city's ordinances, or any other laws, rules, or regulations which may be applicable, including, but not limited to, the public health laws of the state and zoning, building, or nuisance ordinances.

(f) *Grounds for denial.* No person who is or has been convicted of cruelty to domestic animals, dog fighting, or inhumane treatment shall be issued a permit to operate a domestic animal establishment.

(g) *Procedures relating to denial, suspension, and revocation of permit.*

(1) *Grounds for denial, suspension, or revocation.* The city may deny, suspend, or revoke any permit required by this section if any of the following conditions exist:

- a. Domestic animals are being deprived of necessary food, care, or shelter;
- b. Domestic animals are being cruelly confined or are otherwise being cruelly treated;
- c. Unsanitary conditions exist to such an extent that those conditions create a possible medium for the transmission of disease to the domestic animals kept there or to human beings;
- d. Conditions stated in subsection (g)(1)b or c of this section have existed on two or more occasions after the applicant or permittee has been warned of such conditions by city officials;

- e. There have been two or more suspensions of the permit and conditions which were grounds for such suspensions which did in fact exist at the time of the suspension;
- f. The applicant or permittee is shown to have committed any offense of cruelty to domestic animals, dog fighting, or inhumane treatment;
- g. The applicant or permittee had knowingly employed any person at the establishment or allowed any person to work at the establishment who has been convicted of any offense involving cruelty to domestic animals;
- h. Refusal to permit inspection as required in subsection (e)(2) of this section; or
- i. The applicant or permittee has withheld or falsified any information on the application.

(2) *Written notice of denial, revocation, or suspension.*

- a. In the event an initial application for a permit is denied, the applicant shall be given notice in writing of the reasons for denial. An applicant may appeal the decision regarding such denial by filing a written request with the city manager for a hearing within 15 days after he is given notice of such denial pursuant of subsection (g)(3)b of this section. An appeal shall not stay the decision on the denial of a permit. The applicant's written request for a hearing shall set forth the grounds on which the denial is appealed.
- b. Prior to revocation or suspension, written notice shall be given to the permittee or person in charge or any employee or agent of the permittee. Revocation or suspension is effective upon service of notice. Whenever a permit is suspended, no domestic animal shall be accepted or placed in the establishment and all domestic animals at the establishment on the date the permit is suspended shall be removed therefrom as soon as possible, but in no event shall any domestic animal remain in the establishment more than ten days after the date the permit was suspended.

(3) *Notice requirements.* Such notice shall set forth:

- a. The specific conditions existing at the establishment which are grounds for suspension or revocation of the permit pursuant to subsection (g)(1) of this section;
- b. That a hearing will be held automatically for suspension and revocation and upon request for appeals of denial of initial application the city manager or designee; such hearing shall be held not later than 15 days after:
 - 1. The date written request for an appeal of denial of an initial application; or
 - 2. The date written notice of suspension or revocation is given;
- c. The date, time, and place of such hearing; and

- d. That the applicant or permittee may appear in person and/or be represented by counsel and may present testimony and cross-examine all witnesses.

(4) *Conduct of hearing.*

- a. All hearings shall be held by the city manager, or designee, acting as the hearing officer; the said city manager shall not designate any person to perform the duties of hearing officer under this section who has participated in the inspection or inspections of such establishments, or has prior knowledge of the allegations or circumstances discovered in such inspection or inspections, except that such person designated as the hearing officer may, prior to the hearing, receive a copy of the notice given to the permittee or person in charge, and may have acted as hearing officer in any prior hearings concerning a suspension or revocation of such permit.
- b. All hearings shall be conducted under rules consistent with the nature of the proceedings; provided, however, the following rules shall apply to such hearing:
 - 1. All parties shall have the right to representation by a licensed attorney, though an attorney is not required;
 - 2. Each party may present witnesses in his own behalf;
 - 3. Each party has the right to cross-examine all witnesses; and
 - 4. Only evidence presented before the hearing officer at such hearing may be considered in rendering the order.
- c. If the permittee fails to appear at the hearing at the time, place, and date specified, the city shall present sufficient evidence to establish a prima facie case showing that conditions exist at the establishment which are grounds for suspension or revocation of the permit pursuant to subsection (g)(1) of this section.

(5) *Findings of hearing officer.*

- a. If the hearing officer finds that grounds do exist for the denial of the permit, the hearing officer shall affirm the denial of the initial application for a permit.
- b. If the hearing officer finds that grounds do exist for suspension of the permit, the hearing officer shall order the permit suspended; provided, however, if the hearing officer finds that the needs of the domestic animals and of public interest will be adequately protected by a warning, he may reinstate the permit.
- c. If the hearing officer finds that grounds do exist for revocation of the permit, he shall revoke such; provided, however, if the city sought revocation for reasons under subsection (g)(1)a, b, c, h and/or i of this section and no grounds exist for revocation under subsection (g)(1)d, e, f or g of this section, the hearing officer may deny the request for revocation if he finds that the needs of the domestic animals and the public interest will be adequately protected by a warning.

- d. If the hearing officer finds that on the date of the hearing the conditions which were set out in the notice as grounds of denial, suspension, or revocation of the permit do not exist, he shall order such permit issued or reinstated.

A copy of the finding and order of the hearing officer shall be served on the permittee, or if the address of the permittee is unknown or the notice has been sent certified mail, return receipt requested and has been returned undelivered, such notice shall be served on the person in charge of the establishment or any employee or agent of the permittee.

- (6) *Correction of conditions; inspection; reinstatement of license.* Whenever the reason for a suspension no longer exists, the permittee or person in charge of the establishment shall notify the city that the conditions under which the permit was suspended have been corrected and that an inspection is requested. Such inspection shall be conducted as soon as possible after receiving the request and in no event shall be later than three regular working days after the receipt of the request for an inspection. If such inspection shows that the conditions were in fact corrected, the permit shall be reinstated unless the city had given notice that it is seeking revocation of the permit.
- (7) *Removal of domestic animals upon revocation of permit.* If the permit is revoked, no domestic animal shall be accepted or placed in the establishment and all domestic animals at the establishment on the date the permit is revoked shall be removed therefrom as soon as possible, but in no case no later than ten days after notice that the permit has been revoked was served on the permittee, his agent, or his employee.
- (8) *Service of notices.* Any notice provided for in this section may be served by personal delivery or by certified mail, return receipt requested.
- (9) *Nonrefundable permit fee; reinstatement of permit.* In the event a permit is revoked, the city shall not be liable to the permittee for any refund of any part of the permit fee. Reinstatement of a permit that has been revoked shall require application and payment of a permit fee as if it were an initial application; provided, however, no permit shall be issued to the same permittee if the permittee has been convicted of any offense involving cruelty to domestic animals; no permit shall be issued to the same permittee within one year of the date a permit has been revoked; and no permit shall be issued for the same location unless it is shown that adequate precautions have been taken so that the conditions under which the permit was revoked shall not reoccur. If there is a dispute between the inspector and a person applying for a permit for a place for which a permit was revoked as to whether the adequate precautions have been taken so the conditions under which the permit was revoked will not reoccur, the applicant may request a hearing before the hearing officer. Such hearing shall be conducted under the same procedures as a hearing for a suspension or revocation of a permit; however, the burden shall be on the applicant to show that

adequate precautions have been taken so that the conditions under which the permit was revoked will not reoccur.

(h) *Design, construction, and other requirements.*

(1) *Commercial domestic animal establishments in the city.* Commercial domestic animal establishments in the city including commercial kennels must be designed and constructed in such a manner to meet all terms and requirements prescribed by applicable rules and regulations of the state and must further meet all design and construction requirements prescribed by the city's building codes including the following:

a. *Electrical.*

1. The electrical service should be fully adequate to handle all equipment and meet the electrical code requirements of the city.
2. All electrical receptacles in areas exposed to water shall be of a weather-proof type.
3. Lighting shall be of sufficient intensity, at least 30 footcandles 30 inches from the floor to permit routine inspection and cleaning of the entire premises.

b. *Ventilation.* Ventilation shall adequately provide for the health and comfort of the domestic animals at all times. Housing facilities must be provided with fresh air either by means of windows, doors, vents, or air conditioning and shall be ventilated so as to minimize drafts, odors, and moisture condensation.

c. *Heating.* Housing facilities shall be sufficiently heated when necessary to protect the domestic animal.

d. *Water supply.*

1. An adequate potable water supply from an approved source must be provided.
2. Facilities for personal hygiene, such as washrooms, basin, or sinks shall be provided for employees in readily accessible location to promote frequent hand washing with germicidal soap to reduce the transfer of diseases.
3. An adequate hot water supply shall be provided to be used during cleanup procedures.
4. Animal watering bowls shall be of the removable type for washing. They shall be mounted three inches above the floor to allow cleaning.
5. A sink large enough to accommodate the largest piece of equipment shall be provided for the cleaning of equipment.

e. *Plumbing shall be designed to meet the plumbing code of the city.*

1. All wastewater must exit the building into an approved wastewater disposal facility.
2. A suitable method of drainage shall be provided to remove excess water from housing facilities. If drains are used, they shall be properly constructed and kept in good repair to avoid foul odors. If closed drainage systems are used, they shall be equipped with traps and so installed as to prevent any backup of sewage onto the floor of the room.

f. *Housing facilities.*

1. Structural strength of the domestic animal containment areas shall be such and maintained to protect the domestic animals from injury, to contain them, and to prevent exposure to domestic animals belonging to another.
2. In addition, housing facilities shall:
 - (i) Be structurally sound and maintained in good repair;
 - (ii) Provide convenient access to clean food and water;
 - (iii) Enable the domestic animal to remain dry and clean;
 - (iv) Be constructed as to protect the domestic animal's feet and legs from injury;
and
 - (v) Be of adequate size and construction to handle any domestic animal housed therein with sufficient space to allow each domestic animal to turn around fully, stand, sit, and lie in a comfortable, normal position.
3. Interior surfaces to the housing facilities shall be constructed and maintained so they are impervious to moisture and may be easily cleaned and sanitized.
 - (i) Floors shall be of a high-density reinforced material finished smooth so as not to hold dirt and treated with a high-quality sealer.
 - (ii) Walls shall be of a waterproof, easily cleanable material.
 - (iii) Non-domestic animal containment areas shall be constructed in a manner as to facilitate good housekeeping.

g. *Feeding.*

1. Dogs and cats shall be fed at least once a day except as otherwise might be directed by a licensed veterinarian. The food shall be free from contamination, wholesome, palatable, and of sufficient quality and nutritive value to meet the normal daily requirements for the condition and size of the dog or cat.

2. Food receptacles shall be accessible to all dogs and cats and shall be located to minimize contamination by excreta. Feeding pans shall be durable and kept clean and sanitary.
 - h. *Watering.* If potable water is not accessible to the dogs and cats at all times, it shall be offered to them at least twice daily for periods of not less than one hour except as directed by a licensed veterinarian. Watering receptacles shall be kept clean and sanitary.
 - i. *Sanitation.*
 1. Cleaning of primary enclosures. Excreta shall be removed from primary enclosures as often as necessary to prevent contamination of the inhabitants and to reduce disease hazards and odors.
 2. Sanitation of primary enclosures. Cages, rooms, and pens shall be maintained in a sanitary condition.
 3. Building and premises shall be kept clean.
 - j. *Pest control.* A regular program for the control of insects, ectoparasite, and other pests shall be established and maintained.
 - k. *Storage.* Storage of food supplies and bedding shall be in a facility to adequately protect such supplies against infestation or contamination of vermin. Refrigeration shall be provided for supplies of perishable food.
 - l. *Waste disposal.* Waste disposal shall be made for the removal of domestic animal and food wastes, bedding, and debris. Disposal facilities shall be provided and operated as to minimize vermin infestation, odors, and disease hazards. Waste disposal areas shall have access to hot water for cleaning and a drain which connects to the wastewater disposal facilities.
- (2) *Commercial domestic animal establishments with outdoor facilities.* Commercial domestic animal establishments having outdoor facilities used for housing domestic animals shall meet all requirements previously listed, where applicable. In addition, such facilities shall include the following:
- a. Be of adequate size and construction to handle any domestic animal housed therein;
 - b. Provide adequate shelter to protect domestic animals from any form of overheating, cold, or inclement weather;
 - c. Be constructed in such manner that they will protect the domestic animal;
 - d. Be readily sanitized and not create a nuisance;
 - e. Provide a suitable method to eliminate excess water rapidly; and

- f. Be completely surrounded by a fence, pen, cage enclosure, or other similar structure of adequate size and construction to confine domestic animals to the premises.
- (3) *Submittal and approval of plans by city.* All plans for construction of commercial domestic animal establishments including commercial kennels shall be submitted to and approved by the city before any building permit is issued or any construction is begun.
- (4) *Copies and contents of plans.* Two copies of plans for commercial domestic animal establishments shall be submitted to the city and must contain the following information:
- a. Site plan.
 - b. Floor, wall, and ceiling schedules.
 - c. Mechanical drawings.
 - d. Plumbing installation.
 - e. Electrical installation.
 - f. Equipment list with specifications.
 - g. Name, address, and phone number of owner and/or architect.
- (i) *Inspection.*
- (1) Prior to approval of an application for permit required by this section, the city shall inspect the proposed establishment to determine compliance with the requirements of this section and any other applicable ordinances, laws, rules, or regulations.
 - (2) In addition to the initial inspection, all commercial kennels will be inspected at least one other time before the expiration or renewal of the permit.
- (j) *Location and design requirements of a commercial kennel.*

A commercial kennel shall comply with the location and design criteria set forth in Table 2.2.203, *Commercial Limited and Conditional Use Standards*, in Section 4.2.203, *Commercial Limited and Conditional Use Standards*, of the City of Richmond Unified Development Code, as amended.”

SECTION 3. Penalty. Any person who violates any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be fined in an amount not to exceed Five Hundred Dollars (\$500.00). Each day during which said violation shall exist or occur shall constitute a separate offense.

SECTION 4. Repealer. The provisions of this Ordinance shall be cumulative of all other ordinances or parts of ordinances governing or regulating the same subject matter as that covered herein; provided, however, that all prior ordinances or parts of ordinances in conflict with any of the provisions of this Ordinance are hereby expressly repealed to the extent that such inconsistency is apparent.

SECTION 5. Severability. It is hereby declared to be the intention of the City Commission that the sections, paragraphs, sentences, clauses and phrases of this Ordinance

are severable and, if any phrase, sentence, paragraph or section of this Ordinance should be declared invalid by the final judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Commission without the incorporation of this ordinance of any such invalid phrase, clause, sentence paragraph or section, If any provision of this Ordinance shall be adjudged by a court of competent jurisdiction to be invalid, the invalidity shall not affect other provisions or applications of this Ordinance which can be given effect without the invalid provision, and to this end the provisions of the Ordinance are declared to be severable.

SECTION 6. Publication. The Ordinance shall be effective immediately following its reading and publication in summary form in the official newspaper of the City in accordance with the City Charter.

PASSED AND APPROVED on this the 18th day of November, 2024.

Rebecca K. Haas, Mayor

ATTEST:

APPROVED AS TO FORM:

Lasha Gillespie, City Secretary

Gary W. Smith, City Attorney



City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

- A17. Review and consider taking action on Ordinance No. 2024-06, establishing and regulating golf carts neighborhood electric vehicles, and off-highway vehicles on certain public streets.



**CITY COMMISSION
AGENDA ITEM COVER MEMO**

DATE: NOVEMBER 18, 2024

Staff Review:

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

AGENDA ITEM: Discussion on Implementation of City of Richmond Ordinance #2024-06 Adopting Article V "GOLF CARTS, NEIGHBORHOOD ELECTRIC VEHICLES, AND OFF-HIGHWAY VEHICLES" TO CHAPTER 32 "TRAFFIC AND VEHICLES," OF THE CODE OF ORDINANCES, CITY OF RICHMOND, TEXAS, TO ALLOW AND REGULATE THE OPERATION OF GOLF CARTS, NEIGHBORHOOD ELECTRIC VEHICLES, AND OFF-HIGHWAY VEHICLES ON CERTAIN PUBLIC STREETS.

SUBMITTED BY: Dixie R. Brzozowski, Assistant Chief of Police

SYNOPSIS

This is a discussion with the City of Richmond Commission on review, any changes requested, or approval of a City of Richmond Ordinance to allow and regulate the use of golf carts, neighborhood electric vehicles, and off-highway vehicles on designated streets within the City of Richmond.

COMPREHENSIVE PLAN GOALS ADDRESSED

C. Strengthen transportation connections and increase choices between ways to travel.

BACKGROUND

In 2022 discussions were made with the Mayor and Commissioners as to implementing a city ordinance to assist in the regulation of golf carts, neighborhood electric vehicles, and off-highway vehicles on designated streets within the City of Richmond. Commissioners provided input and information which staff researched and developed into an ordinance that provides the ability for citizens and businesses to register and utilize golf carts, neighborhood electric vehicles, and off-highway vehicles on designated streets within the City of Richmond while restricting usage which would be dangerous to the public's well-being.

This ordinance was presented to the Mayor and Commissioners on April 15, 2024, and requests were made to see enlarged mapping, signage for no crossing areas, and streets that are identified as limited to egress.

This ordinance is being presented today for adoption by the Commission as a City Ordinance

ORDINANCE NO. 2024-06

AN ORDINANCE OF THE CITY OF RICHMOND, TEXAS, ADOPTING ARTICLE V “GOLF CARTS, NEIGHBORHOOD ELECTRIC VEHICLES, AND OFF-HIGHWAY VEHICLES” TO CHAPTER 32 “TRAFFIC AND VEHICLES,” OF THE CODE OF ORDINANCES, CITY OF RICHMOND, TEXAS, TO ALLOW AND REGULATE THE OPERATION OF GOLF CARTS, NEIGHBORHOOD ELECTRIC VEHICLES, AND OFF-HIGHWAY VEHICLES ON CERTAIN PUBLIC STREETS; REPEALING CONFLICTING ORDINANCES; PROVIDING A PENALTY CLAUSE; INCLUDING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE

The Texas Transportation Code grants municipalities the authority to control the operation of motor vehicles using its streets and to prescribe reasonable and safe restrictions related to the operation, stopping, standing, and parking of vehicles.

Chapter 551A of the Texas Transportation Code authorizes a municipality to regulate the use of golf carts, Neighborhood Electric Vehicles, and off-highway vehicles.

The City of Richmond, as a Home-rule municipality, has authority to provide reasonable regulation of such vehicles in addition to the authority granted to all municipalities by such statutes.

The City Commission desires to encourage broader mobility options through the reasonable and responsible use of golf carts and off-highway vehicles on streets within the City with a posted speed limit not exceeding 35 miles per hour, and the use of Neighborhood Electric Vehicles on streets with a posted speed limit not exceeding 45 miles per hour except where the City Commission determines that prohibiting such operation is necessary in the interest of safety.

The City Commission of the City of Richmond, Texas finds that it is in the public interest to allow the operation of golf carts, Neighborhood Electric Vehicles, and off-highway vehicles in a manner consistent with state law and such use will not be contrary to the best interests of the public health, safety, and welfare; **NOW, THEREFORE,**

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF RICHMOND, TEXAS:

Section 1. The facts and recitations contained in the Preamble of this ordinance are hereby found and declared to be true and correct.

Section 2. Article V “Golf Carts, Neighborhood Electric Vehicles, and Off-Highway Vehicles,” of Chapter 32 “Traffic and Vehicles,” of the Code of Ordinances, City of Richmond, Texas is hereby adopted to read as follows:

“CHAPTER 32—TRAFFIC AND VEHICLES

. . . .

ARTICLE V. – GOLF CARTS, NEIGHBORHOOD ELECTRIC VEHICLES, AND OFF-HIGHWAY VEHICLES

Sec. 32-101. Purpose

The purpose of this Article is to encourage broader mobility options by providing alternate means of transportation under circumstances that are reasonable, to encourage responsible use of alternate transportation, and to provide reasonable restrictions on the use of such alternate transportation by allowing and regulating the use of Golf Carts, Neighborhood Electric Vehicles, and Off-Highway Vehicles on certain public streets within the City.

Sec. 32-102. Definitions

In this Article:

(a) *All-Terrain Vehicle or ATV* shall have the meaning provided in Section 551A.001(1), Texas Transportation Code, as amended, which, at the time of adoption of this Article, defines it as a motor vehicle that is:

(A) equipped with a seat or seats for the use of:

(i) the rider; and

(ii) a passenger if the motor vehicle is designed by the manufacturer to transport a passenger;

(B) designed to propel itself with three or more tires in contact with the ground;

(C) designed by the manufacturer for off-highway use;

(D) not designed by the manufacturer primarily for farming or lawn care; and

(E) not more than 74 inches wide.

(b) *Cross street* means the Street upon which a Golf Cart, Neighborhood Electric Vehicle, or Off-Highway Vehicle is being operated in accordance with this article and the lower-speed Street at an intersection.

(c) *City* means the City of Richmond, Texas.

(d) *Daytime* means the period beginning one-half hour before sunrise and ending one-half hour after sunset.

(e) *Driver* means a person driving or having physical control over a vehicle, including but not limited to a Golf Cart, Neighborhood Electric Vehicle, and Off-Highway Vehicle.

(f) *Driver's license* means an authorization issued by the Department of Public Safety, or equivalent governmental entity for another state or country, for operation of a motor vehicle. The term includes a temporary license or instruction permit and an occupational license.

(g) *Financial responsibility* has the meaning set forth in Texas Transportation Code § 601.051, as amended;

(h) *Golf Cart* shall have the meaning provided in Section 551.401, Texas Transportation Code, as amended which, at the time of adoption of this Article, defines it as a motor vehicle designed by the manufacturer primarily for use on a golf course. The term does not include motorized conveyances commonly referred to as ATVs, off-road vehicles (also known as ORVs), four-wheelers, mules, gators and design-altered golf carts which have been altered to allow them to travel at a speed greater than 25 miles per hour.

(i) *Governmental purposes* shall include the purposes set forth in Section 551A.058, Texas Transportation Code, and shall include other activities and purposes necessary or convenient to providing services from a governmental entity, such as, without limitation, street, drainage, water, wastewater, code enforcement, and public health functions.

(j) *Neighborhood Electric Vehicle (NEV)* shall have the meaning provided in Section 551.301, Texas Transportation Code, as amended, which, at the time of adoption of this Article, defines it as a vehicle that can attain a maximum speed of 35 miles per hour on a paved level surface and otherwise complies with Federal Motor Vehicle Safety Standard 500 (49 C.F.R. Section 571.500). The term does not include motorized conveyances commonly referred to as ATVs, off-road vehicles (also known as ORVs), four-wheelers, mules, gators and design-altered golf carts which have been altered to allow them to travel at a speed greater than 35 miles per hour.

(k) *Nighttime* means the period beginning one-half hour after sunset and ending one-half hour before sunrise.

(l) *Off-Highway Vehicle* shall have the meaning provided in Section 551A.001(1-d), Texas Transportation Code, as amended, which, at the time of adoption of this Article, defines it as:

- (A) an All-Terrain Vehicle or Recreational Off-Highway Vehicle;
- (B) a Sand Rail; or
- (C) a Utility Vehicle.

(m) *Operate* means to drive or have physical control over a vehicle on a Street or in a public area designated for motor vehicle use.

(n) *Operator* means any person driving and having physical control over a vehicle on a Street or in a public area designated for motor vehicle use.

(o) *Recreational Off-Highway Vehicle* shall have the meaning provided in Section 551A.001(5), Texas Transportation Code, as amended, which, at the time of adoption of this Article, defines it as a motor vehicle that is:

- (A) equipped with a seat or seats for the use of:
 - (i) the rider; and
 - (ii) a passenger or passengers, if the vehicle is designed by the manufacturer to transport a passenger or passengers;

- (B) designed to propel itself with four or more tires in contact with the ground;
 - (C) designed by the manufacturer for off-highway use by the Operator only; and
 - (D) not designed by the manufacturer primarily for farming or lawn care.
- (p) *Sand Rail* shall have the meaning provided in Section 551A.001(3), as amended, which, at the time of adoption of this Article, defines it as a vehicle that:
- (A) is designed or built primarily for off-highway use in sandy terrains, including for use on sand dunes;
 - (B) has a tubular frame, an integrated roll cage, and an engine that is rear-mounted or placed midway between the front and rear axles of the vehicle; and
 - (C) has a gross vehicle weight, as defined by Section 541.401, of:
 - (i) not less than 700 pounds; and
 - (ii) not more than 2,000 pounds.
- (q) *Street* means a public roadway in the City by whatever name (e.g., road, alley, avenue, highway, route, boulevard, etc.) that is open to vehicular traffic.
- (r) *Thoroughfare* means the higher speed Street at an intersection or a Street where operation of a Golf Cart, Neighborhood Electric Vehicle, or a Off-Highway Vehicle is prohibited.
- (s) *Utility Vehicle* shall have the meaning provided in Section 551A.001(6), Texas Transportation Code, as amended, which, at the time of adoption of this Article, defines it as a motor vehicle that is not a Golf Cart, as defined by Section 551.401, or lawn mower and is:
- (A) equipped with side-by-side seating for the use of the Operator and a passenger;
 - (B) designed to propel itself with at least four tires in contact with the ground;
 - (C) designed by the manufacturer for off-highway use only; and
 - (D) designed by the manufacturer primarily for utility work and not for recreational purposes.

Sec. 32-103. Limited operation

- (a) Subject to the limitations and requirements of this Chapter, the operation of a Golf Cart is allowed on the Streets of the City, designated shared use paths, and designated sidewalks.
- (b) Subject to the limitations and requirements of this Chapter, an NEV and Off-Highway Vehicle may be operated on the Streets of the City.
- (c) The operation of a Golf Cart, NEV, or Off-Highway Vehicle shall be prohibited on any Street or highway in the state highway system, regardless of the speed limit, including Farm-to-Market Roads located within the

corporate boundaries of the City. The state highway system includes but is not limited to U.S. Highway 59/Interstate 69 (main lanes, frontage roads, and connector roads), U.S Highway 90A (main lanes, frontage roads, and connector roads), Farm-to-Market Road 1640, Farm-to-Market Road 2218, Farm-to-Market Road 359 (main lanes, frontage roads, and connector roads), Farm-to-Market Road 3155 (Preston to west city limits), Loop 762 (Austin Street) and Farm-to-Market Road 762 (Thompson Road).

(d) A Golf Cart may not be driven across intersections where the Cross street does not have a traffic control device and the Thoroughfare has a posted speed limit of more than 35 miles per hour.

(e) An NEV or an Off-Highway Vehicle may drive across intersections where the Thoroughfare has a posted speed limit of more than 45 miles per hour even if the Thoroughfare is otherwise a prohibited Street under this article.

(f) Nothing in this section shall apply to vehicles operating as permitted under Section 32-113 and Section 32-114 herein.

Sec. 32-104. Required equipment—Golf Cart

(a) A Golf Cart operated under this article must be equipped at a minimum, with the following equipment as mandated by the Texas Transportation Code §551.4041, as amended, and/or required by the City to operate on permitted locations:

- (1) Operational headlamps;
- (2) Operational tail lamps;
- (3) Side reflectors;
- (4) Seat belts;
- (5) Operational parking brake;
- (6) Rearview mirror(s); and.
- (7) "slow-moving-vehicle emblem" as defined by Texas Transportation Code § 547.703.

(b) Equipment and its installation and maintenance must meet standards provided by the Texas Transportation Code or this ordinance, as amended.

Sec. 32-105. Required Equipment –NEV

(a) A Neighborhood Electric Vehicle (NEV) must be equipped with the following equipment:

- (1) Operational headlamps;

- (2) Operational tail lamps;
- (3) Side reflectors;
- (4) Operational parking brake;
- (5) Rearview mirror(s);
- (6) Turn signals;
- (7) Horn;
- (8) Brake lights;
- (9) Seat belts;
- (10) Windshield; and
- (11) Vehicle identification number.

(b) Equipment and its installation and maintenance must meet standards provided by the Texas Transportation Code or this ordinance, as amended.

Sec. 32-106. Required equipment—Off-Highway Vehicle

(a) An Off-Highway Vehicle must be equipped with the following equipment as mandated by Texas Transportation Code § 551A.071, as amended, and/or required by the City, to operate on permitted locations:

- (1) a brake system maintained in good operating condition;
- (2) an adequate muffler system in good working condition;
- (3) a United States Forest Service Qualified spark arrester;
- (4) a lighted headlight and taillight during Nighttime and at any time when visibility is reduced because of insufficient light or atmospheric conditions; and
- (5) attached to the back of the vehicle a triangular orange flag that is at least six feet above ground level.

(b) Equipment and its installation and maintenance must meet standards provided by the Texas Transportation Code or this ordinance, as amended.

Sec. 32.107. Operator regulations

(a) An Operator of a Golf Cart, NEV, or Off-Highway Vehicle shall:

- (1) Be licensed to Operate a motor vehicle as provided by Texas Transportation Code § 521.021, as amended, and carry a valid Driver's

license as provided by Texas Transportation Code § 521.025. All state law Driver's license permissions and restrictions shall apply to the operation of a Golf Cart, NEV or Off-Highway Vehicle;

(2) Abide by all state and local traffic regulations applicable to vehicular traffic;

(3) Use standard hand signals for turning if the Operator's vehicle is not equipped with turn signals;

(4) Not operate or park on areas not designated for vehicle use within City Parks;

(5) Not use the vehicle to pull any object or person at any time;

(6) Not exceed the seating capacity of the vehicle as designed by the manufacturer;

(7) Wear a seat belt at all times while the vehicle is being operated;

(8) Require each occupant of the vehicle to wear a seat belt at all times while the vehicle is being operated;

(9) Remain seated at all times while the vehicle is in motion;

(10) Require each occupant of the vehicle to remain seated at all times while the vehicle is in motion;

(11) Not have or permit a passenger in the vehicle younger than eight years of age, or smaller than 4' 10" tall, without using an appropriate child safety seat system as defined by Texas Transportation Code § 545.412 (f)(I), except that a child allowed to use a booster seat in a passenger vehicle may be a passenger without a child restraint system (no booster seat required);

(12) Maintain financial responsibility; and

(11) Not allow an unlicensed Operator to operate the vehicle.

(b) While operating a Golf Cart, NEV, or Off-Highway Vehicle upon a Street in the City, the Driver shall comply with all laws applicable to motor vehicles as set forth in this article, the Texas Transportation Code, as amended, and other state and local laws. Such compliance shall include, without limitation, compliance with applicable parking laws and regulations. The Driver shall be subject to a citation for all violations of this article, the Texas Transportation Code, and other applicable state law.

(c) A Golf Cart, NEV, or Off-Highway Vehicle is entitled to full use of a lane on the authorized Streets and parking areas of the City.

- (d) The Driver shall not operate a Golf Cart, NEV or Off-Highway Vehicle between lanes of traffic or between adjacent lines or rows of vehicles.
- (e) A Golf Cart, NEV, or Off-Highway Vehicle shall not be used for the purpose of towing a trailer or vehicle of any kind, or a person, including, without limitation, a person on roller skates, skateboard, bicycle, or other wheeled device.
- (f) A person operating another vehicle upon a public Street or highway or parking area in the City shall not operate such other motor vehicle in such a manner to deprive any Golf Cart, NEV, or Off-Highway Vehicle of the full use of a lane.

Sec. 32-108. Registration required.

The Owner of a Golf Cart, an Off-Highway Vehicle, or an NEV shall pay a registration fee in the amount set forth in the City's Schedule of fees and register the Golf Cart, Off-Highway Vehicle, or NEV with the City on the form provided by the City and including the following information:

- (a) License plate number,
- (b) VIN/Serial number,
- (c) Name of Owner,
- (d) Email address of Owner,
- (e) Address of Owner,
- (f) Telephone number of Owner,
- (g) Driver's license number of Owner,
- (h) State issuing Owner's driver's license,
- (i) Make and model of vehicle,
- (j) Color of vehicle,
- (k) Address where vehicle is kept, and
- (l) Name, address, and telephone number for the insurance company issuing the policy covering vehicle and the policy number or other proof of financial responsibility.

Sec. 32-109. License plates required

- (a) A Golf Cart shall display a license plate issued under Section 551.402, Texas Transportation Code when Operated on a Street.
- (b) An Off-Highway Vehicle shall display a license plate issued under Section 551A.052, Texas Transportation Code when Operated on a Street.
- (c) An NEV shall display a license plate issued under Section 551.302, Texas Transportation Code when Operated on a Street.

Sec. 32-110. Operation prohibited

- (a) A person shall not operate a Golf Cart or an Off-Highway Vehicle on any Street with a posted speed limit in excess of 35 miles per hour.
- (b) A person shall not operate an NEV on any Street with a posted speed limit in excess of 45 miles per hour.

Sec. 32-111. Speed limits

- (a) A person shall not Operate a Golf Cart on any Street at a speed greater than the lesser of (1) the posted speed limit or (2) twenty-five (25) miles per hour.
- (b) A person shall not operate an NEV or an Off-Highway Vehicle on any Street at a speed greater than the lesser of (1) the posted speed limit or (2) thirty-five (35) miles per hour.

Sec. 32-112. Golf Carts, NEV, and Off-Highway Vehicles used in permitted parade.

A person may operate a Golf Cart, NEV, or Off-Highway Vehicle on any Street in a parade that was properly permitted by the City.

Sec. 32-113. Golf Carts, NEV, and Off-Highway Vehicles used for agriculture or utility purposes

A person may operate an unregistered Golf Cart, NEV, or Off-Highway Vehicle on a Street for agricultural or utility purposes as provided by Texas Transportation Code, Section 551A.057, as amended.

Sec. 32-114. Golf Carts, NEV, and Off-Highway Vehicles used for Governmental purposes

A person may operate an unregistered Golf Cart, NEV, or Off-Highway Vehicle on a Street for Governmental purposes.

Sec. 32-115. Liability

Nothing in this Article shall be construed as an assumption of liability by the City for any injuries to persons, animals, or property which may result from the operations of a Golf Cart, an NEV, or an Off-Highway Vehicle. The Owner of the Golf Cart, the NEV, or the Off-Highway Vehicle is fully accountable for the actions of any individual that the Owner grants permission to operate and drive said Golf Cart, NEV, or Off-Highway Vehicle, whether on private or public property. This described liability responsibility also applies to personal injuries or property damage resulting from operation of the Golf Cart, the NEV, or the Off-Highway Vehicle by a person under the age of twenty-one (21) years.”

Section 3. *Repealer.* All ordinances and resolutions, or parts of ordinances and resolutions, in conflict with this Ordinance are hereby repealed, and are no longer of any force and effect.

Section 4. *Penalty.* Any person who violates any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be fined in an amount not to exceed Five Hundred Dollars (\$500.00), as provided by Sec. 1-7, Richmond Code of Ordinances.

Section 5. *Severability.* If any provision of this Ordinance or application thereof to any person or circumstance, shall be held invalid, such invalidity shall not affect the other provisions, or application thereof, of this Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are hereby declared to be severable.

Section 6. *Effective Date.* This Ordinance shall become effective and be in full force and effect from and after its passage, approval, and publication.

PASSED AND APPROVED on this the 18th day of November, 2024.

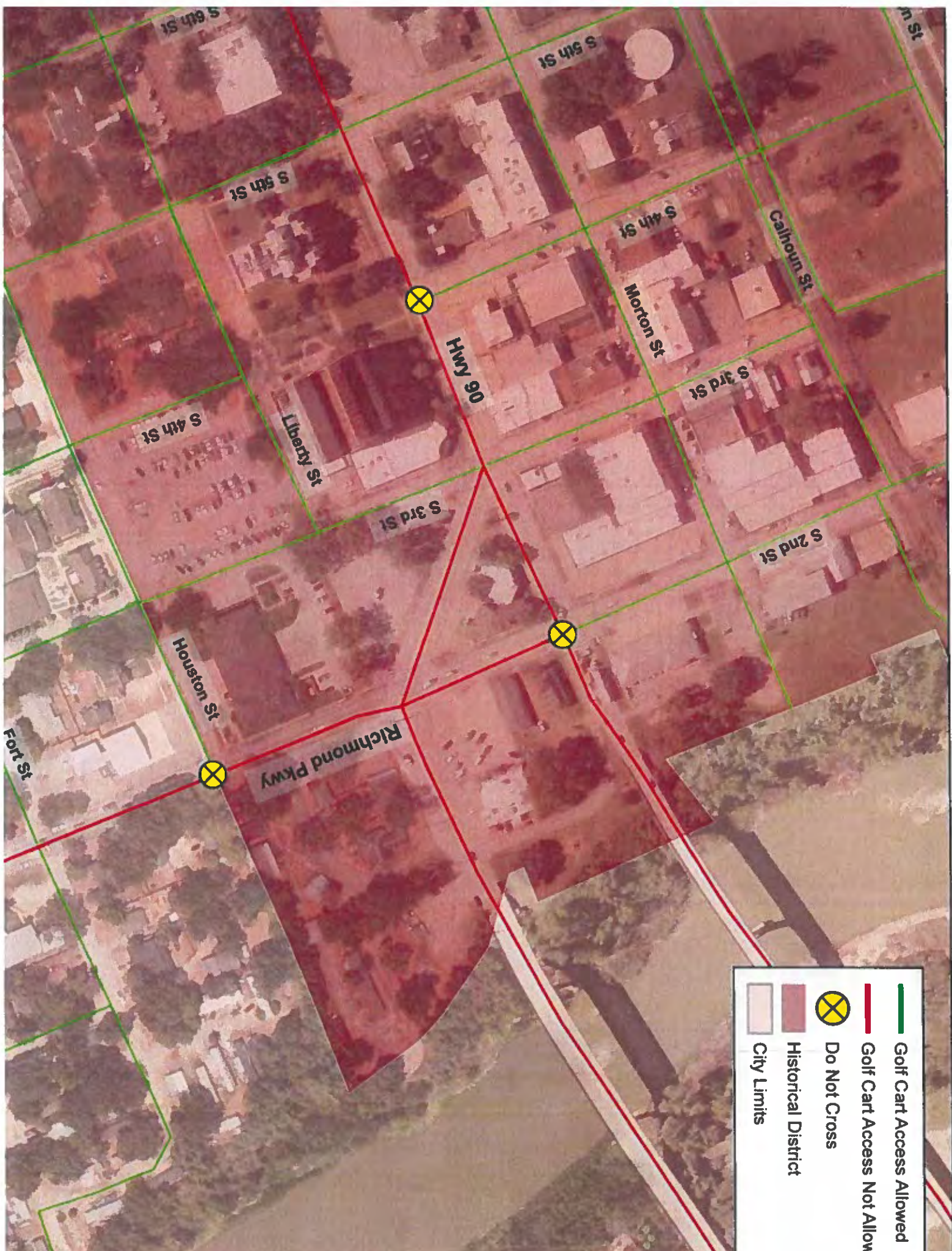
Rebecca K. Haas, Mayor

ATTEST:

APPROVED AS TO FORM:


Lasha Gillespie, City Secretary

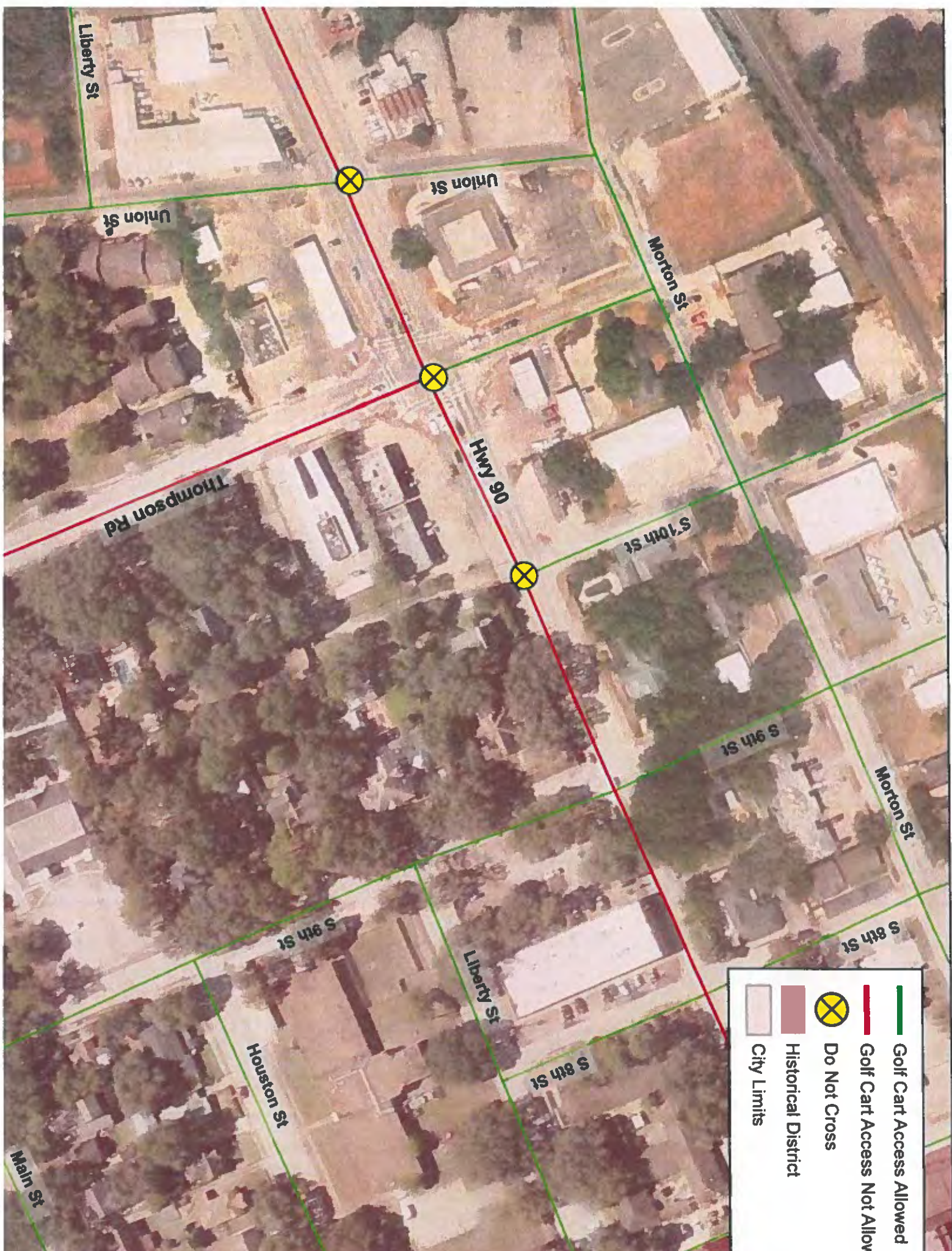
Gary W. Smith, City Attorney








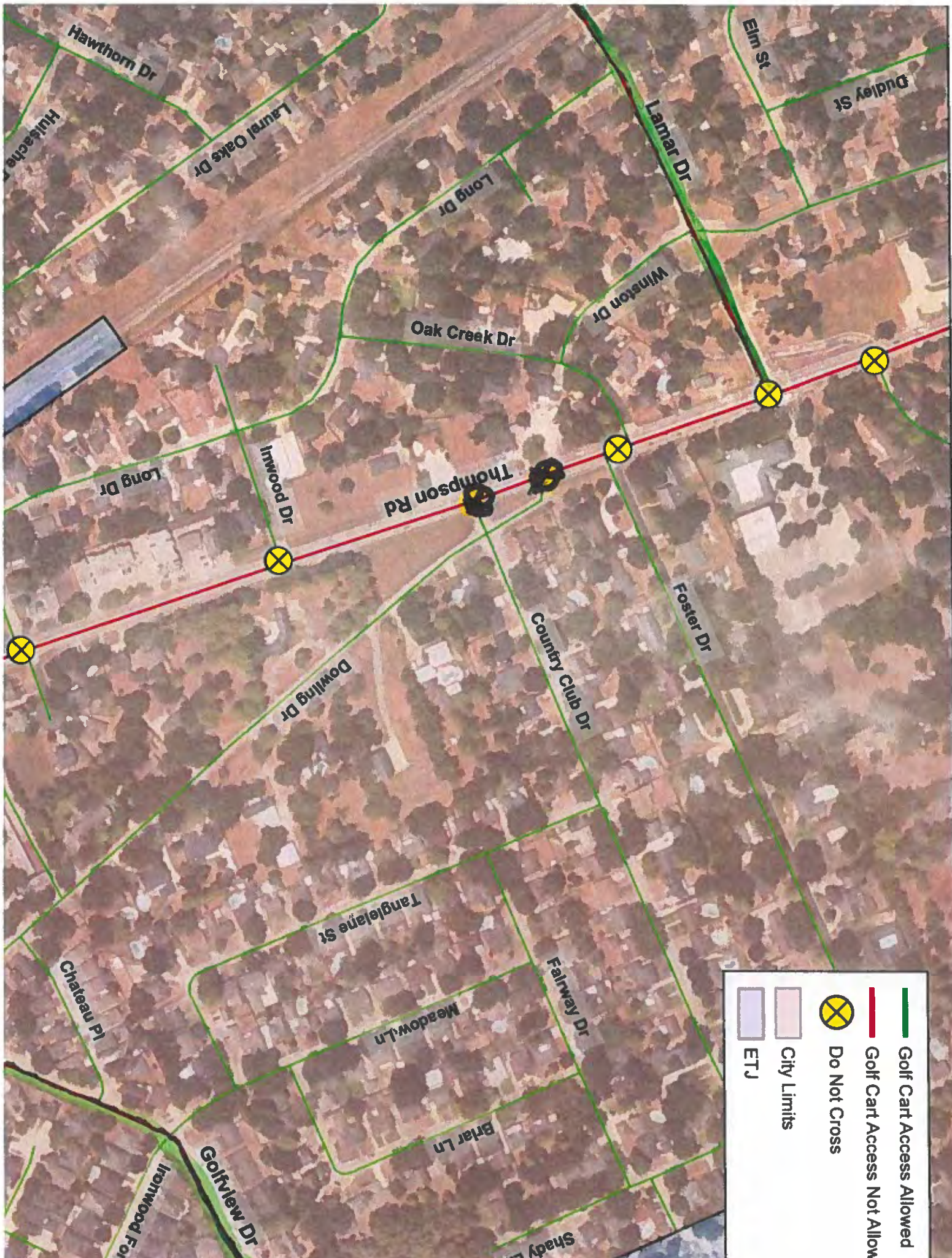
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	Golf Cart Access Not Allowed
	Do Not Cross
	Historical District
	City Limits

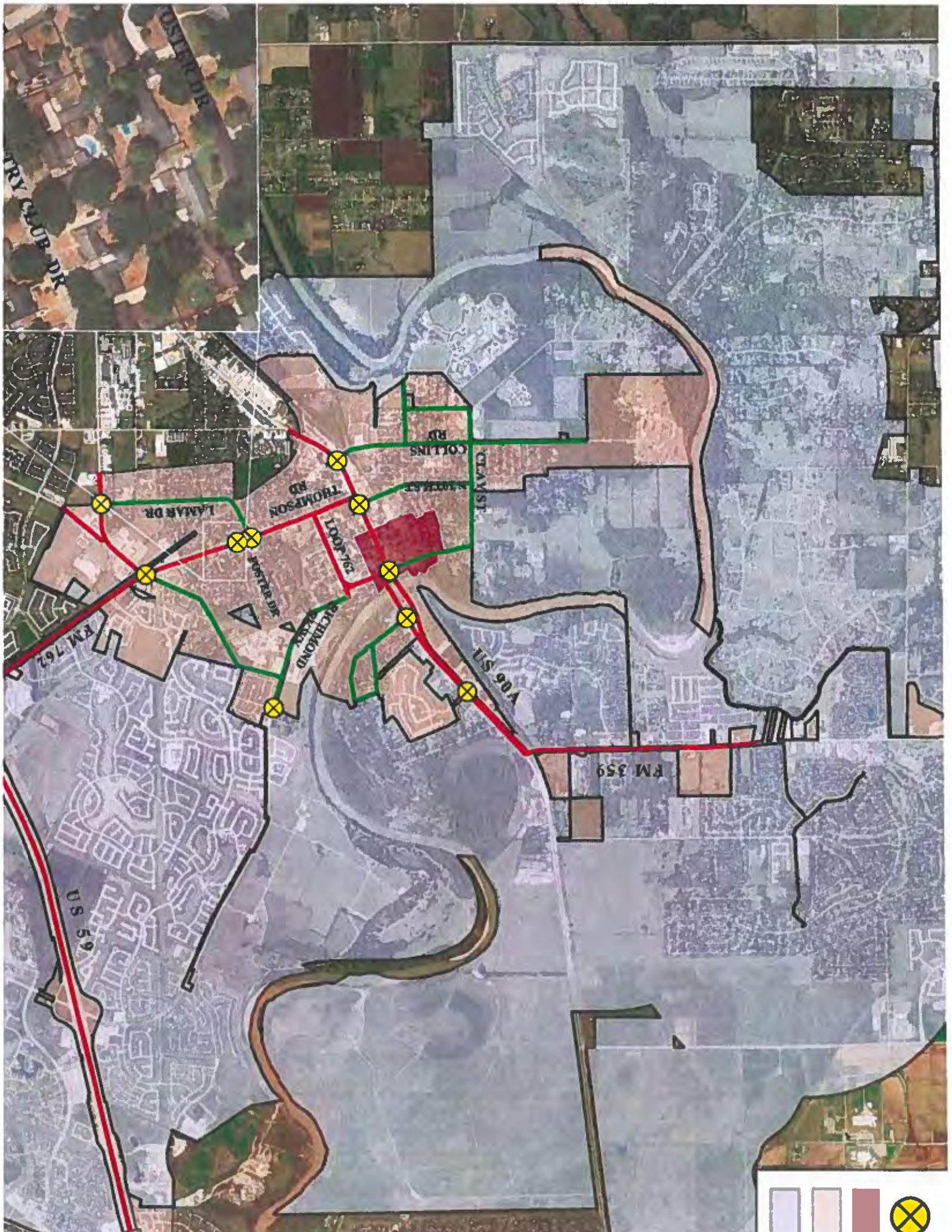


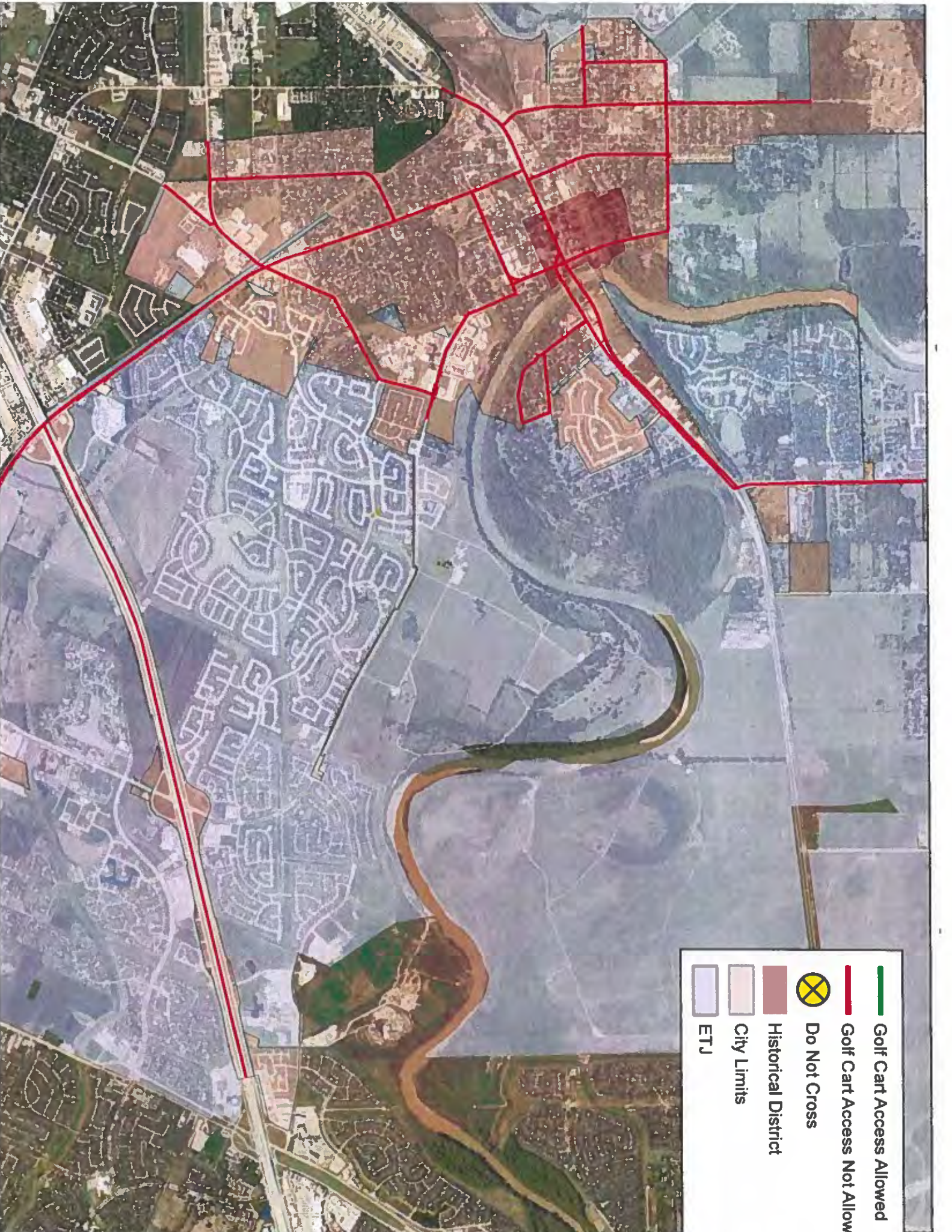
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	ETJ









	Golf Cart Access Allowed
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	Historical District
	City Limits







-  Golf Cart Access Allowed
-  Golf Cart Access Not Allowed
-  Do Not Cross
-  Historical District
-  City Limits
-  ETJ



City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

- A18. Review and consider taking action on Resolution No. 501-2024, approving the Third Amendment to Development and Water Supply and Wastewater service contract with MUD 187 (Del Webb).



**CITY COMMISSION
AGENDA ITEM COVER MEMO**

DATE: November 18, 2024

Staff Review:

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

AGENDA ITEM: Review and consider taking action on Resolution No. 501-2024, approving the Third Amendment to the Development and Water Supply and Wastewater Service contract (Contract) with MUD 187 (Del Webb).

SUBMITTED BY: Gary W. Smith, City Attorney

SYNOPSIS

The agenda item provides for an amendment to the Contract with MUD 187 to delete the provisions related to the provision of effluent reuse.

COMPREHENSIVE PLAN GOALS ADDRESSED

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BACKGROUND

MUD 187 has expressed their consent to the City selling reclaimed water directly to DW Sweetwater Homeowners Association (the Del Webb HOA).

The reclaimed water provisions contained in the Contract are no longer necessary.

The proposed Third Amendment deletes the provisions. A copy of the proposed amendment has been forwarded to the District's attorney.

RESOLUTION NO. 501-2024

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF RICHMOND, TEXAS, APPROVING AND AUTHORIZING THE THIRD AMENDMENT TO THE DEVELOPMENT AND WATER SUPPLY AND WASTEWATER SERVICES CONTRACT BETWEEN THE CITY OF RICHMOND, TEXAS, CW RICHMOND, LP, AND FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 187 TO DELETE PROVISIONS RELATING TO EFFLUENT REUSE.

The City of Richmond, Texas (the "City") and CW Richmond, LP (the "Developer"), and Fort Bend County Municipal Utility District No. 187 (the "District"), desire to delete provisions related to effluent reuse in the Development and Water Supply and Wastewater Services Contract (the "Contract").

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF RICHMOND, TEXAS:

Section 1. The facts and recitations set forth in the preamble of this Resolution are hereby found to be true and correct.

Section 2. The City Commission of the City of Richmond approves and authorizes the Mayor to sign the Third Amendment to the Development and Water Supply and Wastewater Services Contract to delete Section 4.8 "Effluent Reuse," as attached in Exhibit "A."

Section 3. Effective Date. This Resolution shall be effective from and after its adoption.

PASSED AND APPROVED on this the 18th day of November 2024.

Rebecca K. Haas, Mayor

ATTEST:

APPROVED AS TO FORM:

Lasha Gillespie, City Secretary

Gary W. Smith, City Attorney

Exhibit "A"

**THIRD AMENDMENT TO DEVELOPMENT AND
WATER SUPPLY AND WASTEWATER SERVICES CONTRACT BETWEEN
THE CITY OF RICHMOND, TEXAS,
CW RICHMOND, LP,
AND FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 187**

This THIRD AMENDMENT to the DEVELOPMENT AND WATER SUPPLY AND WASTEWATER SERVICES CONTRACT (this “Amendment”) is entered into between THE CITY OF RICHMOND, TEXAS (the “CITY”), CW RICHMOND, LP (the “Developer”), and FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 187 (“District”), as of _____, 2024 (the “Effective Date”).

RECITALS

As of March 27, 2007, the City and the Developer, on behalf of the Districted entered into a Development and Water Supply and Wastewater Services Contract, amended on December 15, 2008, and further amended on September 1, 2009 (the “Contract”). The District has approved and accepted the terms of the Contract, as amended.

The City, the Developer, and the District wish to delete Section 4.8 “Effluent Reuse” from the Contract because the District has consented to the City serving DW Sweetgrass Homeowners Association, Inc. directly.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual promises, obligations, and benefits contained herein, the City, the Developer, and the District, agree as follows:

Section 1. The District hereby affirms its adoption and approval of the Contract, as amended.

Section 2. The Contract is hereby amended by the deletion of Section 4.8 with the section being reserved which reads as follows:

“Section 4.8 Reserved.”

Section 3. The City may record an abstract of this Third Amendment, along with the District’s boundaries, in the real property records of Fort Bend County, Texas, to provide notice of the terms of this Third Amendment to all subsequent owners of property within the District.

Section 4. The Contract, as amended, is still in place, and this Amendment only supplements and amends the Contract by the Parties.

[EXECUTION PAGES FOLLOW]

In witness whereof, THE UNDERSIGNED Parties have executed this Contract effective as of the date first written above.

CW RICHMOND, LP,
a Texas limited partnership

By: CW Richmond GP, LLC,
a Texas limited liability company

By: _____
Name: _____
Title: _____

FORT BEND COUNTY MUNICIPAL UTILITY
DISTRICT NO. 187

By: _____
President, Board of Directors

ATTEST:

Secretary, Board of Directors

CITY OF RICHMOND, TEXAS

By: _____
Rebecca K. Haas, Mayor

ATTEST:

Lasha Gillespie, City Secretary



City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

- A19. Review and consider taking action on Resolution No. 502-2024, approving a reclaimed water agreement with Del Webb Homeowners Association.



**CITY COMMISSION
AGENDA ITEM COVER MEMO**

DATE: November 18, 2024

Staff Review:

City Manager _____

City Attorney _____

Finance _____

Fire Department _____

Police Department _____

Public Works _____

AGENDA ITEM: Review and consider taking action on Resolution No. 502-2024, approving a reclaimed water agreement with DW Sweetwater Homeowners Association (Del Webb).

SUBMITTED BY: Gary W. Smith, City Attorney

SYNOPSIS

The agenda item provides for the approval of an agreement to sell reclaimed water to the Del Webb HOA.

COMPREHENSIVE PLAN GOALS ADDRESSED

BACKGROUND

MUD 187 has expressed their consent to the City selling reclaimed water directly to DW Sweetwater Homeowners Association (the Del Webb HOA).

The proposed agreement provides for the sale of reclaimed water to the Del Webb HOA. A copy of the proposed agreement has been forwarded to the District's attorney. The current version is in response to the HOA's concerns.

AGREEMENT FOR RECLAIMED WATER

STATE OF TEXAS §

COUNTY OF FORT BEND §

This AGREEMENT FOR RECLAIMED WATER (the "Agreement") is entered into by DW Sweetgrass Homeowners Association, Inc. (the "HOA"), a Texas _____, and the CITY OF RICHMOND, TEXAS (the "City"), a home rule municipality, with effective as of _____, 202__ (the "Effective Date"). The HOA, and the City, are individually referred to herein as a "Party" and collectively referred to herein as the "Parties".

WHEREAS, the City owns and operates water systems and wastewater systems, including the Reclaimed Water Facility (hereinafter defined), which provides potable and non-potable water and wastewater services to its residents, and to certain persons and properties within its extraterritorial jurisdiction; and

WHEREAS, the Parties recognize that use of Reclaimed Water (hereafter defined) reduces the demand for potable water and groundwater to assist in meeting the required reduction in groundwater use; and

WHEREAS, the HOA desires to contract directly with the City for the provision of Reclaimed Water for appropriate use within the boundaries of the HOA; and

WHEREAS, the Parties enter into this Agreement whereby the City will provide the HOA with Reclaimed Water available for delivery to assist the HOA in meeting its Reclaimed Water Needs (hereinafter defined); and

WHEREAS, the HOA will use Reclaimed Water for noncontact purposes for the purposes of irrigation of medians, rights-of-way and greenspace, stabilizing water levels in amenity/detention lakes, and irrigating detention facilities within the HOA; and

WHEREAS, the Parties are authorized to enter into this Agreement by Texas Government Code, Chapter 791, and Texas Local Government Code, Section 552.001 and 552.075; and

WHEREAS, the City's Commission (the "City Commission"), the Board of Directors of the HOA ("HOA Board"), have investigated all matters pertaining to this Agreement and find and determine it and the sale of Reclaimed Water to the HOA is in the best interest of the Parties, that the terms and conditions contained in contained herein are desirable, fair, and advantageous for the Parties, and that no member of the City Commission or either Board is directly financially interested in the matters addressed herein.

NOW THEREFORE, in consideration of the mutual promises, obligations, and benefits contained herein, this Agreement is made and entered into by and between the City of Richmond, a municipal corporation organized under the laws of the State of Texas; the ~~De~~ Webb Sweetgrass Homeowners Association, Inc., a Texas non-profit corporation;

Article I. Definitions

Section 1.01 The following terms as used herein shall have the following meanings:

"Agreement" shall have the meaning set forth in the introduction hereto.

"City" shall have the meaning set forth in the introduction hereto.

"City Commission" shall have the meaning set forth in the recitals hereto.

"City Water System" means all the water production pumps, lines, meters, components, facilities, and equipment owned and used by the City to pump, treat, monitor, convey, supply, and distribute Water to the public.

"Cure Period" shall have the meaning set forth in Section 8.01.

"Effective Date" shall have the meaning set forth in the introduction hereto.

"GPD" means gallons per day.

"GPY" means gallons per year.

"GRP" means groundwater reduction plan.

"GRR" means the Subsidence District's groundwater reduction requirement, as it may be adjusted from time to time by the Subsidence District, expressed as a ratio of groundwater withdrawal to the total metered water volume of water supplied to, purchased by or sold to the HOA, whether from the City or a third party.

"HOA" shall have the meaning set forth in the introduction hereto.

"HOA Board" shall have the meaning set forth in the recitals hereto.

"Initial Delivery Date" means the initial date upon which the City shall begin delivery of the Reclaimed Water to the Point of Reclaimed Water Delivery for HOA use, pursuant to this Agreement.

"Initial Term" shall have the meaning set forth in Section 7.01.

"Meter" means the water meter measuring the amount of water delivered to the HOA at the Point of Reclaimed Water Delivery of sufficient size and type to accurately meter the flow of Reclaimed Water contemplated herein.

~~"Minimum Allocation" means the Take or Pay Amount and up to the Peak Daily Demand, whichever is greater.~~

"Non-Conforming Reclaimed Water" means any Reclaimed Water tendered by the City to the HOA at the Point of Reclaimed Water Delivery that does not conform to the requirements of Section 5.01.

"Notice of Default" shall have the meaning set forth in Section 8.01.

"Over-Conversion Credits" means the credits issued by the Subsidence District to a permittee who reduces groundwater pumpage beyond the GRR and which are redeemable pursuant to Subsidence District policies.

"Party" and "Parties" shall have the meaning set forth in the introduction hereto.

"Permit" means TPDES Permit No. WQ0010258003 issued to the City for Type 1 use pursuant to 30 Tex. Admin. Code, Chapter 210, as may be amended or renewed from time to time.

"Peak Daily Demand" means the maximum gallons of Reclaimed Water during peak times, which shall be 400,000 GPD.

"Point of Reclaimed Water Delivery" means the point where the City conveys title to and liability for the Reclaimed Water to the HOA, such point to be in a location mutually agreed upon by the Parties at the property line of the Richmond Regional Wastewater Plant.

"Reclaimed Water" means the treated effluent produced from the existing Reclaimed Water Facility at the Richmond Regional Wastewater Plant as authorized pursuant to the Permit.

"Reclaimed Water Facility" means the existing wastewater effluent treatment facility at the Richmond Regional Wastewater Plant.

"Reclaimed Water Fee(s)" shall have the meaning set forth in Section 4.01.

"Reclaimed Water Distribution System" means the distribution system as may be improved or expanded, being necessary to receive and distribute Reclaimed Water from the Richmond Regional Wastewater Plant at the Point of Reclaimed Water Delivery, including but not limited to all pumping, piping, valving, and electrical and telemetry controls.

"Reclaimed Water Needs" means ~~the Take or Pay Amount and~~ up to the Peak Daily Demand.

"Regulatory Requirements" means the requirements and provisions of any local, state, or federal law, and any permits (including the Permit), rules, orders, ordinances, or regulations issued or adopted from time to time by any local, state, federal, or other

regulatory authority having jurisdiction.

"Renewal Term" shall have the meaning set forth in Section 7.01.

"Richmond Regional Wastewater Plant" shall have the meaning set forth in the Services Agreement, together with any additions and improvements thereto.

~~"Services Agreement" shall have the meaning set forth in the recitals hereto.~~

~~"SPA" shall have the meaning set forth in the recitals hereto.~~

"Subsidence District" shall have the meaning set forth in Section 2.01.

~~"Take or Pay Amount" means an average 120,000 GPD of Reclaimed Water subject however to the Peak Daily Demand during peak times.~~

"TCEQ" means the Texas Commission on Environmental Quality, or its successor agency.

"Term" shall have the meaning set forth in Section 7.01.

"Wastewater" shall have the meaning set forth in the Services Agreement.

Article II. Surface Water and GRP Credits

Section 2.01 Groundwater Reduction Plan. The City acknowledges that it has been required to convert, in whole or part, to the use of water sources other than groundwater for the City Water System by the Fort Bend Subsidence District (the "Subsidence District"). The District is a part of the City's GRP and will not undertake to develop its own GRP.

Section 2.02 Groundwater Reduction Plan Credits. All of the Over-Conversion Credits generated from use by virtue of the HOA's use of Reclaimed Water shall belong to the City.

Article III. Delivery of Reclaimed Water

Section 3.01 Reclaimed Water Needs. The HOA requires the Reclaimed Water Needs on the Initial Delivery Date. Subject to the terms and conditions herein, the Reclaimed Water shall be delivered daily to the Point of Reclaimed Water Delivery.

Section 3.02 Allocation of Reclaimed Water. The City will allocate Reclaimed Water to the HOA in an amount that is at least the ~~Minimum Allocation. The City will also allocate a volume of water necessary to provide the~~ Peak Daily Demand, ~~when requested,~~ unless the City is unable to fulfill said obligation due to acts of God or other conditions or events outside of the City's control ~~if available~~. Additionally, the City shall adopt a policy governing its delivery of Reclaimed Water to all of its Reclaimed Water customers, including the HOA, the purposes of which shall be to (i) maximize delivery of Reclaimed Water to such customers during peak demand times, and (ii) minimize the City's capital cost of onsite Reclaimed Water

storage.

Section 3.03 Delivery Point and Meter. All Reclaimed Water delivered hereunder shall be tendered for delivery at the Point of Reclaimed Water Delivery, and measured by the Meter. On an annual basis, the City shall cause the Meter to be calibrated at the City's sole cost and expense. If the HOA desires calibrations in addition to the annual calibrations set forth in the previous sentence, it may request such a calibration in writing to the City, and the City shall, as soon as reasonably practicable, perform a calibration at the HOA's sole cost and expense which shall be billed to the HOA on the succeeding monthly statement.

Section 3.04 Title to Reclaimed Water. Except as otherwise provided herein, title to, and liability for, all Reclaimed Water supplied hereunder shall belong to the City up to the Point of Reclaimed Water Delivery, at which point title to, and liability for, such Reclaimed Water shall pass to the HOA.

Section 3.05 Delivery. Beginning on the Initial Delivery Date, the City shall deliver Reclaimed Water, if available, equal to the Reclaimed Water Needs on a daily basis in accordance with the terms and provisions herein. Upon the HOA installing appropriate SCADA equipment to monitor the HOA's lake level and connected to the Richmond Regional Wastewater Facility, the SCADA equipment at the Regional Wastewater Facility will control the supply of Reclaimed Water to the HOA. The HOA, at the HOA's sole expense, may maintain any additional metering equipment that the HOA prefers for monitoring the delivery of Reclaimed Water.

~~**Section 3.06 Minimum Delivery; Payment for Reclaimed Water.** The City shall provide the Minimum Allocation to the HOA, unless the City is unable to fulfill said obligation due to acts of God or other conditions or events outside of the City's control, and the City shall use its best efforts to provide the Additional Allocation to the HOA, if available^[CA1]. The HOA agrees to pay the City monthly on the first day of each month of each year, for the period beginning on each October 1 and ending the immediately succeeding September 30 ("Annual Period"), for the Take or Pay Amount at the current City reclaimed water rate in effect as of October 1st of each such Annual Period. The City shall prepare a final accounting of Reclaimed Water provided to the HOA within forty five (45) days of the end of each Annual Period. Based on said final accounting, the City shall proceed as follows:~~

~~If the City was able and offered to provide the HOA with at least 100% of the Take or Pay Amount, then the City shall retain the Take or Pay Amount payment. In addition, if the City provided Reclaimed Water to the HOA in excess of the Take or Pay Amount, the City shall invoice the HOA for said excess Reclaimed Water and the HOA shall pay said invoice within forty five (45) days of receipt of same.~~

~~If the City was unable to provide the HOA with 100% of the Take or Pay Amount or if the HOA did not take 100% of the Take or Pay Amount, the HOA will be credited with the price per 1,000 gallons of Reclaimed Water for the Reclaimed Water not taken.~~

~~**Section 3.07 Termination of Reclaimed Water Use.** The City reserves the right to terminate~~

the HOA's use of Reclaimed Water that is not in compliance with 30 Tex. Admin. Code Chapter 210, or this Agreement; *provided* that the City has first provided a Notice of Default to the HOA and the Cure Period has elapsed.

Section 3.08 District Consent to Sale of Reclaimed Water to HOA. The District consents to the City's sale and delivery of Reclaimed Water to the HOA for use within the boundaries of the District. Consistent with the consent hereby granted, the District agrees to allow the use of its Reclaimed Water Delivery System to be used by the HOA for receipt of Reclaimed Water from the City pursuant to this Agreement. Consideration for use of the District's Reclaimed Water Distribution System will be as set forth in Article IV hereof.

Article IV. Fees and Payment

Section 4.01 Reclaimed Water Fee. Beginning on the first day of the month following the Initial Delivery Date, the HOA shall pay a Reclaimed Water Fee to the City for Reclaimed Water, including the Take or Pay Amount, delivered to and accepted by the HOA at the Point of Reclaimed Water Delivery. The Reclaimed Water Fee will be the fee as established by the City Commission. As of the Effective Date, the Reclaimed Water Fee is equal to \$1.68 per 1,000 gallons of Reclaimed Water (the "Reclaimed Water Fee(s)"). ~~Subject to the foregoing, the City agrees to provide water to the HOA at a rate of \$0.84 per 1,000 gallons from the Effective Date until such date that the City begins providing water to the adjacent Veranda community; at which time, the Reclaimed Water Fee shall revert to the \$1.68 per 1,000 gallons as outlined above.~~

Section 4.02 Reclaimed Water Fee Amendment. The Reclaimed Water Fee may be amended by agreement of the Parties, from time to time. The City will provide the HOA with at least 90 days' prior written notice before any such potential increase is to become effective. If the Parties agree to increase the Reclaimed Water Fee, such amendment shall be effective upon the signature of both Parties.

Section 4.03 Billing. The City shall bill the HOA and the HOA shall pay for Reclaimed Water taken by the HOA each month, in advance and in compliance with the procedures provided for in the City's Code of Ordinances, as amended from time to time, relating to billing and payment of water services to all City customers.

Article V. Reclaimed Water Specifications

Section 5.01 Specification Requirements. All Reclaimed Water delivered by the City at the Point of Reclaimed Water Delivery shall be treated effluent in compliance with applicable state and federal law, shall meet the standards required for Type 1 Reclaimed Water pursuant to 30 Tex. Admin. Code, Chapter 210. THERE ARE NO WARRANTIES, EXPRESS OR IMPLIED, WHICH EXTEND BEYOND THE DESCRIPTION CONTAINED HEREIN RELATIVE TO THE QUALITY OF THE RECLAIMED WATER OR ITS SUITABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE.

Article VI. Reclaimed Water Use

Section 6.01 Permitted Use. The HOA agrees that the Reclaimed Water shall be used only within or bordering the boundaries of the HOA, solely for irrigation of medians, rights-of-way and greenspace, stabilizing water levels in amenity/detention lakes, and irrigating detention facilities within the HOA in accordance with all Regulatory Requirements, including the Permit. The HOA is liable for all penalties, fines, sanctions, damages or any other liabilities related to its actions or omissions related to the Permit, and HOA agrees, subject to other terms and conditions herein, to hold the City harmless for any resulting penalties, fines, sanctions, damages, or any other liabilities charged to the City resulting therefrom.

Section 6.02 Non-Permitted Use. The Reclaimed Water provided to the HOA by the City hereunder is not suitable for human consumption and shall not be treated by the HOA or any third party for ordinary domestic use and shall not be used for any purpose other than the purposes provided in section 6.01 above. The HOA shall take all necessary precautions to prevent consumption of the Reclaimed Water by its employees or other persons, including the posting of warning signs in both English and Spanish at all places where employees or other persons are likely to have access to the Reclaimed Water. The actual establishment, maintenance, and enforcement of such safety precautions shall be under the exclusive dominion and control of the HOA and shall comply all applicable Regulatory Requirements.

Section 6.03 Resale of Reclaimed Water. Except as set forth below, the HOA agrees that it will not resell the Reclaimed Water to any customer not within the boundaries of the HOA.

Assignment of all or a portion of the Reclaimed Water made available to HOA or sale of all or a portion of the Reclaimed Water made available to HOA must be authorized by City. The HOA may notify City as to the amount of Reclaimed Water it desires to assign or sell and the identification of the assignee and the period of time for such assignment or sale. In the sole discretion of City, such assignment or sale may be approved and evidenced by an appropriate instrument. Such sale or assignment may not be for consideration in excess of the consideration HOA pays City for that amount of Reclaimed Water.

Section 6.04 HOA. The HOA assumes full responsibility for any damages resulting from human consumption of the Reclaimed Water from the time title to the Reclaimed Water passes to the HOA; *provided, however,* that the HOA does not waive any defense that may be available under the laws and the Constitution of the State of Texas or otherwise in the event of any suit against it for such damages; *provided further,* that this provision only applies to the extent that the Reclaimed Water in question is not Non-Conforming Reclaimed Water.

Article VII. Term and Termination

Section 7.01 Term. The term of this Agreement shall be for an initial term of ten (10) years from the Effective Date, (the "Initial Term") and thereafter on a year-to-year basis unless terminated as provided herein (each such period a "Renewal Term" and together with the Initial Term, the "Term").

Section 7.02 Termination by Either Party.

- (a) Either Party may terminate this Agreement upon 30 days' written notice, in the event that any regulatory agency determines that the Reclaimed Water is unsuitable for use for the permitted uses set forth herein.
- (b) Either Party may terminate this Agreement in the event of default pursuant to the provisions of Article IX.
- (c) After the Initial Term, either Party may terminate this Agreement at the end of any Renewal Term by giving the other Party not less than ninety (90) days written notice of its intention to terminate.

Article VIII. Default and Remedies

Section 8.01 Notice and Cure Period. Each Party shall give the other Party prompt written notice upon learning of any breach or default by the other Party under this Agreement which notice shall set forth in reasonable details an explanation of the alleged breach or default (the "Notice of Default"). The term "Cure Period" as used herein means a period commencing on the date either Party receives a Notice of Default from the other Party and continuing until 60 days thereafter or such later date as may be mutually agreed between the Parties in writing; *provided, however*, that if the breach or default is non-monetary and cannot reasonably be cured within such period, and if diligent efforts to cure promptly commence, then the Cure Period shall continue as long as such diligent efforts to cure continue, but not for a period exceeding 90 days unless otherwise mutually agreed by the Parties in writing.

Section 8.02 No Additional Waiver Implied. The failure of either Party hereto to insist in any one or more instances upon performance of any of the terms, covenants, or conditions herein shall not be construed as waiver or relinquishment of the future performance of any term, covenant, or condition by the other Party hereto, but all obligations of such other Party with respect to such future performance shall continue in full force and effect.

Section 8.03 Remedies. The Parties agree that in the event of a failure to perform any covenant, conditions, or obligations herein on the part of any Party, the aggrieved may:

- (a) terminate this Agreement by written notice, after such Party has provided Notice of Default to the other Party and the Cure Period has elapsed; or
- (b) seek specific performance and any other remedy otherwise available, either at law or in equity.

Article IX. District and Ancillary Systems

Section 9.01 Reclaimed Water Distribution System. The District has previously constructed and will continue to own, operate and maintain, at its sole cost and expense, all portions of the Reclaimed Water Distribution System.

Section 9.02 Irrigation and Ancillary Systems.

- (a) All plans for storage, pumping equipment, pipelines, meters, and irrigation systems, for

the Reclaimed Water Distribution System, are subject to review and approval of the City. Any irrigation system connected to the Reclaimed Water Distribution System and within the HOA shall be operated and maintained in accordance with all Regulatory Requirements, and shall be subject to reasonable periodic inspection by the City.

- (b) The HOA shall monitor and inspect its irrigation system, if any, and require its customers and users of Reclaimed Water to inspect and monitor their irrigation systems on a semi-annual basis so that Reclaimed Water is not wasted. Repair and/or replacement of an irrigation system or components of an irrigation system must be commenced within 30 days of inspection.

Article X. Miscellaneous Provisions

Section 10.01 Continuing Cooperation. The Parties shall cooperate with each other in carrying out the terms and intent of this Agreement, and shall execute such other documents, instruments and agreements as are reasonably required to effectuate the terms and intent of this Agreement.

Section 10.02 HOLD HARMLESS. EXCEPT AS PROVIDED IN ARTICLE VI, THE HOA SHALL HOLD THE CITY, ITS OFFICERS, AGENTS, AND EMPLOYEES HARMLESS, TO THE EXTENT ALLOWED BY TEXAS LAW, FROM AND AGAINST ANY AND ALL CLAIMS, SUITS, ACTIONS, ENFORCEMENT ACTIONS, LOSSES, DAMAGES, OR LIABILITY, INCLUDING ALL LITIGATION, COSTS, AND ATTORNEYS' FEES BROUGHT BY ANY PERSON, ENTITY OR REGULATORY AUTHORITY ARISING OUT OF, OR OCCASIONED BY THE ACTS OF THE HOA OR THE HOA'S AGENTS OR EMPLOYEES IN THE EXECUTION OR PERFORMANCE OF THIS AGREEMENT, THE USE, SALE, LEASE, STORAGE, DISTRIBUTION OR MANAGEMENT OF THE RECLAIMED WATER, AND THE HOA'S OPERATION OF THE HOA'S FACILITIES ASSOCIATED WITH THE RECLAIMED WATER.

Section 10.03 Assignment. This Agreement shall not be assignable by either the City or the HOA without the written consent of the other Party, which consent shall not be unreasonably withheld.

Section 10.04 Notice. Unless otherwise provided herein, any notice, communication, request, reply, or advice herein provided or permitted to be given, made, or accepted by any Party must be in writing and may be given or served in any manner reasonably calculated to reach each of the other Parties. Notice sent by certified or registered mail, postage prepared, return receipt requested, shall be deemed to have been received on the third mail delivery day following the day on which it was posted. Notice by any other method shall be effective when received. Any notices by the Parties shall be given at the following addresses:

City: City of Richmond
 402 Morton Street
 Richmond, Texas 77469
 Email: tvela@richmondtx.gov

Attn: City Manager

HOA: DW Sweetgrass Homeowners Association, Inc.

Attn: _____

Any Party may change the address, facsimile number, telephone number, or email address for notice by giving written notice of the change to the other Party at least 14 days before the change becomes effective. Any notice given to the proper address or facsimile number will be deemed to have been received on the earlier of: (i) actual receipt; (ii) the first business day following deposit with the same day or overnight courier service that guarantees receipted delivery; or (iii) two days after the notice is deposited in the mail in the manner set forth in this Section.

Section 10.05 Compliance with Laws. This Agreement is subject to all applicable Regulatory Requirements. Nothing in this herein shall be construed to violate the any applicable Regulatory Requirements, and all acts done pursuant to this Agreement shall be performed in such a manner as to conform thereto.

Section 10.06 Law Governing and Venue. This Agreement is governed by the law of the State of Texas, not including conflict of law provisions, and a lawsuit hereon may only be prosecuted in a court of competent jurisdiction located in or having jurisdiction in Fort Bend County, Texas.

Section 10.07 Severability. If any provision of herein is held to be illegal, invalid or unenforceable under present or future laws effective during the Term, such provision shall be fully severable, and this Agreement shall be construed and enforced as if such illegal, invalid or unenforceable provision never comprised a part hereof and shall not be affected by the illegal, invalid or unenforceable provision or by its severance herefrom. Furthermore, in lieu of such illegal, invalid, or unenforceable provision, there shall be added automatically as part hereof a provision as similar in its terms and effect to such illegal, invalid, or unenforceable provision as may be possible and still be legal, valid, and enforceable.

Section 10.08 Titles. Titles and subtitled Articles and Sections contained herein are for convenience only and have no legal or other effect on the terms of herein.

Section 10.09 Third Party Beneficiaries. The City, the HOA, and the District agree that there are no third-party beneficiaries, express or implied, hereto, and that the only Parties are the City, the HOA, and the District.

(Signature pages follow.)

AGREED TO AND APPROVED this ____ day of _____, 202__.

CITY OF RICHMOND, TEXAS

By: _____
____ Mayor

ATTEST:

By: _____
____ City Secretary

APPROVED AS TO FORM:

By: _____
City Attorney

AGREED TO AND APPROVED this ____ day of _____, 202__.

DW Sweetgrass Homeowners Association, Inc.

By: _____
President, Board of Directors

ATTEST:

By :_ _ _____
Secretary, Board of Directors

RESOLUTION NO. 502-2024

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF RICHMOND, TEXAS, APPROVING AND AUTHORIZING AN AGREEMENT TO SELL RECLAIMED WATER TO DW SWEETGRASS HOMEOWNERS ASSOCIATION, INC.

The City of Richmond, Texas (the "City") and DW Sweetgrass Homeowners Association, Inc. (the "HOA") desire to enter into an Agreement for Reclaimed Water (the "Contract") to provide for the City's sale of Reclaimed Water to the HOA, Now, Therefore,

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF RICHMOND, TEXAS:

Section 1. The facts and recitations set forth in the preamble of this Resolution are hereby found to be true and correct.

Section 2. The City Commission of the City of Richmond approves and authorizes the Mayor to sign the Contract for Reclaimed Water providing for the City of Richmond, Texas, sale of Reclaimed Water to DW Sweetgrass Homeowners Association, Inc., as attached in Exhibit "A."

Section 3. Effective Date. This Resolution shall be effective from and after its adoption.

PASSED AND APPROVED on this the 18th day of November 2024.

Rebecca K. Haas, Mayor

ATTEST:

APPROVED AS TO FORM:

Lasha Gillespie, City Secretary

Gary W. Smith, City Attorney

Exhibit "A"



City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

- A20. Review and discuss Development agreement with build to rent project on Hwy 59/169.

STATE OF TEXAS §
COUNTY OF FORT BEND §
CITY OF RICHMOND, TEXAS §

DEVELOPMENT AGREEMENT

This Agreement is entered into pursuant to Section 212.172 of the Texas Local Government Code by and between the **City of Richmond, Texas** a home rule municipality in Fort Bend County, Texas (the “**City**”), acting by and through its governing body and **Excelsior Partners, LLC** a Texas limited liability company, (the “**Owner**”). The term “Owner” includes all owners of the Property.

WHEREAS, the Owner owns a parcel of real property (the “**Property**”) in Fort Bend County, Texas, which is more particularly and separately described in the attached “**Exhibit “A”**”; and

WHEREAS, the Property is currently located in the extraterritorial jurisdiction of the City; and

WHEREAS, the Owner currently desires to develop the Property with single family rental housing; and

WHEREAS, Owner desires that the Property remain in the extraterritorial jurisdiction of the City until Williams Ranch Municipal Utility District No. 1 is annexed by the City; and

WHEREAS, this Agreement is entered into pursuant to Section 212.172 of the Texas Local Government Code, in order to address the desires of the Owner and the procedures of the City; and

WHEREAS, Owner and the City acknowledge that a Development Agreement will serve to assist in the eventual development of the Property and will serve the interests of the Owner and the City for the development of the Property; and

WHEREAS, the Owner and the City acknowledge that this agreement is binding upon the City and the Owner and their respective heirs, successors and assigns for the term (defined below) of this Agreement; and

WHEREAS, this Development Agreement is to be recorded in the Real Property Records of Fort Bend County, Texas at the expense of the City.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

Section 1. Definitions

1.1 Terms. Unless the context requires otherwise, and in addition to the terms defined above, the following terms and phrases used in this Agreement Shall have the meanings set out below:

City has the meaning given to such term in the recitals of this Agreement.

City Commission means the governing body of the City or any successor governing body.

City Manager means the City Manager, or designee, of the City.

County means Fort Bend County, Texas.

Development means (1) for the purpose of allowing the City to invoke annexation, the submission by Owner or designee of an application for platting or the construction of infrastructure, public or private, to support improvements to be constructed and (2) for the purpose of allowing the City to invoke annexation, the construction of improvements, including public or private infrastructure or the construction of improvements with or without the prior consent of the City.

Extraterritorial Jurisdiction (ETJ) means that area lying outside the City's corporate limits as defined by Chapter 42, Texas Local Government Code.

Master Plans means the City's Comprehensive Master Plan adopted on July 21, 2014, and the City's Trail Master Plan adopted January 20, 2015, and all amendments to either.

Mayor shall mean the person elected to the position of Mayor and currently serving in the office of Mayor for the City of Richmond.

Multifamily Development means not to exceed 160 residential units to be constructed on the land

Owner has the meaning given to such term in the recitals of this Agreement.

Property has the meaning given to such term in the recitals of this Agreement.

Unified Development Code ("UDC") means the City's development regulations adopted by the City on July 20, 2015, and all amendments thereto, which governs the development of property within the corporate limits and in the ETJ of the City

WFBMD means the West Fort Bend Management District, a special district created under Section 59, Article XVI, Texas Constitution, and any successor, which encompasses the Property or a portion thereof.

Section 2. Required Disclosures

Section 2. Required Disclosures and Consents.

Pursuant to the requirements of Texas Local Government Code §43.004 and §212.172(b-1), the City hereby discloses the following information regarding this Agreement, which is an agreement that the City is offering Owner which, among other matters, provides that the Owner consents to annexation:

A. Owner is not required to enter into this Agreement. Should Owner choose to enter into this Agreement with the City, Owner should do so only after carefully reviewing this Agreement and, if desired, consulting with an attorney.

B. Pursuant to the terms of this Agreement, and Texas Local Government Code §43.016 and §212.172, the City may annex Owner's Property upon the expiration, or upon the breach or termination, of this Agreement. The City may initiate annexation of Owner's Property pursuant to Texas Local Government Code, Subchapter C-3, or other such other provisions governing annexation of land as they may then exist including, but necessarily limited to, Texas Local Government Code, Subchapters C-4 and C-5.

C. Owner, by entering into this Agreement with the City, consents that the Agreement shall serve as, and shall constitute, a required signature to an annexation consent petition under Texas Local Government Code §43.0681 (as that law now exists or may be amended) and/or Texas Local Government Code §43.0691 (as that law now exists or may be amended). Through this Agreement, Owner will expressly and irrevocably consent to annexation of Owner's Property pursuant to the terms and conditions set forth in this Agreement. Owner will also agree that such annexation by the City shall be deemed voluntary.

D. The process for the voluntary annexation of Owner's Property shall consist of the following steps, as set forth in Texas Local Government Code, Subchapter C-3, which are generally as follows:

1. If not already addressed in this agreement, the City and the landowner shall enter into a written agreement for the provision of services to the area to be annexed.
2. The City shall post newspaper and internet notice of the annexation hearing for the proposed annexation 11-20 days before the annexation hearing and keep the internet posting up until after the hearing.
3. The City shall provide written notice (dated the same date that the City first posts newspaper and internet notice) to all required school districts (Local Government Code §43.905) and all required public entities (Local Government Code §43.9051).
4. The City shall conduct an annexation public hearing on the proposed annexation.
5. At any time after the annexation hearing is concluded, the City may adopt an annexation ordinance annexing the property.

E. The procedures provided in Section 2(D), above, are premised on the Owner's consent to the annexation per the terms and conditions of this Agreement.

F. By entering into this Agreement with Owner, the City waives immunity from suit for the purpose of adjudicating a claim for breach of the agreement, as set forth in Texas Local Government Code §212.172(i)-(k).

G. Owner expressly acknowledges that Owner has read and understands the provisions of Section 2 of this Agreement, to which provisions Owner expressly consents.

Section 3. Uses of the Property

- 3.1 The Owner also covenants and agrees that the development standards of the City's Unified Development Code shall apply to the Property, unless otherwise provided in this Agreement.
- 3.2 The Owner acknowledges that each and every owner of the Property must sign this Agreement in order for the Agreement to take full effect, **AND THE OWNER WHO SIGNS THIS AGREEMENT COVENANTS AND AGREES, JOINTLY AND SEVERALLY, TO IDEMNIFY, HOLD HARMLESS, AND DEFEND THE CITY AGAINST ANY AND ALL LEGAL CLAIMS, BY ANY PERSON CLAIMING AN OWNERSHIP INTEREST IN THE PROPERTY WHO HAS NOT SIGNED THE AGREEMENT, ARISING IN ANY WAY FROM THE CITY'S RELIANCE ON THIS AGREEMENT.**

Section 4. Enforcement of City Regulations

- 4.1 Pursuant to Section 212.172(b) of the Texas Local Government Code, the Owner agrees that the City is authorized to enforce all of the City's regulations and planning authority in the same manner such regulations are enforced within the City's boundaries.

Section 5 Development of the Property

- 5.1. If Owner desires incentives for development of any portion of the Property, the Owner must agree to comply with all City Code of Ordinances regulating development that were in effect at the time this Agreement was approved. Granting of incentives is within the sole discretion of the City.
- 5.2. Construction of a water distribution system or wastewater collection system that connects to a public water distribution system or a public wastewater collection system shall be designed, constructed, and inspected in accordance with the standards of Williams Ranch Municipal Utility District No. 1 of Fort Bend County (hereinafter "District") and City infrastructure standards. Any roadway system, including all sidewalks, shall be designed and constructed in accordance with City roadway standards as required by the City Code of Ordinances. Any street drainage system and any land drainage system shall be designed and constructed in accordance with the District drainage standards and the City infrastructure standards. The City specifically reserves its authority pursuant to Chapter 251 of the Texas Local Government Code to exercise eminent domain over property not controlled by Owner needed to accomplish the City's public purpose of providing utilities.
- 5.3. The Owner also agrees as follows:
- (a) The Multifamily Development shall be designed and constructed in conformance with the provisions and requirements of the UDC and the West Fort Bend Management District,
 - (b) The Multifamily Development shall be designed and constructed to have a maximum density of 30 units per building and 20 units per acre,
 - (c) The Multifamily Development shall be designed and constructed so that the door to each unit shall not face a public street or access roadway,
 - (d) Stairways within the Multifamily Development shall be designed and constructed interior to the building,
 - (e) The Multifamily Development shall be designed and constructed so that each façade of each building that faces a public street or access roadway shall be at least 60% masonry or EFIS

materials, not more than 20% cement fiber board materials, and not more than 20 % of other materials;

(f) The Multifamily Development shall be designed and constructed so that the maximum height of the building is not more than 50 feet;

(g) The Multifamily Development shall be designed and constructed with security to limit access to management and employees of the facility, tenants of the facility, and invited guests;

(h) The Multifamily Development shall enter into a residential solid waste collection agreement with a waste collection company.

(i) The Multifamily Development shall be responsible for maintenance and repair of all internal roadways and drives;

(j) The Multifamily Development shall be annexed by the Williams Ranch Homeowners Association and governed by Restrictive Covenants requiring the continued maintenance, repair, and upkeep of the HOA, to be enforced by the HOA; and

(k) The Multifamily Development shall contain dwelling units with no less than 2 bedrooms and no more than 4 bedrooms.

5.4 The City agrees to approve all required Permit Applications for the use and development of the Property in accordance with the City approved Master Plan and UDC Code. In accordance with Tex. Local Gov't Code, section 212.172(b)(2), the Developer agrees that the City's approval of the Master Plan authorizes certain general uses and development of the Property.

5.5 Timing of Review: The City's review and approval of any Permit Application by Owner pursuant to this Agreement will not be unreasonably withheld or delayed. The City will review and provide written response to Owner for any permit application by Owner within thirty (30) calendar days of submittal to the City. Failure by the City to provide said written response within thirty (30) days of submittal to the City shall be deemed approval of the permit application by the City unless Owner extends the time period.

5.6 Additional Water and Wastewater Capacity: Contemporaneous with the Owner's approval and execution of this Agreement and with the City Commission's approval and the Mayor's execution of this Agreement, the City will approve and execute an amendment to the Water Supply and Wastewater Services contract with the District to provide additional water capacity equivalent to One Hundred Sixty (160) Equivalent Single Family Connections.

5.7 Land Use and Development Regulations

(a) The Owner agrees and authorizes enforcement by the City of the land use and development regulations of the City, including the Unified Development Code and the Infrastructure Design Manual, as though the Property was located within the boundaries of the City.

(b) The Owner agrees to provide for infrastructure for the Property to be designed and constructed to the standards required by the Infrastructure Design Manual, including:

(1) streets and roads;

(2) street and road drainage;

(3) land drainage; and

(4) water, wastewater, and other utility systems;

(c) The Owner agrees and authorizes enforcement of Chapters 10 and 22 of the Code of Ordinances of the City of Richmond.

- 5.8 Amenities. The owner agrees to develop, install, and maintain the following amenities for the Multifamily development:
- (a) Pickle ball court
 - (b) Swimming pool
 - (c) Clubhouse
 - (d) Walking trails
 - (e) Recreational area
 - (f) fenced yards

Section 6. Term

- 6.1 The term of this Agreement (the “**Term**”) is Twenty (20) years from the date that the Owner has acquired the Property and the City Commission approves this Agreement.
- 6.2 This Agreement is binding upon the Owner and their respective heirs, successors and assigns for the term of the Agreement.

Section 7. Material Breach, Notice of Breach, and Remedies

7.1 Material Breach of Agreement.

(a) It is the intention of the parties to this Agreement that the Property be developed in accordance with the terms of this Agreement. The parties acknowledge and agree that any substantial deviation from the material terms of this Agreement would frustrate the intent of this Agreement and therefore, would be a material breach of this Agreement. By way of example, a major deviation from this Agreement would be:

1. Failure of Owner to substantially comply with Section 6, above, or the UDC applicable to the Property.

(b) The parties acknowledge and agree that any substantial deviation by the City from the material terms of this Agreement would frustrate the intent of this Agreement and, therefore, would be a material breach of this Agreement. By way of example, a substantial deviation from the material terms of this Agreement would be:

1. The imposition or attempted imposition by the City of any moratorium on building or growth on the Property, except as allowed by this Agreement;
2. An attempt by the City to enforce any City ordinance, including the Development Ordinance, with the Property that is inconsistent with this Agreement;
3. An attempt by the City to unreasonably withhold approval of a plat of land within the Property that complies with the requirements of this Agreement and applicable City Code; or
4. An attempt by the City to zone the Property in a manner that does not permit development consistent with this Agreement without the request or consent of the Owner or future owner of the Property or part thereof.

(c) In the event that a party to this Agreement believes that another party has, by act or omission, committed a material breach of this Agreement, the provisions of this Section 8

shall provide the sole remedies for such default, unless otherwise specifically provided herein.

7.2 Notice of Owner's Default.

(a) The City shall notify Owner in writing of an alleged failure by the Owner to comply with a provision of this Agreement, which notice shall specify the alleged failure with reasonable particularity. The alleged defaulting Owner shall, within sixty (60) days after receipt of such notice or such longer period of time as the City may specify in such notice, either cure such alleged failure or, in a written response to the City, either present facts and arguments in refutation or excuse of such alleged failure or state that such alleged failure will be cured and set forth the method and time schedule for accomplishing such cure.

(b) The City shall determine (i) whether a failure to comply with a provision has occurred; (ii) whether such failure is excusable; and (iii) whether such failure has been cured or will be cured by the alleged defaulting Owner. The alleged defaulting Owner shall make available and deliver to the City, if requested, any records, documents, or other information necessary to make the determination without charge.

(c) In the event that the City determines that such failure has not occurred, or that such failure either has been or will be cured in a manner and in accordance with a schedule reasonably satisfactory to the City, or that such failure is excusable, such determination shall conclude the investigation.

(d) If the City determines that a failure to comply with a provision has occurred and that such failure is not excusable and has not been or will not be cured by the alleged defaulting Owner in a manner and in accordance with a schedule reasonably satisfactory to the City, then the City Commission may take any appropriate action to enforce this agreement at law or in equity.

7.3 Notice of City's Default.

(a) Owner shall notify the City in writing of an alleged failure by the City to comply with a provision of this Agreement, which notice shall specify the alleged failure with reasonable particularity. The City shall, within sixty (60) days after receipt of such notice or such longer period of time that is specified in such notice, either cure such alleged failure or, in a written response to the Owner, either present facts and arguments in refutation or excuse of such alleged failure or state that such alleged failure will be cured and set forth the method and time schedule for accomplishing such cure.

(b) Owner shall determine (i) whether a failure to comply with a provision has occurred; (ii) whether such failure is excusable; and (iii) whether such failure has been cured or will be cured by the City. The City shall make available and deliver to the Owner, if requested, any records, documents, or other information necessary to make the determination without charge.

(c) In the event that Owner determines that such failure has not occurred, or that such failure either has been or will be cured in a manner and in accordance with a schedule reasonably satisfactory to Owner, or that such failure is excusable, such determination shall conclude the investigation.

(d) If Owner determines that a failure to comply with a provision has occurred and that such failure is not excusable and has not been or will not be cured by the City in a manner and in accordance with a schedule reasonably satisfactory to the Owner, then the Owner may take any appropriate action to enforce this agreement at law or in equity.

7.4 Remedies.

(a) In the event of a determination by the City that Owner has committed a material breach of this Agreement the City may, subject to the provisions of Section 7.02, after attempting to resolve any dispute by non-binding mediation under Section 9.01 of this Agreement, file suit in a court of competent jurisdiction in the County, and seek either (i) specific performance, (ii) injunctive relief, or (iii) an action under the Uniform Declaratory Judgment Act.

(b) In the event of a determination by Owner that the City has committed a material breach of this Agreement Owner may, subject to the provisions of Section 7.03, after attempting to resolve any dispute by non-binding mediation under Section 9.01 of this Agreement, file suit in a court of competent jurisdiction in the County, and seek either (i) specific performance, (ii) injunctive relief, or (iii) an action under the Uniform Declaratory Judgment Act.

(c) Neither party shall be liable for any monetary damages of the other party for any reason whatsoever, including attorneys' fees.

Section 8. Notice

8.1 Any person who sells or conveys any portion of the Property shall, prior to such sale or conveyance, give written notice of this Agreement to the prospective purchaser or grantee, and shall give written notice of the sale or conveyance to the City.

8.2 The parties contemplate that they will engage in informal communications with respect to the subject matter of this Agreement. However, any formal notices or other communications ("Notice") required to be given by one party to another by this Agreement shall be given in writing addressed to the party to be notified at the address set forth below for such party, (a) by delivering the same in person, (b) by depositing the same in the United States Mail, certified or registered, return receipt requested, postage prepaid, addressed to the Party to be notified; (c) by depositing the same with a nationally recognized courier service guaranteeing "next day delivery," addressed to the party to be notified, or (d) by sending the same by email with confirming copy sent by mail. Notice deposited in the United States Mail in the manner herein above described shall be deemed effective from and after three (3) days after the date of such deposit. Notice given in any other manner shall be effective only if and when received by the

party to be notified. For the purposes of notice, the address of each party, until changed as provided below, shall be as follows:

City of Richmond, City Hall
Attention: City Manager
402 Morton Street
Richmond, Texas 77469
Facsimile: (281) 346-2556

Owner: Excelsior Partnership
Attention: _____
25003 Pitkin Rd, Ste B500
Spring, Texas 77386-1487

The parties shall have the right from time to time to change their respective addresses, and each shall have the right to specify as its address any other address within the United States of America by giving at least five (5) days written notice to the other parties. If any date or any period provided in this Agreement ends on a Saturday, Sunday, or legal holiday, the applicable period for calculating the notice shall be extended to the first business day following such Saturday, Sunday, or legal holiday.

Section 9. Miscellaneous Provisions

- 9.1 Non-Binding Mediation. Upon the inability of Owner and the City to agree to a resolution of a dispute over a term or condition of this Agreement, the Development Standards or another term of this Agreement, either party may give the other notice of invoking this dispute resolution process. Not later than the (10) business days after such notice is delivered to the other party, Owner and the City shall agree to select a person without a financial interest in the development intended by this Agreement to serve as mediator. The mediator will select a day convenient to all parties to hear the dispute. Each party to the dispute shall present its evidence and argument in an informal setting. The mediator will render its decision on the dispute within five (5) business days of the hearing. If either party is not satisfied with the decision of the mediator, the party may then bring an action in a court of competent jurisdiction in Fort Bend County.
- 9.2 Any person who sells or conveys any portion of the Property shall, prior to such sale or conveyance, give written notice of this Agreement to the prospective purchaser or grantee, and shall give written notice of the sale or conveyance to the City. A copy of the notice required by this section shall be sent in accordance with Section 8.1.
- 9.3 This Agreement shall run with the Property and be recorded in the real property records of Fort Bend County, Texas.
- 9.4 If a court of competent jurisdiction determines that any covenant of this Agreement is void or unenforceable, then the remainder of this Agreement shall remain in full force and effect.

- 9.5 Any Owner or the City may enforce this Agreement by any proceeding at law or in equity. Failure to do so shall not be deemed a waiver to enforce the provisions of this Agreement thereafter.
- 9.6 No subsequent change in law regarding annexation shall affect the enforceability of this Agreement or the City's ability to annex the properties covered herein pursuant to the terms of this Agreement.
- 9.7 This Agreement shall be governed, enforced, and construed in accordance with the laws of the State of Texas. Venue for this Agreement shall be in Fort Bend County, Texas.
- 9.8 The City warrants that this Agreement has been approved by the City Commission in accordance with all applicable public meeting and public notice requirements (including, but not limited to, notices required by the Texas Open Meetings Act) and that the individual executing this Agreement on behalf of the City has been authorized to do so. Owner warrants that the execution of this Agreement is duly authorized in conformity with the articles of incorporation, bylaws, partnership agreement, or other applicable organizational documents of Owner and that the individual executing this Agreement on behalf of Owner has been authorized to do so.
- 9.9 Severability. The provisions of this Agreement are severable and, in the event any word, phrase, clause, sentence, paragraph, section, or other provision of this Agreement, or the application thereof to any person or circumstance, shall ever be held or determined to be invalid, illegal, or unenforceable for any reason, and the extent of such invalidity or unenforceability does not cause substantial deviation from the underlying intent of the parties as expressed in this Agreement, then such provision shall be deemed severed from this Agreement with respect to such person, entity or circumstance, without invalidating the remainder of this Agreement or the application of such provision to other persons, entities or circumstances except to the extent that the severed provision(s) is a dependent substantive term the removal of which affects the intent and effect of the remaining provisions.
- 9.10 Changes in State or Federal Laws. If any state or federal law changes so as to make it impossible for the City or the District to perform its obligations under this Agreement, the Parties will cooperate to amend the Agreement in such a manner that is most consistent with the original intent of the Agreement as legally possible.
- 9.11 Amendment. This Agreement may be amended only with the written consent of all Parties and with approval of the governing body of the City.
- 9.12 No Waiver. Any failure by a Party to insist upon strict performance by the other Party of any provision of this Agreement shall not be deemed a waiver thereof, and the Party shall have the right at any time thereafter to insist upon strict performance of any and all provisions of this Agreement. No provision of this Agreement may be waived except by writing signed by the Party waiving such provision. Any waiver shall be limited to the specific purposes for which it is given. No waiver by any Party hereto of any term or condition of this Agreement shall be deemed or construed to be a waiver of any other term or condition or subsequent waiver of the same term or condition.

9.13 This Agreement may be separately executed in individual counterparts and, upon execution, shall constitute one and the same instrument.

9.14 This Agreement shall survive its termination to the extent necessary for the implementation of the provisions of Sections 4, 5, and 6 herein.

[REMAINDER OF PAGE IS LEFT BLANK]

DRAFT

Entered into this _____ day of _____, 2023.

EXCELSIOR PARTNERS, LLC

Signature

Printed Name:

Signature

Printed Name:

THE CITY OF RICHMOND, TEXAS

Rebecca K Haas
Mayor

(NOTARIES FOLLOW)

STATE OF TEXAS §
COUNTY OF FORT BEND §

BEFORE ME the undersigned authority on this day personally appeared _____,
_____, and acknowledged that he is fully authorized to execute the foregoing document
and that he executed such document for the purposes and consideration therein expressed and in
the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the _____ day of
_____, 2024.

Notary Public - State of Texas

STATE OF TEXAS §
COUNTY OF FORT BEND §

BEFORE ME the undersigned authority on this day personally appeared Rebecca K Haas,
Mayor, City of Richmond and acknowledged that he is fully authorized to execute the foregoing
document and that he executed such document for the purposes and consideration therein expressed
and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the _____ day of
_____, 2024.

Notary Public - State of Texas

DRAFT



City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

- A21. Review and discuss proposed language on Multi Family requirements within Unified Development Code.



**CITY COMMISSION
AGENDA ITEM COVER MEMO**

DATE: November 18, 2024

Staff Review:

City Manager _____

City Attorney _____

Finance _____

Fire Department _____

Police Department _____

Public Works _____

AGENDA ITEM:

**SUBMITTED BY: MasonA. Garcia, Planning Director
Planning Department**

SYNOPSIS

This is an agenda request to receive feedback on a proposed a text amendment to the Multifamily residential regulations over apartments in the Unified Development Code (UDC).

COMPREHENSIVE PLAN 2014 GOALS ADDRESSED

D.2. Continuously re-evaluate the City’s incentives, policies, and regulations – while at the same time – setting quality and character standards that are compatible with the historic character and future trajectory of the community.

BACKGROUND

The intent of the proposal is to:

- 1. Provide more clarity on specific multifamily regulations.**
- 2. Include provisions to ensure quality development.**
- 3. Revise regulations pertaining the density and height requirements of certain multifamily requirements.**
- 4. Include definitions needed for clarity.**

The proposed amendment is based on insight gained through the development plan review experiences since the adoption of the UDC. The proposed amendment would facilitate a clearer understanding of the regulation and allow more effective administration and enforcement of the regulations. The proposed amendment does not deviate from the City of Richmond’s Comprehensive Plan goals or the general intent of the UDC.

The following changes are being proposed for the development of apartments within the Unified Development Code:

- Increasing the required area per unit from 1,500 sf. to 2,000 sf. this would reduce the units allowed per acre amount from 29 to 21.78.
- Increase in interior side setbacks from 15' to 30'.
- Reduce maximum height of apartments from 35' to 30'.
- Maximum of 200 residential units per development.
- Requirement of controlled access to the dwelling units via a lobby and interior hallways.
- Distance requirements from other multi-family residential developments of a minimum of one-half mile measured in a straight line.
- Text revision citing stairway may only be accessed from the interior of the building.
- Removal of Figure 5.1.102 Illustrative Application of Building Design Standards.
- Provision of a definition for Controlled Access.

BUDGET ANALYSIS

FUNDING SOURCE	ACCOUNT NUMBER	PROJECT CODE/NAME	FY 2024-2025 FUNDS BUDGETED	FY 2024-2025 FUNDS AVAILABLE	AMOUNT REQUESTED
N/A	N/A	N/A	N/A	N/A	N/A

BUDGET AMENDMENT REQUIRED? YES _____ NO X

Requested Amendment: N/A

Budgeted funds estimated for FY 2024-2025: N/A

Purchasing Review: N/A

Financial/Budget Review: N/A

FORM CIQ: N/A

FORM 1295 N/A

SUPPORTING MATERIALS

A report has been submitted by the Planning Department for review by the Mayor and City Commission.

STAFF'S RECOMMENDATION

Staff would like feedback on the proposed text amendment.

City Manager Approval: _____



CITY COMMISSION
Staff Report: UDC Text Amendment

Agenda Date: November 18, 2024

Agenda Item:

Agenda Item Subject: Unified Development Code (UDC) Text Amendment Proposal

Project Description: Proposed UDC text amendment to revise Sections for more effective administration and enforcement of the regulations for Multifamily Residential.

Zoning Designation: NA

P&Z Comm Mtg Date: N/A

Project Planner: Mason A. Garcia, Planning Director

OVERVIEW

This is an agenda request to consider a text amendment to the Multi-family Regulations with specific requirements pertaining to “apartments”. The city is seeing growth within and immediately surrounding the City Limits. There has been a recurring theme identified regarding the proposal to develop multifamily residential properties, particularly apartments. Discussion by the Commission has been to ensure the quality and maintenance of the proposed developments. The intent of the proposed amendment is to:

- 1) Provide more clarity on specific multifamily regulations.
- 2) Include provisions to ensure quality development.
- 3) Revise regulations pertaining to density and height requirements of certain multifamily requirements.
- 4) Include definitions needed for clarity.

The proposed amendment is based on insight gained through the development plan review experiences since the adoption of the UDC. The proposed amendment would facilitate a clearer understanding of the regulation and allow more effective administration and enforcement of the regulations. The proposed amendment does not deviate from the City of Richmond’s Comprehensive Plan goals or the general intent of the UDC.

PROPOSED AMENDMENT

The following changes are being proposed for the development of apartments within the Unified Development Code:

- Increasing the required area per unit from 1,500 sf. to 2,000 sf. this would reduce the units allowed per acre amount from 29 to 21.78.
- Increase the interior side setbacks from 15' to 30'.
- Reduce maximum building height of apartments from 35' to 30'.
- Maximum of 200 residential units per development.
- Requirement of controlled access to the dwelling units via a lobby and interior hallways.
- Distance requirements from other multi-family residential developments of a minimum of one-half mile measured in a straight line.
- Text revision citing stairway may only be accessed from the interior of the building.
- Removal of Figure 5.1.102 Illustrative Application of Building Design Standards.
- Provision of a definition for Controlled Access.

This section provides a highlighted version of the proposed changes to the Multifamily (apartment) regulations. Proposed text edits are included in red color. Please note that the Section topics are proposed to be re-arranged. Current regulations are included at the end of the report for reference and comparison:

Definition:

Apartment means a multi-family building type that is comprised of three or more dwelling units, each having an entrance to a hallway, stairway, or balcony in common with at least one other dwelling unit.

Table 2.2.102A Residential and Commercial Uses of the Home													
P = Permitted Use; L = Limited Use; C = Conditional Use; -- = Prohibited Use													
Land Use	Limited and Conditional Use Standards	Zoning Districts											
		Residential		Nonresidential									
		SR	GR	SC	GC	OT	DN	BP	IN	MU	PI	RV	
Residential Uses													
Single-Family Detached													
- Cottage	Sec. 2.2.201	--	--	--	--	--	--	--	--	--	L ¹	--	--
- Industrialized Housing	Sec. 2.2.201	L	L	--	--	L	L	--	--	--	L ¹	--	--
- Single-Family Detached	Sec. 2.2.201	P	P	--	--	L	L	--	--	--	L ¹	--	--
- Manufactured Home	Sec. 2.2.201	L	L	--	--	--	--	--	--	--	--	--	--
Single-Family Attached													
- Duplex	Sec. 2.2.201	L	L	--	--	L	--	--	--	--	L ¹	--	--
- Triplex	Sec. 2.2.201	--	L	--	--	L	--	--	--	--	L ¹	--	--
- Townhouse	Sec. 2.2.201	--	L	--	--	L	L	--	--	--	L ¹	--	--
- Live-Work Unit	Sec. 2.2.201	--	--	--	--	L	L	--	--	--	L ¹	--	--
Multi-Family													
- Apartment	Sec. 2.2.201	--	--	--	--	--	--	--	--	--	L ¹	--	--
- Downtown Lofts	N/A	--	--	--	--	--	P	--	--	--	--	--	--

Table 2.2.201
Residential and Commercial Uses of the Home Limited and Conditional Use Standards

Individual Uses				
	GR	N/A	N/A	If existing prior to the effective date of this UDC.
Apartment	MU	It shall be designed as part of an overall planned development.	<p>Apartments are allowed as follows:</p> <ol style="list-style-type: none"> 1. Only controlled access permitted to dwelling units via a lobby and interior hallways. All units are accessed via interior hallways. 2. The design of the apartment buildings shall be in conformance with all applicable provisions of Section 5.1.102, <i>Multifamily Design Standards</i>. 3. The apartment building(s) shall be separated from nonresidential uses by a Type CB bufferyard or a minor residential street (see Division 4.4.300, <i>Buffering</i>). 4. Parking is located in a parking lot behind the building. 5. Property shall be located no closer than one half mile in a straight line from any other multifamily residential (from property line to property line- measured in a straight line) 6. A maximum of 200 units may be developed on a parcel 	N/A

TABLE NOTES:
N/A - Not Applicable.

Table 3.1.102B Single-Family Attached and Multi-Family Lot and Building Standards							
District and Neighborhood Type	Minimum						Maximum Building Height
	Lot Dimension		Setbacks				
	Area per Dwelling Unit	Width	Front	Interior Side ²	Street Side	Rear	
Single-Family Attached (see Table 2.2.102A, Residential and Commercial Uses of the Home, for allowable districts for single-family attached dwellings)							
Duplex	3,000 sf.	60'	25'	0'	15' ⁵	15'	35'
Triplex	3,000 sf.	60'	25'	0'	15' ⁵	15'	35'
Townhouse / Live-Work Unit ⁴	3,000 sf.	90'	40'	8'	18'	50'	35'
Live-Work Unit	Live-Work Units are subject to the standards set out in Division 3.1.200, Nonresidential and Mixed-Use Intensity, Lot, and Scale Standards.						
Multi-Family (see Table 2.2.102A, Residential and Commercial Uses of the Home, for allowable districts for single-family attached dwellings)							
Apartment	1,500sf. 2,000 sf.	200'	35'	15' 30'	25'	35'	30' 35'
Downtown Lofts ^{1,3}	Multi-family development is subject to the standards set out in Table 3.1.201A, Nonresidential and Mixed-Use Development Standards.						

Sec. 5.1.102 Multi-Family Design Standards

- A. **Generally.** The City Commission has established that the orderly development and construction of multi-family housing is both a continuing primary concern and necessity within the City limits and extraterritorial jurisdiction (ETJ), therefore all multi-family parcels proposed for development shall meet the standards of this Section, unless they are located in vertically mixed-use buildings in which case they are subject to this Section and the design standards of Division 5.1.200, Nonresidential and Mixed-Use Design Standards.

- B. **360-Degree Architecture.** The architectural features and articulation of the front façade shall be continued on all sides.
- C. **Building Design.**
1. *Minimum Design Standards.*
 - a. A multi-family building containing more than four dwelling units shall be designed to break up a rectangular floor plan and avoid a box-like or monolithic appearance (see Figure 5.1.102, *Illustrative Application of Building Design Standards*).
 - b. At least three of the following techniques, or any technique that would produce a comparable effect, may be used to avoid the appearance of a box-like or monolithic building:
 1. Varying roof lines;
 2. Changes in wall planes of at least five feet at intervals of not more than 50 feet;
 3. The use of dormers, bay windows, or other windows that create dimension that break up the façade;
 4. Balconies that are used irregularly, some projecting, some recessed;
 5. Primary entrance treatments that are recessed or project from the main façade; and
 6. Changes in floor plans that create rooms with corner windows.
 - c. Stairs that provide primary access to units on upper floors shall be only accessible from the interior of building.
 - d. Awnings, where installed, shall be constructed with fabric or metal coverings. Plastic coverings are prohibited.
 - e. Elements such as eaves, rakes, cornice lines, or frieze boards shall be used to contribute to the visual interest of the building.
 - f. Columns, cornices, and similar elements shall be natural or simulated natural elements such as wood, composite material, architectural metal, or stone.
 - g. Balcony and railing materials may be different than the materials used on exterior walls.
 - h. Foundations that have more than two feet of exposure shall be faced with brick or stone veneer. Exposed cinder block and concrete are prohibited.

Delete Figure 5.1.102

Figure 5.1.102

Illustrative Application of Building Design Standards

Allowed



Not Allowed



D. Building Scale.

1. Any portion of a building that is closer than 50 feet from a property line that abuts a residential use shall be no higher than 20 feet above the highest point of the closest residential structure. This does not apply if the residential structure is located across street right-of-way from the parcel proposed for development or if it is within the same development proposal (e.g., a mixed-use development).
2. The apparent exterior floor-to-floor height of each story of a building shall be limited to 12 feet. Individual floors shall be delineated on the building façade through the use of window placement and horizontal details. Interior floor-to-floor heights may exceed 12 feet.

E. Garages. When visible from street right-of-way, garages shall be located on the side or behind the rear façades of the multi-family buildings. Alternatively, a Type D bufferyard shall be provided between the garage building(s) and street right-of-way. The materials, building design, and roof type of garages shall be compatible with the multi-family buildings.

F. Lighting. All lighting for multi-family developments shall adhere to the requirements and restrictions set out in [Division 4.2.300, Outdoor Lighting](#), or as otherwise required by the City. In addition, all multi-family developments shall provide streetlights (evenly spaced along street right-of-way with a maximum spacing of 100 feet on-center, or as otherwise approved by the Director of Public Works, and ready to connect to the City's streetlight system), parking lot lighting (not to exceed 15 feet in height and placed uniformly so as to provide adequate lighting across all parking surfaces), pedestrian lighting (for all high-volume pedestrian areas including building entries; along sidewalks, walkways, or paths; and around common open spaces), and indirect building lighting (located no closer than 10 feet from all buildings and designed and installed in a manner so as not to cause glow or glare in the windows of individual dwelling units).

G. Pedestrian Facilities and Amenities.

1. Walkways with a minimum width of five feet shall directly connect each front door or front entrance with surrounding sidewalks, walkways, or paths.
2. All buildings shall provide a minimum 10 foot landscaped pedestrian zone between the building and parking area. The pedestrian zone shall contain walkways and landscape planting areas, plazas, and/or gardens. These areas shall also be protected from vehicular traffic by curbs, fencing, walls, wood posts, concrete bollards, or other barriers.
3. In conjunction with each pedestrian zone and for each 10 dwelling units, or portion thereof, there shall be one bench or picnic table and one trash receptacle accessible by a sidewalk, walkway, or path that is located no more than 25 feet from a building entrance. Benches, tables, and trash receptacles shall be anchored to the ground. Each shall be constructed of a non-corrosive, weather-resistant material, excluding wood.
4. All crossings of internal streets, access drives, and driveways shall have well-defined pavement markings and pedestrian crossing signs.
5. Covered sidewalks or walkways that are part of or adjacent to a building may be used for outdoor seating and dining or as terraces and arcades, provided a minimum passable width of four feet.

H. Mechanical Equipment and Meters. All ground- and roof-mounted equipment and meters shall be screened as set out in [Section 5.1.202, Mechanical Equipment and Meters](#).

I. Roofing Systems.

1. *Flat Roof Systems.* Any material that is permitted by the City's adopted building code is allowed on flat roof systems. Green roof systems are permitted and encouraged.

2. *Roofing Materials for Pitched Roof Systems.* Roofing materials used on pitched roof systems shall be proven, high-quality, durable materials, including:
 - a. Architectural shingles;
 - b. Concrete tile;
 - c. Slate;
 - d. Standing seam metal;
 - e. Building integrated solar arrays (solar panels that double as roofing material); and
 - f. Green roof systems.
3. *Prohibited Roofing Materials.* Corrugated or ribbed metal and other roofing materials that are not listed in Subsection I.2., above, are prohibited.
4. *Projections.* Roofs shall contain at least one projection for every 100 linear feet of building frontage. Roof projections may include cupolas, dormers, balustrade walks, chimneys, or gables.

J. Building Materials.

1. *Generally.*
 - a. Heavy masonry materials shall extend to grade and be located below lighter materials (e.g., stucco or cement siding).
 - b. A vertical change of materials shall occur at an interior corner or shall occur at an exterior corner or within four feet of an exterior corner. Horizontal changes of material from brick or stone to another material shall include a stone cap or a brick sill. Horizontal changes of materials using a stone cap or brick sill shall not have the cap or brick sill interrupted by window or door openings. In all other cases, the material above the brick or stone shall extend over the top edge of the masonry with trim or siding.
 - c. Masonry openings in a brick or stone façade shall have a stone lintel, a stone or brick arch, or a brick soldier course.
 - d. All exposed bricks shall not be laid in a stack bond pattern. All joints shall be tooled. Brick panel veneer systems are permitted.
 - e. The maximum allowable exposure of lap siding is eight inches.
2. *Primary Exterior Finish Materials.* All building facades shall be constructed of a minimum of 60 percent of primary exterior finish materials.
 - a. Brick, including thin brick;
 - b. Stone, including cast stone and synthetic stone; provided however, that synthetic stone (e.g., pre-manufactured fiberglass, cultured stone, or glass-fiber reinforced concrete) is identical in appearance and of equal or greater durability to natural stone;
 - c. Portland cement stucco with a weather barrier layer and wall drainage system; or
 - d. Architectural masonry units in the following styles:
 1. Split face;
 2. Weathered face;
 3. Sandblasted face; or
 4. Ground face.
3. *Secondary Exterior Finish Materials.* The remainder of building elevation(s) may be constructed of the following secondary exterior finish building materials:

- a. Exterior Insulation and Finish Systems ("EIFS") provided the following:
 1. Use of a wall drainage system (barrier wall systems are prohibited);
 2. Use of a 20 oz. high-impact mesh below eight feet above ground level;
 - b. Fiber cement siding;
 - c. Stucco panel; or
 - d. Wood materials, or combination thereof.
4. *Prohibited Exterior Finish Materials.* The following building materials are prohibited on all multi-family buildings:
- a. Prefabricated metal wall panels;
 - b. Corrugated or ribbed metal panels;
 - c. Smooth-faced or un-textured, unfinished concrete blocks;
 - d. Plywood;
 - e. Plastic;
 - f. Wood fiberboard;
 - g. Under-fired or unfired clay, sand, or shale rock; and
 - h. Painted brick, concrete masonry units, and cementitious stucco.
5. *Approval of Other Exterior Finish Materials.* Other building materials may be used as primary or secondary exterior finish materials if it is demonstrated that they have comparable durability, impact resistance, and aesthetic quality as the materials provided by this Section, and:
- a. They are part of a building that is designed to achieve a Leadership in Energy and Environmental Design ("LEED") certification, and the materials qualify for LEED points under both the "energy and atmosphere criteria" and the "materials and resources criteria" of the LEED checklists (*e.g.*, U.S. Green Building Council or "USGBC"); or
 - b. They are part of a building that is EPA certified as designed to earn the ENERGY STAR, and the materials substantially improve the energy efficiency of the building compared to materials that are permitted above; or
 - c. They are pre-approved for use by the City Commission.

Division 7.1.300 Definitions

C

Controlled Access The complete building or facility area under direct physical control within which unauthorized persons are denied unrestricted access. Controlled access facilities use access control systems to restrict entry to the building or its amenities.



STAFF RECOMMENDATION

Staff would like feedback on the proposed text amendment.

..... *End of Report*



City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

A22. Explanation of Absence from Regular City Commission Meeting.



City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

A23. Consider taking action on requests for future agenda items.



City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

- A24. Adjourn to Executive Session, as authorized by Texas Government Code, Section 551.071, Attorney Consultation.

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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EXECUTIVE SESSION

In accordance with Chapter 551, Government Code, Vernon's Texas Code Annotated (V.T.C.A) (Open Meetings Law), "The City Commission may meet in a Closed Executive Meeting pursuant to provisions of the Open Meetings Law, Chapter 551, Government Code, V.T.C.A. in accordance with the authority contained in the following section;" Sec. 551.071, Consultation with attorney.

- E1. Executive Session for Attorney Consultation.
- E2. Discuss Municipal Judge's duties and responsibilities, Section 4.03(2) of the City Charter

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.



City of Richmond

Where History Meets Opportunity

Regular Scheduled City Commission Meeting

600 Morton Street

Richmond, Texas 77469

Monday, November 18, 2024 at 4:30 P.M.

OPEN MEETING

- C1. Review and consider taking action on Resolution No. -2024, authorizing Eminent Domain proceedings to acquire Lots 1, 2, and 3 of Block 118, Town of Richmond.

- C2. 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 551.071 – for purpose of consultation with attorney, 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. 504 for needed accommodations.

If you have any questions, please let me know.
Terri Vela

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.

RESOLUTION NO. 503-2024

A RESOLUTION OF THE CITY COMMISSION DECLARING A PUBLIC CONVENIENCE AND NECESSITY AND AUTHORIZING EMINENT DOMAIN PROCEEDINGS, IF NECESSARY, FOR THE ACQUISITION OF THE FEE SIMPLE TITLE, AND ALL THE NECESSARY PROPERTY RIGHTS OVER, UNDER AND ACROSS THAT LAND BEING PART OF A 0.2169-ACRE TRACT, LOCATED IN THE W. MORTON SURVEY, ABSTRACT NUMBER 63, FORT BEND COUNTY, TEXAS, OUT OF BLOCK 118, LOTS 1, 2 AND 3 OF THE TOWN OF RICHMOND, A SUBDIVISION IN FORT BEND COUNTY, TEXAS ACCORDING TO THE MAP OR PLAT RECORDED IN VOLUME 8, PAGE 3 OF THE PLAT RECORDS OF FORT BEND COUNTY, TEXAS AND CONVEYED BY DOCUMENT NO. 2018041624 OF THE OFFICIAL PUBLIC RECORDS OF FORT BEND COUNTY, TEXAS; AUTHORIZING ALL APPROPRIATE ACTION BY THE CITY COMMISSION, STAFF, RETAINED ATTORNEYS AND ENGINEERING AND TECHNICAL CONSULTANTS IN THE INSTITUTION AND PROSECUTION OF CONDEMNATION PROCEEDINGS TO ACQUIRE ANY SUCH NEEDED FEE ESTATES AND RELATED RIGHTS OF INGRESS AND EGRESS THAT CANNOT BE ACQUIRED THROUGH NEGOTIATION; DECLARING FURTHER NEGOTIATIONS FUTILE; RATIFYING AND AFFIRMING ALL ACTS AND PROCEEDINGS HERETOFORE DONE OR INITIATED BY EMPLOYEES, AGENTS, AND ATTORNEYS OF THE CITY TO ACQUIRE SUCH PROPERTY INTERESTS INCLUDING ALL NECESSARY ACTS FOR ANY APPLICABLE LIENHOLDERS FOR SUCH PROPERTIES; AUTHORIZING ALL OTHER LAWFUL ACTIONS NECESSARY AND INCIDENTAL TO SUCH ACQUISITIONS OR EMINENT DOMAIN PROCEEDINGS TO SURVEY, SPECIFY, DEFINE, AND SECURE THE NECESSARY INTERESTS IN REAL PROPERTY; DECLARING THE SECTIONS OF THE RESOLUTION TO BE SEVERABLE ONE FROM THE OTHER IN THE EVENT ANY SECTION OF THE RESOLUTION IS DETERMINED TO BE INVALID; ESTABLISHING AN EFFECTIVE DATE; AND FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

WHEREAS, in order to promote public health, safety, and welfare, the City Commission (the "City") hereby finds that public convenience and necessity require acquisition of the fee simple title of a tract of land consisting of a 0.2169-acre tract, located in the W. Morton Survey, Abstract Number 63, Fort Bend County, Texas, out of Block 118, Lots 1, 2 and 3 of the Town of Richmond, a subdivision in Fort Bend County, Texas according to the map or plat recorded in Volume 8, Page 3 of the Plat Records of Fort Bend County, Texas and conveyed by Document No. 2018041624 of the Official Public Records of Fort Bend County, Texas (hereinafter referred to as "the Subject Property") being necessary for the public use to construct, reconstruct, operate

and maintain public parking (the “Project”), as well as the use of any and all excavated materials from the Property for the City’s use during the Project; and

WHEREAS, in order to effectuate the Project, it will be necessary and convenient that agents, representatives, or employees of the City lay out the Project, and acquire the fee simple title and property rights for the purpose of construction, reconstruction, replacement, operation, and maintenance of the Project; and

WHEREAS, it may be necessary to hire engineers, surveyors, appraisers, attorneys, title companies, architects, or other persons or companies to effect the laying out, establishment, and acquisition of the fee simple title and property rights necessary to effectuate said Project; and

WHEREAS, in order to acquire the necessary land rights, it will be or has been necessary for the City’s agents, representatives, or employees to enter upon the above-described property for the purpose of surveying and establishing said land titles and to determine adequate compensation for said fee simple title and property rights, to conduct tests, and to negotiate with the owners thereof for the purchase of necessary land rights; and

WHEREAS, it was necessary to set out procedures for the establishment and approval of just compensation for the necessary land rights to be acquired for the Project; and

WHEREAS, the City finds and determines that the public parking to be constructed or improved on the parcel identified and listed below and those property interests acquired are necessary to serve the public; and

WHEREAS, the City finds and determines that condemnation of the parcel is required.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF RICHMOND, TEXAS:

Section 1. The facts and opinions in the preamble of this Resolution are true and correct and are incorporated for all purposes to this Resolution.

Section 2. That in order to promote the public health, safety, and welfare, public convenience and necessity, requires the City’s acquisition of the fee simple title and property rights for the public use for construction, reconstruction, replacement, operation, maintenance, inspection and repair of public parking over those certain parcels of land described with particularity on Exhibit “A” attached and incorporated herein by reference as if fully set out.

Section 3. That the City’s agents, representatives, or employees are hereby authorized to:

- a. Lay out the exact location of the land area needed for the Project;
- b. Hire such engineers, surveyors, appraisers, title companies, architects, and other persons or companies needed to complete the laying out of the

facilities, the establishment and acquisition of fee simple title and other rights necessary for the Project;

- c. Enter upon any property necessary for the purpose of surveying, testing and establishing title, to determine adequate compensation for the necessary fee simple title and property rights;
- d. Negotiate with the owners of any such properties for the purchase thereof;
- e. Purchase any necessary property rights and rights-of-way on, over, under and across the Subject Property and execute all documents necessary to acquire such necessary land rights, all subject to express approval of the specific, negotiated terms by the City;
- f. Initiate eminent domain proceedings against the owner(s) of the properties for acquisition of the fee simple, and/or other property rights in the event any such owner fails to accept a bona fide offer to purchase the fee simple title; and
- g. Take whatever further actions deemed appropriate to economically affect the establishment of the Project and appurtenances thereto.

Section 4. That all previous acts and proceedings done or initiated by the City's agents, representatives, or employees for establishment of the Project, including the negotiation for and/or acquisition of any necessary fee simple title and property rights are hereby authorized, ratified, approved, confirmed, and validated. This resolution shall take effect immediately from and after its passage.

Section 5. The City Commission of the City of Richmond, Texas further finds that legal proceedings for condemnation of the property interests relating to the Project follow the requisites of law in that such condemnation is not to confer, or is a pretext to confer, a private benefit on a particular party, and is not primarily for economic benefit, but that such property is necessary for needed infrastructure and serves a public use.

Section 6. Severability: If any provision, section, subsection, sentence, clause or phrase of this Resolution, or the application of same to any person or set of circumstances is for any reason held to be unconstitutional, void, or invalid, the validity of the remaining portions of this Resolution shall not be affected thereby, it being the intent of the City Commission in adopting this Resolution that no portion hereof, or provisions or regulation contained herein, shall become inoperative or fail by reason of any unconstitutionality or invalidity of any other portion hereof and all provisions of this Resolution are declared to be severable for that purpose

Section 7. All resolutions and agreements and parts of resolutions and agreements in conflict herewith are hereby repealed to the extent of the conflict only.

Section 8. It is hereby found and determined that the meeting at which this resolution was passed was open to the public and that advance public notice of the time, place and purpose of said meeting was given as required by law.

PASSED AND APPROVED the 18th day of November, 2024.

Rebecca K. Haas, Mayor

ATTEST

APPROVED AS TO FORM:

Lasha Gillespie, City Secretary

Gary W. Smith, City Attorney

EXHIBIT A

Being a description of a 0.2169-acre tract, located in the W. Morton Survey, Abstract Number 63, Fort Bend County, Texas, out of Block 118, Lots 1, 2 and 3 of the Town of Richmond, a subdivision in Fort Bend County, Texas according to the map or plat recorded in Volume 8, Page 3 of the Plat Records of Fort Bend County, Texas (P.R.F.B.C.T.) and conveyed to Julia Marisol Maldonado by Document No. 2018041624 of the Official Public Records of Fort Bend County, Texas (O.P.R.F.B.C.T.). Said 0.2169-acre tract being more particularly described by metes and bounds as follows:

COMMENCING at a found 5/8-inch iron rod with cap at the northeast intersection of South 2nd Street, (70-foot-wide Right-Of-Way) and Morton Street, (70-foot-wide Right-Of-Way) and the southwest corner of said Block 118;

THENCE, North 65°12'06" East, along the southeasterly line of said Block 118 and the said northwesterly Right-of-Way line of Morton Street, a distance of 120.00 feet to a found 5/8-inch iron rod at the southwest corner of said 0.2169-acre tract in the said northwesterly Right-Of-Way line of Morton Street and the southeast corner of Lot 4, being a part of Lots 4, 9, 10 and 11 as recorded in Volume 8, Page 3 of the Plat Records of Fort Bend County Texas (P.R.F.B.C.T), and conveyed to the Development Corporation of Richmond, City of Richmond, by Document No. 2019065326 of the O.P.R.F.B.C.T., and being the **POINT OF BEGINNING** of the herein described 0.2169-acre tract;

THENCE, North 24°47'54" West, along the southwesterly line of said 0.2169-acre tract and northeasterly line of said Lot 4, a distance of 105.00 feet to a found 5/8-inch iron rod (disturbed), for the northwest corner of said 0.2169-acre tract;

THENCE, North 65°12'06" East, along the northwesterly line of said 0.2169-acre tract and the southeast line of Lots 10 and 9, a distance of 60 feet, passing the southeast corner of said Lot 9 same being the southwest corner of Lot 8, Block 118 for a total distance of 90.00 feet to a found 5/8-inch iron rod with cap, marked "South Texas Surveying", for the northeast corner of said 0.2169-acre tract and southeast corner of said Lot 8;

THENCE, South 24°47'54" East, along the northeasterly line of said 0.2169-acre tract, a distance of 105.00 feet to a found 5/8-inch iron rod with cap, marked "Texas 5530", for the southeast corner of said 0.2169-acre tract same being southeast corner of said Block 118;

THENCE, South 65°12'06" West, along the southeasterly line of said 0.2169-acre tract and said northwesterly Right-Of-Way line of Morton Street, a distance of 90.00 feet to the **POINT OF BEGINNING** of the herein described tract and containing 0.2169-acres of land more or less.

EXHIBIT A

A survey plat, drawing no. 05.102736-SVY-PLT-001, of even date accompanies this description.

All grid coordinates and bearings stated herein reference the Texas Coordinate System of 1983, South Central Zone, as defined in the Texas Natural Resources Code, Sec. 21.071, et. Seq. and are based on a GPS-Real Time Kinematic (RTK) survey performed in May of 2023. All distances recited are grid and may be converted to surface by multiplying by the scale factor 0.999872580.

Jeffrey Lee Woodson

Jeffrey Lee Woodson
Registered Professional Land Surveyor
No. 6246- State of Texas
May 18, 2023



Prepared by:
Parcheron Survey, LLC
Texas Licensed Surveying Firm
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Katy, Tx. 77449

