

STATE OF TEXAS

COUNTY OF FORT BEND

CITY OF RICHMOND



The City Commission for the City of Richmond, Texas met in Special Session on September 1, 2016 at 4:30 p.m.

Mayor Moore proceeded to call the meeting to order at 4:31 p.m. A quorum was present, with the following members in attendance:

Evalyn W. Moore, Mayor
Barry Beard, Commissioner
Jesse Torres, Commissioner
Terri Vela, City Manager
Laura Scarlato, City Secretary
Gary Smith, City Attorney

Mayor Moore introduced agenda item A2, Public comments. She asked for any public comments. There were no individuals signed up to speak under this item, therefore the item was closed.

Mayor Moore introduced agenda item A3, the Public Hearing on Tax Increase. Finance Director Susan Lang gave a brief presentation regarding the Tax Rate decreasing from \$.0755 to \$.0735 cents per \$100. Director Lang announced the second public hearing will be September 12th with the final adoption being September 19th, 2016. Director Lang fielded questions from the Commissioners regarding the language and the calculations. There were no comments from the public and there was no action required from the Commission therefore the item was closed.

Agenda item A4 the Public Hearing on the Proposed FY 2016-2017 Budget, per Section 7.05 of City Charter. Finance Director Susan Lang stated this was the first public hearing for the FY 2016-2017 Budget with the second public hearing to be September 12, 2016 with the final adoption on September 19, 2016. There were no comments from the public therefore the public hearing was closed.

Mayor Moore introduced agenda item A5 the Budget Workshop – Proposed Expenditures FY 2016-2017 Budget. Finance Director Susan Lang addressed the Mayor and Commissioners with a presentation regarding the Expenditure Review for the Budget and an overview of the past 9 years comparing the General and Utility Funds. The three main categories of expenditures are; salaries and wages, materials, supplies and services, and capital outlay. Capital outlay has been increasing as the departments have been replacing vehicles, mainly in the Police Department. The debt payments have jumped in the past two years due to the surface water treatment plant, without the plant, the City would be where it was two years ago. The debt as a total percent of the total budget is at 11% which is still lower than other cities. The General Fund's largest categories are Fire and Police making up 50% of the General Fund's budget. The Utility Fund balance has been going down due to the investments in infrastructure. Director Lang answered questions and reviewed various department requests. Director Lang pointed out the Hotel Occupancy Tax mechanism is in place to collect although at this time there isn't a hotel to collect any taxes but it is available. The City is looking at the needs assessment for City Hall, estimates for Fire Station #2, and various infrastructure improvements for the Master Plan updates. There was no action required, therefore this item was closed.

Mayor Moore introduced agenda item A6 to review and consider voting on TML Intergovernmental Risk Pool Board of Trustees, Place 6-9. City Manager Terri Vela explained the process and the form. It was decided for each member to vote for each position and the votes would be tallied and then submitted at the next commission meeting on September 12, 2016. The agenda item was closed.

Mayor Moore introduced agenda item A7 to review and consider taking action on Resolution No. 154-2016, authorizing the submission of the Henderson Wessendorff Foundation for Grant Funding of the Freeman Town Park. City Manager Terri Vela stated the land was donated by Joe D. Robinson and the initial intent was for drainage but with improvements to Rabbs Bayou it is no longer needed for that purpose so would like it to be used for a park. Ms. Vela answered questions regarding the funding amounts (\$156,860 amount to construct, \$21,390 Engineering and Surveying, \$178,250 total project cost). Commissioner Beard made the motion to approve Resolution No. 154-2016 with Commissioner Torres seconding the motion. There was a unanimous vote and the agenda item was closed.

Agenda item A8, to review and consider taking action on Resolution No. 155-2016, authorizing City staff to take actions in preparations for a proposed annexation of Golfview Drive, FM 762, the Burlington Northern Railroad tracks, and two tracts along Rabbs Bayou, and set the date and place for two public hearings on proposed annexation. City Attorney Gary Smith addressed the Commission, reviewing a map and providing information that the property being proposed is a street that is not within the city limits of Richmond. The city is currently working on cleaning up several items that need to be annexed. After a brief question period, Commissioner Torres made the motion to approve Resolution No. 155-2016, authorizing City staff to take actions in in preparations for a proposed annexation of Golfview Drive, FM 762, the Burlington Northern Railroad tracks, and two tracts along Rabbs Bayou, and set the date and place for two public hearings on proposed annexation. Commissioner Beard seconded the motion and the vote was unanimous to approve.


Agenda item A9 to review and consider taking action on the Interlocal Agreement with the City and Fort Bend Subsidence District for the Water Wise Program to increase water conservation through education of elementary students administered through the public schools and other water conservation program objectives and initiatives. City Manager Vela explained the program to the Commission, the benefits to the City and how the program works within the school districts. Commissioner Torres motioned to approve the Interlocal Agreement with the City and Fort Bend Subsidence District for the Water Wise Program with Commissioner Beard seconding the motion. The vote was unanimous to approve. The Agenda item was closed.

At 5:51 p.m. Commissioner Beard made the motion to adjourn to Executive Session, as authorized by Texas Government Code, Section 551.074, and Personnel Matters to discuss the City Manager's duties and responsibilities.

The Commission reconvened at 6:44 p.m. into open meeting whereas Commissioner Beard made the motion to reinstate and extend City Manager Terri Vela's Employment Contract three additional years. Commissioner Torres seconded the vote with two "ayes" and no "nays" to approve. Commissioner Beard made the motion to approve a 10% increase in salary for the City Manager Terri Vela. Commissioner Torres abstained from the vote and Mayor Moore voted to approve the salary increase. The motion carried and the item was closed.

With no further business to discuss, Commissioner Torres made the motion to adjourn with Commissioner Beard seconding therefore the meeting was adjourned at 6:47 p.m.

APPROVED:



Evalyn W. Moore, Mayor

Attest:

Laura Scarlato, City Secretary