



STATE OF TEXAS
COUNTY OF FORT BEND
STATE OF TEXAS

The City Commission for the City of Richmond, Texas met in Regular Session on June 19, 2017 at 4:30 p.m.

Prior to the meeting being called to order, Mayor Moore made the following announcements:

Music in the Park will be held at Wessendorff Park on July 14, 2017 with Savannah Adkins performing.

Today, June 19th is known as the Juneteenth Celebration which is a special day in Texas history. On June 19, 1865, General Gordon Granger stood on the balcony of the Ashton Villa in Galveston, Texas and read the proclamation announcing the total emancipation of slaves. The citizens of Richmond join us in recognizing this special day in history 152 years ago today.

Commissioner Beard reminded everyone of the State of the City coming up to be held at Briscoe Manor on June 28, 2017. Everyone was encouraged to attend the Chamber event to hear the Mayor's presentation.

Commissioner Torres noted the birthdays of both his son and grandson today, June, 19, 2017.

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
Jesse Torres, Commissioner P1
Barry Beard, Commissioner P2
Carl Drozd, Commissioner P3
Josh Lockhart, Commissioner P4
Terri Vela, City Manager
Gary Smith, City Attorney
Laura Scarlato, City Secretary

Mayor Moore introduced agenda item A2, Excuse from Attendance which was a new agenda item. City Manager Terri Vela stated this will now be a standing item on

the agenda and will only pertain to Regular Commission Meetings. There were no absences for Regular Commission Meetings to be excused. The agenda item was closed.

Mayor Moore introduced agenda item A3, Presentations with Employee Recognition for Service with the City.

Dixie Brzozowski was recognized for her 25 years of service with the Richmond Police Department. The Mayor noted that Dixie is now the Assistant Police Chief of Richmond.

Proclamation honoring Wellspring Church International for 20 years of Ministry Anniversary Celebration. Apostle Kevin Barber and his wife Prophetess, Darlene Barber were in attendance to receive the proclamation.

The update to be given by Officer Josh Dale with the Fort Bend County Narcotics Task Force was tabled.

Mayor Moore introduced agenda item A4, Public Comments. Mr. Jim Jackson was signed up to address the Mayor and Commission. Mr. Jackson resides at 809 Fields Street, and wanted to say **Thank You** to the City of Richmond. Mr. Jackson stated that Richmond has the best Police and Fire Departments and that they are second to none. The City has come a long way in beautifying the City and the new Freeman Town Park is absolutely outstanding.

Mayor Moore asked if there was any discussion regarding agenda item A5, the Consent Agenda.

Commissioner Beard pulled items A5 (1), and (7).
Commissioner Lockhart pulled item A5 (3).
Mayor Moore pulled item A5 (2).

Commissioner Drozd moved approval of the remainder of the Consent Agenda items with Commissioner Beard seconding the motion and the vote was unanimous to approve.

A5 (1). Commissioner Beard wished to recognize the photo and acknowledgement the Richmond Fire Department received from Congressman Pete Olson. Congressman Olson presented the Fire Department with a photograph of himself in Washington D.C. with a Richmond Fire Department shirt and hat displaying his **Richmond Pride**.

A5 (2). Mayor Moore recognized the Fire Department for the Fire Arms, Terrorism Awareness, and training for High Stress Shooting situations. The Mayor thanked the Fire Department for being proactive for the additional training during these critical times where the security is at risk. Chief Mike Youngblood addressed the Commission's questions. The Mayor thanked the Chief for their numerous classes and field training.

A5 (3). Commissioner Lockhart made inquiries regarding the new Crime Mapping System which is a very valuable tool. Assistant Police Dixie Brzozowski clarified that the system can be accessed from all over the United States and the world. It pulls data every morning at 6:00 a.m. from the City's server, the type of crime, the location of the incident, case number, and is available 24/7. In the future there are hopes to be linked to Crime Stoppers. The cost to the City is very minimal at approximately \$600/year.

A5 (7). Commissioner Barry Beard directed his comments to Public Works Director Howard Christian. Commissioner Beard inquired about the status of the Chloramine Conversion project, of which Director Howard stated it was on schedule. City Manager Vela stated this is the first step in the education process for the citizens regarding the conversion to the surface water treatment plant. Director Christian noted the Commission would be provided the notice that would be mailed to the citizens for their review. Commissioner Beard thanked Mr. Christian for tracking the percentage of completion for the projects on the Public Works report. Also for tracking the water credits for water usage.

Commissioner Beard moved approval of Consent Agenda items A5 (1), A5 (2), A5 (3) and A5 (7). Commissioner Drozd seconded the motion and the vote was unanimous to approve.

Agenda item A6, to review and consider taking action on Ordinance No. 2017-12, inclusion in the City of Richmond Extraterritorial Jurisdiction (ETJ) of 1.878 acres of land in the Joseph Kuykendall League, Abstract 49, Fort Bend County, Texas, owned by Southwest Church of Nazarene as requested by the owners. City Planner Jessica Duet addressed the Commission stating the owners of the property have submitted a petition and all of the necessary paperwork requesting to be included in the City of Richmond's ETJ. They have attended a Planning and Zoning meeting and they have the option to be included in MUD 116 or the City of Richmond and they would like to be included in the City of Richmond. City Planner Duet assured Commissioner Beard the City would not provide services, the services would be provided from MUD 116. Commissioner Beard made the motion to approve Ordinance No. 2017-12, City of Richmond Extraterritorial Jurisdiction (ETJ) inclusion of 1.878 acres of land in the Joseph Kuykendall League, Abstract 49, Fort Bend County, Texas, owned by Southwest Church of Nazarene as requested by the owners. Commissioner Lockhart seconded the motion and the vote was unanimous to approve.

Agenda item A7, to review and consider taking action on staff recommendation on awarding professional engineering services for the Water and Wastewater Master Plan. Per City Manager Terri Vela, the City completed the first Water Master Plan in 2010. Vela stated that every five years, you are required to review the impact fees for the citizens. Public Works Director Christian stated there have been significant developments that have occurred in the utility service area since that time. The scope of the project included Capital Improvement Program Updates, Utility Rate analysis, Coordination and update to the City's GRP and numerous other requirements. Director Christian recommended KIT Professionals, Inc. at \$277,350 for the Engineering Services Contract. Commissioner Lockhart made the motion which was seconded by Commissioner Beard to award the professional engineering services contract for the

Water and Wastewater Master Plan to KIT Professionals, Inc. The vote was unanimous to approve.

Mayor Moore introduced agenda item A8, review and consider taking action on Resolution No. 184-2017, 2017 Agreement between the Pecan Grove MUD and the City of Richmond, providing for training of water plant employee. Public Works Director Christian addressed the Commission concerning the item as a training plan for the Surface Water Treatment Plant. The Pecan Grove Municipal Utility District is willing to participate with the City of Richmond to allow a Richmond Utility employee to observe operations and receive instruction on the operation of the Pecan Grove Surface Water Treatment Plant. The experience gained at the Pecan Grove plant will be beneficial to the Richmond employee receiving a state license and moving into Richmond's new surface water treatment plant when operational. Director Christian stated there is no cost to the City of Richmond. Commissioner Torres made the motion to approve Resolution No. 184-2017, Agreement between the Pecan Grove MUD and the City of Richmond, providing for training of water plant employee. Commissioner Drozd seconded the motion and the vote was unanimous.

Mayor Moore introduced agenda item A9, review and consider taking action on authorizing the execution of an Asphalt Overlay Contract through the Fort Bend County Interlocal Agreement with the City of Richmond. Public Works Director Christian addressed the Commission and stated there are 8 streets the City would like to utilize the Interlocal Agreement with the County to keep making progress on needed street repairs. These proposed streets require no engineering and have open ditches. This will give the City a chance to evaluate the process of outsourcing the asphalt work. The staff is recommending the contract be awarded to James Construction Group, LLC – Silva in the amount of \$128,551.91 utilizing the City's interlocal agreement with the Fort Bend County. Commissioner Beard made the motion to authorize the execution of an Asphalt Overlay Contract through the Fort Bend County Interlocal Agreement with the City of Richmond. Commissioner Torres seconded the motion and the vote was unanimous to approve.

Agenda item A10 to review and consider taking action on the Ordinance No. 2017-10, establishing no parking/tow-away zone on all the road right of way of the 700 block of South Fifth Street. City Manager Terri Vela addressed the Mayor and Commission regarding the property owner across from Access Health. City Manager Vela stated that Code Enforcement has visited with the property owner regarding the traffic and on-street parking from the schools, institutions and businesses in the area of the property. The traffic and parking has made it difficult for the residents to safely enter and exit their driveways and to navigate the street. City Manager Vela reiterated there is ample parking in the area for the businesses. Following a brief discussion,

Commissioner Lockhart made the motion to approve Ordinance No. 2017-10 establishing no parking/tow-away zone on all the road right of way of the 700 block of South Fifth Street with Commissioner Beard seconded the motion. The vote was 4 “ayes” to approve and no “nays”, the motion passed.

Mayor Moore introduced agenda item A11 to review and consider taking action on Resolution No. 186-2017, reappointment of Zoning Board of Adjustment Board Member. City Manager Vela stated that Chair Stephen Doggett would like to remain on the board and subsequently be reappointed. Vela also stated the board had never appointed an alternate and needed to do so. The reappointment would be for two years however, since Mr. Doggett’s position expired on July 20, 2016 the City would need to go back to that date so the term would be from 07.20.16 - 07.20.18. Mr. J.J. Martinez will stay on the board until the July 2017 Commission meeting. Vela stated a board member remains on the board until they have been reappointed. Per City Attorney, Gary Smith stated the board members will be reappointed for two year terms. Commissioner Beard made the motion to approve Resolution No. 186-2017, the reappointment of the Zoning Board of Adjustment Board Member to be Stephen Doggett. Commissioner Lockhart seconded the motion to approve and the vote was unanimous.

Mayor Moore introduced agenda item A12, to review and consider taking action on Ordinance No. 2017-11, to provide a limit for 36 hours of staff time to be expended during a fiscal year for public information requests from a single requestor. The Mayor stated that House Bill 3107 which provides for much of the same provisions will be in effect September 1, 2017 and the City will amend the ordinance at that time. City Attorney Gary Smith provided the terms of the ordinance, one being the tracking of time by city staff and once the 36 hours is exceeded the requestor must be notified that they will be required to pay for the staff time at \$15.00 per hour. Attorney Smith stated the ordinance would be effective immediately. Commissioner Beard stated the City is *“not trying to limit public information or be less transparent but merely trying to minimize the egregious effort to take advantage of this process and cost the taxpayer’s money.”* Commissioner Drozd inquired as to the reproduction charges for the Open Records Request which is \$0.10 per copy. Commissioner Lockhart inquired as to any safeguards for multiple “vexatious requestors” as it is referred to by the state that are working the system. City Manager Vela stated that the new Crime Mapping system is one of the ways the City is providing transparency by providing more information online so that citizens will have access to data at the fingertips. Commissioner Lockhart made the motion to approve Ordinance No. 2017-11 providing a limit for 36 hours of staff time to be expended during a fiscal year for public information requests from a single requestor. Commissioner Beard seconded the motion and the vote was unanimous to approve.

Mayor Moore introduced agenda item A13, to review and consider amending the Rules of Commission. City Manager Vela stated this was an opportunity for review and submit comments. The Commission would have one more chance to review at the July 17, 2017 Commission Meeting where it will be voted on. Commissioner Lockhart requested the following change "The City Secretary shall keep a copy of each application for at least one (1) year balance of the calendar year or so long as a person has been appointed" to "The City Secretary shall keep a copy of each application for the balance of the calendar year or so long as a person has been appointed". There was no action required for this agenda item therefore, it was closed.

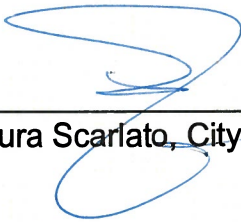
With no further business to discuss, Commissioner Torres made the motion to adjourn with Commissioner Drozd seconding therefore the meeting was adjourned at 5:55 p.m.

APPROVED:



Evalyn W. Moore, Mayor

Attest:



Laura Scarlato, City Secretary