

STATE OF TEXAS

COUNTY OF FORT BEND

CITY OF RICHMOND



The City Commission for the City of Richmond, Texas met in Regular Session on March 16, 2015 at 4:30 p.m. Mayor Moore called the meeting to order at 4:32 p.m. A quorum was present, with the following members in attendance:

Evalyn W. Moore, Mayor
Glen Gilmore, Commissioner
Jesse Torres, Commissioner
Terri Vela, City Manager
Laura Scarlato, City Secretary

Mayor Moore declared the meeting open.

Mayor Moore introduced agenda item number A2, presentation of awards and announcements.

Susan Lang, Finance Director introduced the new position within her department that was created and budgeted for of Finance Manager that was recently filled by Maritza Salazar. Maritza comes from Rosenberg, Texas with 16 years of experience with a background in customer service, permits, finance, budgeting and capital projects. The city is pleased to have her and she was welcomed by the Mayor and Commissioners.

Mayor Moore introduced agenda item A3, Public comments. She asked for any public comments. There were no comments; therefore the agenda item was closed.

Mayor Moore introduced the consent agenda; A4 with the following items, Mayor Moore requested that item 7 be pulled for further discussion.

1. Review and approve the minutes for the meeting February 16, 2015 Commission Meeting.
2. Review and approve the Fire Department Report.
3. Review and approve the Police Department Report.

4. Review and approve the Municipal Court Report.
5. Review and approve the Tax Assessor/Collector Report.
6. Review and approve the Monthly Financial Report.
7. Review and approve the Public Works Report.
8. Set the date for next meeting to be Monday, April 20th @ 4:30 p.m.

There was no discussion regarding the consent agenda items therefore Commissioner Gilmore made the motion to approve the consent agenda with the exception of item no. 7 and Commissioner Torres seconded with a vote or two "ayes" and no "nays".

Consent agenda item no. 7 to review and approve the Public Works Report. This month a supplemental report was included by Public Works Director Lenert Kurtz regarding the complications that was brought to our attention by a resident at Highway 90A. In the past 25 months there have been 32 accidents resulting in 14 injuries and one death. TxDOT has been contacted and it has been suggested possibly lowering the speed limits from 50 to 40 mph. Also possibly a caution light or signal could be locate at Damon Street has been suggested. The speed limits have been forwarded to the Houston office for a traffic study and TxDOT will be providing us some suggestions as to how to address these issues to make it safer. Mayor Moore commented she is thankful that this citizen brought this to the attention of the city so that something could be done to make it safer for our community.

Mayor Moore introduced agenda item A5 to review and consider approving Resolution No. 88-2015 for the creation of a campus of the Texas State Technical College System in Fort Bend County, Texas. City Manager, Terri Vela indicated that every city in Fort Bend County had been asked to approve a resolution in support of Texas House Bill No. 658. The request came from State House Representative John Zerwas and Senator Lois Kolkhorst stated Mayor Moore. Commissioner Gilmore made the motion to approve Resolution No. 88-2015 for the creation of a campus of the Texas State Technical College System in Fort Bend County and Commissioner Torres seconded the motion. The vote was unanimous to approve.

Agenda item A6 was introduced by Mayor Moore to review and consider approving the request for a waiver of delinquent fines, fees and court costs for Capias Pro Fine Cases. *"Texas Code of Criminal Procedure – Article 45.045. Capias Pro Fine (a) if the defendant is not in custody when the judgment is rendered or if the defendant fails to satisfy the judgment according to its terms the court may*

order a capias pro fine issued for the defendant's arrest. The capias pro fine shall state the amount of the judgment and sentence, and command the appropriate peace officer to bring the defendant before the court or place the defendant in jail until defendant can be brought before the court." The time frame for the delinquent fines was from 2001 through 2011 and is considered unable to be served or collected. It has been request by Judge Ross, Municipal Court Judge and the Police Department that this waiver be made to clean up the docket. Therefore the prosecutor has requested that the City write off the noted citations totaling \$5,744.70. Commissioner Gilmore made the motion to approve the request to waive the delinquent fines, fees and court costs for Capias Pro Fine Cases, Commissioner Torres seconded the motion and the votes were unanimous to approve.

Mayor Moore introduced agenda item A7 to review and consider approving the recommendation for Financial Advisory Services. Terri Vela, City Manager recommended Ryan O'Hara, Senior Vice President of Frost Bank Capital Markets. Susan Lang, Finance Director clarified the process that was taken by the City to obtain bids. First it was advertised in the newspaper to obtain requests for qualifications or RFQ's of which four were submitted for review. After evaluating the experience and credentials, Ms. Lang is recommending Ryan O'Hara with Frost Bank as well. Commissioner Torres made the motion to approve Frost Bank Capital Markets for Financial Advisory Services and Commissioner Gilmore seconded the motion. The vote was two "ayes" to approve and no "nays".

Mayor Moore introduced agenda item A8 to review and consider approving the variance request for El Rancho Mexican Restaurant at the River Pointe Development. Kelly Kaluza with Kelly Kaluza and Associates "KK&A" presented the variance request whereas the footage of the side building line will be reduced from 10 feet to 5 feet. Mr. Kaluza recommends granting the variance request on this tract only. Commissioner Gilmore made the motion to approve the variance request for El Rancho Mexican Restaurant at the River Pointe Development based on Mr. Kaluza's recommendation. Commissioner Torres seconded the motion and the vote was unanimous to approve.

We originally skipped agenda item A9 and continued and then returned to A9 after agenda item A13. While waiting for Chris Breaux with Whitley Penn, LLP to arrive.

Agenda item A9 was introduced by Terri Vela, City Manager to review and consider approving the Audit for the year ending September 30, 2014. Finance Director, Susan spoke briefly about the Comprehensive Annual Financial Report

“CAFR” and then introduced Chris Breaux with Whitley Penn, LLP. Mr. Breaux gave an overview of the highlights of the CAFR and answered questions from the Commission. Mr. Breaux provided reasonable assurance that the financial statements of the City are free of material misstatement and it is their independent opinion that the City’s financial statements are fairly presented in conformity with GAAP. He stated that the City has a very healthy fund balance and that no weaknesses were found. On a personal note, Mr. Breaux thanked the staff for their assistance in providing all the necessary documents as requested. Commissioner Gilmore motioned to approve the Audit for the Fiscal Year Ending September 30, 2014 with Commissioner Torres seconding the motion. The vote was unanimous to approve.

Mayor Moore introduced agenda item A10 to review and consider approving the Strategic Partnership Agreement “SPA” between the City of Richmond and Williams Ranch Municipal District No. 1. The City of Richmond will retain 100% of the Sales and Use Tax it collects from the District Property. The District consists of 149.49 acres and is located entirely within the extraterritorial jurisdiction of the City. Commissioner Gilmore made the motion to approve the Strategic Partnership Agreement for Williams Ranch Municipal District No. 1 and Commissioner Torres seconded the motion. The votes were two “ayes” and no “nays to approve the SPA.

Mayor Moore introduced agenda item A11 to review and consider approving Ordinance No. 2015-06, Regulating Traffic within the City Limits with no parking/tow away zone on Pointe West Circle. City Manager, Terri Vela enlightened the commission as to the situation at the River Pointe Development. The No Parking Signs were taken down by the developers, in order for the City to be able to put the signs back up and enforce the law; an ordinance needs to be in place. Commissioner Torres asked about signage in front of a business that states no parking. It was explained to him that those signs are on private property and the Police Department cannot enforce those sign. However, the signage along the streets are enforceable. Commissioner Torres made the motion to approve Ordinance No. 2015-06 Regulating Traffic within the City Limits with no parking/tow away zone on Pointe West Circle. Commissioner Torres seconded the motion and the vote was two “ayes” and no “nays” and the motion passed.

Mayor Moore introduced agenda item A12 to review and consider approving Ordinance No. 2015-07 Regulating Traffic within the City Limits with no parking/tow away zone on Wall Street on both sides of the roadway from intersection of FM 2218 to the intersection of a dead-end street, 1300-1400 blocks. Assistant Police Chief,

Dixie Brzozowski spoke as to the motivation for the ordinance which is to deter 18-wheelers and trailers being parked in this area and having the ordinance in place to allow the city to enforce the no parking/tow away zone laws. Commissioner Torres made the motion to approve Ordinance No. 2015-07 regulating traffic within the City Limits with no parking/tow away zone on Wall Street on both sides of the roadway from the intersection of FM 2218 to the intersection of a dead-end street, 1300-1400 blocks. Commissioner Gilmore seconded the motion with two “ayes” and no “nays” to approve.

Mayor Moore introduced agenda item A13 to review and consider approving Ordinance No. 2015-08 Regulating Traffic within the City Limits with no parking/tow away zone on College Street on both sides of the roadway from the intersection of FM 2218 to the intersection of a dead-end street, 1300-1400 blocks. The same discussion as agenda items A12 as to deter 18-wheelers and trailers being parked in this area and having the ordinance in place would allow the city to enforce the no parking/tow away zone laws. Commissioner Gilmore made the motion to approve Ordinance No. 2015-08 regulating traffic within the City Limits with no parking/tow away zone on College Street on both sides of the roadway from the intersection of FM 2218 to the intersection of a dead-end street, 1300-1400 blocks. Commissioner Torres seconded the motion with two “ayes” and no “nays” to approve.

Mayor Moore introduced agenda item A14 to review and consider approving Ordinance No. 2015-09 Regulating Traffic within the City Limits with no parking/tow away zone on Market Street on both sides of the roadway from the intersection of College Street to the intersection of a dead-end street. The same discussion as agenda items A12 and A13 as to deter 18-wheelers and trailers being parked in this area and having the ordinance in place would allow the city to enforce the no parking/tow away zone laws. Commissioner Gilmore made the motion to approve Ordinance No. 2015-09 regulating traffic within the City Limits with no parking/tow away zone on Market Street on both sides of the roadway from the intersection of College Street to the intersection of a dead-end street. Commissioner Torres seconded the motion with two “ayes” and no “nays” to approve.

Agenda item A15 was introduced by Mayor Moore to review and consider approving Ordinance No. 2015-10, providing stop signs on Fannin Street at 5th and 6th Streets and Burnet Street and 6th Street, converting yield signs to stop signs. City Manager, Terri Vela explained that the increase in traffic flow from the Justice Center and the rerouting due to construction on Williams Way has made it necessary to make these changes in order to make these streets safer. Mayor Moore indicated

that this issue was brought to the Cities attention by our citizens recently and we appreciate their voicing their concerns. Commissioner Torres made the motion to approve Ordinance No. 2015-10 to provide stop signs on Fannin Street at 5th Street; Fannin Street and 6th Street; and Burnet Street and 6th Street converting the yield signs currently there to stop signs. Commissioner Gilmore seconded the motion and the votes were unanimous to approve.

Agenda item A16 was introduced by Mayor Moore to review and consider approving the street closure on Preston Street from 4th Street to 6th Street on March 21st from 9:00 a.m. – 12:30 p.m. The street closure would be closed for the Easter Egg Hunt hosted by the Historical Richmond Association. Commissioner Gilmore made the motion to approve the street closure on Preston Street from 4th Street to 6th Street on March 21st from 9:00 a.m. – 12:30 p.m. and Commissioner Torres seconded the motion. The votes were unanimous to approve the street closure.

Mayor Moore introduced agenda item A17 to review and consider approving fee waivers request for the Historical Richmond Association Easter Egg Hunt to be held on March 21, 2015. City Manager Vela reiterated that the City typically charges for the barricades because of the costs associated with employees having to put the barricades out and remove them at the end of the event. However, the City as rule approves the fee waivers request since it is administrative. Commissioner Gilmore made the motion to approve the fee waiver request for the Historical Richmond Association, Easter Egg Hunt and Commissioner Torres seconded the motion with two “ayes” to approve and no “nays” with the request being approved.

Mayor Moore introduced agenda item A18 to review and consider approving the street closure on 5th Street between Morton and Jackson Street on March 28th from 10:00 a.m. -1:30 p.m. for a Community Outreach Event for the St. John’s Methodist Church. The Mayor asked what the Outreach Event entailed and City Manager Vela implied it was regarding an Easter Fun Day or Mini Carnival for kids. Commissioner Gilmore made the motion to approve the street closure on 5th Street between Morton and Jackson Street on March 28th from 10:00 a.m. to 1:30 p.m. for the Community Outreach Event and Commissioner Torres seconded the motion. The votes were two “ayes” to approve and no “nays”, therefore the street closure was approved.

Mayor Moore introduced agenda item A19 to review and consider approving the Preliminary Plat for the River’s Edge, Section 17 – 20.6 acres of land, 55 Lots. Mr. Kaluza with KK&A recommended approving the preliminary plat subject to his

comments. Commissioner Gilmore motioned to approve the Preliminary Plat for the River's Edge Section 17 and Commissioner Torres seconded the motion. The vote was two "ayes" and no "nays" for approval.

Mayor Moore introduced agenda item A20 to review and consider approving the Final Plat of River's Edge, Section 15A, Reserve C Replat – 2.5482 acres of Land, and 2 Reserves. Mr. Kaluza with KK&A recommended approving the Final Plat subject to his comments. Commissioner Gilmore motioned to approve the Final Plat for the River's Edge, Section 15A, Reserve C Replat and Commissioner Torres seconded the motion. The vote was two "ayes" and no "nays" for approval.

Mayor Moore introduced agenda item A21 to review and consider approving the Preliminary Plat of River's Edge, Section 15B, 49.1 acres of land, and 78 Lots. Mr. Kaluza with KK&A recommended approving the Preliminary Plat subject to his comments. Commissioner Gilmore motioned to approve the Preliminary Plat for River's Edge Section 15B and Commissioner Torres seconded the motion. The vote was two "ayes" and no "nays" for approval.

Mayor Moore introduced agenda item A22 to review and consider approving the Final Plat of MP Estates – 7.0897 acres of Land, 6 Lots, and South of Lakes of Williams Ranch. Mr. Kaluza with KK&A recommended approving the Final Plat subject to his comments. Commissioner Gilmore motioned to approve the Final Plat for MP Estates, South of Lakes of Williams Ranch and Commissioner Torres seconded the motion. The vote was two "ayes" and no "nays" for approval.

Mayor Moore introduced agenda item A23 to review and consider approving the Final Plat of Williams Crossing 10.0 acres, 5 Commercial Reserves, U.S. 59, Williams Way Blvd and Wildwood Park Road. City Manager, Terri Vela asked if there was a hotel proposed for one of the tracts and Mr. Kaluza with KK&A responded yes. Mr. Kaluza recommended approving the Final Plat subject to his comments. Commissioner Gilmore motioned to approve the Final Plat of Williams Crossing at U.S. 59, Williams Way Blvd and Wildwood Park Road with Commissioner Torres seconding the motion. The vote was two "ayes" and no "nays" for approval.

Mayor Moore introduced agenda item A24 to review and consider approving the Final Plat of Terrace at Pecan Grove – 21.984 acres, Pitts Road, 91 Residential Lots. Mr. Kaluza with KK&A recommended approving the Final Plat subject to his comments. Commissioner Gilmore motioned to approve the Final Plat for the

Terrace at Pecan Grove and Commissioner Torres seconded the motion. The vote was two "ayes" and no "nays" for approval.

Mayor Moore announced that the Commission would now meet in Executive Session at 5:37 p.m., as authorized by Texas Government Code Section 551.071, Attorney Consultation; Section 551.072, Real Estate; Section 551.074, Personnel Matters the discussion of the Pecan Grove Fire Protection Plan, the 10 acres adjacent to the Surface Water Treatment Plant and the Police Chief respectively. Mayor Moore announced that the City Commission adjourns into executive session, closed meeting.

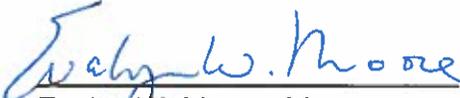
The Commission reconvened into Open Session at 6:27 p.m.

Commissioner Torres announced that no action was taken regarding
Item #1 Pecan Grove Fire Protection Plan
Item #2 Personnel Issues – Police Chief

Regarding Item #3 which was Real Estate – 10 acres adjacent to the Surface Water Treatment Plant. The Commission authorized the City Manager to further investigate the potential purchase of land.

There being no further business to be brought before the Commission, Commissioner Torres motioned for the meeting to be adjourned. Commissioner Gilmore seconded and the Commission adjourned. The meeting was adjourned at 6:27 p.m.

APPROVED:


Evalyn W. Moore, Mayor

Attest:



Laura Scarlato, City Secretary

