



STATE OF TEXAS  
COUNTY OF FORT BEND  
CITY OF RICHMOND

The City Commission for the City of Richmond, Texas met in Regular Session on January 20, 2026, 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  
Terry Gaul, Commissioner P1  
Barry Beard, Commissioner P2  
Carl Drozd, Commissioner P3  
Alex BeMent, Commissioner P4- *not in attendance*  
Terri Vela, City Manager  
Howard Christian, Assistant City Manager  
Gary Smith, City Attorney  
Lasha Gillespie, City Secretary

**A1. Call to Order, Quorum Determined and Meeting Declared Open.**

- Mayor Pro Tem Beard called the meeting to order at 9:10 a.m. A quorum was determined, and the meeting was declared open.

**A9. Update and presentation on traffic patterns/stoppage on FM 359.**

- The Commission discussed congestion concerns near the school during peak loading and unloading periods. Staff confirmed congestion remains problematic and is being evaluated. Discussion included the Traffic Impact Analysis (TIA), signal timing, lane configuration, and coordination with the State due to FM 359 being a state roadway. Staff acknowledged certain recommendations from the TIA were not followed and that traffic volumes may exceed projections.

**CONSENT AGENDA**

**A10. Mayor Pro Tem Beard selected items (2) Fire, (7) Planning, and (11) DCR for discussion.**

**Fire:** The Commission reviewed incident activity, noting EMS calls comprise the majority of responses. Automatic aid procedures were clarified.

**Planning:** Mayor Pro Tem Beard requested clarification regarding three recently constructed homes on Mabel Street. Staff explained the properties are located within a pre-platted subdivision created prior to adoption of the UDC. An existing structure encroaching across a property line was identified as a private civil matter between property owners. The Commission discussed development standards for 30-foot lots and requested an update on the consultant review. Staff reported the consultant has not yet commenced work; scope revisions are under review, with an anticipated start in April and an estimated two- to three-month timeline thereafter.



**DCR:** The Commission discussed DCR participation in pre-development meetings and economic development strategy. Emphasis was placed on proactive recruitment of target industries, coordination with City staff, and identifying potential process barriers that may deter desirable projects. DCR leadership stated they are working to enhance reporting, track vacant properties, and provide regular updates. The Commission expressed support for dashboard-style reporting to monitor progress and measurable outcomes.

**A11. Review and consider taking action on the Monthly Financial report and Quarterly Investment Report.**

- Discussion on property tax collections and year-over-year variances. Staff explained fluctuations were due to payment timing rather than revenue loss. Sales tax trends were also reviewed. Further discussion the difficulty of isolating online sales data from brick-and-mortar sales. Staff agreed to explore whether higher-level differentiation is feasible within reporting limitations, particularly under Strategic Partnership Agreements (SPAs).

**A12. Review and consider taking action on Resolution No. 24-2025, Fire Protection Agreement with Fort Bend County. Full cost of service analysis.**

- The Commission discussed recent correspondence from the County Attorney's Office regarding the ladder truck and interpretation of the existing agreement. Staff reported receiving written confirmation that the County does not intend to remove the ladder truck while it is needed and utilized by the City, and that the County will follow the terms of the current agreement until a new agreement is reached.
- Commissioner Beard raised concerns regarding the County's termination of the agreement without a replacement agreement in place, while calls for service to the ETJ continue. It was noted that responses have continued despite the termination, raising concerns about reimbursement and use of City resources.
- Commissioner Drozd focused on the County's revised methodology excluding EMS responses from reimbursement calculations. Commissioners questioned whether 911 dispatch practices should align with reimbursement terms, noting that if the County dispatches the City for service, reimbursement should follow. It was clarified that 911 calls are routed through the County and then relayed to the City's dispatch for response.
- The Commission expressed concern that the County terminated the agreement without an operational transition plan and emphasized the need for clear terms in any future agreement.
- Staff confirmed the City's ladder truck is currently out of service due to prior damage and is being rebuilt; mutual aid is temporarily covering ladder services. The Commission indicated further discussion would occur during the evening meeting when Commissioner McCoy is present.

**A13. Review and consider taking action on Resolution No. 35-2026, appointment of Board Members to the Richmond Historic Commission.**

- Discussion on the ex officio appointment process. The Commission expressed preference for the external entity to nominate its representative. Staff will provide additional information fo



- A14. Review and consider taking action on Resolution No. 36-2026, amending the bylaws of the Development Corporation of Richmond to allow board members to live in the extra territorial jurisdiction.**
- Discussion on balancing ETJ representation with maintaining majority City residency on the board. Commissioners acknowledged that ETJ properties are often subject to Strategic Partnership Agreements and future annexation considerations, making representation relevant. Consensus favored permitting ETJ representation with a limitation of no more than two ETJ members serving at any one time. Staff was directed to confirm procedural requirements and ensure the amendment language clearly reflects residency limitations.
- A15. Review and consider taking action on a Replat – Vincent Estates at Sims Rd– 0.6972-acre tract – 1 Blocks – 1 Lot – 0 Reserves and plat variances to the UDC Table 3.1.201B, minimum required setbacks.**
- Staff advised that 29 parking spaces are required based on code standards and that a variance would be necessary if the number falls below 75% of the required total. The preliminary concept presented reflected fewer spaces than required. Commissioners emphasized the importance of ensuring compliance with parking standards prior to approval and discussed the implications of granting variances below the minimum threshold.
- A16. Review and consider taking action on Ordinance No. 2026-01, annexation of a parcel of land 0 Williams Way Boulevard, containing 3.4079-acres situated in the Joseph Kuykendall League, Abstract No. 49, Fort Bend County, Texas, and being out of a called 4.052-acre tract of land conveyed to TD. Phan LTD., as described in warranty deed recorded under Fort Bend County Clerk’s File (F.B.C.C.F) No. 2007049506; save and except that portion thereof acquired by Fort Bend County in Agreed Final Judgment in F.B.C.C.F. No. 2021117298.**
- Utilities were described as largely supported by existing infrastructure, with wastewater contingencies incorporated into financial modeling. Discussion included annexation timing provisions within the development agreement, including the 90% infrastructure completion benchmark and the two-year notice requirement. No major concerns were raised during workshop discussion.
- A17. Review and consider taking action on the Development Agreement and Replat– *Manor Estates of Aubreyopolis at Morton Street* – 0.7711 acres of land – 1 Block – 1 Lots – 0 Reserves. The subject site is located at 907 Morton Street; south of Morton Street in between South 9<sup>th</sup> Street and South 10<sup>th</sup> Street.**
- Staff confirmed that conversion of the structure into multiple dwelling units will be governed by applicable International Building Codes, with required permits and inspections.
  - Commissioners discussed revisions to the draft agreement, including language regarding the covered parking structure, maintenance of required parking spaces, and clarification of stabilization criteria. Further discussion requiring maintenance of parking and defining stabilization as completion of construction for all approved units and occupancy of at least six of



the eight units under long-term leases. Staff advised that comments from the workshop will be provided to legal counsel for revisions prior to the evening meeting. Outside counsel has also reviewed the agreement.

- Discussion included the applicant's ownership of multiple out-of-state properties and her long-term investment approach. Commissioners expressed interest in receiving a formal portfolio of prior projects. Staff confirmed that only cleanup activities are occurring at the site and no building permits have been issued. The property is not within the Historic District but boards are being kept informed due to its proximity.
- A18. Review and consider taking action on Ordinance No 2026-02, rezone an approximate 3.4079-acre tract of land from Suburban Residential (SR) to Suburban Commercial (SC) and to the extent the rezoning deviates from the Future Land Use Plan of the Comprehensive Plan and to provide for an amendment thereto.**
- Discussion included procedural requirements for amending the Comprehensive Plan when a rezoning request conflicts with the adopted Future Land Use Map. Commissioners considered compatibility with surrounding uses and long-term planning objectives.
- A19. Review and consider taking action on a Final Plat – Auto Zone Pecan Grove – 0.7072 acres of land – 1 Block – 1 Lot – 0 Reserves. The subject site is located east of FM 359, in between Plaza 359 at Pecan Grove (9ers Grill) and Dr. Car Wash.**
- Discussion included access, drainage, and sales tax allocation. It was clarified that the City does not provide municipal services to the site and receives 50% of sales tax revenue under the SBA structure. Drainage compliance was addressed through the broader detention plan applicable to the development area.
- A20. Review and consider taking action on a Preliminary Plat – Circle Oak Section 2 – 34.354 acres of land – 0 lots- 10 reserves – 2 blocks. The subject site is located on the southeast corner of U.S. 59 and F.M. 762 within the George Foundation/Berry Tract development**
- Discussion included overall configuration within the larger Berry Tract development and compliance with subdivision requirements. No substantive issues were identified during workshop review.
- A21. Review and consider taking action on Ordinance No. 2026-03, regulating the occupying of temporary structures.**
- Clarifications included:
- A 48-hour allowance for temporary camping under limited conditions.
  - Prohibition of long-term RV occupancy in residential districts.
  - Continued governance of accessory dwelling units under the UDC.
- Discussion included a proposed amendment removing language that would allow camping on vacant lots with notarized owner authorization.



**A22. Review and update on the UDC's requirements for multifamily development, including height and density standards in comparison with other similar cities.**

- Staff presented examples of density ranges and building height allowances used in similarly situated communities. Further discussion on whether current density allowances align with infrastructure capacity, neighborhood compatibility, and the City's long-term planning goals. Consideration was given to how multifamily development impacts traffic, drainage, parking demand, and adjacent single-family areas. The discussion also addressed whether additional standards or graduated density tiers may be appropriate in certain areas of the City to better balance redevelopment flexibility with community character. The Commission indicated interest in continued review of multifamily standards to ensure alignment with adopted plans and future development expectations.

**A23. Review and update on current fire department practice on deploying equipment and provide a cost effective proposal and analysis of reducing unnecessary wear and tear while maintaining public safety.**

- Staff was asked to evaluate cost-effective alternatives that maintain public safety standards while reducing unnecessary mileage and mechanical strain. Discussion included operational efficiency and potential cost savings strategies.

**A24. Review and discuss City's Board and commission appointment process. Define and refinement of current process where necessary.**

- The Commission discussed potential refinements to the board and commission appointment process. Staff advised that background research had been completed and additional feedback was being gathered before presenting a formalized process.
- Commissioners discussed standardizing terminology by using "board" instead of "commission" where permitted by law, noting that Planning and Zoning is governed by state statute. There was general support for consistency.
- Term lengths were reviewed, with general agreement that three-year terms are appropriate for most boards, particularly those that meet infrequently. It was noted that the Richmond Historical Commission currently has term limits of three consecutive three-year terms, and the Commission discussed whether term limits should continue or be reevaluated. Commissioners expressed support for maintaining re-interviews of incumbent members to ensure accountability and allow consideration of other qualified applicants.
- Interview format was also discussed. While in-person interviews provide stronger personal interaction, Zoom has proven efficient and effective, especially when interviewing multiple candidates. The Commission supported maintaining flexibility for both formats.
- Additional discussion focused on improving recruitment efforts, clarifying board expectations on the City's website, and establishing clearer scheduling procedures, including backup participation when Commissioners are unavailable.



**A25. Review and consider taking action on authorizing City Manager to execute a Construction Manager contract for street rehabilitation project.**

- Commissioners discussed the projected total cost of the project, the construction management fee structure, and the level of City oversight for change orders and payment approvals. Questions were raised regarding funding sources and how the project aligns with existing capital improvement planning. The Commission requested additional detail regarding cost breakdown, scope clarity, and contract administration prior to formal consideration at the regular meeting

**C2. Adjournment.**

- Workshop adjourned at 12:06 p.m.

**APPROVED:**

  
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Rebecca K. Haas, Mayor

**ATTEST:**

  
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Lasha Gillespie, City Secretary