Minutes of City Council Regular Meeting

The City Council
City of Richwood

A City Council Regular Meeting of the City Council of City of Richwood was held Monday, September 10, 2018, beginning at 6:00 PM in the Richwood City Hall, 1800 N. Brazosport Blvd. Richwood, Texas.

CALL TO ORDER
Mayor Guthrie called the meeting to order at 6:01 p.m.

INVOCATION
Michael Coon led the invocation.

PLEDGES OF ALLEGIANCE
Pledge of Allegiance & Texas Pledge
Mayor Guthrie led the pledges.

ROLL CALL OF COUNCIL MEMBERS
Mark Guthrie, Mayor
Mike Johnson, Council member
Frank Blanks, Council member
Sarah Reed, Council member – ABSENT
Mark Brown II, Council member
Katy Johnson, Council member

Others present: Michael Coon, City Manager; Giani Cantu, City Secretary; Clif Custer, Public Works Director; Kenny Williams, Building Official

PUBLIC COMMENTS
All public comments will be subject to the following rules: all speakers will be permitted to speak no longer than 3 minutes; all speakers will only be permitted to speak once; speakers cannot defer their 3 minutes to another speaker; the first five individuals who sign up for the public comment section will be permitted to speak

No public comments were given.

RECOGNITIONS

City of Richwood and Richwood Police Department awarded recognition of Stand up for Texas Public Schools by the Texas Association of School Boards

Mayor Guthrie presented the award to Chief Mayor of the Richwood Police Department.

PROCLAMATIONS

Proclamation declaring September 17-23, 2018 as Constitution Week
Mayor Guthrie proclaimed September 17-23 as Constitution Week.

PRESENTATIONS

Presentation of FY 18-19 Strategic Plan
Presenter: Ron Cox

Ron Cox presented the Strategic Plan as set by City Council.

Michael Coon presented the action implementation plans that staff that worked on to help prepare the proposed budget.

1.0 Financial Stability

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 1.1: Create a "true" budget following appropriate accounting principles	Establish a procedure and process for public participation in the budgeting process	-0-	Ongoing	Goal to incorporate more opportunities for public input FY 2020 budget
	Develop budget based on strategic planning process; establish priorities	-0-	Ongoing	Council conducted strategic retreat on June 2, 2018
	Staff to develop priorities and justify requests and expenditures	-0-	Ongoing	Some priorities still may be adjusted based off final FY 2019 Adopted Budget
	Ensure budget proposals are in line with Council priorities and follow appropriate accounting procedures	-0-	Ongoing	FY 2019 proposed budget built around Council priorities
	Hold public hearings	-0-	Ongoing	Hearings are complete for FY 2019 Budget
	Adopt balanced budget	-0-	Ongoing	FY 2019 Budget scenarios are all balanced

1.0 Financial Stability

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 1.2: Develop a long term financial plan • **Maintain adequate financial reserves** • **Make each fund self-supporting** • **Improve the City's bond rating** • **Establish and fully fund an Equipment Replacement Fund**	Work with Charter Review Committee to review contingency restrictions	-0-	FY 19	Current cap is 3 percent of budget.
	Continue reimbursement for direct and indirect costs transfers to each fund and adjust polices as needed	-0-	Ongoing	Included in FY 18 Budget
	Adjust rates to ensure each fund is self-supporting	-0-	Ongoing	
	Hire a full-time Finance Director	$97,212	FY 19	Job has been posted
	Implement regular financial reporting with updates on strategic plan	-0-	FY 19	2 Updates for FY 19 with increase to 3 in FY 20
	Prepare five year financial forecasts	-0-	FY 19	Submit at May 2019 Council Meeting
	Develop funding plan for ERF	TBD	FY 19	Present with FY 20 Budget
	Incorporate CIP into Strategic Planning and Budget Processes	TBD	FY 19	Present with FY 20 Budget

2.0 Economic Development

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 2.1: Create a marketing plan for the City • **Include vision & create a brand and a moto for marketing purposes**	Work with Economic Development Alliance for Brazoria County to create start creating a plan	-0-	FY 19	
Objective 2.2: Update the Comprehensive Master Plan and Land Use Plan	Contract with universities and/or other consultants for assistance with planning services	TBD	FY 20	Submit application to Texas A&M next Spring to begin work Summer 2019
Objective 2.3: Maintain up to date development codes • **Update the zoning ordinance and land use plan** • **Review subdivision ordinance** • **Review floodplain management processes**	Consult with planning experts to update development codes	-0-	FY 19	
	Review and revise codes	-0-	Ongoing	
	Work to adopt local drainage criteria and processes.	TBD	FY 20	
	Work with FEMA on update of flood maps and flood plain administration	-0-	FY 19	

2.0 Economic Development

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 2.4: Make effective use of city property	Review and analyze use of vacant city property	-0-	Ongoing	
Objective 2.5: Develop a comprehensive economic development strategy and funding model	Develop and maintain an ED policy that establishes standards for ED incentives.	-0-	FY20	Anticipated to start after completion of Impact Fee Study

3.0 Infrastructure Investments

Objectives (Priority order)	Action Steps	Budget	Original Timeline	Update
Objective 3.1: Sustain a reliable water supply as the city grows we need to prepare for the future water usage	Conduct a water/sewer master plan to determine future storage and distribution needs for the entire City.	$25,000	FY 19	Part of study being conducted by Freese & Nichols
Objective 3.2: Maintain and extend water, wastewater and stormwater improvements	Develop a CIP prioritized list of improvements needed for replacement aging infrastructure and expansion into unserved areas.	$25,000	FY 19	Part of study being conducted by Freese & Nichols
	Establish budget for CIP	TBD	FY 19	Will incorporate in FY 20 Budget
	Consider a policy for growth to provide funding for the extension of infrastructure	$25,000	FY 19	Part of study being conducted by Freese & Nichols

3.0 Infrastructure Investments

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 3.3: Support investments in City facilities	Establish policy for determining maintenance, capital, bonding thresholds on facility repairs and improvements.	-0-	FY 19	
	Assess conditions and needs for all city facilities.	-0-	FY 19	
	Prioritize assessments	-0-	FY 19	
	Fund improvements needed	$114,324	FY 19	$40,000 in General Fund & $74,324 in Utility Fund. Planning will be ongoing to create a more detailed funding plan.

3.0 Infrastructure Investments

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 3.4: Examine best practices in delivery of city services. • **Optimize cost saving opportunities with the use of community partners.** • **Explore ways for Richwood to be self-sufficient in provision of city services** • **Review existing contracts with contract providers to ensure they are up to date and meet long term needs of the citizens.**	Reach out to neighboring cities and county to determine what services can be shared	-0-	Ongoing	EMS contract was rebid. Discussions ongoing
	Review and revise MOU, and Interlocal Agreements	-0-	Ongoing	Some agreements have been updated, will continue review process into FY 19
	Review capacity studies to determine appetite for becoming self-sufficient	-0-	FY 19	Ongoing, renegotiation of WWTP contract with Clute will look at creating a future path to being self-sufficient
	Determine impact of new development on new and existing infrastructure	-0-	FY 19	Will be addressed through impact fee study
	Review and negotiate with water provider	-0-	FY 20	Preliminary work has begun on planning for future water usage. Impact fee study will provide more details.

4.0 Community Development

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 4.1: Create a Parks Master Plan	Develop scope of services	-0-	TBD	
	Fund and hire consultant to complete plan	$50,000		
Objective 4.2: Develop a community center providing a quality place for people to gather	Examine feasibility and funding options	TBD	Ongoing	Bond Task Force did not recommend the project

4.0 Community Development

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 4.3: Maintain a high level of aesthetic standards • **Continuous code enforcement efforts** • **Update code policies**	Provide communication and information to public on code standards and requirements	-0-	Ongoing	Current communications are focused on heavy trash collection
	Utilize KRB to determine which codes should be updated for beautification, park improvements, and park properties	-0-	Ongoing	
	Hire code enforcement/animal control officer	TBD	TBD	Examining various options with staffing and contract labor
Objective 4.4: Explore opportunities to work with neighboring communities on an interlocal basis for provision of recreation services.	Reach out to neighboring cities and county to determine what services can be shared	-0-	Ongoing	
	Review and revise MOU, and Interlocal Agreements	-0-	Ongoing	

5.0 City Operations

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 5.1: Public Safety – Focus on prevention (at best) reduction (at least) of city-wide social harms (crime, fear of crime, crashes, & disorder) • **Focus on prevention of social harms through police/public cooperation**	Fire – Develop a contract for service with VFD	-0-	FY 19	
	EMS – Continually monitor contract performance	-0-	Ongoing	
	Police – Increase clearance rate by adding an investigator position	$78,782	FY 19	Funded through CCPD
	Police – Engage in Community Policing	-0-	Ongoing	
Objective 5.2: Public Works – Provide for and maintain the city's infrastructure to meet the needs of the community.	Invest in two additional public works positions to help effectively maintain existing infrastructure.	$108,615	FY 19	
	Purchase one additional truck for new employees	$40,000	FY 19	

5.0 City Operations

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 5.3: Communications. Communicate information to the public in a transparent manner using all available methods • **Provide public information outreach programs.**	Update and improve the city's website	-0-	Ongoing	
	Create and regularly update slide show for website, lobby, other media on city activities and events	-0-	FY 19	
	Install TV in foyer of City Hall for information display	$1,500	FY 19	
	Distribute highlights of Council Meetings to residences and businesses	-0-	Ongoing	

5.0 City Operations

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 5.4: Technology – Utilize technology to enhance operations and delivery of services.	Implement new Municipal Court software	-0-	FY 20	Pelorus will develop new software at no cost to City
	Purchase imaging equipment	$2,500	FY 19	Goal to purchase imaging software in the future
	Implement new Code Enforcement & Permitting software	-0-	TBD	Pelorus will develop new software at no cost to City
Objective 5.5: Employees – Invest in employee development opportunities, compensation and retention.	Implement performance-based pay increases	TBD	FY 19	Incorporate into FY 20 Budget
	Establish employee recognition program	$500	FY 19	
Objective 5.6: Develop a program to encourage, recruit and reward volunteers for service to the City.	Develop an MVP (Municipal Volunteer Program)	$2,000	FY 19	
	Establish a process for recognizing all volunteers on a quarterly basis	TBD	FY 19	
	Establish a process for recognizing a MVP of the Year	$500	FY 19	

CONSENT AGENDA

Approval of Minutes of Previous Meetings

August 13, 2018

August 27, 2018

Payment of Bills

Approve Interlocal with Brazoria County for annual road and bridge maintenance

Approve contract with Kennemer, Masters & Lunsford for the Fiscal Year 17-18 year end financial audit

Approve contract with the Brazoria County Clerk for Election Services to be held on November 6, 2018

Approve 2018 Holiday Schedule

On motion by Mark Brown II second by Mike Johnson with all present members voting “aye” all items on consent agenda were approved.

DISCUSSION AND ACTION ITEMS

Discuss and consider approving interlocal agreement concerning certain insurance coverages with Harding Condley Drawert Tinch (HCDT) Insurance Agency

Michael Coon stated the City has been with TML for years. The recommendation will be to remain with TML for property coverages. However, other agencies had reached out regarding workers compensation and liability coverages and offer better rates and coverages.

Jeremy Diller, HCDT Insurance, stated the company has been around for about 100 years in the San Antonio area. The company has experience with risk pool and risk management. The summary provided shows increased coverage limits with Traveler's and additional umbrella policy to ensure the City is well protected.

Mark Brown II what would the cost difference be with TML for the same limits in Traveler's proposal.

Michael Coon stated we did not get one. TML has a longer response time.

Mark Brown II asked if the high coverage limits are necessary.

Mr. Diller stated he works with many cities and the City of Richwood is the only one with such low limits currently. Especially local government, $500,000 limits are very low.

Mark Guthrie asked if this will affect the pricing with TML for property coverage.

Mr. Coon stated no.

Mark Guthrie asked if we looked at the risk with not having the higher limits. It's a lot better to have extra coverage now than risk lots of out of pocket.

Michael Coon stated the proposed policy provides higher coverage with lower premiums.

Mr. Diller stated he didn't want to quote the lower limits because he wouldn't recommend it for a municipality.

Frank Blanks moved to approve the contract with HCDT. Katy Johnson seconded.

Frank Blanks asked Mr. Coon if he felt like the proposal is enough coverage.

Michael Coon stated he believes it should be enough.

Mark Brown II stated he likes the fact that we are saving a couple of thousand of dollars and getting higher coverage.

Frank Blanks asked what is the likely hood of price increase the next year.

Michael Coon stated that he has spoken with other cities and that has not happened for them.

With all present members voting aye approval of the interlocal agreement with HCDT was granted.

Discuss and consider a resolution amending the Fiscal Year 2017-2018 Budget
Michael Coon presented the following amendments:

This resolution would amend the FY 2017-2018 Budget to (1) account for increased police overtime and (2) to account for the grants the City has received throughout the year.

AMENDMENTS TO ADOPTED BUDGET

Multiple Funds

General Fund	
Revenue	
N/A	
NET INCREASE (DECREASE)	$0
Expenditures	
Increase Police Overtime Budget	$10,000
NET INCREASE (DECREASE)	$10,000
GENERAL FUND REVISED REVENUES	***$3,224,924***
GENERAL FUND REVISED EXPENSES	***$3,189,873***
Grant Fund	
Revenue	
HGAC Suspect ID Technology	$9,689
DOW Community Cares Grant	$7,944
Governor's Office Rifle Resistant Body Armor	$5,669
NRA Foundation Grant for Handguns	$5,018
FEMA 4332 Hurricane Harvey Recovery	$8,739
NET INCREASE (DECREASE)	$37,059
Expenditures	
HGAC Suspect ID Technology	$9,689
DOW Community Cares Grant	$7,944
Governor's Office Rifle Resistant Body Armor	$5,669
NRA Foundation Grant for Handguns	$5,018
FEMA 4332 Hurricane Harvey Recovery	$8,739
NET INCREASE (DECREASE)	$37,059
GRANT FUND REVISED REVENUES	***$37,059***
GRANT FUND REVISED EXPENSES	***$37,059***

Mike Johnson asked what is the net budget change?

Michael Coon reported that the grant budgets are a wash. The net increase to general expenditures is $10,000 but still remains under projected revenues.

Mark Brown II asked if the Police Department overtime was only $45,000.00

Michael Coon stated yes. However, CCPD is covering $35,000.00 of the costs.

Mike Johnson asked why amend budget and not just show the overage.

Michael Coon stated that the city cannot go over the approved budget expenditures and the overtime puts the General Fund close to budget limits.

Frank Blanks moved to approve the amendments to the budget. Katy Johnson seconded.

Mark Brown II asked if this was the only department that is getting us close to the limit or are there others.

Michael Coon stated the Fire Department is close. Parks is over. However, there are other savings in other departments so not all overages need to be appropriated.

With all present members voting “aye” the resolution amending the Fiscal Year 2017-2018 Budget was passed and adopted.

Discuss and consider a resolution adopting the Fiscal Year 2018-2019 Budget

Michael Coon stated the only change since the public hearing was to Option A which removes the over 65 tax exemption and appropriates the dollars to equipment replacement.

Mark Brown II stated he had been pretty open with his concerns on the compensation plan and he believes that the compensation plan is not in line with Council plan and vision. While he appreciates the staff, this budget proposes additional positions and pay raises. This makes it tough for him to approve.

Commented [MC1]: Maybe add “his concerns”. The current wording just seems a little off but I believe it portrays the point he was trying to make.

Mike Johnson stated at the strategic plan session it was discussed at length. He felt like Council’s consensus at that time was in favor and thought it was good plan. He asked if it was mistaken.

Mark Brown stated he’s not sure if he’s mistaken. He is just struggling with bringing in a new position and providing raises.

Mike Johnson stated he doesn’t see it that way. He sees it as giving the resources so that each employee can do their respective duties more efficiently.

Mark Guthrie stated he understands what they are saying. He doesn’t want to go and say give everyone across the board but does want it available.

Mike Johnson stated that prompts a good question. If approved does it just get implemented?

Mark Brown II stated he is not sure on the reliability of the study and doesn’t agree with the comparison cities.

Michael Coon reported that it is a good study. The comparison cities selected were best fit for comparison.

Mark Brown II stated he would prefer any increases to be based on performance review. His suggestion would be to give them resources and see if the employees can perform.

Michael Coon stated for clarification the compensation study does not have all employees getting a raise.

Mark Brown II stated he is not saying it does. He just feels like providing the resources is the best thing and would like to hold off on compensation. He is struggling with the double down.

Mark Guthrie stated the study is what it is. The group that prepared it had a better understanding than TML who takes numbers across the board. He is confident that we now have policies in place to hold employees accountable.

Katy Johnson asked if there was anything built into the budget for bonuses or incentives.

Michael Coon stated that at the moment the only incentive is the longevity pay.

Katy Johnson asked if there is an option to convert pay to more performance-based bonus and no pay increase.

Mike Johnson stated that had already been talked about for those employees that are over the market.

Michael Coon stated that is correct. The compensation study is not proposing performance increases.

Frank Blanks stated so this is getting every position in line with market value.

Michael Coon stated yes.

Katy Johnson asked Mr. Coon, how many employees are affected with option C vs option D.

Mr. Coon stated only one employee in option C and all employees in Option D.

Katy Johnson asked who is the one employee?

Mr. Coon stated it was him. He would cut his own increase in pay, if it meant that the other employees could receive their market level increases based on the compensation study.

Mike Johnson moved to adopt Budget option B. Frank Blanks seconded.

Mark Brown II asked Mr. Johnson if there was a reason that he preferred B over the other options.

Mike Johnson stated yes. He believes the compensation study was done for a reason and feels it should be implemented the way Council had previously discussed.

Katy Johnson stated she doesn’t believe there is any disagreement with the compensation study. It’s just the way the resources were allocated and prioritized.

Frank Blanks stated that Budget option B would mean an effective three (3) percent tax decrease.

With Katy Johnson and Mark Brown II voting ”nay” and Mike Johnson and Frank Blanks voting “aye”. The tie vote required the Mayor’s vote. Mayor Guthrie voted “aye”, the FY 18-19 budget resolution was passed and adopted.

Discuss and consider an ordinance adopting a tax rate not exceeding the effective tax rate of 0.691118 for the City of Richwood
Frank Blanks moved to adopt the tax rate of 0.670204. Mike Johnson seconded.

Mark Brown II stated that it wouldn’t make much sense to approve the budget and not fund it.

Frank Blanks stated it is also not a tax increase.

Katy Johnson stated but some people will pay more.

Frank Blanks stated that is the same every year. Some pay more and some pay less. That is how the appraisal system is set up.

With Katy Johnson and Mark Brown II voting ”nay” and Mike Johnson and Frank Blanks voting “aye”. The tie vote required the Mayor’s vote. Mayor Guthrie voted “aye”, the ordinance adopting a tax rate of 0.670204 for FY 18-19 was passed and adopted.

Discuss and consider an ordinance amending Chapter 21 Utilities Section 21-117 regarding collection services by the city; Section 21-125 regarding disposal of trash generally; Section 21-26 establishment of rates and charges; and amending Appendix C- Fee Schedule to add fees for water, sewer and solid waste collection
On motion by Mark Brown II second by Katy Johnson with all present members “aye” the ordinance amending Chapter 21 Utilities Section 21-117 regarding collection services by the city; Section 21-125 regarding disposal of trash generally; Section 21-26 establishment of rates and charges; and amending Appendix C- Fee Schedule to add fees for water, sewer and solid waste collection was passed and adopted.

Discuss and consider a resolution converting the Utility Fund deficit into a long-term loan payable to the General Fund

It is projected that the Utility Fund will owe at least $582,359.80 to the General Fund at the end of FY 2017-2018. At the City Council's request, staff has prepared a repayment plan that would allow the General Fund to collect interest every year on the outstanding debt. The proposed repayment schedule would allow the Utility Fund time to work up to the maximum payment of $55,250. It would take 15 years to pay off the debt under the proposed plan.

Projected FY 17-18
End Balance **582,359.80**
Interest Rate 1.90%

Year	Principal	Interest	Payment	Year End Balance
FY 2019	9,185.16	11,064.84	20,250.00	573,174.64
FY 2020	14,359.68	10,890.32	25,250.00	558,814.96
FY 2021	19,632.52	10,617.48	30,250.00	539,182.44
FY 2022	25,005.53	10,244.47	35,250.00	514,176.91
FY 2023	30,480.64	9,769.36	40,250.00	483,696.27
FY 2024	36,059.77	9,190.23	45,250.00	447,636.50
FY 2025	41,744.91	8,505.09	50,250.00	405,891.59
FY 2026	47,538.06	7,711.94	55,250.00	358,353.53
FY 2027	48,441.28	6,808.72	55,250.00	309,912.25
FY 2028	49,361.67	5,888.33	55,250.00	260,550.58
FY 2029	50,299.54	4,950.46	55,250.00	210,251.04
FY 2030	51,255.23	3,994.77	55,250.00	158,995.81
FY 2031	52,229.08	3,020.92	55,250.00	106,766.73
FY 2032	53,221.43	2,028.57	55,250.00	53,545.30
FY 2033	53,545.30	1,017.36	54,562.66	-
TOTAL	**582,359.80**	**105,702.86**	**688,062.66**	

Mark Brown asked how long has the Utility Fund been indebted to the General Fund?

Michael Coon stated a long time. However, it really grew when the apartment complex deals were done. It has always shown on the audit as liability on Utility Fund and this will just move it over to long term dept payable.

Mark Brown asked if inflation was accounted for.

Michael Coon advised that is what the interest is for. This is also contingent on approval by future City Council's to continue the plan.

Mark Guthrie asked what is the purpose of the interest?

Michael Coon stated the intent is to cover interest cost the General Fund would be accruing in an investment account.

Frank Blanks asked how it affects utility rates. He wants to ensure we are able to pass along the fee increases of BWA as soon as they happen.

Michael Coon stated that's why it is being phased in at increase of $5,000 per year.

On motion by Mark Brown II, second by Katy Johnson with all present members voting "aye" the resolution converting the Utility Fund deficit into a long-term loan payable to the General Fund was passed and adopted.

Discuss an ordinance amending Chapter 10 Miscellaneous Provisions and Offenses of the code of ordinances to amend Section 10-4 Noise Control to restructure and set all new regulations to noise control

Michael Coon stated the attorney sent back a few grammatical changes but no changes to requirements. He also sat at Mr. Patton's residence and got an ambient noise reading.

Mark Guthrie stated the study is for reference only.

Michael Coon stated that is correct. The study was to be able to compare ambient noise currently in the area to proposed ordinance requirements.

Mark Brown II asked if the ambient noise is just day to day cars and other noise. It does not take in account the noise generated by the gun range.

Michael Coon stated that is correct.

Katy Johnson asked if there are any concerns being able to enforce this because of the time it takes to set up.

Michael Coon stated unfortunately any nuisance complaint takes time to verify and enforce; however, it does provide clear guidelines to follow.

Mark Guthrie stated he knows that this came by due to the gun range but does it apply to others equally. There are certain businesses that make loud noises.

Michael Coon while the ordinance was created with the gun range in mind, it is written to apply across the board for all business and residents.

Mark Brown II asked what is the decibel limit from 10 pm to 7 am?

Michael Coon stated it is proposed to be 5 decibels less than the daytime decibel limit.

Mark Brown asked what is the 30-minute wait time? He asked if he called a complaint for loud music is the officer going to monitor for 30 minutes before anything is done.

Mr. Coon stated he believes that the PD would likely go out and ask the individual to turned down the music. Then, if it continues, they will monitor to assess the noise level.

Further discussion was held on the noise ordinance limits.

Mark Brown asked Chief Mayer his opinion on the enforceability of the ordinance the way it is written.

Chief Mayer stated most of the time it will work. It is likely as soon as the PD goes out and asks to turn it down most residents will comply.

Mark Brown asked the Chief, so he doesn’t think it will be an issue to have to wait the 30 minutes before they enforce.

Chief Mayer stated he sees the issue but believes that would be a very extreme case.

On motion by Mark Brown II second by Katy Johnson with all present members voting “aye” the ordinance amending Chapter 10 Miscellaneous Provisions and Offenses of the code of ordinances to amend Section 10-4 Noise Control to restructure and set all new regulations to noise control was approved and adopted.

Mark Brown thanked Mr. Coon for working on it. He believes it is fair and just wanted to be sure it will not hinder our PD.

Discuss and consider a resolution designating a representative and alternate to serve on the HGAC Board of Directors

On motion by Mike Johnson second by Katy Johnson with all members voting “aye’ a resolution appointing Mark Brown II as representative and Frank Blanks as alternate was passed and adopted.

Discuss interlocal agreement with the City of Clute for personnel resources

Michael Coon stated the City of Clute reached out to the City to see if we would be interested in an interlocal agreement for shared personnel resources. Each respective city's duties will take priority. However, in the event one City should find themselves short of personnel in public works, inspections, code enforcement, etc…, then they could request assistance from the other city, if help is available. The requesting city will be responsible to reimburse the responding city costs of salary and benefits for the employee. We believe this to be a valuable resource and great interlocal cooperation between the two cities.

Mark Brown stated he has an issue with this. We are already stating that we are short staffed to the point that the newly approved budget asks for 2 new employees. Now we are asking to give some of our already short staff to them.

Clif Custer stated he understands. However, the benefits of the agreement are undeniable, and the release of any personnel would be discretionary.

Mark Brown II asked are we hurting the city by giving up our already short-handed staff.

Clif Custer stated it would be up to me to make decision. If there are no resources than we won’t send the personnel.

Katy Johnson asked how overtime is covered if Richwood works them 40 hours and then Clute works them 4 hours.

Michael Coon the City of Clute will cover expenses of salary and benefits at the overtime rate.

Katy Johnson asked what happens if someone gets hurt at the other city.

Mayor Guthrie recessed at 7:48 p.m.

Mayor Guthrie called meeting to order at 8:02 p.m.

Michael Coon stated there is a hold harmless and liability clause.

Frank Blanks stated he believes this can be a win-win situation for both cities.

Mr. Custer stated he believes it can be good.

Mark Brown stated he agrees, he just wants to be sure we are not hurting the city.

Mark Guthrie asked if there are any other interlocal agreements with Clute.

Michael Coon stated there is one that specifically addresses inspections, in addition to the standard police and fire agreements.

Mark Guthrie asked if this was something we need to address to see if any interlocal that supersede or void any previous agreements.

Mark Brown asked if there are any in place with any other cities like Lake Jackson.

Michael Coon stated we can look at it. This was just proposed by the City of Clute.

Discuss and consider appointing the following applicants to serve on various boards and commissions

Kimberly Mayer - Keep Richwood Beautiful

Blix Messick - Keep Richwood Beautiful

Lauren LaCount - Crime Control and Prevention District

On motion by Mark Brown II second by Frank Blanks with all present members voting "aye" the members appointed.

Mark Brown II thanked the volunteers.

Discussion of appointing applicants to serve on Charter Review Commission and appoint a council liaison

On motion Mark Brown II second by Katy Johnson with all present members voting "aye" Frank Blanks was appointed as council liaison to the Charter Review Commission

Discuss and consider vote for the TML Multistate Intergovernmental Employee Benefits Pool Board of Trustees - TML Region 14 candidate
Frank Blanks stated he'd prefer to keep it local.

Mark Brown asked what does this position do for us?

Michael Coon stated the representative pushes for changes within TML for health insurance. The City has been talking about potentially looking at other options due to rising costs.

On motion Mark Brown II second by Mike Johnson with all present members voting "aye" the City voted for Jose Sanchez as TML Multistate Intergovernmental Employee Benefits Pool Board of Trustees - TML Region 14 candidate.

Final review and action of the Magnolia Drainage Reserve plat of 1.420 acres, 1-Reserve Subdivision of the Glenwood Bayou Subdivision located near Magnolia and Wisteria Streets
On motion by Mike Johnson second by Frank Blanks with all present members voting aye final approval of Magnolia Drainage Reserve plat of 1.420 acres 1-Reserve Subdivision of the Glenwood Bayou Subdivision located near Magnolia and Wisteria Streets was granted.

Discuss and consider an ordinance vacating, abandoning, and closing street right of way being the undeveloped, unimproved portion of Magnolia Street as recorded in Volume 719 Page 195 of the map records of Brazoria County, Texas

Mark Brown II moved to approve the ordinance. Katy Johnson seconded.

Mike Johnson asked who maintains detention.

Mr. Coon stated the development will be required to maintain and there is an earnest agreement in place to cover if they do not hold up the maintenance.

With all present members voting "aye" ordinance vacating, abandoning, and closing street right of way being the undeveloped, unimproved portion of Magnolia Street as recorded in Volume 719 Page 195 of the map records of Brazoria County, Texas was approved and adopted.

Mayor Guthrie reopened public comments.

Lucas Balderas, 117 June Ct, stated he has a building that he would like to add within his yard.

Erika Balderas, stated they are wanting to move the existing storage. Ordinance currently states it has be 10 feet away and they are wanting to put it 2 feet away from the property line.

Approve items removed from Consent Agenda
No items were removed from Consent Agenda.

REPORTS
Reports that require no action.

CITY MANAGER'S REPORT
Wednesday staff will be at customer service training.

FUTURE AGENDA ITEMS
Potential discussion for agreement with Swegelok for pumps.
Changes to zoning ordinance for setbacks – workshop session
Discussion of raises based on merit

COMMITTEE REPORTS
Ms. Cantu reported that KRB set the date and time for Trunk or Treat on October 26 from 5:30 to 7:30p. The employees would like to participate and invited Council to participate as well.

COUNCIL MEMBER COMMENTS & REPORTS
Mark Brown II thanked the police department for their extra presence in neighborhoods.

MAYOR'S REPORT
The Mayor did not report.

ADJOURNMENT
There being no further business, the meeting adjourned at 8:34 p.m.

These minutes were read and approved on this 8th day of October, 2018.

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Mark Guthrie, Mayor

Attest:

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Giani Cantu, City Secretary