

Minutes of City Council Special Meeting

The Board of Trustees City of Richwood

A City Council Special Meeting of the City Council of City of Richwood was held Monday, August 7, 2017, beginning at 6:00 PM in the Richwood City Hall, 1800 N. Brazosport Blvd. Richwood, Texas.

CALL TO ORDER

Mayor Mark Guthrie called the meeting to order at 6:03 pm

INVOCATION

Michael Coon led the invocation.

ROLL CALL OF COUNCIL MEMBERS

Mark Guthrie, Mayor

Lauren LaCount, Council member

Frank Blanks, Council member

Sarah Reed, Council member

Chris Hardison, Council member - ABSENT

Paul Raymond, Council member -ABSENT

Others present: Michael Coon – City Manager; Giani Cantu – City Secretary/Finance Director; Bryan Corb – Police Chief; Clif Custer – Public Works Director; Kenny Williams – Permits/Inspections

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

Nancee Smith, 101 Austin Ct., still have concerns about the Big Kountry Gun Range. Noise abatement has helped but has not reached the level of noise that they would like. The large caliber guns are what raise the roof. Ms. Smith asks that ordinance be revisited to consider the caliber level of guns allowed. There are several veterans in the area and they have medical issues with firearms. In their belief, large guns, hunting rifles, or rifles are best suited out in the country. Another complaint would be the approved operating hours of 7:30 am to 10:00 pm. The owner has stated they do not plan to use those hours but residents would like to see it in writing. Ms. Smith thanked council for their time and invited council to come by and listen.

Candace Kukla, 142 Robin Trail, reported she spoke with residents of Richwood and they are not in support of raising utility rates and/or taxes. Most are not in support of a bond issue either.

Jeremy Fountain, 213 Audubon Woods Ct., stated there is not a happy consensus on utility rate raises and tax raises. Mr. Fountain asked Council to give the community time to get a better understanding of budget and suggested maybe there could be other ways to cut costs to avoid having to raise taxes and a bond issue.

Tracy Bocanegra, 510 Magnolia, stated she has lived here 20 years and cares about the laws in Richwood. She doesn't understand how utility usage can be the same when she has an extra person in the home and when they are no longer there. She would like to get better understanding on the budget and asked if Council could include the residents in the budget process. They want to learn the process.

DISCUSSION AND ACTION ITEMS

Mayor asked City Manager to give an overview of the budget process.

Michael Coon, City Manager, stated tonight is the third out of six meetings. Council will not make any decision on the budget until September 11. There will be two public hearings on the tax rate on August 21 and August 28 and one public hearing on the budget on August 28. The tax rate is decreasing but overall assesses about a three percent increase in the budget due to increase in appraisal valuations. Tonight staff will present and cover the municipal court budget and permitting/inspection and utility rate increases.

Fiscal Year 2017-2018 Proposed Budget Review - Part 2

Administration

Municipal Court

Giani Cantu, City Secretary/Finance Director presented the following Municipal Court Budget

	ACTUAL FY 2015/16	BUDGET FY 2016/17	PROJECTED FY 2016/17	BUDGET FY 2017/18
PERSONNEL COSTS	101,786.90	112,788.00	109,715.00	114,845.00
OPERATING COSTS	4,718.66	6,900.00	6,822.00	5,700.00
MAINTENANCE AND REPAIRS	-	-	-	-
UTILITIES AND TELEPHONE	-	-	-	-
SERVICES	4,651.08	9,080.00	8,030.00	10,000.00
SUNDRY	114.00	120.00	200.00	200.00
SUBTOTAL	111,270.64	128,888.00	124,767.00	130,745.00
CAPITAL OUTLAY				
DEPARTMENT TOTAL	111,270.64	128,888.00	124,767.00	130,745.00

Rate increases

Michael Coon, City Manager, presented the following rate increase options to the utility fees

	Current	Option 1	Option 2	Option 3
Water Base	\$19.50	\$24.25	\$23.25	\$22.25
Sewer Base	\$17.50	\$22.25	\$21.25	\$20.25
per 1000	\$3.85	\$4.35	\$4.80	\$5.25
Per 1000 Other	\$2.85	\$4.35	\$4.80	\$5.25
Fire Base Discount (4,000)	\$37.00	\$46.50	\$44.50	\$42.50
Senior Base Discount*	\$0.00	\$15.00	\$15.00	\$15.00

Deposit	\$50.00	\$100.00	\$100.00	\$100.00
Rental Deposit	\$75.00	\$150.00	\$150.00	\$150.00

	Current	Option 1	Option 2	Option 3
Water Base	\$19.50	\$24.25	\$23.25	\$22.25
Sewer Base	\$17.50	\$22.25	\$21.25	\$20.25
per 1000	\$3.85	\$4.35	\$4.80	\$5.25
Per 1000 Other	\$2.85	\$4.35	\$4.80	\$5.25
Fire Base Discount (4,000)	\$37.00	\$46.50	\$44.50	\$42.50
Senior Base Discount*	\$0.00	\$15.00	\$15.00	\$15.00
Deposit	\$50.00	\$100.00	\$100.00	\$100.00
Rental Deposit	\$75.00	\$150.00	\$150.00	\$150.00

Utility Connection Fees*			
Current		Proposed	
Water Tap	\$500.00	Water Tap	\$575.00
Sewer Tap	\$500.00	Sewer Tap	\$575.00
		Bore Surcharge	\$335.00

Permitting and Inspections

Plan Review Fees			
Current		Proposed	
Residential	\$50.00	Base Fee	50% of Permit Fee
Comercial	\$250.00		

Mechanical Building Permit Fees			
Current		Proposed	
Base Fee	\$20.00	Repairs	\$50.00
Each ton up to 5	\$5.00	Residential	\$100.00
Each ton 6-10	\$7.50	Commercial	\$150.00

Each ton 11-50	\$10.00		
Each ton 51-100	\$15.00		

Electrical Building Permit Fees

Current		Proposed	
Base Fee	\$20.00	Repairs	\$50.00
Meter Loop	\$7.50	Residential	\$100.00
Temporary Pole	\$7.50	Commercial	\$150.00
Outlets over four	\$0.50		
Lighting Fixtures	\$0.50		
Appliances	\$1.00		
Smoke Detectors	\$1.00		

Plumbing Building Permit Fees

Current		Proposed	
Base Fee	\$20.00	Repairs	\$50.00
Plumbing Fixture	\$2.50	Residential	\$100.00
Water Heater	\$10.00	Commercial	\$150.00
Water Piping	\$5.00		
Sewer Piping	\$5.00		
Sewer Septic	\$3.00		

Swimming Pool Building Permit Fees

Current		Proposed	
Base Fee	\$20.00	See Building Permit Fee	
Private	\$2.50		
Public	\$10.00		

Irrigation Permit Fees

Current		Proposed	
Base	\$20.00	Base	\$30.00

Sign Permit Fees			
Current		Proposed	
Unlighted Signs	\$20.00	Base Fee	\$50.00
Lighted Signs	\$50.00		

Subdivision Plan Review proposals are as follows:

Currently ordinance says 1% of development cost. However, historically this fee has not been collected.

Proposed Rates

Plan Review

\$1,500 for plans up to 10 sheets

\$150 per sheet above 10 sheets

Review Fees After 3 Submittals (50% of Original Fee)

Traffic Impact Analysis

\$2,000 for 100 - 5,000 trips generated

\$3,000 for 5,001 – 15,000 trips generated

\$4,000 for greater than 15,000 trips generated

Public Infrastructure Inspection Fees

\$150 per hour (8:00am to 5:00pm)

\$250 per hour (After hours, weekend, or holiday inspections)

Council direction to staff regarding Fiscal Year 2017-2018 proposed budget

Mark Guthrie stated more meetings are needed to review the proposed budget.

Council member LaCount requested to know what the Court Administrator was making and if it was the same as the predecessor that had been there for many years. She also requested to see utility rate increase calculations for a bare minimum budget with no increase in resources or services.

Discuss and consider resolution setting date and time for public hearing for Fiscal Year 2017-2018 Annual Budget for August 28, 2017 at 6:00 P.M.

On motion by Sarah Reed, second by Lauren LaCount with all present members voting “aye” the public hearing for the Fiscal Year 2017-2018 Annual Budget was set for August 28, 2017 at 6:00 pm.

Consider and record vote for proposed tax rate of \$.6403, which is 3.71% greater than the effective rate for the City of Richwood

Ms. Cantu stated the effective rate was set at .6173 per the appraisal district and is the rate that is needed to collect the exact same revenues as the previous year. However, staff is proposing the rate of .6403 in the proposed budget which is 3.71% greater than the effective rate for the City of Richwood to account for increase in resources and additional personnel. However, once budget discussions are had and if Council chooses, they can still adopt the lesser effective rate.

On motion by Frank Blanks second by Sarah Reed, with all present members voting “aye” the Council voted to propose a tax rate of \$.6403, which is 3.71% greater than the effective rate for the City of Richwood, to be adopted at a future meeting.

Discuss and consider resolution setting public hearings on the proposed tax rate of \$.6403 (per 100) which is 3.71% greater than the effective rate for the City of Richwood for August 21, 2017 and August 28, 2017 at 6:00 pm and placing the adoption of said tax rate on the Council agenda of September 11, 2017

On motion by Sarah Reed second by Lauren LaCount, with all present members voting “aye” the public hearings on the proposed tax rate of \$.6403 (per 100) which is 3.71% greater than the effective tax rate for the City of Richwood were set for August 21, 2017 and August 28, 2017 at 6:00 pm at City Hall, 1800 Brazosport Blvd, Richwood, TX and the adoption of the tax rate was set for September 11, 2017.

CITY MANAGER'S REPORT

Mr. Coon asked Council to reach out to staff and provide input and direction as to what changes they would like to see to the proposed budget.

ADJOURNMENT

There being no further business the meeting adjourned at 8:15 p.m.

These minutes were read and approved on this ____ day of _____, 20__.

Mark Guthrie, Mayor

Attest:

Giani Cantu, City Secretary

