

Minutes of Regular Meeting

The City Council City of Richwood

A Regular Meeting of the City Council of City of Richwood was held Monday, March 20, 2017, beginning at 6:00 PM in the Richwood City Hall, 1800 N. Brazosport Blvd. Richwood, Texas.

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Mark Guthrie, Mayor and Presiding Officer.

II. INVOCATION

The invocation was given by Michael Coon, City Manager

III. PLEDGES OF ALLEGIANCE

The Pledge of Allegiance and the Texas Pledge of Allegiance was recited by those in attendance.

IV. ROLL CALL OF COUNCIL MEMBERS

Roll call showed the following members present:

Mark Guthrie, Mayor and Presiding Officer
Paul Raymond, Council, Position #1
Melissa Blanks, Council, Position #2
Lauren LaCount, Council, Position #4
Chris Hardison, Council, Position #5

Absent:

Jarrold Beaty, Council, Position #3

A quorum was declared. Others present included Michael Coon, City Manager, Karen B. Schrom, City Secretary, Bryan Corb, Police Chief, Kenny Williams, Director of Inspections/Permits, Clif Custer, Public Works Director, Clint Kocurek, Fire Chief, Kevin Story, Frank Blanks, John Pitts, Kevin Cadenhead of Kennemer, Masters & Lunsford, Patti Guthrie, and Stephany Garza of the Facts.

V. PUBLIC COMMENTS

Josh Strawn was present to remind Council of the ongoing issue with the streets at Oakwood Shores. Under the current golf cart ordinance, the driver must be 18 years of age to operate the golf cart. He asked if there was a possibility of any wriggle room for 16 year olds in a few years.

Travis Sparks spoke regarding the livestock ordinance. He wants to have chickens but the current ordinance only allows people to apply for the permit in January or February.

VI. CONSENT AGENDA

On motion by Councilman Raymond, seconded by Councilman Hardison, with all members present voting aye, the items on the Consent Agenda were approved as presented.

- A. Approval of Minutes of Previous Meetings
- B. Certification of Unopposed Candidates
- C. Ordinance No. 412, Cancelling May 6, 2017 Election
- D. Resolution 17-04, Review of Investment Policy
- E. Payment of bills

VII. DISCUSSION AND ACTION ITEMS

A. FY 16 Audit Presentation

Kevin Cadenhead, Kennemer, Masters, & Lunsford explained to City Council a new law has been passed which will require them to complete the City's audit within 120 days of fiscal year end. He told Council the audit went well and once again presented a clean audit report. He also said that General Fund has been funding Water/Sewer for the past several years. The city needs to adopt a plan to have Water/Sewer reimburse General Fund.

B. Public Hearing - Single-Family Attached Residences

The Public Hearing was opened at 6:18 pm.

Mr. Coon explained we have been approached by a developer who is interested in building townhomes. Staff is recommending a specific zone be created for townhomes. The proposed ordinance being developed is adding strict guidelines as well as requiring a homeowner's association to maintain the property to guarantee they are well maintained and look nice. The demand for townhomes is

increasing.

John Pitts asked what area is being considered. Mr. Coon stated this is to just create the district and not set a specific area.

Joshua Strawn asked if this was for townhomes or duplexes. Mr. Coon explained the townhomes would be separated by plat and each lot will be singly owned. It will give home buyers additional options.

With no further comments, the Public Hearing was closed at 6:25 pm.

C. Preliminary report on proposed amendment to the Zoning Ordinance to create a new district for Single Family Attached (Townhomes)

Staff will prepare a preliminary report. Additional traffic will be restricted to the main arteries and there should be no negative impact if anyone develops according to plan.

It was further explained that the developer will need to build their own infrastructure and then tie into our system. Councilman LaCount commented that drainage is a concern. It was explained that the developer would be responsible for the drainage infrastructure which has to be approved by Velasco Drainage District.

D. Ordinance No. 131B-17, amending ordinance to include provisions for non-consent towing

E. Authorization to seek Requests for Proposals - Ambulance Services

Motion – Lauren

Second – Chris

All aye

F. Authorization to seek Requests for Proposals - Custodial Services

Inconsistency with the cleaning. Used to have 2 or 3 show up now usually 1 – quality has decreased

Motion - Lauren

Second – Paul

All aye

G. Authorization to renew Debris Monitoring Contract for one year.

We bid it out last year – and have the option to renew

Motion Chris

Second – Paul

All aye

H. Proposed changes to the Traffic Plan

Chief – working on traffic plan – neighborhood management plan. Run statistics on traffic. Did the major roads and some of the arterial roads.

85% is 25 mph in neighborhoods outside of Oakwood Shores. State statute does say we are not supposed to be setting limits below 25 mph except in school zones. Setting an uniform speed limit for the whole city.

Oakwood Shores practical for 25 mph? Paul survival rate is much greater for 25 mph.

Paul – data in Oakwood shores is 85% is 39 mph. Need to go back to revisit this.

Lauren – my understanding is that we started this over Cardinal – Do we have the numbers. State statute says can't be less than 20 mph. Cardinal 85% 25 mph.

I Proposed ordinance on Oil and Gas Drilling

Discussion only – but state changed the law. More than likely under our current guidelines, we would be sued. Current law does not allow us to ban drilling. LJ hired an attorney last year to update their ordinance after the new law. Our draft is based on their ordinance. Some feel 750 is too aggressive – some think 500 is easier. We would like to change the structure to the fee. We do not have

the capability to inspect those kinds of structures. We would have to hire a consultant. Pay minimal amount for dealing with the ordinance and then reimburse the city for any costs.

How would this affect the 900 acres? Lauren – Would this stop any drilling in the area. Buffer zones. The proposed ordinance will create a buffer zone around flood areas and water resources. We are trying to control the negative impact on the city.

Lauren – good idea to more respect towards the property owner rights.

500 feet and update the fees.

Motion

Second

J. Ordinance No. 290B, prohibiting the igniting or burning of rubbish, garbage, trash, grass, etc.

Motion – table - Lauren

Second Paul

K. Establishing Performance Evaluation for City Manager in accordance with his contract

Michael – quarterly evaluation with the Mayor – annual with Council. Core values along with other performance measures.

Paul – look good. Measurable goals always good. Metrics behind it so we can measure

Melissa – creation of a matrix is that something Council should discuss in executive session. Michael – council gives ideas and he discusses them with the Mayor and brings it to Council.

Chris – likes the idea of Michael and Mayor to discuss it based on the core

values.

Community engagement is a big topic – long term planning.

Motion -

Second -

L. Legislative Update

Last Tuesday, Bryan and Michael went to Austin, talked with Bonnen and Huffman. Political reasons – party politics. Would like to hear recommendations from cities. Like the transparency aspects of Bonnen's bill. Not in love with the 5% cap. It arbitrary number with no science or data to support. That and it doesn't address the actual concerns. Some folks are seeing substantial increases due to school district. Must be some sort of debt added to the bills.

Motion

Second

M. Richwood's Sixtieth Anniversary

Discussion at last meeting and was asked to put this on agenda. Open house type of event. We may host to meet new faces and look for volunteers. Maybe in the summer. Invite local businesses. Lauren is willing to help head this up if no one else can. We need to acknowledge it.

Melissa – open house is a good idea. Coordination with all the departments. All American night

Lauren likes a 60th anniversary open house – meeting new employees and get to know current committees and recruit new volunteers. Stand alone and not combine with All American Night.

Michael form a subcommittee – Lauren has already volunteered. Get other volunteers.

Motion

Second

N. Executive Session pursuant to Section 551.074, Government Code, Personnel Matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee; or to hear a complaint against an officer or employee:

1. City Secretary Position

Entered 7:17 pm

Exited 7:29 p.m.

O. Action as a result of executive session

Motion – Paul – City manager to make the offer to Gianni

Second - Lauren

P. Approve items removed from Consent Agenda

None

Motion

Second

VIII. REPORTS

A. Finance Reports

58%

IX. CITY MANAGER’S REPORT

TxDot – overlay on Business 288 April 10th will be starting work. Expecting to

finish by the end of August. College Drive finish area up to the concrete. 9 am to 3 pm to limit impact on traffic.

Looking at more long term planning for future. Best alternative for repairs in Oakwood Shores – bond issue. Ground penetrating radar to determine where the problems are and can work on that area. Vast improvement. 10,000 to 12,000 hope to do that out of this year's budget. Engineered results. Taking the bond issue to the voters to approve some sort of bond. Drainage project on Magnolia area. No financing as of yet – drainage areas, streets – bond committee – work with staff. Have the citizen group and recommend what areas to be worked on. City Council will decide if this is something to take to the voters for bond issue.

Will be attending HOA meeting. Expenditures vs revenues. Deal with roads in most responsible manner

Hazard mitigation grant is limited to 60,000 and only enough to clear the land. Cleaning up the bayou to help with flood mitigation. Go in with the county, Lake Jackson,

City Picnic – May 6th.

June 19th – community budget meeting.

July 10th – present

July 17th – budget worksession

X. FUTURE AGENDA ITEMS

April – considering Council Liaisons for committees

XI. COMMITTEE REPORTS

XII. COUNCIL MEMBER COMMENTS & REPORTS

TxDot – GCAA award – that project started first day in March – get update. Clif all irrigation lines have been laid. Drip irrigation. Should start planning in a few days. Maybe a ribbon cutting

Lauren – talking with volunteers on the committees – grow city interactions. Municipal Volunteer Program. Will work with Clint to produce flyers and give incentives.

Cookoff coming up – Melissa – reached out to judging. Easter Egg hunt. Children's burger cookoff coming up as well.

Clarification as to why the roads are so bad in Oakwood Shores. Public Works always working on them. The company paved over tree stumps and did not put in enough road base. That process was not inspected very well. Big pile of issues. A lot of toll taking on the roads by the big development.

XIII. MAYOR'S REPORT

Michael and Mark talking about a one day retreat – new councilmembers. Discussing the laws and rules, etc.

March 31st and April 1st city wide garage sale. Clean up April 1st.

XIV. ADJOURNMENT

Paul

Lauren

Adjourn 7:50 p.m.