Minutes of Regular Meeting

The City Council
City of Richwood

A Regular Meeting of the City Council of City of Richwood was held Monday, May 23, 2016, 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 Bryan Corb, Police Chief.

III. **PLEDGES OF ALLEGIANCE**

The Pledge of Allegiance and the Texas Pledge of Allegiance were 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
Sarah Harris, Council, Position #4
Lauren LaCount, Council, Position #4
Chris Hardison, Council, Position #5

Absent:

Jarrod Beaty, Council, Position #3

A quorum was declared. Others present included Karen B. Schrom, City Secretary, Bryan Corb, Police Chief, Clif Custer, Public Works Director, Kenny Williams, Director of Permitting, Sergeant Kevin Munley, Officer Dan Mathes, Clint Kocurek, Fire Chief, Patti Guthrie, Eric Kinnear, James Perry, Vivian Munley, David Whitten, and Brenda Mayors.

V. **PUBLIC COMMENTS**

There was no one who wished to address Council in Public Comments.

VI. **CONSENT AGENDA**

On motion by Councilman Raymond, seconded by Councilman Hardison, with all members present voting aye, it was duly adopted to approve the items on the consent agenda as presented.

A. Approval of Minutes of Previous Meetings
B. Payment of bills
C. Audit Engagement Letter
D. Appointment Ovaldo Duarte as City's representative to Brazosport Water Authority

VII. **DISCUSSION AND ACTION ITEMS**

A. Canvass the Election

On motion by Councilman Raymond, seconded by Councilman Blanks, with all members present voting aye, the election of May 7, 2016 were canvassed and approved. The results are as follows:

Council, Position #1

Paul Raymond – 68

Council, Position #4

Lauren LaCount - 45
Sarah Harris - 38

Council, Position #5

Chris Hardison - 68

B. Swear in New Council and recognize Outgoing Council

Mayor Guthrie swore in Lauren LaCount as Council, Position #4 who then took her position.

Mayor Guthrie thanked Ms. Harris for her service and dedication to the City. Councilman Paul seconded that and stated he hoped she would remain involved.

C. Lifesaving Award Recognition - Officers Munley and Mathes

Chief Corb presented Sergeant Kevin Munley and Officer Dan Mathes the Lifesaving Award for their efforts to revive a gentleman who was found not responsive at the Stop N Save on FM 2004.

Monty Brown, the step mother, thanked the officers who tried to save her son. The officers went above the call of duty by helping to keep her son's truck secure and safe until she could retrieve it. Officer Mathes helped her with directions and stayed on the phone and with the truck until she arrived. She presented both officers with flowers.

Mayor Guthrie stated the City appreciates everything the officers do and thanked them.

D. Application for Specific Use Permit - operate amusement redemption games at Stop N Save, 2131 Hwy. 2004

Digant Patel has made an application for a Specific Use Permit. Article VII, Sec. 9-222 requires that a specific use permit is required for the operation of amusement redemption machines. This includes businesses that do not fall under the definition of an amusement redemption machine game room but who operate amusement redemption machines.

The condition of the premises where the machines will be located must be brought up to date with current building and fire codes. Also, our ordinance also states that no alcoholic beverages shall be served or allowed on premises.

Chief Corb reported his department had gotten word the machines were turned on as of March 30th of this year. The store manager was notified they could not operate without a permit. He applied for the Specific Use Permit on April 1st. On April 7th, the machines were once again turned on and there were customers using them. There are 6 machines on the property and 1 of them does not have the proper state stamp and is illegal. The owner has refused to talk with the City. He also stated they have at least one case pending in Municipal Court.

On motion by Councilman Raymond, seconded by Councilman Hardison, it was duly adopted to deny the specific use permit.

E. FY 16 Budget Amendment #2

FY 16 BUDGET AMENDMENT #2

GENERAL FUND

General Ledger Account	Amount Currently	Amended Budget	Difference

	Budgeted		
Transfer in - Fund Balance	-	75,000.00	75,000.00
Total Revenues			**75,000.00**

General Ledger Account	Amount Currently Budgeted	Amended Budget	Difference
10-01-5950 Contingency Funds	130,862.00	205,862.00	75,000.00
			-
			-
Total Expenditures			**75,000.00**

New lift station at 4500 Brazosport Blvd.

This is to part of the Chapter 380 Agreement with 210 Developers for Brazos Crossing Apartments.

On motion by Councilman Hardison, seconded by Councilman Blanks with all members present voting aye, the Budget Amendment was approved as presented.

F. Ordinance No. 405 - annexation of property located at 4907 Brazosport Blvd.

On motion by Councilman LaCount, seconded by Councilman Raymond, with all members present voting aye, Ordinance No. 405, annexing Crawford's Furniture was approved as presented.

G. Resolution No. 16-04, Supporting the Municipal Setting Designation for Vernor and Brock/Miken properties in Freeport

The resolution is in support of the Municipal Setting Designation (MSD) for the two above referenced properties which are located wholly within the City of Freeport city limits. TCEQ requires those cities within a five mile radius adopt a resolution supporting the designation.

David Whitten explained this restricts the placement of water wells for potable use on the two properties. It only places the restriction on these two properties and has no effect on properties in Richwood.

On motion by Councilman LaCount, seconded by Councilman Blanks, with all members present voting aye, it was duly adopted to approve Resolution 16-04, supporting the Municipal Setting Designation for Vernor and Brock/Miken properties in Freeport.

H. Executive Session pursuant to Chapter 551.087, Deliberation regarding Economic Development options, to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or to deliberate the offer of a financial or other incentive to a business prospect described in Subdivision (1)

1. Proposed business investment to be located on FM 2004

   Council entered the executive session at 6:29 p.m.

   Council exited the executive session at 7:45 p.m.

I. Action as a result of executive session

On motion by Councilman Hardison, seconded by Councilman LaCount, city staff was authorized to pursue business negotiations for the proposed business to be located on FM 2004.

J. Approve Items removed from Consent Agenda

There were none.

VIII. **STRATEGIC PLANNING**

After identifying the City of Richwood's overall vison, mission, and values and confirming the city's strengths and weaknesses, we need to focus on establishing strategic goals. These goals should build on each other in an effort to create a common theme and work hand in hand with the vision statement to fulfil the overall mission of the city.

The goals may overlap, however the goals should have a positive impact on the long-term success of the community and the city as a whole. Once the goals are determined, then objectives need to be implemented to help meet the goals and move toward the overall completion of the mission and vision of the city.

Goals:

- Financial Sustainability

- Economic Development
- Infrastructure Investments
- Parks and Beautification of the City
- Delivery of City service

Chief Corb also outlined objectives staff had discussed to achieve these goals. Council indicated their approval of the objectives to date. This will be back on the Agenda for August 8, 2016. This will give city staff and the departments a chance to flesh out the objectives to meet their various programs.

IX. **REPORTS**

A. <u>Finance Reports</u>

Par for the period ending April 30, 2016 is 41%. Streets and Drainage and Administration are currently over.

X. **CITY MANAGER'S REPORT**

There was no report.

XI. **FUTURE AGENDA ITEMS**

Liaison appointments
Strategic Goals – August 8

XII. **COMMITTEE REPORTS**

There were none.

XIII. **COUNCIL MEMBER COMMENTS & REPORTS**

Councilman Raymond reminded the Department Heads that he would like to see reports on a more consistent basis.

XIV. **MAYOR'S REPORT**

Mayor Guthrie stated representatives from Olson and Olson were the guest speakers in April's BCCA meeting. It was very informative.

XV. ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 8:50 p.m.

APPROVED BY A MAJORITY VOTE OF COUNCIL ON the 13th day of June, 2016.

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Mark Guthrie, Mayor

ATTEST:

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Karen B. Schrom, City Secretary