

AGENDA
RICHHOOD CITY COUNCIL
Special Meeting, Monday, August 31, 2015
Richwood City Hall
1800 N. Brazosport Blvd.
Richwood, TX 77531
6:00 PM

- I. CALL TO ORDER
Presenter: Clint Kocurek
- II. INVOCATION
- III. PLEDGES OF ALLEGIANCE
Pledge of Allegiance & Texas Pledge
- IV. ROLL CALL OF COUNCIL MEMBERS
Presenter: Clint Kocurek
- V. DISCUSSION AND ACTION ITEMS
 - A. Public Hearing - FY 16 Tax Rate
This budget will raise more total property taxes than last year's budget by \$139,144 or 10.05%, and of that amount, \$66,944 is tax revenue to be raised from new property added to the tax roll this year.
 - B. Replat request - Brazos Creekwood Apartments 2
 - C. Proposed Dispatch Services 4
- VI. REPORTS
Reports that require no action.
- VII. CITY MANAGER'S REPORT
Presenter: Glenn Patton
- VIII. FUTURE AGENDA ITEMS
- IX. 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
- X. ADJOURNMENT

I, Karen B. Schrom, do hereby certify that I did, on 28th day of August, 2015 post this notice of meeting on the bulletin board at 1800 N. Brazosport Blvd., Richwood, TX, in compliance with the Texas Open Meetings Law.

Karen B. Schrom, City Secretary
City of Richwood

MEMORANDUM

To: Members of the Richwood City Council

From: Clint Kocurek, Mayor

Date: August 27, 2015

Subject: Replat Request for Brazos Creekwood Apartments

The property in question are the two lots on Creekwood Landing. Recently we rezoned the front lot to R3, Multi-family. They are now asking to have the two lots replatted as one lot.

We have paper copies of the maps but no electronic copy to include in your packet. The paper copies can be viewed at City Hall and will be made available at the meeting.



Windrose Land Services, Inc
3200 Wilcrest, Suite 325
Houston, Texas 77042
Phone (713) 458-2281 Fax (713) 461-1151
Firm Registration No. 10108800

Professional Development Consultants
Land Surveying, Platting, Project Management and GIS Services

PLAT SUBMITTAL LETTER

DATE: August 20, 2015

TO: Planning & Zoning Commission and/or City Council
City of Richwood
ATTN: Karen Schrom, City Secretary
City Hall
1800 N. Brazosport Blvd.
Richwood, TX 77531

FROM: Andrew Allemand, Project Manager
Windrose Land Services, Inc.

RE: Replat Application Request – Brazos Creekwood Apartments (WJN 52548)

Ms. Schrom,

We hereby request that the attached plat be processed by the City of Richwood as a minor or concurrent preliminary/final replat, if possible. The site is 9.4705 acres located at the northwest intersection of State Highway 288 and Creekwood Landing, being a replat of Lot 1, Tract 2, Richwood Centre Replat of Lot 1, Tract 2 and Tract 4, File No. 2007009565 and Tract 5, Richwood Centre, Volume 18, Pages 269-270, Official Plat Records of Brazoria County, City of Richwood City Limits. The property currently sits vacant but there are utilities available and all portions of the plat have access to a dedicated public right-of-way. The applicant intends to combine the two referenced properties in to one unrestricted lot for the purpose of developing an apartment complex. Please note the following development contacts for this project:

<i>Property Owner/Developer:</i>	<i>Applicant:</i>	<i>Engineer:</i>
Brazos Creekwood, LLC Michael Wibracht, Managing Partner 454 Soledad, Suite 300 San Antonio, TX 78205 Office: 210-354-3705	Windrose Land Services, Inc. Andrew Allemand, AICP 3200 Wilcrest, Suite 325 Houston, TX 77042 Office: 713.458.2281 andrew.allemand@windroseservices.com	Big Red Dog Matthew Stewart, P.E. 901 Rhode Place, Suite #300 Houston, Texas 77019 Office: 832.730.1901 matthew.stewart@bigreddog.com

Please do not hesitate to contact me if you require additional information or if you have any questions or concerns.

Very Respectfully,

Andrew Allemand

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MEMORANDUM

To: Members of the Richwood City Council

From: Clint Kocurek, Mayor

Date: August 27, 2015

Subject: Proposed Dispatch Services

Members of Council,

I have requested the proposed dispatch services for the City of Richwood be included on the agenda for discussion amongst council. Recently, a plan was presented to CCPD that included moving forward with Richwood establishing a part time dispatch center and hiring a new dispatcher utilizing CCPD funds. This plan has not yet been presented to the Council. While Council does not control the CCPD budget as far as purchasing items, we do approve the overall budget. The proposed budget from CCPD does not include any personnel and expenses that go along with personnel employment for the current fiscal year or the next fiscal year.

This would be a major change for the City and has a large impact on the citizens and the operations of the city and involves other departments in the city. I believe this transition needs to be thoroughly planned out over a period of time and should include input from council, city departments and other agencies. This plan should take place prior to the hiring of a dispatcher and should include detailed cost including consultants coming in and advising us on the technical aspects of items needed to establish compliance with a new dispatch center. The consultants would also need to price out what it will take to modify the space in our building and purchase necessary equipment to set up a certified dispatch center. Dispatch services can be very expensive when you start adding equipment, personnel, and liability. I believe Council needs to be aware of the costs associated with this prior to making this change for our city.

We currently are paying Lake Jackson \$34,000 per year for dispatching services. We moved from Clute dispatch over 4 years ago. The move from Clute was an expensive move and cost the city a lot of money to transition this service. While I do understand the price may increase over the years (like EMS service has in the past), the cost is cheaper than what we will have to invest to bring this internally. Remaining with Lake Jackson dispatch does not pose a decrease in services for our citizens. We also need to consider the liability expenses that the city will take on as a result of the transition as well.

Another consideration to take into account is there have been previous discussions in the county of bringing on a county wide dispatch. Several months ago, Glenn, the Freeport Fire Chief, and I were discussing dispatch services and how we would like to coordinate a county wide or even a southern dispatch center. This would include Richwood, Lake Jackson, Clute, and Freeport. The hard part would be getting all the agencies on board and working through it, but would greatly benefit the smaller cities that can't justify the large expense of maintaining stand-alone dispatch centers. Many other small cities in our county dispatch through the county Sheriff's department or another city, just as we are with Lake Jackson. I've talked to several other agencies that have full time dispatch and they are ready to turn it over to a county wide dispatch as soon as one becomes available. This is due to the cost, headache, and liability associated with each dispatch center.

I recommend Council request a thorough plan for future development of these ideas that include actual figures of expenses that will be incurred. This should include costs to establish the part time dispatch center and a 5 year plan going forward, as well as the maintenance and upkeep cost of training certifications and equipment each year. Agency dispatch centers cost millions of dollars to construct

and I feel at this point in time and even over the next several years, the City of Richwood is in no financial situation to take on any expenses related to a dispatch center until we have a plan in place that details the transition and what we are looking to gain. I personally would like to see the pros and cons of having our own dispatch and what financial impact this will place on the city. If CCPD funds go away or are reduced during a bad year, the city would then be responsible for the financial burden. Currently, I don't feel we are in a situation to proceed without knowing exactly what the cost will be at this time.

Crime Control District FY 16 Budget Proposal

FY 16: \$75,000.00

As the police department begins to move forward and become less dependent on other agencies, we are moving towards implementing emergency services dispatch housed inside the Richwood Police Department. With this implementation, the following items are being proposed:

\$38,000.00 Dispatch personnel- the person hired will help implement the program. The pay rate will be \$15.00 hr. to start. The total figure proposed takes into consideration benefits (insurance, retirement, etc.) 20% on top of the total figure was used to calculate this amount. This person would start out Mon-Fri 8am-5pm

\$500.00 computer needed for dispatching calls for service

\$500.00 computer needed for TLETS

\$800.00 door locking system identical to what is currently being used for doors leading into the police area.

\$2000.00 for replacement of window to install security window at front desk

\$1200.00 for removal and installing existing video monitors

\$2500.00 for phone recording system

\$2500.00 for three additional licenses for OSSI (RMS Operating System)

\$0.00 for radio/mic as it is included in the grant that has been applied for and tentatively awarded

\$0.00 for desk/chair as we already have this in place.

Total \$48,000.00

Expendables: \$12,000

Building/Grounds M&R \$15,000.00 (roof repairs)

Crime Control and Prevention Revenues

DESCRIPTION	ACTUAL FY 2012/13	BUDGET FY 2013/14	BUDGET FY 2014/15
TRANS IN - FUND BALANCE			
4110 INTEREST			-
4112 MISCELLANEOUS			
4117 SALES TAX	60,575.42	65,000.00	75,000.00
FUND TOTAL	60,575.42	65,000.00	75,000.00

Crime Control and Prevention Expenditures

EXPENDITURE CLASSIFICATION	ACTUAL	BUDGET	BUDGET
5100 PERSONNEL COSTS			
03 SALARIES			31,200.00
05 RETIREMENT			2,600.00
10 WORKER'S COMP			100.00
15 HOSPITALIZATION			4,000.00
20 UNEMPLOYMENT INS.			100.00
30 TRAINING & TRAVEL			
90 UNIFORMS		-	
TOTAL	-	-	38,000.00
5200 SUPPLIES			
10 OFFICE SUPPLIES			3,500.00
20 TOOLS	-	12,200.00	
40 EXPENDABLE	2,064.46		12,000.00
TOTAL	2,064.46	12,200.00	15,500.00
5300 MAINTENANCE & REPAIRS			
10 BUILDING & GROUNDS		52,800.00	17,800.00
40 VEHICLE M&R			
65 OTHER EQUIPMENT M&R			3,700.00
TOTAL	-	52,800.00	21,500.00
5900 CAPITAL			
5920 MOTOR VEHICLES	30,000.00		
5930 EQUIPMENT			
	30,000.00	-	-

FUND TOTAL	32,064.46	65,000.00	75,000.00
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MAJOR BUDGET CHANGES

Personnel Costs	38,000.00	Dispatch personnel to work Mon - Friday
Expendable	12,000.00	small equipment and supplies
Building & Grounds	17,800.00	roof repairs to Police Department door locking system and front window
Other Equipment	3,700.00	phone recording system and video monitors