

MINUTES
RICHWOOD CITY COUNCIL
Regular Meeting, Monday, March 12, 2012
Richwood City Hall
215 Halbert
Richwood, TX 77531
7:00 P.M.

I. CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Clint Kocurek, Mayor and presiding officer

A. Opening Prayer

The opening prayer was given by Lee Bryant, Council, Position #3.

B. Pledge of Allegiance

The Pledge of Allegiance was recited by those in attendance.

II. ROLL CALL OF COUNCIL MEMBERS

Roll call showed the following members present:

Clint Kocurek, Mayor and presiding officer
James Hughes, Council, Position #1
John Pitts, Council, Position #2 and Mayor Pro Tem
Lee Bryant, Council, Position #3
Charles Pettey, Council, Position #4

A quorum was declared. Others present included Glenn Patton, City Administrator, Karen B. Schrom, City Secretary, KennethJo Kelley, Lijie Liu and Kevin Cadenhead with Kennemer, Masters & Lunsford and Shannon Daughtry with the Facts.

III. APPROVAL OF MINUTES OF PREVIOUS MEETING

On motion by Councilman Pettey, seconded by Councilman Pitts, with all members present voting aye, it was duly adopted to approve the minutes of February 13, 2012 as presented.

IV. ANYONE WISHING TO ADDRESS COUNCIL

There was no one present who wished to address Council on matters not on the agenda.

V. DISCUSSION AND ACTION ITEMS

A. FY 11 Audit Presentation

Kevin Cadenhead and Lijie Liu presented the FY 11 Audit to Council. It was an unqualified audit again this year. Mr. Cadenhead reported it was another successful year, with no issues to be reported and no issues with management.

B. Special use permit - Amusement redemption game room - Kenneth Jo Kelly

On motion by Councilman Pitts, seconded by Councilman Pettey, with all members present voting aye, it was duly adopted to approve the Special use permit for the Amusement Redemption Game Room as presented.

C. Authorization to seek Requests for Proposals for Banking Services Depository

On motion by Councilman Bryant, seconded by Councilman Pettey, with all members present voting aye, it was duly adopted to authorize city staff to seek Requests for Proposals for Banking Services Depository.

D. Certification of Unopposed Candidates

Karen Schrom, City Secretary, certified to City Council that Roy “Woody” Welch was unopposed for Council, Position #1 and Donna Lacy was unopposed for Council, Position #5. No one filed for Council, Position #4.

On motion by Councilman Pitts, seconded by Councilman Pettey, with all members present voting aye, it was duly adopted to accept the Certification of Unopposed Candidates.

E. Ordinance No. 371, Cancelling the May 12, 2012 election

On motion by Councilman Bryant, seconded by Councilman Pitts, with all members present voting aye, Ordinance No. 371, Cancelling the May 12, 2012 election, was approved as presented.

F. Authorization to seek bids for Storm Debris Removal - Annual Contingency Contract

Councilman Pitts asked if burning would be viable in the future. Mr. Patton explained that we won't have the luxury of a burn pit in Oakwood Shores like we had after Hurricane Ike however, we most likely will be able to make use of a County burn site.

On motion by Councilman Bryant, seconded by Councilman Pettey, with all members present voting aye, it was duly adopted to authorize city staff to seek bids for the Storm Debris Removal - Annual Contingency Contract.

G. Authorization to seek Requests for Proposals for Debris Monitoring, Recovery and Other Related Services or to renew current contract for one year

On motion by Councilman Pitts, seconded by Councilman Bryant, with all members present voting aye, it was duly adopted to renew the current contract with O'Brien's for one year.

H. Amending Purchasing Policy

Mr. Patton explained that the new procedures were recommended by the auditors and will make it easier for the City to keep track of expenditures. Department Heads will issue requisitions which will be turned into Accounting who will issue the purchase orders and the information will be entered into the City's accounting system at that time. Arrangements have been made so that each Department Head will be able to review their financial reports on a daily basis.

On motion by Councilman Bryant, seconded by Councilman Pettey, with all members present voting aye, it was duly adopted to amend the Purchasing Policy as presented.

I. Amending Policy on Alcohol use in City Parks and Facilities

City staff reviewed the policies of our neighboring cities and have made a recommendation of allowing alcohol use when renting the pavilions at the Richwood Municipal Park or Bobby Ford Park or renting the P.K. Forrest Community Center but at a higher deposit and a higher fee of rental. They recommend the deposit be twice the regular amount and the rental fee be 1 ½ times that of the rate charged for all other rentals.

Councilman Bryant asked if it would be feasible to implement other restrictions as well such as not allowing alcohol use in the park or the parking lot, requiring they hire an uniformed police officer if the party is over 25 people and banning glass containers.

On motion by Councilman Pitts, seconded by Councilman Bryant, with all members present voting aye, it was duly adopted to have staff draft an amendment to Ordinance No. 339 which would allow alcohol to be consumed in the Community Center and under the Pavilion only, charge the higher deposit and user fee, requiring an uniformed police officer if the party is over 25 people and banning glass containers.

J. Proclamation - Proclaiming April 2012 as Fair Housing Month

On motion by Councilman Pitts, seconded by Councilman Bryant, with all members present voting aye, it was duly adopted to proclaim April 2012 as Fair Housing Month in Richwood.

K. 2012 Brazoria County CDBG Public Facilities Application - Sidewalks on Moore Street

On motion by Councilman Bryant, seconded by Councilman Pitts, with all members present voting aye, it was duly adopted to approve the 2012 Brazoria County CDBG Public Facilities Application - Sidewalks on Moore Street.

L. Payment of bills

On motion by Councilman Bryant, with all members present voting aye, it was duly adopted to pay the bills as presented.

M. Financial Report

Par for the period ending February, 2012 is 57% remaining. Most of the departments are within par. Revenues are exceeding expenditures in General Fund.

VI. **CITY MANAGER'S REPORT**

Mr. Patton reported that he had moved into the City but had to go to Lake Jackson to get a box for his address. All the carriers have been moved to Lake Jackson. He has spoken with the President of the local carrier union and they are working to change that.

He has asked to have a representative from Centerpoint/Reliant to speak at BCCA on smart meters.

VII. **FUTURE AGENDA ITEMS**

Appoint Donna Lacy - Position #5

VIII. COMMITTEE REPORTS

Councilman Pettey reported that work on the signs have stopped due to issues getting electricity and the weather. The small signs are finished but the big sign is standing in water.

IX. MAYOR'S REPORT

BCCA will be hosted by the City of Pearland on March 21st. The City will be hosting BCCA on May 16 at the Fine Art Center and El Toro's will be catering.

X. ADJOURNMENT

With no further business to discuss the meeting was adjourned at 7:58 p.m.

APPROVED BY A MAJORITY VOTE OF COUNCIL ON APRIL 9, 2012.

Clint Kocurek, Mayor

ATTEST:

Karen B. Schrom, City Secretary
City of Richwood