

MINUTES
RICHWOOD CITY COUNCIL
Regular Meeting, Monday, February 11, 2013
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 Glenn Patton, City Administrator.

B. Pledge of Allegiance

The Pledge of Allegiance was recited by those in attendance.

C. Texas Pledge of Allegiance

The Texas Pledge 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
John Pitts, Council, Position #2 and Mayor Pro Tem
Charles Pettey, Council, Position #3
Morgan Laird, Council, Position #4
Donna Lacy, Council, Position #5

Absent:

Roy Welch, Council, Position #1

A quorum was declared. Others present included Glenn Patton, City Administrator and Karen B. Schrom, City Secretary.

III. APPROVAL OF MINUTES OF PREVIOUS MEETING

On motion by Councilman Pitts, seconded by Councilman Pettey, with all members present voting aye, it was duly elected to approve the minutes of January 14, 2013 and January 28, 2013 as presented.

IV. ANYONE WISHING TO ADDRESS COUNCIL

Richwood City Council
Regular Meeting, February 11, 2013

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

V. **DISCUSSION AND ACTION ITEMS**

A. Public Hearing - Request to re-zone 20 acres from C-1, Commercial to R-3, Multi-family

The public hearing was opened at 7:05 p.m.

With no one present who wished to speak, the public hearing was closed at 7:06 p.m.

B. Re-Zone 20 acres from C-1, Commercial to R-3, Multi-family

On motion by Councilman Laird, seconded by Councilman Pettey, with all members present voting aye, the 20 acres located at the intersection of FM 2004 and Hwy. 288B was re-zoned from C-1, Commercial to R-3, Multi-family.

C. Request to close portion of Audubonwoods Drive for Barbeque Cookoff, March 29-March 30th, in the event of rain

On motion by Councilman Pitts, seconded by Councilman Lacy, with all members present voting aye, it was duly adopted to approve the request to close a portion of Audubonwoods Drive for the Barbeque Cookoff on March 29th - March 30th in the event of rain.

D. Renew debris monitoring, recovery and other related services contract with O'Brien's for one year

On motion by Councilman Pitts, seconded by Councilman Pettey, with all members present voting aye, it was duly adopted to renew the debris monitoring, recovery and other related services contract with O'Brien's for one year.

E. Amend Personnel Policy

Councilman Pettey expressed concern that the policy was being amended to put the responsibility of the court under the Finance Director. Mr. Patton stated that this was done so that all the departments handling cash were under the Finance Director.

Councilman Pitts also had numerous concerns about the policy. This matter was tabled to allow the Mayor and Mr. Patton to review the policy, address Councilman Pitts concerns and make it more user friendly.

F. City Hall Business Hours

This item was tabled to allow for more time for research and review.

Richwood City Council
Regular Meeting, February 11, 2013

G. Order May 11, 2013 Election

On motion by Councilman Pitts, seconded by Councilman Laird, with all members present voting aye, it was duly adopted to order the May 11, 2013 election.

H. Joint Election Agreement and Contract for Election Services

On motion by Councilman Laird, seconded by Councilman Pitts, with all members present voting aye, it was duly adopted to approve the joint election agreement and contract for election services with Brazoria County.

I. Public hearing - Ordinance No. 355 and the needs to continue the juvenile curfew

The public hearing was opened at 7:24 p.m.

With no one present who wished to speak, the public hearing was closed at 7:25 p.m.

J. Review and re-adoption of Ordinance No. 355, establishing a juvenile curfew

On motion by Councilman Pitts, seconded by Councilman Lacy, with all members present voting aye, it was duly adopted to review and re-adopt Ordinance No. 355, establishing a juvenile curfew.

K. Update on progress of new city hall

Mayor Kocurek brought Council up to date on the progress of the building. After receiving bids, we quickly discovered there isn't enough money to complete the building. After meeting with Mr. Patton and Ms. Schrom several times over the past few weeks and viewing all ways to save costs, estimates now indicate it will cost approximately \$600,000 to complete 2/3's of the project. While this is not the best solution, it is in his and staff's opinion, this is the most viable solution. Even so, we still fall short and as a result, have been in talks with First National Bank of Lake Jackson.

Mr. Patton stated that while this is a great disappointment, we are still much farther ahead than we were just a few years ago. We bought this building with no plans and currently do not have the staff needed for the whole building. The decision to scale down the project did not come lightly. The fact that we must comply with new ADA and energy efficiency requirements have added greatly to the overall costs. The lobby and the council chambers will still be our main focus. It is hoped that we can move into the building by June 1st.

L. Approve additional funding for renovations

On motion by Councilman Laird, seconded by Councilman Pitts, with all members present voting aye, it was duly adopted to approve the request for additional funding for the renovations. The city will borrow the additional \$300,000 from First National Bank of Lake Jackson and the payments will be approximately \$21,000 to \$22,000 per year. This will be funded at no

Richwood City Council
Regular Meeting, February 11, 2013

additional cost to the taxpayers. Budgets will be tight for the next few years and there will be no more capital projects for quite some time.

M. Payment of bills

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

N. Financial Report

Par for the period ending January 31st is 67%. All departments are holding the line on expenditures.

VI. CITY MANAGER'S REPORT

Mr. Patton reported that he and Mayor Kocurek attended the Oakwood Shores Homeowners Association meeting to bridge some gaps, answer their questions and address their concerns. We have begun work on 1500 feet of Oakwood Shores Drive and mixed portland cement in the base. This is a test we are trying based on recommendations from Precinct 1. Plans are to oil it and not asphalt it so we can determine if the base will hold up to the heavy truck traffic.

Weather has been one of the major hurdles in completely Oyster Creek Drive. Garner Paving is also waiting for parts to arrive from Germany so they can fix their overlay machine. Once this and the CDBG sidewalk project is completed, it is hoped we can utilize some of the transportation fund for sidewalks on Oyster Creek Drive. We have received fewer calls in recent months about the additional fee and have received few negative comments.

Councilman Welch is in the hospital. He experienced shortness of breath and chest pains while working his security job at the hospital.

Don Malone has agreed to help with inspections. Mr. Williams and Mr. Custer will be looking into completing Code Enforcement training.

We ran into cost over runs with lift station #6 and looked into taking money out of capital improvements to fund the repairs to lift station #4. However, after talking with Mr. Mercer, City Engineer, he has suggested we hold off and possibly partner with the apartment project to deepen and widen lift station #4.

We received a zoning variance request for a church on Hwy. 288B which is zoned commercial. Jason Cordoba, City Attorney, has issued an opinion that specific use permits for churches in commercial zones are not allowed. We will refer this request to Mr. Cordoba.

VII. FUTURE AGENDA ITEMS

Personnel policy

Special meeting for zoning request - combine two lots as one

Richwood City Council
Regular Meeting, February 11, 2013

VIII. COMMITTEE REPORTS

Councilman Pettey reported they have contacted Woodmen of the World who will provide new flagpoles for the new City Hall. Keep Richwood Beautiful is getting bids on park landscaping.

IX. MAYOR'S REPORT

BCCA will be hosted by the City of Danbury on February 20th.

We met with the auditors at the exit meeting last Friday. It was a good audit, as usual and they complimented City staff on their cooperation.

The state has put out the traffic counters at the intersections of FM 2004 and Hwy. 288B. This gives us a very good count of how much traffic this intersection handles daily and will be used to sell the city to businesses.

He reminded Council that application filing for council ends on March 1.

X. ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 8:08 p.m.

APPROVED BY A MAJORITY VOTE OF COUNCIL ON MARCH 11, 2013.

Clint Kocurek, Mayor

ATTEST:

Karen B. Schrom, City Secretary