

MINUTES
RICHWOOD CITY COUNCIL
Regular Meeting, Monday, March 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 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
Roy Welch, Council, Position #1
John Pitts, Council, Position #2 and Mayor Pro Tem
Charles Pettey, Council, Position #3
Donna Lacy, Council, Position #5

Absent:

Morgan Laird, Council, Position #4

A quorum was declared. Others present included Glenn Patton, City Administrator, Brad Caudle, Police Chief, Karen B. Schrom, City Secretary, Ellis Feiner, BWA Director, Lijie Liu and Kevin Cadenhead of Kennemer, Masters & Lunsford and Jarrod and Jennifer Beaty.

III. APPROVAL OF MINUTES OF PREVIOUS MEETING

On motion by Councilman Welch, seconded by Councilman Pitts, with all members present voting aye, it was duly adopted to approve the minutes of February 11, 2013 and February 25, 2013 as presented.

Richwood City Council
Regular Meeting, February 11, 2013

IV. **ANYONE WISHING TO ADDRESS COUNCIL**

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

V. **DISCUSSION AND ACTION ITEMS**

A. FY 12 Audit Presentation

Kevin Cadenhead and Lijie Liu of Kennemer, Masters & Lunsford presented the FY Audit Report. Mr. Cadenhead stated the audit went very well and the City continues to make improvements in their accounting and financial controls. We received an unqualified audit again this year. Total net assets of the City are 13.5 million dollars and 11.2 million are capital assets.

B. Report from Mr. Feiner, the City's BWA representative

Mr. Feiner, the City's representative to BWA, brought City Council up to date. Currently BWA is at Stage 1, drought contingency plan. It looks very promising there will soon be a river master for the Brazos River.

The county wide water report should be completed in the next few months. It looks like the upgrade plan for BWA will be the brackish water osmosis project. The long term weather reports indicate we are in for a long term drought.

The quality of the well water is degrading. Galveston, Harris and Fort Bend counties are concerned over subsidence and they are upset that Brazoria County still takes water out of wells.

C. Zoning Variance Request - Combine two lots as one - Block 1, Lots 37 & 38, Bayou Bend - Oakwood Shores

On motion by Councilman Welch, seconded by Councilman Pitts, with all members present voting aye, it was duly adopted to grant the variance request to combine Lots 37 & 38 in Block 1, Oakwood Shores as one lot.

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

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

E. Proclamation - April as Fair Housing Month

On motion by Councilman Pettey, seconded by Councilman Welch, with all members present voting aye, it was duly adopted to proclaim April as Fair Housing Month.

Richwood City Council
Regular Meeting, February 11, 2013

F. Report from Police Chief

Brad Caudle, Police Chief, reported that from October, 2011 through March 7, 2012, there were 553 traffic contacts. This year for the same period, there were 1,061 contacts. He reported there were 568 citations issued for this year and 691 for last year.

He did not have a count of the total number of calls but could get that for council if needed. He stated they switched from the handheld ticket writers to laptops. This speeds up the process and does local checks and now they don't have to rely on the court so much.

Councilman Pettey asked how the numbering system would work and will the accountability be the same. He stated the City had been very proud to have found a system that eliminated the need to manually enter in tickets in the court. Chief Caudle stated that he is working with the court on an interface which will allow the court to download the ticket. Currently they are manually entering each ticket. He has developed a procedure in the interim which will account for each ticket.

He reported the police department is excited about the move into the new building though they are aware that the police side will not be finished until more money becomes available. They have also run into a few bumps on the gun range. The city attorney has issued an opinion that the city should not invest time nor money on a gun range on private property. He is exploring other alternatives. Councilman Pettey asked about using other gun ranges. Chief Caudle stated it would cost the city in overtime to use Greenwood and the fees on Brazoria County gun range has increased.

Councilman Welch asked about range masters if the city's officers do use the gun range on his property. Chief Caudle stated that either Sgt. Schilhab or Officer Nutt will be there to meet TCLEOSE requirements. Councilman Welch also questioned why the design for holding cells in the new city hall was changed to actual jail cells. Chief Caudle stated that the design changed somewhat to accommodate changes in the future. We currently pay Clute \$6,500 per year for jail services and he's heard rumors that this cost may increased. He further stated that it is hard being at the mercy of someone else and would like to be prepared for the department to stand on its own two feet.

Councilman Pitts asked if they will be used as holding cells when the building is opened or will they be used as jail cells. Councilman Pettey expressed concern that we'd need to have someone in the building at all times if we used them as jail cells. Chief Caudle stated there were things the department could implement such as a video system that would minimize the need for the building to be staffed 24/7.

G. 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 to hear a complaint against an officer or employee
City Administrator

Council entered executive session at 8:02 p.m.

Richwood City Council
Regular Meeting, February 11, 2013

Council exited executive session at 9:04 p.m.

H. Action as a result of executive session

No action was taken.

I. Payment of bills

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

J. Financial Report

Par for the period ending February 28, 2013 is 57% remaining.

VI. **CITY MANAGER'S REPORT**

There was none

VII. **FUTURE AGENDA ITEMS**

Municipal Court/Finance Director

VIII. **COMMITTEE REPORTS**

Councilman Pettey reported that Keep Richwood Beautiful is working on the Easter Egg Hunt and that a group from Servolution worked to clean up Freedom Park.

IX. **MAYOR'S REPORT**

Mayor Kocurek reported there would be no BCCA for March due to the Brazoria County Day in Austin. He thanked city staff for all their hard work in guaranteeing a good audit.

X. **ADJOURNMENT**

With no further business to discuss, the meeting was adjourned at 9:10 p.m.

APPROVED BY A MAJORITY VOTE OF COUNCIL ON APRIL 8, 2013.

Clint Kocurek, Mayor

Richwood City Council
Regular Meeting, February 11, 2013

ATTEST:

Karen B. Schrom, City Secretary