

MINUTES
RICHWOOD CITY COUNCIL
Regular Meeting, Monday, July 8, 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 Manager

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
John Pitts, Council, Position #2 and Mayor Pro Tem
Jarrod Beaty, Council, Position #3
Donna Lacy, Council, Position #5

Absent:

Morgan Laird, Council, Position #4

A quorum was declared. Others present included Glenn Patton, City Manager, Karen B. Schrom, City Secretary, Bobby Weaver, Sarah and John Harris, Paul Raymond, Chris Hardison.

III. APPROVAL OF MINUTES OF PREVIOUS MEETING

On motion by Councilman Pitts, seconded by Councilman Beaty, with all members present voting aye, it was duly adopted to approve the minutes of June 17, 2013 and June 24, 2013 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. Ordinance No. 383 - relating to the use of wireless communication devices for texting while operating a motor vehicle

Michele Craig requested this item be on the agenda. She was seriously injured in an accident as a result of a driver distracted by texting but she was not present tonight. On motion by Councilman Beaty, seconded by Councilman Lacy, with all members present voting aye, it was duly adopted to table this matter in order to hold a public hearing.

B. Public Hearing - setback requirements for cul-de-sac lots in Brazos Crossing

The public hearing was opened at 7:08 p.m.

No one wished to speak on the matter.

The public hearing was closed at 7:09 p.m.

C. Variance request for setback requirements for cul-de-sac lots in Brazos Crossing

On motion by Councilman Pitts, seconded by Councilman Beaty, with all members present voting aye, it was duly adopted to approve the variance request for setback requirements for the cul-de-sac lots in Brazos Crossing as requested.

D. Award bids for the 2012 CDBG Storm Drainage and Sidewalk Improvements

The bid opening was Tuesday, July 2, 2013 and the bids are as follows:

Bidder	Days	Base bid
Matula & Matula	60	154,550.40
El Dorado Paving	60	156,451.25
LL&F Construction	100	160,112.55

On motion by Councilman Pitts, seconded by Councilman Beaty, with all members present voting aye, it was duly adopted to award the bids for the 2012 CDBG Storm Drainage and Sidewalk Improvements to Matula and Matula.

E. Accept bid for for sale of Lot 12, Block 2, Davidson Slater Place

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The City received one bid for the property. It is from John Cone who is representing an investor and they placed a bid of \$50,000 for the property with the caveat it be rezoned as B-1. They plan to use the building for office space, day care or an assisted living facility.

On motion by Councilman Pitts, seconded by Councilman Beaty, with all members present voting aye, it was duly adopted to accept the bid for the sale of Lot 12, Block 2, Davidson Slater Place.

F. Third Amendment to the Clute-Richwood Regional Sewerage System Agreement

Mr. Patton explained that the treated water is currently owned by BRA. This amendment gives the water back to the City of Clute and Richwood and allows us to sell the treated water. BASF has expressed an interest.

On motion by Councilman Beaty, seconded by Councilman Pitts, with all members present voting aye, it was duly adopted to accept the Third Amendment to the Clute-Richwood Regional Sewerage System Agreement.

G. Acceptance of streets, drainage and utilities in Audubonwoods III Subdivision

Kenny Williams, Public Works Director, did the final walkthrough on July 3, 2013 and recommends the City accept the infrastructure in Audubonwoods III Subdivision.

On motion by Councilman Beaty, seconded by Councilman Pitts, with all members present voting aye, it was duly adopted to accept the streets, drainage and utilities in Audubonwoods III Subdivision.

H. Ordinance No. 382, amending Section 20, Richwood City Code, to restrict the stopping, standing or parking of any commercial or oversized vehicle in a residential zone

Councilman Pitts stated he would like to see a public hearing on this item as well. On motion by Councilman Pitts, seconded by Councilman Beaty, with all members present voting aye, it was duly adopted to table this until a public hearing can be held.

I. Amend policy regarding the number of renewals for building permits

Our current policy states that all building permits expire on year from the date of issue. This includes all permits associated with the building permit. This policy was adopted because we had several instances where it took at least 10 years to finish the homes.

There is no limit, however, on the number of times the permit can be renewed. As a result, we still have instances where the building project takes years, with no apparent end in sight.

City staff researched how other cities have addressed this policy. With this information

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and input from Mr. Williams and Ms. Beaty, the attached policy was developed. It allows for one 6 month extension.

It does make allowances for commercial development since they often take more than one year to complete.

On motion by Councilman Pitts, seconded by Councilman Beaty, with all members present voting aye, it was duly adopted to amend the policy regarding the number of renewals for building permits as presented.

J. Authorize the engineering of sidewalks on Oyster Creek Drive from Audubonwoods III to Moore Street

On motion by Councilman Beaty, seconded by Councilman Lacy, with all members present voting aye, it was duly adopted to authorize the engineering of sidewalks on Oyster Creek Drive from Audubonwoods III to Moore Street.

K. Completion of new City Hall/Police Department/Municipal Court

On motion by Councilman Beaty, seconded by Councilman Pitts, with all members present voting aye, it was duly adopted to approve the funds to complete the new City Hall/Police Department/Municipal Court.

L. Presentation of proposed FY 14 Budget

The proposed FY 14 budget is balanced and it includes the loan payments, 2% raises for public works and a one time payment for all other employees of \$500. The costs for janitorial services used to be split between City Hall and the Police Department and is now budgeted entirely in Administration. The budget is balanced with no increase in fees or taxes. Council agreed to hold a workshop meeting in the evening.

M. 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 Council, Position #1

Council entered executive session at 7:27 p.m

Council exited executive session at 8:24 p.m.

N. Action as a result of executive session

Mayor Kocurek thanked all the applicants for their interest. There were three applicants for the vacant position. They were Paul Raymond, Chris Hardison and Sarah Harris.

On motion by Councilman Beaty, seconded by Councilman Lacy, with all members present, it

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was duly adopted to appoint Paul Raymond to fill the Council, Position #1.

O. Payment of bills

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

P. Financial Report

Par for the period ending June 30th is 25% remaining.

VI. CITY MANAGER'S REPORT

Mr Patton made Chief Caudle's report available for review. It is rather thick and they only made one copy as a result. Chief Caudle will be experimenting and will have the report simplified for the August meeting.

He reported that the outside windows of the new building should be working. They are 99% complete on the outside. The ceiling grid and the lights are being installed. We are closer to the finish line and hope to be in the building by the end of August.

We have received the plans for a 2.2 million dollar GE Richwood project. It will be a warehouse/office and they are hoping to begin construction in the next 30 to 45 days. This is being built without any economic development incentives. Hopefully this will open the door for more businesses.

We are planning on stuccoing the PK Forrest Building with excess Parks and Recreation funds.

VII. FUTURE AGENDA ITEMS

Public hearing - ordinance #383
Public hearing - ordinance #382
Workshop - FY 14 budget
Request to start meetings at 6:00 p.m.
Chapter 380 - Economic Development Board
Park expansion

VIII. COMMITTEE REPORTS

There were none.

IX. MAYOR'S REPORT

Iowa Colony will host BCCA

Mayor Kocurek thanked everyone for their support and dedication in bringing a balanced budget to the table despite the difficult times.

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X. **ADJOURNMENT**

With no further business to discuss, the meeting was adjourned at 8:36 p.m.

APPROVED BY A MAJORITY VOTE OF COUNCIL ON AUGUST 12, 2013.

Clint Kocurek, Mayor

ATTEST:

Karen B. Schrom, City Secretary