

MINUTES

RICHWOOD CITY COUNCIL MEETING

Monday, February 13, 2023 at 6:00 PM

BE IT KNOWN THAT a City of Richwood City Council will meet Monday, February 13, 2023, beginning at 6:00 PM at Richwood City Hall, located at 1800 Brazosport Blvd. N., Richwood, Texas 77531 with the following agenda:

I. CALL TO ORDER

The meeting was called to order at 6:05 p.m.

II. INVOCATION

Tricia Ditto, Finance Director, led the invocation.

III. PLEDGES OF ALLEGIANCE

Mayor Boykin led the pledges.

IV. ROLL CALL OF COUNCIL MEMBERS

Steve Boykin, Mayor:	Present
Mike Johnson, Position 1:	Present
Melissa Strawn, Position 2:	Present
Matthew Yarborough, Position 3:	Present
Rory Escalante, Position 4:	Present
Jeremy Fountain, Position 5:	Present

Others present: Eric Foerster, City Manager; Kirsten Garcia, City Secretary; Patricia Ditto, Finance Director; Clif Custer; Public Works Director; Stephen Mayer, Chief of Police; Philip Knop, City Attorney

V. PUBLIC COMMENTS

Michael Challenger - 33726 Bayou Bend - Spoke to council regarding joy.

VI. CONSENT AGENDA

- A. Approval of minutes from regular meeting held January 9, 2023.
- B. Appoint Amanda Seymour to the Keep Richwood Beautiful Committee.
- C. Appoint Leslie Klug to the Keep Richwood Beautiful Committee.
- D. Appoint William Yearsin to the Keep Richwood Beautiful Committee.
- E. Appoint Karl Klug to the Keep Richwood Beautiful Committee.
- F. December 2022 Financial Budget Report FY 2023
- G. January 2023 Financial Budget Report FY 2023
- H. Quarter 1 Fiscal Year 2023 Investment Report
- I. After Action Report - Diesel Spill

Motion to approve consent agenda.

Motion made by Mike Johnson, Seconded by Jeremy Fountain.

Voting Yea: Mike Johnson, Melissa Strawn, Matthew Yarborough, Rory Escalante, Jeremy Fountain

VII. PRESENTATION

- A. Fiscal Year 2022 Financial Audit Presentation - Clayton Rogers, Pattillo Brown & Hill, LLP
Clayton Rogers with Pattillo Brown & Hill presented the City's annual audit report.
Discussion was held on interest revenues and the reason for an increase.
Discussion held on areas for improvement.

VIII. DISCUSSION AND ACTION ITEMS

- A. Discuss and consider appointment for Brazosport Water Authority Representative.
1. Lauren LaCount
2. William Yearsin

Discussion was held on terms and when it expires.

Motion to table item A to end of the Discussion and Action Items.

Motion made by Matt Yarborough, seconded by Mike Johnson.

Matt Yarborough withdrew his motion.

Mayor Boykin gave a report on duties of the City's BWA representative.

Lauren LaCount spoke up and requested to withdraw her application.

Motion to appoint William Yearsin as Richwood's BWA representative.

Motion made by Jeremy Fountain, Seconded by Mike Johnson.

Voting Yea: Mike Johnson, Melissa Strawn, Matthew Yarborough, Rory Escalante, Jeremy Fountain

- B. Overview discussion regarding the Transportation Fund and Bond Fund.
Tricia Ditto, Finance Director, presented.
Discussion held on contingency.
- C. Discuss and consider awarding bid for Richwood's 2022 Sidewalks and Drainage Construction Contract.
Clif Custer, Public Works Director, presented.

Discussion was held on the need to complete sidewalk project or save the funds to apply towards to drainage.

Lauren LaCount, resident - spoke regarding sidewalks and the need for them.

William Yearsin, resident - spoke regarding sidewalks and the need for them to be completed, stated he would like the kids to be able to walk to school safely.

Motion to award \$402,055.00 for 2022 Sidewalks and Drainage Contract to HTI Construction.

Motion made by Jeremy Fountain, Seconded by Melissa Strawn.

Voting Yea: Mike Johnson, Melissa Strawn, Matthew Yarborough, Rory Escalante, Jeremy Fountain

- D. Discuss and consider approving Resolution 23-R-75, amending the FY 23 Transportation Fund Budget to complete a sidewalk project using remaining bond funds and transportation fund balance.

Clif Custer, Public Works Director, presented.

Motion to approve Resolution 23-R-75, amending the FY 23 Transportation Fund Budget to complete a sidewalk project using remaining bond funds and transportation fund balance.

Motion made by Mike Johnson, Seconded by Melissa Strawn.

Voting Yea: Mike Johnson, Melissa Strawn, Matthew Yarborough, Rory Escalante, Jeremy Fountain

- E. Discussion regarding Storm Water Master Plan, phases 1 & 2.

Clif Custer, Public Works Director, presented with Jared Engleke from Strand Engineering.

- F. Discuss and consider approval of Change Order #2 to the Stormwater Master Plan, Phase 1&2 Drainage Projects.

Clif Custer, Public Works Director presented.

Motion to approve Change Order #2 to the Stormwater Master Plan, Phase 1&2 Drainage Projects.

Motion made by Rory Escalante, Seconded by Matthew Yarborough.

Voting Yea: Mike Johnson, Melissa Strawn, Matthew Yarborough, Rory Escalante, Jeremy Fountain

- G. Discuss and consider approving Resolution 23-R-74, amending the FY 23 Transportation Fund Budget to complete a drainage project using the remaining bond funds and transportation fund balance.

Motion to approve Resolution 23-R-74, amending the FY 23 Transportation Fund Budget to allow for the completion of a drainage project using the remaining drainage bond allocation of \$131,015 as well as an amount not to exceed \$293,396 of Transportation Fund balance for a total project cost not to exceed \$424,411.

Motion made by Rory Escalante, Seconded by Matthew Yarborough.

Voting Yea: Mike Johnson, Melissa Strawn, Matthew Yarborough, Rory Escalante, Jeremy Fountain

- H. Discuss and consider approving Resolution 23-R-76, amending the FY 23 Budget to approve transfer from CCPD to General Fund for the purchase of Police Department Vehicles.

Tricia Ditto, Finance Director, presented.

Lauren LaCount spoke on behalf of CCPD, advising Council that CCPD has approved this amendment during their last meeting.

Motion to approve Resolution 23-R-76, amending the FY 23 Budget to approve transfer from CCPD to General Fund for the purchase of Police Department Vehicles.

Motion made by Mike Johnson, Seconded by Jeremy Fountain.

Voting Yea: Mike Johnson, Melissa Strawn, Matthew Yarborough, Rory Escalante, Jeremy Fountain

- I. Discuss and consider adopting Ordinance 23-504 amending Chapter 15, Article II, Section 27, of the City of Richwood Code of Ordinances for the purpose of amending membership guidelines of the Planning and Zoning Commission.

Kirsten Garcia, City Secretary, presented.

Discussion held on current guidelines.

Discussion held on quorums and ability to limit City Council members from serving.

Discussion held on possible quorum issues and the ability of the City Council to serve as the board in the event of continuous lack of quorum.

Motion to table this item until we can get more information.

Motion made by Melissa Strawn, Seconded by Mike Johnson.

Voting Yea: Mike Johnson, Melissa Strawn, Matthew Yarborough, Rory Escalante

Voting Nay: Jeremy Fountain

- J. Consider items removed from consent agenda.

No items were removed from consent agenda.

IX. CAPITAL IMPROVEMENT PROJECTS UPDATE

Clif Custer, Public Works Director, presented.

Discussion held on tentative completion date for north water plant.

Discussion held on phase two of roads.

X. CITY MANAGER'S REPORT

Eric Foerster, City Manager, reported. Gave update regarding employee with family medical emergency.

XI. COUNCIL MEMBER COMMENTS & REPORTS

Mike Johnson reported he attended the KRB meeting and we couldn't meet due to lack of quorum, so he expressed thanks to those who volunteered to join. He also reported on the VOW 22 event and thanked the Mayor for the proclamation.

Melissa Strawn echoed the Vow 22 sentiments, expressed appreciation for the proclamation.

Matt Yarborough expressed thanks to Tricia for the good work on the audit, thanks to Clif for all the projects and keeping things on track, he also added thanks to all staff for their work.

Rory Escalante - stated the new sign looks great, he recommended staff put something out for volunteers.

Jeremy Fountain expressed thanks to all volunteers for filling up KRB. He added that the Easter Egg Hunt is the next big event coming up.

PUBLIC COMMENT

William Yearsin, resident - expressed appreciation to Fire Department for their hard work, but would like to make a comment regarding trucks being blocked by vehicles occupied by those recording what is going on.

Lauren LaCount, resident - expressed that our Fire Department had an excellent response to the recent fires and had the fires out very quickly.

XII. MAYOR'S REPORT

Mayor Boykin reported that our fire department has been busy, expressed appreciation to them and their hard work. He expressed appreciation to the police department, to everyone who has volunteered for the various boards and to staff and city workers.

Mayor Boykin reported that he received mail from students at Brazoswood High School as part of a project, expressing concerns with things that are going on within the government.

Reminder that we will have a meeting on February 23, for the City Manager's evaluation.

Mayor Boykin also spoke regarding the VOW 22 event.

XIII. FUTURE AGENDA ITEMS

Planning & Zon

XIV. ADJOURNMENT

Being there no further business, the meeting was adjourned at 8:04 p.m.

These minutes were read and approved on this 13th day of March 2023.

Mayor

ATTEST:

City Secretary