

MINUTES
RICHWOOD CITY COUNCIL
Regular Meeting, Monday, January 9, 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 Glenn Patton, City Administrator.

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
Charles Pettey, Council, Position #4
Sandra Boykin, Council, Position #5

Absent:

Lee Bryant, Council, Position #3

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 Boykin, with all members present voting aye, it was duly adopted to approve the minutes of December 12, 2011 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. Public Hearing - Violation of Ordinance No. 203 - Mobile home located on Lot 9, Rhodes Subdivision

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Mayor Kocurek opened the public hearing at 7:05 p.m.

Mr. Stephenson, 209 San Saba, explained to Council that the majority of the contents of the trailer has been removed. There are still a few personal items but could be cleaned out in a day's time. Additional work left to be done before demolition includes removing two large bushes that are next to the trailer and he plans to remove the windows.

He has requested quotes from Vernor Materials, Sorrell Trukcing and J.T.B. Services. J.T.B Services would demolish the trailer at the same time as the house on N. Mahan if they are awarded the bid.

Mr. Patton stated that the Stephenson's had already done a lot of work at the property and he recommended having the City and Mr. Stephenson work together.

Mayor Kocurek closed the public hearing at 7:12 p.m.

B. Action on the findings in regard to mobile home located on Lot 9, Rhodes Subdivision

On motion by Councilman Boykin, seconded by Councilman Pettey, with all members present voting aye, it was duly adopted to allow Mr. Stephenson to work with Mr. Patton since so much progress has already been made.

C. Award bids for the demolition of buildings located at 503 N. Mahan

We received two bids and they are as follows:

Bidder	Amount
JTB Services 9026 Lambright Houston, TX	\$3,700.00
Nation Restoration Corporation PO Box 127 Lake Jackson, TX	\$9,699.00

The winning bidder will be required to sign a contract before work can begin. Both companies have bid bonds.

On motion by Councilman Hughes, seconded by Councilman Boykin, with all members present voting aye, it was duly adopted to award the bid for the demolition of buildings located at 503 N. Mahan.

D. Request for proposals for Engineering Services for proposed Richwood Sidewalk Project - CDBG

It is time for us to begin the process for engineering services for the CDBG project. This year we have chosen to install sidewalks along N. Mahan and San Saba. The

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proposed sidewalks will be a minimum of 3 ft. wide and 4 inches thick.

Since this is federal money, we are required to have the project engineered and are required to bid out engineering services.

On motion by Councilman Pettey, seconded by Councilman Boykin, with all members present voting aye, it was duly adopted to authorize city staff to seek requests for proposals for Engineering Services for the proposed Richwood Sidewalk Project - CDBG.

E. Richwood 2020 Plan

Mr. Patton explained that he would like to see a committee created to insure that the Richwood 2020 plan recently completed by Texas A&M was implemented. He suggested the committee be comprised of 3 citizens, 1 councilmember and 1 staff member. We have had one person already express an interest but she has not turned in her application yet.

The Mayor asked for recommendations for the citizens. It is hoped the committee can be established at the next meeting.

F. Budget Amendment #1

There are several reasons for the proposed budget amendment. First, the City has chosen to pay off the 1980 Series Revenue Bonds. The money for the pay off came from excess funds. We need to show the final payment of \$142,810 in the Revenue Bond Debt.

That leaves \$164,838.00 in remaining funds in the Revenue Bond Debt account. If allowed by the auditors, we are requesting this money be moved into Water/Sewer operations. This money then could be used to follow up with the proposal to replace all or most of the city's water meters to a mobile read system.

There is also \$21,246 in a Reserve Fund which was required by the 1980 bond documents. Since we have paid off these bonds, I am requesting that this money be moved to the Replacement Fund which would then offset the purchase of a newer city truck.

The original bond payment schedule provided by BB&T for the 2011 Series Bonds was incorrect. Unfortunately, the schedule was not corrected until after the budget for 2012 was already adopted. The actual payment is \$40,267. The amendment proposes moving this money to Water/Sewer operations as well to help pay for the proposed mobile read system.

Mr. Patton explained to Council that we are considering the mobile read system but we have not as of yet done a feasibility study and are not ready to bring the proposal to Council. We just put the extra money into the Water/Sewer Operations as we had to move it out of the restricted funds.

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On motion by Councilman Pettey, seconded by Councilman Boykin, with all members present voting aye, it was duly adopted to approve Budget Amendment #1 as presented.

G. Payment of bills

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

H. Financial Report

Par for the period ending December 31, 2011 is 75% remaining. Most of the departments are in line. Revenues for the most part are exceeding expenditures.

VI. **CITY MANAGER'S REPORT**

Mr. Patton reported that the City got rain, about 3 inches in less than 1 hour and 30 minutes. We lost electricity and lost power to 3 lift stations. We discovered that we couldn't wire in any of our portable generators. This will be fixed. Centerpoint responded very quickly and we had all the lift stations pumped down within 2 hours. The good news is that things drained off very quickly. Velasco Drainage District is clearing the outfall ditches.

We made contact with Mr. Madeley who turned down our initial offer. We are going to make another offer and this will be our best offer.

Code Enforcement is running smoothly. He and Mr. Brinkman will meet with John Mercer, City Engineer, about repairing Oyster Creek Drive and supplying services to the trailer park.

We are waiting to meet with Mr. Jowers about setting the field for the 9 hole Disc Golf course. After this is done, we can order the signs and install the course.

The sign at Freedom Park is in need of replacement. He is proposing to replace it with a low profile sign similar to the one on College Drive and the new city signs. We may look into replacing the sign at the old pool site as well.

VII. **FUTURE AGENDA ITEMS**

Richwood 2020

VIII. **COMMITTEE REPORTS**

There were none due to the weather.

IX. **MAYOR'S REPORT**

The City of Manvel will be hosting BCCA on January 18th.

Dispatch services will be moved over to Lake Jackson tomorrow morning. We are expecting a smooth transition.

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X. **ADJOURNMENT**

With no further business to discuss, the meeting was adjourned at 7:40 p.m.

APPROVED BY A MAJORITY VOTE OF COUNCIL ON FEBRUARY 13, 2012.

Clint Kocurek, Mayor

ATTEST:

Karen B. Schrom, City Secretary