

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING
MARCH 25, 2019
MINUTES**

Roll Call:

Council present:

Edward Lopez, Mayor
Robert DeSoto, Place 1
Allison Barger, Mayor Pro Tem
Curtis A Bergthold, Place 3
Roland Goveas, Place 4
Athena Campbell, Place 5

Council Absent:

Staff

Eric Strong, City Manager
Cathy Bourg, City Secretary
Betsy Elam, City Attorney

WORK SESSION – Mayor Lopez Called to Order – Time 6:07 p.m.

1. **Executive Session: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sec. 551.071, Sec. 551.072, Sec. 551.073, Sec. 551.074, Sec. 551.076, Sec. 551.087 and Sec. 418.0183 (f) and 418.106 (d) & (e) of the Texas Government Code (Texas Disaster Act).**

None at this time

2. **Discussion of items and presentations listed on tonight's City Council Agenda.**

6A. Consideration of future use of Hotel Occupancy Tax funds and related contracts and agreements

Eric Strong, City Manager discussed the incentive agreement with CN Churchill LLC, the operators of the two hotels in Richland Hills. The hotels opened in 2009 and they were provided with an incentive agreement that lasted 10 years. The operator of the hotels would like for Council to consider extending this agreement.

Sanjiv Melwani with CN Churchill LLC gave a presentation on what is happening with the hotels now and the plans going forward for continued success. Mr. Melwani presented a current property overview for the La Quinta Inn and Suites and the Comfort Suites as well as the remodel and expansion plans for both hotels including a full restaurant at the La Quinta. He discussed the reduction in meeting space at both hotels opening up the opportunity for possible package

deals to include The Link for the meetings and event space. Mr. Melwani believes the expansion will be an enhancement to the city.

6B. Consideration of acceptance of 2018 Comprehensive Annual Financial Report

Daniel Hungerford with George, Morgan & Sneed, P.C. gave a presentation on the City of Richland Hills Comprehensive Annual Financial Report for the Fiscal Year Ended September 30, 2018.

Executive Session: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sec. 551.071, Sec. 551.072, Sec. 551.073, Sec. 551.074, Sec. 551.076, Sec. 551.087 and Sec. 418.0183 (f) and 418.106 (d) & (e) of the Texas Government Code (Texas Disaster Act).

Motion: Motion was made by Councilmember Barger, and seconded by Councilmember Goveas to convene into executive session. Time: 6:35 p.m.

Motion carried by a vote of 5-0.

Mayor Lopez reconvened into open session. Time: 7:00 p.m.

REGULAR SESSION – Mayor Lopez Called to Order – Time 7:00 p.m.

Invocation – Councilmember Campbell

Pledge of Allegiance

1A. Citizen Appearances/Public Comments
(Citizens who have signed a card to speak to the City Council will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the presentation is on the agenda, the city staff and City Council members are prevented from discussion of the subject and may respond only with statements of factual information or existing city policy. Public comment will not be taken on items that the Council has previously considered in a public hearing.)

No Speakers

1B. Update on Code Enforcement Activities and Progress

Scott Mitchell, Director of Neighborhood Services presented an update on code enforcement activities and progress. Mr. Mitchell provided statistics from October 2017 thru February 2019. In that time period there were 1,361 notices of violation issued, 966 reached compliance, 325 are still pending and 70 citations were issued. There were

three buildings declared substandard in 2018 which included: one residential structure being demolished; one residential structure rehabilitated; and one multi-family rehabilitated. Code enforcement efforts going forward will focus on inspections for both residential and commercial areas and will continue to work on compliance versus enforcement.

CONSENT AGENDA

- 2A. Approval of minutes from the February 25th, 2019 City Council Meeting.**
- 2B. Approval of the Joint Election Agreement and Contract for Election Services with Tarrant County Elections for the May 4, 2019 General and Special Elections**
- 2C. Approval of sewer main replacement from the 6800 block of Hovenkamp Avenue to the 6900 block of Hovenkamp Avenue**
- 2D. Approval of revisions to Chapter 42, Article II, Flood Damage Prevention in the City's Code of Ordinances**
- 2E. Approval of Ordinance updating the TIF Board Composition**
- 2F. Approval of Resolution No. 508-19 Delegating Authority to Determine Best Value in Purchasing to the City Manager**

Motion: Motion was made by Councilmember Campbell, and seconded by Councilmember Goveas to approve the consent agenda items.

Motion carried by a vote of 5-0.

PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

- 3A. Public Hearing and Consideration of a zoning text amendment to subsection 3.02, Use Chart, to add food processing as an allowed use in the city and to add a definition of food processing to subsection 8.01, Definitions (Ordinance 1385-19)**

Candice Edmondson, Assistant City Manager presented a zoning text amendment to subsection 3.02, Use Chart, to add food processing as an allowed use in the city and to add a definition of food processing to subsection 8.01, Definitions. (Ordinance 1385-19)

Staff was recently approached by TexPac Protein Products, a food processing company, interested in relocating their business to Richland Hills. The City's Zoning Ordinance does not have an approved use for food processing establishments; therefore, a zoning text amendment to add food processing as an allowed use would be required before TexPac could move their operations to the city. In addition, a definition for food processing would also need to be added to the Zoning Ordinance.

In considering food processing as an allowed use within Richland Hills, staff recommends City Council consider the Business Park and Industrial districts and/or other commercial zones. The use could be added as either a Permitted (P) use or as a use that is allowed with an approved Specific Use Permit (SUP). An SUP would provide the Planning & Zoning Commission and City Council more input during the approval process.

If City Council decides to approve food processing as an allowed use, staff proposes the following definition be added to the Zoning Ordinance:

Food Processing: A process by which agricultural products are transformed into food, or food product in one form is transformed into another form, for consumption by humans or animals.

Mayor Lopez opened the Public Hearing: Time: 7:37 p.m.

Doug Knowlton, 2749 Spruce Park spoke against.

Mayor Lopez closed the Public Hearing: Time: 7:40 p.m.

Motion: Motion was made by Councilmember Barger, and seconded by Councilmember Bergthold to allow Food Processing with an SUP in I - Industrial and BP – Business Park Zoning Districts.

Motion carried by a vote of 4-1. Councilmember Goveas against.

ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS

4A. Consideration of Ordinance 1384-19 updating the FY 2018-19 budget

Eric Strong, City Manager presented Ordinance 1384-19, amending Ordinance 1363-18, which approved and adopted a general budget for the city for the fiscal year beginning October 1, 2018, and ending September 30, 2019, by increasing revenues and expenditures for street improvements and economic development.

Council requested the Street Fund be named Citizen Option Road Enhancement (CORE) and updated in the budget.

Motion: Motion was made by Councilmember Campbell, and seconded by Councilmember Goveas to approve.

Motion carried by a vote of 5-0.

CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS

5A. None at this time

OTHER ITEMS FOR CONSIDERATION

6A. Consideration of future use of Hotel Occupancy Tax funds and related contracts and agreements

Item was presented during the work session under item #2.

Motion: Motion was made by Councilmember Barger, and seconded by Councilmember DeSoto to table.

Motion carried by a vote of 5-0.

6B. Consideration of acceptance of 2018 Comprehensive Annual Financial Report

Item was presented during the work session under item #2.

Motion: Motion was made by Councilmember DeSoto, and seconded by Councilmember Goveas to accept.

Motion carried by a vote of 5-0.

6C. Consideration of future street improvement projects

Eric Strong, City Manager presented future street improvement projects. In November of 2018, residents chose to allocate 3/8th cent of our sales tax to street improvements. This reallocated tax will begin to be collected by the city in June of this year. We anticipate collecting approximately \$400,000 this budget year for this fund. Staff is still prioritizing all of the streets that need to be worked on and combining that data with our underground utilities conditions. This will give us a comprehensive look at what we need to replace on each street.

While we compile that data, we have identified several streets that need to be replaced for which we know that we do not have to do any underground utility replacements. Staff recommends starting our street improvements with those projects.

The streets we have identified so far are:

1. 3600 block of Landy Lane
2. 3600 block of Chaffin Drive
3. 6400 block of Lavon
4. 6500 block of Lavon

We are estimating a cost of \$150 per linear foot (which includes curb and gutter replacement). At that estimated price, we estimate the projects listed above to cost \$365,000, which is under the \$400,000 we anticipate collecting this year. Mr. Strong provided bid options to proceed and requested direction from the council on both the streets identified as well as the method in which we proceed with the work.

Motion: Motion was made by Councilmember Bergthold, and seconded by Councilmember Goveas to approve the identified streets and proceed with the competitive bid process.

Motion carried by a vote of 5-0.

REPORTS & DISCUSSIONS

7B. Presentation of February Departmental Reports

No Discussion

8. COMMUNITY INTEREST ITEMS

- Lunch, Learn & Burn – Thursday, March 28th 11AM – 1 PM
- Richland Hills Easter Egg Hunt – Saturday, April 13th 10 AM - Noon
- Missing Link 5K and 1 Mile Fun Run – Saturday, April 27th 10 AM – Noon
- Lanterns In The Garden – Thursday, April 4th 7:15 PM – 9:30 PM at the Fort Worth Botanical Gardens
- Senior Lunch Bunch – Thursday, April 11th 12 Noon – 2 PM
- Vax Shack at the Animal Shelter – 4th Thursday of each month
- Bulk Waste Collection – May 20th

9. Executive Session: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sec. 551.071, Sec. 551.072, Sec. 551.073, Sec. 551.074, Sec. 551.076, Sec. 551.087 and Sec. 418.0183 (f) and 418.106 (d) & (e) of the Texas Government Code (Texas Disaster Act).

None at this time

10. A motion was made by Councilmember DeSoto, and seconded by Councilmember Bergthold to adjourn. Motion passed 5-0.

There being no further business to come before the City Council, Mayor Lopez declared the meeting adjourned at 8:08 p.m.

ATTEST

APPROVED

Cathy Bourg, City Secretary

Edward Lopez, Mayor