

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING
JUNE 10, 2019
MINUTES**

Roll Call:

Council present:

Edward Lopez, Mayor
Douglas Knowlton, 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 6:00 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 City Council Rules of Procedure

Mayor and Council discussed the City Council Rules of Procedure that was last amended on January 24, 2012 by Resolution 389-12. Councilmember Campbell suggested changes to Regular Meeting dates, removing “drinks” as a prohibited item and removing the requirement of speakers to provide their address during Public Comment. She presented procedure questions regarding Conduct of Business, Reconsideration of Items and Items Modified at Meeting. Councilmember Knowlton requested to have an individual roll call when voting. After discussion, the following changes will be brought back to Council for a vote:

- Change the wording to be consistent with Richland Hills City Charter in Section 3.A. - Regular Meetings: The City Council shall regularly meet at least once a month, with the first and third Tuesdays established as regular meeting nights.
- Remove “or drink” from Section 11.B.(1) – Prohibited Items: Not bring food or drink, placards, banners, or signs into the City Council chamber or into any other room in which the City Council is meeting.

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

Eric Strong, City Manager discussed the following item:

- 2B. Consider contract with Consolidated Traffic Controls and Government Capital Leasing for the purchase of an Opticom Traffic Preemption System
- 2C. Consider agreement with Texas Department of Transportation (TxDOT) for installation of Opticom Traffic Preemption System
- 2D. Approval of Agreement for Wrecker Services with AA Wrecker Service
- 4A. Consideration of Ordinance 1392-19 Updating Building Permit Fees

Mr. Strong presented Ordinance 1392-19, updating Building Permit Fees. During the 2019 Legislative Session, the Texas State Legislature passed HB 852 which prohibits cities from basing residential permit fees on the value of a structure or proposed improvements. HB 852 was signed by the governor on May 21, 2019 and became effective immediately. Like most cities, Richland Hills has been using value-based fees for building permits and must develop a new fee structure. Staff has analyzed the building permit fees collected over the past two (2) fiscal years, as well as what other local cities are charging for non-value-based fees, and proposes the revised fees listed in Attachment A of Ordinance 1392-19.

Staff anticipates the proposed building permit fees will result in greater than, or at least equal to, the amount of revenue collected under the previous valuation-based fee structure. Staff will monitor the collection of fees over the next several months and bring forward any necessary fee adjustments to Council as needed.

- 4B. Consideration of Ordinance 1393-19 updating High Grass and Weeds regulations

Mr. Strong presented Ordinance 1393-19, updating High Grass and Weeds regulations. The ordinance revisions proposed in this item are intended to improve clarity and understanding to the descriptions that constitute violations of the city high grass and weeds ordinance. The new verbiage also is more descriptive of the responsibilities of persons that own, reside on or have control of property located in the City of Richland Hills. Enforcement or abatement actions and processes have not been changed in this revision.

- 5A. Consider award of bid to Reliable Paving, Inc. for street improvement projects for the 3600 block of Landy Lane and the 6400-6500 blocks of Lavon Drive

Mr. Strong presented the bid for street improvement project for 3600 block of Landy Lane and the 6400-6500 blocks of Lavon Drive. On November 6, 2018, Richland Hills residents approved a proposition to reallocate existing sales tax to a dedicated street improvements fund. The City will start receiving those sales tax collections this summer. In the meantime, staff has been working with a consultant on a comprehensive analysis of the City's street, water and wastewater infrastructure. The results of the analysis will help guide replacement of street segments based on existing conditions of the pavement and underground water/wastewater systems. Staff recommends completing any necessary repairs to the underground water/wastewater infrastructure prior to replacing the street pavement. As the City will only be collecting a portion of the reallocated sales tax this year, the streets identified in this project do not require underground infrastructure repairs and can move forward with pavement improvements.

The City received two (2) responses to the Request for Bid published May 12, 2019. Of the two responses, Reliable Paving, Inc. submitted the most qualified proposal of \$453,369 for the base bid. The bid also included an add/alternate for the 3600 block of Chaffin drive. Reliable Paving's proposed cost for both the base bid and the add/alternate was \$640,912. Staff recommends moving forward with the base bid only at this time. Reliable Paving has completed multiple projects in both Richland Hills and surrounding cities, and staff has been pleased with their performance.

- 6A. Consider a preliminary plat for re-plat of Richland Hills Addition, Lots 6, 7 and the East 170.00 feet of Lot 8, Block L.

Candice Edmondson, Assistant City Manager presented a preliminary Plat for re-plat of Richland Hills Addition, Lots 6, 7 and the East 170.00 feet of Lot 8, Block L. Per the City's development requirements, the property must to be re-platted before construction can commence. Tonight, staff is requesting City Council consideration of the preliminary plat for the development. If approved, the applicant will make the requested changes and submit a final plat for future consideration by the Planning & Zoning Commission and City Council.

The Development Review Committee (DRC) and City Engineer have reviewed the preliminary plat and provided the attached comments to the applicant. The applicant submitted a revised plat on June 6, 2019 which has been included with this memo. Staff will confirm changes made on the revised plat prior to the Council meeting.

6B. Consideration of update to Standards of Care at the Link

Mr. Strong presented the update to the Standards of Care at the Link. The change is related to the guidance of children in camp and the afterschool program children being exposed to G and PG movies as well as E and E10 video games. The revised draft removes the section V. (j), related to movie and game ratings.

Mayor Lopez called for a break. Time 6:58 p.m.

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

Invocation – Councilmember Knowlton

Pledge of Allegiance

1. 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.)

Travis Malone, 2641 Mimosa spoke regarding his resignation from City Council in December 2018.

CONSENT AGENDA

2A. Approval of minutes from the May 13, 2019 City Council Meeting

2B. Consider contract with Consolidated Traffic Controls and Government Capital Leasing for the purchase of an Opticom Traffic Preemption System

Item was discussed during the work session under item #3

2C. Consider agreement with Texas Department of Transportation (TxDOT) for installation of Opticom Traffic Preemption System

Item was discussed during the work session under item #3

2D. Approval of Agreement for Wrecker Services with AA Wrecker Service

Item was discussed during the work session under item #3

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

Motion carried by a vote of 5-0.

PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

3A. None

ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS

4A. Consideration of Ordinance 1392-19 Updating Building Permit Fees

Item was discussed during the work session under item #3

Eric Strong, City Manager provided a brief update on Ordinance 1392-19.

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

Motion carried by a vote of 5-0.

4B. Consideration of ordinance 1393-19 updating High Grass and Weeds regulations

Item was discussed during the work session under item #3

Eric Strong, City Manager provided a brief update on Ordinance 1393-19.

Motion: Motion was made by Councilmember Barger, and seconded by Councilmember Bergthold to approve with amendments to Sec. 34-31 (i) and (j) and Sec. 34-88 (2).

Motion carried by a vote of 5-0.

CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS

5A. Consider award of bid to Reliable Paving, Inc. for street improvement projects for the 3600 block of Landy Lane and the 6400-6500 blocks of Lavon Drive

Item was discussed during the work session under item #3

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

Motion carried by a vote of 5-0.

OTHER ITEMS FOR CONSIDERATION

6A. Consider a preliminary plat for re-plat of Richland Hills Addition, Lots 6, 7 and the East 170.00 feet of Lot 8, Block L

Item was discussed during the work session under item #3

Otis Lee, with Baird Hampton & Brown Engineering representing John Gibson, the property owner and developer gave a presentation on the preliminary plat for re-plat of Richland Hills Addition, Lots 6, 7 and the East 170.00 feet of Lot 8, Block L.

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

Motion carried by a vote of 5-0.

6B. Consideration of update to Standards of Care at the Link

Item was discussed during the work session under item #3

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

Motion carried by a vote of 5-0.

REPORTS & DISCUSSIONS

7A. Presentation of April Departmental Reports

Eric Strong, City Manager provided an update on the Code Enforcement Blitz. There were 216 addresses issued warning notices with a total of 272 violations; 179 have complied with 93 violations still present and a total of 117 citations issued.

7B. Update on Police Remodel and Fire Station Construction Projects

Eric Strong, City Manager gave an update on the Police Remodel and the Fire Station Construction Projects. Staff is working with two different architects for the projects and will have agreements for consideration at the next council meeting. Mr. Strong discussed the Construction Manage at Risk (CMAR) process versus the Competitive Sealed Bid process. Council discussed the pros and cons of both and prefers the CMAR process.

7C. Update on Park Grant

Candice Edmondson, Assistant City Manager gave a presentation on the Park Grant. Staff applied for and was awarded a grant from PlayCore and Texas Recreation and Parks Society (TRAPS). The city was selected to receive up to \$60,000.00 of matching funds for park equipment. We will be obligated to begin

the projects by the end of the summer. Grant recipients will be named a National Demonstrations Site and the project will require 3 different designations: PlayOn! Park, Adult Fitness and Natural Park. Rosebud Park was chosen as the location based on new Park Master Plan concepts & ability to meet all grant designations. The recommendation is to use the initial grant funds on a new playground.

7D. Discussion on FY 19-20 Budget

Eric Strong, City Manager gave a presentation on the Fiscal Year 2019-2020 Budget. The following items were discussed:

- Major Revenue Sources
 - Property Tax: \$2,400,000
 - Sales Tax: \$3,150,000
- Sales Tax Top 10 and Sales Tax Growth
 - Since 2013, sales tax has increased by 87%
- Property Tax and What it Provides
 - Current Rate: .54188
 - Total Rate: 2.590279
 - Avg. Value: \$118,269
 - Total Avg. Tax Bill: \$3,063.50
 - City Portion: \$640.87 (Voter approved debt \$107.77 and Operations \$533.10 with an average of \$44.42 per month)
- Other Revenue
 - Franchise Fees
 - Fines/Warrants
 - Permits/Fees
 - EMS Fees
 - Other Minor Sources
- Significant Changes
 - Elimination of Franchise Fee
 - Elimination of Current Building Permit Fees
 - Solid Waste Franchise Fee
 - Sale of Fixed Assets
 - Investment Income
 - Court Fines
 - EMS Fees

COMMUNITY INTEREST ITEMS

- Senior Trip – Globe Life & Lockhart Smokehouse on Wednesday, June 12th
- Lunch Bunch – Thursday, June 13th
- Senior Trip – Dallas Farmers Market on Monday, June 24th
- Richland Hills Red White and You – Thursday, July 4th
- Visit the Richland Hills Animal Shelter to Adopt or Volunteer

8. **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

9. **A motion was made by Councilmember Campbell, 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 8:15 p.m.

ATTEST

APPROVED

Cathy Bourg, City Secretary

Edward Lopez, Mayor