

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING
JUNE 24, 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 6:01 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.**

Eric Strong, City Manager presented the following items:

- 5A. Consider agreement with RPGA Design Group, Inc. for architectural design services for a new Fire Station. Following a Request for Qualifications (RFQ) process, staff unanimously selected RPGA Design Group, Inc. to move forward as our recommendation to City Council. RPGA has given staff a preliminary estimate of \$450,000 for services related to the design of a new Fire Station. The scope of services will include fees for architectural design and engineering services. The official proposal will be forwarded to Council once it is received. The total project cost for the new Fire Station, including architectural and engineering fees, is estimated to be \$5,700,000.
- 2C. Consider approval of Resolution 511-19 amending City Council Rules of Procedure. The changes will include the following:

- Amend Section 2.B., Suspension of Rules, by adding “Any provision of these rules may be suspended indefinitely by a unanimous vote of the City Council. At any future point, said suspension of a rule shall be halted at the request of any singular council member. Said request must be made during a council meeting”; and
 - Amend Section 3.A., Regular Meetings, by removing the specific day of the week established as a regular meeting night by adding “The City Council shall meet a minimum of one (1) time per month and more as needed”; and
 - Amend Section 11.B., Prohibited Items, by removing “drink” from the list of prohibited items that citizens or other visitors shall not bring into the City Council Chamber or other room in which the City Council is meeting; and
- 2B. Consider approval of a Letter of Support to participate in the proposed Vote Centers Program in Tarrant County. This program will allow Richland Hills registered voters to cast votes at any open polling place in Tarrant County on the actual Election Day just as is already done for Early Voting. The Tarrant County Elections Administrator, Heider Garcia has expressed that by changing to this program there will be a positive impact on voter turnout as it will allow more voters access to polling place locations on Election Day even when they are not near their usual polling place. Mr. Garcia has requested letters of support from each entity expressing agreement to participate in the Vote Centers Program.
- 2D. Consider amended plat of Tract A, B & C of Richland Industrial Park. Per the City's development requirements, City Council may approve and issue an amending plat, which may be recorded and is controlling over the preceding plat, without vacation of that plat. The City's subdivision ordinance lists several purposes for which an amended plat may be issued, one of which is to relocate a lot line to eliminate an inadvertent encroachment of a building or other improvement on a lot line or easement (Code of Ordinances, Section 74-34(8)). Mr. Baker is moving the lot lines to create more proportionate tracts of land.
- 5B. Consider agreement with GSBS Architects for architectural design services for the remodel of the Police Station. With the approval of the new Fire Station, the plan is to move forward with significant renovations to the Police Station. The project will utilize existing space to house some Fire Department functions and staff rather than duplicating those spaces in both the Police and the Fire stations. These spaces include, meeting rooms, break rooms, conference rooms and training rooms. Staff recommends engaging GSBS for the purpose of helping us redesign the necessary spaces and put the project out for bid. Steve Gill with GSBS answered question regarding the project.

- 7B. Update on Trail. Jason Brown, Link Manager presented an update on the TxDot Hike and Bike Trail Project. Jones and Carter submitted 30% drawings in May and City Staff, Halff, and TxDOT have reviewed with minor questions or concerns. The Environmental Study could take up to a year to complete and construction will start before the August 2020 deadline. Mr. Brown presented trail design details and alternatives to the Baker Blvd. crossing.

Mayor Lopez called for a break. Time 6:59 p.m.

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

Invocation – Mayor Lopez

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.)

Stacey Morse, Scranton Dr., spoke to Council regarding the senior and disabled outreach program she is starting called Neighbors Helping Neighbors. She also suggested bringing back the Code Compliance Committee.

CONSENT AGENDA

- 2A. **Approval of minutes from the June 10, 2019 City Council Meeting**
- 2B. **Consider approval of a Letter of Support to participate in the proposed Vote Centers Program in Tarrant County**

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

- 2C. **Consider approval of Resolution 511-19 amending City Council Rules of Procedure**

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

- 2D. **Consider amended plat of Tract A, B & C of Richland Industrial Park**

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

Motion: Motion was made by Councilmember Barger, and seconded by Councilmember Bergthold 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. None

CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS

5A. **Consider agreement with RPGA Design Group, Inc. for architectural design services for a new Fire Station**

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

Motion: Motion was made by Councilmember Bergthold, and seconded by Councilmember Goveas to approve subject to the City Attorney review and authorize the City Manager to sign.

Motion carried by a vote of 5-0.

5B. **Consider agreement with GSBS Architects for architectural design services for the remodel of the Police Station**

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

Motion: Motion was made by Councilmember Campbell, and seconded by Councilmember Knowlton to approve subject to the City Attorney review and authorize the City Manager to sign.

Motion carried by a vote of 5-0.

OTHER ITEMS FOR CONSIDERATION

6A. None

REPORTS & DISCUSSIONS

7A. **Presentation of May Departmental Reports**

Eric Strong, City Manager reported that we have an employee who has completed the course and exam and is officially a certified permit technician.

7B. Update on Trail

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

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 and what it provides)
- Capital and Supplemental Requests

Cindy Ferguson, 1029 Black St., spoke regarding the Animal Shelter budget and made positive comments regarding the volunteer program at the shelter.

COMMUNITY INTEREST ITEMS

Jason Brown, Link Manager provided information regarding the Richland Hills Red, White & You Celebration on Thursday, July 4th.

- Patriotic Parade – Thursday, July 4th at 9:00 a.m.
- Richland Hills Red, White & YOU! – July 4th following the parade until 12 noon
- Senior Trip – Texas Civil War Museum & Gypsy Scoops Ice Cream Parlor – Wednesday, July 10th from 12:30 – 4 p.m.
- Senior Lunch Bunch & Bingo – Thursday, July 11th 12 noon to 2 p.m.
- Bulk Waste Collection – August 19th
- Visit the Richland Hills Animal Shelter to Adopt!
- Vax Shack at the Animal Shelter – 4th Thursday of each month

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 Goveas to adjourn. Motion passed 5-0.**

There being no further business to come before the City Council, Mayor Lopez declared the meeting adjourned at 8:33 p.m.

ATTEST

APPROVED

Cathy Bourg, City Secretary

Edward Lopez, Mayor