

**Office of the City Secretary**

City of Richland Hills, Texas

## Memorandum

To: Honorable Mayor Edward Lopez and members of the Richland Hills City Council  
From: Cathy Bourg, City Secretary  
Date: December 9, 2019  
Subject: Minutes from the November 11, 2019 Regular City Council Meeting

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### **City Council Action Requested:**

Consider approval of November 11, 2019 City Council Meeting Minutes

### **Background Information:**

Attachment – November 11, 2019 Draft Minutes

### **Board/Citizen Input:**

N/A

### **Financial Impact:**

N/A

### **Staff Contacts:**

Cathy Bourg, City Secretary  
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**RICHLAND HILLS CITY COUNCIL  
REGULAR MEETING  
NOVEMBER 11, 2019  
DRAFT 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).**

**Motion:** Motion was made by Councilmember Barger, and seconded by Councilmember Knowlton to convene into executive session. Time: 6:01 p.m.

Motion carried by a vote of 5-0.

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

None

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

**Invocation – Councilmember Campbell**

**Pledge of Allegiance**

- 1A. Birdville Independent School District Bond Update**

Representatives with BISD gave a presentation on the 2018 Bond Program Update.

**1B. 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

**CONSENT AGENDA**

**2A. Approval of minutes from the October 14, 2019 City Council Meeting**

**2B. Consider approval of emergency sewer repair on Oxley Drive**

**2C. Consider purchase approval of 3 Chevrolet Tahoe patrol fleet vehicles**

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

Motion carried by a vote of 5-0.

**PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS**

**3A. Consideration and Public Hearing regarding Ordinance No. 1401-19 for a Specific Use Permit to allow a guesthouse at 6715 Hovenkamp Avenue**

Eric Strong, City Manager presented Ordinance 1401-19 for a SUP to allow a guesthouse at 6715 Hovenkamp Avenue.

Bertha Martinez has applied for a Special Use Permit (SUP) for the property at 6715 Hovenkamp Avenue. The property includes a 2,614 square foot single family residence built in 2017. The SUP request is for a 725 square foot guest house which is allowed in the SF-10 district with an approved SUP.

An SUP for a guest house was previously approved for this property by City Council on July 9, 2018. The homeowner applied for a building permit on August 7, 2018 and the permit was issued on February 20, 2019.

Building permits become null and void if work or construction authorized is not commenced within 180 days. Inspections have not been requested for the guest house; therefore, the building permit is void and the SUP has expired.

Lynn a representative of the applicant answered questions regarding the guesthouse.

Mayor Lopez opened the Public Hearing: Time 7:24 p.m.

No Speakers

Mayor Lopez closed the Public Hearing: Time 7:24 p.m.

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

Motion carried by a vote of 5-0.

**3B. Consideration and Public Hearing regarding Ordinance No.1402-19 for a Specific Use Permit to allow a single-family residence at 6826 Baker Boulevard**

Eric Strong, City Manager presented Ordinance 1402-19 for a SUP to allow a single-family residence at 6826 Baker Boulevard.

Crystal and Terry Leo have applied for a Special Use Permit (SUP) for the property at 6826 Baker Boulevard. The property is owned by Richland Hills Real Estate Investment, LLC and is currently zoned Mixed Use. The property is approximately a third of an acre with two buildings totaling 4,016 square feet. The applicants would like to purchase the property to use as their primary residence. A single-family residence use is allowed in the Mixed Use district with an approved SUP.

Crystal Leo, the applicant spoke regarding the property at 6826 Baker Boulevard.

Mayor Lopez opened the Public Hearing: Time 7:32 p.m.

No Speakers

Mayor Lopez closed the Public Hearing: Time 7:32 p.m.

**Motion:** Motion was made by Councilmember Goveas, and seconded by Councilmember Bergthold to deny.

Motion carried by a vote of 5-0.

**ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS**

**4A. None**

**CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS**

**5A. Consideration of bid award for a Compensation Study to Public Sector Personnel Consulting in the amount of \$18,000 and Authorize the City Manager to sign the agreement**

Kelly Cooper, Human Resources Manager presented a bid award for a Compensation Study to Public Sector Personnel Consulting.

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

Motion carried by a vote of 5-0.

#### **5B. Consideration of bid award for Employee Health Benefits for FY 2020**

Kelly Cooper, Human Resources Manager presented a bid award for Employee Health Benefits for FY 2020. Staff recommends remaining with United Health Care (UHC) as the City's medical provider offering three health plan options and remaining with MetLife as our dental provider offering two dental plans. These are the most competitive and advantageous offers presented to the City. In addition to remaining with these carriers, staff recommends paying for both employee only medical and dental coverage. The overall cost for this recommendation is \$582,991.32.

**Motion:** Motion was made by Councilmember Goveas, and seconded by Councilmember Barger to approve remaining with UHC as the City's medical provider and with MetLife for dental.

Motion carried by a vote of 5-0.

### **OTHER ITEMS FOR CONSIDERATION**

#### **6A. Consideration of proposed street projects for FY 19-20**

Scott Mitchell, Director of Neighborhood Services presented the proposed street projects for FY 19-20.

**Motion:** Motion was made by Councilmember Bergthold, and seconded by Councilmember Knowlton to approve the street project list for FY 19-20.

Motion carried by a vote of 5-0.

### **REPORTS & DISCUSSIONS**

#### **7A. Discussion on Future Park Improvement Plans**

Jason Brown, Link Manager presented a proposed priority list for future park improvements. Council agreed that the restrooms and pavilions at Rosebud and Kate Baker were priorities for 2020.

#### **7B. Update on Fire Station Project**

Russell Shelley, Fire Chief presented an update on the Fire Station Project.

## 7C. Presentation of October Departmental Reports

Eric Strong, City Manager highlighted the success of the Tricky Treat Trail and Haunted Stacks event.

Councilmember Campbell highlighted the following from the Police Department Report:

- Coffee with Cops Event
- Sergeant Tye Bell graduated from the month long School of Police Supervision

Councilmember Barger highlighted the Fire Truck Push In Event

## COMMUNITY INTEREST ITEMS

- Veterans Day - Today is the 101st Anniversary of Veterans Day. Originally called Armistice Day, it was designated as a day to celebrate the end of World War I. Today, Veterans Day now honors all veterans from every war and conflict the US has encountered. We would like to honor our service members and remember their sacrifices they have made and the courage it takes to defend honor, duty and country. Thank you for answering the call to duty. You have made our armed forces the most respected in the world! I would also like to thank the family members of those who have served. We know you have lived through difficult times and often taken the heavy load to keep the home fires burning. Thank you all for your service and dedication.
- Senior Lunch Bunch & Bingo - Thursday, November 14 from 12 noon – 2 PM
- Upcoming Senior Trips - Fort Worth Aviation Museum on Wednesday, Nov 13, 9 AM – 12:00 Noon and Winstar Casino on Thursday, Nov 21 8:30 AM – 2:30 PM
- Christmas Tree Lighting - Friday, December 6, 6-9 PM
- Pickleball Tournament – The Winter VClassic on December 13-14 at The Link
- Children's Programs
  - Thanksgiving Camp - November 25-27
  - Basketball Camps - December 26-27 or December 30-31
  - RYA Basketball League - Registration ends December 5
- Community Tarrant County Food Pantry at The Link - November 14 at 6:30 pm
- Vax Shack – November 14<sup>th</sup>
- Animal Shelter 20<sup>th</sup> Anniversary Event – November 16<sup>th</sup>
- Employee Pickleball Tournament – November 19<sup>th</sup> – 20<sup>th</sup>

## 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

- 9. A motion was made by Councilmember Barger, 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 8:05 p.m.

**ATTEST**

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Cathy Bourg, City Secretary

**APPROVED**

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Edward Lopez, Mayor