

**Office of the City Secretary**

## Memorandum

To: Honorable Mayor Bill Agan and members of the Richland Hills City Council  
From: Cathy Bourg, City Secretary  
Date: January 17, 2016  
Subject: Minutes from the December 6, 2016 Regular City Council Meeting

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**City Council Action Requested:**

Consider approval of December 6, 2016 City Council Minutes

**Background Information:**

Attachment – December 6, 2016 Draft Minutes

**Board/Citizen Input:**

N/A

**Financial Impact:**

N/A

**Staff Contacts:**

Cathy Bourg, City Secretary  
817-616-3810  
cbourg@richlandhills.com

**RICHLAND HILLS CITY COUNCIL  
REGULAR MEETING  
DECEMBER 6, 2016  
DRAFT MINUTES**

Roll Call:

Council present:

Bill Agan, Mayor  
Roland Goveas, Place 1  
Allison Barger, Place 2  
Robert DeSoto, Place 3  
Beverly Williams, Place 4  
Edward Lopez, Mayor pro-tem

Council Absent:

Staff

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

**WORK SESSION – Mayor Bill Agan 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 DeSoto to convene into executive session. Time: 6:00 p.m.

Motion carried by a vote of 4-0. Councilmember Williams absent from Council Chambers.

Mayor Agan reconvened into open session. Time: 6:24 p.m.

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

2E. Jason Moore, Assistant City Manager gave a presentation on electronic message board signage for Walmart Neighborhood Market, located at 6604 Boulevard 26, Richland Hills TX.

6A. Eric Strong, City Manager gave an overview on Traffic Control Devices and Traffic Calming Procedures on various streets. Based on the data from the engineering study, stop signs are not warranted. The traffic study

also indicates that stop signs are not effective at reducing speeds. In fact, studies have shown that speeds increase when unwarranted stop signs are installed.

John Denholm, P.E., PTEO with Lee Engineering gave a presentation on Speed and Multiway Stop Control Studies along Popplewell Street. Conclusions from the study include:

- 85<sup>th</sup> percentile speeds by themselves support posting a 35 MPH speed limit.
- Numerous intersections/driveways and the presence and potential for pedestrian crossings support posting lower than 85<sup>th</sup> percentile.
- Desire intersection sight distance increases as speed increases.

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

**Invocation** – Mayor Agan

**Pledge of Allegiance** – Led by Councilmember Goveas

## **PRESENTATIONS**

### **1A. Citizen Appearances/Public Comments**

**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. Recognition of Jeff Duncan 10 year service award with the Richland Hills Fire Department and 10 year Service Award to Charles Fletcher, Systems Integrator with the Richland Hills Police Department.**

Mayor Agan presented 10 year service awards to Jeff Duncan and Charles Fletcher.

### **1C. Swearing in of Jonathan Washington, Richland Hills Fire Dept.**

Cathy Bourg, City Secretary administered the Oaths of Office to Jonathan Washington.

## **CONSENT AGENDA**

- 2A. Approval of minutes from the November 22, 2016 Regular meeting.
- 2B. Resolution 475-16, approving fee structure for the Link-Event and Recreation Center.
- 2C. Authorize the City Manager to purchase various cardio, weight and machine equipment for the Link from Lifefitness.
- 2D. Authorize the City Manager to purchase various cardio, weight, and machine equipment for the Link from Comm-fit L.P.
- 2E. Consider and approve electronic message board signage for Walmart Neighborhood Market, located at 6604 Boulevard 26, Richland Hills TX.
- 2F. Approval of purchasing policies and procedures.

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

Motion carried by a vote of 5-0. Councilmember Williams abstained from 2A.

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

- 3A. None at this time.

## **ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS**

- 4A. None at this time.

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

- 5A. None at this time.

## **OTHER ITEMS FOR CONSIDERATION**

- 6A. Consideration of Traffic Control Devices and Traffic Calming Procedures on various streets.

*\*Item was discussed during the work session.*

The following citizens spoke:

Martha Strain, 3663 Popplewell, Richland Hills submitted a petition signed by twelve citizens that demand the following improvements be made to Popplewell Street:

1. Improve cross walks at Dover/Popplewell and Hovenkamp/Dover
2. Increase police presence and issue tickets where warranted especially between the hours of 6am-8:30am and 4pm-7pm daily
3. Improve signage along the entire roadway
4. Enforce truck weight rules for neighborhood streets
5. Install speed bumps in at least 3 locations along the street
6. Traffic should be reviewed again in 18 months for changes and reevaluation

Mike Witt, 7200 Hovenkamp, Richland Hills spoke in favor of increased patrol and thanked council for listening to citizens concerns.

Maria Langston, 3515 Popplewell, Richland Hills expressed concerns with children crossing at the middle school and accidents at Hovenkamp and Popplewell.

There was discussion regarding staff's recommendations to install the electronic speed monitoring signs that show the actual speed, signage for the crosswalk and to reevaluate in 6 months.

**No action taken.**

#### **6B. Consider Policies for Transportation Services.**

Eric Strong, City Manager presented the following Policies for Transportation Services:

- Service will be run Monday through Friday
- Service will be for 12 hours per day
- Service can be cancelled on inclement weather days
- There are two types of service with different fares and service areas
  - Mobility Impaired Service (\$3.00 per one way trip)
  - Senior passenger service (age 60 or over - \$1.50 per one way trip)
- Passengers may only be registered as a Mobility Impaired Passenger or Senior Passenger. If a passenger qualifies for both services, they must choose which service they want to register for. They may change designations one time per year.
- Only Richland Hills residents are eligible to register with the service. For the purposes of this program, a resident will be defined as someone who has a driver's license or government issued identification with a Richland Hills address or a utility bill with a Richland Hills address.

**Motion:** Motion was made by Councilmember Goveas, and seconded by Councilmember Barger to approve the policies clarifying residents.

Motion carried by a vote of 5-0.

## **REPORTS & DISCUSSIONS**

### **7A. Update on Transportation Services**

Eric Strong, City Manager gave an update on the Transportation Services. The new transportation service has been in place for eight days. The following trip data is through today:

- 7 one way trips per day average
- 39 people are registered (34 mobility impaired and 5 seniors)
- 55 total trips
- 8 of the total registered have used the service

### **7B. Presentation of Departmental Reports**

No discussion

## **8. COMMUNITY INTEREST ITEMS**

- Next City Council Meeting - January 17, 2017
- Holiday Schedule
- Christmas Tree Lighting was a great success
- Library – Adult Craft Wrapping Party – December 17<sup>th</sup> 10 am – 1 pm
- Link – Phase II
- City Staff adopted Richland Hills families for Christmas
- Fire Department Food & Toy Drive through December 19<sup>th</sup>
- Lunch Bunch – Thursday, December 8<sup>th</sup>

### **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 Barger, and seconded by Councilmember DeSoto to adjourn. Motion passed 5-0.**

There being no further business to come before the City Council, Mayor Agan declared the meeting adjourned at 7:54 p.m.

**ATTEST**

**APPROVED**

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Cathy Bourg, City Secretary

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Bill Agan, Mayor