

**RICHLAND HILLS CITY COUNCIL  
REGULAR MEETING  
JUNE 12, 2017  
MINUTES**

Roll Call:

Council present:

Bill Agan, Mayor  
Travis Malone, Place 1

Council Absent:

Allison Barger, Mayor Pro-Tem

Curtis A Bergthold, Place 3  
Place 4, Vacant  
Athena Campbell, Place 5

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 Campbell, and seconded by Councilmember Bergthold to convene into executive session. Time: 6:00 p.m.

Motion carried by a vote of 3-0. Councilmember Barger absent.

Mayor Agan reconvened into open session. Time: 6:28 p.m.

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

None at this time.

- 3. Budget Update and Discussion**

Eric Strong, City Manager gave a presentation and overview of the Fiscal Year 2017-2018 budget.

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

**Invocation – Mayor Agan**

**Pledge of Allegiance**

**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.)**

None at this time.

**CONSENT AGENDA**

**2A. Approval of minutes from the May 16, 2017 Regular meeting.**

**Motion:** Motion was made by Councilmember Bergthold and seconded by Councilmember Malone to approve the consent agenda.

Motion carried by a vote of 3-0. Councilmember Barger absent.

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

**3A. Public Hearing and consideration of Ordinance 1334-17, a Specific Use Permit for operation of a cabinet shop business located at 7235 Baker Boulevard.**

Jason Moore, Assistant City Manager presented Ordinance 1334-17, a Specific Use Permit to permit operation of a cabinet shop business (Old World Cabinets). The property, zoned Light Commercial (L-C), is located at 7235 Baker Blvd and the proposed use requires the issuance of an SUP.

Old World Cabinets is proposing to have all equipment inside the building. The portion of the building where sawing, sanding, and other operations will take place is not conditioned space, so they would be operating with the doors open for open air cooling.

Staff presented the SUP to the Planning & Zoning Commission on June 5<sup>th</sup> and there were questions by the commissioners about the level of noise these operations would create. Since there are homes within 200' of the property, three of the four P&Z Commissioners voted to deny the use because of the noise.

Staff did make the recommendation to approve and mentioned that there are two places in our zoning ordinance that allow for noise regulation. First, in our Environmental Ordinances, Chapter 34; and second, in our Zoning Ordinance, Chapter 90.

Council asked questions of the applicants Rick Morgan and Gary Roberts regarding saw dust collection, equipment noise, doors that will be open, hours of operation and the possibility of a sound wall.

Tyler Pike with Stiles Machinery provided information regarding the dust collector that is being purchased for the building.

Mayor Agan opened the Public Hearing. Time: 7:28 p.m.

Doug Knowlton, 2749 Spruce Park Dr., Richland Hills commented on the use of CNC machines and the hours of operation changing in the future.

Mayor Agan closed the Public Hearing. Time: 7:30 p.m.

Council discussed the use of a portable sound barrier and other conditions for the SUP.

**Motion:** Motion was made by Councilmember Bergthold, and seconded by Councilmember Campbell to approve with the following conditions:

1. A sound mitigation fence at the building, attached by sliding or pivoting gate must be installed and approved by City staff (as depicted in bottom picture provided by applicant or better);
2. Back door (north side of building) remains closed except for deliveries and loading;
3. A dust collector is in service at all times; &
4. The city's sound ordinances are followed.

Motion carried by a vote of 3-0. Councilmember Barger absent.

#### **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 updates to the Employee Handbook.**

Eric Strong, City Manager presented updates to the Employee Handbook. The following are suggested recommendations:

- To allow for firefighters performing 24-hour shift work to carry over up to 240 hours of vacation time at the end of the year.
- To add a section to the Employee Handbook that provides a “bank” of an extra 25 vacation days per year to be given out at the City Manager’s discretion. These days may be given out to employees as a reward for a job well done, for participation in certain city programs, or other similar circumstances.

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

Motion carried by a vote of 3-0. Councilmember Barger absent.

### **6B. Consideration of Appointments to Boards and Committees.**

**Motion:** Motion was made by Councilmember Malone, and seconded by Councilmember Campbell to appoint Erick Sabin to Place 1 of the Planning and Zoning Commission.

Motion carried by a vote of 3-0. Councilmember Barger absent.

**Motion:** Motion was made by Councilmember Campbell, and seconded by Councilmember Bergthold to appoint Sherry Utchell to Alternate Place 1 of the Planning and Zoning Commission.

Motion carried by a vote of 3-0. Councilmember Barger absent.

## **REPORTS & DISCUSSIONS**

### **7A. Update on July 4<sup>th</sup> Event**

Jason Brown, Recreation Center Manager gave an update on the July 4<sup>th</sup> Event, Richland’s Red, White and YOU! The Parade will begin at 9:00 a.m. with the Grand Marshal’s being announced as; Edward Lopez, Roland Goveas and Robert DeSoto. The event will include a Parade, Catch Tank, Activities, Crafts, Food Trucks, and Downtown Fever – Party Band.

Mr. Brown also gave an update on The Link activities including the summer camp, free breakfast and lunch program for children, senior programs, rentals and memberships.

**8. COMMUNITY INTEREST ITEMS**

- Council Meetings – next meeting June 19<sup>th</sup> and then will move to 2<sup>nd</sup> and 4<sup>th</sup> Monday of each month.
- Animal Shelter - will temporarily close on Sunday and Monday
- Animal Shelter - \$40 Adoption Special for dogs and \$30 for cats

**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 Malone, and seconded by Councilmember Bergthold to adjourn. Motion passed 3-0.**

There being no further business to come before the City Council, Mayor Agan declared the meeting adjourned at 8:05 p.m.

**ATTEST**

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Cathy Bourg, City Secretary

**APPROVED**

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Bill Agan, Mayor