

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING
JANUARY 24, 2022
MINUTES**

Roll Call:

Council present

Edward Lopez, Mayor
Douglas Knowlton, Place 1
Curtis A. Bergthold, Mayor Pro Tem
Javier Alvarez, Place 4
G.W. Estep, Place 5

Council absent

Stacey L. Morse, Place 2

Staff present

Candice Edmondson, City Manager
Lindsay Wells, City Secretary
James Donovan, City Attorney

CITY COUNCIL WORK SESSION – 6:00 PM

Assistant to the City Manager Logan Thatcher introduced new employee Communications Specialist Samantha Hall and provided an overview of her duties and the focus of her current projects.

- 1. Executive Session:** Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sections 551.071, 551.072, 551.073, 551.074, 551.076, 551.087, 418.183(f) and 418.106(d) & (e). Executive Session may be held, under these exceptions, at any time during the meeting that a need arises for the City Council to seek advice from the City Attorney as to the posted subject matter of this City Council meeting.

None.

2. Discuss water meter audit and replacement program

City Manager Candice Edmondson provided a brief overview of the need for a water meter replacement program due to the age and condition of current water meters in the city. With changing meter reading technology and endpoints becoming inoperable, staff must hand read the meter until the endpoint device can be replaced, and endpoints have been difficult to find over the past year. Staff is currently having to read almost 400 meters by hand each month. She advised of program costs and possible funding options for the Citywide transition from existing meters to the newer smart meter technology.

Performance Services, Inc. (PSI) was contracted to perform a preliminary audit of the City's water system. Consultant Ira Nicodemus was due to present PSI's findings but is unable to attend tonight's meeting. This item will be brought back on the February 14,

2022 City Council agenda to allow Mr. Nicodemus to present the findings. A Letter of Intent will be presented for City Council consideration at the February 28, 2022 City Council meeting.

3. Discuss items listed on tonight's City Council agenda. No action will be taken and each item will be considered during the Regular Session.

4A. Consider Resolution 549-22 stating the primary intended uses of the City of Richland Hills' allotment of local fiscal recovery funds through the American Rescue Plan Act

City Manager Candice Edmondson presented Resolution 549-22 stating the primary intended uses of the City of Richland Hills' allotment of local fiscal recovery funds through the American Rescue Plan Act. Richland Hills is set to receive \$1,970,642 in fiscal recovery funds as provided in the American Rescue Plan Act (ARPA). The funds are intended to help the City combat the COVID-19 pandemic, including ongoing public health and economic impacts. The City received its first payment in the amount of \$985,321 on August 23, 2021, with a second payment set to occur later this year.

Resolution 549-22 outlines the City Council's intent to expend the first tranche of funds for water system improvements and premium pay for essential workers as provided in the resolution.

5A. Considered award of bid for drainage, water and sanitary sewer repair unit price contract to EXCEL 4 Construction, LLC

Director of Neighborhood Services Scott Mitchell advised that staff has been utilizing private vendors to complete some projects traditionally done by Public Works staff and to help expediate the completion of projects, staff created a unit price contract for routine repair work such as localized water main installation and repairs, valve repair, curb stops, sewer line spot repairs, manholes, etc. The unit price contract also standardizes the costs for these projects vs. quoting each individual project as it comes up. The City utilizes similar contracts from other government entities and, as the primary contract holder, would allow other agencies to utilize this contract as well.

Based on the bid received, references provided and previous experience with the City, staff recommends awarding the contract to EXCEL 4 Construction, LLC as the best value bid. The unit price contract will extend through the remainder of FY 2022 (September 30, 2022), with the intent to bid a new unit price contract for FY 2023 should the program prove to be successful.

Discussion ensued regarding fair and balanced billing and the costs for mobilization as listed in the proposed contract. The City Council recommended renegotiating elements of the contract with Excel 4 Construction with the award of bid to be brought back for City Council consideration at a future meeting.

Mayor Lopez adjourned the work session at 6:28 p.m.

REGULAR SESSION – Mayor Lopez Called to Order – Time 7:00 p.m.**INVOCATION AND PLEDGES OF ALLEGIANCE – Council Member G.W. Estep****PRESENTATIONS****1A. Business Spotlight: USA Donuts**

Chheng Quach introduced his business, USA Donut, located at 7650 Glenview Drive and advised that the grand opening would be held Wednesday, February 2, 2022.

1B. World Read Aloud Day Proclamation

Mayor Lopez read a proclamation declaring February 2, 2022, as “World Read Aloud Day” in Richland Hills and encouraged everyone to participate.

1C. Citizen Appearances/Public Comments

Citizen comments emailed to Lindsay Wells (lwells@richlandhills.com) on an item either listed on this agenda or not listed on this agenda will be heard at this time. Citizens in attendance at the meeting who have signed a card to speak to the City Council will also 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.

Athena Campbell, 2802 Elm Park, Richland Hills, expressed concerns regarding the water meter replacement program discussed during the work session.

CONSENT AGENDA**2A. Approve minutes from the November 17, 2021 Special City Council Meeting and the January 10, 2022 City Council Regular Meeting****2B. Approve a one-year renewal of Bank Depository Contract with JPMorgan Chase Bank, N.A.**

Motion: Motion was made by Councilmember Estep and seconded by Councilmember Knowlton to approve the consent agenda.

Motion carried by a vote of 4-0.

PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS**3A. Fiscal Year 2023 Budget Public Forum**

City Manager Candance Edmondson advised that, per Section 12.01 of the City Charter, “the City Council shall hold a Public Forum in January for the express purpose of obtaining citizen comments on items they would like to see included or considered in the budget for the upcoming year.”

Mayor Lopez opened the public forum at 7:16 p.m.

Council discussed items including backlit street signs, a potential new City logo, street sweepers, a City newsletter, and increased functionality on the City’s website.

Athena Campbell, 2802 Elm Park, Richland Hills, inquired about greatly increasing the offered pay for Public Works employees, a K9 unit for the Police Department, and the inclusion of a budget calendar on the website.

Theresa Bledsoe, 2716 Spruce Park Drive, Richland Hills, inquired about a City newsletter in hard copy form for those residents without access to internet services, citywide wi-fi access, and an ambulance service similar to the City of Bedford.

Travis Malone, 2641 Mimosa Park, Richland Hills, discussed proposed improvements to the City’s website and inquired about the cost and process to implement a “quiet zone” near the Trinity Railway Express (TRE) train station.

Mayor Lopez closed the public forum at 7:37 p.m.

ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS**4A. Approved Resolution 549-22 stating the primary intended uses of the City of Richland Hills’ allotment of local fiscal recovery funds through the American Rescue Plan Act**

Item was discussed during the work session.

Discussion ensued regarding expanding the proposed wi-fi park access citywide.

Motion: Motion was made by Councilmember Knowlton and seconded by Mayor Pro Tem Bergthold to approve Resolution 549-22 stating the primary intended uses of the City of Richland Hills’ allotment of local fiscal recovery funds through the American Rescue Plan Act

Motion carried by a vote of 4-0.

CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS

5A. Approved award of bid for drainage, water and sanitary sewer repair unit price contract to EXCEL 4 Construction, LLC

Item was discussed during the work session.

Motion: Motion was made by Councilmember Knowlton and seconded by Mayor Pro Tem Bergthold to table item to a future City Council meeting to allow staff to address City Council concerns.

Motion carried by a vote of 4-0.

OTHER ITEMS FOR CONSIDERATION

6A. None

REPORTS & DISCUSSIONS

7A. Street Improvement Projects Update

Director of Neighborhood Services Scott Mitchell provided an update regarding several street projects including those on Rosebud Lane, Chafin Drive, Magnolia Park, and Atmos Energy making spot repairs throughout the city.

Discussion ensued regarding differences in street resurfacing versus spot repairs and citywide public works maintenance.

7B. 1st Quarter Investment Report

City Manager Candice Edmondson provided a brief overview of the 1st Quarter Investment Report and advised that the City is in a favorable financial position.

7C. City Council Budget Workshop

City Manager Candice Edmondson provided several proposed dates in February and March for the City Council to hold a spring budget workshop. Council agreed on Friday, March 4, 2022 to hold a budget workshop.

7D. December Department Reports

Parks and Recreation Director Jason Brown provided a brief overview of the Parks Department and The Link activities and Director of Neighborhood Services Scott Mitchell advised that Code Enforcement is being rebranded to Code Compliance to more align with the City's and Department's values.

COMMUNITY INTEREST ITEMS

8. Mayor Pro Tem Bergthold advised of several upcoming events:
- Through January 31, 2022, The Link Membership Sale extension;
 - Thursday, February 10, 2022,
 - Senior Lunch Bunch, The Link, 12:00 to 1:00 p.m.;
 - Tarrant County Food Pantry, The Link Parking Lot, 5:30 to 7:00 p.m.; and
 - Friday, February 11, 2022, Parents Night Out, The Link, 6:00 to 9:00 p.m.

EXECUTIVE SESSION

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.

ADJOURNMENT

10. A motion was made by Mayor Pro Tem Bergthold and seconded by Councilmember Estep to adjourn.

Motion carried by a vote of 4-0.

There being no further business to come before the City Council, Mayor Lopez declared the meeting adjourned at 8:19 p.m.

ATTEST:

APPROVED:

Lindsay Wells, City Secretary

Edward Lopez, Mayor