

**RICHLAND HILLS CITY COUNCIL  
REGULAR MEETING  
JUNE 13, 2022  
MINUTES**

Roll Call:

Council present

Edward Lopez, Mayor  
Curtis A. Bergthold, Mayor Pro Tem  
Douglas Knowlton, Place 1  
Travis Malone, Place 2  
Javier Alvarez, Place 4  
G.W. Estep, Place 5

Council absent

Staff present

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

**CITY COUNCIL WORK SESSION – 6:38 PM**

- 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. Water Meter Audit and Replacement**

Performance Services, Inc. (PSI) Consultant Ira Nicodemus advised that PSI has completed a preliminary audit of the City's water system and presented the findings to Council. He provided an overview of the system proposed for replacing the City's current water meters with electronic meters and provided examples of the usage portal for both residential users and City users. He discussed the financial impact to the City, including an estimated project cost of \$1.8 million to \$2.2 million and advised that increased revenues and annual savings would allow for an overall net cost over 20 years of approximately \$900,000.

- 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.**

None.

Mayor Lopez adjourned the work session at 7:12 p.m.

**REGULAR SESSION – Mayor Lopez Called to Order – Time 7:20 p.m.**

**INVOCATION AND PLEDGES OF ALLEGIANCE** – Council Member Knowlton

**PRESENTATIONS**

**1A. 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.*

None.

**CONSENT AGENDA**

**2A. Approve minutes from the May 23, 2022 City Council Regular Meeting.**

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

Motion carried by a vote of 5-0.

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

**3A. Approved Ordinance 1451-22 reinstating Division 2, “Curfew” of Article II, “Minors” of Chapter 58 of the Code of Ordinances related to a juvenile curfew  
PUBLIC HEARING**

Mayor Lopez opened the public hearing at 7:23 p.m. and asked to hear from any proponents followed by opponents of the ordinance.

City Manager Candice Edmondson presented the item and advised that the City Council originally passed a juvenile curfew ordinance in 1994, which was subsequently renewed in 1997, 2000 and 2019. Texas Local Government Code 370.002 requires reviewing the ordinance and holding public hearings every three years to ensure the ordinance’s continued effectiveness in deterring juvenile crime and disorder issues within the City. The Ordinance was last reviewed and approved by City Council in February 2019.

The Police Department believes the continuation of a curfew ordinance is in the best interest of the public's health, safety, and welfare as it assists in the reduction of disorder and crimes committed by juvenile offenders and further encourages school attendance.

Mayor Lopez closed the public hearing at 7:26 p.m.

**Motion:** Motion was made by Councilmember Estep and seconded by Councilmember Malone to approve Ordinance 1451-22, reinstating Division 2, "Curfew" of Article II, "Minors" of Chapter 58 of the Code of Ordinances related to a juvenile curfew.

Motion carried by a vote of 5-0.

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

**4A. Approved Ordinance 1452-22 amending Section 74-35 "Requirements for Replatting" to update replating requirements to correspond with current state law.**

Assistant to the City Manager Logan Thatcher presented the item and advised that Ordinance 1452-22 brings the City's current requirements for replatting properties into compliance with updated state laws.

**Motion:** Motion was made by Mayor Pro Tem Bergthold and seconded by Councilmember Knowlton to approve Ordinance 1452-22, amending Section 74-35 "Requirements for Replatting" to update replating requirements to correspond with current state law.

Motion carried by a vote of 5-0.

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

**5A. Approved award of bid for Richland Hills Police Department Covered Parking to Freedom Construction in an amount not to exceed \$100,000.**

Police Chief Kimberly Sylvester advised that the City posted a Request for Bids (RFB 2022-01) for the construction of the police department covered parking project as approved in the FY2022 budget and received one bid submission from Freedom Construction.

She presented the overall project scope including a base bid and two alternate options. The base bid scope is to construct two 20' by 70' single slope awnings that will cover the 14 fleet parking spaces in the center of the secure parking lot and one 20' by 64' single slope awning that will cover the parking spaces closest to the building where officers who are on-duty come in and out of the station.

Alternate 1 would consist of construction of one 5' x 30' single slope awning for a covered walkway that would provide coverage from the secondary parking close to the building up

the walkway into the building and Alternate 2 would consist of construction of one 10' x 30' single slope awning attached to the back of the police department building for patio coverage and will replace the current frame structure existing on the back concrete pad that would need the fabric awning replaced.

Due to inflation causing an increase in materials, the entire project will cost more than the \$90,000 approved in the FY2022 budget so staff is recommending the award of the base bid and Alternate 2 for a combined bid price of \$89,249.

Discussion ensued regarding the different options presented and the need to protect both City staff and vehicles from inclement weather.

**Motion:** Motion was made by Mayor Pro Tem Bergthold and seconded by Councilmember Knowlton to approve award of bid for Richland Hills Police Department Covered Parking to Freedom Construction in an amount not to exceed \$100,000 for the base bid and both alternate options.

Motion carried by a vote of 5-0.

## **OTHER ITEMS FOR CONSIDERATION**

### **6A. Approved appointments to Boards and Commissions.**

City Secretary Lindsay Wells advised of vacancies on two of the City's Boards and Commissions. Place 3 on the Richland Hills Development Corporation is vacant following former Council Member Stacey L. Morse stepping down from her seat on Council.

Place 4 on the Animal Shelter Advisory Board is held by "a person whose duties include daily operation of the animal shelter." Robin Studer formerly held this position and staff recommends replacing her with Lee Turnage.

**Motion:** Motion was made by Councilmember Malone and seconded by Councilmember Knowlton to appoint Councilmember Estep to Place 3 on the Richland Hills Development Corporation.

Motion carried by a vote of 5-0.

**Motion:** Motion was made by Councilmember Estep and seconded by Councilmember Malone to appoint Lee Turnage to Place 4 on the Animal Shelter Advisory Board.

Motion carried by a vote of 5-0.

### **6B. Approved appointments to City Council Committees.**

City Manager Candice Edmondson advised that the City Council has previously created City Council Committees to work with staff on important initiatives and projects. The committees consist of members of the City Council with meetings held as needed. There

is currently a vacancy on the Development Committee (formerly held by Stacey L. Morse) that needs to be filled. Council may consider appointments for any of the following committees:

- Development Committee
- Infrastructure Committee
- Finance Committee

Discussion ensued regarding the committees.

**Motion:** Motion was made by Mayor Pro Tem Bergthold and seconded by Councilmember Estep to appoint Mayor Pro Tem Bergthold to the Development Committee.

Motion carried by a vote of 5-0.

**Motion:** Motion was made by Councilmember Malone and seconded by Mayor Pro Tem Bergthold to appoint Councilmember Malone to the Finance Committee.

Motion carried by a vote of 5-0.

## **REPORTS & DISCUSSIONS**

### **7A. Birdville Reads Update.**

Library Director Chantele Hancock provided an update on the Birdville Reads event held Saturday, June 4, 2022, at Richland Middle School. She advised that it was the first Birdville Reads event held since the onset of the COVID-19 pandemic and approximately 600 people attended. She expressed her appreciation for the cooperation among City departments to make it a successful event.

## **COMMUNITY INTEREST ITEMS**

**8.** Mayor Pro Tem Bergthold advised of several upcoming events:

- Tuesday, June 14, 2022, Richland Hills Literary Club, Richland Hills Public Library, 6:30 p.m.;
- Monday, July 4, 2022, Red, White & YOU, The Link Plaza, 9:00 a.m. to 12:00 p.m.;
- Thursday, July 7, 2022,
  - Senior Lunch Bunch and Bingo, The Link, 12:00 to 2:00 p.m.;
  - Tarrant County Food Pantry, The Link Parking Lot, 5:30 p.m. to 7:00 p.m.;
- 1<sup>st</sup> and 3<sup>rd</sup> Thursday of the month, Storytime at the library, 6:30 p.m.; and
- 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month, Library Lab, 6:30 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 Councilmember Knowlton and seconded by Councilmember Estep to adjourn.

Motion carried by a vote of 5-0.

There being no further business to come before the City Council, Mayor Lopez declared the meeting adjourned at 8:01 p.m.

**ATTEST:**

**APPROVED:**

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Lindsay Wells, City Secretary

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Edward Lopez, Mayor