

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING
OCTOBER 24, 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 – 6:02 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.
 - Section 551.071: Consultation with Attorney
 - a. Agenda Item 7D. City Charter Review

Motion: Motion was made by Mayor Pro Tem Bergthold to adjourn into Executive Session and seconded by Councilmember Estep at 6:32 p.m.

Motion carried by a vote of 5-0.

Mayor Lopez reconvened the work session at 7:02 p.m.

2. **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 7:02 p.m.

REGULAR SESSION – Mayor Lopez Called to Order – Time 7:02 p.m.

INVOCATION AND PLEDGES OF ALLEGIANCE – Councilmember Knowlton

PRESENTATIONS

1A. Recognition of Outgoing Boards and Commissions Members

Mayor Lopez advised that several longtime City volunteers who had served on the City's boards and commissions recently stepped down from their positions after a collective 32 years of service to the City of Richland Hills. He acknowledged the following volunteers for their service:

4 years of service: Bill Agan – Richland Hills Development Corporation

8 years of service: Chris Utchell – Zoning Board of Adjustment

9 years of service: Pam Burney – Animal Shelter Advisory Board

11 years of service: Sanjay Mathew – Zoning Board of Adjustment

1B. Business Spotlight: 2 Abuelos

Assistant to the City Manager Logan Thatcher introduced the business, 2 Abuelos, located at 7017 Baker Boulevard.

1C. Municipal Court Week Proclamation

Mayor Lopez read a proclamation declaring November 7-11, 2022 as "Municipal Court Week" in Richland Hills and presented it to Court Administrator Alicia St. Cyr.

1D. Citizen Appearances/Public Comments

David White, 7008 Hovenkamp, Richland Hills, expressed concern regarding cleaning a creek near his property as well as a plan for the 100-year flood plain.

Joyce Fiaccone, 3800 Labadie Drive, Richland Hills, advised that she is hosting an online Halloween decorating contest and encouraged participation.

CONSENT AGENDA

2A. Approve minutes from the September 26, 2022 City Council Regular Meeting and the October 10, 2022 City Council Special Called Meeting.

Motion: Motion was made by Councilmember Malone 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 1461-22, amending Section 6.03, “Zoning Text and Map Amendments” of Article 6, “Development Review Procedures” of Chapter 90, Zoning” of the Richland Hills City Code by revising the regulations for posting a sign regarding a zoning map amendment. PUBLIC HEARING

Assistant to the City Manager Logan Thatcher presented the item to the City Council and advised that Ordinance 1461-22 amends Subsection 6.03.01 (D)(1), of Article VI, “Development Review Procedures,” of Chapter 90, “Zoning,” of the Richland Hills Code to read as follows:

“(1) At least ten days prior to the public hearing by the planning and zoning commission on a proposed amendment to the zoning text and/or map related to particular property, the city shall cause a sign, clearly visible to passersby, to be placed and maintained on such property.”

The way the Ordinance reads currently:

“(1) At least ten days prior to the public hearing by the planning and zoning commission on a proposed amendment to the zoning text and/or map related to particular property, the applicant shall cause a sign, clearly visible to passersby, to be placed and maintained on such property.”

This amendment is cleaning up the language that is being used to show that the city is responsible for posting signs on the property 10 days prior to the public hearing rather than the applicant.

Mayor Lopez opened the public hearing at 7:18 p.m. and asked to hear from any proponents followed by opponents of the budget.

Hearing none, Mayor Lopez closed the public hearing at 7:18 p.m.

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Estep to approve Ordinance 1461-22, amending Section 6.03, “Zoning Text and Map Amendments” of Article 6, “Development Review Procedures” of Chapter 90, Zoning” of the Richland Hills City Code by revising the regulations for posting a sign regarding a zoning map amendment.

Motion carried by a vote of 5-0.

3B. Approved Ordinance 1462-22, amending Section 6.08, “Specific Use Permit (SUP)” of Article 6, “Development Review Procedures” of Chapter 90, Zoning” of the Richland Hills City Code by removing references to the zoning map. PUBLIC HEARING

Assistant to the City Manager Logan Thatcher presented the item to the City Council and advised that Ordinance 1462-22 amends Section 6.08.01(H), of Article VI, “Development Review Procedures,” of Chapter 90, “Zoning,” of the Richland Hills Code is hereby amended to read as follows:

“(H) Attached only to property. Specific use permits are attached to the property, not to the owner, the business, or the subtenant.”

The way the Ordinance reads currently:

(H) Zoning Map

- (1) When the city council authorizes granting of a specific use permit, the Zoning Map shall be amended according to its legend to indicate that the affected area has conditional and limited uses, and said amendment is to indicate the appropriate zoning district for the approved use and prefixed by an "S" designation.
- (2) Specific use permits granted shall be indicated by numerical designation on the Zoning District Map, and a record maintained of the numerical designation of each SUP and the conditions of approval.
- (3) Specific use permits are attached to the property, not to the owner, the business, or the subtenant.

This amendment removes sections 1 and 2 of subsection H “Zoning Map”. When Planned Developments are approved, they will be added to the map. City staff recommends removing the Specific Use Permit designation being added to the map.

Mayor Lopez opened the public hearing at 7:20 p.m. and asked to hear from any proponents followed by opponents of the budget.

Hearing none, Mayor Lopez closed the public hearing at 7:21 p.m.

Motion: Motion was made by Councilmember Estep and seconded by Mayor Pro Tem Bergthold to approve Ordinance 1462-22, amending Section 6.08, “Specific Use Permit (SUP)” of Article 6, “Development Review Procedures” of Chapter 90, Zoning” of the Richland Hills City Code by removing references to the zoning map.

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. Consider insurance renewal with UnitedHealthcare for annual Group Medical Insurance and MetLife for annual Dental, Vision, Life, Voluntary Life and Disability Insurance for 2023

Finance Director Patricia Albrecht presented the item to the City Council and advised that the City received the medical insurance renewal from UnitedHealthcare (UHC) for the plan year beginning January 1, 2023 and bids from Blue Cross Blue Shield and Excel. After the City's benefits broker, Brinson Benefits, engaged in further negotiations, UHC provided a renewal of three percent for the current plan, as well as a premium holiday credit worth one month's premium payment, approximately \$61,000. Based on the employee census at the time of renewal, the estimated cost to the City for group medical insurance is \$636,556.

Motion: Motion was made by Mayor Pro Tem Bergthold and seconded by Councilmember Knowlton to approve the insurance renewal with UnitedHealthcare for annual Group Medical Insurance and MetLife for annual Dental, Vision, Life, Voluntary Life and Disability Insurance for 2023.

Motion carried by a vote of 5-0.

OTHER ITEMS FOR CONSIDERATION

6A. Approved appointments to Boards and Commissions

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Malone to appoint Victoria Southerland as Place 2 to the Animal Shelter Advisory Board for a two-year term.

Motion carried by a vote of 5-0.

REPORTS & DISCUSSIONS

7A. Tricky Treat Trails & Haunted Stacks

Director of Parks and Recreation Jason Brown provided an update on the upcoming Tricky Treat Trail & Haunted Stacks event being held Friday, October 28, 2022, from 6:30 to 8:30 p.m. at The Link Plaza, the Fire Station, and the Library.

7B. Street Improvement Projects.

Director of Neighborhood Services Scott Mitchell provided a brief update regarding recently completed street projects and an update on the Rufe Snow Drive paving project.

He advised of upcoming projects that will be presented for City Council approval in November.

7C. 4th Quarter Investment Report

Finance Director Patricia Albrecht provided the 4th Quarter Investment Report and advised that the numbers are from the end of the FY2022 fiscal year and are unaudited.

7D. City Charter Review

Councilmember Knowlton advised that he requested a review of the City Charter specifically as it relates to the City Council terms and expanding the number of Councilmembers.

Discussion ensued regarding potentially calling a Charter election for the May 2023 ballot, creating a Charter Review Committee, each member of Council nominating a member of the committee, and the timeframe to call an election.

7E. September Department Reports.

Fire Chief Russell Shelley presented the Fire Department update and advised of paramedic education, the department handled 1,600 calls during Fiscal Year 2022, and advised that Fire Marshal Shelby Brock graduated from the police academy as part of his training.

Library Director Chantele Hancock presented the Library update and advised of overall attendance during recent programs and services provided.

Director of Parks and Recreation Jason Brown presented the Parks Department update including Fiesta de Herencia and annual revenues.

COMMUNITY INTEREST ITEMS

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

- Early Voting for the November 8, 2022 Election began Monday, October 24, 2022, and runs through Friday, November 4, 2022. The Link will serve as an Election Day polling place;
- Thursday, October 27, 2022, Spooky Cookie Decorating, 6:00 to 6:30 p.m. and 6:45 to 7:15 p.m.;
- Friday, October 28, 2022, Trick Treat Trail & Haunted Stacks, The Link Plaza, 6:30 to 8:30 p.m.;
- Thursday, November 10, 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.;
- Friday, November 11, 2022, Veterans Day Ceremony and Patriotic Picnic, Veterans Memorial and The Link Plaza, 11:00 a.m. to 1:00 p.m.;
- Tuesday, November 15, 2022, State of the City, The Link, 6:00 p.m.

- Every Thursday, Coffee Talk, Richland Hills Public Library, 10:00 to 11:30 a.m.;
- 1st, 3rd, and 5th Thursday of the month, Storytime at the library, 6:30 p.m.;
- 2nd and 4th Friday of the month, Arts and Crafts, 6:30 p.m.;
- Last Thursday of the month, Library Lab, 6:30 p.m.;
- Home Delivery Service available to anyone unable to get to the library. Call 817-616-3760 for more information;
- Richland Hills Tea Tasters, try a new tea every month at the library; and
- Free pet adoptions and free pet registration continuing at the Animal Shelter.

Additionally, Mayor Pro Tem Bergthold announced that former Mayor and Councilmember Williss “Bill” Vincent, Jr. passed away on September 22, 2022 at the age of 82. He served on the Richland Hills City Council as a Councilmember from 1986-1988 and served as Mayor from 1988-1990.

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 Malone to adjourn.

Motion carried by a vote of 5-0.

There being no further business to come before the City Council, Mayor Pro Tem Bergthold declared the meeting adjourned at 8:18 p.m.

ATTEST:

APPROVED:

Lindsay Wells, City Secretary

Edward Lopez, Mayor