

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING
JUNE 14, 2021
MINUTES**

Roll Call:

Council present

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

Staff present

Candice Edmondson, City Manager
Cathy Bourg, City Secretary
James Donovan, City Attorney

The Work Session and Regular Session are open to the public. If Executive Session is required, it will be held in the Council Conference Room, and is closed to the public. Please note that although the council will generally consider the items on the agenda in the order shown below, the Council may elect to re-order items in order to accommodate the needs of the council, city staff, presenters, or the public generally. Therefore, members of the public interested in any agenda item are encouraged to be in attendance at the start of the meeting.

CITY COUNCIL WORK SESSION – 6:30 PM

- 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). Refer to posted list attached hereto and incorporated herein.**

None

- 2. Discuss possible amendments to Ordinance 1434-21 regulating Boarding Houses**

Candice Edmondson, City Manager presented possible amendments to Ordinance 1434-21 regulating Boarding Houses.

On May 10, 2021, City Council approved Ordinance 1434-21 regulating Boarding Houses within Richland Hills. During the discussion, Council requested staff and the City Attorney consider additional requirements and regulations that could be added to the ordinance. Below is a list of possible amendments discussed by Council and staff.

- (1) Reincorporate the unrelated person limitation or allow no more than one person per sleeping unit
- (2) Require a site plan for parking
- (3) Limiting boarding houses to only multi-family areas
- (4) Requiring proof of insurance for property owners and tenants
- (5) Regulating group homes

Council discussed and asked questions of staff and the City Attorney. Council provided direction to staff to amend the ordinance by requiring a site plan for parking, only permitting a boarding house in multi-family and to also include duplex as a multi-family option.

3. Discuss items and presentations listed on tonight's City Council Agenda.

None

Mayor Lopez called for a break. Time: 6:55 p.m.

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

Invocation – Councilmember Knowlton

PRESENTATIONS

A. Texas Coalition for Affordable Power 20th Anniversary Recognition

Margaret Somereve, Executive Director with Texas Coalition for Affordable Power (TCAP), presented the city with a plaque honoring its founding member in recognition of TCAP's 20th Anniversary.

B. Fire Department Badge Pinning Ceremony

Karen Evans, Human Resource Specialist administered the Oath of Office to Mykl Robinson, Fire Fighter with the Richland Hills Fire Department.

C. Life-Saving Awards Presentation

Mayor Lopez and Police Chief Sylvester presented Life Saving Awards to Officer Willie Tunson and Officer Daniel Winchester.

D. Citizen Appearances/Public Comments

Citizen comments emailed to Cathy Bourg (cbourg@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.

Mayor Lopez called Diana Leach-Jurica who submitted an email to speak. She was not present.

Travis Malone, 2641 Mimosa Park Dr. spoke regarding the Zoning Board of Adjustment vacancy and encouraged Council to fill this position at the next meeting.

Sherry Hopson, 2800 Faye Dr. spoke regarding a vicious dog incident and the response to this call should be an Animal Control responsibility and not the Police Departments.

CONSENT AGENDA

- 2A. Approve minutes from the May 24, 2021 City Council Regular Meeting**
- 2B. Approve update of authorized representatives at the Federal Reserve Bank of Boston for the collateral securities held at the Federal Reserve that back the City's deposits at JP Morgan Chase Bank, N.A.**
- 2C. Approve Resolution 517-19A authorizing the change of authorized representatives for the Texas Local Government Investment Pool (TexPool)**
- 2D. Approve Resolution 541-21 authorizing the change of authorized representatives for the Texas Short Term Asset Reserve Program (TexSTAR)**
- 2E. Approve Easement and Right of Way Agreement with Oncor Electric Delivery for 8,826 square feet or 0.2026 acres for a street crossing at Lavon Drive and Rosebud Lane and a 24" storm drain line**

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

Motion carried by a vote of 5-0.

PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

- 3A. Consider a replat of Hiley Mazda Addition, Lot 1, Block 1 of Tract F-R and Tract C of South Hayworth Addition, City of Hurst and City of Richland Hills, Tarrant County, Texas otherwise known as 625 NE Loop 820, Hurst, Texas 76053 PUBLIC HEARING**

Logan Thatcher, Assistant to the City Manager presented a replat of Hiley Mazda Addition, Lot 1, Block 1 of Tract F-R and Tract C of South Hayworth Addition, City of Hurst and City of Richland Hills, Tarrant County, Texas otherwise known as 625 NE Loop 820, Hurst, Texas 76053.

The property at 625 NE Loop 820 is a 47,895 square foot lot owned by Hiley Land LP. The majority of the lot is located in the City of Hurst with a portion being in the City of Richland Hills.

Hiley Auto is adding 2500 square feet to their northern property line, which triggered a replat in the City of Hurst. Since portions of the property are in both cities, the City of Richland Hills must also approve the replat. The replat was recently approved by the Hurst Planning and Zoning Commission and Hurst City Council.

Staff has reviewed the replat request and recommends approval.

Mayor Lopez opened the Public Hearing – Time: 7:20 p.m.

No Speakers

Mayor Lopez closed the Public Hearing – Time: 7:21 p.m.

Motion: Motion was made by Councilmember Morse and seconded by Councilmember Estep to approve a replat of Hiley Mazda Addition, Lot 1, Block 1 of Tract F-R and Tract C of South Hayworth Addition, City of Hurst and City of Richland Hills, Tarrant County, Texas otherwise known as 625 NE Loop 820, Hurst, Texas 76053.

Motion carried by a vote of 5-0.

ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS

4A. Consider Ordinance 1412-20A amending the Municipal Fee Schedule

Candice Edmondson, City Manager presented Ordinance 1412-20A amending the Municipal Fee Schedule.

During a recent review of the Municipal Fee Schedule, staff identified several fee updates that needed to be made. Some of the updates are based on recent ordinances approved by City Council, while others are being recommended for existing city services and programs. The amended FY 2021 Municipal Fee Schedule is attached to this memo with changes highlighted below:

Proposed Fee Schedule Amendments

Chapter 18. Businesses:

- Remove Mobile Units and following fees:
 - Prepackaged Food - \$100
 - Open and/or Food Prep - \$200
 - Push Carts - \$200

- Add Section 18-101 annual permit fee for Mobile Food Vendors - \$40

Chapter 70. Parks and Recreation Areas:

- Increase Resident rental rate from \$25 to \$32 per four-hour rental period
- Add Resident Additional Hours rate - \$6 per hour
- Increase Nonresident rental rate from \$35 to \$40 per four-hour rental period
- Add Nonresident Additional Hours rate - \$8 per hour
- Remove Rental of Public Indoor Facilities – Richland Hills Community Center Building

Chapter 74. Subdivisions:

- Add the following Plat processing fees:
 - Amended Plats - \$350
 - Replats - \$350
 - Vacated Plats - \$350
 - Preliminary Plats - \$250
 - Final Plats - \$350
- Add the following recording fees (per Tarrant County Clerk):
 - 24" x 36" Plats - \$64
 - 18" x 24" Plats - \$49
 - Each additional page (i.e. tax certificates, extra plat page, etc.) - \$4

The Link – Room Rentals:

- Add Link Training Room - \$25

City Facility Rentals:

- Add Administration Building and following fees:
 - Administration Building Offices - \$15
 - Administration Building Conference Rooms - \$35

Community Events:

- Add a Community Event Fee - \$300
- Fee would apply to community events hosted at city facilities and parks or that require city resources (i.e. fun runs, block parties, events held in city parks that limit public access)

Stacy Reddy, 7012 Hardisty spoke regarding a citizen discount for rentals and event fees.

Joyce Fiaccone, 3800 Labadie spoke regarding clarification of the community event fee.

Mayor Lopez shared a emailed comment from Angela Lewis, 2933 Gumwood Park requesting the vote be postponed until citizens have the opportunity to understand the new fees and for council to discuss the document and clarify areas of confusion.

Council discussed the different options for the Community Events fee and asked questions of staff.

Police Chief Sylvester provided information regarding the system they have in place for Police Officer's working events.

Stacy Reddy, 7012 Hardisty suggested a damage deposit.

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Morse to table the item until the next meeting.

Motion carried by a vote of 5-0.

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Estep to reconsider the item.

Motion carried by a vote of 5-0.

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Morse to approve Ordinance 1412-20A amending the Municipal Fee Schedule with the exception of the Community Events Fee.

Motion carried by a vote of 5-0.

CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS

5A. Consider bid award to ANA Site Construction, LLC in the amount of \$1,068,863.00 for the FY 2021 Street Improvement Fund Projects

Scott Mitchell, Director of Neighborhood Services presented the bid award to ANA Site Construction, LLC for the FY 2021 Street Improvement Fund Projects.

On November 6, 2018, Richland Hills residents approved a proposition to reallocate existing sales tax to a dedicated street and infrastructure improvement fund. As a part of the annual fiscal year budget, the City Council appropriates funding on street projects that are selected during the budget development process and approved by the Council. For FY 2021, the streets approved for reconstruction were:

- Rosebud Lane from Pine Park to Lavon Drive/Cecil Drive
- 3600 Block of Chaffin Drive
- Vance underground utilities and re-paving in partnership with Tarrant County

Halff Engineering completed design and engineering for the projects. A Request for Bid was issued with three (3) responsive bids received. Of the three bids, ANA Site Construction, LLC, submitted the lowest base bid in the amount of \$1,068,863. They also submitted a bid for Added Alternate Number 1 in the amount of \$25,116. Staff recommends moving forward with the base bid only at this time.

ANA Site Construction successfully completed vetting by Halff Engineering. They have also done multiple projects in the City of Richland Hills, and staff has been pleased with their performance.

Motion: Motion was made by Councilmember Bergthold and seconded by Councilmember Knowlton to award bid to ANA Site Construction, LLC, in the amount of \$1,068,863 for the FY 2021 Street Improvement Fund Projects.

Motion carried by a vote of 5-0.

OTHER ITEMS FOR CONSIDERATION

6A. Consider approval of electronic sign request for the 7-Eleven located at 2625 Handley Ederville Road

Logan Thatcher, Assistant to the City Manager presented an electronic sign request for the 7-Eleven located at 2625 Handley Ederville Road.

The new 7-Eleven has submitted a request for an electronic monument sign. The proposed sign is a structured ground sign measuring 10'-0" OAH by 10'-2 ¾". The digital fuel price sign is approximately 4'-10 ½" by 5'-1 3/8".

As required in Chapter 62, Section 173 of the City's Code of Ordinances, electronic signs must be approved by the City Council. Staff has reviewed the proposal and confirmed the sign meets all city ordinance requirements.

Motion: Motion was made by Councilmember Morse and seconded by Councilmember Bergthold to approve the electronic monument sign request for the 7-Eleven located at 2625 Handley Ederville Road.

Motion carried by a vote of 5-0.

REPORTS & DISCUSSIONS

7A. None

8. COMMUNITY INTEREST ITEMS

- Senior Trips - First & Third Wednesdays; Registration now open; The Link has started trips again for Seniors 55 and older. Advanced registration is required and space is limited. June & July trips include the Dallas Arboretum, a Texas Rangers game, Best Maid Pickle Emporium and Leonard's Museum.
- Red, White & YOU - Saturday, July 3, 9 AM – 12 Noon, The Link Plaza, Start your morning with a bang! Enjoy the traditional favorites such as the patriotic parade starting at 9 AM followed by free activities and crafts at Uncle Sam's Backyard and Litl' Firecracker Creations. Children can fish at our Cops & Bobbers 2,500 gallon catfish tank. Browse vendor booth. Enjoy free food. Bring your blanket or lawn chairs and enjoy your favorite tunes performed by Party Machine.

- Northeast Tarrant Family Fourth Fireworks - Sunday, July 4, 9:30 PM, This year's celebration will feature a fantastic display of fireworks only from 9:30 PM – 10:30 PM. Free parking is available at Wiley G. Thomas Coliseum, 6108 Broadway Avenue in Haltom City and BISD Plaza, 6351 Blvd 26 in North Richland Hills.
- Senior Lunch Bunch – Indoor Seating & To Go Orders - Thursday, July 8; 12 noon – 1 PM; The Link
- Tarrant County Food Pantry - Thursday, July 8; 5:30 PM – 7PM; The Link Parking Lot, Free groceries for any Tarrant County resident provided curbside at City Hall's parking lot. Sponsored by Trinity Point Church.
- TxDOT Update – Councilmember Bergthold spoke with TxDOT and the Baker Blvd signals are being tested and they should start installation by end of the month.
- Donation to Animal Shelter – Councilmember Estep was aware of someone with cabinets that were no longer needed, and he facilitated in having them donated and delivered to the Animal Shelter.

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

10. A motion was made by Councilmember Estep and seconded by Councilmember Knowlton 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 8:25 p.m.

ATTEST

APPROVED

Cathy Bourg, City Secretary

Edward Lopez, Mayor