

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING
JUNE 28, 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
Betsy Elam, City Attorney

CITY COUNCIL WORK SESSION – 6:00 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). Refer to posted list attached hereto and incorporated herein. **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.**

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Morse to convene into executive session.

Motion carried by a vote of 5-0. Time 6:02 p.m.

Mayor Lopez reconvened into open session. Time 6:30 p.m.

2. **Discuss Enterprise Fleet Management Program**

Nick Hardwick with Enterprise Fleet Management, Inc. gave a presentation to City Council on the Enterprise Fleet Management Program and the benefits it could provide the city.

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

None

REGULAR SESSION – Mayor Lopez Called to Order – Time 7:03 p.m.

Invocation – Mayor Lopez

PRESENTATIONS

A. Presentation of Park and Recreation Month Proclamation

Mayor Lopez presented a Proclamation designating July as Park and Recreation Month to Jason Brown, Director of Parks and Recreation.

B. 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.

Sid Wright, 2741 Kingsbury Avenue spoke regarding the home next to him advertising a “Used Appliance Store” at their house. He is hopeful that the Council regarding ordinances in what can and cannot be done at this property will result in its cessation.

Stacy Reddy, 7012 Hardisty St. announced that the horse carriage ride service has been finalized for the Red, White and You parade. The carriage will be pulled by an American Cream Draft horse.

CONSENT AGENDA

2A. Approve minutes from the June 14, 2021 City Council Regular Meeting

2B. Approve one-year extension of audit services with George, Morgan and Sneed

Motion: Motion was made by Councilmember Morse and seconded by Councilmember Knowlton to approve the minutes of June 14th.

Mayor Lopez called for a motion to approve the consent agenda.

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

Motion carried by a vote of 5-0.

PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

3A. Consider Ordinance 1436-21 a Specific Use Permit (SUP 2021-0320) for a Guest House on property described as Lot One (1), in Block Twenty-Two (22), of Richland Hills Addition, an Addition to the City of Fort Worth, Tarrant County, Texas, now in Richland Hills, Texas otherwise known as 6600 Hovenkamp Avenue, Richland Hills, Texas PUBLIC HEARING

Logan Thatcher, Assistant to the City Manager presented Ordinance 1436-21 a Specific Use Permit (SUP 2021-0320) for a Guest House on property described as Lot One (1), in Block Twenty-Two (22), of Richland Hills Addition, an Addition to the City of Fort Worth, Tarrant County, Texas, now in Richland Hills, Texas otherwise known as 6600 Hovenkamp Avenue, Richland Hills, Texas.

The applicant for this case is Jose Arturo Diaz Segovia. Mr. Segovia is seeking a Specific Use Permit (SUP) for construction of a Guest House. The main structure has not been built yet, but the city has received preliminary plans. When final building plans for the main structure are submitted, city staff will confirm that all guest house requirements are being met before approving plans and issuing permits for the guest house structure.

The Planning and Zoning Commission considered the Specific Use Permit request at their May 25, 2021 meeting and recommended approval 4-0.

The applicant, Jose Arturo Diaz Segovia spoke requesting approval of his SUP for construction of a Guest House and answered question from the City Council.

Mayor Lopez opened the Public Hearing – Time: 7:26 p.m.

None

Mayor Lopez closed the Public Hearing – Time: 7:26 p.m.

Motion: Motion was made by Councilmember Morse and seconded by Councilmember Bergthold to approve Ordinance 1436-21 a Specific Use Permit (SUP 2021-0320) for a Guest House on property described as Lot One (1), in Block Twenty-Two (22), of Richland Hills Addition, an Addition to the City of Fort Worth, Tarrant County, Texas, now in Richland Hills, Texas otherwise known as 6600 Hovenkamp Avenue, Richland Hills, Texas.

Motion carried by a vote of 5-0.

3B. Consider a final plat of Lot 1 and Lot 2, Block 8, Richland Hills South Addition, an addition to the City of Richland Hills, which is a replat of part of Block 8, Richland Hills South Addition, City of Richland Hills, Tarrant County, Texas otherwise known as 6518 Baker Boulevard, Richland Hills, Texas PUBLIC HEARING

Logan Thatcher, Assistant to the City Manager presented a final plat of Lot 1 and Lot 2, Block 8, Richland Hills South Addition, an addition to the City of Richland Hills, which is a replat of part of Block 8, Richland Hills South Addition, City of Richland Hills, Tarrant County, Texas otherwise known as 6518 Baker Boulevard, Richland Hills, Texas.

The property at 6518 Baker Boulevard is a 65,406 square foot lot owned by Don and Jan Bybee. The lot is being divided into two lots. Currently in place on this property is Don Bybee Construction. The business would remain on Lot 2, which would be a 32,247 square foot lot. This leaves Lot 1 with 33,159 square feet.

The Planning and Zoning Commission considered the replat at their June 22, 2021 meeting and recommended approval 4-0.

Mayor Lopez opened the Public Hearing – Time: 7:30 p.m.

Travis Malone, 2641 Mimosa Park spoke in favor of the replat.

Mayor Lopez closed the Public Hearing – Time: 7:33 p.m.

Council discussed and asked questions of staff.

Motion: Motion was made by Councilmember Bergthold and seconded by Councilmember Knowlton to approve a final plat of Lot 1 and Lot 2, Block 8, Richland Hills South Addition, an addition to the City of Richland Hills, which is a replat of part of Block 8, Richland Hills South Addition, City of Richland Hills, Tarrant County, Texas otherwise known as 6518 Baker Boulevard, Richland Hills, Texas.

Motion carried by a vote of 5-0.

ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS

4A. Consider Resolution 542-21 authorizing the City Manager to execute agreements with Enterprise FM Trust and Enterprise Fleet Management Inc. for the acquisition, management, resale and maintenance of fleet vehicles

Candice Edmondson, City Manager presented Resolution 542-21 authorizing the City Manager to execute agreements with Enterprise FM Trust and Enterprise Fleet Management Inc. for the acquisition, management, resale and maintenance of fleet vehicles.

Richland Hills Current fleet

- City maintains current fleet of 39 vehicles
- Average life cycle is 6 years
- Average maintenance cost of \$184 per month
- City currently spends \$369,000 on fleet management (Includes acquisition, aftermarket vehicle outfitting, maintenance and fuel costs)

Background information

- Council and staff have had discussions about implementing a fleet management program:
 - Establish a routine preventative maintenance plan
 - Increase vehicle safety and fuel efficiency
 - Reduce operational and maintenance expenses
 - Provide an automated system for fleet management and tracking
 - Create a sustainable vehicle replacement program
- Council passed Resolution 515-19 in December 2019
 - Replaced 2 public safety patrol and 2 public works vehicles on an annual basis under a traditional lease-to-own-purchase
 - Estimated to cost \$160,000 annually
 - Additional city vehicles would be replaced on an as needed basis
- Enterprise Fleet Management provides a program that would address all the City's fleet needs

Enterprise Fleet Management, Inc.

- World leader in the acquisition, financing and resale of vehicles
- Provides fleet management services to over 150 government clients in Texas
- Provides full-service maintenance and fuel programs; aftermarket vehicle outfitting; license, title and registration services; and telematics

Richland Hills – Enterprise Management program

- Inclusive of all fleet vehicles
 - Reduces current fleet from 39 to 37
 - Lowers average life cycle to 3.4 years
 - Decreases annual vehicle maintenance and fuel costs by approximately 54%
 - Reduces staff time spent on fleet management
- City is estimated to save \$552,000 utilizing the Enterprise Fleet Management Program over 10-year period.

Motion: Motion was made by Councilmember Bergthold and seconded by Councilmember Estep to approve Resolution 542-21 authorizing the City Manager to execute agreements with Enterprise FM Trust and Enterprise Fleet Management, Inc. for the acquisition, management, resale and maintenance of fleet vehicles.

Motion carried by a vote of 5-0.

CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS

5A. None

OTHER ITEMS FOR CONSIDERATION

6A. Consider appointments to Boards and Commissions

Mayor Lopez presented appointments to the Zoning Board of Adjustment.

Councilmember Estep presented information regarding the applicants and the Zoning Board of Adjustment responsibilities.

Motion: Motion was made by Councilmember Estep and seconded by Councilmember Bergthold to nominate Lisa Skier to the Zoning Board of Adjustment.

Motion: Motion was made by Councilmember Morse and seconded by Councilmember Alvarez to nominate Fred Butz to the Zoning Board of Adjustment.

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Estep to nominate Pamela Keith to the Zoning Board of Adjustment.

Motion: Motion was made by Councilmember Morse to nominate Joyce Fiaccone to the Zoning Board of Adjustment. Motion died for lack of a second.

There being no additional nominations, Mayor Lopez called for a vote.

City Secretary, Cathy Bourg called roll for a vote on the nomination for Lisa Skier.

Motion carried by a vote of 3-2. Councilmember Alvarez and Councilmember Morse voted against.

Lisa Skier is appointed to Place 5 on the Zoning Board of Adjustment.

City Secretary, Cathy Bourg called roll for a vote on the nomination for Fred Butz.

Motion failed by a vote of 2-3. Councilmember Knowlton, Councilmember Bergthold and Councilmember Estep voted against.

City Secretary, Cathy Bourg called roll for a vote on the nomination for Pamela Keith.

Motion carried by a vote of 3-2. Councilmember Alvarez and Councilmember Morse voted against.

Pamela Keith is appointed as an Alternate on the Zoning Board of Adjustment.

Mayor Lopez presented appointments to the Richland Hills Development Corporation.

Motion: Motion was made by Councilmember Morse and seconded by Councilmember Alvarez to nominate Councilmember Knowlton to the Councilmember Place 4 position on the Richland Hills Development Corporation.

Motion: Motion was made by Councilmember Bergthold and seconded by Councilmember Knowlton to nominate Councilmember Estep to the Councilmember Place 4 Director on the Richland Hills Development Corporation.

There being no additional nominations, Mayor Lopez called for a vote.

City Secretary, Cathy Bourg called roll for a vote on the nomination for Councilmember Doug Knowlton.

Motion carried by a vote of 5-0.

Councilmember Knowlton is appointed to Councilmember Place 4 Director on the Richland Hills Development Corporation.

Motion: Motion was made by Councilmember Morse to nominate Stacy Reddy to the Citizenmember Place 6 Director on the Richland Hills Development Corporation. Motion died for lack of a second.

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Bergthold to nominate Theresa Bledsoe to the Citizenmember Place 6 Director on the Richland Hills Development Corporation.

Motion: Motion was made by Councilmember Morse to nominate Joyce Fiaccone to the Citizenmember Place 6 Director on the Richland Hills Development Corporation. Motion died for lack of a second.

There being no additional nominations, Mayor Lopez called for a vote.

City Secretary, Cathy Bourg called roll for a vote on the nomination for Citizenmember Theresa Bledsoe.

Motion carried by a vote of 4-1. Councilmember Morse against.

Theresa Bledsoe is appointed to Citizenmember Place 6 Director on the Richland Hills Development Corporation.

6B. Consider February 2021 Storm Recovery Agreement with Gexa Energy

Candice Edmondson, City Manager presented the February 2021 Storm Recovery Agreement with Gexa Energy. In May the City of Richland Hills received a letter from

Gexa Energy regarding increased services incurred during the winter storm. The letter indicates that while the City's energy costs remained stable throughout the winter storm, the storm's impact resulted in higher than anticipated Ancillary Service costs.

Ancillary Services are reliability products procured by ERCOT as grid operator to maintain the stability and reliability of the electric grid. Typically, these costs are very small and covered by the Texas Coalition for Affordable Power (TCAP) of which the City of Richland Hills is a member. However, these costs increased significantly during the winter storm and go beyond what TCAP can provide, so the costs must be recovered directly from the City.

Mayor Lopez expressed his opposition to the charges that have been passed down to the City. He would like to draft a Resolution to provide to the Texas Legislature letting them know the City's opinion of the charges and ask what they can do to protect City's from these kind of charges in the future.

Council discussed and asked questions of staff and the City Attorney.

Motion: Motion was made by Councilmember Morse and seconded by Councilmember Knowlton to authorize Option 1 for a lump sum payment of \$68,087.59 at the conclusion of the next Special Legislative Session.

Motion carried by a vote of 5-0.

REPORTS & DISCUSSIONS

7A. Fire Station Project Update

Russel Shelley, Fire Chief presented a construction update on the Fire Station Project.

Recent Progress

- All trades are nearing completion of Phase 1
- All appliances have been received
- Most furnishings have arrived
- Punch list is underway

This Week (July)

- Old station completely vacated by 7/11
- Asbestos abatement scheduled for 7/12 - 7/15
- Demolition set to begin on 7/19
- Phase II grading set to begin 8/2

Project Budget

- The pay application for May totaled: \$473,925
- To date, we have paid out: \$3,734,352
- This is 68.6% of the Guaranteed Maximum Price of \$5,445,843

7B. Hike and Bike Trail Project Update

Jason Brown, Director of Parks and Recreation presented and update on the Hike and Bike Trail Project.

Funds Progress

- Total Construction budget was \$1,198,516
 - 80% funded with state and federal grants
 - City of Richland Hills' obligation = \$239,703
- Funds spent from the 4B fund to date:
 - \$830,535 69.3% Complete

Current Construction Progress

- All concrete has been poured
- All connections and ramps are complete
- Currently watering new sod all the way to 121
- Directional striping icons are complete
- Crosswalk striping is being touched up

Grand Opening

- Staff is planning a Grand Opening for the Trail in July
 - More information to come
 - Need lots of bikers and hikers
 - Treats and eats will be available

7C. Red, White and You Celebration

Jason Brown, Director of Parks and Recreation presented and update on the Red, White and You Celebration. The event will take place on Saturday, July 3rd from 9:00 a.m. to Noon. The majority of the Patriotic Parade will be on Baker Blvd. and returning back to The Link Plaza. There will be live music at the pavilion, Cops and Bobbers, take home Arts & Crafts, games, rides and food will be available. The Fireworks Show hosted by the North East Chamber will be on July 4th at 9:25 p.m.

7D. Street Improvements Project Update

Scott Mitchell, Director of Neighborhood Services provided a Street Improvement Project update. The contract has been signed and executed, Notice to Proceed issued, work scheduled to begin Tuesday July 6th (weather permitting). Will start on both Vance and Chaffin at the same time. When those projects are completed, the crews will move to Rosebud. The projected completion date is October 26th. The ONCOR easement agreement has been completed and ATMOS is starting work lowering gas mains on Rosebud.

7E. 87th Legislative Session Update

Candice Edmondson, City Manager provided an update on the 87th Legislative Session.

7F. May Department Reports

Candice Edmondson, City Manager highlighted the following May Department Reports:

- Library – The Richland Hills Literary Club resumed their post-pandemic meetings in person on May 11th. The group is lead by volunteer Carol Bergthold who is a retired reading teacher and former library employee. Eleven members participated.
- Code Enforcement – 638 residents participated in the May Bulk Waste Collection.
- Community Development – Building permits, zoning cases and specific use permits have increased.
- Parks and Recreation – The Link continues to see an increase for participation in rentals, memberships, events, and programing. Link staff is planning a new Hispanic Heritage event for September 18, 2021.

8. COMMUNITY INTEREST ITEMS

- Red, White and YOU Parade – Saturday, July 3, 9AM New Parage Route will be South Side of Baker Blvd from Rufe Snow Dr east to Latham Dr. All lanes of Baker will be closed from 8:45 AM – 9:45 AM for the parade. Recommended viewing areas are The Link and Richland Hills Baptist Church. FREE registration is still open for parade entries.
- Red, White & YOU - Saturday, July 3, 9 AM – 12 Noon, The Link Plaza, Following the parade, enjoy FREE activities and crafts at Uncle Sam's Backyard and Litl' Firecracker Creations in The Link Plaza. Children can fish at our Cops & Bobbers 2,500 gallon catfish tank. Browse vendor booths. Enjoy free food and 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.
- Animal Shelter – Councilmember Estep reported that the cabinets donated to the Animal Shelter are being installed and already a benefit to the 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 Knowlton and seconded by Councilmember Morse 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 8:53 p.m.

ATTEST

APPROVED

Cathy Bourg, City Secretary

Edward Lopez, Mayor