

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING
SEPTEMBER 27, 2021
MINUTES**

Roll Call:

Council present

Edward Lopez, Mayor

Stacey L. Morse, Place 2

Curtis A Bergthold, Mayor Pro Tem

Javier Alvarez, Place 4

G.W. Estep, Place 5

Council present via Zoom

Douglas Knowlton, Place 1

Staff present

Candice Edmondson, City Manager

Cathy Bourg, City Secretary

Fritz Quast, City Attorney

CITY COUNCIL WORK SESSION – 6:00 PM

Motion: Motion was made by Councilmember Bergthold and seconded by Councilmember Knowlton to move up work session item #2.

Motion carried by a vote of 5-0.

2. Richland Hills Branding Update

Branding Committee Member John Skier presented an update on the City of Richland Hills Branding Project.

The purpose of the Branding Project is to help define and center in on what makes the city Richland Hills. A website has been designed to provide information about the branding process. Everyone in the community will be encouraged to sign up to learn more about branding Richland Hills. This website will not only be informative but include engagement and participation for citizens. Citizens can go to www.wearerichlandhills.com and signup by email. The We Are Richland Hills branding project website seeks to tell the story of our community by developing a brand platform and tools to help share what we are all about.

The next step in the process is to finalize the different types of focus groups for CivicBrand to start doing their research.

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. Time: 6:05 p.m.

Motion carried by a vote of 5-0.

Mayor Lopez reconvened into open session. Time: 6:50 p.m. No action taken following Executive Session.

2. **Richland Hills Branding Update**

Moved up in the agenda.

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

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

Invocation – Mayor Lopez

PRESENTATIONS

1A. New Business Spotlight: Secured Moving Company

Arthur Tignor presented information regarding his new business, Secured Moving Company.

1B. National Fire Prevention Week Proclamation

Mayor Lopez presented the National Fire Prevention Week Proclamation to Richland Hills Fire Department.

Motion: Motion was made by Councilmember Bergthold and seconded by Councilmember Morse to move item #7A to presentations.

Motion carried by a vote of 5-0.

7A. Fire Station Project Update

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

Recent Progress

- Phase 1 punch list is complete
- Underground utility completion – 9/15
- 1st Concrete installation on – 9/14

This Week

- Pouring patio, corner of parking, and more back approach on Wednesday
- Security fencing begins on Wednesday
- Landscaping is ongoing

Next Steps (October)

- Complete security fencing and gates
- Landscaping
- Patio cover

Project Budget

- The pay application for August totaled: \$165,562
- To date, we have paid out: \$4,497,112
- Total payout is 82.6% of the Guaranteed Maximum Price of \$5,445,843
- Remaining GMP balance is: \$948,731

1C. 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.

David White, 7008 Hovenkamp spoke regarding his complaint about tree limbs hanging down in the street and he requested a report from Council about the 100-year flood line.

Travis Malone, 2641 Mimosa spoke requesting that all American Rescue Plan funding be spent on water infrastructure needs, removing traffic signs at the old elementary school and requested that no action be taken regarding boards and commissions item.

Stacy Reddy, 7012 Hardisty St. and Jenny Clark 6973 Hardisty spoke regarding a Texas High Out combined block party at 6900-7000 Hardisty on Tuesday, October 5th.

John Skier, 7016 Park Place Dr. spoke regarding proposed condos on Ash and Baker Blvd. He is in favor of developing the property but would like to see retail included.

CONSENT AGENDA

2A. Approve minutes from the September 13, 2021 City Council Regular Meeting

2B. Approve Master Interlocal Cooperative Purchasing Agreement between the City of Richland Hills and the City of Grand Prairie

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 Ordinance 1437-21 approving and adopting the Fiscal Year 2022 Tax Rate PUBLIC HEARING

Patricia Albrecht, Director of Finance and Administration Services presented Ordinance 1437-21 approving and adopting the Fiscal Year 2022 Tax Rate.

During the August 9, 2021 Council work session, the City Manager presented the proposed FY 2022 General Fund Budget with a proposed ad valorem tax rate of \$0.558551 per hundred dollars of valuation. Additionally, Council approved the FY 2022 /Tax Year 2021 Certified Tax Roll and reviewed the 2021 Tax Rate Calculation Worksheet. Per the attached 2021 Tax Rate Calculation Worksheet, the calculated No-New-Revenue Rate (formerly known as the Effective Tax Rate) is \$0.538885/\$100.

As the proposed tax rate is \$0.558551 and greater than the No-New-Revenue Rate of \$0.538885, a public hearing is required prior to adoption for the public to provide input on the proposed tax rate. A public hearing was held on September 13, 2021 and another public hearing is being held tonight with adoption of the proposed tax rate immediately following.

The proposed FY 2022 ad valorem tax rate is the same tax rate as the current FY 2021 and previous FY 2020 ad valorem tax rate. The FY 2022 allocation of the tax rate is \$0.413294 for Operations and Maintenance that funds General Fund operations and \$0.145257 for Interest and Sinking that funds debt service payments for a total ad valorem tax rate of \$0.558551.

Mayor Lopez opened the Public Hearing: Time: 7:36 p.m.

None

Mayor Lopez closed the Public Hearing: Time: 7:37 p.m.

Motion: Motion was made by Councilmember Bergthold and seconded by Councilmember Morse to approve Ordinance 1437-21 approving and adopting the Fiscal Year 2022 Tax Rate.

Motion carried by a vote of 5-0.

Following item 3B, the City Attorney Fritz Quast made a request to revisit item 3A and include specific statutory language in adopting the Tax Rate.

Motion: Motion was made by Councilmember Bergthold to approve Ordinance 1437-21 approving and adopting the Fiscal Year 2022 Tax Rate including the language "I move that the property tax rate be increased by the adoption of a tax rate of \$0.558551 which is effectively a 3.52% increase in the tax rate" and the motion was seconded by Councilmember Alvarez.

Motion carried by a vote of 5-0.

3B. Consider Ordinance 1438-21 approving and adopting the Fiscal Year 2022 Annual Budget and Multi-Year Capital Improvement Program PUBLIC HEARING

Candice Edmondson, City Manager presented Ordinance 1438-21 approving and adopting the Fiscal Year 2022 Annual Budget and Multi-Year Capital Improvement Program.

The proposed FY 2022 Annual Budget includes proposed revenues of \$19,822,561 and total expenditures of \$20,156,717 which is a 4% increase over the FY 2021 Adopted Budget expenditures. The budget is based off a recommended tax rate of \$0.558551 which is the same tax rate as the previous two years.

Mayor Lopez opened the Public Hearing: Time: 7:40 p.m.

John Skier, 7016 Park Place Dr. spoke regarding his concerns with making revenue projections to cover expenditures.

Mayor Lopez closed the Public Hearing: Time: 7:44 p.m.

City Manager Edmondson addressed Mr. Skier's concerns regarding athletics and personal training revenue and expenditures at The Link.

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Estep to approve Ordinance 1438-21 approving and adopting the Fiscal Year 2022 Annual Budget and Multi-Year Capital Improvement Program.

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. None

OTHER ITEMS FOR CONSIDERATION

6A. Ratify vote approving the FY 2022 Tax Rate

Candice Edmondson presented information regarding a vote to ratify the FY 2022 Tax Rate. Per state law, the City Council is required to ratify the vote that was made on the FY 2022 Tax Rate. Even though Council has already voted on the tax rate once during this meeting and adopted an ordinance approving a tax rate, you must now vote to ratify that decision.

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Morse to ratify the vote approving the FY 2022 Tax Rate.

Motion carried by a vote of 5-0.

6B. Consider appointments to Boards and Commissions

Mayor Lopez presented appointments to Boards and Commissions.

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Bergthold to reappoint Dr. William Anderson to Place 1, Animal Shelter Advisory Board.

Motion carried by a vote of 5-0.

Motion: Motion was made by Councilmember Morse and seconded by Councilmember Bergthold to reappoint Kay Fisk to Place 3, Animal Shelter Advisory Board.

Motion carried by a vote of 5-0.

Motion: Motion was made by Councilmember Estep and seconded by Councilmember Bergthold to reappoint Kris Freudiger to Place 5, Animal Shelter Advisory Board.

Motion carried by a vote of 5-0.

Motion: Motion was made by Councilmember Morse and seconded by Councilmember Alvarez to appoint Stacy Reddy to Alternate 1, Animal Shelter Advisory Board.

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

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Bergthold to appoint Kenneth Keating to Place 1, Planning and Zoning Commission.

Motion carried by a vote of 5-0.

Motion: Motion was made by Councilmember Bergthold and seconded by Councilmember Knowlton to reappoint Jackson Durham to Place 3, Planning and Zoning Commission.

Motion carried by a vote of 5-0.

Motion: Motion was made by Councilmember Estep and seconded by Councilmember Knowlton to reappoint Kelle Jones to Place 5, Planning and Zoning Commission.

Motion carried by a vote of 5-0.

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Bergthold to appoint Mary Sullivan to Alternate 1, Planning and Zoning Commission.

Motion carried by a vote of 5-0.

Motion: Motion was made by Councilmember Bergthold and seconded by Councilmember Knowlton to appoint Theresa Bledsoe to Alternate 2, Planning and Zoning Commission.

Motion carried by a vote of 5-0.

Motion: Motion was made by Councilmember Morse and seconded by Councilmember Knowlton to reappoint Kay Fisk to Chair, Animal Shelter Advisory Board.

Motion carried by a vote of 5-0.

Motion: Motion was made by Councilmember Bergthold and seconded by Councilmember Knowlton to reappoint Kris Freudiger to Vice Chair, Animal Shelter Advisory Board.

Motion carried by a vote of 5-0.

6C. Consider cancellation of October 11th, November 22nd and December 27th City Council meetings

Candice Edmondson, City Manager presented information regarding the possible cancellation of October 11th, November 22nd and December 27th City Council meetings. The majority of the City Council will be attending the Texas Municipal League Conference October 5th – October 8th; therefore, staff recommends canceling the October 11th City Council meeting. In addition, the November 22nd and December 27th Council meetings fall during the Thanksgiving and Christmas holiday weeks.

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Morse to cancel the October 11th, November 22nd and December 27th City Council meetings.

Motion carried by a vote of 5-0.

REPORTS & DISCUSSIONS

7A. Fire Station Project Update

Moved up in the agenda to presentations following 1B.

7B. Street Improvement Projects Update

Scott Mitchell, Director of Neighborhood Services presented a Street Improvement Project Update.

FY 20-21 Street Projects

- Vance Road – Open to traffic. Awaiting striping, final clean-up by contractor
- Dreeben Drive – Complete
- Chaffin Drive – Paving will begin in conjunction with Rosebud
- Rosebud Lane – Underground utility construction progressing

7C. Discuss proposed revisions to Chapter 70, Article IV. – Parks and Recreation Areas of the City Code of Ordinances

Jason Brown, Director of Parks and Recreation presented proposed revisions to Chapter 70, Article IV. – Parks and Recreation Areas of the City Code of Ordinances. There is a need to update the Code of Ordinances to reflect the new park amenities and include operational hours. Staff's goals for the updates are to mitigate risk, increase safety, and increase amenity longevity. Jason highlighted some of the proposed revisions which included operational hours, athletic gatherings, no swimming or wading in natural water ways, environmental disturbances and activities needing a permit.

7D. August Department Reports

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

- Library – Completed migration to Koha, the new library circulation management software.
- Fire Department – Smoke alarms continue to be available to those who need them with no cost and Fire Department personnel will install them. Vial of Life emergency medical information pouches and medication disposal pouches are available at the Fire Station.
- Police Department – Chief Sylvester and Sergeant Gaytan received recognition awards from MADD – Mothers Against Drunk Driving for program initiative and most arrest for DWI. Officers Christopher Driver and Cody Sexton sworn in and

began Field Training along with Reserve Officer Jim Sears who will assist in Criminal Investigations.

- Code Enforcement – 607 residents participated in August Bulk Waste Collection and 79% of violations for August were nuisance violations.
- Community Development – Received the following Certificates of Occupancy:
 - Oakspy Signs and Graphics – 7335 Airport Freeway
 - Secured Moving Company – 7356 Dogwood Park
 - Embodii Crystals – 7410 Blvd 26 Suite D
 - Primerica – 7083 Baker Blvd
 - Top Tech Electric – 7415 Whitehall St. Suite 119
- The Link – As of the end of August, The Link has surpassed its expected revenue by more than \$105,000. There are currently 331 active memberships.

COMMUNITY INTEREST ITEMS

- Texas Night Out - Tuesday, October 5th; 6:00 PM – 8:00 PM; The Link Plaza
- Senior Lunch Bunch – Indoor Seating & To Go Orders - Thursday, October 14th; 12 noon – 1 PM; The Link
- Tarrant County Food Pantry - Thursday, October 14th; 5:30 PM – 7PM; The Link Parking Lot
- Fire & Police Stations Grand Opening – Saturday, October 16th; 10:00 AM – 1:00 PM
- Richland Hills Literary Adult Book Club – Tuesday, October 12th; 6:30 PM; Library – Our next book is *Our Time Together* by Carol Burnett
- Evening Storytime – 1st and 3rd Thursday; 6:30 PM – 7:00 PM; The Plaza Pavilion
- Library Lab – 2nd and 4th Thursday; 6:30 PM – 7:30 PM; The Plaza Pavilion
- Drive in Movie – Friday, October 15th; starting at 7:30 PM

8. **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

9. **A motion was made by Councilmember Knowlton and seconded by Councilmember Bergthold 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 8:15 p.m.

ATTEST

APPROVED

Cathy Bourg, City Secretary

Edward Lopez, Mayor