

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING AGENDA
JUNE 13, 2022
CITY HALL, 3200 DIANA DRIVE**

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, they 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 – 6:00 PM OR IMMEDIATELY FOLLOWING THE BUILDING BOARD OF APPEALS MEETING

- 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.**
- 2.** Water Meter Audit and Replacement Update
- 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.

REGULAR SESSION – 7:00 PM

CALL TO ORDER

INVOCATION AND PLEDGES OF ALLEGIANCE

1. PRESENTATIONS

A. 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.

2. CONSENT AGENDA

All items listed below are considered to be routine by the City Council and will be enacted with one motion. There will be no separate discussion of the items unless a Councilmember or citizen so requests, in which event the item will be removed from the consent agenda and considered in its normal sequence. Approval of the consent agenda authorizes the City Manager to implement each item in accordance with staff recommendations.

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

3. PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

- A. Consider 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**

4. ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS

- A. Consider Ordinance 1452-22 amending Section 74-35 "Requirements for Replating" to update replating requirements to correspond with current state law

5. CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS

- A. Consider award of bid for Richland Hills Police Department Covered Parking to Freedom Construction in an amount not to exceed \$90,000

6. OTHER ITEMS FOR CONSIDERATION

- A. Consider appointments to Boards and Commissions
- B. Consider appointments to City Council Committees

7. REPORTS & DISCUSSIONS

- A. Birdville Reads Update

8. COMMUNITY INTEREST ITEMS

This is a standing item on the agenda of every regular meeting of the City Council. (The Texas Open Meetings Act effective September 1, 2009, provides that "*a quorum of the city council may receive from municipal staff, and a member of the governing body may make, a report regarding items of community interest during a council meeting without having given notice of the subject of the report, provided no action is taken or discussed.*") The Open Meetings Act does not allow Council to discuss an item concerning pending

City Council business unless it is specifically, appropriately posted on the agenda.) An "item of community interest" includes the following:

- information regarding holiday schedules;
- honorary recognitions of city officials, employees, or other citizens;
- reminders about upcoming events sponsored by the city or other entity that is scheduled to be attended by a city official or city employee; and
- announcements involving imminent public health and safety threats to the city

9. EXECUTIVE SESSION

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.**

Reconvene into open session for possible action resulting from any items posted and legally discussed in Executive Session.

10. ADJOURNMENT

CERTIFICATE

I hereby certify that the above agenda was posted on this the 8th day of June 2022 by 5:30 p.m., on the official bulletin board at the Richland Hills City Hall, 3200 Diana Drive, Richland Hills, Texas, pursuant to the Texas Government Code, Chapter 551.

Lindsay Wells

Lindsay Wells
City Secretary



ACCESSIBILITY STATEMENT

The Facility is wheelchair accessible. If you plan to attend this public meeting and have a disability that requires special arrangements, please notify the City Secretary 48 hours in advance at (817) 616-3810 and reasonable accommodations will be made to assist you.

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Candice Edmondson, City Manager

Date: June 13, 2022

Subject: Water Meter Audit and Replacement Update

Agenda Item:

Water Meter Audit and Replacement Update

Background Information:

On April 11, 2022 City Council authorized the City Manager to proceed with an investment grade water meter audit with Performance Services Inc. (PSI). PSI recently completed their audit and is ready to present the results to City Council.

Financial Considerations:

PSI completed a preliminary audit at no cost to the City. The investment grade audit costs \$29,564 for PSI's testing, engineering and design services. If the City chooses to enter into a contract with PSI to implement the water meter replacement program, the cost of the audit will be included in the overall project cost. However, if the City chooses not to proceed with PSI, the City will owe \$29,564 for their services. PSI has agreed to waive the cost of the investment grade audit if they cannot deliver a final scope and savings that provides an ROI equal to or better than what was presented to City Council in the preliminary audit.

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

N/A

Council Action Requested:

Discussion Item Only

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Lindsay Wells, City Secretary

Date: June 13, 2022

Subject: Minutes from the May 23, 2022 Regular City Council Meeting

Agenda Item:

Approval of minutes from the May 23, 2022 Regular City Council Meeting

Background Information:

N/A

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

May 23, 2022 Draft Minutes

Council Action Requested:

Motion to approve the minutes from the May 23, 2022 Regular City Council Meeting

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING
MAY 23, 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 – 6:30 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.

Motion: Motion was made Councilmember Knowlton to adjourn into Executive Session and seconded by Councilmember Estep at 6:30 p.m.

Motion carried by a vote of 4-0. (Councilmember Malone was not in Chambers)

Mayor Lopez reconvened the Work Session at 7:01 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.

REGULAR SESSION – Mayor Lopez Called to Order – Time 7:01 p.m.

INVOCATION AND PLEDGES OF ALLEGIANCE – Mayor Lopez

ADMINISTRATION OF OATH OF OFFICE AND PRESENTATION OF CERTIFICATE OF ELECTION

City Secretary Lindsay Wells administered the Oath of Office to Edward Lopez, Mayor, Travis Malone, Councilmember, Place 2, and Javier Alvarez, Councilmember, Place 4.

SELECTION OF MAYOR PRO TEM

Motion: Motion was made by Councilmember Malone and seconded by Councilmember Knowlton to elect Councilmember Bergthold as Mayor Pro Tem.

Motion carried by a vote of 5-0.

PRESENTATIONS

1A. Business Spotlight: Guinco Enterprise Corporation

Jeff Guinn, introduced his business, Guinco Enterprise Corporation, located at 7231 Baker Boulevard, and expressed excitement at his business' recent opening in Richland Hills.

1B. Library Summer Reading Program Proclamation

Mayor Lopez read a proclamation declaring June and July 2022, as "Summer Reading Months" in Richland Hills and presented it to Library Director Chantele Hancock.

1C. Employee Service Awards

City Manager Candice Edmondson announced the employee service awards and expressed congratulations to the following employee on reaching an employment milestone with the City of Richland Hills:

5 Years of Service

Fire Captain John Daniel

1D. Life Saving Award – Fire Department, B Shift

Mayor Lopez and Fire Marshal Shelby Brock presented Life Saving Awards to Fire Department B Shift personnel for an incident involving an elderly woman on February 11, 2022. Personnel on duty and assisting on the call included:

Captain John Daniel
Engineer Mike Stephens
Firefighter/EMT Steve Deane
Firefighter/EMT Anthony Dryer
Firefighter/Paramedic Bryan Brindley
Firefighter/Paramedic Mickey Hanes

1E. Citizen's Fire Academy – Recognition of Participants

Fire Captain Michael Irizarry provided a brief overview of the Citizen's Fire Academy and advised that the participants completed seven weeks of instruction and demonstration of all facets of fire department operations including the background of the organization, fire hose and fire streams, vehicle extrication, CPR and EMS operations, and several other topics. 2022 program graduates included John Skier, Lisa Skier, Peggy Bidwell, Michelle Lada, Albert Navarro, and Georgene Farrill.

1F. 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 9, 2022 City Council Regular Meeting and the May 18, 2022 Special Called Meeting.

Motion: Motion was made by Councilmember Knowlton and seconded by Mayor Pro Tem Berghold to approve the consent agenda.

Motion carried by a vote of 5-0.

PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

3A. Approved Resolution No. 554-22 to participate in Round 3 of the 2022 Community Development Block Grant – Care's Act (CDBG-CV) Program PUBLIC HEARING

Director of Parks and Recreation Jason Brown presented the item to the City Council and advised that Resolution No. 554-22 would approve the City's participation in the 2022 Community Development Block Grant – Care's Act (CDBG-CV) program. Tarrant County recently opened their third round of requests for proposals for CDBG-CV grant funds. Eligible projects included public facilities or infrastructure projects that serve low-to-moderate-income residents and prepare, prevent or respond to the Coronavirus. All projects and programs must be completed before May 31, 2023. The City of Richland Hills submitted a proposal to improve the restrooms and increase ADA accessibility at the Library in the amount of \$280,000 in grant funding. Specifically, the project proposed to

transform the existing men's and women's restrooms into family-style facilities with one toilet instead of two for full accessibility to the sink, toilet and changing station. Improvements also included the addition of touchless faucets, soap dispensers and paper towel holders. The proposal also recommended replacement of the exterior ADA ramp for a seamless, fully accessible route to the Library front doors.

Mayor Lopez opened the public hearing at 7:34 p.m. and asked to hear from any proponents followed by opponents of the items.

Jason Butz, 2712 Willow Park Street, Richland Hills, inquired if Tarrant County pays any overages in cost due to inflation.

Mr. Brown advised that Tarrant County would pay overages in construction costs and the City would be responsible for any additional design features not initially included in the proposal.

Virginia Edwards, 3117 Crites Street, Richland Hills, expressed support for the project but expressed concern for the noise level of the hand dryers.

Library Director Chantele Hancock advised that noise has been a consideration in design plans since the library is a small facility.

Mayor Lopez closed the public hearing at 7:38 p.m.

Councilmember Malone stated that CDBG projects are wonderful for ADA accessibility projects.

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Malone to approve Resolution No. 554-22, to participate in Round 3 of the 2022 Community Development Block Grant – Care's Act (CDBG-CV) 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. Approved Work Order Authorization Agreement with Halff Associates, Inc. for design, engineering and construction administration services for the 2022 Baker Boulevard Green Ribbon Project.

City Manager Candice Edmondson introduced the item and advised that on April 11, 2022 City Council approved an Advanced Funding Agreement (AFA) with the Texas Department of Transportation (TxDOT) for the 2022 Baker Boulevard Green Ribbon Project. The project expands median improvements made in the corridor in 2019 and

consists of constructing mow strips; planting ornamental trees, shrubs, grasses, and perennials; installing mulch, crushed granite and irrigation in existing SH183 medians (East of Dreeben Drive to Rufe Snow Drive, Norton Drive to North Booth Calloway Road).

The City of Richland Hills was awarded Green Ribbon funds in the amount of \$350,000 for continuation of median improvements along Baker Boulevard. Grant funds cover the costs for construction and installation of new landscape and irrigation in the medians. The City is responsible for costs associated with design, engineering and construction administration/inspection. Halff Associates, Inc. has provided a cost estimate for these services in the amount of \$87,000.

Mayor Pro Tem Bergthold advised that he met with the City Engineer regarding the overall project and feels it is a good deal for the City.

Motion: Motion was made by Mayor Pro Tem Bergthold and seconded by Councilmember Knowlton to approve a Work Order Authorization Agreement with Halff Associates, Inc. for design, engineering and construction administration services for the 2022 Baker Boulevard Green Ribbon Project.

Motion carried by a vote of 5-0.

OTHER ITEMS FOR CONSIDERATION

None.

REPORTS & DISCUSSIONS

7A. Street Improvement Projects Update

Director of Neighborhood Services Scott Mitchell provided a brief update on street improvement projects and advised that all FY21 projects have been completed and Public Works can focus solely on the FY22 street improvement projects.

Discussion ensued regarding filling potholes and patching roads.

7B. April Department Reports

Assistant to the City Manager Logan Thatcher presented the Community Development update including new permits and Certificates of Occupancy issued.

Director of Parks and Recreation Jason Brown presented an update on The Link operations and revenues. Additionally, he advised that the splash pad should be open Memorial Day weekend.

COMMUNITY INTEREST ITEMS

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

- Through May 31, 2022, Pick Your Perk Membership Sale at The Link;
- Tuesday, May 10, 2022, Richland Hills Literary Club, Richland Hills Public Library, 6:30 p.m.;
- June 1 – August 12, 2022, Summer Camp Connect, The Link, 7:00 a.m. to 6:30 p.m.;
- Saturday, June 4, 2022, Birdville Reads summer reading event, Richland Middle School, 9:00 to 11:00 a.m.;
- June 7, 2022, Indoor Camping, The Link, 6:00 p.m.;
- Thursday, June 9, 2022,
 - o Senior Lunch Bunch, The Link, 12:00 to 1:00 p.m.;
 - o Tarrant County Food Pantry, The Link Parking Lot, 5:30 p.m. to 7:00 p.m.;
- Tuesday, June 14, 2022, Richland Hills Literary Club, 6:30 p.m.;
- 1st and 3rd Thursday of the month, Storytime at the library, 6:30 p.m.; and
- 2nd and 4th Thursday of the month, Library Lab, 6:30 p.m.

Councilmember Malone advised that the Primary runoff Election Day is Tuesday, May 24, 2022, and The Link will serve as an Election Day polling place.

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 Lopez declared the meeting adjourned at 8:07 p.m.

ATTEST:

APPROVED:

Lindsay Wells, City Secretary

Edward Lopez, Mayor

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Kimberly Sylvester, Chief of Police

Date: June 13, 2022

Subject: Juvenile Curfew Ordinance 1451-22

Agenda Item:

Consider 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**

Background:

The City Council originally passed a 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 (3) 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.

If approved, the juvenile curfew ordinance will be renewed until June 2025.

Financial Considerations:

None

Legal Review:

The City Attorney has reviewed the Ordinance

Board/Citizen Input:

N/A

Attachments:

Ordinance 1451-22

Council Action Requested:

Motion 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

ORDINANCE NO. 1451-22

AN ORDINANCE OF THE CITY OF RICHLAND HILLS, TEXAS REINSTATING DIVISION 2, "CURFEW" OF ARTICLE II, "MINORS" OF CHAPTER 58, "OFFENSES AND MISCELLANEOUS PROVISIONS" OF THE CODE OF ORDINANCES, CITY OF RICHLAND HILLS; MAKING IT AN OFFENSE FOR MINORS, PARENTS AND GUARDIANS OF MINORS, AND BUSINESS ESTABLISHMENTS TO VIOLATE CURFEW REGULATIONS; PROVIDING CERTAIN DEFINITIONS; ESTABLISHING CERTAIN DEFENSES; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY FOR VIOLATIONS HEREOF; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR PUBLICATION AS REQUIRED BY LAW; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Richland Hills is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, the City Council has determined that the reinstatement of the previously enacted juvenile curfew ordinance which is codified in Chapter 58 of the Richland Hills City Code of Ordinances is in the best interest of the public health, safety and general welfare of the citizens of the City of Richland Hills; and

WHEREAS, the City Council believes that the congregation of minors during the nighttime hours encourages criminal mischief, teen drinking, and could result in harm to minors and others in the City of Richland Hills; and

WHEREAS, persons under seventeen (17) years of age are particularly susceptible to becoming victims of older perpetrators of crime; and

WHEREAS, the City of Richland Hills has an obligation to provide for the protection of minors and children, for the enforcement of parental control over and responsibility for children for the protection of the general public, and for the prevention of the incidence of juvenile criminal activities; and

WHEREAS, a curfew for those under seventeen (17) years of age will be in the interest of the public health, safety and general welfare and will help to attain the foregoing objectives and diminish the undesirable impact of such conduct on the citizens of the City of Richland Hills; and

WHEREAS, Texas Local Government Code § 370.002 requires the ordinance be reviewed and public hearings conducted before the third anniversary of the date of adoption, and every third year thereafter.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RICHLAND HILLS, TEXAS, THAT:

SECTION 1.

Division 2, of Article II, of Chapter 58 of the Richland Hills City Code is hereby reinstated to provide as follows:

“DIVISION 2. CURFEW

Sec. 58-51. Definitions.

The following words, terms and phrases when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Curfew hours means:

- 1) 11:00 p.m. on any Sunday, Monday, Tuesday, Wednesday or Thursday until 6:00 a.m. of the following day; and
- 2) 12:01 a.m. until 6:00 a.m. on any Saturday or Sunday.

Emergency means an unforeseen combination of circumstances or the resulting state that calls for immediate action. The term includes, but is not limited to, a fire, a natural disaster, an automobile accident or any situation requiring immediate action to prevent serious bodily injury or loss of life.

Establishment means any privately-owned place of business operated for a profit to which the public is invited, including but not limited to, any place of amusement or entertainment.

Guardian means:

- 1) A person who, under court order, is the guardian of the person of a minor; or
- 2) A public or private agency with whom a minor has been placed by a court.

Minor means any person under 17 years of age.

Operator means any individual, firm, association, partnership or corporation operating, managing or conducting any establishment. The term includes the members or partners of an association or partnership and the officers of a corporation.

Parent means a person who is:

- 1) A natural parent, adoptive parent, or stepparent of another person; or
- 2) At least 18 years of age and authorized by a parent or guardian to have the care and custody of a minor.

Public place means any place to which the public or a substantial group of the public has access and includes, but is not limited to, streets, highways and the common areas of schools, hospitals, apartment houses, office buildings, transport facilities and shops.

Remain means to:

- 1) Linger or stay; or
- 2) Fail to leave premises when requested to do so by a police officer or the owner, operator or other person in control of the premises.

Serious bodily injury means bodily injury that creates a substantial risk of death or that causes death, serious permanent disfigurement or protracted loss or impairment of the function of any bodily member or organ.

Sec. 58-52. Offenses.

- a) A minor commits an offense if he remains in any public place or on the premises of any establishment within the city during curfew hours.
- b) A parent or guardian of a minor commits an offense if he knowingly permits, or by insufficient control, allows the minor to remain in any public place or on the premises of any establishment within the city during curfew hours.
- c) The owner, operator or any employee of an establishment commits an offense if he knowingly allows a minor to remain upon the premises of the establishment during curfew hours.

Sec. 58-53. Defense to prosecution.

- a) It is a defense to prosecution under section 58-52 that the minor was:
 - 1) Accompanied by the minor's parent or guardian;
 - 2) On an errand at the direction of the minor's parent or guardian, without any detour or stop;
 - 3) In a motor vehicle involved in interstate travel;

- 4) Engaged in an employment activity or going to or returning home from an employment activity, without any detour or stop;
 - 5) Involved in an emergency;
 - 6) On the sidewalk abutting the minor's residence or abutting the residence of a next-door neighbor if the neighbor did not complain to the police department about the minor's presence;
 - 7) Attending an official school, religious or other recreational activity supervised by adults and sponsored by the city, a civic organization or another similar entity that takes responsibility for the minor, or going to or returning home from, without any detour or stop, an official school, religious or other recreational activity supervised by adults and sponsored by the city, a civic organization or another similar entity that takes responsibility for the minor;
 - 8) Exercising First Amendment rights protected by the United States Constitution, such as the free exercise of religion, freedom of speech and the right of assembly; or
 - 9) Married or had been married or had disabilities of minority removed in accordance with V.T.C.A., Family Code Chapter 31.
- b) It is a defense to prosecution under subsection 58-52(c) that the owner, operator or employee of an establishment promptly notified the police department that a minor was present on the premises of the establishment during curfew hours and refused to leave.

Sec. 58-54. Enforcement.

Before taking any enforcement action under this division, a police officer shall ask the apparent offender's age and reason for being in the public place. The officer shall not issue a citation or make an arrest under this section unless the officer reasonably believes that an offense has occurred and that, based on any response and other circumstances, no defense in section 58-53 is present.

Sec. 58-55. Penalties.

- a) A person who violates a provision of this division is guilty of a separate offense for each day or part of a day during which the violation is committed, continued or permitted. Each offense, upon conviction, is punishable by a fine not to exceed \$500.00.
- b) When required by V.T.C.A., Family Code § 51.08, the municipal court shall waive original jurisdiction over a minor who violates subsection 58-52(a) and shall refer the minor to juvenile court.

Secs. 58-56--58-80. Reserved."

SECTION 2. ORDINANCE CUMULATIVE

This Ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of Richland Hills, Texas, as amended, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances and such Code, in which event the conflicting provisions of such ordinances and such Code are hereby repealed.

SECTION 3. SEVERABILITY CLAUSE

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

SECTION 4. PENALTY CLAUSE

Any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance shall be fined no more than Five Hundred Dollars and no cents (\$500.00) for each violation of this Ordinance. Each day that a violation is permitted to exist shall constitute a separate offense.

SECTION 5. SAVINGS CLAUSE

That all rights and remedies of the City of Richland Hills are expressly saved as to any and all violations of the provisions of the Code of Ordinances which have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such Ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

**SECTION 6.
PUBLICATION CLAUSE**

The City Secretary of the City of Richland Hills is hereby directed to publish in the official newspaper of the City the caption, penalty clause, publication clause, and effective date clause of this Ordinance as required by law.

**SECTION 7.
EFFECTIVE DATE**

This Ordinance shall be in full force and effect from and after its passage and publication as required by law, and it is so ordained.

APPROVED AND ADOPTED at a regular meeting of the Richland Hills City Council on June 13, 2022, by a vote of _____ ayes, _____ nays, and _____ abstentions.

APPROVED:

THE HONORABLE MAYOR EDWARD LOPEZ

ATTEST:

LINDSAY WELLS, CITY SECRETARY

APPROVED AS TO FORM:

JAMES DONOVAN, CITY ATTORNEY

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Logan Thatcher, Assistant to the City Manager

Date: June 13, 2022

Subject: Replatting Ordinance Amendment

Agenda Item:

Consider Ordinance 1452-22 amending Section 74-35 "Requirements for Replatting" to update replating requirements to correspond with current state law

Background Information:

The current Ordinance for replatting requires a Public Hearing before approval of the replat. According to updated State Laws, proposed replats are no longer required to have a Public Hearing prior to approval. A Public Hearing is now only required if the replat needs a variance. If a proposed replat does not need a variance, written notice of the approval shall be provided within 15 days of approval by mail to each property owner within 200 feet of the lots to be replatted. This does not apply if a Public Hearing is held related to a variance where proper notice to property owners is provided. If the area proposed to be changed is in the SF-E single family residential zoning district, such written notice shall be sent to all owners of property in the original subdivision which is located within 500 feet of the property to be replatted.

Financial Considerations:

Approval of the Ordinance Amendment does not require additional funding from the city

Legal Review:

The City Attorney has reviewed the Ordinance

Board/Citizen Input:

N/A

Attachments:

Ordinance 1452-22

Suggested Motion:

Motion to approve Ordinance 1452-22 amending Section 74-35 "Requirements for Replatting" to update replating requirements to correspond with current state law

ORDINANCE NO. 1452-22

AN ORDINANCE OF THE CITY OF RICHLAND HILLS, TEXAS AMENDING SECTION 74-35 "REQUIREMENTS FOR REPLATTING" TO UPDATE REPLATTING REQUIREMENTS TO CORRESPOND TO CURRENT STATE LAW; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Richland Hills is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, the Richland Hills City Council has determined that updating regulations for replatting requirements within the Code of Ordinances is required; and

WHEREAS, Section 74-35 "Requirements for replatting" of the Code of Ordinances, City of Richland Hills, Texas, currently reflects older state law requirements and procedures; and

WHEREAS, the City Council desires to have Section 74-35 "Requirements for replatting" reflect current state law replatting requirements and procedures; and

WHEREAS, the City Council finds that this Ordinance is in the best interests of the citizens of the City of Richland Hills.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RICHLAND HILLS, TEXAS, THAT:

SECTION 1.

Subsection (b) "Procedures" of Section 74-35 "Requirements for replatting" of Division 1, Article II "Plats" of Chapter 74 "Subdivisions" is hereby amended to read as follows:

- (b) Procedures. The procedure for replating (resubdividing) shall be the same as for subdividing as provided by this chapter. All utility companies which furnish the city with water, gas, electric, telephone and television cable service, shall be notified of the proposed replat and given the opportunity to comment on the replat. Replats shall be processed in accordance with V.T.C.A., Local Government Code §§ 212.014, 212.0145 and 212.015. If a proposed replat does not require a variance, written notice of the approval shall be provided within 15 days of approval by mail to each property owner within 200 feet of the lots to be replatted. This does not apply if a public hearing is held related to a variance where proper notice to property owners

is provided. If the area to be proposed to be changed is located in the SFE single family residential zoning district, such written notice shall be sent to all owners of property in the original subdivision which is located within 500 feet of the property to be replatted. Right-of-way for streets shall be dedicated on all replats in accordance with the thoroughfare plan. Utility easements necessary for the orderly development of the property shall be dedicated on all replats.

SECTION 2. ORDINANCE CUMULATIVE

This Ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of Richland Hills, Texas, as amended, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances and such Code, in which event the conflicting provisions of such ordinances and such Code are hereby repealed.

SECTION 3. SEVERABILITY CLAUSE

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

SECTION 4. SAVINGS CLAUSE

That all rights and remedies of the City of Richland Hills are expressly saved as to any and all violations of the provisions of the Code of Ordinances which have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such Ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

SECTION 5. EFFECTIVE DATE

This Ordinance shall be in full force and effect from and after its passage and publication as required by law, and it is so ordained.

APPROVED AND ADOPTED at a regular meeting of the Richland Hills City Council on June 13, 2022, by a vote of _____ ayes, _____ nays, and _____ abstentions.

APPROVED:

THE HONORABLE MAYOR EDWARD LOPEZ

ATTEST:

LINDSAY WELLS, CITY SECRETARY

APPROVED AS TO FORM:

JAMES DONOVAN, CITY ATTORNEY

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Kimberly Sylvester, Chief of Police

Date: June 13, 2022

Subject: Richland Hills Police Department Covered Parking Bid Proposal

Agenda Item:

Consider award of bid for Richland Hills Police Department Covered Parking to Freedom Construction in an amount not to exceed \$90,000

Background Information:

On May 4, 2022 the City posted a Request for Bids (RFB 2022-01) for the construction of the police department covered parking project. The bid closed on May 25, 2022 and the City received one (1) bid submission from Freedom Construction.

The base bid scope is to construct two (2) 20' by 70' single slope awnings that will cover the fourteen (14) fleet parking spaces in the center of the secure parking lot and one (1) 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.

There were two alternates in the bid proposal:

Alternate 1: Construct one (1) 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.

Alternate 2: Construct one (1) 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.

Based on the bid received, references provided and previous experience with the City, staff recommends awarding the contract to Freedom Construction. The anticipated project should be completed by the end of August if awarded.

City staff had previously requested quotes from other contractors prior to the bid proposal being published in order to get approximate costs due to the inflation in materials since the FY 2022 budget was adopted. The other two vendors who had previously provided quotes at that time were not interested in submitting a bid proposal when contacted. They stated that there was too much work to be completed without going through a bid proposal submission.

Freedom Construction is also on the Sourcewell cooperative buying contract and is the selected contractor for the current animal shelter remodel. The staff at Freedom have been extremely responsive and professional during this project.

Financial Considerations:

The current allotted FY 2022 budget for the parking lot covered parking is \$90,000.00.

The base bid price is \$78,935.00

Alternate 1 bid price is \$9,634.00

Alternate 2 bid price is \$10,314.00

It is staff's recommendation to award the base bid and alternate 2 for a combined bid price of \$89,249.00

While the walkway from the temporary parking spots to the building would be beneficial when bringing in property and evidence during inclement weather, it is more beneficial to have the patio area coverage for staff.

Legal Review:

The bid template was previously reviewed by the City Attorney

Board/Citizen Input:

N/A

Attachments:

Freedom Construction Bid Proposal

Council Action Requested:

Motion to award the Richland Hills Police Department Covered Parking bid to Freedom Construction in an amount not to exceed \$90,000



City of Richland Hills
Richland Hills Police Department Covered
Parking

Bid Reference Number: 2022-01

BID PROPOSAL

Freedom Construction
1204 Scotland Ave. Azle, TX 76020
Contact: Tamyra Franks | 817-456-9263
tamyra@freedomconstruct.net



5/25/2022

City of Richland Hills

Richland Hills Police Department Covered Parking

RFB 2022-01

To Whom It May Concern:

Thank you for the opportunity to submit a bid proposal for RFB 2022-01.

Freedom Construction exists to perform for our customers the highest level of quality construction services at fair and market competitive prices. Freedom Construction seeks to ensure the longevity of our company through repeat and referral business achieved by customer satisfaction in all areas including timeliness, attention to detail and service-minded attitudes.

As a commercial construction and general contracting firm, Freedom Construction supports all aspects of remodel, reconstruction, customization and new construction specializing in educational, municipal and medical projects. Freedom has developed a strong working relationship with both the Maintenance and Facilities Supervisors and Facilities | Real Estate Program Managers in surrounding cities and school districts including City of Haltom City, City of Azle, Birdville ISD, Aledo ISD, Keller ISD and Tarrant County College District. Freedom has proven itself as a reliable, trustworthy and cost-effective vendor with a wide scope of projects ranging in price from less than \$1,000 to over \$1.8 million. Our motto is *'no bid is too small'*.

Freedom Construction has the capacity to support the Richland Hills Police Department Covered Parking project in accordance with the requirements and timeframes set forth in the RFB and begin work immediately upon approval.

Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink that reads "Tamyra Franks". The signature is fluid and cursive, with the first name "Tamyra" being more prominent than the last name "Franks".

Tamyra Franks

Owner|CEO



May 25th, 2022

RFB 2022-01 - Richland Hills Police Department Covered Parking

This bid includes all the labor and material to accomplish the scope.

Base Bid Scope:

- Fabricate 2 - 20' x 70' and 1 - 20' x 64' single slope awnings for covered parking
- Locate for underground utilities at structure locations
- Install 4x4 1/4 Square tubing, set in concrete for supports
- Build frame out of 2x6 C purling
- Install 26ga R panel roofing with trim
- Paint the frame/support structure

Schedule: 3 weeks after the arrival of special-order materials

Notes:

- Drawings and Permits are not included in this bid
- Bid expires 30 days from the date of this letter
- Work to be completed during normal business hours
- Where underground utilities conflict with support locations, supports will be base plate mounted to the existing concrete

Total: \$78,935.00
(taxes excluded)

Alternate 1:

- Fabricate 1 - 5' x 30' single slope awning for covered walkway, to the same specs as the base bid structures
- This quote is only valid as an addition to the base bid, not as a stand alone

Alternate 1 Total: \$9,634

Alternate 2:

- Fabricate 1 - 10' x 30' single slope awning attached to building for patio cover, to the same specs as the base bid structures
- This quote is only valid as an addition to the base bid, not as a stand alone

Alternate 2 Total: \$10,314


5/25/2022

Freedom Construction | 1201 Fairland Ave | A/L, TX 76020
Tommy Parks - Owner/Clerk - tommy@freedomconstruction.net 817-476-9263
Glenn Parker - Construction Program Manager - glenn@freedomconstruction.net 817-602-1117

SHEET METAL COLOR OPTIONS:

Black, Polar White, Ash Grey, Charcoal Grey, Hawaiian Blue, Dark Blue, Colony Green, Hunter Green, Fern Green, Crimson Red, Rustic Red, Berry, Light Stone, Sahara Tan, Desert Sand, Koko Brown, Burnish Slate, Copper, Galvalume, Galvanized.

 Black	 Polar White	 Ash Grey	 Charcoal Grey
 Hawaiian Blue	 Dark Blue	 Colony Green	 Hunter Green
 Fern Green	 Crimson Red	 Rustic Red	 Berry
 Light Stone	 Sahara Tan	 Desert Sand	 Koko Brown
 Burnished Slate	 Copper Metallic	 Galvalume	 Galvanized

NOTE: Colors vary by monitor or print setting. Please contact us to get the most accurate color representation. We will provide you with color samples. Prime reserves the right to add and discontinue colors without notice.

Schedule Breakdown

A Project Schedule is the crux and foundation to any successful project and Freedom Construction understands this important concept of not only business but relationship. Relationship with our customer *and* relationship with our suppliers and subcontractors – is not mutually exclusive but collaborative. Understanding and embracing a clearly defined schedule and communication of such is a good business ethic and demonstrates accountability and respect for all parties with whom Freedom Construction partners.

The success of the collaboration lies in not only understanding the importance of a clearly defined schedule but the maintenance and communication of said schedule. Any deviations from the originally established parameters must be addressed and communicated in a timely fashion to both our customer and our suppliers and subcontractors.

Freedom Construction understands as the General Contractor this it is our primary responsibility to manage the schedule and be the voice of communication between all involved and affected parties. Freedom utilizes Microsoft Project Gant Charts as a tool to effectively maintain and communicate each project schedule and updates.

Freedom Construction has built a reputation for exceptional customer service, seamlessly coordinated efforts for job completion with all suppliers and subcontractors, and a history of successfully meeting all agreed upon project completion dates with our customers.

By initiating coordinated communication and planning at award of contract, Freedom can minimize any potential schedule delays. Freedom Construction is very adept at managing the schedule and our history shows an attention to timely communication, performance and project completion.

See subsequent Project Schedule for details

Similar Project Experience

RFB 2022-01 Richland Hills Police Department Covered Parking

Following are outline examples of completed projects that would demonstrate Freedom's ability to execute this project on time and within budget:

Holiday Heights Elementary Canopy (Summer 2021)

- Customer: Birdville ISD
- Project Manager: Glenn Franks
- Location: North Richland Hills
- Square Footage: 20x20
- Approximate Value: \$35000
- Duration: 2 weeks
- Description of Scope of Work: Construction of awning using square tube supports set in concrete, R-panel roof fixed to C-channel purling
- Reference: John Hughes | BISD Director of Facilities Management | 817-614-1049
john.hughes@birdvilleschools.net

City of Azle Water Plant Metal Building (Spring 2021)

- Customer: City of Azle
- Project Manager: Glenn Franks
- Location: City of Azle Water Treatment Plant
- Square Footage: 20x10
- Approximate Value: \$25000
- Duration: 2 weeks
- Description of Scope of Work: Construction of single slope insulated metal building with square metal tube supports and R-panel siding and roof
- Reference: Johnathan Young | City of Azle Plant Maintenance | 817-752-2686
jyoung@cityofazle.org

Freedom Millwork Production Facility

- Customer: Freedom Millwork
- Project Manager: Glenn Franks
- Location: Azle TX
- Square footage: 70x40
- Approximate Value: \$100000
- Duration: 6 weeks
- Description of Scope of Work: Construction of a 70x40 add on to a metal building, R-panel, structural supports, purlin and concrete

Project Team Profile and Experience

Freedom Construction is female owned and operated by Tamyra Franks, CEO. President and Project Manager Glenn Franks and Assistant Project Manager Michael White have worked together with Freedom Construction since its inception in 2010. Seth Pawloski as Project Superintendent is critical to the Team. Tamyra as the owner and CEO of Freedom Construction is currently pursuing WBE and HUB Certification and serves as the Operations Director with direct day to day involvement and oversight of all systems and operations. She brings a level of leadership, direction and management skills that will enable Freedom Construction to progress and grow into a supplier that can offer even greater availability and productivity without compromising integrity, accountability or customer service. Glenn brings 15 years of experience in the construction industry including; owner/operator of a commercial laminating corporation, commercial trucking, millwork, specialty fabrication/construction and now general contracting. Prior to the creation of Freedom Construction, Glenn has over 18 years previous experience with corporate business including Texas Instruments and Verizon Wireless. Michael 'Mooke' White has over 30 years of experience in the millwork/construction industry including fabrication, specialty and design, drafting, CAD/CAM, project and production management and onsite project supervision/management. Seth has contributed as the Project Superintendent on large construction projects with Freedom Construction. His previous experience supervising in the Automotive industry prepared him for this task.

Tamyra, Glenn, Mooke and Seth form a cohesive, dedicated leadership team to provide and insure project management and completion with excellence, timeliness, fiscal responsibility, and responsive customer service.

Please see attached resumes for additional information

TAMYRA FRANKS

1204 Scotland Ave. Azle, TX 76020 · 817-456-9263

tamyra@freedomconstruct.net

EXPERIENCE

2010 - PRESENT

OWNER|CEO FREEDOM CONSTRUCTION – A SERIES OF TFG COMPANIES LLC

General Contracting and Construction Company. Operations Director - Direct and manage the day to day scope, workload and administrative responsibilities assigned to each position, manage the overall contract, prepare Proposal Packages with input and collaboration with Project Manager and Asst Project Manager, and perform corporate administrative tasks including contracts, financial oversight, human resources and corporate compliance. .

Customers include Tarrant County College District, Birdville ISD, City of Azle, John Peter Smith Hospital and USMD Hospital Group

2005 - 2011

OWNER AND VICE PRESIDENT, CHAZAQ, INC

Manufacturer and Distributor of Construction Materials. Responsible for support of overall business direction and day to day operations with delegation of Outsides Sales, Inside Sales and Production including a peak staff of 49 full time employees and fleet management. Additional duties included Financial Oversight including AR/AP, banking, payroll, Human Resources and Corporate Compliance.

At the peak of 2007 Revenue of \$10MM and NI of \$1MM

2006 – 2018

DIRECTOR OF WOMEN'S MINISTRY – FELLOWSHIP OF THE SWORD

501c3 Faith Based Ministry. Responsible for the day to day operations of all aspects of Women's Ministry including event production, supplies management, fiduciary responsibility of management of Women's Ministry budget within the scope of the entire ministerial budget, oversight of 3 full time employees and communication and equipping of 100+ volunteers involved with domestic and overseas (UK, Bulgaria) event production. Also responsible for participation with interdepartmental Director's Meetings and follow up Project Management related to the scope of this ministry.

1993 – 2005

PHYSICAL THERAPIST – ACUTE CARE/REHAB AND LONG TERM CARE

Physical Therapist in a variety of medical environments including in patient rehab, acute care, long term care and long term acute care. Responsible for daily schedule/oversight of ordered in patient rehab services, rehab staff management, and interdepartmental patient care and case management. Promoted during tenure to Internal Case Manager responsible for interdepartmental medical and financial management of patient care and lengths of stay.

EDUCATION – TEXAS WOMAN'S UNIVERSITY

1991 - 1993

MASTER OF SCIENCE - PHYSICAL THERAPY

1986 - 1991

BACHELOR OF SCIENCE – HUMAN BIOLOGY |MINOR IN CHEMISTRY

GLENN FRANKS

1204 Scotland Ave. Azle, TX 76020 · 817-602-4147
Glenn@freedomconstuct.net

EXPERIENCE

2010 - PRESENT

PRESIDENT | PROJECT MANAGER, FREEDOM CONSTRUCTION – A SERIES OF TFG COMPANIES LLC

General Contracting and Construction Company. Responsible for the day to day field operations including outside sales, project oversight, and customer relations. Also includes attending Joint Scope Meetings and construction supervision with direct oversight of and collaboration with Project Superintendents. Participate with Proposal Package Content, negotiate with Subcontractors in conjunction with Asst Project Manager and perform job specific administrative tasks.

Customers include Tarrant County College District, BirdvilleISD, City of Azle, John Peter Smith Hospital and USMD Hospital Group

2005 - 2011

OWNER AND PRESIDENT, CHAZAQ, INC

Manufacturer and Distributor of Construction Materials. Responsible for overall business direction and day to day operations with delegation of Outsides Sales, Inside Sales and Production including a peak staff of 49 full time employees and a fleet of business owned trucks and tractor trailers for deliveries and materials management.

At the peak of 2007 - Revenue of \$10MM and NI of \$1MM

1996 – 2005

SYSTEMS MANAGER PROMOTED TO DIRECTOR, VERIZON

Systems Manager over the call switching stations. Responsible for \$200MM in revenue and \$60MM in expense. Promoted during tenure to Director over platform development.

1987 – 1996

CONTRACTS NEGOTIATOR, TEXAS INSTRUMENTS

Contract Negotiation with the Department of Defense for weapon systems. Promoted 3 times during tenure to manage the Contracts Group.

EDUCATION

1996 – 2001

MASTER OF BUSINESS ADMINISTRATION, UNIVERSITY OF DALLAS

1981 - 1986

BACHELOR OF BUSINESS ADMINISTRATION - FINANCE, TEXAS TECH UNIVERSITY

Abram "Seth" Pawloski

5044 San Jacinto. • Haltom City, TX. • 616-304-1559 • Apawloski@msn.com

Strong leader with a keen eye for the details. Focused on creating a culture that expects to always give great customer experiences. Enjoys supporting team members through teaching, goal setting, coaching and mentoring. Experienced in bringing a team from recruitment to high performance. Gifted in problem solving. Able to identify and implement changes to streamline workflow and increase productivity. Computer savvy and works well with continuous technology advancements. Strong mathematic and organization skills: budget creation and administration, P&L management, inventory and shrink control.

Experience:

March 2019 – Current – **Freedom Construction - Azle, TX**
Construction Site Supervisor

- Direct construction supervision with responsibility to manage construction schedule, jobsite safety and subcontractor contracted scope.
- May attend Joint Scope Meetings as indicated with Program Manager
- Perform job specific administrative tasks and reporting

March 2018-March 2019 **Viva Foundation - South Africa** (NGO specializing in community development, jobs training, and early childhood development) - Volunteer/Humanitarian Effort

- Leadership of international volunteer teams (+/- 20 persons) working with NGOs in Africa
- Direct oversight and participation with multiple community/foundation construction projects
- Support to the Mission of Viva to establish service hubs in the midst of informal settlements as platforms for Viva and Partners to meet the felt and expressed needs of the surrounding community

June 2015 – Feb 2018 **Fellowship of the Sword – Hurst, TX (501c3 Non Profit)**
Event Logistics Coordinator

- Responsible for event management/preparation and procurements for up to 50 domestic and international events
- Coordinated communications for all logistical aspects of events including lodging, transportation, materials and supplies, and event/volunteer management.
- Fiscal responsibility for event specific costs in addition to departmental specific budgetary allowances

Dec. 2007 – June 2015 **Sears Auto Center – Grandville, MI / Grand Rapids, MI / Arlington, TX**
Manager / Master Technician

- Manager of fifteen sales staff and vehicle repair technicians
- Responsible for all areas of operation within Auto Center with sales over \$1 Million annually
- Achieved 2008 net profit growth of \$97K (+124%), despite recession
- Presided over 4 consecutive YOY net profit increases before transferring to Master Technician
- Responsible for training all new managers in district last 2 years at position

Sep. 97 – Dec 07

Grand Oldsmobile – Grandville, MI
Certified Automotive Technician

- Car Porter: Sep. 97 – April 98
- Promoted to Maintenance Technician: April 98 – Dec. 00
- Promoted to Brakes, Steering and Suspension/Alignment Technician: Dec. 00 – Dec. 07
- Problem solving, planning and leadership skills

Certification: **ASE Master Certified Automotive Technician**
Certification current in all 8 categories

Education:

2012-2014

Christ For The Nations Institute – Dallas, TX
Bachelor's Degree in Practical Ministry
Major in Marketplace Leadership

- 3.93 GPA

2009

Grand Haven Public Schools – Grand Haven, MI
High School Equivalency Certificate

- Test scores consistent with the top 3% of high school graduates

2005-2008

Vision International University – Grandville, MI
Theology

- Included courses in Practical Leadership Development

2001-2007

GM Technical Training Center – Chicago, IL & Detroit, MI

- Consistent top level (platinum) performer in GM Mark of Excellence program

MICHAEL 'MOOKE' WHITE

1296 County Rd 142 | Lipan, TX 76462
mooke@freedomconstruct.net

EXPERIENCE

2010 - PRESENT

ASST PROJECT MANAGER, FREEDOM CONSTRUCTION – A SERIES OF TFG COMPANIES LLC

General Contracting and Construction Company. Responsible for the day to day office operations, project oversight, procurement, customer relations. Also includes Direct involvement with Project Management with Operations Director and Project Manager, negotiation with Subcontractors, Contract Estimation, Submittals/RFI management and performance of job specific administrative tasks

Customers include Tarrant County College District, BirdvilleISD, City of Azle, John Peter Smith Hospital and USMD Hospital Group

1998 – 2010

GENERAL MANAGER, CONTRACTOR MILLWORK SERVICES, INC.

Responsibilities included; oversight of production and administrative staff, procurement, outside sales, CNC programming, project and production management with industry related software including AutoCAD2004 and up, Ardis optimization software, etc... CNC machine operation, product library design and engineering.

1984 - 1998

FABRIACATOR AND SPECIALTY DESIGN, TOPPY'S ARCHITECTURAL MILLWORK

Primarily responsible for specialty design and fabrication, CNC programming, drafting, CAD/CAM utilization

EDUCATION

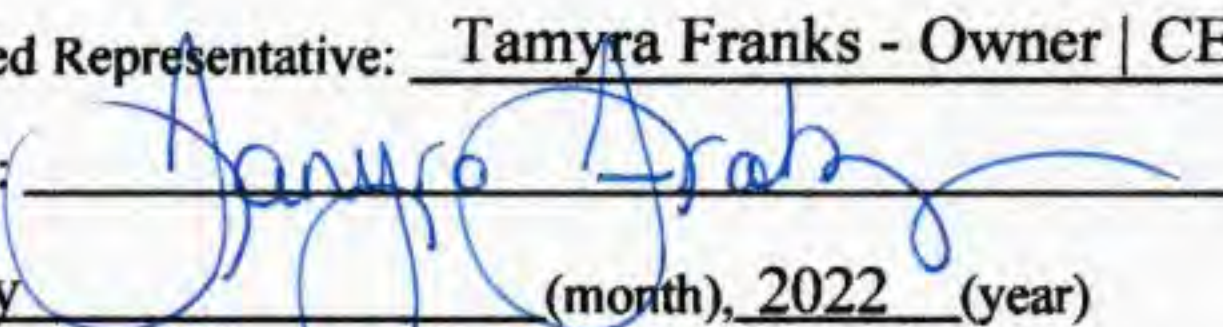
CERTIFICATIONS INCLUDE: AWI QUALITY CERTIFICATION PROGRAM, LEED CERTIFIED

1980 – GRADUATE OF HALTOM HIGH SCHOOL

Appendix B – Bid Document

Submittal Checklist: (To determine validity of bid)

- ☒ Appendix B (pages 8 through 14) must be included in the bid submittal
- ☒ Appendix C Conflict of Interest Form (page 15) must be included in the bid submittal.
- ☒ Form 1295 Certificate of Interested Party must be included in the bid submittal.
- ☒ HB 89, SB 252, SB 13, and SB 19. See Page 12-13.

All bids submitted to the City of Richland Hills shall include this page with the submitted Bid.			
RFB Number:	RFB 2022-01		
Project Title:	Richland Hills Police Department Covered Parking		
Submittal Deadline:	3:00 P.M. (CST), WEDNESDAY, MAY 25, 2022		
Submittal Location:	City Secretary's Office 3200 Diana Drive Richland Hills, Texas 76118		
Bidder Information:			
Bidder's Legal Name:	Freedom Construction - a series of tFg Companies LLC		
Address:	1204 Scotland Ave		
City, State & Zip	Azle, TX 76020		
Federal Employers Identification Number #	83-3939982		
Phone Number:	817-456-9263	Fax Number:	N/A
E-Mail Address:	tamyra@freedomconstruct.net		
<u>Bidder Authorization</u>			
I, the undersigned, have the authority to execute this Bid in its entirety as submitted and enter into a contract on behalf of the Bidder.			
Printed Name and Position of Authorized Representative: <u>Tamyra Franks - Owner CEO</u>			
Signature of Authorized Representative: 			
Signed this <u>25th</u> (day) of <u>May</u> (month), <u>2022</u> (year)			

I learned of this Request for Bids by the following means:

- | | |
|--|---|
| ☐ Newspaper Advertisement | ☐ City E-mail Notification |
| ☒ Richland Hills Website | ☐ Cold Call to City |
| ☐ Mailed Me a Copy | ☒ Other - we are a current vendor |
| ☐ Public Purchase Website | |

Appendix B – Bid Document (continued)**I. REQUIRED BID INFORMATION. IN ORDER FOR A BID TO BE CONSIDERED COMPLETE, AND TO BE EVALUATED FOR A CONTRACT AWARD BY THE CITY, BIDDER MUST SUBMIT ALL OF THE FOLLOWING INFORMATION:****1. Proposed Products and/or Services** *See Separate Attachments for Details*

- A. Product or Service Description: Bidders should utilize this section to describe the technical aspects, capabilities, features and options of the service or product and/or service proposed in accordance with the required Scope of Services as identified in Appendix A. Promotional literature, brochures, or other technical information may be used.
- B. Additional Hardware Descriptions: Bidders should also include in this section a detailed description of what additional hardware and/or software, if any, would be required by the City in order to fully utilize the goods and/or services proposed.
- C. Material Safety Data Sheets (MSDS): If applicable, the successful Bidder shall provide the City with applicable MSDS documentation as required by applicable laws and regulations.
- D. Guarantees and Warranties: Each Bidder shall submit a complete copy of any warranties or guarantees provided by the manufacturer or Bidder with the Bid submitted.
- E. Project Schedule/Delivery Date: Bidder must provide a project schedule noting all projected completion dates for segments of the Project, from start-up to completion, and all delivery dates for goods covered by the RFB. The Bid Document must show the number of days required to deliver and install the product or equipment after the receipt of the City's Purchase Order.

2. Cost of Proposed Products and/or Services *See Separate Attachment for Details*

- A. Pricing: Pricing shall reflect the full Scope of Services defined herein, inclusive of all associated cost for delivery, labor, insurance, taxes, overhead, and profit.

3. Bidder's Experience / Staff *See Separate Attachments for Details*

- A. Project Team: Identify all members of the Bidder's team (including both team members and management) who will be providing any services proposed and include information which details their experience.
- B. Removal or Replacement of Staff: If an assigned staff person must be removed or replaced for any reason, the replacement person must be approved by City prior to joining the project.
- C. Business Establishment: State the number of years the Bidder's business has been established and operating. If Bidder's business has changed names or if the principals operating the business operate any similar businesses under different names, or have operated any other businesses or changed the legal status or form of the business within the last five (5) years, all names, of predecessor business names, affiliated entities, and previous business entities operated by the principals, if different than present, must be provided;

State the number of years' experience the business has: 12; and the number of employees: 4.

- D. Project Related Experience: All Bids must include detailed information that details the Bidder's experience and expertise in providing the requested services that demonstrates the Bidder's ability to logically plan and complete the requested project.

4. References

Bidder shall provide three (3) references where Bidder has performed similar to or the same types of services as described herein.

Reference #1:

Client / Company Name: Tarrant County College District	
Contact Name: Ignacio Polanco	Contact Title: Sr Mgr of Construction Services
Phone: 817-515-6047	Email: ignacio.polanco@tccd.edu
Date and Scope of Work Provided: We have partnered with TCCD since 2018 to perform facilities maintenance and general contracting/commercial remodeling services both competitive bid and under a JOC contract on all campuses	

Reference 2:

Client / Company Name: Aledo ISD	
Contact Name: James Morton	Contact Title: Facilities Manager
Phone: 817-948-3762	Email: jmorton@aledoisd.org
Date and Scope of Work Provided: We have partnered with AISD since 2021 to perform facilities maintenance and general contracting/commercial remodeling services	

Reference #3:

Client / Company Name: Birdville ISD	
Contact Name: John Hughes	Contact Title: Director of Facilities Management
Phone: 817-547-5844	Email: john.hughes@birdvilleschools.net
Date and Scope of Work Provided: We have partnered with BISD since 2019 to perform facilities maintenance and general contracting/commercial remodeling services throughout the district	



5. **Trade Secrets and/or Confidential Information**

Trade Secrets and/or Confidential Information: This bid ___ (does) X (does not) contain trade secrets and/or confidential information. If applicable, describe such trade secrets and confidential information, and the basis for your assertion that such material qualifies for legal protection from disclosure.

6. **Federal, State and/or Local Identification Information** None

A. Centralized Master Bidders List registration number: _____

B. Prime contractor HUB / MWBE registration number: _____

C. An individual Bidder acting as a sole proprietor must also enter the Bidder's Social Security Number:
_____ - _____ - _____

7. **Cooperative Governmental Purchasing Notice**

Other governmental entities maintaining interlocal agreements with the City, may desire, but are not obligated, to purchase goods and services defined in this RFB from the successful Bidder. All purchases by governmental entities, other than the City, will be billed directly to and paid by that governmental entity. The City will not be responsible for another governmental entity's debts. Each governmental entity will place their own orders with the successful Bidder and be responsible for ensuring full compliance with the RFB specifications. Prior to other governmental entities placing orders, the City will notify the successful Bidder of their intent.

Please indicate below if you will permit other governmental entities to purchase from your agreement with the City.

☒ **Yes, Others can purchase**

☐ **No, Only the City can purchase.**

II. CONTRACT TERMS AND CONDITIONS. EXCEPT WHERE BIDDER MAKES SPECIFIC EXCEPTION IN THE SUBMITTED BID, ANY CONTRACT RESULTING FROM THIS RFB WILL CONTAIN THE FOLLOWING TERMS AND CONDITIONS, WHICH BIDDER HEREBY ACKNOWLEDGES, AND TO WHICH BIDDER AGREES BY SUBMITTING A BID:

1. **Delivery of Products and/or Services**

A. Payment Terms: Unless otherwise specified in the Scope of Services or otherwise agreed to in writing by the City, payment terms for the City are Net 30 days upon receipt of invoice.

B. Warranty of Products and Services: All products furnished under this contract shall be warranted to be merchantable and good quality and fit for the purposes intended as described in this Bid, to the satisfaction of City and in accordance with the specifications, terms, and conditions of the Scope of Services, and all services performed shall be warranted to be of a good and workmanlike quality, in addition to, and not in lieu of, any other express written warranties provided.

C. Late Delivery or Performance: If Bidder fails to deliver acceptable goods or services within the timeframes established in the Project Schedule, the City shall be authorized to purchase the goods or services from another source and assess any increase in costs to the defaulting Bidder, who agrees to pay such costs within ten days of invoice.

D. FOB (delivery charges): All products offered shall be FOB final destination, with all delivery charges to be prepaid by the Bidder. The City does not accept C.O.D. or collect shipments. The contract price shall include all charges, including delivery, installation and set-up fees. All packing,

crating, or other debris resulting from the delivery or set-up of the commodity purchased shall be removed and properly disposed by the successful Bidder at no additional cost to the City.

- E. Excess or Incorrect Commodities: Products or materials delivered in error or in excess of the quantity ordered shall be returned at the successful Bidder's expense, unless otherwise agreed to in writing by the City.
- F. Title to Goods and Risk of Loss: For goods to be provided by Bidders hereunder, if any, the title and risk of loss of the goods shall not pass to City until City actually receives, takes possession, and accepts the goods and the installation of such goods, has tested the system, and determined that it is in good and acceptable working order.

2. Miscellaneous

- A. Independent Contractor: Bidder agrees that Bidder and Bidder's employees and agents have no employer-employee relationship with City. Bidder agrees that if Bidder is selected and awarded a contract, City shall not be responsible for the Federal Insurance Contribution Act (FICA) payments, Federal or State unemployment taxes, income tax withholding, Workers Compensation Insurance payments, or any other insurance payments, nor will City furnish any medical or retirement benefits or any paid vacation or sick leave.
- B. Assignments: The rights and duties awarded the successful Bidder shall not be assigned to another without the written consent of the Purchasing Manager. Such consent shall not relieve the assigner of liability in the event of default by the assignee.
- C. Liens: Bidder shall indemnify and save harmless the City against any and all liens and encumbrances for all labor, goods, and services which may be provided to the City by Bidder or Bidder's vendor(s), and if the City requests, a proper release of all liens or satisfactory evidence of freedom from liens shall be delivered to the City.
- D. Gratuities / Bribes: Bidder certifies that no bribes in the form of entertainment, gifts, or otherwise, were offered or given by the successful Bidder, or its agent or representative, to any City officer, employee or elected representative, with respect to this RFB or any contract with the City, and that if any such bribe is found to have been made this shall be grounds for voiding of the contract.
- E. Financial Participation: Bidder certifies that it has not received compensation from the City to participate in preparing the specifications or RFB on which the Bid is based and acknowledges that this contract may be terminated and/or payment withheld if this certification is inaccurate.
- F. Required Licenses: Bidder certifies that he holds all licenses required by the State of Texas for a provider of the goods and/or services described by the Scope of Services herein.
- G. Authority to Submit Bid and Enter Contract: The person signing on behalf of Bidder certifies that the signer has authority to submit the Bid on behalf of the Bidder and to bind the Bidder to any resulting contract.
- H. Compliance with Applicable Law: Bidder agrees that the contract will be subject to, and Bidder will strictly comply with, all applicable federal, state, and local laws, ordinances, rules, and regulations.
- I. Compliance with HB 89: Proposer agrees per HB 89 vendor shall not boycott Israel at any time while providing products or services to the City of Richland Hills.

☒ Yes, we agree

☐ No, we do not agree

☐ N/A

- J. Compliance with SB 252: Proposer agrees per SB 252 vendor shall not do business with Iran, Sudan or a foreign terrorist organization while providing products or services to the City of Richland Hills

☒ Yes, we agree

☐ No, we do not agree

- K. Compliance with SB 13: Proposer agrees per SB 13 vendor does not boycott energy companies as those terms are defined in the Texas Government Code § 809.001, and will not boycott energy companies during the term of any contract with the City of Richland Hills .

☒ Yes, we agree

☐ No, we do not agree

- L. Compliance with SB 19: Proposer agrees per SB 19 vendor does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association as those terms are defined in the Texas Government Code § 2274.001, and that vendor will not so discriminate during the term of any contract with the City of Richland Hills .

☒ Yes, we agree

☐ No, we do not agree

3. Financial Responsibility Provisions

- A. Insurance: The Bidder, consistent with its status as an independent contractor, shall carry, and shall require any of its subcontractors to carry, at least the following insurance in such form, with such companies, and in such amounts (unless otherwise specified) as City may require:

- i. Worker's Compensation and Employer's Liability insurance, including All States Endorsement, to the extent required by federal law and complying with the laws of the State of Texas;
- ii. Commercial General Liability insurance, including Blanket Contractual Liability, Broad Form Property Damage, Personal Injury, Completed Operations/Products Liability, Premises Liability, Medical Payments, Interest of Employees as additional insureds, and Broad Form General Liability Endorsements, for at least One Million Dollars (\$1,000,000) Combined Single Limit Bodily Injury and Property Damage on an occurrence basis;
- iii. Comprehensive Automobile Liability insurance covering all owned, non-owned or hired automobiles to be used by the Contractor, with coverage for at least One Million Dollars (\$1,000,000) Combined Single Limit Bodily Injury and Property Damage.

- B. Indemnification: Bidder agrees to defend, indemnify and hold harmless the City, all of its officers, Council members, agents and employees from and against all claims, actions, suits, demands, proceedings, costs, damages and liabilities, including reasonable attorneys' fees, court costs and related expenses, arising out of, connected with, or resulting from any acts or omissions of Bidder or any agent, employee, subcontractor, or supplier of Bidder in the execution or performance of this contract without regard to whether such persons are under the direction of City agents or employees.

The Bidder agrees to protect and indemnify the City, all of its officers, Council members, agents and employees, from all claims, actions, suits, demands, proceedings, costs, damages and liabilities, including reasonable attorneys' fees, court costs and related expenses, arising out of any alleged infringement of patents or copyrights arising from the Contractor's performance under the Contractor's Bid, including attorneys' fees and court costs.

- C. Indemnity for Intellectual Property: Bidder hereby warrants that the use or sale of the products, materials and services delivered hereunder will not infringe on the rights of any trade secrets, patent, copyright, registered trademark, or other intellectual property by right covering such materials and the successful Bidder agrees to indemnify and hold harmless the City for any and all costs, expenses, judgments, and damages which the City may have to pay or incur.

D. Bond Requirements: Prior to the commencement of work on this Project, Bidder shall deliver to the City the following bonds issued by a good and sufficient surety licensed by the State of Texas and satisfactory to the City:

- i. A payment bond in the amount of 100% of the total contract amount insuring the full and prompt payment of all persons performing labor and/or furnishing materials in connection with this Project;
- ii. A performance bond in the amount of 100% of the total contract amount insuring full, faithful, and prompt performance of the responsibilities contained in this contract within the time parameters provided herein; and
- iii. A maintenance bond insuring full and prompt maintenance, repair and/or replacement of the goods to be provided by Bidder for a period of two years from date of acceptance by the City.

Freedom Construction can meet all bond requirements as outlined



CONFLICT OF INTEREST QUESTIONNAIRE**FORM CIQ**

For vendor or other person doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.

A person commits an offense if the person knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of person who has a business relationship with local governmental entity.

Freedom Construction - a series of tFg Companies LLC

2 ☐ Check this box if you are filing an update to a previously filed questionnaire.

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

3 Name of local government officer with whom filer has employment or business relationship.City of Richland Hills, Texas

Name of Officer

This section (item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire?

☐ Yes☒ No

B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

☐ Yes☒ No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

☐ Yes☒ No

D. Describe each employment or business relationship with the local government officer named in this section.

Commercial Construction and General Contracting Services per Contracted Scope**4**

Signature of person doing business with the governmental entity

5/25/2022

Date

Adopted 06/29/2007

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

**OFFICE USE ONLY
CERTIFICATION OF FILING**

Certificate Number:
2022-890761

Date Filed:
05/24/2022

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

Freedom Construction - a series of tFg Companies LLC
Azle, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of Richland Hill - Texas

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

RFB 2022-01
Commercial Construction and General Contracting per contracted scope

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Franks, Tamyra	Azle, TX United States	X	

5 Check only if there is NO Interested Party.

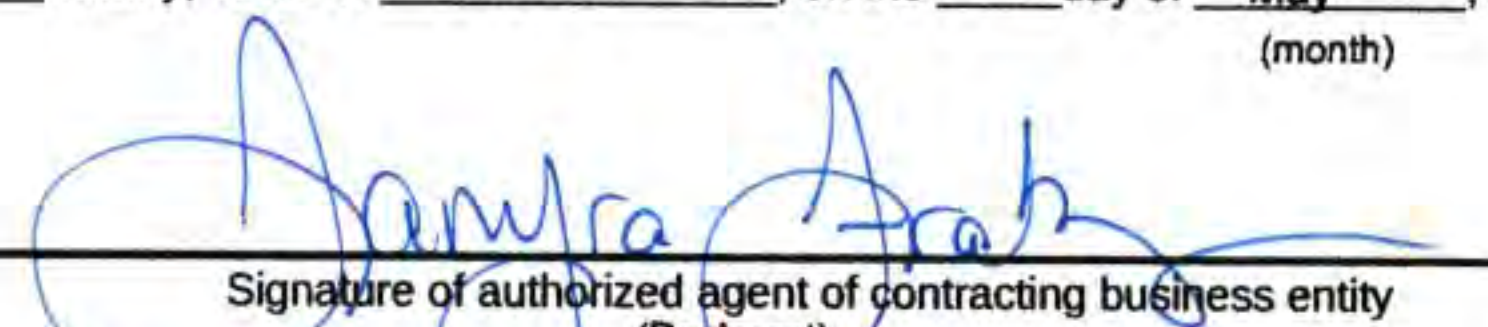
☐
6 UNSWORN DECLARATION

My name is Tamyra Franks, and my date of birth is 3/14/1968.

My address is 1204 Scotland Ave, Azle, TX, 76020, USA.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Tarrant County, State of Texas, on the 24th day of May, 20 22.
(month) (year)


Signature of authorized agent of contracting business entity
(Declarant)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/23/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Quote Texas Insurance Inc PO Box 398 Burleson TX 76097		CONTACT NAME: Hudson Ramsey PHONE (A/C, No, Ext): (817) 274-7744 FAX (A/C, No): E-MAIL ADDRESS: hramsey@quotetexas.com	
INSURED Freedom Construction-a series of tFg Companies LLC 1204 SCOTLAND AVE AZLE TX 76020		INSURER(S) AFFORDING COVERAGE INSURER A: INSURER B: TEXAS MUT INS CO INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 22945	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR TR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:			CA000042803-01	08/08/2021	08/08/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			0001300148	01/22/2022	01/22/2023	PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER For Informational Purposes	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Hudson Ramsey
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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/23/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER TEXAS FARM BUREAU MUTUAL INSURANCE COMPANY BRAD BOOTH, AGENT 806 MARTIN DR WEATHERFORD TX 76086		CONTACT NAME: BRAD BOOTH PHONE (A/C, No, Ext): 817-596-0110 E-MAIL: BBOOTH@TXFB-INS.COM ADDRESS: BBOOTH@TXFB-INS.COM	
INSURED FREEDOM CONSTRUCTION 1204 SCOTLAND AVE AZLE TX 76020		INSURER(S) AFFORDING COVERAGE INSURER A: TEXAS FARM BUREAU INS CO INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

SR	TR	TYPE OF INSURANCE	ADDL	SUBR	POLICY NUMBER	POLICY EFF	POLICY EXP	LIMITS
			INSR	WVD		(MM/DD/YYYY)	(MM/DD/YYYY)	
		GENERAL LIABILITY ☐ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
		AUTOMOBILE LIABILITY ☒ ANY AUTO ☒ ALL OWNED AUTOS ☒ HIRED AUTOS ☒ SCHEDULED AUTOS ☒ NON-OWNED AUTOS			21970229	02/06/2022	08/06/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
		UMBRELLA LIAB EXCESS LIAB ☐ OCCUR ☐ CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICE/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐	N/A ☐				WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

BRAD BOOTH, AGENT

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ACORD 25 (2010/05)

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Clear All

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Lindsay Wells, City Secretary

Date: June 13, 2022

Subject: Consider appointments to Boards and Commissions

Agenda Item:

Consider appointments to Boards and Commissions.

Background Information:

The Richland Hills Development Corporation currently has one vacancy following the May 2022 General Election. There is a need to appoint a Councilmember to Place 3 (formerly held by Stacey L. Morse.)

The Animal Shelter Advisory Board currently has a vacancy in Place 4, 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.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

Richland Hills Development Corporation and Animal Shelter Advisory Board Members

Council Action Requested:

See attached.

Richland Hills Development Corporation

Directors	Name	Current Term	Term Expires
Place 1	Edward Lopez - Chair	2020 - 2022	2022
Place 2	Curtis A Bergthold	2020 - 2022	2022
Place 3	Vacant	2020 - 2022	2022
Place 4	Doug Knowlton	2020 - 2022	2022
Place 5	Bill Agan	2020 - 2022	2022
Place 6	Theresa Bledsoe	2020 - 2022	2022
Place 7	Jorge Cisneros	2020 - 2022	2022

Consists of 7 Directors

- Places 1–4 are designated for Councilmember directors
- Places 5–7 are designated for Citizenmember directors

Officers

- President – Candice Edmondson
- Treasurer – Patricia Albrecht
- Secretary – Lindsay Wells

The chairman of the Board shall be the Mayor or Mayor Pro Tem.

Each director shall hold office for the term for which the director is appointed unless sooner removed or resigned. Each director, including the initial directors, shall be eligible for reappointment. Directors are removable by the City Council at will and must be appointed for a term of two (2) years. A vacancy occurring on the board of directors through death, resignation or otherwise shall be filled by appointment by the City Council for the remainder of the vacating member's term.

Animal Shelter Advisory Board

Directors	Name	Current Term	Term Expires
Place 1	Dr. William Anderson	2020 - 2022	2022
Place 2	Pam Burney	2020 - 2022	2022
Place 3	Kay Fisk, Chair	2020 - 2022	2022
Place 4	VACANT	2020 - 2022	2022
Place 5	Kris Freudiger, Vice Chair	2020 - 2022	2022
Alternate 1	VACANT	2020 - 2022	2022
Alternate 2	VACANT	2020 - 2022	2022

Consists of 5 Members and 2 Alternates

- Place 1 – licensed veterinarian
- Place 2 – a representative of an animal welfare organization
- Place 3 – municipal official who may be an elected official or an employee of the city

- Place 4 – a person whose duties include daily operation of the animal shelter
- Place 5 – a person who volunteers at the animal shelter.

The alternate positions will be considered for appointment during the Boards and Commissions appointment process later in the year.

Council Action Requested:

Places with a vacancy (RHDC):

- Place 3 (Councilmember) – Any member of the City Council may nominate for vacancy.

Places with a vacancy (ASAB):

- Place 4 (Daily operations of animal shelter) – Any member of the City Council may nominate for vacancy.

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Candice Edmondson, City Manager

Date: June 13, 2022

Subject: City Council Committees

Agenda Item:

Consider appointments to City Council Committees

Background Information:

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

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

2021 City Council Committees List

Council Action Requested:

Motion to appoint members to City Council Committees

City Council Committees 2021

Development Committee

- Stacey L. Morse
- Javier Alvarez

Infrastructure Committee

- Doug Knowlton
- Curtis Bergthold

Finance Committee

- G.W. Estep
- Curtis Bergthold

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Chantele Hancock, Library Director

Date: June 13, 2022

Subject: Birdville Reads Update

Agenda Item:

Birdville Reads Event Update

Background Information:

Staff will provide an update on the Birdville Reads event held Saturday, June 4, 2022.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

N/A

Council Action Requested:

No Council Action