

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING AGENDA
MARCH 13, 2023
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

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. [Presentation of Citizen Survey Results](#)
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. [2022 Employee Awards Recognition](#)
- B. [Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year 2021](#)
- C. Citizen Appearances/Public Comments

Citizen comments emailed to Lindsay Rawlinson (lrawlinson@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 February 27, 2023 City Council Regular Meeting](#)
- B. [Approve a Replat for the properties described as Block 1 Lot 6, Richland Hills Addition, Tarrant County, Texas otherwise known as 6912 Boulevard 26, Richland Hills, Texas 76118 and Block 1 Lot 7, Richland Hills Addition, Tarrant County, Texas otherwise known as 6916 Boulevard 26, Richland Hills, Texas 76118](#)

3. PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

- A. None

4. ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS

- A. [Consider Ordinance 1469-23 amending Chapter 86 "Utilities" by updating the water and wastewater system facility impact fees for new development within the City of Richland Hills](#)

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

- A. [Consider renewal of unit price contract with Reliable Paving, Inc. for street, curb and gutter repair](#)

6. OTHER ITEMS FOR CONSIDERATION

- A. None

7. REPORTS & DISCUSSIONS

- A. None

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 9th day of March 2023 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 Rawlinson

Lindsay Rawlinson
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: March 13, 2023

Subject: Citizen Survey Results

Agenda Item:

Presentation of Citizen Survey Results

Background Information:

On January 31, 2023, the City of Richland Hills launched its first citizen survey. The purpose of a citizen survey is to gain residents' perspectives on local issues such as quality of life, development/growth, services provided by the City and future priorities by asking them to:

- Prioritize City services and benefits they care about most
- Rate current services and benefits provided by the City

Results from the citizen survey will be used over the next several years to refine the City's comprehensive master plan, evaluate future projects and shape the City's annual budget. The survey closed on February 20, 2023.

The citizen survey was conducted by OnPointe Insights utilizing their CityPOV citizen engagement tool. Ron Gailey, Founder and CEO, will be in attendance to present the survey results.

Financial Considerations:

Funding for a citizen survey was included in the FY 2023 Budget in the Strategic Initiatives Fund as part of the Comprehensive Plan update.

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

None

Council Action Requested:

No Council Action

Memorandum

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

From: Candice Edmondson, City Manager

Date: March 13, 2023

Subject: Employee Awards Recognition

Agenda Item:

2022 Employee Awards Recognition

Background Information:

On March 7, 2023, the City of Richland Hills held its annual Employee Appreciation and Awards luncheon to recognize the hard work and dedication of city employees during 2022. Several employees were also recognized for receiving service milestones, department awards and core values awards. Staff would like to recognize these award winners during the City Council meeting.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

None

Council Action Requested:

No Council Action

Memorandum

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

From: Lindsay Rawlinson, City Secretary

Date: March 13, 2023

Subject: Certificate of Achievement for Excellence in Financial Reporting

Agenda Item:

Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year 2021

Background Information:

Government Finance Officers Association of the United States and Canada (GFOA) has awarded the Certificate of Achievement for Excellence in Financial Reporting to City of Richland Hills for its annual comprehensive financial report for the fiscal year ended September 30, 2021. The report has been judged by an impartial panel to meet the high standards of the program, which includes demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the report.

The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

Announcement of Award

Award of Financial Reporting Achievement – Bernadette Gendron

Award of Financial Reporting Achievement – Patricia Albrecht

Council Action Requested:

No Council Action



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 fax: 312.977.4806

2/9/2023

Edward Lopez
Mayor
City of Richland Hills, Texas

Dear Mayor Lopez:

We are pleased to notify you that your annual comprehensive financial report for the fiscal year ended September 30, 2021 qualifies for GFOA's Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

When a Certificate of Achievement is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the Certificate. This award has been sent to the submitter as designated on the application.

We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and give appropriate publicity to this notable achievement. A sample news release is included to assist with this effort.

We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

Sincerely,

A handwritten signature in black ink that reads "Michele Mark Levine". The signature is written in a cursive, flowing style.

Michele Mark Levine
Director, Technical Services



**The Government Finance Officers Association of
the United States and Canada**

presents this

AWARD OF FINANCIAL REPORTING ACHIEVEMENT

to

Bernadette Gendron

Senior Accountant

City of Richland Hills, Texas



The Award of Financial Reporting Achievement is presented by the Government Finance Officers Association to the department or individual designated as instrumental in the government unit achieving a Certificate of Achievement for Excellence in Financial Reporting. A Certificate of Achievement is presented to those government units whose annual financial reports are judged to adhere to program standards and represents the highest award in government financial reporting.

Executive Director

Christopher P. Morrell

Date: 2/9/2023



**The Government Finance Officers Association of
the United States and Canada**

presents this

AWARD OF FINANCIAL REPORTING ACHIEVEMENT

to

Patricia Albrecht
Director of Finance and Administration Services
City of Richland Hills, Texas



The Award of Financial Reporting Achievement is presented by the Government Finance Officers Association to the department or individual designated as instrumental in the government unit achieving a Certificate of Achievement for Excellence in Financial Reporting. A Certificate of Achievement is presented to those government units whose annual financial reports are judged to adhere to program standards and represents the highest award in government financial reporting.

Executive Director

Christopher P. Morrell

Date: 2/9/2023

Memorandum

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

From: Lindsay Rawlinson, City Secretary

Date: March 13, 2023

Subject: Minutes from the February 27, 2023 Regular City Council Meeting

Agenda Item:

Approval of minutes from the February 27, 2023 Regular City Council Meeting

Background Information:

N/A

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

February 27, 2023 Draft Minutes

Council Action Requested:

Motion to approve the minutes from the February 27, 2023 Regular City Council Meeting

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING
FEBRUARY 27, 2023
MINUTES**

Roll Call:

Council present

Edward Lopez, Mayor
Curtis A. Bergthold, Mayor Pro Tem
Douglas Knowlton, Place 1
Travis Malone, Place 2
G.W. Estep, Place 5

Council absent

Javier Alvarez, Place 4

Staff present

Candice Edmondson, City Manager
Lindsay Rawlinson, City Secretary
James Donovan, City Attorney

CITY COUNCIL WORK SESSION – 6:32 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.

None.

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.**

7A. *Richland Hills Police Department 2022 Racial Profiling Report*

Police Chief Kimberly Sylvester advised that the Sandra Bland Law requires police agencies in Texas to collect and report data on motor vehicle contacts with the public and present the findings to the governing body on an annual basis. The Department contracts annually with Dr. Alex del Carmen with DC Consulting who analyzes, reviews, conducts quarterly audits throughout the year and prepares the annual racial profiling report.

The 2022 report indicated that the Richland Hills Police Department was in compliance with all mandated requirements of the law and there were no reported concerns of the data analyzed that resulted from motor vehicle stops in 2022.

7B. Street Improvement Projects

City Manager Candice Edmondson provided the street improvement projects update and advised of FY23 Street projects including Dover Lane, Magnolia Park, and Norton Drive.

7C. Richland Crossing and Baker Landing Development Update

Assistant to the City Manager Logan Thatcher presented the Richland Crossing and Baker Landing development update regarding townhomes currently in the design and construction phase and advised of minor changes to the site plans. Each developer requested a change to side yard setbacks and allowing the buildings to be detached due to new insurance regulations. City Manager Candice Edmondson, acting as the Zoning Administrator, approved the requested changes.

7D. January Department Reports

Assistant to the City Manager Logan Thatcher provided a brief overview of the Code Compliance and Development Services update.

City Manager Candice Edmondson presented the Public Works Department update and advised that the department was able to fix 41 potholes in the month of January.

Mayor Lopez adjourned the work session at 6:55 p.m.

REGULAR SESSION – Mayor Lopez Called to Order – Time 7:00 p.m.**INVOCATION AND PLEDGES OF ALLEGIANCE – Mayor Lopez****PRESENTATIONS****1A. Business Spotlight: Darla's Florist**

Assistant to the City Manager Logan Thatcher introduced Darla Glover who provided a brief overview of her business, Darla's Florist, located at 6904 Boulevard 26 and advised she has been pleased to have her business in Richland Hills for more than 30 years.

1B. Employee Service Awards

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

5 Years of Service

Human Resources Specialist Karen Evans

Property/Evidence & Crime Scene Technician Zoe Hansberger

Sergeant Daniel Sawyer

1C. 2022 Achievement of Library Excellence Award Recognition

Mayor Lopez read a proclamation declaring March 1, 2023, as “Richland Hills Public Library Day” in Richland Hills in honor of the Richland Hills Public Library being awarded the 2022 Texas Municipal Library Directors Association Achievement of Library Excellence Award. He presented the proclamation to Library Director Chantele Hancock.

Ms. Hancock expressed her appreciation to the City Council for their continued support of the library.

1D. Citizen Appearances/Public Comments

Mayor Lopez read an email submitted by Mary Witt, 7209 Hovenkamp Avenue, Richland Hills, into the record. Mrs. Witt expressed concern regarding increased traffic and speeding along Popplewell.

John Skier, 7016 Park Place Drive, Richland Hills, requested that the City Council consider delaying the May 6, 2023 Charter Amendment Election to November to save money and allow residents additional time to review the proposed amendments.

Motion: Motion was made by Mayor Pro Tem Bergthold and seconded by Councilmember Knowlton to move consideration of Agenda Item 5B to before the Consent Agenda.

Motion carried 4-0.

5B. Approved professional services agreement with Catalyst Commercial, Inc. for development of Glenview Corridor Master Plan and authorized City Manager to sign agreement

City Manager Candice Edmondson presented the item to the City Council and advised that the Richland Hills Development Corporation and City Council approved funding for a master plan for the Glenview Drive corridor during the FY 2023 Budget process. After speaking to several consultants about development along Glenview, staff identified Catalyst Commercial, Inc. as the best firm to provide the master plan services. Catalyst Commercial has conducted more than 500 economic development projects with a focus on building high-impact solutions that can create “complete communities”. The firm is also familiar with the City Point project just north of Glenview Drive in North Richland Hills creating synergy between the development goals of both communities.

The Richland Hills Development Corporation approved the professional services agreement with Catalyst Commercial, Inc. at their February 27, 2023 meeting held prior to tonight's City Council meeting.

Jason Claunch, President, Catalyst Commercial, Inc., 3232 McKinney Avenue, Dallas, Texas, provided a brief overview of his company and their experience with neighboring cities.

Motion: Motion was made by Councilmember Knowlton and seconded by Mayor Pro Tem Bergthold to approve a professional services agreement with Catalyst Commercial, Inc. for development of the Glenview Corridor Master Plan in the amount of \$85,000 and authorize City Manager to sign agreement.

Motion carried by a vote of 4-0.

CONSENT AGENDA

- 2A. Approved minutes from the February 13, 2023 City Council Regular Meeting**
- 2B. Approved award of bid to Excel 4 Construction, LLC for sewer system improvements in the 2800 to 3000 blocks of Elm Park Drive as part of the 48th Year Community Development Block Grant Program**
- 2C. Approved an order cancelling the May 6, 2023 General Election and declaring unopposed candidates for City Council, Places 1, 3, and 5 be elected in accordance with provisions of Subchapter C of Chapter 2, Texas Election Code**

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

Motion carried by a vote of 4-0.

PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

- 3. None.**

ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS

- 4A. Approved Ordinance 1468-23 amending Chapter 58 "Offenses and Miscellaneous Provisions" of the Richland Hills Code of Ordinances by adding Article VIII "Street Racing and Reckless Driving Exhibitions" to prohibit taking part in, spectating and/or aiding in street racing exhibitions**

Captain Scott Russell presented the item to the City Council and advised that street racing and takeover events involving reckless driving exhibitions have become more prevalent across the metroplex. During these events, large groups of individuals engage in street racing and will block streets so that vehicles can perform reckless driving stunts. Participants have been known to display and fire guns, shoot paintballs at responding officers and patrol vehicles, throw items, and even jump on top of vehicles.

Texas Transportation Code Section 545.401 prohibits a person from driving a vehicle in a willful or disregard for the safety of persons or property. Texas Transportation Code Section 545.420 prohibits a person from participating in a race, vehicle speed competition, or acceleration contest on a public roadway. However, these laws do not provide any criminal penalties for spectators and those promoting these illegal activities.

Since January 2022, the Richland Hills Police Department has responded to five separate intersection takeover incidents. This has resulted in one vehicle pursuit and one arrest. In each event, a large crowd was observed by responding officers.

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Malone to approve Ordinance 1468-23 amending Chapter 58 "Offenses and Miscellaneous Provisions" of the Richland Hills Code of Ordinances by adding Article VIII "Street Racing and Reckless Driving Exhibitions" to prohibit taking part in, spectating and/or aiding in street racing exhibitions.

Motion carried by a vote of 4-0.

4B. Approved Resolution 571-23 supporting the passage of legislation during the 88th Regular Session of the Texas Legislature related to funding transportation initiatives in the Dallas-Fort Worth Metroplex, enhancing safety of the statewide transportation system, improving air quality and expanding broadband as a mode of transportation

City Manager Candice Edmondson presented the item and advised that the City is a member agency of the North Texas Regional Transportation Council (NTRTC) and Regional Transportation Council (RTC.) As a member of RTC, the City of Richland Hills has a vested interest in transportation legislation that will impact the North Texas region and is in support of legislation that will:

- 1) Allocate funding to the Dallas-Fort Worth metroplex to allow for the planning and development of new and/or expanded transportation corridors including high-speed rail, commuter rail, freight rail, roadways, and trails;
- 2) Keep transportation revenue generated in the Dallas-Fort Worth metroplex in the region to be used for local initiative projects and return any previously allocated funds or collected revenue to the appropriate local jurisdiction;
- 3) Enhance safety of the statewide transportation system for all users including controlling texting while driving, eliminating driving under the influence, lowering excessive speed limits, reducing aggressive driving, reducing the number of fraudulent temporary tags, reducing distracted driving, and improving bicycle and pedestrian safety;
- 4) Improve air quality; and
- 5) Expand broadband as a mode of transportation.

Approval of this Resolution would document City Council's support of legislation that meets these objectives.

Motion: Motion was made by Councilmember Estep and seconded by Mayor Pro Tem Bergthold to approve Resolution 571-23 supporting the passage of legislation during the 88th Regular Session of the Texas Legislature related to funding transportation initiatives in the Dallas-Fort Worth Metroplex,

enhancing safety of the statewide transportation system, improving air quality, and expanding broadband as a mode of transportation.

Motion carried by a vote of 4-0.

CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS

5A. Approved interlocal agreement with Tarrant County for reconstruction of the 1100 block of Norton Drive

City Manager Candice Edmondson presented the item to the City Council and advised that the proposed interlocal agreement is for the reconstruction of the 1100 block of Norton Drive from Evergreen Road to Richland Road. The agreement stipulates the county will provide labor and equipment needed to assist the city in completing the project. The city will furnish and pay for actual cost of materials, as well as half of the fuel used by Tarrant County during the construction process. The city also agrees to adjust all utilities, manholes and valve boxes at the project site. Engineering, surveying, and any laboratory testing necessary for the project is also the responsibility of the city.

Reconstruction of Norton Drive was approved as an FY 2023 Street Improvements Fund project. Tarrant County anticipates starting reconstruction by June 2023 and estimates the city's portion of the cost to reconstruct Norton Drive will be \$67,975.48. Funding is available in the FY 2023 Street Improvements Fund.

Motion: Motion was made by Councilmember Malone and seconded by Councilmember Estep to approve interlocal agreement with Tarrant County for reconstruction of the 1100 block of Norton Drive.

Motion carried by a vote of 4-0.

OTHER ITEMS FOR CONSIDERATION

6A. Approved purchase of park amenities from Lea Park & Play, Inc.

Director of Parks and Recreation Jason Brown advised that the item being considered is for the purchase of amenities throughout the city's parks system. These amenities will include 14 picnic tables, 15 benches, 22 trash cans, 13 pet waste stations, six grills, four bike racks, and three water fountains with pet dishes. Some of these items will replace older or failing amenities, and some will be new pieces due to the addition of park facilities such as the hike and bike trail, park pavilions and food truck stations at Creek Trail Park.

Motion: Motion was made by Mayor Pro Tem Bergthold and seconded by Councilmember Estep to approve the purchase of park amenities in the amount of \$60,287 from Lea Park & Play, Inc. utilizing the BuyBoard cooperative purchase contract #592-19.

Motion carried by a vote of 4-0.

REPORTS & DISCUSSIONS**7A. Richland Hills Police Department 2022 Racial Profiling Report**

Item was discussed during the work session.

7B. Street Improvement Projects

Item was discussed during the work session.

7C. Richland Crossing and Baker Landing Development Update

Item was discussed during the work session.

7D. January Department Reports

Item was discussed during the work session.

COMMUNITY INTEREST ITEMS**8. Mayor Pro Tem Bergthold advised of several upcoming events:**

- Thursday, March 9, 2023,
 - Senior Lunch Bunch and Bingo, The Link, 12:00 to 2:00 p.m.;
 - Tarrant County Food Pantry, The Link parking lot, 5:30 to 7:00 p.m.;
- Tuesday, March 14, 2023, Richland Hills Literary Society, Richland Hills Public Library, 6:30 p.m.;
- Every Thursday, Coffee Talk, Richland Hills Public Library, 10:00 to 11:30 a.m.;
- 1st, 3rd, and 5th Thursday of the month, Storytime at the library, 6:30 p.m.;
- 2nd and 4th Friday of the month, Arts and Crafts, 6:30 p.m.; and
- Last Thursday of the month, Library Lab, 6:30 p.m.

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).

1. Section 551.074: Deliberation regarding Personnel Matters
 - a) City Manager Annual Review

Motion: Motion was made by Councilmember Estep and seconded by Councilmember Knowlton to adjourn into Executive Session at 8:05 p.m.

Motion carried by a vote of 4-0.

Mayor Lopez reconvened into open session at 9:43 p.m.

Motion: Motion was made by Councilmember Malone and seconded by Mayor Pro Tem Bergthold to amend the employment contract with the City Manager as discussed in Executive Session.

Motion carried by a vote of 4-0.

ADJOURNMENT

10. A motion was made by Mayor Pro Tem Bergthold and seconded by Councilmember Knowlton to adjourn.

Motion carried by a vote of 4-0.

There being no further business to come before the City Council, Mayor Lopez declared the meeting adjourned at 9:45 p.m.

ATTEST:

APPROVED:

Lindsay Rawlinson, City Secretary

Edward Lopez, Mayor

Memorandum

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

From: Logan Thatcher, Assistant to the City Manager

Date: March 13, 2023

Subject: 6912 & 6916 Boulevard 26 Replat

Agenda Item:

Approve a Replat for the properties described as Block 1 Lot 6, Richland Hills Addition, Tarrant County, Texas otherwise known as 6912 Boulevard 26, Richland Hills, Texas 76118 and Block 1 Lot 7, Richland Hills Addition, Tarrant County, Texas otherwise known as 6916 Boulevard 26, Richland Hills, Texas 76118

Background Information:

The owner of Crescent City Academy also owns the vacant property next to their facility and is looking to expand the business thus requesting a replat to combine the two properties that they own. Staff has reviewed the replat and it does meet our ordinances.

Financial Considerations:

There are not any financial considerations for the replat.

Board/Citizen Input:

The Planning and Zoning Commission approved the replat 4-0 on February 28, 2023.

Attachments:

Proposed Replat

Council Action Requested:

Motion to approve a Replat for the properties described as Block 1 Lot 6, Richland Hills Addition, Tarrant County, Texas otherwise known as 6912 Boulevard 26, Richland Hills, Texas 76118 and Block 1 Lot 7, Richland Hills Addition, Tarrant County, Texas otherwise known as 6916 Boulevard 26, Richland Hills, Texas 76118

OWNERS CERTIFICATE

STATE OF TEXAS

COUNTY OF TARRANT

WHEREAS Crescent City Properties LLC (Tameka Washington) is the sole owners of this tract of land described below in the City of Richland Hills, Tarrant County Texas, according to the documents recorded in Instrument No.'s D222142875 & D222044666 of the Official Public Records of Tarrant County, Texas, and being more particularly described as follows:

Being all of Lots 6 and 7 Block 1, Richland Hills Addition, an addition to the City of Richland Hills, Tarrant County, Texas, according to the plat thereof recorded in Volume 388-B, Page 230 of the Plat Records of Tarrant County, Texas.

CERTIFICATE OF APPROVAL OF PLANNING AND ZONING COMMISSION

This plat has been submitted to and considered by the Planning and Zoning Commission of the City of Richland Hills, Texas, and is hereby approved by such Commission

APPROVED THIS THE ____ DAY OF ____ 2023

BY: ____ Title: ____

Attest: ____ Title: ____

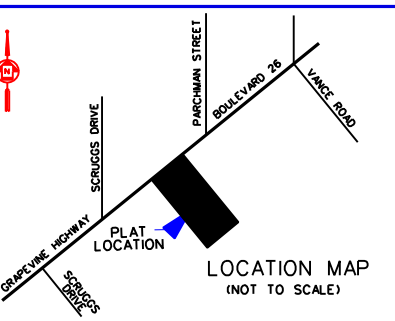
CERTIFICATE OF APPROVAL OF CITY COUNCIL

This plat has been submitted to and considered by the CITY COUNCIL of the City of Richland Hills, Texas, and is hereby approved by such Commission

APPROVED THIS THE ____ DAY OF ____ 2023

BY: ____ Title: ____

Attest: ____ Title: ____



STD LAND SURVEYING

305 W BUFFALO STREET
FORNEY, TEXAS 75126

Office 817-247-6307

Fax 682-518-9197

E-Mail us at:

stdlandsurveying@yahoo.com



SURVEYOR'S CERTIFICATE

THIS is to certify that I, David M. Mullins, a registered professional Land Surveyor of the State of Texas, have plotted the above subdivision from an actual survey on the ground, and that this plat correctly represents that survey made by me or under my supervision.

David M. Mullins
Registered Professional Land Surveyor
Texas Registration No. 3437

SURVEYOR:

LOT 24 BLOCK 1
RICHLAND HILLS ADDITION

LOT 25 BLOCK 1
RICHLAND HILLS ADDITION

IP FND

S 47° 50'00" W

160.00'

IP FND

4' UTIL ESMT

(VOL 388-B PG 230)

25' BLDG LINE

(PER THIS PLAT)

Lot 7

LOT 6A

Lot 6

35' BLDG LINE

(VOL 388-B PG 230)

IP FND

N 47° 50'00" E

160.00'

IP FND

BOULEVARD 26

VARIABLE WIDTH R.O.W.



OWNERS DEDICATION STATEMENT

LOT 6 & 7 Block 1 & 6916 Boulevard 26

Page 2 of 2

NOW THEREFORE, KNOWN ALL MEN BY THESE PRESENTS:

That we, Tameka Washington owner do hereby adopt this plat designating the hereinbefore described property as Lot 6A, Block 1, RICHLAND HILLS ADDITION, an addition to the City of Richland Hills, Tarrant County, Texas, and does hereby dedicate to the public's use forever all streets and alleys shown thereon for all public purposes including but not limited to all street purposes and the right of the City of Richland Hills and it's assigns to lay, install, operate, repair, replace and remove and reconstruct any and all public utilities included but not limited to water lines, sanitary sewer lines, drainage and storm sewer lines and canals, gas lines, telephone poles and lines, electrical power lines and appurtenances. The right to establish grades on said dedicated streets and alleys is hereby granted to the City of Richland Hills and all claims for damages which may arise by reason of changing the present surface of said streets to conform to said grades are hereby waived.

The easements shown on the plat are hereby granted and reserved for the mutual use and accomodation of the City of Richland Hills and all public utilities desiring to use or using the same for public sewer lines, drainage and storm sewer canals and lines, gas lines, telephone poles and lines, electrical power lines and appurtenances. All and any public utility and the City of Richland Hills shall, have the right to remove and keep removed all or part of any residence, building, fences, shrubs or other improvements, growths or obstructions which may in any way danger or interfere with the construction, maintenance, operation of efficiency of the respective utility in, on or under said easement strips. The City of Richland Hills and all public utilities shall have the right of ingress and egress to and from and upon said easement strips for the purpose of construction, reconstruction, inspecting, patrolling, maintaining and adding to or removing all or part of the respective systems without the necessity at any time of procuring the permission of anyone.

I do further dedicate to the public use forever, all parks, squares, parkways, and all other public uses and dedication shown on the face of this plat.

All lots in the subdivision shall be sold subject to the building lines shown on this plat, and minimum building setback lines in all City of Richland Hills Ordinances.

IN WITNESS THEREON, I have hereunto set my hand this the ____ day of ____, 2023.

Tameka Washington,

STATE OF TEXAS §

COUNTY OF TARRANT §

Before me, the undersigned, a Notary Public in and for said County and State on this date appeared Tameka Washington know to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that they executed the same for the purpose and considerations therein expressed.

Given under my hand and seal of office this ____ day of ____, 2023.

Notary Public for the State of Texas

My Commission Expires: ____

THIS PLAT RECORDED IN DOCUMENT NUMBER ____, DATE: ____

FINAL PLAT OF: LOT 6A, BLOCK 1 RICHLAND HILLS ADDITION

an addition to the City of Fort Worth Tarrant County, Texas

BEING a replat of Lots 6 & 7, Block 1 of Richland Hills Addition, an addition to the City of Fort Worth Tarrant County, Texas according to the plat thereof recorded in Volume 388-B, Page 230 of the Plat Records of Tarrant County, Texas

DATE : January 26, 2023

1 - LOT

Memorandum

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

From: Logan Thatcher, Assistant to the City Manager

Date: March 13, 2023

Subject: Water and Wastewater Impact Fees

Agenda Item:

Consider Ordinance 1469-23 amending Chapter 86 “Utilities” by updating the water and wastewater system facility impact fees for new development within the City of Richland Hills

Background Information:

The City of Fort Worth provides wholesale water and wholesale wastewater services for the City of Richland Hills. In accordance with the uniform wholesale water and wastewater contracts, the City of Fort Worth sets the rate for water and wastewater impact fees for new development. Fort Worth recently adopted revised impact fees for new development occurring January 1, 2023 through December 31, 2026 requiring the City of Richland Hills to update the impact fee rates listed in our ordinances.

Financial Considerations:

N/A

Board/Citizen Input:

N/A

Attachments:

Ordinance 1469-23

Council Action Requested:

Motion to approve Ordinance 1469-23 amending Chapter 86 “Utilities” by updating the water and wastewater system facility impact fees for new development within the City of Richland Hills

ORDINANCE NO. 1469-23

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RICHLAND HILLS, TEXAS AMENDING CHAPTER 86 “UTILITIES” OF THE CODE OF ORDINANCES, CITY OF RICHLAND HILLS, TEXAS BY UPDATING THE WATER AND WASTEWATER SYSTEM FACILITY IMPACT FEES FOR NEW DEVELOPMENT WITHIN THE CITY OF RICHLAND HILLS; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Richland Hills, Texas 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 of Richland Hills previously entered into wholesale water and wastewater contracts with the City of Fort Worth to provide water and wastewater services to the City of Richland Hills; and

WHEREAS, the wholesale water and wastewater contracts with Fort Worth require that the City of Richland Hills pass through Fort Worth water and wastewater system facility access fees (impact fees) to the customers in Richland Hills; and

WHEREAS, the City of Fort Worth has adopted revised water and wastewater system facility access fees (impact fees) for new development occurring January 1, 2023 through December 31, 2026; and

WHEREAS, the City Council of the City of Richland Hills now deems it advisable and in the public interest to impose the increased water and wastewater system facility access fees (impact fees) adopted by the City of Fort Worth.

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

SECTION 1. SCHEDULE OF IMPACT FEES

Chapter 86, “Utilities,” of the Code of Ordinances, Richland Hills, Texas is hereby amended by amending Section 86-383 “Schedule of impact fees” to read as shown on the attached **Exhibit A**.

SECTION 2. PROVISIONS CUMULATIVE

This Ordinance shall be cumulative of all provisions of ordinances of the City of Richland Hills, Texas, except where the provisions of this Ordinance are in direct conflict

with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

**SECTION 3.
PROVISIONS SEVERABLE**

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 invalid or unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such 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 invalid or unconstitutional phrase, clause, sentence, paragraph, or section.

**SECTION 4.
EFFECTIVE DATE**

This Ordinance shall be in full force and effect from and after its passage and it is so ordained.

APPROVED AND ADOPTED at a regular meeting of the Richland Hills City Council on March 13, 2023, by a vote of _____ ayes, _____ nays, and _____ abstentions.

APPROVED:

THE HONORABLE MAYOR EDWARD LOPEZ

ATTEST:

LINDSAY RAWLINSON, CITY SECRETARY

EXHIBIT A

**THE EFFECTIVE AND COLLECTED IMPACT FEE FOR WATER AND
WASTEWATER**

Effective January 1, 2023 to December 31, 2026

Meter Size	Equivalency Factor	Water	Wastewater
5/8" x 5/8" and 5/8" x 3/4"	1.00	\$1,981	\$1,796
3/4" x 3/4"	1.50	\$2,972	\$2,694
1"	2.50	\$4,953	\$4,490
1-1/2"	5.00	\$9,905	\$8,980
2"	8.00	\$15,848	\$14,368
3"	21.75	\$43,087	\$39,063
4"	37.50	\$74,288	\$67,350
6"	80.00	\$158,480	\$143,680
8"	140.00	\$277,340	\$251,440
10"	210.00	\$416,010	\$377,160

Memorandum

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

From: Candice Edmondson, City Manager

Date: March 13, 2023

Subject: 2023 Street, Curb and Gutter Repair Unit Price Contract

Agenda Item:

Consider renewal of unit price contract with Reliable Paving, Inc. for street, curb and gutter repair

Background Information:

On January 10, 2022, the City Council approved a unit price contract with Reliable Paving, Inc., for street, curb and gutter repairs. The unit price contract has helped the City expedite work such as localized street patching and repairs, curb and gutter replacement, asphalt repairs, etc., especially on extensive repairs or when staffing has been limited. The unit price contract also standardizes the costs for these projects vs. quoting each individual project as it comes up. The City utilizes similar contracts from other government entities and, as the primary contract holder, would allow other agencies to utilize this contract as well.

The original unit price contract was bid on December 8, 2021. Unit prices were based on industry standard units: linear feet, square feet, cubic yards, etc. depending on the work to be performed. The bid total received is for determining bid ranking only and does not reflect a contract amount to be awarded. The total contract amount will vary depending on the various task order assignments requested.

The current unit price contract with Reliable Paving, Inc., allows for an annual renewal with cost adjustments reflective of current economic trends. Reliable desires to renew the contract with a 5% increase in the contract line-item costs. The proposed price adjustments are shown in the attached unit price sheet. A review of the proposed increases determined that the cost differences were less than the current economic and market inflationary conditions.

Financial Considerations:

The unit price contract is based on task order assignments. Assignments could be in the range of \$1,000 for small simple repairs and up to \$50,000 or \$100,000 for complex projects. The contract is written with a "not to exceed" limit of \$500,000 combined total of all task order assignments. Funding for street, curb and gutter repairs is approved through the annual budget process and expenditures would be based on annual allocations.

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

Contract Bid Proposal Price Sheet with proposed FY 2023 Unit Prices

Council Action Requested:

Motion to approve renewal of unit price contract with Reliable Paving, Inc. for street, curb and gutter repair

FY 2022 STREETS UNIT PRICE CONTRACT

Item No.	Description	Unit of Measure	Quantity Range	Bid Quantity	Unit Price (FY 22)	Unit price (FY 23)	Price Difference (%)
1a	Mobilization & General Site Preparation (\$0-\$10,000 Task Order Amount)	LS	1	1	\$775.00	\$813.75	5%
1b	Mobilization & General Site Preparation (\$10,001-\$25,000 Task Order Amount)	LS	1	1	\$1,550.00	\$1,627.50	5%
1c	Mobilization & General Site Preparation (\$25,001-\$50,000 Task Order Amount)	LS	1	1	\$5,500.00	\$5,775.00	5%
1d	Mobilization & General Site Preparation (\$50,001-\$100,000 Task Order Amount)	LS	1	1	\$9,100.00	\$9,555.00	5%
1e	Mobilization & General Site Preparation (\$101,000-\$500,000 Task Order Amount)	LS	1	1	\$28,200.00	\$29,610.00	5%
2a	Construction Staking (\$0-\$10,000 Task Order Amount)	LS	1	1	\$600.00	\$630.00	5%
2b	Construction Staking (\$10,001-\$25,000 Task Order Amount)	LS	1	1	\$1,800.00	\$1,890.00	5%
2c	Construction Staking (\$25,001-\$50,000 Task Order Amount)	LS	1	1	\$2,400.00	\$2,520.00	5%
2d	Construction Staking (\$50,001-\$100,000 Task Order Amount)	LS	1	1	\$3,600.00	\$3,780.00	5%
2e	Construction Staking (\$101,000-\$500,000 Task Order Amount)	LS	1	1	\$7,200.00	\$7,560.00	5%
3	Barricades, Warning and Detour Signs, and Traffic Handling	Working Days	0-5 6-10 11-20 21-40	5 10 20 40	\$180.00 \$150.00 \$150.00 \$150.00	\$189.00 \$157.50 \$157.50 \$157.50	5% 5% 5% 5%
4	Sawcut and Remove Existing Asphalt Pavement	LS	UP TO 40 SF	1	\$1,500.00	\$1,575.00	5%
		SF	41-150 151-500	150 500	\$15.00 \$5.00	\$15.75 \$5.25	5% 5%
5	Sawcut and Remove Existing Concrete Pavement	LS	UP TO 40 SF	1	\$1,100.00	\$1,155.00	5%
		SF	41-150 151-500	150 500	\$13.00 \$7.00	\$13.65 \$7.35	5% 5%
6	Sawcut and Remove Existing Concrete Driveway	LS	UP TO 40 SF	1	\$980.00	\$1,029.00	5%
		SF	41-150 151-500	150 500	\$13.00 \$6.00	\$13.65 \$6.30	5% 5%
7	Sawcut and Remove Existing Concrete Curb and Gutter	LS	UP TO 40'	1	\$1,300.00	\$1,365.00	5%
		LF	41-200 201-500 501-1000	200 500 1000	\$13.00 \$10.00 \$9.00	\$13.65 \$10.50 \$9.45	5% 5% 5%
8	Unclassified Street Excavation	LS	UP TO 200 CY	1	\$6,000.00	\$6,300.00	5%
		CY	201-500 501-2000 2001-5000	500 2000 5000	\$25.00 \$22.00 \$21.00	\$26.25 \$23.10 \$22.05	5% 5% 5%
9	Block Sodding	LS	UP TO 100 SY	1	\$1,800.00	\$1,890.00	5%
		SY	101-250 251-1000	250 1000	\$15.00 \$12.00	\$15.75 \$12.60	5% 5%
10	Hydromulch Seeding	LS	UP TO 100 SY	1	\$1,800.00	\$1,890.00	5%
		SY	101-250 251-1000	250 1000	\$6.00 \$5.00	\$6.30 \$5.25	5% 5%
11	6-Inch Thick Grade A, Type 1 or 2 Flex Base	LS	UP TO 40 SY	1	\$4,200.00	\$4,410.00	5%
		SY	41-150 151-500	150 500	\$55.00 \$27.00	\$57.75 \$28.35	5% 5%
12	4-Inch Thick HMA Type "B" Base Course	LS	UP TO 40 SY	1	\$2,900.00	\$3,045.00	5%
		SY	41-150 151-500	150 500	\$38.00 \$30.00	\$39.90 \$31.50	5% 5%
13	2-Inch Thick HMA Type "D" Surface Course	LS	UP TO 40 SY	1	\$2,000.00	\$2,100.00	5%
		SY	41-150 151-500	150 500	\$28.00 \$18.00	\$29.40 \$18.90	5% 5%
14	6-inch Thick, 4,000 PSI Portland Cement Reinforced Concrete Pavement	LS	UP TO 40 SY	1	\$5,000.00	\$5,250.00	5%
		SY	41-150 151-500	150 500	\$94.00 \$74.00	\$98.70 \$77.70	5% 5%
15	6-Inch Thick, 4,000 PSI Portland Cement Reinforced Concrete Driveway and Approach	LS	UP TO 40 SY	1	\$3,000.00	\$3,150.00	5%
		SY	41-150 151-500	150 500	\$75.00 \$74.00	\$78.75 \$77.70	5% 5%
16	6-Inch Thick, 4,000 PSI Portland Cement Reinforced Concrete Valley Gutter	LS	UP TO 40 SY	1	\$4,000.00	\$4,200.00	5%
		SY	41-150 151-500	150 500	\$86.00 \$80.00	\$90.30 \$84.00	5% 5%
17	6-Inch Concrete Curb and Gutter	LS	UP TO 40'	1	\$3,900.00	\$4,095.00	5%
		LF	41-200 201-500 501-1000	200 500 1000	\$57.00 \$47.00 \$45.00	\$59.85 \$49.35 \$47.25	5% 5% 5%
18	Concrete Pad for Existing Water Valves	EA	1-2 3-5 7-10	2 5 10	\$600.00 \$480.00 \$420.00	\$630.00 \$504.00 \$441.00	5% 5% 5%

FY 2022 STREETS UNIT PRICE CONTRACT							
Item No.	Description	Unit of Measure	Quantity Range	Bid Quantity	Unit Price (FY 22)	Unit price (FY 23)	Price Difference (%)
19	Concrete Pad for Existing Sanitary Sewer Manholes	EA	1-2	2	\$960.00	\$1,008.00	5%
			3-5	5	\$840.00	\$882.00	5%
			7-10	10	\$720.00	\$756.00	5%
20	Adjust Water Valve Stack to Grade	EA	1-2	2	\$600.00	\$630.00	5%
			3-5	5	\$480.00	\$504.00	5%
			7-10	10	\$360.00	\$378.00	5%
21	Adjust Sanitary Sewer Manhole to Grade	EA	1-2	2	\$1,500.00	\$1,575.00	5%
			3-5	5	\$1,320.00	\$1,386.00	5%
			7-10	10	\$1,200.00	\$1,260.00	5%
22	Silt Fence	LS	UP TO 40'	1	\$560.00	\$588.00	5%
			41-100	100	\$10.00	\$10.50	5%
		LF	101-500	500	\$5.00	\$5.25	5%
			501-1000	1000	\$4.00	\$4.20	5%
23	Inlet Protection	EA	1-2	2	\$480.00	\$504.00	5%
			3-5	5	\$360.00	\$378.00	5%
TOTAL BASE BID (BID AMOUNT FOR DETERMINING BID RANKINGS ONLY)							