

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING
JANUARY 8, 2024
MINUTES**

Roll Call:

Council present

Edward Lopez, Mayor
G.W. Estep, Mayor Pro Tem
Douglas Knowlton, Place 1
Travis Malone, Place 2
Theresa Bledsoe, Place 3
Javier Alvarez, Place 4
Roland Goveas, Place 6

Council absent

Staff present

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

CITY COUNCIL WORK SESSION – 6:00 PM

1. **Executive Session:** Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sections 551.071, 551.072, 551.073, 551.074, 551.076, 551.087, 418.183(f) and 418.106(d) & (e). 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. **Presentation of Draft Glenview Corridor Master Plan**

City Manager Candice Edmondson introduced Jason Claunch, owner and president of Catalyst Commercial, who provided a presentation of the proposed Glenview Corridor Master Plan. He advised that Glenview Drive infrastructure requires reconstruction from the east city limit of Hurst to Boulevard 26 to include pavement reconstruction, new curb and gutter, drainage improvements, and new signalization.

Mr. Claunch presented challenges and opportunities for the area including overhead electric infrastructure, and unsafe pedestrian environment, and aesthetic issues. Additionally, he advised of the strengths of area such as a central location to a diverse population base, lower property values would enable redevelopment and acquisition at a lower cost, and the corridor is strategically located with access to major connectors.

Mr. Claunch presented three different proposed concepts with different traffic patterns and the comparative costs of each.

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

None.

Mayor Lopez adjourned the work session at 7:03 p.m.

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

INVOCATION AND PLEDGES OF ALLEGIANCE – Councilmember Knowlton

PRESENTATIONS

1A. Introduce Director of Planning & Development Services

City Manager Candice Edmondson introduced JP Ducay, the new Director of Planning & Development Services who began his tenure Monday, January 8, 2024. Mr. Ducay expressed his appreciation to City Council and staff for being so welcoming and is looking forward to getting started.

1B. Citizen Appearances/Public Comments

Curtis Bergthold, 3641 Scruggs, Richland Hills, requested the City Council to consider implementing a quiet zone for the railroad tracks at the intersection of Handley-Ederville Road and State Highway 121.

Additionally, he commented on the Draft Glenview Corridor Master Plan and expressed his preference that the road not become a single lane each direction.

Joyce Fiaccone, 3800 Labadie, Richland Hills, commenting on the Draft Glenview Corridor Master Plan advised that single lane traffic each direction could be beneficial to the community by slowing down traffic.

Stacey Morse, 3616 Scranton Drive, Richland Hills, commenting on the Draft Glenview Corridor Master Plan expressed concern regarding traffic along Glenview if the traffic pattern were changed.

Jenny Clark, 6973 Hardisty Street, Richland Hills, commenting on the Draft Glenview Corridor Master Plan expressed her preference that Glenview remain two lanes each direction with no additional green space and would prefer to see the utilities buried.

CONSENT AGENDA**2A. Approved minutes from the December 18, 2023 City Council Regular Meeting**

Agenda Item 2B was removed from the Consent Agenda and given separate discussion.

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Goveas to remove Agenda Item 2B from the Consent Agenda for individual consideration.

Motion carried by a vote of 7-0.

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

Motion carried by a vote of 7-0.

2B. Excused the absence of Councilmember Roland Goveas from the January 8, 2024 regular City Council meeting and the January 22, 2024 regular City Council meeting

Councilmember Goveas was currently in attendance at the meeting and not absent as he had previously planned to be. He will be unable to attend the January 22, 2024 meeting as previously stated.

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Malone to excuse the absence of Councilmember Roland Goveas from the January 22, 2024 regular City Council meeting.

Motion carried by a vote of 7-0.

PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS**3. None****ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS****4A. Approved Resolution 592-24 calling the May 4, 2024 General Election for Mayor and Council Member Place 2 and Place 4**

City Secretary Lindsay Rawlinson presented the item to the City Council and advised that filing for a place on the ballot for Mayor, Council Member Place 2 and Place 4 begins at 8:00 a.m. on Wednesday, January 17, 2024, through 5:00 p.m. on Friday, February 16, 2024.

Motion: Motion was made by Councilmember Malone and seconded by Councilmember Knowlton to approve Resolution 592-24 calling the May 4, 2024 General Election for Mayor, and Council Member Place 2 and Place 4.

Motion carried by a vote of 7-0.

CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS

5A. Approved ten (10) year water tank maintenance service plan with Maguire Iron Incorporated

Director of Public Works and Capital Projects Kip Dernovich presented the item to the City Council and advised that in FY 2023, Public Works staff were notified of repairs and maintenance that would be required for the Rena Water Tank. In September 2023, Maguire Iron Incorporated presented a proposal to staff for a 10 year, turn-key water tank maintenance service plan. The proposed plan would provide annual preventive maintenance to all water towers and tanks within the City's water system (paint, protective coatings, chemical washes, inspections, etc.).

The ten-year proposed plan is broken down into seven separate contracts. One contract for each of the City's five water tanks and two elevated water towers. By approving year one of the proposed plan, pricing is locked in for year two through ten of the contracts. Funding for the proposed plan would be allocated on an annual basis during the budget process.

Some costs have been spread over multiple years to keep expenses within the City's available funds each fiscal year. The schedule can also be revised annually depending on current maintenance needs and available funding. The FY 2024 Utility Fund budget includes \$300,000 for rehabilitation of the Rena Water Tank. Year one of the proposed water tank maintenance service plan is for \$225,775. This cost covers service and maintenance at all five water tanks as well as both elevated towers. The total cost for the proposed ten-year water tank maintenance service plan is \$1,750,716.

Motion: Motion was made by Mayor Pro Tem Estep and seconded by Councilmember Goveas to approve the 10-year water tank maintenance service plan with Maguire Iron Incorporated and year one contracts pending final approval by the City Attorney.

Motion carried by a vote of 7-0.

5B. Approved Work Order Authorization for Professional Engineering Services with Halff Associates for City of Richland Hills, Certificates of Obligation Series 2023, Street Reconstruction Projects

Director of Public Works and Capital Projects Kip Dernovich presented the item to the City Council and advised that during the September 11, 2023, City Council approved Ordinance 1482-23 providing for the sale and issuance of the City of Richland Hills, Texas Combination Tax and Waterworks and Sewer System Revenue Certificates of Obligation (CO), Series 2023. Halff Associates serves as the City's Engineer of Record and was asked to provide professional engineering services for the CO Series 2023 street projects.

Halff will prepare construction and bid documents for the City to request bids from contractors for City of Richland Hills, Certificates of Obligation Series 2023, Street Reconstruction Projects.

This project consists of full reconstruction of the following streets:

- 1) Jameson Street: Gerome Street to Faye Drive (670')
- 2) Joanne Court: Mathews Drive to Cul-de-sac (290')
- 3) Mary Boaz Drive: Lavon Drive to Marcille Court (660')
- 4) Mary Boaz Drive: Marcille Court to Jameson Street (500')
- 5) Brooks Avenue: Rufe Snow Drive to Holder Street (850')
- 6) Oxley Drive: Evergreen Road to Booth Calloway Road (1,300')

In addition to the paving reconstruction, this project consists of complete reconstruction of water mains and services within the limits of the pavement replacement for all streets as well as complete reconstruction of sanitary sewer mains and services within the limits of the pavement replacement for Jameson St., Mary Boaz Dr. (both segments), Brooks Ave., and Oxley Drive.

Approval of the work order will authorize Halff to begin engineering and design services. Construction documents for all six projects will be ready to bid in October 2024.

Discussion ensued regarding working with Atmos Energy to move gas lines, the scope of work for this project, as well as Subsurface Utility Engineering (SUE).

Curtis Bergthold, 3641 Scruggs Drive, advised that Atmos Energy will work with the City to provide the SUE and expressed concern regarding the need for inspectors.

Motion: Motion was made by Mayor Pro Tem Estep and seconded by Councilmember Malone to approve Work Order Authorization for Professional Engineering Services with Halff Associates for City of Richland Hills, Certificates of Obligation Series 2023, Street Reconstruction Projects in the amount of \$421,600.

Motion carried by a vote of 7-0.

OTHER ITEMS FOR CONSIDERATION**6. None****REPORTS & DISCUSSIONS****7A. Discuss Comprehensive Plan Advisory Committee**

City Manager Candice Edmondson introduced the item and advised that, as the City begins the process of discussing and adopting a new Comprehensive Plan, an advisory committee will be beneficial to the development of the overall plan. This committee will work alongside City staff and consultant Halff Associates on the development of the new Comprehensive Plan. Discussion can include makeup of the advisory committee and any preferred criteria to serve on the committee. City staff recommends Council consider a broad range of representatives for the committee including current council and board and commission members, as well as engaged citizens that would represent the city's resident, business, not-for-profit and faith-based communities.

WS2. Presentation of Draft Glenview Corridor Master Plan

City Manager Candice Edmondson spoke again about Work Session Item 2 regarding the Glenview Corridor Master Plan and advised that the City will accept feedback from the community for several weeks and the goal will be to adopt the Glenview Corridor Master Plan during the February 12, 2024 City Council meeting.

She advised of the need for discussions with Tarrant County and Birdville Independent School District as well as the potential for a Tax Increment Fund (TIF) creation for the corridor.

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

- Tuesday, January 9, 2024, The Library will be closed for staff development;
- Thursday, January 11, 2024,
 - 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.;
- Monday, January 15, 2024, City offices closed in observance of Martin Luther King, Jr. Holiday;
- Through January 15, 2024, Membership Sale, The Link;
- Thursday, February 8, 2024, Adult Spelling Bee, El Chico Café, 6:30 p.m.;
- Every Thursday, Coffee Talk, Public Library, 10:00 to 11:30 a.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).

None.

ADJOURNMENT

10. A motion was made by Mayor Pro Tem Estep and seconded by Councilmember Malone to adjourn.

Motion carried by a vote of 7-0.

There being no further business to come before the City Council, Mayor Lopez declared the meeting adjourned at 7:56 p.m.

ATTEST:

APPROVED:

Lindsay Rawlinson, City Secretary

Edward Lopez, Mayor