

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING
JANUARY 27, 2025
MINUTES**

Roll Call:

Council present

Curtis Bergthold, Mayor
Douglas Knowlton, Mayor Pro Tem
Travis Malone, Place 2
Theresa Bledsoe, Place 3
John Skier, Place 4
G.W. Estep, Place 5
Roland Goveas, Place 6

Council absent

Staff present

Candice Edmondson, City Manager
Lindsay Rawlinson, City Secretary
Elizabeth Yelverton, 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.

None.

2. **Discuss Social Media Best Practices and Guidelines for Elected and Appointed Officials**

City Manager Candice Edmondson advised that at the request of City Council members, staff has developed a policy for social media use by elected and appointed officials. She presented the draft policy including reading the proposed purpose statement which states: “The purpose of this policy is to provide guidelines for the proper and effective use of social media by elected and appointed officials of the City of Richland Hills. This policy ensures social media use aligns with legal, ethical, and professional standards while fostering transparency, accountability, respectful communication, and meaningful community engagement.”

Discussion ensued regarding requiring an acknowledgement form for all City Councilmembers and board members as well as providing standard language for use on social media pages.

- 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 Bergthold adjourned the work session at 7:05 p.m.

REGULAR SESSION – Mayor Bergthold Called to Order – Time 7:05 p.m.

INVOCATION AND PLEDGES OF ALLEGIANCE – Councilmember GW Estep

PRESENTATIONS

1A. Business Spotlight: Roots Cafe

Director of Planning and Development Services JP Ducay introduced representatives from Roots Café located at 7012 Boulevard 26 which received its Certificate of Occupancy on October 30, 2024.

1B. Employee Service Award

Mayor Bergthold announced the employee service award and expressed congratulations to the following employee on reaching an employment milestone with the City of Richland Hills:

10 Years of Service

Fire Marshal Shelby Brock

1C. World Read Aloud Day Proclamation

Mayor Bergthold read a proclamation declaring February 5, 2025, as "World Read Aloud Day" in Richland Hills and encouraged everyone to participate. He presented the proclamation to Library Director Chantele Hancock.

1D. Citizen Appearances/Public Comments

Sayed Syed, 6705 Sapphire Circle North, Colleyville, Texas, expressed her appreciation to the City Council for their support in her candidacy for the Tarrant Appraisal District Board. She stated that she was not elected but provided a brief update on newly elected board members and a recent meeting she attended.

CONSENT AGENDA

2A. Approved minutes from the January 13, 2025 City Council Regular Meeting

2B. Tabled Interlocal Agreement between the City of Richland Hills and City of Watauga for fleet maintenance and authorize City Manager to sign

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

Motion: Motion was made by Mayor Pro Tem Knowlton and seconded by Councilmember Skier to remove Agenda Item 2B from the consent agenda.

Motion carried by a vote of 7-0.

2A. Approved minutes from the January 13, 2025 City Council Regular Meeting

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

Motion carried by a vote of 7-0.

2B. Tabled Interlocal Agreement between the City of Richland Hills and City of Watauga for fleet maintenance and authorize City Manager to sign

Motion: Motion was made by Councilmember Goveas and seconded by Mayor Pro Tem Knowlton to table Agenda Item 2B to the February 10, 2025 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

4. None.

CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS

5. None.

OTHER ITEMS FOR CONSIDERATION

6. None.

REPORTS & DISCUSSIONS**7A. Street Improvement Projects**

Director of Public Works and Capital Projects Kip Dernovich provided the street improvement projects update and advised of the status of the Magnolia Park project, the FY2025 County Street project, and the illuminated street signs.

Discussion ensued regarding potential project delays.

7B. 1st Quarter Investment Report

Finance Director Erika McComis presented the 1st Quarter Investment Report and advised that the City is in a strong financial position.

7C. December Department Reports

Finance Director Erika McComis provided the Financial report including sales tax and property tax collection.

Police Captain Scott Russell provided the Police Department update and expressed appreciation to the Public Works Department and the Fire Department for their help following the recent icy weather.

COMMUNITY INTEREST ITEMS

8. Councilmember Estep advised of several upcoming events:

- Now through Friday, January 31, 2025, The Link Membership sale, The Link;
- Thursday, January 30, 2025, Tarrant County Food Pantry, Richland Hills Baptist Church, 5:30 to 7:00 p.m.;
- Monday, February 10, 2025, Furever Buddy Fundraiser, McAlister's Deli, 9143 Boulevard 26, Suite 600, 5:00 to 10:00 p.m.;
- Tuesday, February 11, 2025,
 - Senior Sweetheart Social, The Link, 11:00 a.m. to 1:00 p.m.;
 - Richland Hills Literary Club, Public Library, 6:30 p.m.;
- Thursday, February 13, 2025,
 - Senior Lunch Bunch and Bingo, The Link, 12:00 to 2:00 p.m.;
 - Tarrant County Food Pantry, Richland Hills Baptist Church, 5:30 to 7:00 p.m.;
- Friday, February 14, 2025, Parents Night Out, The Link, 5:30 to 9:00 p.m.; and
- Every Thursday, Coffee Talk, Public Library, 10:00 to 11:30 a.m.

Councilmember Roland Goveas left the meeting at 8:10 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 Secretary Annual Review

Motion: Motion was made by Councilmember Knowlton and seconded by Mayor Pro Tem Estep to adjourn into Executive Session at 8:13 p.m.

Motion carried by a vote of 6-0.

Mayor Bergthold reconvened into open session at 9:34 p.m.

Motion: Motion was made by Councilmember Malone and seconded by Councilmember Skier to amend the employment contract with the City Secretary as discussed in Executive Session.

Motion carried by a vote of 6-0.

ADJOURNMENT

- 10.** There being no further business to come before the City Council, Mayor Bergthold declared the meeting adjourned at 9:34 p.m.

ATTEST:

APPROVED:

Lindsay Rawlinson, City Secretary

Curtis Bergthold, Mayor