

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING
FEBRUARY 24, 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 items listed on tonight's City Council agenda. No action will be taken and each item will be considered during the Regular Session.**

7B. January Department Reports

Library Director Chantele Hancock presented the Library update and discussed several recent successful Library programs including the "Cozy Cocoa Bar" and Valentine Gnome craft.

Director of Planning and Development Services JP Ducay presented the Development Services update and provided an update regarding parking deficiencies within the Baker Landing development as well as a status update for the Richland Crossing development and upcoming projects such as the adoption of the updated Comprehensive Plan.

Director of Parks and Recreation Eric Valdez presented the Parks Department update and provided updates regarding the improvements at Rosebud Park, The Link attendance and membership, and upcoming events.

Mayor Bergthold adjourned the work session at 6:59 p.m.

REGULAR SESSION – Mayor Bergthold Called to Order – Time 7:00 p.m.

INVOCATION AND PLEDGES OF ALLEGIANCE – Councilmember GW Estep

PRESENTATIONS

1A. Business Spotlight: Isabelle’s Beauty Salon

Director of Planning and Development Services JP Ducay discussed Isabelle’s Beauty Salon located at 6530 Baker Boulevard, Suite A, which received its Certificate of Occupancy in September 2023.

1B. Citizen Appearances/Public Comments

None.

CONSENT AGENDA

2A. Approved minutes from the February 10, 2025 City Council Regular Meeting

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

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

5A. Approved revised water tank maintenance service plan with Maguire Iron Inc. to include containment at the Scruggs elevated water tower in the amount of \$62,500

Director of Public Works and Capital Projects Kip Dernovich presented the item to the City Council and advised that the City is currently in a 10 year water tank maintenance service plan with Maguire Iron, Inc. that was originally approved by Council in September 2023. Proposed work in FY 2025 included cleaning and repainting the Booth Water Tank (Mid-November 2024) and the Scruggs elevated water tower in January 2025.

When applying to the Texas Commission on Environmental Quality (TCEQ) for the Scruggs tower permit, the TCEQ turned down the permit and required containment be added to the project. Containment is labor intensive but provides protection to the environment around the project site during the removal and application process. This cost was eliminated from the first proposal due to a low amount of existing paint being upon the Scruggs tower. In Maguire's professional opinion, containment was not required, and the tower could be prepped and painted over. Unfortunately, this opinion was not shared by TCEQ, bringing an additional \$125,000 to the project. Containment has been included in the budgeted cost for the London Tower due to more paint currently being on the existing tower.

Proposed work on the Scruggs water tower is stated to take one and a half to two months to complete. If crews began in early March, an anticipated completion date would be mid-April to early May. City staff is concerned that this is too close to peak spring water demand and recommends swapping the Scruggs water tower improvements with the proposed FY 2026 water tank tasks. This change would have the Evergreen and Spruce ground tanks cleaned, repaired, and painted this spring instead of the Scruggs tower. The Scruggs tower would be moved to November 2025. While the Scruggs tower would technically be completed in FY 2026, the work will also be completed in the calendar year of the 75th Anniversary year of Richland Hills.

Due to the labor-intensive nature of containment, City staff negotiated with Maguire Iron, Inc. to share the cost of containment for the Scruggs tower (\$125,000) due to the vendor's assumption that containment would not be required. The vendor has agreed, and the cost will be split in half by the City and Maguire. The \$62,500 cost to the City will be interest free and spread out over FY 2026 (\$31,250) and FY 2027 (\$31,250). Additional funding budgeted in FY 2025 will be carried forward into FY 2026 and the net amount needed will be budgeted for FY 2026 projects. The additional \$62,500 increases the cost of the overall 10-Year Maintenance Plan from \$1,750,716.00 to \$1,813,216.00, a 3.5 percent increase.

Motion: Motion was made by Councilmember Estep and seconded by Mayor Pro Tem Knowlton to approve the revised water tank maintenance service plan with Maguire Iron Inc. to include containment at the Scruggs elevated water tower in the amount of \$62,500.

Motion carried by a vote of 7-0.

OTHER ITEMS FOR CONSIDERATION**6A. Approved Commitment Letter for the City of Richland Hills' participation in the Charging Smart program for EV charging infrastructure**

City Manager Candice Edmondson introduced the item to the City Council and advised that Charging Smart is a federally funded program through the U.S. Department of Energy's (DOE) Vehicle Technologies Office that provides free technical assistance to local governments. The program equips cities with the tools and expertise needed to support the deployment of electric vehicles (EVs) and charging infrastructure. The North Central Texas Council of Governments (NCTCOG) is leading efforts in the region, offering technical guidance to cities interested in joining the first cohort of Charging Smart communities.

Richland Hills is an ideal candidate for the Charging Smart program because the City has not yet developed formal policies and procedures for planning, permitting, and inspecting EV charging infrastructure. This program will provide expert assistance in establishing best practices for EV infrastructure, including regulatory guidance on permitting and zoning, helping to streamline oversight responsibilities for the City in the long term.

By participating in the Charging Smart cohort, Richland Hills will work toward achieving a Bronze-level designation as an EV-friendly community. This designation indicates that the City has successfully standardized EV permitting processes, addressed zoning considerations, and initiated collaboration with utility providers. Additionally, national recognition as a Charging Smart community enhances Richland Hills' eligibility for future funding opportunities related to EV infrastructure. There is no cost for the City to participate in the Charging Smart program.

Motion: Motion was made by Councilmember Goveas and seconded by Councilmember Skier to approve Commitment Letter for the City of Richland Hills' participation in the Charging Smart program for EV charging infrastructure.

Motion carried by a vote of 7-0.

6B. Approved revisions to Park and Recreation Facility Naming Policy

Director of Parks and Recreation Eric Valdez introduced the item to the City Council and advised that the Parks and Recreation Department is responsible for the management and maintenance of parks, recreation centers, and public facilities that serve the community. A clear and consistent policy for naming and renaming these spaces is essential to preserve local history, recognize significant contributions, and maintain a sense of identity within the community.

To establish a structured approach, the Parks and Recreation Department has developed a formal Park and Recreation Facility Naming Policy that sets forth guidelines

for selecting names based on historical, cultural, and geographical significance, as well as honoring individuals and organizations that have made outstanding contributions to the city.

The original policy was approved on June 26, 2023, and the proposed revisions include providing objectives that outline policy goals, opportunities for corporate sponsorships, providing a list of naming rights exclusions, and a streamlined process for presenting naming rights submissions to City Council for consideration and approval.

Discussion ensued regarding a timeframe for any approvals and examples of amenities that could be named.

Motion: Motion was made by Mayor Pro Tem Knowlton and seconded by Councilmember Malone to approve the revised Park and Recreation Facility Naming Policy.

Motion carried by a vote of 7-0.

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.

7B. January Department Reports

Item was discussed during worksession.

COMMUNITY INTEREST ITEMS

8. Councilmember Estep advised of several upcoming events:

- Now through Friday, March 14, 2025, Spring Break Camp registration, The Link;
- Tuesday, March 11, 2025, Richland Hills Literary Club, Public Library, 6:30 p.m.;
- Thursday, March 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.;
- Saturday, March 15, 2025, Mayor's Bike Ride, 10:00 a.m., The Link; and
- 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).

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

Motion: Motion was made by Mayor Pro Tem Knowlton and seconded by Councilmember Skier to adjourn into Executive Session at 7:46 p.m.

Motion carried by a vote of 7-0.

Mayor Bergthold reconvened into open session at 8:30 p.m.

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

Motion carried by a vote of 7-0.

ADJOURNMENT

- 10.** There being no further business to come before the City Council, Mayor Bergthold declared the meeting adjourned at 8:31 p.m.

ATTEST:

APPROVED:

Lindsay Rawlinson, City Secretary

Curtis Bergthold, Mayor