

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING AGENDA
MARCH 10, 2025
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. 75th Anniversary Committee Update
3. Popplewell Speed Study
4. Discuss items listed on tonight's City Council agenda. No action will be taken and each item will be considered during the Regular Session.

CITY COUNCIL REGULAR SESSION – 7:00 PM

CALL TO ORDER

INVOCATION AND PLEDGES OF ALLEGIANCE

1. PRESENTATIONS

- A. 2024 Employee Awards Recognition
- B. Employee Service Award
 - Library Assistant Sharon Morris – 5 years
- C. Government Finance Professionals Week Proclamation
- D. 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. Citizens will have three (3) minutes to address City Council. 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 20, 2024 City Council State of the City Meeting and the February 24, 2025 City Council Regular Meeting
- B. Approve Resolution 610-25 participating in the National Wildlife Federation's Mayor's Monarch Pledge

3. PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

- A. Fiscal Year 2026 Budget Public Forum

4. ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS

- A. None

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

- A. Consider award of bid for parking lot and site improvements at Rosebud Park to C. Green Scaping, LP in the amount of \$293,599

6. OTHER ITEMS FOR CONSIDERATION

- A. None

7. REPORTS & DISCUSSIONS

- A. Business Survey Results

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 6th day of March 2025 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) 616-3811 and reasonable accommodations will be made to assist you.

Memorandum

To: Honorable Mayor Curtis Bergthold and Richland Hills City Council Members

From: Candice Edmondson, City Manager

Date: March 10, 2025

Subject: 75th Anniversary Committee Update

Agenda Item:

75th Anniversary Committee Update

Background Information:

Members of the 75th Anniversary Committee will provide an update on planned events and activities, sponsorship opportunities and ways the community can get involved.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

N/A

Council Action Requested:

No Council Action

Memorandum

To: Honorable Mayor Curtis Bergthold and Richland Hills City Council Members

From: Candice Edmondson, City Manager

Date: March 10, 2025

Subject: Popplewell Speed Study

Agenda Item:

Popplewell Speed Study

Background Information:

The City recently completed a speed study on Popplewell Street between Baker Boulevard and SH 26. The speed study was conducted by Halff, at the request of City staff, to determine if a pattern of speeding exists along Popplewell Street, and if so, what options are available to help reduce speeds along the street.

Halff collected 24-hour traffic volume and speed data at three (3) locations along Popplewell Street on Wednesday and Thursday, November 13 and 14, 2024. The three (3) count locations were:

1. Between Glen Hills Road and Richlynn Terrace
2. Between Richland Drive and Dover Lane
3. Between Hovenkamp Avenue and Bridges Avenue

Halff collected speed data at the three study locations manually, using a radar gun, on Tuesday, December 3 (location 3), and Thursday, December 5, 2024 (locations 1 and 2).

Halff also conducted a crash history query along Popplewell Street between SH 26 and Baker Boulevard, using data from TxDOT's CRIS database and data obtained from the City. Based on the information obtained, there have been eleven (11) reported crashes in the study area from January 2020 through February 2025.

Halff has completed their analysis of the speed data and crash history and is ready to present a summary of their findings. David Burkett and Stephen Moore with Halff will present the study results to City Council during the work session.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

N/A

Council Action Requested:

No Council Action

Memorandum

To: Honorable Mayor Curtis Bergthold and Richland Hills City Council Members

From: Candice Edmondson, City Manager

Date: March 10, 2025

Subject: Employee Awards Recognition

Agenda Item:

2024 Employee Awards Recognition

Background Information:

On March 5, 2025, the City of Richland Hills held its annual Employee Appreciation and Awards luncheon to recognize the hard work and dedication of city employees during 2024. Several employees were also recognized for receiving service milestones and core values awards. Service milestones are recognized at City Council meetings throughout the year. On Monday, staff would like to recognize our 2024 Core Values award winners:

Service

Alicia Johnson
Senior Administrative Assistant

Teamwork

Stephanie Garcia
Customer Service Specialist

Respect

Gene Arnold
Public Works Technician

Integrity

Adison Turner
Police Officer

Vision

Eliza Margenau
Municipal Court Supervisor

Empowerment

Alexis Hernandez
Recreation Coordinator

Mayor's Award

Kay Fisk
Community Compliance Manager

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 Curtis Bergthold and Richland Hills City Council Members

From: Chantele Hancock, Library Director

Date: March 10, 2025

Subject: Employee Service Award

Agenda Item:

Presentation of 5-year Service Award to Library Assistant Sharon Morris

Background Information:

Sharon moved to Richland Hills after retiring from Education Administration. She was looking for part-time work that she hoped would be equally meaningful and began working at the library in February of 2020.

In her position as Library Assistant, Sharon is responsible for supporting the Richland Hills Public Library programs, services and activities. She provides customer service to patrons, processes materials, organizes collections and assists with special events and programs. Additionally, Sharon trained and facilitates the City's Library Therapy Dog program with her 10-year-old mixed breed dog Ladybug.

She says her favorite thing about working at the library are the people she works with and the community of patrons that she is able to take time to know, support and educate.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

N/A

Council Action Requested:

Presentation of 5-year Service Award to Library Assistant Sharon Morris

Memorandum

To: Honorable Mayor Curtis Bergthold and Richland Hills City Council Members

From: Lindsay Rawlinson, City Secretary

Date: March 10, 2025

Subject: Presentation of Government Finance Professionals Week Proclamation

Agenda Item:

Presentation of Government Finance Professionals Week Proclamation

Background Information:

In recognition of “Government Finance Professionals Week”, Mayor Bergthold will present a Proclamation to Richland Hills Finance Director Erika McComis.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

Government Finance Professionals Week Proclamation

Council Action Requested:

Presentation of Government Finance Professionals Week Proclamation

Proclamation



WHEREAS, the Government Finance Officers Association (GFOA) is a professional association founded in 1906 and represents public finance officials throughout the United States and Canada.; and

WHEREAS, GFOA is dedicated to being a professional resource by providing opportunities through education, networking, leadership and information; and

WHEREAS, this Government Finance Professionals Week, sponsored by the GFOA and all of its member governmental organizations, is a weeklong series of activities aimed at recognizing government finance professionals and the vital services that they provide to our state and our community; and

WHEREAS, during this week, government finance professionals throughout the State of Texas will be acknowledged for their hard work, dedication and leadership.

NOW THEREFORE BE IT RESOLVED, that I, Curtis Bergthold, Mayor of the City of Richland Hills, do hereby proclaim March 17-21, 2025 as

GOVERNMENT FINANCE PROFESSIONALS WEEK

in Richland Hills and extend our appreciation to all government finance professionals for their hard work, dedication, and leadership.

Mayor Curtis Bergthold
City of Richland Hills

Memorandum

To: Honorable Mayor Curtis Bergthold and Richland Hills City Council Members

From: Lindsay Rawlinson, City Secretary

Date: March 10, 2025

Subject: Minutes from the February 20, 2024 City Council State of the City Meeting and the February 24, 2025 Regular City Council Meeting

Agenda Item:

Approval of minutes from the February 20, 2024 City Council State of the City Meeting and the February 24, 2025 City Council Regular Meeting

Background Information:

N/A

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

February 20, 2025 Draft Minutes
February 24, 2025 Draft Minutes

Council Action Requested:

Motion to approve the minutes from the February 20, 2024 City Council State of the City Meeting and the February 24, 2025 City Council Regular Meeting

**RICHLAND HILLS CITY COUNCIL
STATE OF THE CITY
FEBRUARY 20, 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
GW Estep, Place 5
Roland Goveas, Place 6

Council absent

Staff present

Candice Edmondson, City Manager
Lindsay Rawlinson, City Secretary

CITY COUNCIL STATE OF THE CITY– 6:34 P.M.

1. Introduction – City Manager Candice Edmondson

City Manager Candice Edmondson welcomed everyone to the third annual State of the City event held in Richland Hills. She explained that the purpose was to provide an update to the citizens regarding the City's financial strength, upcoming projects and improvements, and community engagement.

Ms. Edmondson introduced the City Council and invited Mayor Curtis Bergthold to speak.

2. State of the City – Mayor Curtis Bergthold

Mayor Bergthold provided a brief overview of the City's tax revenues, including property tax and sales tax, over the previous 10-year period. He spoke about the 2023 citizen survey conducted to provide a focus and direction for Council and staff actions. Mayor Bergthold advised that it is the City Council's goal to conduct a survey every two years and advised that the 2025 citizen survey is currently underway through the end of February and encouraged everyone in attendance to complete the survey.

Additionally, he briefly highlighted the accomplishments of each City department over the last year.

3. Strategic Priorities Update

- **Public Safety – Police Chief Kimberly Sylvester & Fire Chief Russell Shelley**

Fire Chief Russell Shelley presented the Fire Department update and provided a detailed explanation of the upcoming EMS transportation transition plan currently underway and expected to fully take affect July 1, 2025. Additionally, he advised of new programs in the Fire Department including the Community Paramedic, Fire Inspector, and Community Outreach programs.

Police Chief Kimberly Sylvester presented the Police Department update and provided an overview of the Department's activity performance measures, historical crime data, and Community Outreach programs. Additionally, she advised of the Department's accomplishments and community engagement.

- **Infrastructure – Public Works Director Kip Dernovich**

Director Kip of Public Works and Capital Projects Kip Dernovich presented the infrastructure update and advised of work completed including 877 pothole repairs, water line repairs, and approximately 11,500 feet of sewer line cleanout. He provided status updates on projects including construction of Phase II of Magnolia Park and the replacement of street signs throughout the City. Additionally, he advised of upcoming capital projects including the Glenview Drive Corridor Project and the Big Fossil Creek Revitalization.

- **Economic Development – Planning & Development Services Director JP Ducay**

Director of Planning and Development Services JP Ducay presented the economic development update and advised of new residential developments as well as commercial developments. Additionally, he advised of the City's long-range plans for development by explaining the Comprehensive Plan update currently underway.

- **Community Engagement & Programs – Parks & Recreation Director Eric Valdez & Library Director Chantele Hancock**

Director of Parks and Recreation Eric Valdez presented the Parks Department update and advised of park improvement projects completed and those in various stages of completion including improvements at Kate Baker Park and Rosebud Park. Additionally, he advised of future improvements including the replacement of the gym floor at The Link and the installation of broadband Wi-Fi in the City's parks.

Library Director Chantele Hancock presented the Library update and advised of accomplishments including achieving state accreditation through the Texas State Library and discussed community programs offered at the Library. Additionally, she provided a brief update regarding the City's upcoming 75th Anniversary celebration and provided details of upcoming events related to the anniversary.

4. Breakout Question & Answer Session – City Council & City Leadership

City Manager Candice Edmondson expressed her appreciation for everyone in attendance and encouraged everyone to stay and participate in the breakout question and answer sessions with the City's department directors and City Council to ask any questions they may have had following the presentation.

5. Closing – Mayor Curtis Bergthold

Mayor Bergthold adjourned the State of the City at 8:30 p.m.

ATTEST:

APPROVED:

Lindsay Rawlinson, City Secretary

Curtis Bergthold, Mayor

**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,
 - o Senior Lunch Bunch and Bingo, The Link, 12:00 to 2:00 p.m.;
 - o 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

Memorandum

To: Honorable Mayor Curtis Bergthold and Richland Hills City Council Members

From: Eric Valdez, Director of Parks and Recreation

Date: March 10, 2025

Subject: Mayor's Monarch Pledge Participation

Agenda Item:

Approve Resolution 610-25 participating in the National Wildlife Federation's Mayor's Monarch Pledge

Background Information:

The monarch butterfly is considered a critical species for the continued proliferation of flowering plants, including some food plants. In North America, the monarch's population has dramatically declined in the previous couple of decades. In fact, monarchs are currently on the threatened and endangered species list.

Additionally, North Texas is a crucial pathway for monarch migration in the fall and spring. For these reasons, the National Wildlife Federation has created the Mayor's Monarch Pledge to engage cities and towns to take this concern seriously and look for local solutions.

By approving Resolution 610-25 the Richland Hills City Council pledges to use its resources, park areas, staff expertise and educational opportunities to increase monarch habitat while decreasing negatively impactful concerns that affect monarch migratory success. In 2023 and 2024, the City of Richland Hills ended the pledge campaign with eight certified tasks completed to earn second tier recognition "Leadership Circle".

In 2025, the City will commit to increase public communication and education, offer programs and more wildflower areas, and integrate monarch conservancy in our park plans. Staff is committed to completing ten tasks to again keep the city in the elite category of operating with sustainability and conservation in mind.

Financial Considerations:

There will be little financial commitment, beyond staff time. Most items are already currently planned in our park system or will be added to our programming with our afterschool program and day camps.

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

Resolution 610-25

Council Action Requested:

Motion to approve Resolution 610-25 participating in the National Wildlife Federation's Mayor's Monarch Pledge

RESOLUTION NO. 610-25

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RICHLAND HILLS, TEXAS, PLEDGING TO COMPLETE BENEFICIAL TASKS ON THE NATIONAL WILDLIFE FEDERATION'S LIST FOR THE MAYOR'S MONARCH PLEDGE IN ORDER TO SUCCESSFULLY BECOME ONE OF THE HUNDRED OF ACCREDITED LOCAL GOVERNMENTS WORKING TO REMOVE THE MONARCH BUTTERFLY FROM THE ENDANGERED AND THREATENED SPECIES LISTS.

WHEREAS, the monarch butterfly is an iconic North American species whose multigenerational migration and metamorphosis from caterpillar to butterfly has captured the imagination of millions of Americans; and

WHEREAS, the monarch butterfly is the official state insect of the State of Texas along other iconic, proud Texas symbolic animals; and

WHEREAS, the spring northern migration route and the fall southern migration route for a large portion of the North American population of monarch butterflies travel through the North Texas regions, and

WHEREAS, two decades ago over one billion monarchs made the annual migration trip to Mexico and back, but in 2014 only 60 million monarchs made the same trip; and

WHEREAS, the resulting 94 percent reduction in the migratory population landed the monarch butterfly on the endangered and threatened species list; and

WHEREAS, the National Wildlife Federation and other conservation groups have seen a rebound in species numbers since a nationwide intentional effort to reestablish and create new habitat; and

WHEREAS, every resident and business can make a difference for migratory populations of monarchs by planting native milkweed, nectar flowers and decreasing light pollution; and

WHEREAS, the Mayor and City Council on behalf of all residents and businesses accept the City of Richland Hills' role in being a part of the solution to increase monarch habitat within our city limits,

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

SECTION 1:

The above findings are hereby found to be true and correct and are incorporated herein in their entirety.

SECTION 2:

The City Council of the City of Richland Hills, Texas hereby pledges to use its resources, park areas, staff expertise and educational opportunities to increase monarch habitat while decreasing negatively impactful concerns that affect monarch migratory success.

SECTION 3:

Richland Hills will join hundreds of other local governments working toward improving monarch habitat for the benefit of all pollinators in locations where residents live, work, learn, play, and worship.

APPROVED AND ADOPTED at a regular meeting of the Richland Hills City Council on March 10, 2025, by a vote of _____ayes, _____nays, and _____abstentions.

APPROVED:

THE HONORABLE CURTIS BERGTHOLD, MAYOR

ATTEST:

LINDSAY RAWLINSON, CITY SECRETARY

Memorandum

To: Honorable Mayor Curtis Bergthold and Richland Hills City Council Members

From: Candice Edmondson, City Manager

Date: March 10, 2025

Subject: FY 2026 Budget Public Forum

Agenda Item:

Fiscal Year 2026 Budget Public Forum

Background Information:

The City of Richland Hills will begin the Fiscal Year 2026 budget process in April. Ahead of this, the City Council and staff are seeking input from residents on projects and initiatives that should be prioritized in the upcoming budget. Suggested budget items will be reviewed and discussed in greater detail during the City Council Budget Workshop on March 22, 2025.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

N/A

Council Action Requested:

No Council Action

Memorandum

To: Honorable Mayor Curtis Bergthold and Richland Hills City Council Members

From: Eric Valdez, Director of Parks and Recreation

Date: March 10, 2025

Subject: Bid Award – Rosebud Park Improvements

Agenda Item:

Consider award of bid for parking lot and site improvements at Rosebud Park to C. Green Scaping, LP in the amount of \$293,599

Background Information:

In 2019, the Richland Hills City Council adopted the Parks Master Plan to guide future improvements to the City's parks system. As part of the Fiscal Year 2024 budget process, the Richland Hills Development Corporation and City Council approved funding for a new parking lot and a restroom/pavilion structure at both Kate Baker Park and Rosebud Park. While most improvements at Kate Baker Park were completed in Fall 2024, the restroom/pavilion structure remains unfinished.

The restroom/pavilion structures for both parks were purchased from Romtec in 2023 and are currently stored at the City's Public Works yard. At the time of purchase, the City paid half of the total cost, with the remaining funds carried forward into the Fiscal Year 2025 budget to complete the installations. City staff is now coordinating with Romtec representatives to schedule simultaneous construction of both restroom/pavilion structures.

Parkhill completed design and engineering of the parking lot and site improvements at Rosebud Park in December 2024. A Request for Bids was issued on January 10, 2025 and bid proposals were opened on February 21, 2025. Six (6) responsive bids were received with C. Green Scaping, LP submitting the lowest responsive bid in the amount of \$266,908.10.

C. Green Scaping, LP was successfully vetted by Parkhill. They have completed numerous projects for cities in the DFW Metroplex and received positive recommendations. C. Green Scaping has completed improvements at the Richland Hills Animal Services Center, Latham Channel and Kate Baker Park. Staff has been satisfied with their performance.

Financial Considerations:

The FY 2025 RHDC Budget includes \$618,442 for improvements at Rosebud Park including the parking lot and site enhancements under C. Green Scaping's contract, and the installation and final payment for the Romtec restroom/pavilion structure.

Staff also recommends a 10% owner's contingency fee of \$26,690.90 be added to the contract to cover unforeseen construction costs. Any unused contingency funds will be returned to the RHDC Budget.

Legal Review:

The City Attorney has previously reviewed the bid documents.

Board/Citizen Input:

The Richland Hills Development Corporation will consider the bid award on March 10, 2025 prior to City Council consideration.

Attachments:

C. Green Scaping, LP Bid Submittal
Bid Tabulation Form
Staff Recommendation Memo

Council Action Requested:

Motion to approve the bid award to C. Green Scaping, LP for parking lot and site improvements at Rosebud Park, in the amount of \$266,908.10, with an owner's contingency fee of \$26,690.90, for a total project cost of \$293,599

City of Richland Hills
Rosebud Park Additions

SECTION 00 43 13 – BID BOND

CONTRACTOR:

(Name, legal status, and address)

C. Green Scaping, LP
2401 Handley Ederville Rd.
Ft. Worth, TX 76118

SURETY: Merchants Bonding Company (Mutual)

*(Name, legal status, and principal place
of business)*

PO Box 14498
Des Moines, IA 50306

OWNER:

(Name, legal status, and address)

City of Richland Hills
3200 Diana Drive
Richland Hills, Texas 76118

BOND AMOUNT: \$ 5% GAB Bid Bond

PROJECT:

(Name, location or address, and Project number, if any)

Rosebud Park Additions
2751 Rosebud Lane
Richland Hills, Texas 76118
Parkhill Project No. 42230.23

Contractor and Surety are bound to Owner in the amount set forth above, for the payment of which Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if Owner accepts the Bid of Contractor within the time specified in the Bid Documents, or within such time period as may be agreed to by Owner and Contractor, and Contractor either (1) enters into a contract with Owner in accordance with the terms of such Bid, and gives such bond or bonds as may be specified in the Bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to Owner the difference, not to exceed the amount of this Bond, between the amount specified in said Bid and such larger amount for which Owner may in good faith contract with another party to perform the work covered by said Bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between Owner and Contractor to extend the time in which Owner may accept the Bid. Waiver of notice by the Surety shall not apply to any extension exceeding 60 days in the aggregate beyond the time for acceptance of bids specified in the Bid Documents, and Owner and Contractor shall obtain the Surety's consent for an extension beyond 60 days.

If this Bond is issued in connection with a subcontractor's Bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

City of Richland Hills
Rosebud Park Additions

Signed and sealed this « 13 » day of « February » , « 2025 »

C Green Scaping, LP

(Contractor as Principal)

(Seal)

Stacy Hignemille

(Witness)

Curtis J. Green, Vice President

Merchants Bonding Company (Mutual)

(Surety)

(Seal)

Page Terry

(Witness) Page Terry - Customer Representative

Ginny Buchanan

(Title) Ginny Buchanan - Power of Attorney

MERCHANTS
BONDING COMPANY
POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa, d/b/a Merchants National Indemnity Company (in California only) (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Candace Duron; Chris Long; Cyndy Cates; Erin Neill; Ginny Buchanan; James E King; Jeff P King; Jeffery Buckley; Kyle King; Kylie Kelson; Stephen Hopkins

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 3rd day of February, 2024.



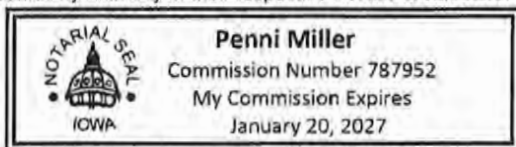
MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.
d/b/a MERCHANTS NATIONAL INDEMNITY COMPANY

By

Larry Taylor
President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this 3rd day of February, 2024, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



(Expiration of notary's commission does not invalidate this instrument)

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 13 day of February, 2025.



William Warner Jr.
Secretary

City of Richland Hills
Rosebud Park Additions

DOCUMENT 00 41 00 - BID FORM

Date: February 13 20 25

ERIC VALDEZ
3200 DIANA DRIVE
RICHLAND HILLS, TEXAS 76118

Dear Sir:

The undersigned, having made an on-site inspection of the premises and becoming aware of all other conditions affecting the cost and/or execution of the Work, and having carefully examined the Specifications, Drawings, and related documents entitled:

**ROSEBUD PARK ADDITIONS
RICHLAND HILLS, TEXAS 76118**

as prepared by Parkhill 255 N. Center Street, Suite 100, Arlington, Texas 76011; 817.649.3216, proposes to furnish all materials, labor, and equipment necessary to complete the Work in accordance with said documents, for the following sum:

I. BASE BID: Two hundred sixty-six thousand, nine hundred eight dollars and ten cents Dollars (\$ 266,908.10)

II. BID ITEMS:

ITEM #1 EROSION CONTROL PLAN: Provision of required Stormwater Pollution Prevention Plan including maintenance and inspections for duration of Project as specified in lump sum price of

Dollars (\$ Ten thousand, four hundred eighty dollars (\$ 10,480.00))

ITEM #2 TREE PROTECTION AND TEMPORARY FENCE: Furnish, install, maintain, and remove temporary 6-foot-tall chain link fence and tree protection fence for the duration of Project, complete and in place per plans, Specifications, and Addenda for the lump sum price of

Dollars (\$ Sixteen thousand, six hundred dollars (\$ 16,600.00))

ITEM #3 DEMOLITION: All demolition including, but not limited to, full-depth saw cut, demolition and disposal of concrete, tree removal, and disposal of spoils/trash per plans, Specifications, and Addenda for the lump sum price of

Dollars (\$ Twenty-two thousand, six hundred ninety-five dollars (\$ 22,695.00))

ITEM #4 EARTHWORK: All earthwork including, but not limited to, mass cut/fill, import/export of soils as needed to achieve plan grades, process of utility spoils, strip and relay of topsoil, fine grade to ± 0.05 feet, stockpile of sufficient topsoil for backfilling, backfill of all work, fine grade for Site, minor swale work, erosion repair, and disposal of spoils per plans, Specifications, and Addenda for the lump sum of

Dollars (\$ Twenty-seven thousand, four hundred seventy-six dollars (\$ 27,476.00))

City of Richland Hills
Rosebud Park Additions

ITEM #5 ROMTEC BUILDING FOUNDATION PREPARATION: All earthwork necessary for preparation of the subgrade for the monolithic slab-on-grade foundation as recommended within the Geotechnical Engineering Report for the lump sum of

Dollars (\$ Twelve thousand, one hundred forty-four dollars (\$ 12,144.00))

ITEM #6 UTILITIES: All water and sanitary sewer utilities installed to meet City of Richland Hills standards including backfill and cleanup complete and in place per plans, Specifications, and Addenda for the lump sum price of

Dollars (\$ Thirty-five thousand, eight hundred ninety dollars (\$ 35,890.00))

ITEM #7 SITE CONCRETE: All Site concrete including, but not limited to, excavation, subgrade preparation, parking, sidewalk, accessible ramps, concrete edge, curb and gutter, sawn-control, isolation joints, joint sealant, backfill, and cleanup complete and in place per plans, Specifications, and Addenda for the lump sum price of

Dollars (\$ Ninety-nine thousand, one hundred forty-eight dollars (\$ 99,148.00))

ITEM #8 PARKING LOT STRIPING AND SIGNAGE: All striping, pavement markings, and signage including, but not limited to, removal of existing striping, pressure wash, parking stripes, accessible symbol and aisle, wheel stops, accessible signs, Project sign, building plaque, backfill, and cleanup complete and in place per plans, Specifications, and Addenda for the lump sum of

Dollars (\$ Two thousand, four hundred eighty-seven dollars and fifty cents (\$ 2,487.50))

ITEM #9 LANDSCAPE: Furnish and install landscape including, but not limited to, trees and shrubs, plant bed excavation, plant bed soil mix, compost, mulch, backfill, fine grading, turfgrass establishment, and cleanup per plans, Specifications, and Addenda for the lump sum price of

Dollars (\$ Twenty-eight thousand, five hundred eighty-seven dollars and sixty cents (\$ 28,587.60))

ITEM #10 ELECTRICAL: All electrical items installed to meet City of Richland Hills standards including backfill and cleanup complete and in place per plans, Specifications, and Addenda for the lump sum price of

Dollars (\$ Eleven thousand, four hundred dollars (\$ 11,400.00))

TOTAL BASE BID INCLUDING OPTIONS: Two hundred sixty-six thousand, nine hundred eight
dollars and ten cents Dollars (\$ 266,908.10)

(Note: All amounts shall be shown in both written and figure form. In case of discrepancy between the written amount and the figure, the written amount will govern.)

We have included, in the Bid sum, all applicable taxes, all material, and contingency.

City of Richland Hills
Rosebud Park Additions

III. UNIT PRICES:

This Project is being Bid Lump Sum. The undersigned agrees that in case additional work or materials installation or deduction of work or materials are authorized and requested only by Owner, the following Unit Prices will be used in adjusting the Contract price. These Unit Prices shall include all overhead, profit, taxes, materials, labor, incidentals, etc., for a complete installation.

Unit Price for 5-inch concrete paving on compacted subgrade, complete and in place, per square foot:

Eight dollars and forty cents _____ Dollars (\$) 8.40 _____)

Unit Price for 6-inch concrete paving on 8-inch lime-treated subgrade, complete and in place, per square foot:

Eleven dollars and sixty cents _____ Dollars (\$) 11.60 _____)

Unit Price for 1-inch Type K Soft Copper waterline, as specified, complete and in place, per linear foot:

Thirty-four dollars _____ Dollars (\$) 34.00 _____)

Unit Price for 4-inch PVC sanitary sewer line, as specified, complete and in place, per linear foot:

Forty-two dollars _____ Dollars (\$) 42.00 _____)

Unit Price for block sod, as specified, complete and in place, per square foot:

No dollars and eighty-six cents _____ Dollars (\$) 0.86 _____)

Unit Price for Bald Cypress, Cedar Elm, and Shantung Maple noted on Planting Plan:

One thousand, four hundred ninety _____ Dollars (\$) 1,490.00 _____)

(Note: All amounts shall be shown in both written and figure form. In case of discrepancy between the written amount and the figure, the written amount will govern.)

The undersigned acknowledges receipt of 1 Addenda to the Drawings and Project Manual as follows:

No. 1 Date 1/23/25 ; No. _____ Date _____ ; No. _____ Date _____

No. _____ Date _____ ; No. _____ Date _____ ; No. _____ Date _____

(The Bidder is to fill in I.D. Number and date of each thereby acknowledging receipt of Addenda).

If awarded the Contract, the undersigned agrees to commence work under this Contract on or before a date to be specified in Written Notice to Proceed and to substantially complete the Project within 180 calendar days from Notice to Proceed unless modified by Change Order and to reach Final Completion 30 days after Substantial Completion.

1. Bidder hereby agrees to commence Work within 10 days after the written Notice to Proceed shall have been given to them, and to Substantially Complete the Work within the above

City of Richland Hills
Rosebud Park Additions

- number of calendar days after the effective start date as shown in the Notice to Proceed and accepts the \$500.00 per day liquidated damages provision of the Construction Agreement, in the event of failure to timely obtain Substantial Completion within the specified time period as fair and just compensation to the City of Richland Hills (City) for the damages it suffers as a result of any such delays. Substantial Completion is defined in the General Conditions.
2. Bidder agrees that the Work will reach Final Completion within the above number of calendar days after effective start date as shown in the Notice to Proceed and accepts the \$500.00 per day liquidated damages provision of the Supplementary Conditions in the event of failure to reach Final Completion of the Work within the specified time period as fair and just compensation to the City for the damages it suffers as a result of any such delays.
 3. Bidder proposes and agrees, if this Bid is accepted, to enter into a Construction Agreement with the City in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the Contract Documents.
 4. Bidder accepts all of the terms and conditions of the Request for Bids and the Instructions to Bidders.

Bidder agrees to pay Owner \$500.00 per day, as liquidated damages, for each day the Substantial Completion of this Project extends beyond the stipulated Substantial Completion date.

If notified of the acceptance of this Bid within 30 days of the time set for the opening of Bids, Bidder agrees within 10 days of notification, to execute a Contract in the form of the AIA Document A101-2017, Standard Form of Agreement Between Owner and Contractor Where the Basis of Payment Is a Stipulated Sum, as amended, for the above Work, for the above stated compensation.

BID SECURITY, as defined in the Request For Bids and Instructions to Bidders, which the Undersigned agrees to disposition of, is attached to this Bid.

Upon acceptance of this Bid by Owner, Contractor shall furnish, at the time of the signing of the Contract, a PERFORMANCE BOND AND LABOR/MATERIAL PAYMENT BOND, in the amount of 100 percent of the Contract Price. Surety shall meet requirements specified in the Owner/Contractor Agreement.

It is understood that the Owner reserves the right to accept or reject any and all Bids and to waive all formalities in accordance with State law.

City of Richland Hills
Rosebud Park Additions

Respectfully Submitted,

By: 

Title: Curtis J. Green - Vice President

Business Address with Zip Code

(SEAL: If Bid is
by Corporation)

C. Green Scaping, LP

2401 Handley Ederville Rd

Ft. Worth, TX 76118

Telephone Number with Area Code 817-577-9299

FAX Number with Area Code 817-577-9331

Fill in the applicable information:

A Corporation, chartered in the State of Texas

Authorized to do business in the State of Texas.

Limited

A Partnership, composed of Cathleen Ruiz, and

Curtis J. Green and C&C Green Enterprises, LLC

An Individual operating under the name of _____

Corporate Seal:

END BID FORM

City of Richland Hills
Rosebud Park Additions

DOCUMENT 00 43 00 - PROCUREMENT FORM SUPPLEMENTS

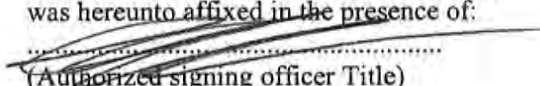
To: Eric Valdez
Project: Rosebud Park Additions
Date: 2/13/2025
Submitted by: C. Green Scaping, LP
(full name)
(full address) 2401 Handley Ederville Rd
Ft. Worth, TX 76118

In accordance with Instructions to Bidders and the Document 00 41 00 "Bid Form," we include the following Appendices listed below. The information provided shall be considered an integral part of the Bid Form.

The following Appendices are attached to this document:

Appendix A – City of Richland Hills – Bidder's Qualifications Statement
Appendix B - List of Subcontractors: Include names of all Subcontractors and portions of the Work each Subcontractor will perform.
Appendix C - Resident Bidder Certification.
Appendix D - Child Support Certification.
Appendix G – Historically Underutilized Business Questionnaire
Appendix H – House Bill 89 Verification Form
Appendix I – Proposed Schedule of Values
Appendix J – Proposed Construction Schedule

BID FORM SUPPLEMENTS SIGNATURES

The Corporate Seal of
C. Green Scaping, LP
(Bidder - print the full name of your firm)
was hereunto affixed in the presence of:

(Authorized signing officer Title)
(Seal)
Curtis J. Green, Vice President
(Authorized signing officer Title)
(Seal)

City of Richland Hills
Rosebud Park Additions

**APPENDIX A – CITY OF RICHLAND HILLS
BIDDER'S QUALIFICATION STATEMENT**

Project: ROSEBUD PARK ADDITIONS

Contractor: C. Green Scaping, LP

Indicate One: Sole Proprietor X Limited Partnership Other
 Corporation Joint Venture

Name: Cathleen Ruiz Partner: Curtis J. Green

Title: President Title: Vice President

Address: 2401 Handley Ederville Rd Address: 2401 Handley Ederville Rd

City: Ft. Worth City: Ft. Worth

State & Zip: TX, 76118 State & Zip: TX, 76118

Phone: 817-577-9299 Phone: 817-577-9299

State and Date of Incorporation, Partnership, Ownership, Etc., Texas 2000

Location of Principal Office: 2401 Handley Ederville Rd, Ft. Worth, TX 76118

Contact and Phone at Principal Office: Curtis J. Green, 817-577-9299

Liability Insurance Provider and Limits of Coverage: EMC Insurance; \$1 mil/ea occurrence, \$2 mil gen

Workers Compensation Insurance Provider: Texas Mutual Ins. Co.

Surety (Performance and Payment): Merchants Bonding Company (Mutual)

Address: 830 S. Interstate 35E, Denton, TX 76205

Contact and Phone: Page Terry - Account Manager, 972-666-4474

City of Richland Hills
Rosebud Park Additions

Superintendent and Backup Superintendent: (Work Resume - attach additional sheets.) (Safety Record – attached additional sheets; if needed show all verified safety violations.) The superintendent shall be able to communicate in English and not operate any equipment and have not had any verified job safety violations in the past 5 years. Any variations shall be reviewed by OWNER for approval or denial. A job site shall be shut down if proper supervision is not provided.

Superintendent Name

Backup Superintendent Name

Tracy Lemoine

Matt Peters

Phone: 817-319-6155

Phone: 817-266-7401

Email: tlemoine@greenscaping.com

Email: mpeters@greenscaping.com

Safety Record – List ALL Verified Violations for Superintendent and Backup Superintendent with explanation, date and action taken to correct future safety violations:

Superintendent

None

Backup Superintendent

None

Total Number of Employees to be Associated with this Job: approx 15-20

Managerial 1

Administrative 1

Professional 1

Skilled 7

Semi-Skilled 10

Other

Percentage of work to be done by Bidder's Employees (Based on Dollars Bid): 100%

City of Richland Hills
Rosebud Park Additions

Type(s) of work to be done by Bidder's Employees (examples: concrete paving, structural concrete, waterlines, sanitary sewer lines, storm pipe, storm inlets, excavation, lime, bridge fencing, etc.).

Landscape, irrigation, hydromulch seeding, sodding, brick pavers,
modular walls, drainage, erosion control, concrete paving, fencing, vertical construction,
concrete structures, water/sanitary sewer, park construction, masonry, electrical, fence

Access to Tools and Equipment: Percent Owned 95% Percent Rented 5%

Number of Years in Business as a Contractor on Above Types of Works: 41

Type(s) of Work to be done by Sub-Contractors

Include Name, Address, and Phone Number of Sub-Contractor.

Use additional sheets if needed.

Type of Work

Sub-Contractor

None at this time. Green Scaping self performs the majority of work in house

List Equipment to be used on this Project (Make/Model/Age of Major Equipment) Any Equipment not listed shall be reviewed by OWNER for approval or rejection prior to use of Equipment on this Project. (Use additional sheets if necessary)

Type of Equipment	Make	Model	Age (years)
<u>Skid Steers - Cat 262 or Kubota SVL75,</u>	<u>2020 to current year</u>		
<u>Kubota SVL97 - tracked skid steer,</u>	<u>2023</u>		
<u>Kubota KX080 Mini Excavator</u>			
<u>Ditch Witch Trencher</u>			

List of ALL Municipal and Similar Non-Municipal current and completed projects for the past 3 years. (Use additional sheets if necessary.)

- Project: FM 423 Green Ribbon Phase 2 - TxDot Funded
Current Status: 75% complete
Any Litigation Issues: Yes or No (Circle One) If Yes, explain: _____

City of Richland Hills
Rosebud Park Additions

Any Verified Safety Violations: Yes or No (Circle One) If Yes, explain: _____

Project Description: Landscape Enhancements partially funded through TXDOT

Owner/Agency: Town of Little Elm

Year Built: 2025 Contract Price: \$1,158,511.00

Contact Person: Wesley Brandon Phone: 214-975-0489

2. Project: Overton Ridge Park

Current Status: Completed

Any Litigation Issues: Yes or No (Circle One) If Yes, explain: _____

Any Verified Safety Violations: Yes or No (Circle One) If Yes, explain: _____

Project Description: Construction of new park, demo and clearing, excavation, drainage outfall structure, gabions, waterline, sanitary sewer & lift station, site work, concrete trail, curb & gutter, erosion control, concrete parking area striping & signage, custom handrail, landscape, irrigation, and site amenities

Owner/Agency: City of Keller

Year Built: 2023 Contract Price: \$ 2.4 million +/-

Contact Person: Cody Maberry Phone: 817-743-4002

3. Project: Trail Sidewalk Connectivity Improvements Segments 1-4

Current Status: Completed

Any Litigation Issues: Yes or No (Circle One) If Yes, explain: _____

Any Verified Safety Violations: Yes or No (Circle One) If Yes, explain: _____

Project Description: Work consisted of erosion control, traffic control, excavation/haul off concrete sidewalk, curb & gutter, driveways, striping/signage, landscape and irrigation

Owner/Agency: City of Farmers Branch

Year Built: 2023 Contract Price: \$ 1.1 mill +/-

Contact Person: Shane Davis Phone: 972-919-2614

4. Project: Wilshire Park Renovations

Current Status: Completed

Any Litigation Issues: Yes or No (Circle One) If Yes, explain: _____

City of Richland Hills
Rosebud Park Additions

Any Verified Safety Violations: Yes or No (Circle One) If Yes, explain: _____

Project Description: Renovate existing park, erosion control, demo, clearing, excavation, new firelane concrete paving, retaining walls, sanitary/water utilities, new restroom, stone veneer, concrete sidewalk, landscape, irrigation, hand rail, electrical, and site amenities

Owner/Agency: City of Euless

Year Built: 2024 Contract Price: \$ 1.7 mill +/-

Contact Person: Duane Strawn Phone: 817-685-1669

5. Project: Ponder Big Sky Estates Dam and Spillway

Current Status: 90% Completed

Any Litigation Issues: Yes or No (Circle One) If Yes, explain: _____

Any Verified Safety Violations: Yes or No (Circle One) If Yes, explain: _____

Project Description: Auxiliary spillway construction consisting of underdrain system, 2-3' thick concrete slab, spillway walls ranging from 10' - 26' tall tapered concrete wall, wingwalls and concrete channels for road crossings

Owner/Agency: FCS Construction, LP - we worked as a sub to FCS on this project

Year Built: 2025 Contract Price: \$1.75 million +/-

Contact Person: Curtis Davee Phone: 214-975-0808

6. Project: Lantana Pickleball Court Complex

Current Status: Completed

Any Litigation Issues: Yes or No (Circle One) If Yes, explain: _____

Any Verified Safety Violations: Yes or No (Circle One) If Yes, explain: _____

Project Description: Work consisted of approx 3100 CY of earthwork, construct 10 pickleball courts, 1700 SY of paving sidewalk, water services, install of prefab restroom building and shade facility, monument entry signage, site amenities, landscape & irrigation

Owner/Agency: Denton County Fresh Water Supply District 6

Year Built: 2024 Contract Price: \$ 2.1 million +/-

Contact Person: Kurt Sewell Phone: 940-728-5050

7. Project: US 377 Green Ribbon Landscape Enhancements

Current Status: 85% Completed

Any Litigation Issues: Yes or No (Circle One) If Yes, explain: _____

City of Richland Hills
Rosebud Park Additions

Any Verified Safety Violations: Yes or No (Circle One) If Yes, explain:

Project Description: Federally funded project landscape and irrigation improvements along US 377
Owner/Agency: City of Denton
Year Built: 2025 Contract Price: \$ 352,000 +/-
Contact Person: Ryan Brumfield Phone: 940-349-8471

8. Project: Beltway Trail Phase 1
Current Status: Just started project
Any Litigation Issues: Yes or No (Circle One) If Yes, explain:

Any Verified Safety Violations: Yes or No (Circle One) If Yes, explain:

Project Description: Project consists of pond liner replacement, pond edge reconstruction, ADA access improvements, earthwork fine grading, retaining walls, site furnishings, landscape & irrigation
Owner/Agency: Town of Addison
Year Built: 2025 Contract Price: \$ 1.5 million +/-
Contact Person: Joe Pack Phone: 972-450-2838

9. Project: Eldorado Park Irrigation & Landscape Renovations
Current Status: Completed
Any Litigation Issues: Yes or No (Circle One) If Yes, explain:

Any Verified Safety Violations: Yes or No (Circle One) If Yes, explain:

Project Description: Work consists of excavation, grading, erosion control, landscape and irrigation
Owner/Agency: City of Plano
Year Built: 2024 Contract Price: \$396,000 +/-
Contact Person: Joel Schmitz Phone: 214-435-9357

10. Project: Gateway Landscape and Decorative Fence
Current Status: 90% Completed
Any Litigation Issues: Yes or No (Circle One) If Yes, explain:

City of Richland Hills
Rosebud Park Additions

Any Verified Safety Violations: Yes or No (Circle One) If Yes, explain: _____

Project Description: Work consist of elaborate decorative railing across US 75, concrete work, landscape & irrigation, electrical

Owner/Agency: City of Allen

Year Built: 2024 Contract Price: \$1.2 million +/-

Contact Person: Kevin Bates Phone: 214-509-4580

Trade references (List Company, Address, Contact Person, and Phone):

FCS Construction, LP - Curtis Davee; 214-975-0808

TexasBit - Ron Stinson; 817-261-2991

Diamond Fence & Concrete - Kenny Hill, 817-478-9316

Bank References (List Institution, Address, Contact Person, and Phone)

Frost Bank - 640 Taylor St., Ft. Worth, TX 76102, Rebecca Woodard, 817-420-5311

City of Richland Hills
Rosebud Park Additions

APPENDIX C - RESIDENT BIDDER CERTIFICATION

RESIDENT BIDDER CERTIFICATION

In order for the Bid to be considered, the following information must be provided. **Failure to complete may result in rejection of the Bid:**

As defined by Texas Government Code Section 2252.01 et seq., a "nonresident bidder" means a bidder whose principal place of business is not in Texas but excludes a contractor whose ultimate parent company or majority owner has its principal place of business in Texas.

I certify that my company is a "resident bidder":

Signature: _____

Date: 2/13/2025

If you qualify as a "nonresident bidder," you must furnish the following information:

What is your resident state? (The state your principal place of business is located.)

City: _____ State: _____ Zip: _____

Company Name: _____ Address: _____

(A) Does your "residence state" require bidders whose principal place of business is in Texas to underbid bidders whose residence state is in the same as yours by a prescribed amount or percentage to receive a comparable contract? "Residence state" means the state in which the principal place of business is located. YES _____ NO X _____

(B) What is the amount or percentage? _____ %

I certify that the above information is correct.

Curtis J. Green - Vice President
Typed Name/Position

C. Green Scaping, LP
Company Name

City of Richland Hills
Rosebud Park Additions

APPENDIX D – CHILD SUPPORT CERTIFICATION

END OF DOCUMENT

APPENDIX D – CHILD SUPPORT CERTIFICATION



State of Texas
Health & Human Services Commission
Child Support Certification

I.

Section 231.006, Texas Family Code, as amended by Section 82 of House Bill No. 433, 74th Regular Legislative Session (Acts 1995, 74th Leg., R.S., ch. 751), prohibits the payment of state funds under a grant, contract, or loan to

- a person who is more than 30 days delinquent in the payment of child support, and
- a business entity in which such a person is the sole proprietor, partner, shareholder or owner with an ownership interest of at least 25%.

Section 231.006 further provides that a person or business entity that is ineligible to receive payments for the reasons stated above shall continue to be ineligible to receive payments from the state under a contract, grant, or loan until

- all arrearages have been paid, or
- the person is in compliance with a written repayment agreement or court order as to any existing delinquency.

Section 231.006 further requires each bid, or application for a contract, grant, or loan to include

- the name and social security number of the individual or sole proprietor and each partner, shareholder, or owner with an ownership interest of at least 25% of the business entity submitting the bid or application, and
- the statement in Part III below.

Section 231.006 authorizes a state agency to terminate a contract if it determines that statement required below is inaccurate or false. In the event the statement is determined to be false, the vendor is liable to the state for attorney's fees, costs necessary to complete the contract [including the cost of advertising and awarding a second contract], and any other damages provided by law or contract.

II.

In accordance with Section 231.006, the names and social security numbers of the individual identified in the contract, bid, or application, or of each person with a minimum 25% ownership interest in the business entity identified therein are provided below.

Name	Social Security #
Cathleen Ruiz	xxx-xx-9730
Curtis J. Green	xxx-xx-6637
_____	_____
_____	_____

III.

As required by Section 231.006, the undersigned certifies the following:

"Under Section 231.006, Family Code, the vendor or applicant certifies that the individual or business entity named in this contract, bid, or application is not ineligible to receive the specified grant, loan, or payment, and acknowledges that this contract may be terminated and payment withheld if this certification is inaccurate."



Signature
Curtis J. Green
Printed Name

Vice President
Title
2/13/2025
Date

City of Richland Hills
Rosebud Park Additions

HISTORICALLY UNDERUTILIZED BUSINESS (HUB) QUESTIONNAIRE

A Historically Underutilized Business (HUB) is a for-profit entity that has not exceeded the size standards prescribed by 34 TAC §20.23, and has its principal place of business in Texas, and is at least 51% owned by an Asian Pacific American, Black American, Hispanic American, Native American, American woman and/or Service Disabled Veteran, who reside in Texas and actively participate in the control, operations and management of the entity's affairs.

1. Is your business a certified historically underutilized business (HUB) or Disadvantaged Business Enterprise (DBE)?

☒

Yes

☐

No

2. Please provide the certifying agency name:

Certifying Agency: NCTRCA

3. I have included a copy of my certification as an attachment to my proposal: Yes

☒

Yes

☐

No

By my signature I affirm the information provided on this form is accurate to the best of my knowledge.


Authorized Signature

Curtis J. Green
Print/Type Name

Vice President
Title

2/13/2025
Date



Disadvantaged Business Enterprise (DBE)
C.Green Scaping, LP

C.Green Scaping, LP

has filed with the Agency an Affidavit as defined by NCTRCA Disadvantaged Business Enterprise (DBE) 49 CFR Part 26 and is hereby certified to provide service(s) in the following areas:

NAICS 237110: WATER AND SEWER LINE AND RELATED STRUCTURES CONSTRUCTION
NAICS 237210: LAND SUBDIVIDING AND UTILITY INSTALLATION (E.G., ELECTRIC, SEWER AND WATER)
NAICS 238290: INSULATION, BOILER, DUCT AND PIPE, INSTALLATION
NAICS 238990: BRICK PAVER (E.G., DRIVEWAYS, PATIOS, SIDEWALKS) INSTALLATION
NAICS 484230: SPECIALIZED FREIGHT (EXCEPT USED GOODS) TRUCKING, LONG-DISTANCE

This Certification commences January 31, 2025 and supersedes any registration or listing previously issued. This certification must be updated annually by submission of an Annual Update Affidavit. At any time there is a change in ownership, control of the firm or operation, notification must be made immediately to the North Central Texas Regional Certification Agency for eligibility evaluation.

Issued Date: January 31, 2025
CERTIFICATION NO. HFDB14091N0126



Certification Administrator

City of Richland Hills
Rosebud Park Additions

HOUSE BILL 89 VERIFICATION

I, Curtis J. Green, the undersigned representative of
(Individual's Name)

C. Green Scaping, LP,
(Business or Company)

Hereinafter referred to as "Company", do hereby verify that the company named above, under the provisions of Subtitle F, Title 10, Government Code Chapter 2270:

1. Does not boycott Israel currently; and
2. Will not boycott Israel during the term of the contract.

Pursuant to Section 2270.01, Texas Government Code:

1. "Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israel-controlled territory, but does not include an action made for ordinary business purposes; and

2. "Company" means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business associations that exist to make a profit.

By my signature I affirm the information provided on this form is accurate to the best of my knowledge.



Authorized Signature

Curtis J. Green
Print/Type Name

Vice President
Title

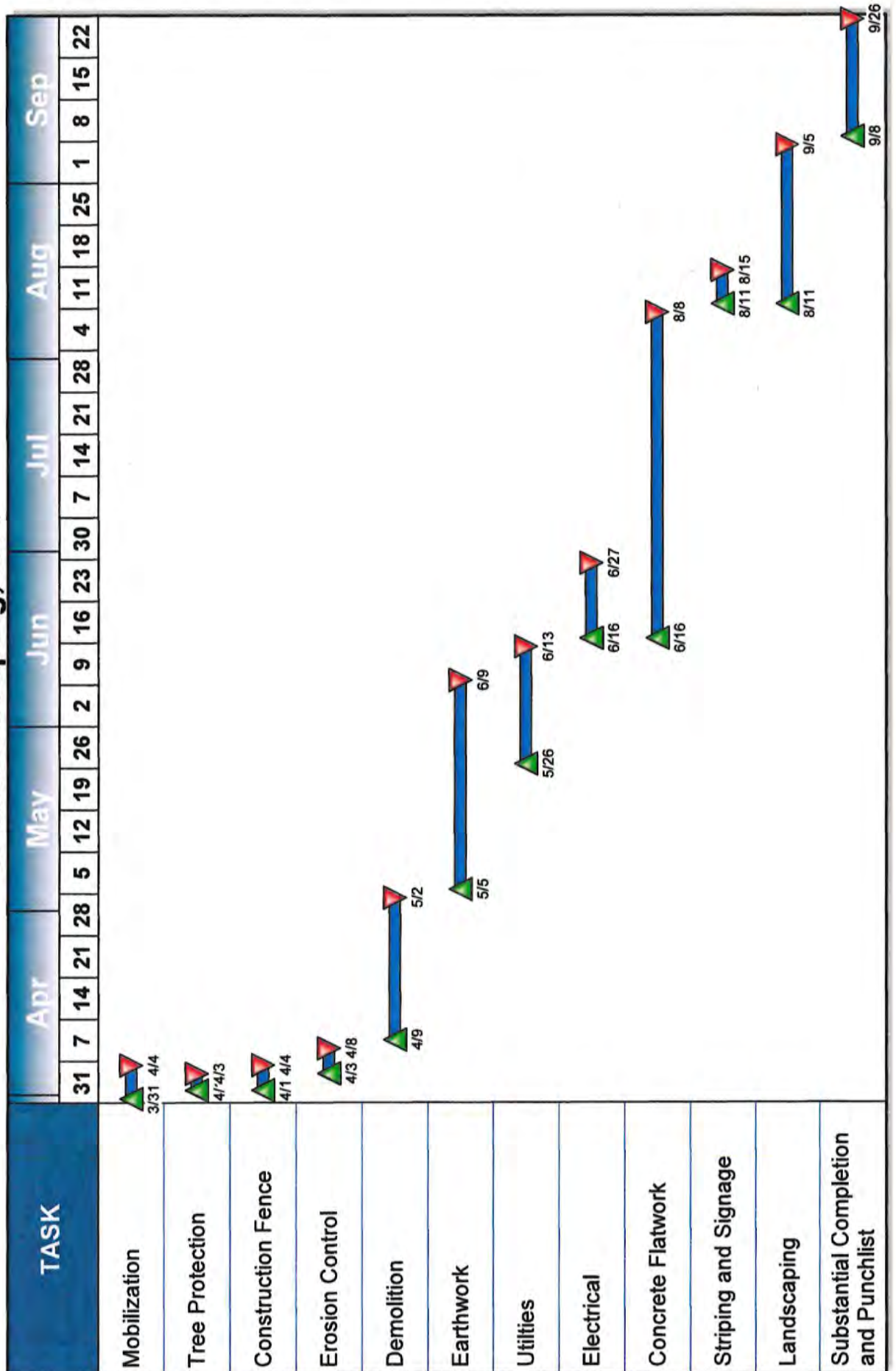
2/13/2025
Date

Item No.	Description	Unit	Quantity	Unit Price	Total
1	Erosion Control Plan	LS	1	\$10,480.00	\$10,480.00
	Mobilization	LS	1	\$2,000.00	\$2,000.00
	SWPPP Implimentation and Maintenance	LS	1	\$2,675.00	\$2,675.00
	Construction Entrance	SF	1,250	\$2.50	\$3,125.00
	Silt Fence	LF	640	\$3.75	\$2,400.00
	Inlet Protection	EA	1	\$280.00	\$280.00
2	Tree Protection and Temporary Fence	LS	1	\$16,600.00	\$16,600.00
	Tree Protection Fence	LS	1	\$4,600.00	\$4,600.00
	Construction Fence	LS	1	\$12,000.00	\$12,000.00
3	Demolition	LS	1	\$22,695.00	\$22,695.00
	Remove Concrete Sidewalk	SF	3,050	\$3.25	\$9,912.50
	Remove Concrete Street Paving	SF	65	\$4.00	\$260.00
	Remove Asphalt Street Paving	SF	265	\$3.50	\$927.50
	Remove Curb and Gutter	LF	190	\$12.00	\$2,280.00
	Relocate Picnic Table	EA	1	\$75.00	\$75.00
	Remove Chainlink Fence	LF	205	\$8.00	\$1,640.00
	Relocate Gas Line	LF	200	\$32.00	\$6,400.00
	Remove Existing 12" SS Line	LF	40	\$30.00	\$1,200.00
4	Earthwork	LS	1	\$27,476.00	\$27,476.00
	Excavation and Stockpile	LS	1	\$7,500.00	\$7,500.00
	Fill and Compaction	LS	1	\$7,000.00	\$7,000.00
	Fine Grading for Hardscape	LS	1	\$1,200.00	\$1,200.00
	Fine Grading for Landscape (Turf)	LS	1	\$2,800.00	\$2,800.00
	8" Lime Treated Subgrade - Parking Lot	SF	3,740	\$2.40	\$8,976.00
5	Romtec Building Foundation Preparation	LS	1	\$12,144.00	\$12,144.00
6	Utilities	LS	1	\$35,890.00	\$35,890.00
	Sanitary Sewer				
	4" PVC SS Line, Stub Out for Connection to Future Building	LF	175	\$42.00	\$7,350.00
	4" SS Cleanout	EA	1	\$600.00	\$600.00
	CIP Concrete SS Manhole	EA	1	\$15,800.00	\$15,800.00
	12" PVC SS Line - Installed in Exisitng SS Main	LF	40	\$138.50	\$5,540.00
	Water Service				
	1" Poly Water Line - Connect to Existing Water Meter, Stub Out for Connection to Future Building	LF	300	\$22.00	\$6,600.00
7	Site Concrete	LS	1	\$99,148.00	\$99,148.00
	Concrete Walk				
	5" Concrete Sidewalk	SF	3,580	\$8.40	\$30,072.00
	Thickened Edge at Future Building Pad	LF	50	\$14.00	\$700.00
	ADA Ramp	LS	1	\$2,076.00	\$2,076.00
	Parking Lot				
	6" Concrete Drive	SF	3,740	\$9.20	\$34,408.00
	Concrete Header at HMAC Pavement	LF	198	\$18.00	\$3,564.00
	6" Flexbase	SF	560	\$3.80	\$2,128.00
	2" HMAC	SF	560	\$14.00	\$7,840.00
	6x6" Concrete Curb	LF	340	\$54.00	\$18,360.00
8	Parking Lot Striping and Signage	LS	1	\$2,487.50	\$2,487.50
	4" White Painted Stripe	LF	525	\$1.50	\$787.50
	Painted HC Symbol	EA	2	\$400.00	\$800.00
	Painted "No Parking"	EA	1	\$100.00	\$100.00
	Concrete Wheelstop	EA	2	\$160.00	\$320.00
	Aluminum Sign on Steel Pole	EA	2	\$240.00	\$480.00
9	Landscape	LS	1	\$28,587.60	\$28,587.60
	4" B&B Shantug Maple	EA	2	\$1,490.00	\$2,980.00
	4" B&B Bald Cypress	EA	3	\$1,490.00	\$4,470.00
	4" B&B Cedar Elm	EA	4	\$1,380.00	\$5,520.00
	Celebration Bermuda	SF	18,160	\$0.64	\$11,622.40
	Temporary Irrigation	SF	18,160	\$0.22	\$3,995.20
10	Electrical	LS	1	\$11,400.00	\$11,400.00
Base Bid Total					\$266,908.10

Rosebud Park Additions

City of Richland Hills

C. Green Scaping, L.P.





City of Richland Hills

ROSEBUD PARK ADDITION
3200 Diana Drive
Richland Hills, Texas
February 13, 2025 –2:00 PM

PARKHILL Project No. 42230.23

Contractor	C. GREEN SCPAING LP	JB + CO LLC	FAST GENERAL CONTRACTING LLC	NORTHSTAR CONSTRUCTION, LLC	CGC GENERAL CONTRACTORS	HILL DESIGN BUILD
Bid Bond	√	√	√	√	√	x
Appendices	√	√	√	√	√	x
Addendum 01	√	√	x	√	√	x
Bid Items						
1) Erosion Control Plan	\$10,480.00	\$6,500.00	\$11,907.39	\$10,000.00	\$28,637.91	
2) Tree Protection / Temp. Fence	\$16,600.00	\$1,200.00	\$9,605.60	\$5,000.00	\$31,137.91	
3) Demolition	\$22,695.00	\$15,000.00	\$27,994.27	\$21,000.00	\$34,637.91	
4) Earthwork	\$27,476.00	\$25,000.00	\$60,249.92	\$50,000.00	\$125,137.91	
5) Romtec Building Foundation Preparation	\$12,144.00	\$8,000.00	\$10,956.64	\$50,000.00	\$43,137.91	
6) Utilities	\$35,890.00	\$24,000.00	\$54,657.20	\$174,000.00	\$100,137.91	
7) Site Concrete	\$99,148.00	\$89,900.00	\$97,340.68	\$122,777.00	\$110,137.91	
8) Parking Lot Striping and Signage	\$2,487.50	\$4,000.00	\$10,480.26	\$2,000.00	\$31,137.91	
9) Landscape	\$28,587.60	\$25,000.00	\$42,309.71	\$45,000.00	\$105,537.91	
10) Electrical	\$11,400.00	\$12,000.00	\$22,342.12	\$12,000.00	\$65,387.91	
11) 5in Concrete Paving on Compacted Subgrade	\$8.40	\$8.00	\$10.00	\$9.00	\$15.00	
12) 6-inch Concrete Paving on 8-inch Lime-Treated Subgrade, Complete and In Place	\$11.60	\$9.00	\$11.00	\$20.00	\$16.00	
13) 1-inch Type K Soft Copper Waterline	\$34.00	\$25.00	\$8.00	\$82.00	\$40.00	
14) 4-inch PVC Sanitary Sewer Line	\$42.00	\$15.00	\$10.00	\$43.00	\$8.00	
15) Block Sod	\$0.86	\$1.50	\$2.25	\$1.00	\$1.25	
16) Bald Cypress, Cedar Elm, and Shantung Maple Noted on Planting Plan	\$1,490.00	\$1,500.00	\$750.00	\$2,000.00	\$1,000.00	
Total Base Bid	\$266,908.10	\$279,000.00	\$347,844.00	\$491,777.00	\$675,030.00	\$373,728.00

Memorandum

To: Candice Edmondson, City Manager

From: Eric Valdez, Director of Parks and Recreation

Date: March 10, 2025

Subject: Bid Tabulation for the Rosebud Park Improvements

Bids were opened on Friday, February 21, 2025 at 9:00 am at City Hall, 3200 Diana Dr. in Richland Hills with seven (6) responsive bids. Larry Stone and his team with Parkhill assisted with the bid process and conducted the public opening and subsequent tabulation of the bids received. The summary of the bids is below.

Contractor	Bid Proposal
C. Green Scaping LP	\$266,908.10
JB + CO LLC	\$279,000.00
Fast General Constructing LLC	\$347,844.00
Northstar Construction, LLC	\$491,777.00
CGC General Contractors	\$675,030.00
Hill Design Build	\$373,728.00

C. Green Scaping, LP was the low bidder out of all seven (6) bids. Not only did C. Green Scaping, LP have the lowest bid, their bid was complete with all requested documents prepared by the bid opening. The requested documents include a bid bond, signed appendices, and acknowledgment of two different addendums.

C. Green Scaping, LP has successfully completed many similar projects that include earthwork and flat work, and that team was also awarded the Latham BFC-5 Channel, Animal Services Center, and are completing the recent Kate Baker Park improvement contract with the City of Richland Hills.

After considering the bid price, the referenced quality of prior service, and the recent history the City has working with C. Green Scaping, Parkhill offered no reservations in suggesting that C. Green Scaping LP is the lowest responsible bidder for the Rosebud Park improvements project. Staff recommends awarding C. Green Scaping, LP a contract to complete the above project for the amount of \$266,908.10, with an owner's contingency fee of \$26,690.81, for a total project cost of \$293,598.91.

Memorandum

To: Honorable Mayor Curtis Bergthold and Richland Hills City Council Members

From: JP Ducay, Director of Planning and Development Services

Date: March 10, 2025

Subject: Business Survey

Agenda Item:

Business Survey

Background Information:

Staff will provide an update on the Business Survey. The complete survey report is available as an attachment.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

Richland Hills Business Survey Report

Council Action Requested:

No Council Action.



BizPOV™ Dashboard

Richland Hills, TX
2024



Design and Sample

- Survey was **collaboratively designed**
- **How many in sample:** 56 total, 47 complete (+/- 12%)

4 Main Programs

- Business Visits by City Leaders
- Grant Matching Programs
- Business Spotlight
- Quarterly B2B Networking Events

Survey Structure

1-Validate participants

- Select City / Enter Zip Code / Map

2-City evaluation

- Refer a friend? / Direction of City?

3-Business Climate

- **Past 3 years:** Sales, Income, and Staff
- **Next 3 years:** Sales, Income, and Staff
- Positive aspects of Business in City

4-Other topics

- Business development programs
- Permitting process improvement

Background

Richland Hills, Texas commissioned OnPointe Insights to conduct the BizPOV survey from September 4th to December 18, 2024. A total of 56 responses were collected and 47 surveys were completed from a population of 228 businesses (+/- 12% statistical margin of error and nearly 25% response rate). Respondents were invited via email, phone calls, and postcards. The online survey measured...

- Refer a Friend Rating (likeliness to recommend the city as a place to do business)
- Direction of City / Comparison to Others
- Business Performance and Projections
- Positives of doing business in the city
- Prioritization of business support programs
- Permitting process improvement
- General comments and suggestions
- Demographics

Reviewing the data

This Online Dashboard presents results in an interactive way.

- Use filters to explore (like age, gender and time in the city)
- Review comments by filtering on specific topics.
- Download the data you want into Excel or PowerPoint.

City Highlights

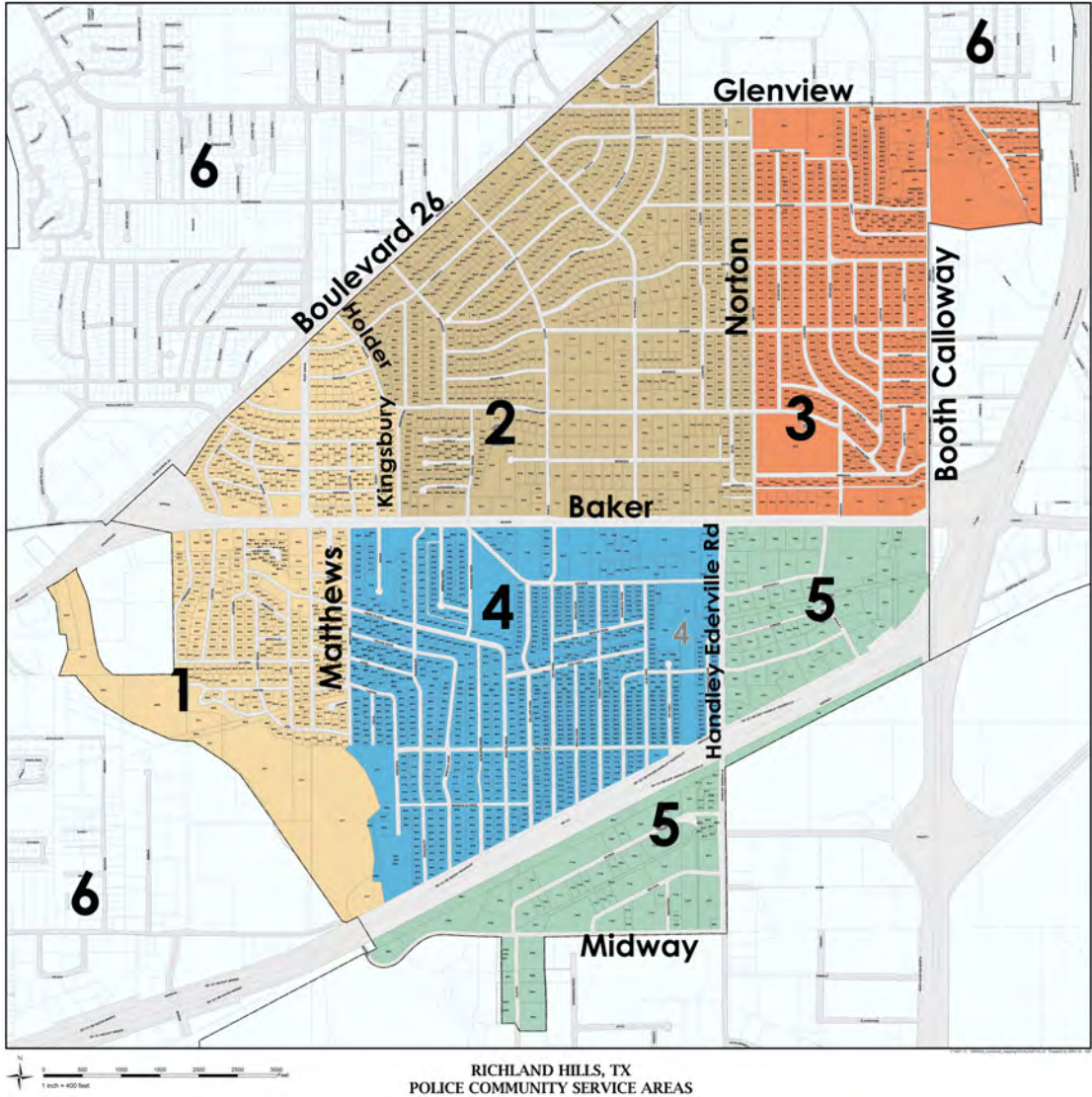
Richland Hills business owners tend to agree that the city is heading in the **right direction (84%)**, although 16% feel it's going the wrong direction. Additionally, most people feel the city has either stayed the same (45%) or improved (50%) in the past 3 years, which is an excellent sign of positive progress.

A deeper analysis reveals that businesses are generally doing well in Richland Hills and are happy here. There are still a few frustrations that can be addressed and also some proposed business support programs that many business owners will appreciate. This survey will help city leaders prioritize wisely.

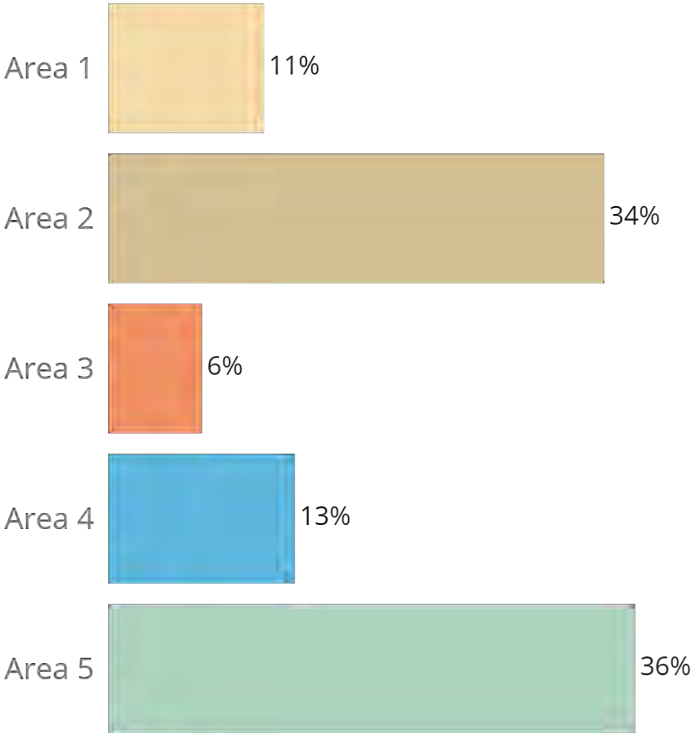
Some key takeaways include:

- Richland Hills is overall a great place to do business
- Many feel that city staff are easy to work with
- Grant matching programs are of real interest among many business owners
- B2B networking events were second in priority for business owners
- Some would like to see general infrastructure improvements such as drainage improvements, sidewalk repairs, and road maintenance to make operating their business in the city continue to go smoothly
- Most people rated the city's permit process highly
- Permit process improvements, such as clearer communication, would be appreciated by some

This study includes comments, and the ability to more deeply explore topics. This information will be a rich resource that Richland Hills can use for focus and clarity in their efforts to support local businesses.



% in each Zone



Sample Size: 47

Demo Filters

Business Category

(All)

Job Title/Role

(All)

of Employees

(All)

Tenure

(All)

City Direction

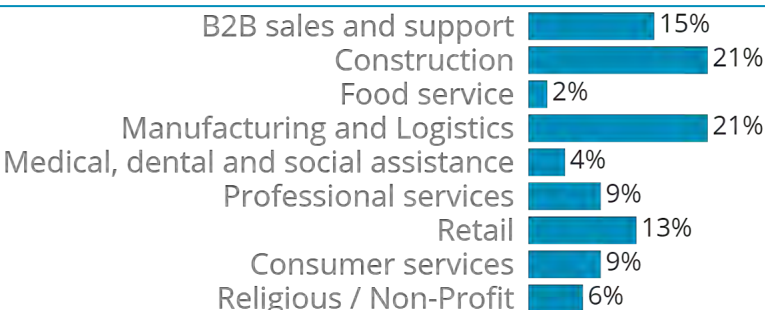
(All)

Area

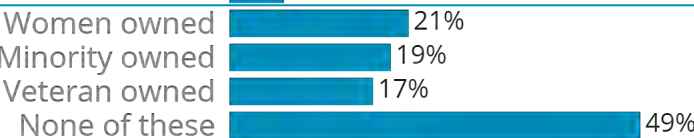
(All)

Sample: 47

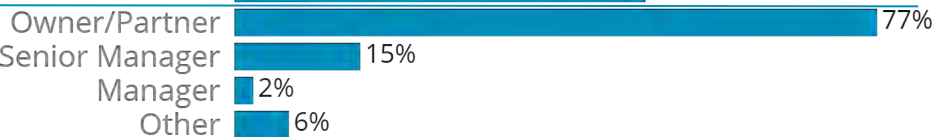
Business Category



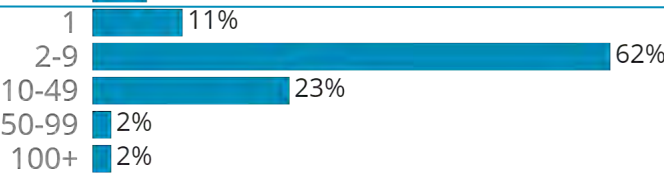
Special Ownership



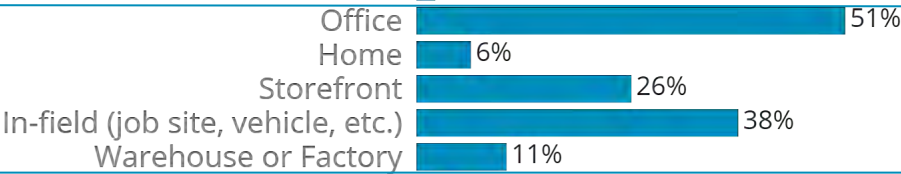
Job Title/Role



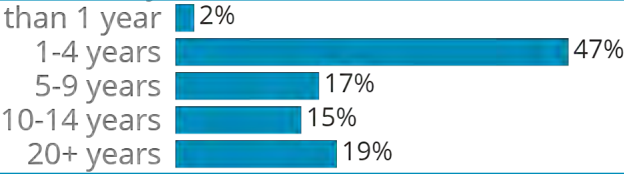
of Employees



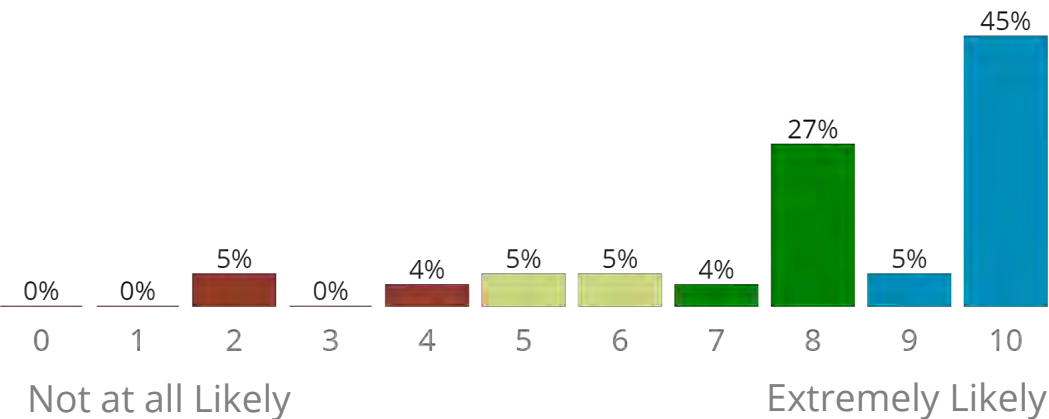
Primary work location



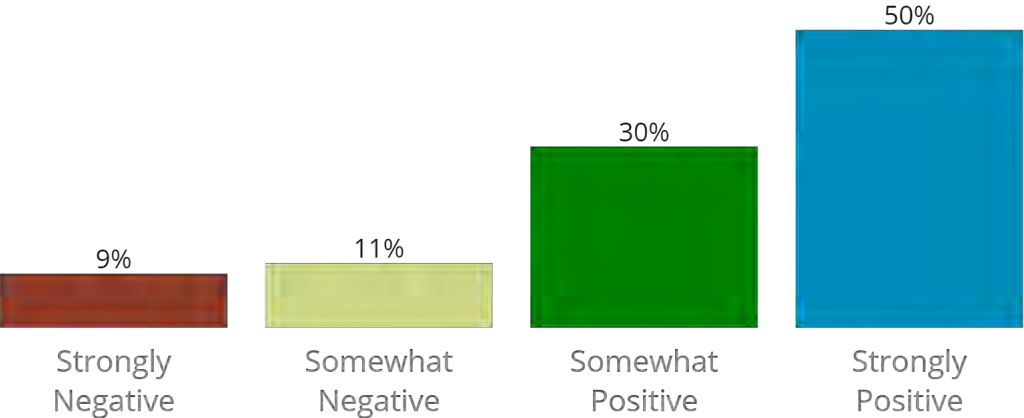
Years Operated in City (Tenure)



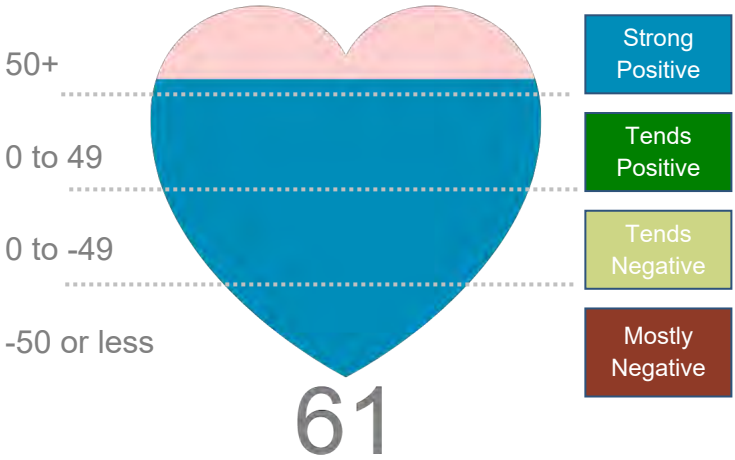
Would Refer a Friend (from 0 to 10)



Recommend City to a Friend - Groupings



City
Refer a Friend Score



The Refer a Friend Score is calculated by subtracting both Negative from both Positive ratings

Demo Filters

Business Category

(All)

Job Title/Role

(All)

of Employees

(All)

Tenure

(All)

City Direction

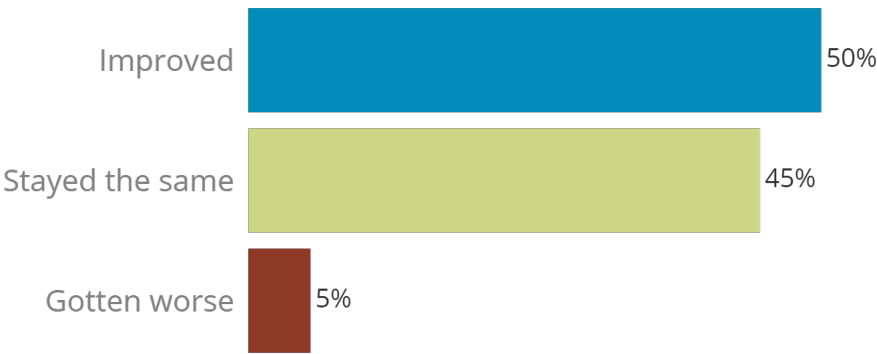
(All)

Area

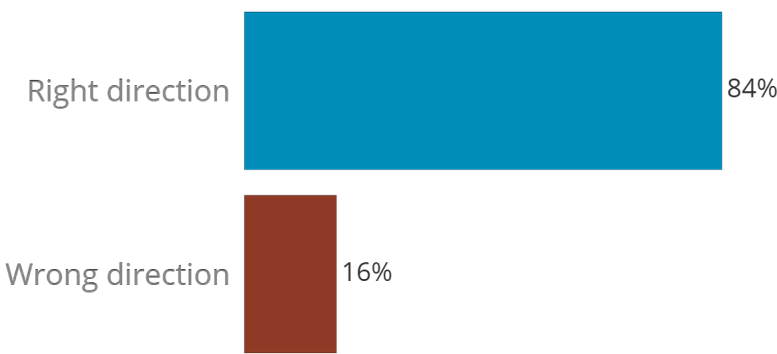
(All)

Sample: 56

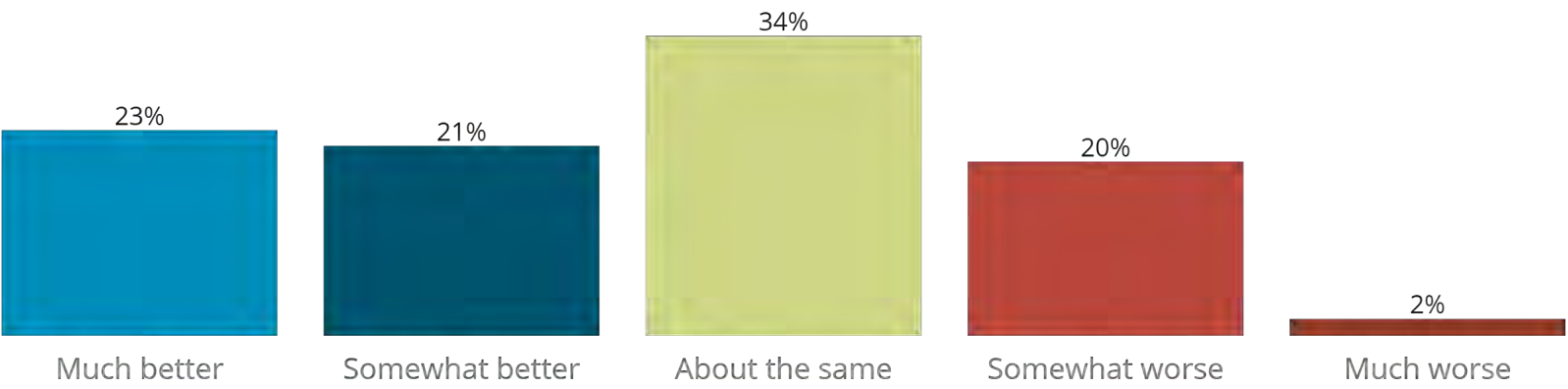
Change in the past 5 years



Direction of the city?



Compared to other cities



Demo Filters

Business Category
(All)

Job Title/Role
(All)

of Employees
(All)

Tenure
(All)

City Direction
(All)

Area
(All)

Sample: 56



Overall, as a place to do business, do you believe the City has improved, stayed the same, or declined during the past 5 years?
Overall, as a place to do business, would you say that the City is headed in the right direction or wrong direction?
As a place to operate a business, how does the City compare to other cities nearby?

Business Category

Job Title/Role

of Employees

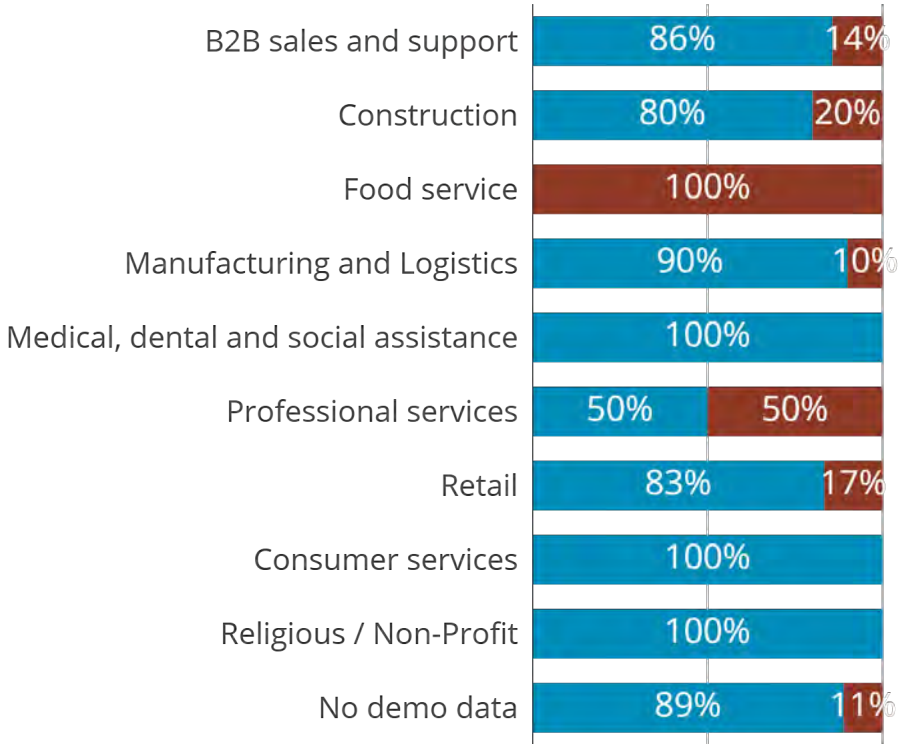
Tenure

Area

B2B sales and support	n=7
Construction	n=10
Food service	n=1
Manufacturing and Logistics	n=10
Medical, dental and social assistance	n=2
Professional services	n=4
Retail	n=6
Consumer services	n=4
Religious / Non-Profit	n=3
No demo data	n=9

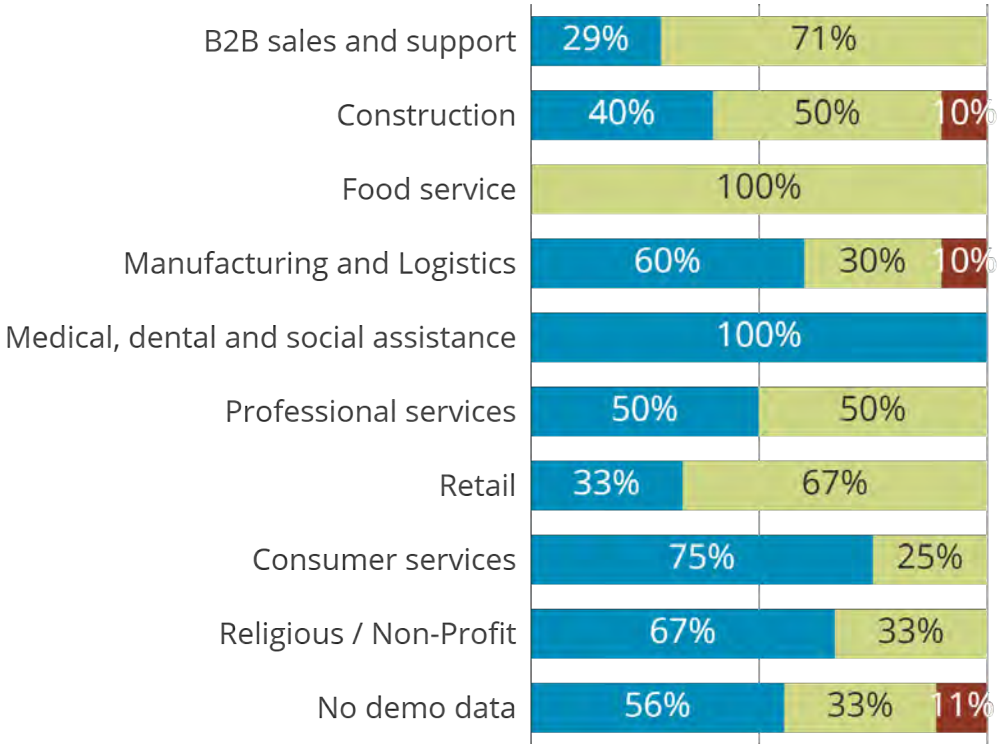
Sample Size: 56

Right/Wrong Direction



■ Right direction
■ Wrong direction

Improved/Gotten Worse



■ Improved
■ Stayed the same
■ Gotten worse

Demo Filters

Business Category

(All)

Job Title/Role

(All)

of Employees

(All)

Tenure

(All)

City Direction

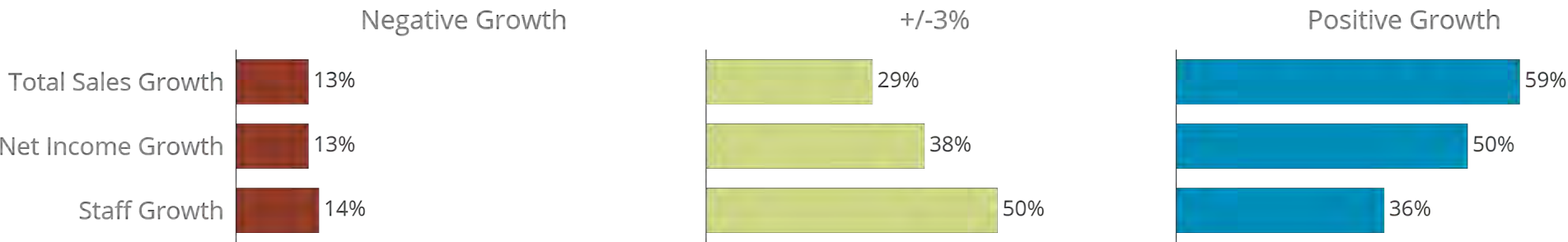
(All)

Area

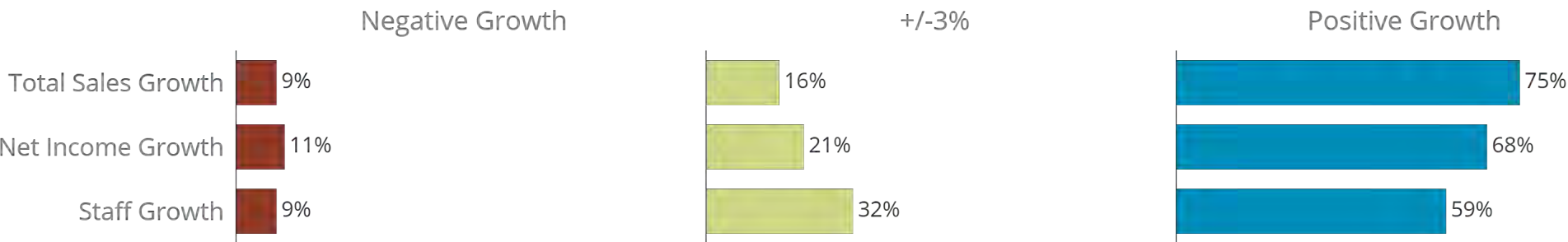
(All)

Sample: 56

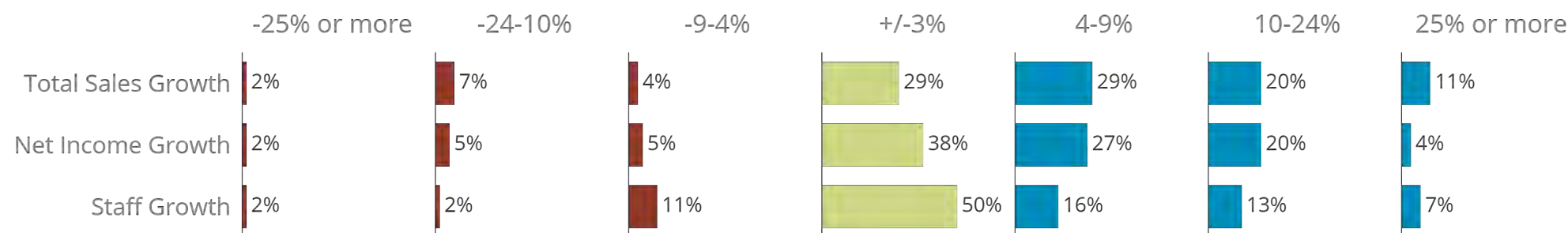
Growth Past 3 Years



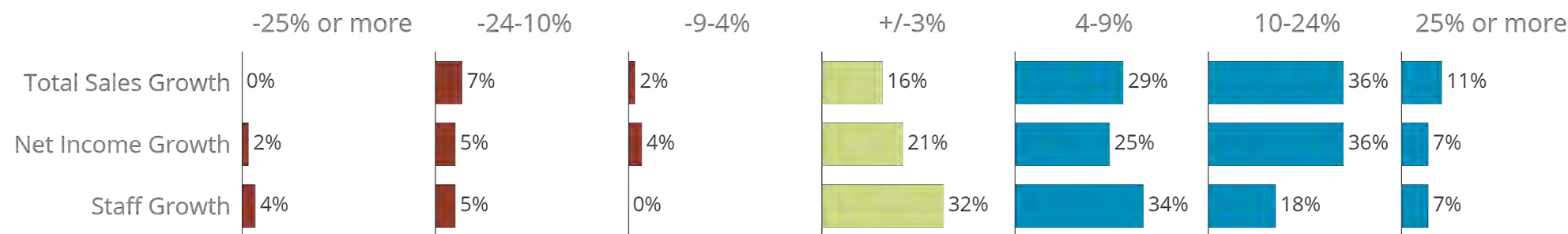
Projected Growth Next 3 Years



Growth Past 3 Years



Projected Growth Next 3 Years



Demo Filters

Business Category

(All)

Job Title/Role

(All)

of Employees

(All)

Tenure

(All)

City Direction

(All)

Area

(All)

Sample: 56

Business Category

Job Title/Role

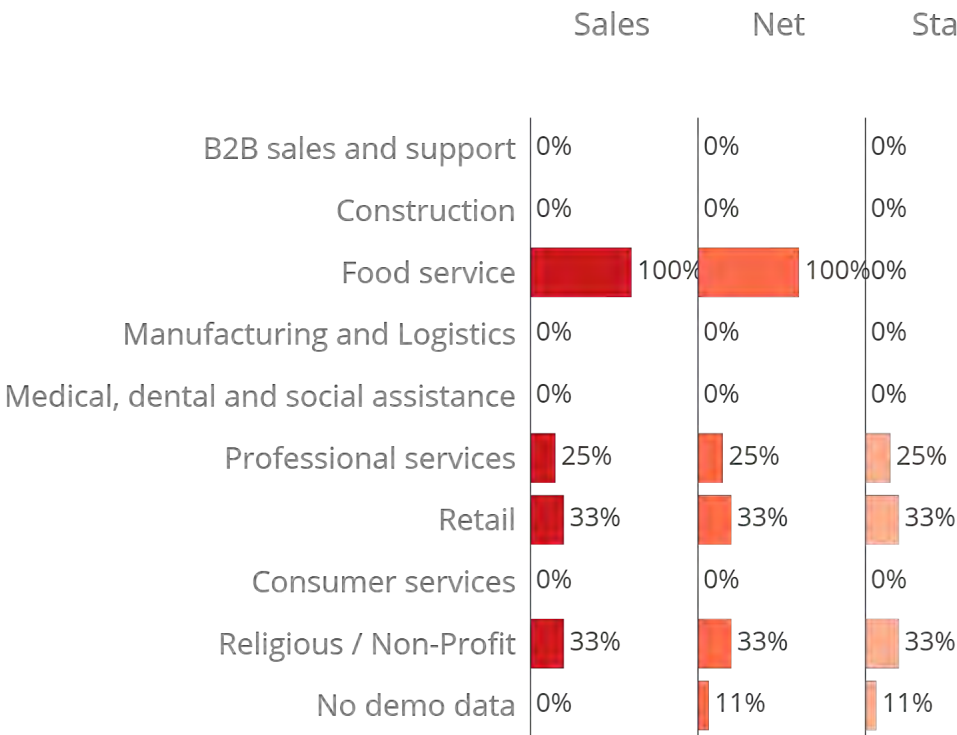
of Employees

Tenure

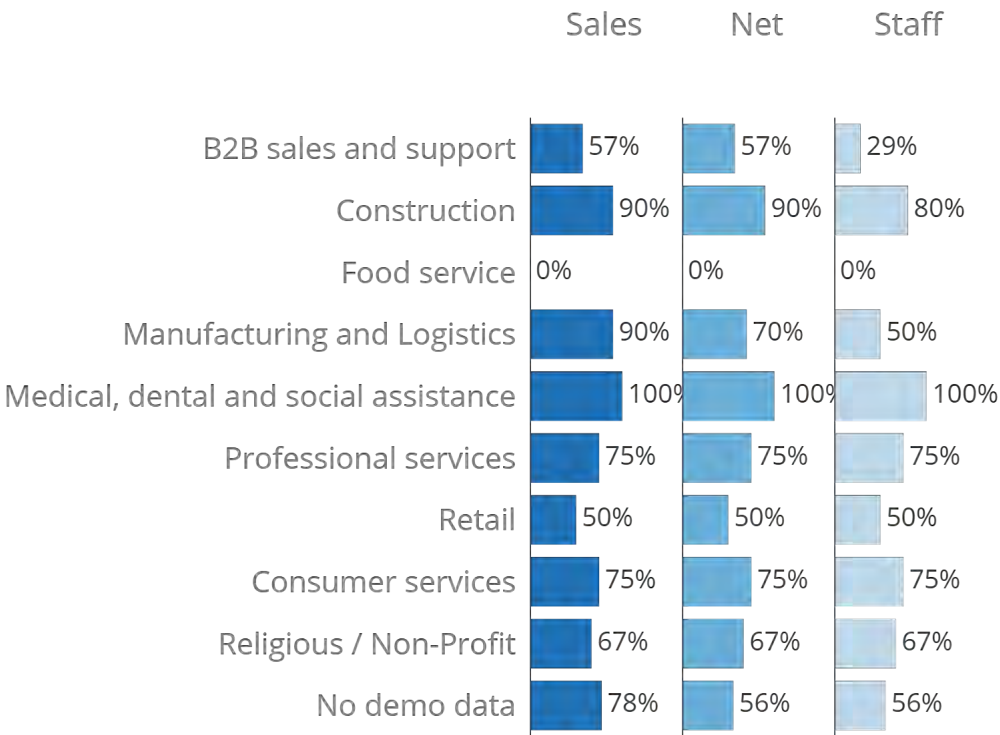
Area

B2B sales and support	n=7
Construction	n=10
Food service	n=1
Manufacturing and Logistics	n=10
Medical, dental and social assistance	n=2
Professional services	n=4
Retail	n=6
Consumer services	n=4
Religious / Non-Profit	n=3
No demo data	n=9

Negative Growth Next 3 Years



Positive Growth Next 3 Years



Sample Size: 56

Business Category

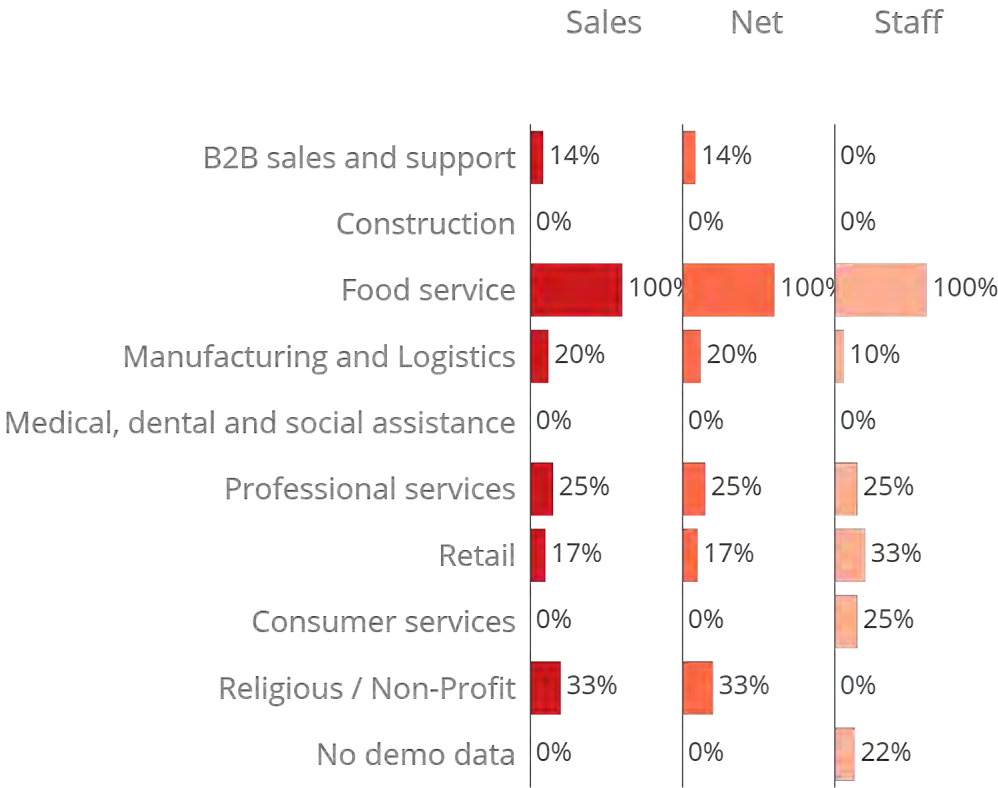
Job Title/Role

of Employees

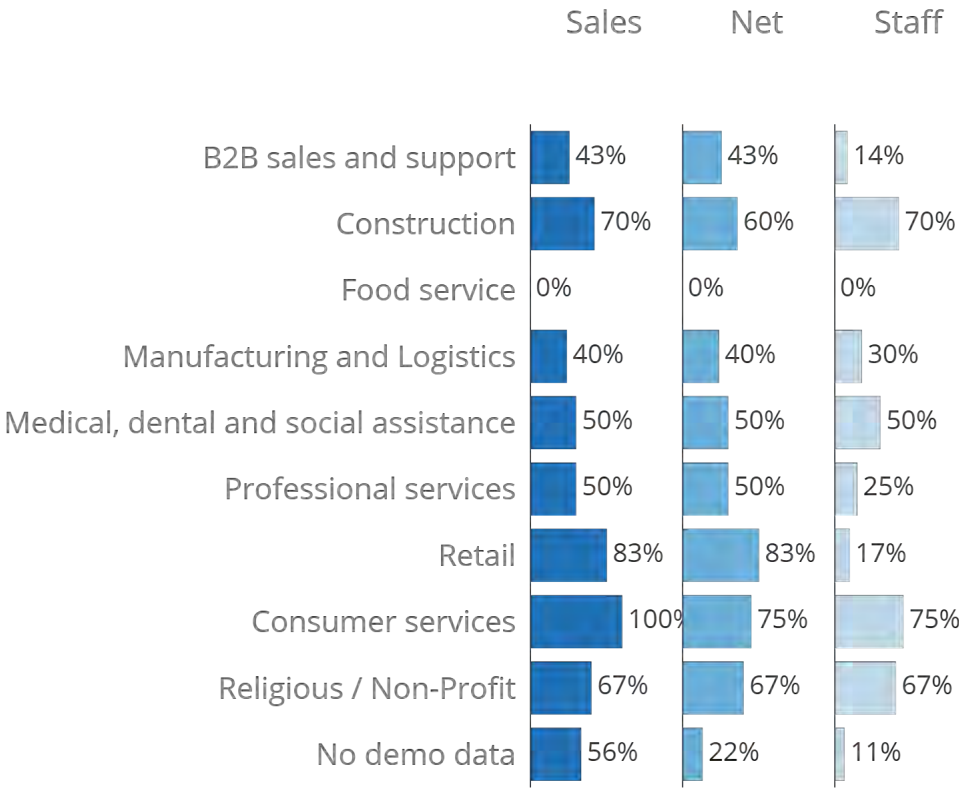
Tenure

Area

Negative Growth Past 3 Years

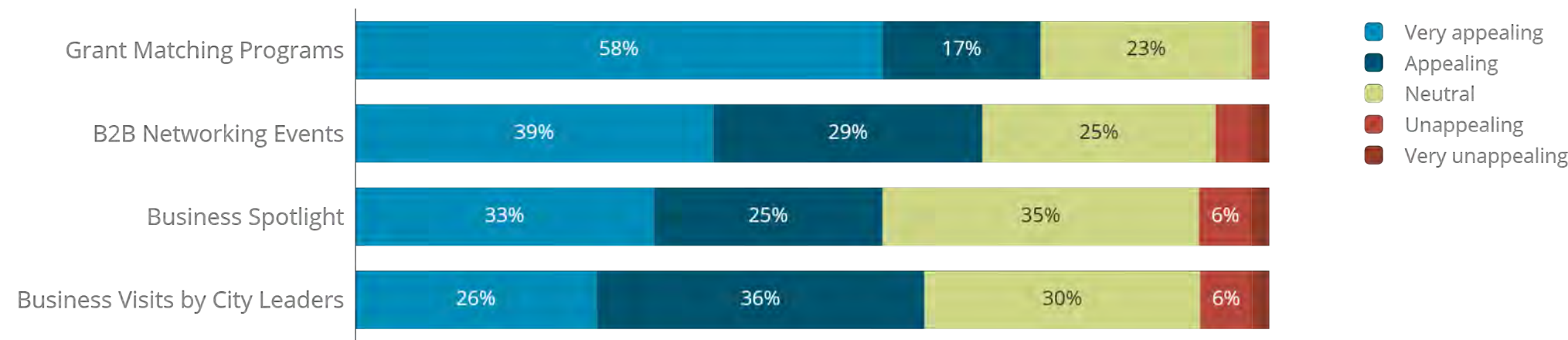


Positive Growth Past 3 Years

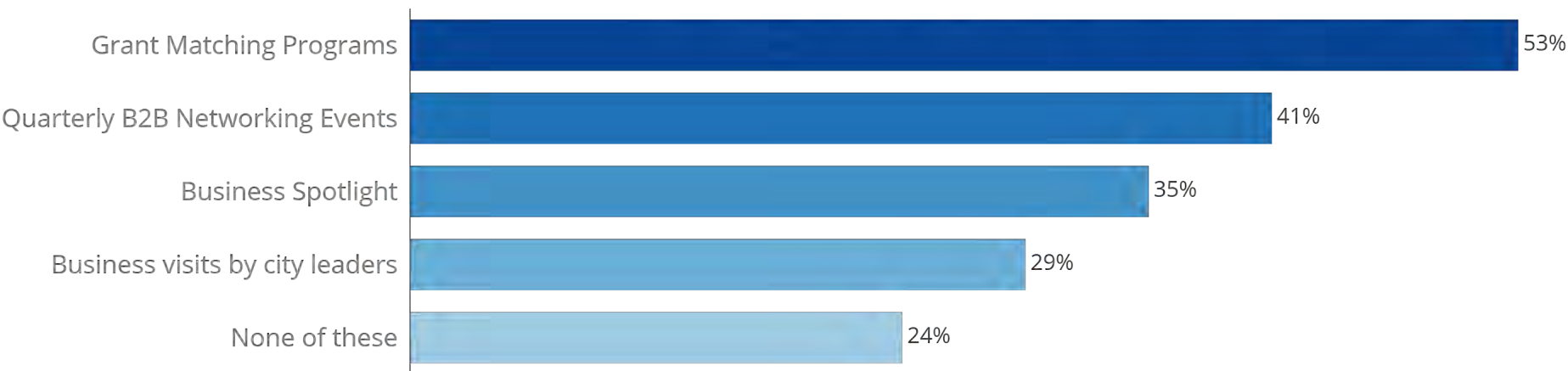


Sample Size: 56

Business Support Programs - Appeal



Business Support Programs - Want to Learn More



Demo Filters

Business Category

(All)

Job Title/Role

(All)

of Employees

(All)

Tenure

(All)

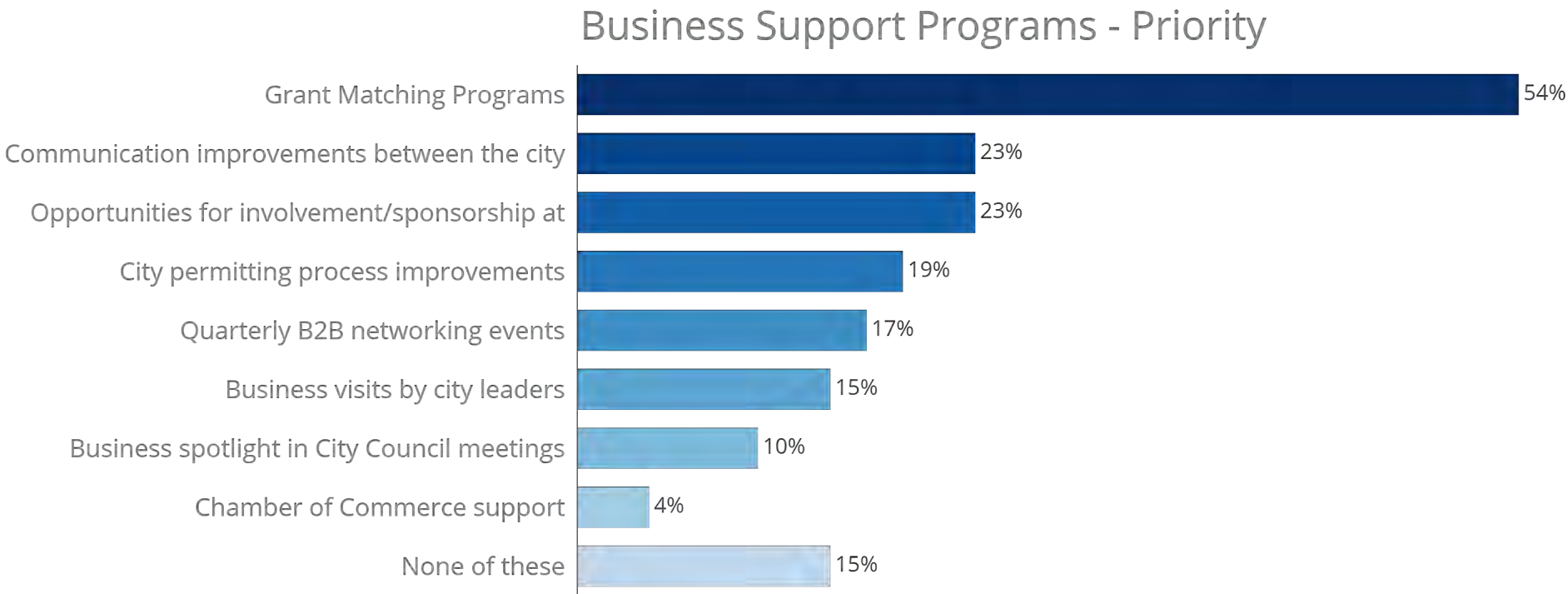
City Direction

(All)

Area

(All)

Sample: 56



Demo Filters

Business Category

(All)

Job Title/Role

(All)

of Employees

(All)

Tenure

(All)

City Direction

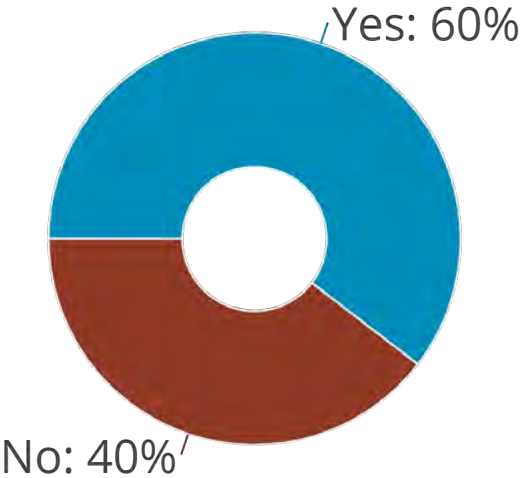
(All)

Area

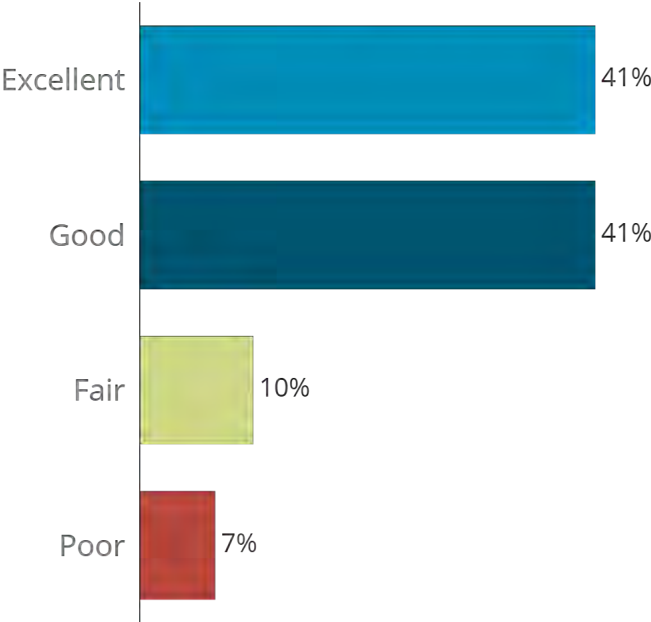
(All)

Sample: 56

Obtained Permit in Past 3 Years?



Permitting Process Rating



Demo Filters

Business Category

Job Title/Role

of Employees

Tenure

City Direction

Area

Sample: 56

What are two or three things that you find to be positive about doing business in the City?

A little smaller, a little homlier, and not quite as much traffic & people. - Missing data, Missing data, Missing data, Missing data employess, Missing data in the city

1. Great Security.2. Great City Government3. Friendly Living. - Area 5, Manufacturing and Logistics, Owner/Partner, 10-49 employess, 20+ years in the city

1. Location is great for a growing business because there are lots of opportunities for partnerships, connections, etc. 2. It is easy to get to. - Area 5, Construction, Other, 2-9 employess, 1-4 years in the city

1. Great city government leadership and vision2. Responsive city employees - Area 2, Medical, dental and social assistance, Owner/Partner, 2-9 employess, 1-4 years in the city

Nice bedroom community, potential for growth and new housing developments - Area 2, Retail, Owner/Partner, 2-9 employess, 20+ years in the city

Convenient highway access, close to airport, very reasonable rent. - Area 4, Manufacturing and Logistics, Senior Manager, 1 employess, 1-4 years in the city

Police & Fire - Area 5, Other, Owner/Partner, 1 employess, 20+ years in the city

City stuff more friendly than other - Area 2, Other, Owner/Partner, 1 employess, 1-4 years in the city

The city staff are very pleasant to work with. - Area 5, B2B sales and support, Owner/Partner, 2-9 employess, 1-4 years in the city

Ease of city staff - Area 5, B2B sales and support, Owner/Partner, 2-9 employess, 1-4 years in the city

Location to the major highways - Area 4, Construction, Owner/Partner, 50-99 employess, 1-4 years in the city

CLOSE TO THE INTERSTATE - Area 5, Construction, Owner/Partner, 10-49 employess, 5-9 years in the city

What could the leaders of Richland Hills do to make doing business here a better experience for you?	
	Increase networking opportunities. We moved into the Midway Industrial Park a year and a half ago. Many of our surrounding neighbors could become our customers, and vice-versa, but we dont know them and they dont know us. I assume their are multiple landlords and they dont really have an incentive for bringing everyone together for a networking event. Might be nice to have periodic events where host companies offer tours and provide refreshments to neighboring companies, spearheaded by city leaders. - Area 5, Manufacturing and Logistics, Owner/Partner, 10-49 employess, 1-4 years in the city
	Force Electrical providers to improve their infrastructure. Ive had more power outages lasting longer than 6 hours in the last 2 years that I have been in this building than I have had in the previous 30 years of business. This one thing is more likely to have me move than anything else. - Area 4, Other, Owner/Partner, 2-9 employess, 1-4 years in the city
	Road construction. Know it is necessary but it just takes so long. - Area 5, Manufacturing and Logistics, Senior Manager, 2-9 employess, 5-9 years in the city
	Improve sidewalks along Glenview Drive. - Area 2, Professional services, Senior Manager, 2-9 employess, 20+ years in the city
	Fix the street. Glenview Drive. We have a huge development of homes and condos the next street over , hwy 26, and this the time to get this improvement done and make it look desirable to drive to for shopping. - Area 2, Retail, Owner/Partner, 2-9 employess, 20+ years in the city
	Just communicate and understand each business out here - Area 1, Construction, Owner/Partner, 10-49 employess, 1-4 years in the city
	I have paid a hefty storm water drain fee for years My storm water drain is ditch which I must mow and maintain. I would like to see a storm water pipe installed and covered over. I would not have to mow it and it would improve the looks of the intersection at Rufe Snow and Baker quite a bit - Area 1, Professional services, Owner/Partner, 2-9 employess, 20+ years in the city
	Help with local business and community exposure and support. - Area 5, B2B sales and support, Senior Manager, 10-49 employess, 10-14 years in the city



Ron Gailey

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Ron Gailey is the Founder and CEO of OnPointe Insights. He established his research capabilities by directing research at two Fortune 500 banks. Then, for 8 years he led insights for Coca-Cola across Asia (China, Japan, Australia, India, Vietnam, Thailand, Indonesia, and more.)

His task at the banks and Coca-Cola: create insights for senior leaders to inspire important strategic decisions, breakthrough marketing, and improved performance.

Wanting his own research company, Ron started his company in 2017. It quickly grew as Ron and his team devoted their time to help leaders at Coca-Cola, T-Mobile, KFC, 1-800 Contacts, Kellogg's, Essilor, and others make smart decisions with well-designed research.

Along the way, Ron met a City Manager in Texas who wanted help to redesign their citizen survey. The new survey was ½ as long, yet provided far more clarity and guidance. The city loved it and Ron found a new passion.

Ron started OnPointe Insights, a company devoted to helping mayors, city managers, city councils, and other civic leaders with their challenges. It's his way of using his experience and skills to support the local community and to give back.

Our sincere thanks to the leadership team at QuestionPro, who provides meaningful technical and cost support. Their efforts allow OnPointe Insights to offer CityPOV to cities at reasonable and stable costs, despite large sample sizes.

Should your city desire to do research on their own, QuestionPro is an excellent choice. In our opinion it is superior to Survey Monkey, Qualtrics and other similar services. Please contact OnPointe Insights for a referral to QuestionPro.

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