

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING
APRIL 7, 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.

1. Section 551.072: Deliberation regarding real property
2721 Handley Ederville Road, Richland Hills, TX
7056 Dover Lane, Richland Hills, TX

Motion: Motion was made by Mayor Pro Tem Knowlton and seconded by Councilmember Estep to adjourn into Executive Session at 7:06 p.m.

Motion carried by a vote of 7-0.

Mayor Bergthold reconvened into open session at 7:08 p.m.

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.**

None.

Mayor Bergthold adjourned the work session at 7:08 p.m.

REGULAR SESSION – Mayor Bergthold Called to Order – Time 7:09 p.m.

INVOCATION AND PLEDGES OF ALLEGIANCE – Councilmember GW Estep

PRESENTATIONS

1A. Animal Control Appreciation Week Proclamation

Mayor Bergthold read a proclamation declaring April 13 – 19, 2025, as “Animal Control Appreciation Week” in Richland Hills. He presented the proclamation to Community Compliance Manager Kay Fisk.

1B. National Library Worker Day Proclamation

Mayor Bergthold read a proclamation declaring April 8, 2025, as “National Library Worker Day” in Richland Hills. He presented the proclamation to Library Director Chantele Hancock.

1C. National Crime Victims Rights Week Proclamation

Mayor Bergthold read a proclamation declaring April 6 – 12, 2025, as “National Crime Victims Rights Week” in Richland Hills. He presented the proclamation to Victim Assistance Coordinator Teresa Koontz and Victim Assistance Specialist Dennise Espeleta who serve the partner cities of Haltom City, North Richland Hills, Richland Hills and Watauga.

Victim Assistance Coordinator Teresa Koontz expressed her appreciation to the City Council and provided a brief presentation on their work for crime victims.

1D. Telecommunicator Appreciation Week Proclamation

Mayor Bergthold read a proclamation declaring April 13 – 19, 2025, as “Telecommunicator Appreciation Week” in Richland Hills. He presented the proclamation to Dispatchers Diane Skaggs, Chelsea Duncan and Rianna Reynolds.

1E. Citizen Appearances/Public Comments

None.

CONSENT AGENDA

- 2A. Approved minutes from the March 22, 2024 City Council Budget Workshop and the March 24, 2025 City Council Regular Meeting**
- 2B. Approved an update to the Authorized Representatives at the Federal Reserve Bank for City deposits at JP Morgan Chase Bank, N.A.**
- 2C. Approved Resolution 611-25 authorizing the change of Authorized Representatives for the Texas Local Government Investment Pool (TexPool)**
- 2D. Approved Resolution 612-25 authorizing the change of Authorized Representatives for the Texas Short Term Asset Reserve Program (TexSTAR)**

Motion: Motion was made by Councilmember Goveas 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

- 3A. Approved Ordinance 1522-25 a Specific Use Permit (2025-0231) to permit a “Fortune Teller/Psychic” use for the property described as Lot 7, Block 2, William Addition, Richland Hills, Texas, otherwise known as 7410 Boulevard 26 (Suite 103), Richland Hills, Texas 76118. PUBLIC HEARING**

Director of Planning and Development Services JP Ducay presented the item to the City Council and advised that applicant Carol Adams is seeking a Specific Use Permit (SUP), to allow for the use of “Fortune Teller/Psychic” in the MX, Mixed Use Zoning District located at 7410 Boulevard 26, Suite 103. The subject 0.7-acre property contains a 13,000 square-foot multi-suite retail strip-center and Suite 103 accounts for 300 square feet of that 13,000 square-feet.

The applicant received a Certificate of Occupancy for a “Retail, Store and Shop” on March 18, 2025, and the predominant element of the business is the sale of candles and crystals. The applicant is also requesting to provide “Fortune Teller/Psychic” services as an ancillary element of the business. The use of “Fortune Teller/Psychic” is allowed only by Specific Use Permit (SUP) in the MX, Mixed Use Zoning District. One letter of opposition was submitted by a property owner within 200 feet of the subject property. Additionally, the Planning and Zoning Commission considered the item at their March 25, 2025 meeting and recommended approval by a vote of 4-0.

Mayor Bergthold opened the public hearing at 7:41 p.m. and asked to hear from any proponents followed by opponents of the case.

Applicant Carol Adams' husband spoke on her behalf and advised that this location is an expansion of a family business that has been in Haltom City for 50 years. The location is not expected to have high traffic and will employ one employee. The fortune teller/psychic portion of the business will be by appointment only.

Mayor Bergthold closed the public hearing at 7:43 p.m.

Discussion ensued regarding signage for the business.

Motion: Motion was made by Councilmember Estep and seconded by Councilmember Malone to approve Ordinance 1522-25 a Specific Use Permit (2025-0231) to permit a "Fortune Teller/Psychic" use for the property described as Lot 7, Block 2, William Addition, Richland Hills, Texas, otherwise known as 7410 Boulevard 26 (Suite 103), Richland Hills, Texas 76118.

The vote was as follows:

For: Mayor Bergthold, Councilmembers Malone, Bledsoe, Skier, Estep, and Goveas

Against: Mayor Pro Tem Knowlton

Motion carried by a vote of 6-1.

3B. Approved Ordinance 1523-25 a Planned Development (2025-0226) with a base zoning of LC, Light Commercial allowing for a "Manufacturing, Light" use with an outside storage element for the property described as Lot 13R, Block H, Richland Hills Addition, otherwise known as 6525 Baker Blvd, Richland Hills, Texas 76118. PUBLIC HEARING

Director of Planning and Development Services JP Ducay presented the item to the City Council and advised that applicant Brad Chapman with Layne Glass Company is seeking to rezone 6525 Baker Boulevard to a Planned Development (PD) with a base zoning of LC, Light Commercial. The use of "Manufacturing, Light" and "Outside Storage, Incidental" are only permitted by SUP in the LC, Light Commercial zoning district. The applicant is requesting to add conditions to the PD to allow for the use of "Manufacturing, Light" and Outside Storage, Incidental".

The intent of this request is to purchase the property and allow for a glass fabrication company to occupy and operate out of the subject building. Their outside storage needs are primarily for excess aluminum stock lengths (covered) and company trailers. City staff toured their current facility and believe this business operation would be less impactful to the surrounding properties than the previous tenant. Additionally, the Planning and Zoning Commission considered the item at their March 25, 2025 meeting and recommended approval by a vote of 4-0.

Applicant Brad Chapman answered questions about topics including the types of tools used in manufacturing, overall noise, delivery vehicles, hours of operation, and overall aesthetics of the facility.

Mayor Bergthold opened the public hearing at 8:12 p.m. and asked to hear from any proponents followed by opponents of the case.

Hearing none, Mayor Bergthold closed the public hearing at 8:12 p.m.

Motion: Motion was made by Councilmember Bledsoe and seconded by Councilmember Estep to approve Ordinance 1523-25 a Planned Development (2025-0226) with a base zoning of LC, Light Commercial allowing for a "Manufacturing, Light" use with an outside storage element for the property described as Lot 13R, Block H, Richland Hills Addition, otherwise known as 6525 Baker Blvd, Richland Hills, Texas 76118.

Motion carried by a vote of 7-0.

3C. Approved Ordinance 1524-25 amending Ordinance 1463-22 to increase the maximum number of food trucks permitted on the City Market property described as Popplewell, S Survey, Abstract 1241, Tract 2J, otherwise known as 7206 Latham Drive, Richland Hills, Texas 76118.PUBLIC HEARING

Director of Planning and Development Services JP Ducay presented the item to the City Council and advised that applicant Luther Boykin is seeking to amend a Specific Use Permit (SUP) originally approved in October 2022 as Ordinance 1463-22 for the operation of a "Farmers Market" at 7206 Latham. The original SUP request was approved with the following conditions:

1. Two portable restrooms are permitted to stay on site for a period of one (1) year from the effective date of this SUP ordinance, on the condition that screening is provided when the farmer's market is not in operation. Following the one (1) year term, portable restrooms are prohibited one site.
2. No more than three (3) food trucks shall be permitted to operate on site at any one time. One main food truck, depicted as "Café" on the site plan attached hereto as Exhibit B, that is to be permanently located on site shall be allowed to be connected to City utilities (water, sewer, and electric). No other food trucks shall be allowed to be connected to City utilities.
3. Within one (1) year from the effective date of this SUP ordinance, the North Storage building, as depicted on the site plan attached hereto as Exhibit B, shall be converted to restrooms.
4. The dumpster on site shall be screened per City ordinances.

On February 19, 2025, Mr. Boykin submitted an application requesting to amend the original SUP ordinance to increase the maximum number of food trucks permitted at the

City Market. Additionally, the Planning and Zoning Commission considered the item at their March 25, 2025 meeting and recommended approval by a vote of 4-0.

Applicant Luther Boykin was present to address any questions.

The City Council inquired about the restroom facilities onsite following the removal of the portable restrooms as required in the original SUP.

Luther Boykin, 7206 Latham, Richland Hills, advised that there have been no issues from visitors with the number of available restroom facilities.

Discussion ensued regarding the signage at the property and additional restrictions and requirements related to signage.

Mayor Bergthold opened the public hearing at 8:40 p.m. and asked to hear from any proponents followed by opponents of the case.

Joyce Fiaccone, 3800 Labadie, Richland Hills, advised that she previously worked at City Market and felt that while more bathroom facilities are ideal, food trucks are meant for people visiting a short time.

Keith Albee, 6908 Danele, Richland Hills, expressed his opposition to the Council forming policy from the dais regarding signage.

Mayor Bergthold closed the public hearing at 8:45 p.m.

Motion: Motion was made by Councilmember Bledsoe and seconded by Mayor Pro Tem Knowlton to table consideration of Ordinance 1524-25 amending Ordinance 1463-22 to increase the maximum number of food trucks permitted on the City Market property described as Popplewell, S Survey, Abstract 1241, Tract 2J, otherwise known as 7206 Latham Dr, Richland Hills, Texas 76118 to the April 28, 2025 City Council meeting.

Following additional discussion regarding overall conditions for signage at the property, Councilmember Bledsoe rescinded her motion.

Mr. Ducay provided staff recommendations for signage conditions that could be added to the ordinance including:

1. No more than six (6) banner signs shall be affixed to the chain link fence with the following conditions:
 - A maximum of three (3) banner signs are permitted to be attached to the east chain link fence fronting Handley Ederville.
 - A maximum of three (3) banner signs are permitted to be attached to the north chain link fence fronting Latham.
 - The area of banner signs shall not exceed 40 square-feet per side.

2. One Flag sign is permitted to be displayed during hours of operation on Saturdays.
3. All other temporary or prohibited signage shall be removed except for the vehicle signage.
 - o The truck and attached vehicle signage may remain as displayed.

Motion: Motion was made by Councilmember Estep and seconded by Councilmember Skier to approve Ordinance 1524-25 amending Ordinance 1463-22 to increase the maximum number of food trucks permitted on the City Market property described as Popplewell, S Survey, Abstract 1241, Tract 2J, otherwise known as 7206 Latham Dr, Richland Hills, Texas 76118 with the following conditions:

1. No more than six (6) banner signs shall be affixed to the chain link fence with the following conditions:
 - a. A maximum of three (3) banner signs are permitted to be attached to the east chain link fence fronting Handley Ederville.
 - b. A maximum of three (3) banner signs are permitted to be attached to the north chain link fence fronting Latham.
 - c. The area of banner signs shall not exceed 40 square-feet per side.
2. One Flag sign is permitted to be displayed during hours of operation on Saturdays.
3. All other temporary or prohibited signage shall be removed except for the vehicle signage.
 - a. The truck and attached vehicle signage may remain as displayed.

The vote was as follows:

For: Mayor Bergthold, Mayor Pro Tem Knowlton, Councilmembers Bledsoe, Skier, Estep, and Goveas
Against: Councilmember Malone

Motion carried by a vote of 6-1.

ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS

4. None.

CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS

5A. Approved award of bid for the Series 2023 Certificates of Obligation Street Reconstruction Projects to Reliable Paving, Inc. in the amount of \$3,203,201

Director of Public Works and Capital Projects Kip Dernovich presented the item to the City Council and advised that in September 2023, the Richland Hills City Council issued Certificates of Obligation for the design and reconstruction of six street segments. Original planning stated that all street segments would include paving, water, and/or sewer

reconstruction. After further research and in-field analysis, it was determined that the six street segments within the project would include the following:

- Jameson Street – Gerome to Faye (sewer and paving)
- Joanne Court - Mathews to Cul-de-sac (water, storm drain, and paving)
- Mary Boaz Drive – Lavon to Marceille (paving)
- Mary Boaz Drive – Marceille to Jameson (paving)
- Brooks Avenue – Rufe-Snow to Holder (water and paving)
- Oxley Drive Evergreen to Booth-Calloway (water and paving)

Halff Associates completed the design and engineering portion of the project in Fiscal Year 2024, and at the request of staff, waited to bid the construction of the project until Atmos started work on all subsurface utility engineering (SUE). All related SUE was started in January 2025, and the project was put out to bid later that month. Bids were opened on March 13, 2025, and five responsive bids were received. The bids ranged from a high bid of \$3,881,602 to a low bid of \$3,203,200.90. Reliable Paving, Inc. submitted the lowest responsive bid.

City Engineer David Burkett confirmed that Atmos intends to finish SUE in May 2025.

Discussion ensued regarding inspection services, dust mitigation, and an overall timeline of eight to nine months for project completion.

Motion: Motion was made by Councilmember Goveas and seconded by Mayor Pro Tem Knowlton to award bid for the Series 2023 Certificate of Obligation Street Reconstruction Projects to Reliable Paving in the amount of \$3,203,201.

Motion carried by a vote of 7-0.

5B. Approved Emergency Medical Services (EMS) Interlocal Agreement between the City of Fort Worth and the City of Richland Hills and authorize City Manager to sign agreement

Fire Chief Russell Shelley introduced the item to the City Council and advised that the City of Richland Hills began a mutual aid partnership with MedStar Mobile Healthcare in December 2022 to provide ambulance transport any time Richland Hills Fire Department staffing dropped below five personnel. That partnership continued through the end of fiscal year 2024 when the City was notified that Fort Worth would be taking over ambulance transport services for MedStar Mobile Healthcare.

During the September 23, 2024 City Council meeting, the Richland Hills City Council approved a motion to begin the process of transitioning ambulance transport services to the MedStar and Fort Worth EMS systems. The City of Richland Hills transitioned full-time ambulance transport services to MedStar Mobile Healthcare on an interim basis beginning November 1, 2024. The item presented for consideration is an Interlocal

Agreement with the City of Fort Worth to assume ambulance transport operations on July 1, 2025, when MedStar Mobile Healthcare will cease its operations.

The proposed interlocal agreement provides the terms and conditions for first responder (Richland Hills Fire Department) and EMS transport (City of Fort Worth) services, including all state requirements for first responder licensing. Specifically, the Agreement includes the annual timeline for subsidy development and submission, outlines a 10-year agreement period, and details that the City of Richland Hills can leave the Agreement for cause with 90 days' written notice to the City of Fort Worth. The Agreement also includes Medical Director and continuing education services for all Fire Department personnel.

Discussion ensued regarding the Medical Control Advisory Board (MCAB) governing the City of Fort Worth EMS System.

Athena Campbell, 2802 Elm Park Drive, Richland Hills, expressed her support for transitioning the City's EMS transport to the City of Fort Worth acknowledging that there is a cost efficiency to outsource the service and the sale of the City's ambulances will be beneficial.

Motion: Motion was made by Councilmember Malone and seconded by Councilmember Estep to approve Emergency Medical Services (EMS) Interlocal Agreement between the City of Fort Worth and the City of Richland Hills and authorize City Manager to sign the agreement.

The vote was as follows:

For: Mayor Bergthold, Councilmembers Malone, Estep, and Goveas

Against: Mayor Pro Tem Knowlton, Councilmembers Skier and Bledsoe

Motion carried by a vote of 4-3.

OTHER ITEMS FOR CONSIDERATION

6A. Approved replacement of concrete curb, gutter and driveway connections for the Oak Park Drive street reconstruction project by Reliable Paving, Inc. in the amount of \$224,714 utilizing the street, curb and gutter repair unit price contract

Director of Public Works and Capital Projects Kip Dernovich advised that the City Council approved an interlocal agreement with Tarrant County for the reconstruction of Oak Park Drive from Elm Park to Ash Park on March 24, 2025. The agreement stipulated that the County will provide labor and equipment needed to assist the City in completing the project. Richland Hills will furnish and pay for actual cost of materials, as well as half of the fuel used by Tarrant County during the construction process. The City also agreed

to adjust all utilities, manholes and valve boxes at the project site. Engineering, surveying, and any laboratory testing necessary for the project is also the City's responsibility.

In addition, the City is responsible for replacement of the concrete curb, gutter and driveway connections associated with the project. This authorization will allow the Public Works Department to utilize the City's unit price contract with Reliable Paving, Inc. to complete all concrete curb, gutter, and driveway improvements prior to Tarrant County beginning road reconstruction work on May 12, 2025.

The City Engineer, Public Works staff and Reliable Paving agree that the unit price contract estimates the cost of the project to be approximately \$230,000 including a 20 percent contingency. Funding in the amount of \$450,000 was approved for the project in the FY 2025 Budget. The City will provide milling services through a third-party vendor (TEXOP) in the amount of \$11,782 and Tarrant County will contribute in the amount of \$36,476 in accordance with the previously approved Interlocal Agreement. This brings the total approximate cost of the project to \$272,972.

Motion: Motion was made by Councilmember Skier and seconded by Mayor Pro Tem Knowlton to approve replacement of concrete curb, gutter and driveway connections for the Oak Park Drive street reconstruction project by Reliable Paving, Inc. in the amount of \$224,714 utilizing the street, curb and gutter repair unit price contract.

Motion carried by a vote of 7-0.

REPORTS & DISCUSSIONS

7. None.

COMMUNITY INTEREST ITEMS

8. Councilmember Estep advised of several upcoming events:

- Now through August 2025, Summer Camp Connect Registration, The Link;
- Tuesday, April 8, 2025, Richland Hills Literary Club, Public Library, 6:30 p.m.;
- Thursday, April 10, 2025,
 - Senior Lunch Bunch and Bingo, The Link, 12:00 to 2:00 p.m.;
 - Tarrant County Food Pantry, Richland Hills Baptist Church, 5:30 to 7:00 p.m.;
- Saturday, April 12, 2025,
 - Easter Celebration, The Link Plaza, 10:00 a.m. to 12:00 p.m.;
 - 75th Anniversary Community Photo, The Link Plaza, 11:00 a.m.;
- Friday, April 25, 2025, Plant and Seed Share, Library Gazebo, 5:30 to 7:30 p.m.;
- Saturday, April 26, 2025, Coop, Barn, and Garden Tour, City-wide, 10:00 a.m. to 2:00 p.m.;
- Every Thursday, Coffee Talk, Public Library, 10:00 to 11:30 a.m.;

EXECUTIVE SESSION

9. **Executive Session:** Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sec. 551.071, Sec. 551.072, Sec. 551.073, Sec. 551.074, Sec. 551.076, Sec. 551.087 and Sec. 418.0183 (f) and 418.106 (d) & (e) of the Texas Government Code (Texas Disaster Act).

None.

ADJOURNMENT

10. There being no further business to come before the City Council, Mayor Bergthold declared the meeting adjourned at 9:40 p.m.

ATTEST:

APPROVED:

Lindsay Rawlinson, City Secretary

Curtis Bergthold, Mayor