

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING
APRIL 28, 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

REGULAR SESSION – Mayor Bergthold Called to Order – Time 7:02 p.m.

INVOCATION AND PLEDGES OF ALLEGIANCE – Councilmember Travis Malone

PRESENTATIONS

1A. Business Spotlight: MPower Advance Therapy Solutions

Director of Planning and Development Services JP Ducay advised that a representative from MPower Advance Therapy Solutions was unable to attend the meeting and a business spotlight for MPower Advance Therapy Solutions will be rescheduled to a future meeting date.

1B. Municipal Clerks Week Proclamation

Mayor Bergthold read a proclamation declaring May 4 – 10, 2025, as “Professional Municipal Clerks Week” in Richland Hills and presented the proclamation to City Secretary Lindsay Rawlinson.

1C. National Corrections Officer Week Proclamation

Mayor Bergthold read a proclamation declaring May 4 – 10, 2025, as “National Corrections Officer Week” in Richland Hills and presented the proclamation to Detention Officers Kevon Morrow, Irina Appel, Nathan Patterson, and Lindsay Eastman, who serve

in the combined agency detention facility serving the cities of Richland Hills, North Richland Hills, Haltom City and Watauga.

1D. National Drinking Water Week Proclamation

Mayor Bergthold read a proclamation declaring May 4 – 10, 2025, as “National Drinking Water Week” in Richland Hills and presented the proclamation to Director of Public Works and Capital Projects Kip Dernovich.

Mr. Dernovich expressed his appreciation to the City Council and announced the annual coloring contest to celebrate National Drinking Water Week.

1E. Citizen Appearances/Public Comments

Athena Campbell, 2802 Elm Park Drive, Richland Hills, advised that she has reviewed the draft Comprehensive Plan and thinks it is well done stating that she participated in the last Comprehensive Plan update in 2014 and understands the work that has gone into it. Additionally, she discussed members of the City Council serving on the Comprehensive Plan Advisory Committee and the reasoning behind that decision.

CONSENT AGENDA

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

2B. Approved award of bid to Pipe Crew, LLC for water system improvements in the 2500 to 2600 blocks of Mimosa Park Drive as part of the 50th Year Community Development Block Grant Program

2C. Approved emergency pump replacement at the Rena Trinity well site by Millican Well Service, LLC in the amount of \$88,000

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

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

Motion carried by a vote of 7-0.

Motion: Motion was made by Councilmember Malone and seconded by Councilmember Goveas to approve the Agenda Items 2A and 2C.

Motion carried by a vote of 7-0.

2B. Approved award of bid to Pipe Crew, LLC for water system improvements in the 2500 to 2600 blocks of Mimosa Park Drive as part of the 50th Year Community Development Block Grant Program

In December 2023, City Council authorized submission of a project proposal for the 50th Year Community Development Block Grant (CDBG) Program offered in partnership with Tarrant County. The CDBG program is a Federally funded program, administered through the county, to address infrastructure needs in qualifying areas as determined by the U.S. Department of Housing and Urban Development (HUD). The project includes replacement of approximately 850 linear feet of 2 inch cast iron main pipe with 8 inch pvc pipe, 625 square yards of asphalt, and approximately 17 service connections along the 2500 to 2600 block of Mimosa Park Drive.

Pipe Crew, LLC submitted a bid in the amount of \$148,681. The 50th Year CDBG funding allocation for Richland Hills was \$180,000 leaving an additional \$31,319 that the City can utilize should contingency items arise.

Discussion ensued regarding the remaining additional funds. City Manager Candice Edmondson confirmed that the City will be allowed to keep the remaining \$31,319 for contingencies.

Motion: Motion was made by Mayor Pro Tem Knowlton and seconded by Councilmember Skier to approve award of bid to Pipe Crew, LLC for water system improvements in the 2500 to 2600 blocks of Mimosa Park Drive as part of the 50th Year Community Development Block Grant Program in the amount of \$148,681.

Motion carried by a vote of 7-0.

PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

3. None.

ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS

4A. Approved Ordinance 1525-25 amending Article III “Ambulances” of Chapter 30 “Emergency Services” of the Code of Ordinances, City of Richland Hills, Texas to add the terms and conditions for the operation of an ambulance service within the City of Richland Hills

Fire Chief Russell Shelley introduced the item to the City Council and advised that at the April 7, 2025 meeting, the City Council approved an interlocal agreement with the City of Fort Worth to provide ambulance transport operations beginning July 1, 2025. This Uniform EMS Ordinance agenda item is a companion item to that interlocal agreement and is required to be adopted as part of the interlocal agreement.

The proposed Uniform EMS Ordinance provides the authority and conditions for first responder (Richland Hills Fire Department) and ambulance transport (City of Fort Worth) services in the City of Fort Worth and all other contract cities in the system.

Discussion ensued regarding delegating priority calls and the continuation of mutual aid from partner cities.

Motion: Motion was made by Councilmember Goveas and seconded by Councilmember Skier to approve Ordinance 1525-25 amending Article III “Ambulances” of Chapter 30 “Emergency Services” of the Code of Ordinances, City of Richland Hills, Texas to add the terms and conditions for the operation of an ambulance service within the City of Richland Hills.

Motion carried by a vote of 7-0.

CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS

5A. Approved Interlocal Agreement between the City of Richland Hills and City of Watauga for fleet maintenance services and authorize City Manager to sign

Fire Chief Russell Shelley introduced the item to the City Council and advised that the City of Watauga has been providing fleet maintenance services for eight neighboring communities for approximately two years and has recently increased their fleet services staffing and renovated their facility to increase their service capacity to accommodate additional customers. The Fire Department is seeking to enter into an Interlocal Agreement for fleet services with the City of Watauga in an effort to reduce fire apparatus downtime and reduce expenses for fleet maintenance.

The City of Watauga utilizes only fully certified Emergency Vehicle Technicians and are an authorized repair facility through Richland Hills’ fire engine manufacturer, and their turnaround time on major repairs or in-depth preventative maintenance is typically two weeks or less in comparison to the current vendor averaging four to six weeks for the same repairs. In addition, the repair facility in Watauga is approximately eight miles from the city, while the current repair contractor is located approximately 30 miles away in southern Mansfield. Repair warranties for both vendors are comparable. Parts are generally covered for 90 days, and labor warranties are generally 60 days.

Under this Agreement, the City of Richland Hills could utilize Watauga’s fleet maintenance services for other city vehicles and equipment. This Agreement would not pertain to any vehicles that have been included in the City’s fleet procurement and maintenance program with Enterprise Fleet Management Services. This item was originally brought for Council consideration at the January 27, 2025 City Council meeting and was tabled to allow staff and the City Attorney additional time to negotiate the terms of the agreement.

Chief Shelley confirmed that the main fire engine was a 2019 model and the reserve engine was a 2013 model.

Motion: Motion was made by Mayor Pro Tem Knowlton and seconded by Councilmember Malone to approve Interlocal Agreement between the City of Richland Hills and City of Watauga for fleet maintenance services and authorize City Manager to sign.

Motion carried by a vote of 7-0.

5B. Approved award of bid for RFP 2025-001 Annual Facility Maintenance, Repair and Upgrade Unit Price Contract to Classic Paint & Drywall

Fire Chief Russell Shelley introduced the item to the City Council and advised that the City of Richland Hills solicited bids for an Annual Facility Maintenance, Repair and Upgrade unit price contract in March 2025. The unit price contract will help the City expedite work such as wall framing, drywall installation and repair, tape, texture, painting, installation and removal of doors, trim. The unit price contract also standardizes the costs for these projects versus quoting each individual project. The City utilizes similar contracts from other government entities and, as the primary contract holder, would allow other agencies to utilize this contract as well.

The City received three bids which ranged from \$9,431.50 to \$9,765.00. Classic Paint & Drywall emerged as the lowest responsible bidder and best overall value including annual cost escalation. The bid total received is for determining bid ranking only and does not reflect the contract amount to be awarded. The total contracted amount will vary depending on the various task order assignments requested. Most projects of this type will be less than \$5,000 and rarely more than \$10,000. Funding for general construction services is approved through the annual budget process and expenditures would be based on annual allocations.

Motion: Motion was made by Councilmember Skier and seconded by Councilmember Goveas to approve award of bid for RFP 2025-001 Annual Facility Maintenance, Repair and Upgrade Unit Price Contract to Classic Paint & Drywall.

Motion carried by a vote of 7-0.

OTHER ITEMS FOR CONSIDERATION

6. None.

REPORTS & DISCUSSIONS**7A. 89th Texas Legislative Session Update**

City Manager Candice Edmondson advised that the 89th Texas Legislative Session convened on January 14, 2025, continuing through June 2, 2025. She provided an overview of bills filed and being considered that could impact cities on topics such as property and sales tax, debt, land use, utilities, elections, and economic development.

Discussion ensued regarding Accessory Dwelling Units (ADUs) and providing a draft letter to send concerns to state representatives.

7B. Conflicts of Interest Presentation

City Attorney Elizabeth Yelverton provided a brief overview regarding conflicts of interest that can affect members of City Council such as having a substantial business entity interest or real property interest in an item that comes before the City Council for consideration.

7C. Street Improvement Projects

Director of Public Works and Capital Projects Kip Dernovich provided the street improvement projects update and advised of the status of 50th CDBG project and the Series 2023 Bond Street projects.

7D. 2nd Quarter Investment Report

City Manager Candice Edmondson provided the 2nd Quarter Investment Report for FY2025 and advised that the City is in a strong financial position.

7E. Clean, Green & Lean Event

Director of Parks and Recreation Eric Valdez presented information regarding the Clean, Green & Lean event held Saturday, April 26, 2025, from 8:00 to 10:00 a.m. at the Richland Hills Public Library as well as The Link 8th Anniversary Celebration which was held from 10:00 a.m. to 12:00 p.m.

7F. March Department Reports

Library Director Chantele Hancock presented the Library update and advised of activities such as the children's programs, Senior Social Time, and the Richland Hills Literary Club. Additionally, she provided an update on 75th Anniversary events such as the Mayor's Bike Ride held Saturday, March 15, 2025, the Scavenger Hunt, and the Coop, Barn & Garden Tour.

City Manager Candice Edmondson presented the Finance Department update and advised of the status of the City's different funds as well as sales tax collections.

Director of Planning and Development Services JP Ducay presented the Development update and advised of the status of the parking within the Baker Landing development, Richland Crossing construction, and commercial developments.

COMMUNITY INTEREST ITEMS

8. Councilmember Estep advised of several upcoming events:

- Now through August 2025, Summer Camp Connect Registration, The Link;
- Now through May 15, 2025, Pick A Perk Link Membership Sale, The Link;
- Saturday, May 3, 2025, General Election Day, City Hall Council Chambers, 7:00 a.m. to 7:00 p.m.;
- Tuesday, May 6, 2025, Richland Hills Literary Club, Public Library, 6:30 p.m.;
- Thursday, May 8, 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.;
- Thursday, May 15, 2025, Music in the Park, Ho'Omaka Hou Island Dance, The Link Plaza, 7:00 to 8:00 p.m.;
- Tuesday, May 27, 2025, City Council meeting normally held on May 26, 2025 will be held one day later in observance of Memorial Day; and
- Every Thursday, Coffee Talk, Public Library, 10:00 to 11:30 a.m.;

Councilmember Roland Goveas advised that the annual State School Report Card has been released and several local schools received poor scores. He asked that Birdville Independent School District come speak to the Council regarding these scores.

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 9:38 p.m.

ATTEST:

APPROVED:

Lindsay Rawlinson, City Secretary

Curtis Bergthold, Mayor