

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING
MAY 12, 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 7:00 p.m.

INVOCATION AND PLEDGES OF ALLEGIANCE – Mayor Pro Tem Douglas Knowlton

PRESENTATIONS

1A. Recognition of outgoing Mayor Pro Tem Douglas Knowlton

City Council members and City staff expressed their appreciation for outgoing Mayor Pro Tem Douglas Knowlton. City Manager Candice Edmondson highlighted Mayor Pro Tem Knowlton's accomplishments during his tenure as a Councilmember from 2019-2025.

Bill Garretson, 3616 Landy Lane, expressed his appreciation to Mayor Pro Tem Knowlton for his obvious love of his City and the consideration he gave during his years on the City Council.

1B. National Police Week Proclamation

Mayor Bergthold read a proclamation declaring May 11 – 17, 2025, as "National Police Week" in Richland Hills and presented it to Police Chief Kimberly Sylvester.

1C. National Public Works Week Proclamation

Mayor Bergthold read a proclamation declaring May 18 – 24, 2025, as “National Public Works Week” in Richland Hills and presented the proclamation to Director of Public Works and Capital Projects Kip Dernovich.

1D. National Emergency Medical Services Week Proclamation

Mayor Bergthold read a proclamation declaring May 18 – 24, 2025, as “National Emergency Medical Services Week” in Richland Hills and presented the proclamation to Fire Chief Russell Shelley.

1E. National Public Service Recognition Week Proclamation

Mayor Bergthold read a proclamation declaring May 4 – 10, 2025, as “National Public Service Recognition Week” in Richland Hills and presented the proclamation to City Manager Candice Edmondson.

1F. Citizen Appearances/Public Comments

John Garza, 7900 Leslie Drive, Richland Hills, expressed his congratulations to the two winning candidates in the May 3, 2025 General Election, Mike Witt and Roland Goveas, and stated that he is looking forward to the future of the City.

CONSENT AGENDA

2A. Approved minutes from the April 28, 2025 Joint Meeting of the City Council and the Planning and Zoning Commission and the April 28, 2025 City Council Regular Meeting

2B. Approved Resolution 613-25 recognizing World Migratory Bird Day and local efforts to pursue the Bird City Texas designation by Texas Parks and Wildlife

Motion: Motion was made by Mayor Pro Tem Knowlton 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 1526-25 adopting the 2025 Standards of Care for youth programs provided by The Link Event & Recreation Center. PUBLIC HEARING

Director of Parks and Recreation Eric Valdez presented the item to the City Council and advised that Ordinance No. 1526-25 is an annual requirement of the Texas Human

Resources Code for all municipalities who operate youth programs in the form of day camps and after-school programs. Mr. Valdez provided an overview of the Standards of Care and discussed the approved ratio of students to camp counselors stating that the ratio is 15-1 in group settings and 10-1 when students are taken on field trips.

Mayor Bergthold opened the public hearing at 7:35 p.m. and asked to hear from any proponents followed by opponents of the items.

Hearing none, Mayor Bergthold closed the public hearing at 7:35 p.m.

Motion: Motion was made by Councilmember Malone and seconded by Mayor Pro Tem Knowlton to approve Ordinance 1526-25 adopting the 2025 Standards of Care for youth programs provided by The Link Event & Recreation Center.

Motion carried by a vote of 7-0.

ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS

4. None.

CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS

5A. Approved award of proposal for implementation of a new Enterprise Resource Planning (ERP) system to Tyler Technologies, Inc. and approve the Software as a Service Agreement with Tyler Technologies, Inc. for an initial three-year term

City Manager Candice Edmondson presented the item to the City Council and advised that the City has utilized STW Inc. for its financial software program for many years. While the system has met basic needs, it is approaching the end of its support lifecycle.

The STW software was acquired by OpenGov in 2018. Following this acquisition and the increase in the use of the OpenGov cloud-based software, the City has been informed that the current software will no longer be supported after December 2026. Therefore, the City must either transition to OpenGov at a higher cost than the current annual fee of \$33,007 or implement a different ERP system.

On December 3, 2024, the Finance Department issued a Request for Proposals (RFP) for Enterprise Resource Planning System and Implementation Services. Five proposals were received by the bid closing on December 18, 2024, with one additional proposal from the current vendor (OpenGov) submitted after the deadline. After reviewing all submissions, staff conducted demonstrations with the two most cost-effective and comparable options: Tyler Technologies and OpenGov.

After thoroughly reviewing available options, staff recommends selecting Tyler Technologies for the City's new ERP system. While both Tyler and OpenGov offer strong financial solutions, Tyler's platform provides broader functionality and better integration capabilities and is widely used among regional municipalities. In addition, the City's Municipal Court currently uses Tyler Technologies for their operating system so financials will integrate seamlessly between the two systems. Tyler Technologies also offers a lower total cost over three years, making it the most financially responsible choice for the City. The proposed implementation timeline for the Tyler ERP system is 12-18 months.

The FY 2025 Budget includes \$250,000 for implementation of a new ERP system. Tyler's implementation cost is \$133,455. With the 12–18-month implementation timeline, City Council will have to reallocate funds in the FY 2026 and FY 2027 budgets to complete the implementation. The annual fee for the three-year agreement is \$83,312 per year for a total cost of \$249,936. The total cost for the Tyler Technologies agreement, including implementation and three years of service is \$383,391.

Discussion ensued regarding the implementation plan, the terms and conditions, and the modules offered being useful to the City's needs.

Motion: Motion was made by Councilmember Skier and seconded by Mayor Pro Tem Knowlton to award proposal for implementation of a new Enterprise Resource Planning (ERP) system to Tyler Technologies, Inc. and approve the Software as a Service Agreement with Tyler Technologies, Inc. for an initial three-year term in the amount of \$383,391, pending City Attorney approval of the agreement.

Motion carried by a vote of 7-0.

5B. Approved Work Order Authorization Agreement No. 43 for Construction Inspection Services with Halff Associates for City of Richland Hills, Certificates of Obligation Series 2023, Street Reconstruction Projects

City Manager Candice Edmondson introduced the item to the City Council and advised that on January 8, 2024, the City Council approved an agreement with Halff Associates for professional engineering and design services for the Series 2023 street reconstruction projects. The original contract amount was \$421,600. To date, there is \$113,000 remaining due to Atmos completing the subsurface utility engineering work as well as savings in design services that were not needed. A portion of the remaining contract amount will be utilized as construction administration and engineering services during construction. Additionally, a portion of these remaining funds could be utilized for construction inspection services.

During the FY 2025 Budget process, City Council approved \$100,000 for construction management and inspection services for use on the Certificates of Obligation Series 2023, Street Reconstruction Projects. Of the \$113,000 remaining in Halff's existing

agreement, up to \$40,000 will be needed for construction administration and engineering services leaving \$73,000 that could be utilized for construction inspection services.

Utilizing the \$73,000 from the current agreement, Halff has provided a new work order authorization for construction inspection services in the amount of \$64,000. They will complete the requested 30 hours per week of construction inspection services for an eight-month period by combining the two contract amounts. The total amount that will be used for construction inspection services is \$137,000.

Discussion ensued regarding inspection reports and the City being proactive and not reactive in conducting inspections.

City Engineer David Burkett advised that inspectors will complete reports each time they are onsite. City Manager Candice Edmondson stated that the City Council will receive the reports.

Motion: Motion was made by Mayor Pro Tem Knowlton and seconded by Councilmember Skier to approve Work Order Authorization Agreement No. 43 for Construction Inspection Services with Halff Associates for City of Richland Hills, Certificates of Obligation Series 2023, Street Reconstruction Projects in the amount of \$64,000.

Motion carried by a vote of 7-0.

OTHER ITEMS FOR CONSIDERATION

6. None.

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;
- Now through May 15, 2025, Pick a Perk Link Membership Sale, The Link;
- Now through July 4, 2025, Red, White & YOU Patriotic Parade registration;
- Thursday, May 15, 2025, Music in the Park, The Link Plaza, 7:00 to 8:30 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;
- Tuesday, June 3, 2025, Summer Reading Kick-Off, Library, 5:00 to 7:00 p.m.;
- Tuesday, June 10, 2025, Richland Hills Literary Club, Library, 6:30 p.m.;
- Thursday, June 12, 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.;
- Every Thursday, Coffee Talk, Public Library, 10:00 to 11:30 a.m.;

Councilmember Malone advised that the last day of school for Birdville Independent School District students will be Thursday, May 22, 2025.

Mayor Bergthold inquired about a stop sign at the corner of Popplewell Street and Hovenkamp Avenue and City Manager Candice Edmondson confirmed that staff is working to address the issue and will provide an update soon.

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 8:00 p.m.

ATTEST:

APPROVED:

Lindsay Rawlinson, City Secretary

Curtis Bergthold, Mayor