

**RICHLAND HILLS CITY COUNCIL  
REGULAR MEETING  
MAY 27, 2025  
MINUTES**

Roll Call:

Council present

Curtis Bergthold, Mayor  
Mike Witt, Place 1  
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 – 6:00 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.
  1. Section 551.074: Deliberation regarding Personnel Matters
    - a. Board and Commission Appointments

**Motion:** Motion was made by Councilmember Estep and seconded by Councilmember Skier to adjourn into Executive Session at 6:01 p.m.

Motion carried by a vote of 7-0.

Mayor Bergthold reconvened into open session at 6:35 p.m.

**2. Proposed Public Art Policy Presentation**

City Manager Candice Edmondson introduced the item and advised that staff has developed a draft policy to guide the selection, procurement and placement of public art throughout the City of Richland Hills. The policy establishes a framework for incorporating public art into community spaces in a thoughtful, consistent and transparent manner.

She advised of goals including integrating public art into community life and city infrastructure, enhancing public spaces, and creating unique cultural destinations. She also advised of installation and maintenance, funding and City partnerships, and a proposed committee to oversee the program.

Discussion ensued regarding art on private property, utilizing Hotel Occupancy Tax, and the proposed committee.

**3. 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 6:50 p.m.

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

**INVOCATION AND PLEDGES OF ALLEGIANCE – Councilmember Mike Witt**

**ADMINISTRATION OF OATH OF OFFICE AND PRESENTATION OF CERTIFICATE OF ELECTION**

City Secretary Lindsay Rawlinson administered the Oath of Office to Mike Witt, Councilmember, Place 1, and Roland Goveas, Councilmember, Place 6.

**SELECTION OF MAYOR PRO TEM**

Mayor Bergthold requested a motion to elect a Mayor Pro Tem. Two motions were made in quick succession and considered in the order received.

Motion was made by Councilmember Bledsoe to elect Councilmember Skier as Mayor Pro Tem and seconded by Councilmember Witt.

Motion was made by Councilmember Malone to elect Councilmember Estep as Mayor Pro Tem and seconded by Councilmember Goveas.

**Motion:** Motion was made by Councilmember Bledsoe to elect Councilmember Skier as Mayor Pro Tem and seconded by Councilmember Witt.

The vote was as follows:

For: Mayor Bergthold, and Councilmembers Witt, Bledsoe, and Skier

Against: Councilmembers Malone, Estep, and Goveas

Motion carried with a vote of 4-3.

The second motion received was not considered following the affirmative vote on the first motion.

## **PRESENTATIONS**

### **1A. Fire Department Badge Pinnings**

Fire Chief Russell Shelley introduced Fire Captain Cory Graham, Firefighter/Paramedic Callan Scherer, and Firefighter/EMT Justin Mundo and provided brief backgrounds.

City Secretary Lindsay Rawlinson administered the Oath of Office to Fire Captain Cory Graham, Firefighter/Paramedic Callan Scherer, and Firefighter/EMT Justin Mundo.

### **1B. Library Summer Reading Program Proclamation**

Mayor Bergthold read a proclamation declaring June and July 2025 as Summer Reading 2024 to Library Director Chantele Hancock and encouraged residents of all ages to visit the library to participate in the annual Summer Reading Program.

### **1C. Library Excellence Award**

Library Director Chantele Hancock announced that the Richland Hills Public Library has been awarded the 2024 Texas Municipal Library Directors Association Achievement of Library Excellence Award. She expressed her appreciation to the City Council for their continued support of the library and advised that of the 542 public libraries in Texas, only 102 received this award in 2024, demonstrating our Library's commitment to providing exceptional service to your community. With this honor, the Richland Hills Public Library is now in the top 19 percent of all public libraries in the state.

### **1D. Citizen Appearances/Public Comments**

Cindy Gillard, 3709 Norton Drive, Richland Hills, expressed her appreciation to the Richland Hills Fire Department for their professionalism and care they took in caring for her wife during a recent call.

## **CONSENT AGENDA**

### **2A. Approved minutes from the May 12, 2025 Joint Meeting of the City Council and the Planning and Zoning Commission, May 12, 2025 City Council Regular Meeting, and the May 14, 2025 Special Called Meeting**

**Motion:** Motion was made by Councilmember Goveas and seconded by Councilmember Estep to approve the consent agenda.

Motion carried by a vote of 7-0.

**PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS****3A. Approved Ordinance 1527-25 adopting an amended Richland Hills Comprehensive Land Use Plan. PUBLIC HEARING**

City Manager Candice Edmondson presented the item to the City Council and advised that the Comprehensive Plan process has been a year and a half effort with key points of public outreach and drafting development. On May 12, 2025, the Planning and Zoning Commission and City Council were presented with an updated Comprehensive Plan draft. At this joint meeting, the Planning and Zoning Commission recommended approval by a vote of 4-0 and following the Planning and Zoning Commission's recommendation, City Council voted for the item to be considered for adoption at the May 27, 2025, City Council meeting.

Mayor Bergthold opened the public hearing at 7:26 p.m. and asked to hear from any proponents followed by opponents of the case.

Doug Knowlton, 2749 Spruce Park Drive, Richland Hills, advised that he is a former Councilmember and thinks the Plan is well put together. He stated that it is the best plan he has seen for the City and fully endorses it.

Mayor Bergthold closed the public hearing at 7:27 p.m.

Mayor Bergthold expressed his appreciation to City Manager Candice Edmondson and the team at Halff Associates for working so diligently on this new Plan.

Ms. Edmondson thanked the City Council for their support and input and expressed her appreciation for the staff at Halff Associates.

**Motion:** Motion was made by Councilmember Malone and seconded by Mayor Pro Tem Skier to approve Ordinance 1527-25 adopting an amended Richland Hills Comprehensive Land Use Plan.

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 Interlocal Agreement between the City of Fort Worth and the City of Richland Hills to purchase ambulances from the City of Richland Hills for the Fort Worth EMS system and authorize City Manager to sign agreement**

Fire Chief Russell Shelley advised that the City Council previously approved an Interlocal Agreement and Uniform EMS Ordinance with the City of Fort Worth to provide ambulance transport operations beginning July 1, 2025.

With the approved transition in place, the two ambulances previously used by the City to provide EMS transport are no longer needed. Staff initially reached out to the ambulance manufacturer to ascertain current market value for both ambulances. The manufacturer appraised the 2017 reserve ambulance at \$50,000 and the 2023 front line ambulance at \$150,000. Staff then contacted the City of Fort Worth to determine if there was any interest in acquiring the two ambulances for their new EMS transport system. City of Fort Worth staff evaluated both ambulances and have made an official offer of \$425,000 to purchase both ambulances. This offer is well above the manufacturer's appraised value and likely influenced by the construction and delivery time for new ambulances.

Under this agreement, the City of Fort Worth will provide a one-time cash payment of \$135,000 to the City of Richland Hills which will be applied to the remaining loan amount. The City of Fort Worth will also create an escrow account with a beginning balance of \$290,000 from which future subsidies will be deducted until the account reaches a zero balance. Staff believes that the FY 2025 Q4 payment, the FY 2026 subsidy, and a portion of the FY 2027 subsidy will be covered by this amount.

**Motion:** Motion was made by Mayor Pro Tem Skier and seconded by Councilmember Estep to approve Interlocal Agreement between the City of Fort Worth and the City of Richland Hills to purchase ambulances from the City of Richland Hills for the Fort Worth EMS system and authorize City Manager to sign agreement.

Motion carried by a vote of 7-0.

**OTHER ITEMS FOR CONSIDERATION****6A. Approved appointments to City Council Committees**

City Manager Candice Edmondson advised that the City Council has previously created City Council Committees to work with staff on important initiatives and projects. The committees consist of members of the City Council with meetings held as needed. Council may consider appointments for any of the following committees:

- Development Committee
- Infrastructure Committee
- Finance Committee

**Motion:** Motion was made by Councilmember Witt and seconded by Mayor Pro Tem Skier to make the following committee appointments:

|                          |                                              |
|--------------------------|----------------------------------------------|
| Development Committee    | Councilmember Estep<br>Councilmember Witt    |
| Infrastructure Committee | Mayor Pro Tem Skier<br>Councilmember Bledsoe |
| Finance Committee        | Councilmember Malone<br>Councilmember Goveas |

Motion carried by a vote of 7-0.

#### **6B. Approved appointments to Boards and Commissions**

City Secretary Lindsay Rawlinson advised that following the May 2025 General Election and in accordance with the City's Charter Section 17.12 – Nepotism, there are several boards and commissions that now have vacancies. The Richland Hills Development Corporation, the Planning and Zoning Commission, the Zoning Board of Adjustment, and the Tax Increment Reinvestment Zone have vacancies. Additionally, the Animal Shelter Advisory Board has vacancies.

In accordance with Chapter 10 of the Richland Hills Code of Ordinances, the City Council shall review and make appointments to the City's boards and commissions in September with two-year terms to commence beginning in October. Full consideration for all boards and commissions will take place in September 2025.

**Motion:** Motion was made by Councilmember Estep and seconded by Councilmember Goveas to make the following appointments to the City's boards and commissions:

| Name                  | Board                          | Place       |
|-----------------------|--------------------------------|-------------|
| Catherine Fullenwider | Animal Shelter Advisory Board  | 4           |
| Keith Albee           | Planning and Zoning Commission | 1           |
| Fernando Peralta      | Planning and Zoning Commission | 4           |
| Allison Barger        | Planning and Zoning Commission | 5           |
| John Garza            | Planning and Zoning Commission | Alternate 1 |
| Lynette Hart          | Planning and Zoning Commission | Alternate 2 |

|                  |                                        |   |
|------------------|----------------------------------------|---|
| Mike Witt        | Richland Hills Development Corporation | 4 |
| Douglas Knowlton | Richland Hills Development Corporation | 5 |
| Mike Witt        | Tax Increment Reinvestment Zone        | 2 |
| Douglas Knowlton | Zoning Board of Adjustment             | 5 |

Motion carried by a vote of 7-0.

**6C. Approved reallocation of Street Improvement Funds from the Oak Park Drive street reconstruction project to street maintenance and professional services to complete an updated Pavement Condition Index assessment**

City Manager Candice Edmondson introduced the item to the City Council and advised that in March 2025, City Council approved an Interlocal Agreement with Tarrant County for the reconstruction of Oak Park Drive from Ash Park Drive to Elm Park. The partnership allowed the County to provide labor and equipment while the City covered material and support costs. The FY 2025 Street Improvements Fund included \$450,000 for this project. Based on final cost estimates, the City's share is now projected at approximately \$230,000, generating a savings of \$220,000.

Staff recommends reallocating the \$220,000 in unspent Oak Park Drive project funds toward two key initiatives:

- Additional street maintenance including curb and gutter repair, pothole patching, and localized pavement improvements
- An updated Pavement Condition Index (PCI) assessment to replace the City's last study conducted in 2017. The updated PCI will provide data-driven insights into current pavement conditions and guide future maintenance planning and capital investment.

**Motion:** Motion was made by Councilmember Bledsoe and seconded by Councilmember Estep to approve reallocation of Street Improvement Funds from the Oak Park Drive street reconstruction project to street maintenance and professional services to complete an updated Pavement Condition Index assessment.

Motion carried by a vote of 7-0.

**REPORTS & DISCUSSIONS****7A. Street Improvement Projects**

Director of Public Works and Capital Projects Kip Dernovich presented the Street Improvement Projects update and provided details regarding the approved Community Development Block Grant (CDBG) project along Mimosa Park Drive, the Series 2023 Bond Street projects, and update on the Popplewell stop sign.

**7B. April Department Reports**

Director of Public Works and Capital Projects Kip Dernovich provided the Public Works Department update and advised of items such as potholes filled, street sweeping, and street sign change out.

Police Chief Kimberly Sylvester presented the Police Department and Community Compliance Department update and advised of items such as calls for service, criminal investigations, most common code violations, and accomplishments in the departments.

Discussion ensued regarding issues related to the recent bulk pickup and open positions in the departments.

Director of Parks and Recreation Eric Valdez presented the Parks Department update and provided information regarding the gym floor repairs and water feature repairs. Additionally, he advised of events including the Easter Celebration and the upcoming Red, White & YOU parade.

**COMMUNITY INTEREST ITEMS****8. Councilmember Estep advised of several upcoming events:**

- Now through May 31, 2025, Pick A Perk Link Membership Sale, The Link;
- Now through August 2025, Summer Camp Connect Registration, The Link;
- Now through July 4, 2025, Red, White & YOU Patriotic Parade Registration, The Link;
- Tuesday, June 3, 2025, Summer Reading Kick-Off, Library, 5:00 to 7:00 p.m.;
- Tuesday, June 10, 2025, Richland Hills Literary Club, Public 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.;

**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 551.072: Deliberation regarding real property

- a. 3924 Booth Calloway Road, Richland Hills, TX 76118
- b. 7235 Glenview Drive, Richland Hills, TX 76180

**Motion:** Motion was made by Mayor Pro Tem Skier and seconded by Councilmember Estep to adjourn into Executive Session at 8:34 p.m.

Motion carried by a vote of 7-0.

Mayor Bergthold reconvened into open session at 9:09 p.m.

**ADJOURNMENT**

10. There being no further business to come before the City Council, Mayor Bergthold declared the meeting adjourned at 9:11 p.m.

**ATTEST:**

**APPROVED:**

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Lindsay Rawlinson, City Secretary

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Curtis Bergthold, Mayor