

## Memorandum

**To:** Honorable Mayor Bill Agan and members of the Richland Hills City Council  
**From:** Linda Cantu, City Secretary  
**Date:** January 17, 2014  
**Subject:** Minutes

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### **City Council Action Requested:**

Consider approval of January 7, 2014, Regular Meeting minutes.

### **Background Information:**

Attachment - minutes

### **Board/Citizen Input:**

N/A

### **Financial Impact:**

N/A

### **Staff Contacts:**

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**MINUTES OF  
RICHLAND HILLS CITY COUNCIL  
REGULAR MEETING  
JANUARY 7, 2014**

**Roll Call:**

**Council Present:**

**Bill Agan, Mayor  
Roland Goveas, Place 1**

**Robert DeSoto, Place 3**

**Edward Lopez, Place 5**

**Council Absent:**

**Toya Norton, Place 2**

**Beverly Williams, Place 4**

**Staff:**

**Curtis Hawk, City Manager  
Linda Cantu, City Secretary  
Betsy Elam, City Attorney**

**WORK SESSION – 6:17 P.M.**

- 1. 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). Refer to posted list attached hereto and incorporated herein.**
- 2. Reconvene into open session for possible action resulting from any items posted and legally discussed in Executive Session.**

**No action taken.**

- 3. Discussion of items listed on tonight's City Council Agenda.**

**No discussion at this time.**

**REGULAR SESSION – 7:05 P.M.**

**CALL TO ORDER**

**INVOCATION - Mayor Agan**

**PLEDGES OF ALLEGIANCE, United States and Texas flags – Councilmember Goveas**

**1. PRESENTATIONS AND APPEARANCES**

**A. Recognition of 30 Years of Service to Police Chief Barbara Childress, by State Representative Stephanie Klick.**

State Representative Stephanie Klick read and presented a Texas House Resolution to Chief Childress and also presented a certificate from Governor Rick Perry honoring the thirty year service recognition.

Mayor Agan presented a proclamation to Chief Childress in honor of her 30 Years of Service as Richland Hills Police Chief.

**B. Citizen Appearances/Public Comments**

No comments.

**2. CONSENT AGENDA**

**A. Approval of minutes of December 3, 2013 Special Work Session; December 3, 2013 Special Joint City Council-P&Z Meeting, December 3, 2013 Regular City Council Meeting, December 19, 2013 Special Work Session, and December 19, 2013 Special City Council Meeting.**

**B. Approval of Contract Extension with Freese Nichols for On Call Planning.**

**C. Approval of purchase of new Sewer Camera.**

**D. Approval of Northeast Fire Department Association (NEFDA) Interlocal Agreement.**

**MOTION:** A motion was made by Councilmember Goveas, and seconded by Councilmember DeSoto to approve items B, C, and D, and to table item A. Motion carried by a vote of 3 to -0-. Council Members Norton and Williams absent.

**3. PUBLIC HEARINGS AND OTHER RELATED ITEMS**

**A. CDBG – call public hearing for wastewater lines.**

**Staff is proposing to apply the CDBG to work on waste water lines that need to be replaced.**

**MOTION:** A motion was made by Councilmember Goveas, and seconded by Councilmember Lopez to call a public hearing for CDBG project for January 21<sup>st</sup>. Motion carried by a vote of 3 to -0-. Council Members Norton and Williams absent.

**4. ORDINANCES AND RESOLUTIONS AND OTHER RELATED ITEMS**

None at this time.

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

**A. Consider contract with CodeRED for Emergency Calling System.**

The Web-based CodeRED service, from Emergency Communications Network LLC, was designed specifically to enable clients to rapidly record, send and track personalized voice, email, text and social media messages. This is an affordable, high-speed notification system that has been in operation since 1998.

The city received three (3) quotes for this system. CodeRED submitted the lowest quote. Staff recommends Council approve a one (1) year agreement to start and subsequently can enter into a longer term after the one year agreement has expired.

**MOTION:** A motion was made by Councilmember Lopez, and seconded by Councilmember DeSoto to approve one year agreement. Motion carried by a vote of 3 to -0-. Council Members Norton and Williams absent.

**6. OTHER ITEMS FOR CONSIDERATION**

**A. Consider appointments to Boards, Committees, and Commissions.**

**MOTION:** A motion was made by Councilmember Goveas, and seconded by Councilmember DeSoto to appoint Travis Malone to the Animal Shelter Advisory Board, Place 5. Motion carried by a vote of 3 to -0-. Council Members Norton and Williams absent.

**B. Consider City Council Adoption of new City Logo.**

A new and updated logo has been presented to Councilmember's for their consideration. The current logo has been in use for many years. There was a desire to update the existing logo.

After discussion, Council Members were in agreement to approve the new city logo as presented.

Staff stated the new logo would be used on future items that needed to be purchased or replaced, but would continue to use existing letterhead, envelopes, etc. until exhausted.

**MOTION:** A motion was made by Councilmember DeSoto, and seconded by Councilmember Lopez to adopt the new City logo. Motion carried by a vote of 3 to -0-. Council Members Norton and Williams absent.

**7. REPORTS AND DISCUSSION**

**A. Update on Park Planning RFQ and Community Center RFQ.**

The city accepted Request for Qualifications (RFQ) for Park Planning services. The scope of work included master planning the entire parks system. Part of the necessary process will include public outreach and participation and evaluation of the condition and amenities of the existing Parks. When that is completed, the city will be able to move forward with construction plans and specifications for projects.

The city received three (3) proposals for the Parks Planning. They were from (1) Schrickel, Rollins & Assoc.; (2) Halff and Associates; (3) Baker-Aicklen.

The city also accepted RFQ's to conduct a site and needs assessment for a future Community Center, which would likely be located south of Baker Boulevard between Matthews Drive and Diana Drive. The purpose is to select a firm to conduct a study on the type of facility that would be appropriate for our community. This would include evaluating the site, prepare general plans, and develop cost and timelines.

The city received six (6) responses. They are: (1) Barker Rinker Seacat; (2) GSBS; (3) Brinkley Sargent; (4) The Wallace Group; (5) Freese and Nichols, and (6) Wiginton, Hooker, Jeffrey.

**There is no action requested tonight. Staff requested a planning meeting to discuss these items in detail for Tuesday, January 14.**

**B. Pending Economic Development Incentive Agreements.**

**No discussion at this time.**

**C. Comprehensive Information Technology Status and Project Update.**

**The new site was launched on December 7, 2013. The feedback we have received on the new site has been positive. There are some modifications that staff is working on to improve the overall site.**

**Currently, the city has an agreement with Swagit, the company that live streams the City Council meetings. Staff recommends Council consider live streaming the Planning and Zoning Commission meetings at an additional annual cost of \$1,500.**

**Mayor Agan agreed that the Planning and Zoning meetings should be live streamed.**

**D. Discuss amendments to Chapter 10, Boards, Committees, Commissions, of Richland Hills Code of Ordinances, including Article VI, Keep Richland Hills Beautiful.**

**There will be recommendations from staff to consider appointments to the Building Board of Appeals.**

**Staff briefed Councilmember's on Keep Richland Hills Beautiful Board's transition to a 501(C) 3, to operate as a separate corporation. This board will operate as a State non-profit, tax exempt organization.**

**8. COMMUNITY INTEREST ITEMS**

**The January Lunch Bunch luncheon has been cancelled for January due to so many illnesses. The lunch will continue in February.**

**Mayor Agan announced he has several calendars to be given away. Residents are invited to come to City Hall and pick one up.**

**9. EXECUTIVE SESSION**

**No executive session at this time.**

**10. ADJOURNMENT**

**There being no further business to come before the City Council, Mayor Bill Agan declared the meeting adjourned at 7:54 P.M.**

**ATTEST**

**APPROVED**

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**Linda Cantu  
City Secretary**

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**Bill Agan  
Mayor**