

Memorandum

To: Honorable Mayor Bill Agan and members of the Richland Hills City Council
From: Linda Cantu, City Secretary
Date: January 20, 2014
Subject: Minutes 1-14-2014

City Council Action Requested:

Consider approval of January 14, 2014 City Council Special Meeting & WS Minutes

Background Information:

Attachment - Minutes

Board/Citizen Input:

N/A

Financial Impact:

N/A

Staff Contacts:

Linda Cantu, City Secretary
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**MINUTES OF
RICHLAND HILLS CITY COUNCIL
SPECIAL MEETING & WORK SESSION
January 14, 2014**

Mayor Agan called the meeting to order at 1:30 p.m., in the Council Chambers of the Richland Hills City Hall, 3200 Diana Drive, Richland Hills, Texas.

Bill Agan	Mayor
Roland Goveas, Place 1	Councilmembers
Toya Norton, Place 2	
Robert DeSoto, Place 3	
Beverly Williams, Place 4	
Edward Lopez, Place 5	
Curtis E. Hawk	City Manager
Linda Cantu	City Secretary
Eric Strong	Asst. City Manager
Betsy Elam	City Attorney

with the following members absent: Councilmember DeSoto, constituting a quorum, at which time the following business was transacted:

CALL TO ORDER

Mayor Agan called the meeting to order at 1:34 P.M.

City Manager Hawk recommended Mayor Agan adjourn into 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).

Mayor Agan called the meeting back to order at 2:00 P.M.

No action taken from Executive Session.

- 1. REVIEW AND POSSIBLE CONSIDERATION OF REQUEST FOR QUALIFICATION SUBMITTALS FOR PARK AND FACILITY PLANNING.**

Eric Strong, Asst. City Manager briefed Councilmember's on the nine (9) responses that were received for the Park and Facility Planning. A total of three (3) Request For Quotes (RFQ) were received for the Park Planning and six (6) for the Facility Planning.

Park Planning submittals are from Halff Associates, Schrickels and Rollins, and Baker-Acklin. Halff Associates has performed excellent work for the city in the past and are familiar with the community and existing parks.

Schricket and Rollins deals mainly with Park and open spaces and architectural planning. Baker Acklin deals mainly with walking trails.

Staff recommends interviewing Halff Associates and Schrickel and Rollins for the Park Planning.

Facility Planning/Multi-Purpose Building:

A total of six (6) RFQ's were received. City staff recommends interviewing the following three Architectural firms for the Facility/Multi-Purpose Building:

- 1) Brinkley Sargent
- 2) GSBS
- 3) Barker Rinker Seacat

Once an architectural firm is selected, Councilmember's would like to know who would sub-contract the work; how they propose to use public input; what are their expectations from city staff; and what they envision or plan for the city. Councilmember's would request a schedule from the selected firms.

2. UPDATE ON COMPREHENSIVE PLAN AND ZONING ORDINANCE.

Items discussed for comprehensive plan:

- Vision and road map for future plans for the city;
- Expand park facilities involving schools due to the land;
- Transit Oriented Development- nothing is planned at this time;
- Brief discussion on Food trucks at parks;
- Zoning ordinance – propose change concerning fencing from current ordinance;

3. DISCUSSION OF PLANNING PRINCIPLES.

Policy needs to be in place for future comprehensive plan for a one (1) or three (3) year plan.

4. STATUS UPDATE ON INFRASTRUCTURE PROJECTS.

Michael Barnes, City Engineer, briefed on the following:

**Mathews Interceptor project is 10% complete;
BFC Sewer Line and Lift Station is starting the project this date;
Baker Boulevard intersection engineering phase is completed;
Community Rating System – the city received a verbal approval of 1,400 points at a rating of 8. This would allow the city 10% reduction;
GIS system is on the city website. Mr. Barnes stated it is very user friendly.
Switch gear Replacement project is 90% complete.
Kingsbury Interceptor Design – design is forthcoming.
TxDOT – brief discussion regarding installation of conduit for lighting around new sidewalks.**

5. 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. 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.

No executive session at this time.

MOTION: A motion was made by Councilmember Norton, and seconded by Councilmember Lopez to adjourn.

There being no further business to come before the City Council, Mayor Bill Agan declared the meeting adjourned at 4:21 P.M.

ATTEST

APPROVED

**Linda Cantu
City Secretary**

**Bill Agan
Mayor**

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