

## Memorandum

**To:** Honorable Mayor Bill Agan and members of the Richland Hills City Council  
**From:** Linda Cantu, City Secretary  
**Date:** February 11, 2014  
**Subject:** Minutes 2-4-2014 Regular City Council Minutes

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

Consider approval of February 11, 2014, City Council 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  
February 4, 2014**

Roll Call:

Council present:

Council Absent:

Bill Agan, Mayor  
Roland Goveas, Place 1

Toya Norton, Place 2

Robert DeSoto, Place 3  
Beverly Williams, Place 4  
Edward Lopez, Place 5

Staff

Staff Absent:

Curtis Hawk, City Manager  
Eric Strong, Asst. City Manager  
Linda Cantu, City Secretary  
Betsy Elam, City Attorney

**WORK SESSION – 6:00 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.

A motion was made by Councilmember DeSoto and seconded by Councilmember Lopez to adjourn to executive session at 6:02 P.M.

2. Reconvene into open session for possible action resulting from any items posted and legally discussed in Executive Session.

No action at this time.

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

No items were discussed at this time.

**REGULAR SESSION** – Mayor Agan Called to Order at 7:00 P.M.

**Invocation** – Mayor Agan

**Pledge of Allegiance**, United States and Texas flags - Councilmember Lopez

**1. PRESENTATIONS AND APPEARANCES**

A. None at this time.

B. Citizen Appearances/Public Comments

None at this time.

**2. CONSENT AGENDA**

A. Approval of Minutes of January 21, 2014 Regular City Council Meeting.

B. Resolution to call a City Election on May 10, 2014.

**MOTION:** A motion was made by Councilmember Williams, and seconded by Councilmember Goveas to approve. Motion carried by a vote of 4-0. Councilmember Norton absent.

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

A. None at this time.

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

A. None at this time.

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

A. Consideration of Request for Qualification Proposals for Parks Planning and Multi Purpose Feasibility Study.

Eric Strong, Asst. City Manager briefed Council on the two proposals. Park Planning proposal submitted by Schrickel Rollins, at a total of \$53,850.00, includes evaluating four park areas (Creek Trail, Kate Baker, Rosebud and Windmill Parks). Schrickel Rollins will take a comprehensive look at each park site and work with Council, Staff and residents to identify the desired amenities for each site. They will also assist in developing strategies for the appropriate phasing of development and funding of projects.

Multi Purpose Feasibility Study proposal was submitted by Barker Rinker Seacat. The proposal is \$110,501.00. This includes some optional services that are not critical at this time. If these services are deemed necessary at a future point, they would be added at a later date. Staff recommends removing the optional services, which includes a traffic study and environmental/geotechnical services. If Council approves the recommendation to remove optional services at this time, this would lower the total proposal to \$90,481.00.

Barker Rinker Seacat will use two subcontractors to assist in this project: Ballard King and Associates, and ETC Citizen Survey.

Ballard King and Associates will conduct Market Analysis of the area to determine what types of demands exist in the community and surrounding area.

ETC Citizen Survey will conduct statistical surveys that will reach a broad enough portion of the community that city staff feels will represent the feelings of the community.

Staff recommends moving forward with both projects.

**MOTION:** A motion was made by Councilmember DeSoto, and seconded by Councilmember Goveas to approve both contracts. Motion carried by a vote of 4-0. Councilmember Norton absent.

B. Consideration of contract for Information Technology Support Services.

Mr. Strong advised the city has worked with the same IT support services vendor for some time with good results, however, staff feels some of the plans moving forward warrants making a change with a company that has a slightly different focus, one that will help to implement new plans for the city. Mr. Strong recommends Council authorize staff to terminate the existing relations with the current IT provider and to seek another IT vendor.

**MOTION:** A motion was made by Councilmember Goveas, and seconded by Councilmember DeSoto to authorize staff to end relations with the current IT provider, and proceed with plans to interview prospective applicants. Motion carried by a vote of 4-0. Councilmember Norton absent.

## 6. OTHER ITEMS FOR CONSIDERATION

A. Consider the appointment, employment, and evaluation of the City Manager.

City Manager Hawk requested this item discussed after Executive Session.

## 7. REPORTS & DISCUSSION ITEMS

A. Update on amendments to Code of Ordinances, including zoning, construction and other life safety codes.

Eric Strong, Asst. City Manager, stated staff and Council members have worked on the comprehensive plan for many months. Mr. Strong would like to bring this item forward on March 18<sup>th</sup>. However, before the March meeting, Mr. Strong suggested a joint meeting with Council members and Planning and Zoning members to discuss the plan. The comprehensive plan has not been reviewed by the Planning and Zoning members. The Joint meeting would allow the members and the public a chance to review the plans and give their feedback. Staff will coordinate a date for the Joint meeting, and notify Council and P&Z as soon as the date is confirmed.

At the January 21<sup>st</sup> meeting, Council approved updates to all of the International Building Codes except the International Fire Code. The City Attorney has requested additional time to review, so this item will come forward on February 18<sup>th</sup>.

## 8. COMMUNITY INTEREST ITEMS

Asst. City Manager Strong announced the Richland Hills Bridal Show that will be held at the LaQuinta and Comfort Inn Hotels on Sunday, February 16<sup>th</sup>. This is the second year for this event. The Bridal show had good attendance last year.

Councilmember Williams announced the next Senior Lunch Bunch on Friday,

February 14<sup>th</sup>.

- 9. **EXECUTIVE SESSION-** Mayor Agan announced an executive session at 7:25 p.m.

**MOTION:** A motion was made by Councilmember Williams, and seconded by Councilmember Lopez to adjourn to Executive Session.

**A. 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.

Reconvene into open session for possible action resulting from any items posted and legally discussed in Executive Session at 8:15 p.m.

**MOTION:** A motion was made by Councilmember Goveas, and seconded by Councilmember Lopez to approve the contract, as discussed in executive session, for newly appointed City Manager Eric Strong. Motion carried by a vote of 4-0. Councilmember Norton absent.

There being no more business to discuss, Councilmember Goveas moved to adjourn. Seconded by Councilmember DeSoto.

10. **ADJOURNMENT**

Mayor Bill Agan declared the meeting adjourned at 8:17 P.M.

**ATTEST**

**APPROVED**

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Linda Cantu  
City Secretary

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Bill Agan  
Mayor