Memorandum

To: Honorable Mayor Bill Agan and members of the Richland Hills City Council

From: Linda Cantu, City Secretary

Date: March 27, 2014

Subject: Minutes 3-18-2014

City Council Action Requested:

Consider approval of March 18, 2014 City Council Meeting Minutes

Background Information:

Attachment - Minutes

Board/Citizen Input:

N/A

Financial Impact:

N/A

Staff Contacts:

Linda Cantu, City Secretary
817-616-3810
lcantu@richlandhills.com

MINUTES OF
RICHLAND HILLS CITY COUNCIL
REGULAR MEETING
MARCH 18, 2014

ROLL CALL:

COUNCIL

Roland Goveas, Place 1
Toya Norton, Place 2
Robert DeSoto, Place 3
Beverly Williams, Place 4
Edward Lopez, Place 5

Eric Strong, City Manager
Linda Cantu, City Secretary
Betsy Elam, City Attorney

COUNCIL ABSENT

Bill Agan, Mayor

WORK SESSION – 6:00 P.M.

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, 413.183(f) and 418.106(d) & (e) of the Texas Government Code (Texas Disaster Act). Refer to posted list attached hereto and incorporated herein.

   Motion was made by Councilmember Williams, and seconded by Councilmember Goveas to go into executive session.

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

   No action taken from executive session.

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

REGULAR SESSION – 7:00 P.M.

CALL TO ORDER

INVOCATION AND PLEDGES OF ALLEGIANCE

The invocation was given by Councilmember Williams.

Councilmember DeSoto led the Pledge of Allegiance to the United States and Texas flags.

1. PRESENTATIONS

A. Presentation of 10 year Service Award to Alicia St. Cyr., Court Administrator.

Mayor pro tem Lopez presented a Service Award and 10-year pin to Alicia St. Cyr, Court Administrator.

B. Presentation by TRE Board Member Sylvia Cervantes regarding TRE and Richland Hills partnership.

Sylvia Cervantes, TRE board member, gave a brief presentation to Council Members regarding the services offered by the TRE (Trinity Railway Express) to Richland Hills residents. Ms. Cervantes also presented a check to the City in the amount of $160,551.

2. JOINT PUBLIC HEARINGS AND OTHER RELATED ITEMS

A. City Council and Planning and Zoning Commission to conduct a public hearing on the draft 2014 Comprehensive Plan

B. City Council and Planning and Zoning Commission to conduct a public hearing on the draft Zoning Ordinance, Zoning Map, and Supplementary Ordinances (Landscaping, Screening/Fencing, Parking, Nonresidential Development Standards, and Residential Development Standards).

C. Planning and Zoning Commission discussion and action regarding recommendation of adoption of the new 2014 Comprehensive Plan.

D. City Council discussion and action regarding adoption of the new 2014 Comprehensive Plan.

E. Planning and Zoning Commission discussion and action regarding recommendation of adoption of the new Zoning Ordinance, Zoning Map, and Supplementary Ordinances (Landscaping, Screening/Fencing, Parking, Nonresidential Development Standards, and Residential Development

Standards), replacing in its entirety the existing Zoning Ordinance (Chapter 90), existing Zoning Map, and Landscaping Ordinance (Chapter 48).

F. City Council discussion and action regarding adoption of the new Zoning Ordinance, Zoning Map, and Supplementary Ordinances (Landscaping, Screening/Fencing, Parking, Nonresidential Development Standards, and Residential Development Standards), replacing in its entirety the existing Zoning Ordinance (Chapter 90), existing Zoning Map, and Landscaping Ordinance (Chapter 48).

Athena Campbell, Chair, Planning and Zoning Commission, stated all Planning and Zoning Commission members were present.

Mayor pro tem Edward Lopez opened the public hearing.

Dan Sefko and Erica Craycraft, representatives with Freese and Nichols, were present to answer any questions.

Mr. Sefko briefed Council on the 2014 Comprehensive Plan and Zoning Ordinance.

Comprehensive Planning-
The city's comprehensive plan can generally be defined as a long-range tool intended to be used by municipal staff, decision-makers, and citizens to direct the growth and physical development of a community for 10 years, 20 years, or even longer period of time.

The 2014 Comprehensive Plan, will become the official policy of the City. It will help guide zoning and development decisions, and will serve as a basis for future capital expenditures.

Following information was addressed:

Visioning

Recommendations

Implementation

Zoning Ordinance-
The intent of the zoning regulations and districts have been designed to lessen the congestion of the streets; to secure safety from fire, panic and other dangers; to ensure adequate light and air; to prevent the overcrowding of land, to avoid undue concentration of population; and to facilitate the adequate provision of transportation, water, wastewater, schools, parks, and other public requirements.

OPPOSITION:

The following residents spoke in opposition to the proposed future zoning:

James R. Van Pelt, 7117 Hardisty
Daniel Wennersten, 7209 Hardisty
Kathy Echols, 7283 Hardisty
Brad Burk, 7073 Hardisty
Phyllis Van Pelt, 7117 Hardisty
Lottie Harris, Hardisty Street

There being no one else to speak, Mayor pro tem Lopez closed the public hearing.

After much discussion, a recommendation was made to table this item for further study by Planning and Zoning Commission Members and Council Members.

Planning and Zoning Commission Member Doug Knowlton made a recommendation to table items 2C and 2E. Motion was seconded by Member Lisa Skier.

G. Adjournment of Planning and Zoning Commission.

Athena Campbell, Chair of Planning and Zoning, moved to adjourn the Planning and Zoning meeting.

MOTION: A motion was made by Councilmember Goveas, and seconded by Councilmember DeSoto to table Items 2B, 2D, and 2F. Motion carried by a vote of 5-0.

3. **CONSENT AGENDA**

A. Approval of Resolution accepting grant funds for the Crime Victims Liaison program.

City Manager Strong, briefed Council on a second grant that would benefit the Crime Victim Liaison project for FY 2014-15. The project involves the cities of Richland Hills, North Richland Hills, Haltom City and Watauga, and includes the employment of two (2) Crime Victim Liaison's, plus associated cost to operate the program. The grant requires the approval of Council before acceptance.

MOTION: A motion was made by Councilmember Williams, and seconded by Councilmember Norton. Motion carried by a vote of 5-0.

4. CITIZEN APPEARANCES/PUBLIC COMMENTS

Rosie Letz, 3804 Norton, requested more traffic control around Richland Middle School.

5. ORDINANCES, RESOLUTIONS AND OTHER RELATED ITEMS

A. Resolution authorizing the transfer unencumbered appropriation balance across general fund departments.

Consider Reallocation of Unencumbered funds for minor office equipment for IT upgrades. Staff recommends $35,000 to Administration-Minor Office Equipment for the IT upgrades and $5,000 to Administration – Facilities Improvements.

MOTION: A motion was made by Councilmember Williams, and seconded by Councilmember DeSoto to approve. Motion carried by a vote of 5-0. **Res. No. 426-14**

6. CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS

A. None at this time.

7. OTHER ITEMS FOR CONSIDERATION

A. None at this time.

8. REPORTS & DISCUSSION

A. Update on 2014-2015 Budget Development Process.

City Manager Strong provided a timeframe for the budget development and provided key steps for the process. Mr. Strong stated he would like to include the Council in the initial process and will set up a meeting in April in order for Council to provide their input. After the initial meeting with Council, the City Manager will meet with Department Managers with direction and guidelines.

B. Presentation of Monthly Departmental Reports.

The Department Managers were made aware of the time lines for their reports. The form for the reports was streamlined to be more concise to maintain the appropriate level of information.

City Manager Strong briefed Council on software that tracks all calls made to the city. Previously this data was stored on a CD and was stored on one computer. Council authorized staff to purchase software that would be located off site to eliminate the risk of losing data in the event the system crashed. This would make it easy to access the information for the Fire Department personnel.

Staff is following up on the vacant building ordinance. Letters have been sent out to notify business owners to register their buildings.

9. COMMUNITY INTEREST ITEMS

City Manager Strong announced the Easter Egg Hunt is scheduled for April 12, 10:00 A.M. at Kate Baker Park. In the event of inclement weather, the Easter Egg Hunt will take place on Saturday, April 19th.

Councilmember Williams announced the next Lunch Bunch is scheduled for April 11th.

City Manager announced the Park planning events will be Saturday, March 29th. The first tour of the parks is at 10:00 A.M. at Creek Trail Park and Rosebud Park. The second tour is at 11:00 A.M. at Windmill Park and Kate Baker Park. Consultants with Schrickel Rollins will be on hand, along with staff members, to seek public input.

10. EXECUTIVE SESSION

No Executive Session at this time.

MOTION: A motion was made by Councilmember DeSoto, and seconded by Councilmember Goveas to adjourn.

10. ADJOURNMENT

There being no further business to come before the City Council, Mayor Bill Agan declared the meeting adjourned at 8:51 P.M.

ATTEST **APPROVED**

Linda Cantu, City Secretary

Bill Agan, Mayor