

## Memorandum

**To:** Honorable Mayor Bill Agan and members of the Richland Hills City Council  
**From:** Linda Cantu, City Secretary  
**Date:** June 10, 2014  
**Subject:** Minutes 6-3-2014

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

Consider approval of June 3, 2014 City Council 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  
JUNE 3, 2014**

**ROLL CALL:**

**COUNCIL:**

Roland Goveas, Place 1  
Allison Barrette, Place 2

Edward Lopez, Place 5

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

**COUNCIL ABSENT:**

Bill Agan, Mayor

Robert De Soto, Place 3  
Beverly Williams, Place 4

**WORK SESSION – 6:00 P.M.**

Mayor pro tem Edward Lopez opened the Work Session at 6:04 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.

**MOTION:** A motion was made by Councilmember Goveas to adjourn into executive Session at 6:05 p.m.

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

No discussion at this time.

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

No discussion at this time.

**REGULAR SESSION – 7:00 P.M.**

**CALL TO ORDER**

**INVOCATION AND PLEDGES OF ALLEGIANCE**

The invocation was given by Mayor pro tem Lopez.

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

**1. PRESENTATIONS & APPEARANCES**

A. Citizen Appearances/Public Comments.

None

B. Presentation of Ten year service awards to Jerry Rampy and Dyrel Collins.

Mayor pro tem Lopez presented ten year service award certificates and pins to Jerry Rampy, Water Foreman, Public Works, and Dyrel Collins, Police Officer, Police Department.

**2. CONSENT AGENDA**

A. Approval of May 20, 2014 Minutes.

B. Resolution agreeing to continue participation in the CDBG, HOME and Emergency Solutions Grant Consortium.

The City has participated in the CDBG Program since its inception as amended in 1992 as an Urban County under the CDBG Program. Other programs that are eligible for the city to participate are the HOME Investment Partnership (HOME).

C. Approve agreement with Tarrant County for 2015 Tax Collection.

The City has contracted with Tarrant County Tax Office to assess and collect ad valorem taxes for a number of years. The collection fee is \$1.10 per property tax account. Total contract approximately \$4,860.00 for Fiscal year 2015.

**MOTION:** A motion was made by Councilmember Goveas, and seconded by Councilmember Barrette to approve all consent items. Motion carried by a vote of 3-0.

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

A. No items for consideration.

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

A. None at this time.

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

A. Consideration of agreement allowing for a Cell Tower to be located on Richland Hills Water Tower.

Staff advised a representative with Verizon Wireless contacted the city and are interested in putting a cell antenna on the water tower located on Scruggs Drive. Another cellular company has space on this same tower. There is no interference or other exclusivity agreements that would prevent another company from leasing space on this same tower.

Verizon is proposing to lease the space for \$2,500 per month for a five year term, with additional five year renewal terms. The rental amount will increase by 3% each year. The revenue to the city would be \$30,000 the first year.

**MOTION:** A motion was made by Mayor pro tem Lopez, and seconded by Councilmember Goveas to approve. Motion carried by a vote of 3-0.

6. **OTHER ITEMS FOR CONSIDERATION**

A. Consideration of Appointments to Boards and Committees, including Zoning Board of Adjustment and Planning and Zoning.

Mayor pro tem Lopez and Councilmember's were in agreement, that no appointments would be made to Zoning Board of Adjustment and Planning and Zoning at this time, due to Mayor Agan and two Councilmember's absent at tonight's meeting. The consensus was to table this item until the next meeting.

**MOTION:** A motion was made by Councilmember Goveas, and seconded by Councilmember Barrette to table this item to the June 17, 2014, Regular City Council meeting. Motion carried by a vote of 3-0.

B. Consideration of Future Green Ribbon Project Grant Applications.

The City received a grant in the amount of \$250,000.00 from TxDOT's Green Ribbon Project (GRP). The installation for the 2014 project officially started May 12, 2014, and is expected to be completed by July 22, 2014. This project consist of landscaping of trees, shrubs, and grass in four (4) medians along Baker Blvd.

TxDOT has requested cities interested in submitting an application for the 100% funding grant (construction only) for Green Ribbon Project 2015, to submit an application and attend a mandatory meeting to qualify for consideration. Staff is prepared to attend. The grant will have the same conditions as it did last year, with the city funding the design of the project. The anticipated funding for the design is \$40,000.00.

**MOTION:** A motion was made by Mayor pro tem Lopez, and seconded by Councilmember Goveas to approve. Motion carried by a vote of 3-0.

## 7. REPORTS & DISCUSSION ITEMS

### A. Discussion regarding renovations at City Hall.

City Manager Strong briefed Councilmember's on the consolidation of various departments into the existing City Hall. Currently the Director of Neighborhood Services, Planning and Development and Code Enforcement are located across the street from City Hall. Frequently, people who are interacting with those departments also conduct business at City Hall, which results in residents and contractors walking back and forth to offices to complete necessary paperwork.

The new floor plan will make it more convenient for people that come to do business with the City. A wall will be removed from one office and a counter will be added to accommodate Code Enforcement personnel. The complete office locations should be accomplished by the end of June. Completing this project will result in a more customer service oriented organization.

### B. Discussion regarding Public Notification Process for Newsletter, Events and other items.

City Manager Strong briefed Councilmember's on the changes to the City newsletter. Currently the two page newsletter is sent out to residents six times a year as an insert with the water bills. The newsletters will now be completed on a quarterly basis and will be extended to four pages.

The city is also looking into hiring a contractor to distribute the newsletters door to door.

### C. Update on 4<sup>th</sup> of July Parade

The City has had great response from business owners who would like to participate in the city parade. Currently the city has received over \$5,000.00 in donations. The event will consist of a parade; games for children; snow cones and hot dogs; and live music. There is still a need for volunteers to help out at all the attractions.

## 8. COMMUNITY INTEREST ITEMS

The next Senior Lunch Bunch is scheduled for Friday, June 13<sup>th</sup>.

## 9. EXECUTIVE SESSION:

- A. 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 in open session for possible action resulting from any items posted and legally discussed in Executive Session.

No executive session at this time.

A motion was made by Councilmember Goveas and seconded by Councilmember Barrette to adjourn the meeting.

## 10. ADJOURNMENT

There being no further business to come before the City Council, Mayor pro tem Lopez declared the meeting adjourned at 7:35 P.M.

**ATTEST**

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Linda Cantu, City Secretary

**APPROVED**

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Edward Lopez, Mayor pro tem