

## Memorandum

**To:** Honorable Mayor Bill Agan and members of the Richland Hills City Council  
**From:** Linda Cantu, City Secretary  
**Date:** June 24, 2014  
**Subject:** Minutes 6-17-2014 Regular City Council Minutes

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

Consider approval of June 17, 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  
JUNE 17, 2014**

**ROLL CALL:**

**COUNCIL**

**COUNCIL ABSENT**

Bill Agan, Mayor

Roland Goveas, Place 1  
Allison Barrette, 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

**WORK SESSION – 6:00 P.M.**

Mayor pro tem Edward Lopez called the meeting to order at 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 Goveas, and seconded by Councilmember DeSoto to go into executive session.

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

Mayor pro Tem Lopez reconvened the meeting at 7:08 P.M.

No action taken from executive session.

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

There was no discussion from executive session.

## **REGULAR SESSION – 7:08 P.M.**

### **CALL TO ORDER**

### **INVOCATION AND PLEDGES OF ALLEGIANCE**

The invocation was given by Councilmember DeSoto.

Mayor pro tem Lopez led the Pledge of Allegiance to the United States and Texas flags.

### **1. PRESENTATIONS**

#### **A. Citizen Appearances/Public Comments**

Roland Rhine, 2620 Spruce Park, voiced his concern regarding the irrigation for the new landscaping that is being done on Baker Blvd.

Oliver Pettit, 7504 Hovenkamp, requested the city staff schedule a sing along of the Star Spangled Banner at the July 4<sup>th</sup> parade, and a special Veterans float to be available for any veterans attending the parade.

#### **B. Presentation of 25 year Service Award to Anne Bruton, Director, Community Center.**

Mayor pro tem Lopez presented a Service Award and 25-year pin to Anne Bruton, Community Center Director.

#### **C. Presentation by Schrickel Rollins on Parks Planning.**

City Manager Strong stated Council hired Schrickel Rollins and Assoc., to conduct a study on the current parks systems and to formalize a plan to make upgrades to the parks. Two public meetings have been held to receive feedback from the public.

James Williams, representative with Schrickel Rollins and Associates, presented three (3) different concept plans for each park within the city; Creek Trail, Kate Baker, Rosebud and Windmill Parks.

Mr. Williams discussed the original plans they developed, as well as how they anticipate moving forward and consolidating those concepts into singular parks plans.

## 2. CONSENT AGENDA

- A. Approval of minutes of June 3, 2014 Regular City Council meeting.
- B. Approval of amendment of CDBG 40<sup>th</sup> year program

Staff request Council consider replacing 1645 linear feet of sanitary sewer lines, reconnect sewer service and replace two 4' manholes in the areas of 3100 block Elm Park; 7100 block Maple Park Dr.; and a portion of 7100 block Oak Park Dr.

In January 2014, staff's original proposal was to replace 1,645 feet of sewer line at 3100 Birch Park, 7100 Maple and 7100 Oak Park. Since that time it has come to staff's attention that a more pressing need is to replace the quantity of sewer line at 3100 Birch with a similar amount of sewer line at 3100 Elm Park.

**MOTION:** A motion was made by Councilmember Goveas, and seconded by Councilmember Barrette to approve. Councilmember Williams abstained from approving the minutes due to her absence, but voiced her approval of item B. Motion carried by a vote of 5-0.

## 3. JOINT PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

- A. Public Hearing and Consideration regarding amending Wal-mart Plat
- B. Planning and Zoning consideration regarding recommendation on Wal-mart amended plat
- C. City Council Consideration of Wal-mart amended plat

No action or discussion on this item.

## 4. ORDINANCES, RESOLUTIONS AND OTHER RELATED ITEMS

- A. Consideration of resolution adopting a Social Media Policy

To address the way residents communicate and obtain information online, the Richland Hills Municipal Government may consider using social media tools to reach a broader audience and encourage the use of social media. The use of social media tools by the City provides a way to build community and officially and rapidly communicate directly with stakeholders, partners, the general public and the media as part of online communication.

**B. Consideration of Ordinance updating Library Fines, Fees and Charges**

Library Director Lisa Wood, requested Council consider updating several of the fees in the Library in order to be more appropriately charging for some of the services.

- 1) Add a fee for the cost of color copies.
- 2) Change the structure for fees for lost library cards.
- 3) The library no longer purchases vertical files and VHS tapes. The proposal is to consolidate fines and fees for items.
- 4) Eliminate renting the meeting room. Redirect all public room rentals to the Community Center rather than the library and reserve the library meeting room exclusively for city uses.

**MOTION:** A motion was made by Councilmember Goveas, and seconded by Councilmember DeSoto to approve item A. Motion carried by a vote of 5-0. **Res. No. 431-14**

**MOTION:** A motion was made by Councilmember DeSoto, and seconded by Councilmember Williams to approve item B. Motion carried by a vote of 5-0. **Ord. No. 1277-14**

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

A. None at this time

**6. OTHER ITEMS FOR CONSIDERATION**

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

The following individuals were appointed to the Planning and Zoning Commission:

Ricky Head, appointed as Chair  
Sanjay Mathew  
Rocky Kinnaird  
Chris Utchell  
Joe Rice

Staff recommended appointments for the Alternate positions on P&Z to be made at a future meeting.

**MOTION:** A motion was made by Councilmember Lopez, and seconded

by Councilmember DeSoto to approve. Motion carried by a vote of 5-0.

**MOTION:** A motion was made by Councilmember Goveas, and seconded by Councilmember DeSoto to appoint Ricky Head as Chair of the Planning and Zoning Commission. Motion carried by a vote of 5-0-.

City Manager Strong stated Staff is not prepared to recommend any other appointments.

#### B. Consideration of appointments to Committees of the Council

**MOTION:** A motion was made by Councilmember Goveas, and seconded by Councilmember DeSoto to appoint Allison Barrette to the Community Development Committee. Motion carried by a vote of 5-0-.

### 7. OTHER ITEMS FOR CONSIDERATION

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

The parade route has been modified because of the construction on Mathew. The route will start on Rufe Snow, continue to Allena, Fay, Lavon, Mary Boaz, Gerome and finish on Rufe Snow. A map was distributed to Council.

The city has received \$6,000.00 in donations from corporate sponsors.

Councilmember Williams stated the city has donated a Veterans float in the past. All veterans are invited to ride the float.

#### B. Update on Code Enforcement Activities

Staff is putting together a task force, consisting of employees from various departments, to help identify areas within the city that need addressing. These individuals can be a liaison for their departments to help identify where the problems are and report this back to the task force.

Any resident can report a violation in the city. The website has a link that can be accessed. You do not need to identify yourself when reporting a violation.

The initial push in the next few months are to address violations such as tall grass and weeds, overgrown shrubs obstructing traffic, vehicles parked on

grass and unapproved surfaces, junk in yards, inoperable vehicles. This will cover general clean up in the city.

**C. Presentation of Monthly Department Reports**

Councilmember Goveas commended the Fire Department for their efforts in finding sources to cover the expenses for the improvements in the fire department.

Councilmember Lopez requested staff follow up on the CRS application that will reduce flood insurance based on the city's efficiency of applying FEMA's flooding requirements.

**8. COMMUNITY INTEREST ITEMS**

City Manager Strong introduced new employee Jason Moore, Assistant to the City Manager. Jason will be working on economic development and various projects.

A pilot program for hours of operation for city employees will begin Thursday, June 26th. The new hours will be from 7:30 a.m. to 5:30 p.m. Monday through Thursday. Friday hours will be 7:30 a.m. to 11:30 a.m. The Fire, Police and Library will not participate in this program. This is a pilot program that employees will follow for four (4) to six (6) weeks. If it proves to be beneficial to the residents and employees, staff will consider a permanent change. Council will be updated.

The remodeling of the Planning/Code Enforcement office is underway. Part of the project is being done offsite. This should be completed by the next City Council meeting July 1<sup>st</sup>.

Councilmember Williams thanked Chick-Fil-A Restaurant for the donation of sandwiches for the June Lunch Bunch, and thanked City staff for helping with the set up and serving. Ms. Williams also announced the next lunch is scheduled for Friday, July 11<sup>th</sup>.

Councilmember Lopez presented a proclamation to a resident at Clare Bridge Center this date. The resident celebrated her 100th birthday.

**9. EXECUTIVE SESSION**

No Executive Session at this time.

Councilmember DeSoto made the motion and seconded by Councilmember Williams 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 8:24 P.M.

**ATTEST**

**APPROVED**

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Linda Cantu, City Secretary

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Edward Lopez, Mayor pro tem