

**Office of the City Secretary**

**Memorandum**

To: Honorable Mayor Bill Agan and members of the Richland Hills City Council  
From: Cathy Bourg, City Secretary  
Date: September 16, 2014  
Subject: Minutes from the September 2, 2014 regular and September 9, 2014 special City Council meetings

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**City Council Action Requested:**

Consider approval of the September 2, 2014 regular and September 9, 2014 special City Council meeting minutes.

**Background Information:**

Attachment – September 2, 2014 and September 9, 2014 Draft Minutes

**Board/Citizen Input:**

N/A

**Financial Impact:**

N/A

**Staff Contacts:**

Cathy Bourg, City Secretary  
817-616-3810  
cbourg@richlandhills.com

**September 2, 2014  
DRAFT MINUTES**

Roll Call:

Council present:

Bill Agan, Mayor  
Roland Goveas, Place 1  
Allison Barrette, Place 2 (arrived 6:13 p.m.)  
Robert DeSoto, Place 3  
Beverly Williams, Place 4  
Edward Lopez, Place 5

Council Absent:

Staff

Eric Strong, City Manager  
Cathy Bourg, City Secretary  
Betsy Elam, City Attorney

**WORK SESSION – Mayor Agan Called to Order – Time 6:06 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.**

None at this time.

- 2. Reconvene into open session for possible action resulting from any items posted and legally discussed in Executive Session.**
- 3. Discussion of Items listed on tonight's City Council Agenda.**

Eric Strong, City Manager presented to council the following agenda items for discussion.

- 2B. Approval of the amended plat application for Wal-Mart, 6604 Blvd. 26, Lots 1A, 2A-1 and 3A, Block 1, of the Barclay Addition. The property zoned PUD is located at the corner of Rufe Snow and Blvd. 26. The requested plat amendment addresses the request from the Texas Department of Transportation for the addition of two deceleration/turn lanes for traffic turning from Blvd. 26 as well as Rufe Snow onto the Walmart property.**

- 2C Approval to authorize the City Manager to dispose of and sell City-owned personal property by public auction. This is an inventory of surplus items that have reached their useful life or no longer meet the function they were intended to serve. This process will be done through an on-line action site.
- 3A. Proposed FY 2014-15 Annual Budget and public hearing.
- 3B. Proposed FY 2014-15 Tax Rate and public hearing.

*Items 3A and 3B discussed together*

The proposed budget is supported by the same \$0.528094 tax rate as the current year, but since the proposed \$0.528094 property tax rate necessary to fund the proposed budget exceeds the 2014 effective tax rate of \$03516166 per \$100 of taxable value, two public hears on the tax rate are required. The first public hearing being held at this meeting and the second to be held on September 9, 2014 at 7:00 p.m. and the vote to adopt the budget and tax rate will be on September 16, 2014 at 7:00 p.m.

- 4A. Resolution 434-14, adopting an employee salary supplement policy. The policy will allow council to consider providing a salary supplement every year during the budget process.
- 5A. Michael Barns, Engineering discussed the engineering contract with Halff Associates for the design of the TxDOT Green Ribbon Landscape and Irrigation Contract in the amount not to exceed \$32,000.00.
- 6A. Bill Bell, Fire Chief discussed the purchase of a Pierce Saber Pumper, #EP412646, from Siddons-Martin Emergency Group of Denton, Texas, for the price of \$324,687.
- 7A. Discussion of the appointments of board members and officers to various boards and commissions.
- 7B. Discussion of the Monthly Reports.
- 7C. Discussion of shared services software. The City shares dispatch and jail services with the cities of North Richland Hills, Haltom City and Watauga. The four cities are currently discussing transitioning to a new software system.

Break: Time 6:47 p.m.

**REGULAR SESSION – Mayor, Bill Agan Called to Order – Time 7:00 p.m.**

Eric Strong, City Manager presented to council and citizens the Council Rules of Procedure and Decorum for City Council Meetings.

**Invocation** – Councilmember Williams

**Pledge of Allegiance** – Led by Councilmember DeSoto

### **PRESENTATIONS**

**1A. Presentation of a 5 year Service Award to Mario Hernandez, Police Officer with the Richland Hills Police Department.**

Mayor, Bill Agan presented a 5 year Service Award to Police Officer, Mario Hernandez.

**1B. Citizen Appearances/Public Comments.**

Oliver Pettit, 7505 Hovenkamp, Richland Hills addressed council regarding a BISS irrigation system investigation at the Richland Middle School.

### **CONSENT AGENDA**

*\*Items 4A, 5A, and 6A moved to the consent agenda.*

**Motion:** Motion was made by Councilmember Lopez, and seconded by Councilmember DeSoto to move items 4A, 5A, and 6A to the consent agenda.

Motion carried by a vote of 5-0.

**2A. Approval of minutes of August 5, 2014 Regular City Council meeting.**

**2B. Approval of the amended plat application for Walmart, 6604 Blvd. 26, Lots 1A, 2A-1 and 3A, Block 1, of the Barclay Addition. The property zoned PUD is located at the corner of Rufe Snow and Blvd. 26.**

Item was discussed during the work session, under item 3.

**2C. Approval to authorize the City Manager to dispose of and sell City-owned personal property by public auction.**

Item was discussed during the work session, under item 3.

**4A. Consider Resolution 434-14, adopting an employee salary supplement policy.**

Item was discussed during the work session, under item 3.

- 5A. Consider the engineering contract with Halff Associates for the design of the TxDOT Green Ribbon Landscape and Irrigation Contract in the amount not to exceed \$32,000.00.**

Item was discussed during the work session, under item 3.

- 6A. Approve the purchase of a Pierce Saber Pumper, #EP412646, from Siddons-Martin Emergency Group of Denton, Texas, for the price of \$324,687.**

Item was discussed during the work session, under item 3.

**Motion:** Motion was made by Councilmember Lopez, and seconded by Councilmember DeSoto to approve all consent agenda items.

Motion carried by a vote of 5-0. Councilmember Goveas abstained from item 2A.

### **PUBLIC HEARING, MEETINGS, AND OTHER RELATED ITEMS**

- 3A. Conduct Public Hearing on the Proposed FY 2014-15 Annual Budget.**

Eric Strong, City Manager discussed the proposed FY 2014-15 annual budget. This item was also discussed during the work session, under item 3.

Mayor Agan opened the public hearing: Time 7:11 p.m.

Travis Malone, 2641 Mimosa Park, Richland Hills is pleased with the budget money being proposed for street repairs, crosswalks, and the employee supplement package.

Mayor Agan closed the public hearing: Time 7:12 p.m.

- 3B. Conduct first public hearing to consider setting the 2014 tax rate of \$0.528094 for FY 2014-15, that will raise more revenue than in the current year.**

Eric Strong, City Manager presented to council the Proposed FY 2014-15 Annual Budget. The budget is supported by the same \$0.528094 tax rate as the current year; however, the proposed \$0.528094 property tax rate for the proposed budget exceeds the 2014 effective tax rate of \$0.516166 per \$100 of taxable value. The proposed \$0.528094 tax rate for 2014 will produce \$58,542 more General Fund revenue than in the current year - \$59.199 in total revenue when both General Fund and General Debt Fund are considered. This item was also discussed during the work session, under item 3.

Tonight's public hearing is the first of two required public hearings. The second will be on September 9, 2014 at 7:00 p.m. The vote on whether or not to adopt the proposed tax rate will be on September 16, 2014 at 7:00 p.m.

Mayor Agan opened the public hearing: Time 7:14 p.m.

No Speakers

Mayor Agan closed the public hearing: Time 7:15 p.m.

#### **ORDINANCES, RESOLUTIONS, AND OTHER RELATED ITEMS**

- 4A. Consider Resolution 434-14, adopting an employee salary supplement policy.**

*\*Moved to consent agenda*

#### **CONTRACTS, AGREEMENTS, BID AWARDS, AND OTHER RELATED ITEMS**

- 5A. Consider the engineering contract with Halff Associates for the design of the TxDOT Green Ribbon Landscape and Irrigation Contract in the amount not to exceed \$32,000.00.**

*\*Moved to consent agenda*

#### **OTHER ITEMS FOR CONSIDERATION**

- 6A. Approve the purchase of a Pierce Saber Pumper, #EP412646, from Siddons-Martin Emergency Group of Denton, Texas, for the price of \$324,687.**

*\*Moved to consent agenda*

#### **REPORTS AND DISCUSSION**

- 7A. Discussion of the appointments of board members and officers to various boards and commissions.**

This item was also discussed during the work session, under item 3.

- 7B. Presentation of Monthly Department Reports.**

Item was discussed during the work session, under item 3.

- 7C. Discussion of the Police shared services software upgrade.**

Item was discussed during the work session, under item 3.

**COMMUNITY INTEREST ITEMS**

**8. Community Interest**

- The next Lunch Bunch will be on Thursday, September 11, 2014
- There will be an upcoming public meeting to talk about the Community Center

**EXECUTIVE SESSION**

- 9. 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.**

**Motion:** Motion was made by Councilmember DeSoto, and seconded by Councilmember Goveas to convene into executive session. Time 7:20 p.m.

Motion carried by a vote of 5-0.

**ADJOURNMENT**

- 10. A motion was made by Councilmember Lopez, and seconded by Councilmember DeSoto to adjourn.**

There being no further business to come before the City Council, Mayor Agan declared the meeting adjourned at 8:30 p.m.

**ATTEST**

**APPROVED**

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Cathy Bourg, City Secretary

\_\_\_\_\_  
Bill Agan, Mayor

**RICHLAND HILLS CITY COUNCIL  
SPECIAL MEETING  
September 9, 2014  
DRAFT MINUTES**

Roll Call:

Council present:

Bill Agan, Mayor  
Roland Goveas, Place 1  
Allison Barrette, Place 2  
Robert DeSoto, Place 3  
Beverly Williams, Place 4  
Edward Lopez, Place 5

Council Absent:

Staff

Eric Strong, City Manager  
Cathy Bourg, City Secretary

**SPECIAL SESSION – Mayor Agan Called to Order – Time 7:00 p.m.**

**Invocation – Mayor Agan**

**Pledges of Allegiance – Led by Councilmember Goveas**

**PRESENTATIONS**

**1A. Citizen Appearances/Public Comments.**

No Speakers

**CONSENT AGENDA**

**2A. None at this time.**

**PUBLIC HEARING, MEETINGS, AND OTHER RELATED ITEMS**

**3A. Conduct Public Hearing on the Proposed FY 2014-15 Tax Rate.**

Eric Strong, City Manager presented to council the Proposed FY 2014-15 Annual Tax Rate of \$0.528094 for 2014.

Tonight's public hearing is the second of the two required public hearings. The vote on whether or not to adopt the proposed \$0.528094 tax rate will be on September 16, 2014 at 7:00 p.m.

Mayor Agan opened the public hearing: Time 7:02 p.m.

No Speakers

Mayor Agan closed the public hearing: Time 7:02 p.m.

### **WORK SESSION**

#### **4A. Presentation of project status, update and next steps of future Community Activity Center by Barker Rinker Seacat.**

Representatives with Barker Rinker Seacat gave a presentation on the project status, update and next steps of a future Community Activity Center. The presentation included the following:

- Project Vision Statement
- Market Analysis: Population Distribution, Growth Estimates, National Activity Trends, Citizen Survey, Adults/Seniors Focus Group, Parents Focus Group, Staff Focus Group
- Similar Projects Recently Constructed: Richardson, Wylie, Grand Prairie, and Roanoke Recreation Centers
- Choose and Prioritize
- Site Analysis
- Budget

### **EXECUTIVE SESSION**

**5A. 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.**

None at this time.

### **ADJOURNMENT**

**6. A motion was made by Councilmember Lopez, and seconded by Councilmember Barrette to adjourn.**

There being no further business to come before the City Council, Mayor Agan declared the meeting adjourned at 8:40 p.m.

**ATTEST**

\_\_\_\_\_  
Cathy Bourg, City Secretary

**APPROVED**

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Bill Agan, Mayor