

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: January 6, 2015
Subject: Service Award

City Council Action Requested:

Presentation of a 5 year Service Award to Jessica Carrion, Investigator with the Richland Hills Police Department.

Background Information:

Attachment – Bio and award certificate

Board/Citizen Input:

N/A

Financial Impact:

N/A

Staff Contacts:

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

JESSICA CARRION'S 5-YR. BIO

Officer Carrion started her career with the City of Richland Hills on January 7, 2010, as a Police Officer. Prior to becoming a Police Officer, Jessica taught in the Fort Worth ISD and held other jobs outside law enforcement. She earned her Bachelor's Degree from Texas Wesleyan University with a degree in Kinesiology and was a member of the Women's Soccer Team.

Jessica received accolades for her work with the Redflex (red light) program, organization of critical area's within the department, assisting with the fall festival at Faith Creek Church, and various presentations to other organizations while representing the City as a Police Officer in uniform.

After a lengthy selection process, she was reassigned as an Investigator effective on March 3, 2014.

She was commended for her actions and teamwork during a burglary of a building and auto theft investigation on 5/30/14 shortly after moving into the Investigator position. Investigator Carrion is bilingual and is called on to interpret when needed.

Jessica is the mother of two young boys and has a wedding planned for April 2015.

Certificate of Service

Presented to

Jessica Carrion

Investigator

Police Department

in recognition and appreciation of

Five Years of Service

Presented this 6th Day of January, 2015



Eric Strong, City Manager

Bill Agan, Mayor

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: January 6, 2015
Subject: Service Award

City Council Action Requested:

Presentation of a 5 year Service Award to William Bell, Fire Chief with the Richland Hills Fire Department.

Background Information:

Attachment – Award certificate

Board/Citizen Input:

N/A

Financial Impact:

N/A

Staff Contacts:

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

Certificate of Service

Presented to

William Bell

Fire Chief

Fire Department

in recognition and appreciation of

Five Years of Service

Presented this 6th Day of January, 2015



Eric Strong, City Manager

Bill Agan, Mayor

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: January 6, 2015
Subject: Minutes from the December 2, 2014 regular City Council meeting

City Council Action Requested:

Consider approval of the December 2, 2014 regular City Council meeting minutes.

Background Information:

Attachment – December 2, 2014 Draft Minutes

Board/Citizen Input:

N/A

Financial Impact:

N/A

Staff Contacts:

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

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING
December 2, 2014
DRAFT MINUTES**

Roll Call:

Council present:

Bill Agan, Mayor
Roland Goveas, Place 1
Allison Barrette, Place 2
Robert DeSoto, Place 3

Council Absent:

Beverly Williams, Place 4

Edward Lopez, Place 5

Staff

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

WORK SESSION – Mayor Agan Called to Order – Time 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.**

Motion: Motion was made by Councilmember Lopez and seconded by Councilmember DeSoto to convene into executive session. Time: 6:01

Motion carried by a vote of 4-0. Councilmember Williams absent.

- 2. Reconvene into open session for possible action resulting from any items posted and legally discussed in Executive Session. 6:32**

Mayor Agan reconvened into open session at 6:32 p.m.

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

- 4A. Consider Ordinance 1286-14, amending Chapter 38 "Fire Prevention and Protection" by updating the Fire Code to allow Above Ground Fuel Tanks in Commercial Districts with discretion of the Fire Marshal.**

Eric Strong, City Manager presented to council Ordinance 1286-14, amending Chapter 38 "Fire Prevention and Protection" by updating the Fire Code to allow Above Ground Fuel Tanks in Commercial Districts with discretion of the Fire Marshal. Currently, the Fire Prevention and Protection Ordinance, Article II. – Fire Code, Sec. 38-33 only allows above ground fuel tanks in industrial zoned areas and areas zoned for retail fuel sales. Staff has received a request from a business on Handley-Ederville, for above ground fuel tanks in a light commercial zoning district. The amended ordinance would allow an applicant in light or heavy commercial zoning districts, the ability to submit a building permit for above ground fuel tanks.

Fire Chief, Bill Bell answered questions regarding safety issues and screening.

Council requested staff bring this item back in January, with the following recommendations:

- Research other cities in the areas to see if this is allowed in light commercial districts.
- Review of our light commercial areas, to see where the possibilities of this ordinance would impact.
- Additional screening requirements are included in the ordinance.

6A. Consideration regarding Multi-Purpose Facility Feasibility Study and Design.

Eric Strong, City Manager presented to council information regarding the Multi-Purpose Facility Feasibility Study and Design. The feasibility study portion of the project was conducted by Barker Rinker Seacat (BRS) and is now wrapping up. The next phase of the project will be to enter into the design phase of the project. There are two options for selecting a firm to design the facility. The first option is to amend the original agreement with BRS to move forward with design and the second option is to proceed with another Request for Qualifications (RFQ).

Council recommended that staff proceed with preparing an RFQ for the design phase to be sent out by the middle of December.

7A. Update on Christmas Event Plans.

The annual Richland Hills Christmas Tree Lighting Program is scheduled for Friday, December 5th at 6:30 p.m. and a rain contingency plan was discussed.

Break 6:50 p.m. to 7:00 p.m.

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

Invocation – Mayor Bill Agan

Pledge of Allegiance – Led by Councilmember Barrette

PRESENTATIONS

1A. Presentation of 25 year Service Award to Robert Parson, Firefighter/Paramedic with the Richland Hills Fire Department.

Mayor Bill Agan presented a 25 year Service Award to Robert Parson, Firefighter/Paramedic with the Richland Hills Fire Department.

1B. Citizen Appearances/Public Comments.

Corrie Hayward, 6868 Hardisty, Richland Hills, thanked council for their continued vision and leadership. She discussed health statistics of smoking and second hand smoke and the benefits of smoke free laws.

AGENDA

2A. Approval of minutes of November 18, 2014 Regular City Council Meeting.

Motion: Motion was made by Councilmember DeSoto, and seconded by Councilmember Lopez to approve the consent agenda item.

Motion carried by a vote of 4-0. Councilmember Williams absent.

PUBLIC HEARING, MEETINGS, AND OTHER RELATED ITEMS

3A. None at this time.

ORDINANCES, RESOLUTIONS, AND OTHER RELATED ITEMS

4A. Consider Ordinance 1286-14, amending Chapter 38 "Fire Prevention and Protection" by updating the Fire Code to allow Above Ground Fuel Tanks in Commercial Districts with discretion of the Fire Marshal.

Discussed during Work Session under item 3.

Motion: Motion was made by Councilmember DeSoto, and seconded by Councilmember Goveas to table to the next council meeting.

Motion carried by a vote of 4-0. Councilmember Williams absent.

CONTRACTS, AGREEMENTS, BID AWARDS, AND OTHER RELATED ITEMS

5A. None at this time.

OTHER ITEMS FOR CONSIDERATION

6A. Consideration regarding Multi-Purpose Facility Feasibility Study and Design.

Discussed during Work Session under item 3.

Based on the discussion during the work session, staff will proceed with an RFQ for the design phase of the project.

REPORTS AND DISCUSSION

7A. Update on Christmas Event Plans.

The annual Richland Hills Christmas Tree Lighting Program is scheduled for Friday, December 5th at 6:30 p.m.

The Richland Hills Fire Department is sponsoring a Holiday Food and Toy Drive to help families in need. The donation drive will last through December 19, 2014.

COMMUNITY INTEREST ITEMS

8. Community Interest

- Lunch Bunch Thursday, December 11th at noon, food provided by El Chico, and entertainment provided by the Vandemeer Brothers
- Next City Council meeting is January 6, 2015

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.**

The following action was taken regarding Cause No. 2013-005338-1; City of Richland Hills v. Spencer Hodges a/k/a Edward Spencer Hodge; in the County Court at Law No. 1 of Tarrant County, regarding property located at 3271 Matthews Drive.

Motion: Motion was made by Councilmember Lopez, and seconded by Councilmember DeSoto to approve the settlement reached in the amount of \$250,000.

Motion carried by a vote of 4-0. Councilmember Williams absent.

ADJOURNMENT

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

There being no further business to come before the City Council, Mayor Agan declared the meeting adjourned at 7:16 p.m.

ATTEST

APPROVED

Cathy Bourg, City Secretary

Bill Agan, Mayor

Office of the City Manager

City of Richland Hills, Texas

Memorandum

To: Honorable Mayor Bill Agan and members of the Richland Hills City Council
From: Eric Strong, City Manager
Date: January 6, 2015
Subject: Budget Public Forum

Council Action Requested:

No Action Required - Public Forum on FY 2015-2016 Budget

Background Information:

Article XII of the Home Rule Charter has provision in it which requires that the City Council hold a "Public Forum for the express purpose of obtaining citizen comments on items they would like to see included or considered in the budget for the upcoming year." This Forum is to be held in January of each year. This meeting will allow for residents to express any concerns or wishes they have in regard to the annual budget for FY 2015-2016.

As a part of this discussion, staff will provide a brief update on various budget initiatives from the current year and the status of projects that were funded in this budget.

Board/Citizen Input: N/A

Financial Impact: N/A

Staff Contacts:

Eric Strong
City Manager
estrong@richlandhills.com

Attachments: N/A

Memorandum

To: Honorable Mayor Bill Agan and members of the Richland Hills City Council
From: Eric Strong, City Manager
Date: January 6, 2015
Subject: Fire Code Update

Council Action: Consideration of Ordinance amending Chapter 38 “Fire Prevention and Protection” by updating the Fire Code to allow Above Ground Fuel Tanks in Commercial Districts under certain provisions and with discretion of the Fire Marshal.

Background Information: Above ground fuel tanks are used by various businesses to fuel their work fleet, i.e., tractors, vehicles, lift trucks, etc., onsite prior to leaving their place of business. This saves time and resources for those businesses that rely on several vehicles in their daily operations. Currently, the Fire Prevention and Protection Ordinance, Article II.- Fire Code, Sec. 38-33 only allows above ground fuel tanks in industrial zoned areas and areas zoned for retail fuel sales.

Recently, a request has been made from a business in a commercial district for an above ground fuel tank. Staff explained to the business that the only way for this to occur is by requesting that council change the ordinance. The business requested that we proceed with this request and gauge council’s interest in changing the ordinance to allow for this provision.

The amendment to the ordinance would still provide the Fire Marshal the discretion to allow or disallow the installation of these fuel tanks. However, it would also impose defined minimum requirements that must be met in the Commercially Zoned Districts of the city.

The attached Ordinance allows an applicant, having their place of business in light or heavy commercial zoning districts, the ability to submit a building permit for above ground fuel tanks. The provisions for fuel tanks in Industrial Zoned areas have not

changed. However, the attached Ordinance does impose the stricter minimum requirements in the Commercial Districts.

This issue was discussed and tabled at the December 2nd Council Meeting. Council directed staff to look at more detailed restrictions as well as look at what neighboring cities allow in regard to above ground fuel tanks. There is not any real consistency with what is allowed by neighboring cities. We found that the cities of Mansfield and Euless allow them with similar restrictions to what we have proposed. We found that NRH, Fort Worth, Haltom City, Keller and Hurst do not have any provisions for them in their code of ordinances.

Board/Citizen Input: N/A

Financial Impact: N/A

Staff Contacts: Jason Moore, Assistant to the City Manager,
jmooore@richlandhills.com

Attachments: Ordinance

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF RICHLAND HILLS, TEXAS AMENDING CHAPTER 38 "FIRE PREVENTION AND PROTECTION" BY AMENDING ARTICLE II. "FIRE CODE"; PROVIDING THAT ABOVE GROUND FUEL TANKS MAY BE PERMITTED IN LIGHT COMMERCIAL OR HEAVY COMMERCIAL ZONING DISTRICTS WITH AN APPROVED SPECIAL USE PERMIT; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION AS REQUIRED BY LAW; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Richland Hills is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, the Richland Hills City Council has determined that in certain circumstances businesses located in light or heavy commercial zoning districts require above ground fuel tanks for efficient operations and that the existing ordinance only allows those businesses zoned Industrial to have above ground fuel tanks; and

WHEREAS, the City Council finds that this ordinance is in the best interests of the citizens of the City of Richland Hills.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RICHLAND HILLS, TEXAS;

SECTION 1

That Section 38-33, "Districts or limits," of the Code of Ordinances, City of Richland Hills, Texas is hereby amended by adding Sec. 38-33(2), Exception 4 to read as follows:

Exception 1: Light Commercial and Heavy Commercial areas which meets the approval of the fire marshal as well as the following requirements:

- A. Meet all requirements of the currently adopted, by City Ordinance, International Fire Code, specifically Chapters 23 and 57 and amendments
- B. A limit of two (2) 1,000 gallon above ground fuel tanks.
- C. No gravity dispensing tanks
- D. Above ground storage tanks shall be UL or approved equivalent and be double walled.
- E. Shall be 40 feet from buildings
- F. Minimum of 100 feet from residences
- G. Minimum of 15 feet from a property line
- H. Minimum of an 8' masonry screening fence/wall extending 15' from center of the above ground fuel tank(s) in each direction
- I. Height of the above ground fuel tank shall not exceed six (6) feet
- J. Tank shall be mounted on a six(6) inch high concrete slab
- K. Dispensing, electrical, venting, filling and spill containment shall all meet adopted ICC Codes

D) A plat of the property showing the proposed location of the tank(s) and a product cut sheet on the tank must be submitted to the Fire Marshall. Further safety requirements may be imposed as necessary by the Fire Marshall.

**SECTION 2
PROVISIONS CUMULATIVE**

This ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of Richland Hills, Texas, as amended, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances and such Code are hereby repealed.

**SECTION 3
PROVISIONS SEVERABLE**

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

**SECTION 4
PUBLICATION**

The City Secretary of the City of Richland Hills is hereby directed to publish this ordinance to the extent required by law.

**SECTION 5
EFFECTIVE DATE**

This ordinance shall be in full force and effect from and after its passage and publication as required by law, and it is so ordained.

PASSED AND APPROVED ON THIS _____ DAY OF _____, 2014.

THE HONORABLE MAYOR BILL AGAN

ATTEST:

CATHY BOURG, CITY SECRETARY

EFFECTIVE DATE: _____

APPROVED AS TO FORM AND LEGALITY:

BETSY ELAM, CITY ATTORNEY

Office of the City Manager

City of Richland Hills, Texas

Memorandum

To: Honorable Mayor Bill Agan and members of the Richland Hills City Council
From: Eric Strong, City Manager
Date: January 6, 2015
Subject: Resolution Regarding Legislation

Council Action Requested:

Consideration of Resolution regarding Legislation that affects membership composition of the Fort Worth Transportation Authority Board of Directors.

Background Information:

No background information at this time. No resolution attached at this time.

Board/Citizen Input: N/A

Financial Impact: N/A

Staff Contacts:

Eric Strong
City Manager
estrong@richlandhills.com

Attachments: N/A

Office of the City Manager

City of Richland Hills, Texas

Memorandum

To: Honorable Mayor Bill Agan and members of the Richland Hills City Council
From: Eric Strong, City Manager
Date: January 6, 2015
Subject: Update on Various Projects

Council Action Requested:

No action required, update only.

Background Information:

Staff will review various ongoing, long term projects with Council and go over the status of these projects. The projects that might be discussed include, but are not necessarily limited to:

- a. Green Ribbon projects
- b. Baker Boulevard Improvements
- c. Matthews and Kingsbury Interceptor Projects
- d. Utility Rate Study Project
- e. Community Recreation Center Project
- f. Parks Planning Project

Board/Citizen Input: N/A

Financial Impact: N/A

Staff Contacts:

Eric Strong
City Manager
estrong@richlandhills.com

Attachments: N/A