

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: February 17, 2015
Subject: Minutes from the February 3, 2015 regular City Council meeting

City Council Action Requested:

Consider approval of the February 3, 2015 regular City Council meeting minutes.

Background Information:

Attachment – February 3, 2015 Draft Minutes

Board/Citizen Input:

N/A

Financial Impact:

N/A

Staff Contacts:

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**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING
FEBRUARY 3, 2015
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.

****Items taken out of order.***

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

Eric Strong, City Manager introduced item 5B on the agenda.

5B. Agreement with Halff and Associates for Phase II of Community Rating System Program. Michael Barnes, City Engineer and Angela Wright with Halff Associates presented to council, information regarding an upgrade proposal with Halff Associates for Phase II of the Community Rating System (CRS) program in the amount not to exceed \$20,000.00. In 2014 the city successfully applied for the city's first CRS rating class and received a Class 8 rating from FEMA. The Class 8 rating resulted in a 10% discount for all residents that pay for flood insurance. Staff believes the proposal from Halff Associates to develop the documentation for the FEMA CRS program, with city staff assistance, will achieve the goal of increasing to a Class 7, which would add another 5% discount to flood insurance holders.

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 DeSoto, and seconded by Councilmember Lopez to convene into executive session. Time: 6:11

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

Mayor Agan reconvened into open session at 6:52 p.m.

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

Eric Strong, City Manager discussed with council the following agenda items:

- 4A. Resolution Directing Publication of Notice of Intention to Issue Combination Tax and Waterworks And Sewer System Revenue Certificates of Obligation. Now that the Matthews Interceptor Project is substantially complete, we are ready to move on the Kingsbury Interceptor project. At the last council meeting, staff recommended to Council that we issue an additional \$1,000,000 in debt out of the drainage fund in order to complete the project. The resolution is the first step in issuing the debt. Following the resolution, staff will publish the appropriate notifications. The next step for the City Council will occur on the Council Meeting on March 17th, in which you will have the opportunity to pass an ordinance authorizing the issuance of the debt.

- 5B. Agreement with Halff and Associates for Phase II of Community Rating System Program.

There being no further discussion, Mayor Agan declared the work session adjourned at 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. Citizen Appearances/Public Comments.

Oliver A. Pettit, 7505 Hovenkamp Dr., presented a letter to the Council requesting to put an item on a future agenda, allowing Mr. Pettit to solicit funds in the name of Richland Hills to build a building at Kate Baker Park.

CONSENT AGENDA

**Item 4A moved to consent agenda.*

Motion: Motion was made by Councilmember Goveas, and seconded by Councilmember DeSoto to move item 4A to the consent agenda.

Motion carried by a vote of 4-0.

2A. Approval of minutes of January 20, 2015 Regular City Council Meeting.

2B. Approval of Resolution 444-15, Calling the May 9, 2015 General Election for City of Richland Hills Council Places 1, 3, and 5.

4A. Approval of Resolution 445-15 Directing Publication of Notice of Intention to Issue Combination Tax and Waterworks And Sewer System Revenue Certificates of Obligation.

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

Motion carried by a vote of 4-0. Councilmember Goveas abstained from item 2A and Councilmember Williams absent.

PUBLIC HEARING, MEETINGS, AND OTHER RELATED ITEMS

3A. None at this time.

ORDINANCES, RESOLUTIONS, AND OTHER RELATED ITEMS

4A. Resolution Directing Publication of Notice of Intention to Issue Combination Tax and Waterworks And Sewer System Revenue Certificates of Obligation.

Item was discussed during the work session, under item 2.

**Moved to consent agenda*

CONTRACTS, AGREEMENTS, BID AWARDS, AND OTHER RELATED ITEMS

5A. Consider action regarding Pending Economic Development Agreements.

Motion: Motion was made by Councilmember Lopez, and seconded by Councilmember DeSoto to table.

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

5B. Consider agreement with Halff and Associates for Phase II of Community Rating System (CRS) program in the amount not to exceed \$20,000.00.

Item was discussed during the work session, under item 2.

Motion: Motion was made by Councilmember Goveas, and seconded by Councilmember Barrette to table.

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

OTHER ITEMS FOR CONSIDERATION

6A. Consideration of RFQ submittals for Design Services for Community Activity Center.

Eric Strong, City Manager presented the RFQ submittals for Design Services for the Community Activity Center. Staff suggests interviews with four of the top respondents. (GSBS, Barker Rinker Seacat, Brinkley Sargent Wiginton, GSR Andrade) The interview process will include providing each of the firms the opportunity to provide feedback on the following:

- Strengths and weaknesses of our current concept
- Talk through some of the challenges we might expect to face as we move forward with our project
- Their perception of the ideal client/owner relationship
- Historically, how have they balanced the owners unique needs with their vast experience – especially in cases where they feel the owner might be asking for something that they might end up regretting
- Pros, Cons and their experience of utilizing the Construction Manager at Risk methodology
- Their estimated construction budget for a project of our size

Motion: Motion was made by Councilmember Lopez, and seconded by Councilmember DeSoto to direct the City Manager to arrange interviews with replies to the RFQ.

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

REPORTS AND DISCUSSION

7A. Discussion and Update regarding Keep Richland Hills Beautiful.

Jason Moore, Assistant to the City Manager updated council regarding the 501C3 status of Keep Richland Hills Beautiful. Staff is working with Debbie Fritz, Chair of Keep Richland Hills Beautiful, to get the appropriate papers filed. Once the process is complete, staff will bring back an update to council.

7B. Discussion and Update regarding Annual Report.

Eric Strong, City Manager updated council regarding the 2014 Annual Report.

**Item 9 moved up in the agenda.*

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 Lopez, and seconded by Councilmember DeSoto to direct the City Attorney to retain an investigator to investigate an employee complaint.

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

COMMUNITY INTEREST ITEMS

8. Community Interest

- Next Lunch Bunch will be Thursday, February 12th

ADJOURNMENT

- 10. A motion was made by Councilmember DeSoto, 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 7:29 p.m.

ATTEST

APPROVED

Cathy Bourg, City Secretary

Bill Agan, Mayor