

## Memorandum

**To:** Honorable Mayor Bill Agan and members of the Richland Hills City Council  
**From:** Linda Cantu, City Secretary  
**Date:** September 11, 2013  
**Subject:** Minutes 8-27-2013

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

Consider approval of August 27, 2013 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  
SPECIAL CALLED MEETING  
AUGUST 27, 2013, 3:00 P.M.**

**Mayor Agan called the Special Called City Council meeting to order at 3:08 p.m., in the Council Chambers of the Richland Hills City Hall, 3200 Diana Drive, Richland Hills, Texas.**

Bill Agan	Mayor
Roland Goveas, Place 1 Toya Norton, Place 2 Robert DeSoto, Place 3 Beverly Williams, Place 4 Edward Lopez, Place 5	Council Members
Curtis E. Hawk Linda Cantu	City Manager City Secretary

with the following members absent: Councilmember Norton and Councilmember DeSoto, constituting a quorum, at which time the following business was transacted:

**CALL TO ORDER**

**Executive Session**

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. 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.

No Executive Session at this time.

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

## Work Session

3. Discussion of Proposed FY 2013-14 Annual Budget, including current budget review, new and existing programs, tax rate, utility rates, employee benefits including health insurance, Council priorities, and Council policies concerning budget.

City Manager Hawk briefed Council on the proposed changes to the Budget; the Memberships; and Cooperative Data Program (CDP).

### Memberships-

Texas Municipal League and National League of Cities are two valuable sources of information. The city receives annual updates regarding programs, and services. Recommend we continue this membership.

Tarrant County Mayors Council and State of Texas Cooperative Purchasing Program are both very important to the city. Purchasing Program has saved the city regarding bid specifications.

State of Texas Cooperative Purchasing Program offers technical services- GIS data; Land use; Census data; Development Monitoring; Population estimates; Small-Area Estimates;

Tarrant Regional Transportation Coalition is an organization that is critical to the city.

North Central Texas Council of Governments (NCTCOG) is important. Provides expertise that is very helpful to the city.

NCTCOG Regional Cooperative Data Program is a benefit to the city. They have a program that would give the city technical support. Assist with on-going programs. Recommend Council add this to the city membership.

N.E. Tarrant Chamber – the city has been a member for many years, paying the same fee as other cities, with no recognition. The Chamber represents their business memberships. They advertise, attend ribbon cuttings, and support new businesses. Recommend we wait and see what the N.E. Tarrant Chamber can provide the city before any action is taken for their membership. The city pays the same amount of money, (\$8,000) as neighboring cities, although the City of Richland Hills does not have the same population or available land. In addition, each city pays an additional (\$4,000) for the July 4<sup>th</sup> Fireworks event.

North Texas Commission does great work, but the city does not receive anything from this organization. It does wonders for Dallas, Ft. Worth and the region.

Arts Council Northeast provides quality of life programs that benefit the city.

Safe City Commission - One Safe Place Contribution- Deals with adults that need a place for abusive victims. Recommend the city continue this membership.

Richland Hills Historical program is one that can be done with as a contractual agreement.

Alliance for Children – recommend the city continue with this membership.

Recommend the city drop North Texas Commission membership.

Council Member Goveas stated the recommendation is to drop the North Texas Commission and add the Cooperative Data Plan. City Manager agreed that was correct.

The changes with the city's memberships will be listed within the budget.

City Manager stated the proposed budget changes occurred after the presentation from Palmer Associates regarding the wastewater system issues.

City Manager Hawk stated there are major issues with the city's wastewater infrastructure system that needs to be addressed. A consultant engineering firm will need to look at the cities water system and determine what needs to be done. Once an engineering study is completed, the city can determine the scope of work. The proposal for the engineering will be paid from the General Fund. This whole project will be completed in phases.

Council Member Goveas stated the city needs to be pro-active with this issue. There is a \$135,000 surplus this year that can start the project.

After much discussion, Councilmember's recommended staff prepare a proposal and present to Council for further discussion.

Council Member Lopez asked if the public emergency call out will be in this budget.

Mr. Hawk stated he is working on this item to include in this budget. It's a good notification for residents, not only for emergency notices, but for many other programs.

Council Member Goveas recommended staff implement a newer version of a city logo.

**Proposed changes**

Reductions: Programs and hiring of new positions to start January, 2014, as opposed to October 1, 2013:

Citizens on Patrol	\$6,900.00
PT/Temp Salary- Community Development	\$9,952.00
PT/Temp Salary- Fire Department	\$8,000.00
New Cashier position- Administration	\$7,009.00

**Subtotal:** \$31,861.00

Enterprise Fund:

Lift Station Maintenance	\$2,500.00
Electricity for Lift Station	\$2,500.00

**Subtotal:** \$5,000.00

Total Reductions \$36,861.00

Additions:

Longevity Program \$35,312.49

Water/Wastewater Master Plan

Parks Capital Improvement Master Plan \$95,000.00

Requesting one time reduction of General Fund Balance for following one-time expenditures to include balance of funding for Master Plan

Animal Control Services – Building Repairs	\$21,094.00
Fire Station – Remodel Restrooms	\$25,000.00
Administration – Remodel billing office	\$ 6,085.00
Fire Department- Equipment	\$17,300.00
Various reductions – multiple accounts	\$11,000.00

**Subtotal:** \$80,479.00

**MOTION:** A motion was made by Councilmember Williams, and seconded by Councilmember Goveas to adjourn.

**ADJOURNMENT**

There being no further business to come before the City Council, Mayor Bill Agan declared the meeting adjourned at 4:33 P.M.

**ATTEST**

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Linda Cantu  
City Secretary

**APPROVED**

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Bill Agan  
Mayor