

**RICHLAND HILLS CITY COUNCIL  
REGULAR MEETING  
MAY 22, 2023  
MINUTES**

Roll Call:

Council present

Edward Lopez, Mayor  
Douglas Knowlton, Place 1  
Travis Malone, Place 2  
Theresa Bledsoe, Place 3  
Javier Alvarez, Place 4  
G.W. Estep, Place 5

Council absent

Staff present

Candice Edmondson, City Manager  
Lindsay Rawlinson, City Secretary  
James Donovan, City Attorney

**CITY COUNCIL WORK SESSION – 6:30 PM**

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, 418.183(f) and 418.106(d) & (e). 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.
  1. Section 551.074: Deliberation regarding Personnel Matters
    - a) City Council, Place 6
    - b) Boards and Commissions

**Motion:** Motion was made by Councilmember Estep and seconded by Councilmember Knowlton to adjourn into Executive Session at 6:31 p.m.

Motion carried by a vote of 6-0.

Mayor Lopez reconvened into open session at 7:11 p.m. with no action taken.

2. **Discuss items listed on tonight's City Council agenda. No action will be taken and each item will be considered during the Regular Session.**

None.

Mayor Lopez adjourned the work session at 7:11 p.m.

**REGULAR SESSION – Mayor Lopez Called to Order – Time 7:11 p.m.**

**INVOCATION AND PLEDGES OF ALLEGIANCE – Mayor Lopez**

**ADMINISTRATION OF OATH OF OFFICE AND PRESENTATION OF CERTIFICATE OF ELECTION**

City Secretary Lindsay Rawlinson administered the Oath of Office to Douglas Knowlton, Councilmember, Place 1, Theresa Bledsoe, Councilmember, Place 3, and GW Estep, Councilmember, Place 5.

**SELECTION OF MAYOR PRO TEM**

**Motion:** Motion was made Councilmember Bledsoe to elect Councilmember Knowlton as Mayor Pro Tem.

The vote was as follows:

For: Councilmember Knowlton, Councilmember Malone, and Councilmember Bledsoe

Against: Mayor Lopez, Councilmember Alvarez and Councilmember Estep

Motion failed with a vote of 3-3.

**Motion:** Motion was made Councilmember Knowlton to elect Councilmember Estep as Mayor Pro Tem.

The vote was as follows:

For: Mayor Lopez, Councilmember Malone, Councilmember Alvarez, and Councilmember Estep

Against: Councilmember Knowlton and Councilmember Bledsoe

Motion carried by a vote of 4-2.

**PRESENTATIONS**

**1A. Business Spotlight: Brown Service Company**

Assistant to the City Manager Logan Thatcher provided a brief introduction for Brown Service Company located at 6340 Baker Boulevard.

Shane Brown expressed his appreciation to the City Council for spotlighting his company and provided additional details of the company's history.

**1B. Library Summer Reading Program Proclamation**

Mayor Lopez read a proclamation declaring June and July 2023 as Summer Reading 2023! to Library Director Chantele Hancock and encouraged residents of all ages to visit the library to participate in the annual Summer Reading Program.

**1C. National Public Works Week Proclamation**

Mayor Lopez read a proclamation declaring May 21 – 27, 2023, as “National Public Works Week” in Richland Hills and presented the proclamation to Director of Public Works and Capital Projects Kip Dernovich.

**1D. National Emergency Medical Services Week Proclamation**

Mayor Lopez read a proclamation declaring May 21 – 27, 2023, as “National Emergency Medical Services Week” in Richland Hills and presented the proclamation to Fire Chief Russell Shelley.

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

Gerald Evans, 7217 Richlyn Road, Richland Hills, advised the City Council that he has a 1.7 acre property that he is seeking to replat and will be going to the Planning and Zoning Commission for their consideration.

Jenny Clark, 6973 Hardisty Street, Richland Hills, advised that a floral arrangement will be left at the Veterans Memorial at City Hall on Memorial Day, Monday, May 31, 2023, and a brief remembrance ceremony will be held at 9:00 a.m.

**CONSENT AGENDA**

**2A. Approved minutes from the May 8, 2023 City Council Regular Meeting and May 16, 2023 City Council Special Called Meeting**

**2B. Approved Resolution 576-23 supporting the City of Richland Hills’s application to the Texas Department of Transportation’s 2023 Transportation Alternatives Set-Aside (TA) Call for Projects**

**Motion:** Motion was made by Councilmember Malone and seconded by Mayor Pro Tem Estep to approve the consent agenda.

Motion carried by a vote of 6-0.

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

**3. None.**

**ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS****4A. Approved Ordinance 1472-23 granting Atmos Energy Corporation a franchise to construct, maintain and operate pipelines and equipment in the City of Richland Hills for the transportation, delivery, sale and distribution of gas in, out of, and through the city**

City Manager Candice Edmondson advised that the franchise agreement between the City of Richland Hills and Atmos Energy Corporation expired on December 31, 2021. At that time, the franchise could have been extended for an additional five years, but the City chose to renegotiate the agreement with Atmos. Over the past year, the City Attorney, City staff, and Atmos representatives have been discussing proposed changes to the franchise and under the proposed agreement, the franchise fee paid by Atmos to the City of Richland Hills will increase from four percent to five percent of gross revenues as defined in the ordinance. During that time, Atmos continued to provide services per the original franchise terms.

The new franchise goes into effect immediately and end December 31, 2038, with an option to automatically extend the franchise for up to two additional terms of five years each, unless written notice to renegotiate is provided by either party.

**Motion:** Motion was made by Councilmember Malone and seconded by Councilmember Alvarez to approve Ordinance 1472-23 granting Atmos Energy Corporation a franchise to construct, maintain and operate pipelines and equipment in the City of Richland Hills for the transportation, delivery, sale and distribution of gas in, out of, and through the city.

Motion carried by a vote of 6-0.

**CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS****5. None.****OTHER ITEMS FOR CONSIDERATION****6A. Consider appointments to Boards and Commissions**

City Manager Candice Edmondson advised that following the May 6, 2023 General Election, the Richland Hills Development Corporation has two vacancies. There is a need to appoint a Councilmember to Place 2 (formerly held by Curtis Bergthold) and a Citizenmember to Place 6 (formerly held by Theresa Bledsoe.)

**Motion:** Motion was made by Councilmember Knowlton and seconded by Councilmember Bledsoe to appoint Curtis Bergthold to Place 6, Citizenmember, on the Richland Hills Development Corporation.

Motion carried by a vote of 6-0.

**Motion:** Motion was made by Mayor Pro Tem Estep and seconded by Councilmember Knowlton to appoint Theresa Bledsoe to Place 2, Councilmember, on the Richland Hills Development Corporation.

The vote was as follows:

For: Mayor Pro Tem Estep, Councilmember Knowlton, and Councilmember Alvarez

Against: Mayor Lopez, Councilmember Malone and Councilmember Bledsoe

Motion failed with a vote of 3-3.

**Motion:** Motion was made by Councilmember Malone and seconded by Councilmember Alvarez to appoint Travis Malone to Place 2, Councilmember, on the Richland Hills Development Corporation.

The vote was as follows:

For: Mayor Lopez, Mayor Pro Tem Estep, Councilmember Malone, Councilmember Bledsoe, and Councilmember Alvarez

Against: Councilmember Knowlton

Motion carried by a vote of 5-1.

## **6B. Consider appointments to City Council Committees**

City Manager Candice Edmondson advised that the City Council has previously created City Council Committees to work with staff on important initiatives and projects. The committees consist of members of the City Council with meetings held as needed. There are currently vacancies on the Development Committee and the Infrastructure Committee (formerly held by Curtis Bergthold) that need to be filled. Council may consider appointments for any of the following committees:

- Development Committee
- Infrastructure Committee
- Finance Committee

**Motion:** Motion was made by Councilmember Knowlton and seconded by Mayor Pro Tem Estep to appoint Councilmember Bledsoe to the Development Committee.

Motion carried by a vote of 6-0.

**Motion:** Motion was made by Councilmember Malone and seconded by Councilmember Bledsoe to appoint Mayor Pro Tem Estep to the Infrastructure Committee.

Motion carried by a vote of 6-0.

**6C. Consider the appointment or the calling of an election to fill the vacancy of Council Member, Place 6**

City Manager Candice Edmondson advised that as part of the May 6, 2023 Special Election, Richland Hills voters approved Proposition A which increased the City Council to six councilmembers. On May 16, 2023, the election results were canvassed and Council Member, Place 6 was officially created. She advised that the City Council had the option to appoint a person to Place 6 to a term that will expire in May 2025 or the Council can choose to call a special election. If the Council chooses to call a special election, the election for Council Member, Place 6 will be held on the November uniform election date.

Discussion ensued regarding the benefits and drawbacks to both an appointment and an election.

**Motion:** Motion was made by Councilmember Knowlton to table discussion and consideration to a future agenda.

Motion failed due to lack of a second.

**Motion:** Motion was made by Mayor Pro Tem Estep and seconded by Mayor Lopez to appoint Roland Goveas to Council Member, Place 6.

The vote was as follows:

For: Mayor Lopez, Mayor Pro Tem Estep, Councilmember Malone, and Councilmember Alvarez

Against: Councilmember Knowlton and Councilmember Bledsoe

Motion carried by a vote of 4-2.

**6D. Consider Library Collection Development Policy**

Library Director Chantele Hancock advised that the purpose of the Collection Development Policy is to lay the framework for building and maintaining the library collection, based on the library's goals and the community's unique needs. The Richland Hills Public Library Collection Development Policy was last approved by City Council on February 28, 2006. Based on recommendations by the Texas State Library, the following changes were made to the Richland Hills Library policy:

- Wording was updated to reflect current materials/technology and procedures; for example, the library no longer purchases music CD's, VHS or Cassettes.
- Wording was updated to specify that after an item completes the reconsideration process that item cannot be reviewed again for a minimum of three (3) years.

**Motion:** Motion was made by Mayor Pro Tem Estep and seconded by Councilmember Malone to approve the Library Development Collection Policy.

Motion carried by a vote of 6-0.

## **REPORTS & DISCUSSIONS**

### **7A. Street Improvement Projects**

Director of Public Works and Capital Projects Kip Dernovich presented the Street Improvement Projects update and provided details regarding Dover Lane, Magnolia Park, and Norton Drive.

### **7B. April Department Reports**

Director of Public Works and Capital Projects Kip Dernovich provided the Public Works Department update and advised of items such as potholes filled, street sweeping, and storm preparation and debris cleared during recent weather events.

Library Director Chantele Hancock presented the Library update and advised of the status the printing program and provided an update on the bathroom renovation project.

Director of Parks and Recreation Jason Brown provided the Parks Department update and advised of issues related to mowing public areas and Wi-Fi in the parks.

## **COMMUNITY INTEREST ITEMS**

8. Mayor Pro Tem Estep and Councilmember Knowlton advised of several upcoming events:

- Through May 31, 2023, Pick a Perk Link Membership Sale;
- Thursday, May 25, 2023, Vax Shack, Animal Shelter, 10:00 a.m. to 1:00 p.m.;
- Thursday, June 1, 2023, Summer Reading Kick-Off, 5:00 to 7:00 p.m.;
- Thursday, June 8, 2023,
  - Senior Lunch Bunch and Bingo, The Link, 12:00 to 2:00 p.m.;
  - All About Animals, The Link, 4:00 p.m.;
  - Tarrant County Food Pantry, The Link parking lot, 5:30 to 7:00 p.m.;
- Tuesday, June 13, 2023, Richland Hills Literary Society, Public Library, 6:30 p.m.;
- Thursday, June 15, 2023, Brett Roberts Bubble Show, The Link, 4:00 p.m.;
- Thursday, June 22, 2023, Vax Shack, Animal Shelter, 10:00 a.m. to 1:00 p.m.;
- Tuesday, July 4, 2023, Red, White & YOU Parade, Baker Boulevard, 9:00 a.m.;
- Every Thursday, Coffee Talk, Public Library, 10:00 to 11:30 a.m.;
- 1<sup>st</sup>, 3<sup>rd</sup>, and 5<sup>th</sup> Thursday of the month, Storytime at the library, 6:30 p.m.; and
- 2<sup>nd</sup> and 4<sup>th</sup> Friday of the month, Arts and Crafts, 6:30 p.m.

## **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).

None.

**ADJOURNMENT**

10. A motion was made by Councilmember Knowlton and seconded by Mayor Pro Tem Estep to adjourn.

Motion carried by a vote of 6-0.

There being no further business to come before the City Council, Mayor Lopez declared the meeting adjourned at 8:36 p.m.

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Lindsay Rawlinson, City Secretary

\_\_\_\_\_  
Edward Lopez, Mayor