

**RICHLAND HILLS CITY COUNCIL  
REGULAR MEETING  
JUNE 26, 2023  
MINUTES**

Roll Call:

Council present

Edward Lopez, Mayor  
G.W. Estep, Mayor Pro Tem  
Douglas Knowlton, Place 1  
Travis Malone, Place 2  
Theresa Bledsoe, Place 3  
Javier Alvarez, Place 4  
Roland Goveas, Place 6

Council absent

Staff present

Candice Edmondson, City Manager  
Lindsay Rawlinson, City Secretary  
Elizabeth Yelverton, 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.

None.

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.**
- 5A. ***Approved award of bid to C. Green Scaping LP for Latham BFC-5 Channel improvements and Animal Service Center parking and drainage improvements***

Director of Public Works and Capital Projects Kip Dernovich presented the item to the City Council and advised that during the FY 2023 Budget process, City Council allocated funding for drainage and parking lot improvements at the Animal Services Center. Last fall, the BFC-5 drainage channel that runs adjacent to the Arc of Faith Church unexpectedly collapsed and needs to be repaired. In an effort to gain pricing economies of scale, the City Engineer determined that combining both projects into one larger project could produce project savings.

The combined project provides for all labor, material, and equipment to perform work that includes channel improvements along with the installation of a 60 inch reinforced concrete

storm drain pipe and headwall on Latham BFC-5; and grading, parking lot improvements, and installation of a trench drain area inlet at the Animal Services Center.

City Manager Candice Edmondson advised that funding in the amount of \$500,000 was included in the FY 2023 Budget for drainage and parking lot improvements at the Animal Services Center. The Tax Increment Fund (TIF) includes \$285,000 for drainage improvements and the Strategic Initiative Fund (SIF) includes \$215,000 for parking lot improvements. The bid amount received was \$336,586.40 so there is significant cost savings by combining the two projects.

Discussion ensued regarding drainage at the Animal Shelter.

**6A. Consider Park and Recreation Facility Naming Policy**

City Manager Candice Edmondson advised that the proposed Park and Recreation Facility Naming Policy provides guidelines for the naming of parks and facilities and procedures for how a naming request can be considered.

Discussion ensued regarding the submission process and types of facilities included such as playgrounds and pavilions in addition to parks and buildings.

Mayor Lopez adjourned the work session at 6:47 p.m.

**REGULAR SESSION – Mayor Lopez Called to Order – Time 7:00 p.m.**

**INVOCATION AND PLEDGES OF ALLEGIANCE – Councilmember Knowlton**

**ADMINISTRATION OF OATH OF OFFICE**

City Secretary Lindsay Rawlinson administered the Oath of Office to Roland Goveas, Councilmember, Place 6.

**PRESENTATIONS**

**1A. Employee Service Award**

City Manager Candice Edmondson announced the employee service award and expressed congratulations to the following employee on reaching an employment milestone with the City of Richland Hills:

10 Years of Service

Lead Animal Control Officer Kay Fisk

**1B. Recognize Citizen Fire Academy Graduates**

Fire Captain Michael Irizarry provided a brief overview of the Citizen's Fire Academy and advised that the participants completed eight weeks of instruction and demonstration of all facets of fire department operations including the background of the organization, fire

hose and fire streams, vehicle extrication, CPR and EMS operations, and several other topics. 2023 program graduates included.

Peggy Bidwell  
Raul Cisneros  
Samantha Hall  
Rushel Jester  
Valeria Rangel

Athena Campbell  
Karen Evans  
Janice Hill  
Michelle Lada  
John Skier

Jorge Cisneros  
Tarah Graham  
Hannah Jester  
Albert Navarro  
Lisa Skier

**1C. Parks and Recreation Month Proclamation**

Mayor Lopez read a proclamation declaring July 2023, as “Parks and Recreation Month” in Richland Hills and presented the proclamation to Director of Parks and Recreation Jason Brown.

Mr. Brown provided a brief presentation regarding planned events for the month of July.

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

Curtis Bergthold, 3641 Scruggs Drive, Richland Hills, requested that presentations pertaining to public works projects include maps to better understand the area of town under construction.

Joyce Fiaccone, 3800 Labadie, Richland Hills, expressed her appreciation to the citizens who have assisted and signed a local option petition currently circulating. She stated that the deadline for the petition is Monday, July 3, 2023.

Donovan Shane Reilly, 2818 Dogwood Park Drive, Richland Hills, expressed frustration at the City’s third-party inspector, Bureau Veritas, and expressed concern regarding an invasive species of plants.

**CONSENT AGENDA**

**2A. Approved minutes from the May 22, 2023 City Council Regular Meeting**

**2B. Approved a Final Plat for the property described as Block L Lots 7 and 8A Richland Hills Addition, otherwise known as 7145 Baker Boulevard, Richland Hills, Texas 76118 and Block L Lot 6 Richland Hills Addition, otherwise known as 7151 Baker Boulevard, Richland Hills, Texas**

**2C. Approved Ordinance 1474-23 amending Chapter 42, Article II. Flood Damage Prevention of the Richland Hills Code of Ordinances**

**2D. Ratified Interlocal Agreement with Tarrant County for roadway striping at the intersection of Handley Ederville Road and Burns Street**

**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 7-0.

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

3. None.

**ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS**

4. None.

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

5A. **Approved award of bid to C. Green Scaping LP for Latham BFC-5 Channel improvements and Animal Service Center parking and drainage improvements**

*This item was discussed during the worksession.*

Director of Public Works and Capital Projects Kip Dernovich provided a brief overview of the combined projects and the scope of work.

**Motion:** Motion was made by Councilmember Bledsoe and seconded by Councilmember Knowlton to approve award of bid to C. Green Scaping LP for Latham BFC-5 Channel improvements and Animal Service Center parking and drainage improvements in the amount of \$336,586.40.

Motion carried by a vote of 7-0.

**OTHER ITEMS FOR CONSIDERATION**

6A. **Consider Park and Recreation Facility Naming Policy**

*This item was discussed during the worksession.*

**Motion:** Motion was made by Councilmember Malone and seconded by Councilmember Goveas to approve Park and Recreation Facility Naming Policy.

Motion carried by a vote of 7-0.

**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. Red, White & YOU!**

Director of Parks and Recreation Jason Brown provided an overview of the City's annual 4<sup>th</sup> of July event, Red, White & YOU! He advised that the celebration will be held Tuesday, July 4, 2023, from 9:00 a.m. to noon at The Link Plaza including a parade that will begin at 9:00 a.m. He advised of the parade route and road closures as well as celebration activities.

**7C. Richland Hills 75<sup>th</sup> Anniversary**

City Manager Candice Edmondson advised that the City of Richland Hills will be celebrating its 75<sup>th</sup> anniversary in September 2025 and staff has already begun initial discussions about the celebration including plans for community-wide involvement from residents and businesses.

Director of Parks and Recreation Jason Brown advised of plans for the 70<sup>th</sup> anniversary in 2020 that were abandoned when the COVID-19 pandemic struck.

Discussion ensued regarding a proposed anniversary committee as well as providing information on the City's website with history, pictures, interviews, and public art.

Diane Barrette, 7123 Dover Lane, Richland Hills, President of the Richland Hills Historical Society, advised that she has newsletters, pictures, details from the 50<sup>th</sup> anniversary celebration in 2000 as well as a time capsule.

Additional discussion ensued regarding guest speakers and creating an exhibit space for City artifacts.

**7D. May Department Reports**

Assistant to the City Manager Logan Thatcher presented the Development Services update including permits issued and development updates.

Police Chief Kimberly Sylvester presented the Police Department and Animal Services update and advised of trainings and education completed as well as recognizing Officer Olga Russell for her work in the Traffic Unit Pilot Program.

Fire Chief Russell Shelley presented the Fire Department update and advised of call volume, overall response times and mutual aid and Medstar information.

**COMMUNITY INTEREST ITEMS**

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

- Thursday, June 29, 2023, The Duelists, The Link, 4:00 p.m.;
- Monday, July 3, 2023, Northeast Family Fourth (on the Third), Wiley G. Thomas Coliseum, Haltom City, 5:00 to 10:00 p.m.;
- Tuesday, July 4, 2023, Red, White & YOU Parade, Baker Boulevard, 9:00 a.m.;

- Thursday, July 6, 2023, Strike, Scrape & Shake Show, The Link, 4:00 p.m.;
- Thursday, July 13, 2023,
  - Senior Lunch Bunch and Bingo, The Link, 12:00 to 2:00 p.m.;
  - Tarrant County Food Pantry, The Link parking lot, 5:30 to 7:00 p.m.;
- Tuesday, July 11, 2023, Richland Hills Literary Club, Public Library, 6:30 p.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 7-0.

There being no further business to come before the City Council, Mayor Lopez declared the meeting adjourned at 8:42 p.m.

**ATTEST:**

**APPROVED:**

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Lindsay Rawlinson, City Secretary

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Edward Lopez, Mayor