

**MINUTES OF THE WORK SESSION AND REGULAR MEETING  
OF THE CITY COUNCIL OF THE CITY OF NORTH RICHLAND HILLS, TEXAS  
HELD IN THE CITY HALL 4301 CITY POINT DRIVE  
JUNE 12, 2023**

WORK SESSION

The City Council of the City of North Richland Hills, Texas met in work session on the 12th day of June at 6:00 p.m. in the City Council Chamber prior to the 7:00 p.m. regular Council meeting.

Present:	Tito Rodriguez	Place 1
	Rita Wright Oujesky	Place 2
	Suzy Compton	Place 3
	Mason Orr	Place 4
	Scott Turnage	Deputy Mayor Pro Tem, Place 6
	Kelvin Deupree	Mayor Pro Tem, Place 7
Absent:	Oscar Trevino	Mayor
	Blake Vaughn	Associate Mayor Pro Tem, Place 5
Staff Members:	Mark Hindman	City Manager
	Paulette Hartman	Deputy City Manager
	Karen Manila	Assistant City Manager
	Alicia Richardson	City Secretary/Chief Governance Officer
	Maleshia B. McGinnis	City Attorney

**CALL TO ORDER**

Mayor Pro Tem Deupree called the meeting to order at 6:01 p.m.

**1. DISCUSS ITEMS FROM REGULAR CITY COUNCIL MEETING.**

City Council had no questions for staff.

**2. DISCUSS PROPOSED AMENDMENTS TO THE CITY'S CODE OF ORDINANCES TO COMBINE PROVISIONS ADDRESSING COMMUNITY AND SPECIAL EVENTS, AND TO INCLUDE OCCASIONAL SALES.**

Director of Neighborhood Services Stefanie Martinez advised that staff and City Council discussed special events at their January 9, 2023 work session. At that meeting, staff informed City Council they would bring forward recommendations for special events. The item before them this evening are proposed changes based on public input. Staff has received requests for flexibility regarding garage sales, clarification on estate sales

versus garage sales, an increase in number of special events, and clarification on the City's appeal process.

Currently garage sales are referenced in several sections (Chapters 18, 106, and 118) of the Code of Ordinances. The proposed ordinance as written removes exclusivity to garage sales from the definition of occasional sale. The ordinance clarifies that the city manager, or his designee, may review and approve permit applications. The language for special events was moved from Chapter 118 to Chapter 10 of the City's Code of Ordinances.

Staff recommends the following language for consideration by City Council for commercial property and/or non-profit applicants.

- increase number of events for commercial property and/or non-profit application from one to six (6) events per year for no more than a total of 30 days;
- require written permission from other tenants if location of event is occupied by multiple tenants;
- all events must have public sanitary facilities;
- events shall not operate before or after the regular operating hours of business applying for the permit;
- non-profit organizations are limited to eight (8) events per calendar year, per organization; and
- appeal body changed from the Planning and Zoning Commission to the City Council

Staff recommends the following language for consideration by City Council for residential and neighborhood sales.

- occasional sale definition no longer exclusive to garage sales;
- no more than two (2) sales per calendar year;
- no more than four (4) consecutive calendar days per sale;
- clarify that food products or prepared items that would require a food establishment permit are prohibited from being sold at the occasional sale;
- clarify that no new merchandise may be sold, which was solely acquired for the

purpose to be sold at the occasional sale; and

- allow for one sign on the subject property with two (2) additional temporary signs off-premise with the permission of the property owner, each sign to include a copy of the approved permit. The signs for the occasional sale are not permitted within the public right-of-way.

Staff recommends two new fees to include \$25.00 per submission for a special event application fee and \$150.00 per event for a special event permit fee. Staff does not recommend changes to the single residential occasional sale fee (\$8.00) and neighborhood occasional sale fee (\$30.00). Ms. Martinez noted that fees may be waived for events sponsored by the City of North Richland Hills, Birdville Independent School District, or other local civic organization.

City Council and staff discussed the difference between special events held on school property and school sponsored events at the school property; the number of events allowed for a non-profit and the change from the previous language to increase the number from four (4) to eight (8) per year as opposed to four (4) events per location; if commercial events are required to provide a start and end date; carnivals, farmer markets, and pop-up events; the number of days for special events allowed by adjacent cities; if events are monitored on the weekend; verifying non-profit status; entities that conduct events for national charity organizations; and increasing fees for estate sales.

Deputy City Manager Paulette Hartman informed City Council that staff will incorporate their comments into the language and bring back at a future work session.

**EXECUTIVE SESSION**

There being no Executive Session, Mayor Pro Tem Deupree adjourned work session at 6:32 p.m.

**REGULAR MEETING**

**A. CALL TO ORDER**

Mayor Pro Tem Deupree called the meeting to order June 12, 2023 at 7:00 p.m.

Present:	Tito Rodriguez	Place 1
	Rita Wright Oujesky	Place 2
	Suzy Compton	Place 3
	Mason Orr	Place 4
	Scott Turnage	Deputy Mayor Pro Tem, Place 6
	Kelvin Deupree	Mayor Pro Tem, Place 7

Absent:	Oscar Trevino Blake Vaughn	Mayor Associate Mayor Pro Tem, Place 5
Staff Members:	Mark Hindman Alicia Richardson Maleshia B. McGinnis	City Manager City Secretary/Chief Governance Officer City Attorney

**A.1 INVOCATION**

Council member Rodriguez gave the invocation.

**A.2 PLEDGE**

Council member Rodriguez led the Pledge of Allegiance to the United States and Texas flags.

**A.3 SPECIAL PRESENTATION(S) AND RECOGNITION(S)**

**A.3.1 THE NORTHEAST TARRANT TEEN COURT BOARD WILL BE PRESENTING THE 2023 TEEN COURT SCHOLARSHIPS.**

Teen Court Advisory Board member Ron Moore presented scholarships to Trista Torres and Ashanty Aguayo.

**A.4 CITIZENS PRESENTATION**

Ms. Lynette Sharp, 6545 High Lawn Terrace, Watauga, Texas expressed her dissatisfaction with the North Richland Hills Police Department.

**A.5 PUBLIC COMMENTS**

There were no requests to speak from the public.

**A.6 REMOVAL OF ITEM(S) FROM CONSENT AGENDA**

No items were removed from the consent agenda.

**B. CONSIDER APPROVAL OF CONSENT AGENDA ITEMS**

**APPROVED**

A MOTION WAS MADE BY COUNCIL MEMBER WRIGHT OUJESKY, SECONDED BY DEPUTY MAYOR PRO TEM TURNAGE TO APPROVE THE CONSENT AGENDA AS PRESENTED.

MOTION TO APPROVE CARRIED 6-0.

- B.1 APPROVE MINUTES OF THE MAY 8, 2023 CITY COUNCIL MEETING.
- B.2 APPROVE MINUTES OF THE MAY 17, 2023 CITY COUNCIL MEETING.
- B.3 CONSIDER RESOLUTION NO. 2023-046, CONTINUING PARTICIPATION IN TARRANT COUNTY'S HOME INVESTMENT PARTNERSHIP PROGRAM.
- B.4 CONSIDER RESOLUTION NO. 2023-047, DESIGNATING THE INTERIM CHIEF OF POLICE AS THE GRANTEE'S AUTHORIZED OFFICIAL FOR THE OFFICE OF THE GOVERNOR'S GRANT PROJECTS.
- B.5 AUTHORIZE THE PURCHASE FOR UPGRADING AND REFURBISHING 10 SURVEILLANCE CAMERA TRAILERS FROM SIGMA SURVEILLANCE, INC. IN THE AMOUNT OF \$199,009 THROUGH DIR-CPO-4770 COOPERATIVE CONTRACT USING TEXAS ANTI-GANG CENTER GRANT #2848908 FUNDS; AND CONSIDER RESOLUTION NO. 2023-041, AUTHORIZING THE CITY MANAGER TO EXECUTE A REGIONAL ASSET TRANSFER ADDENDUM WITH THE CITY OF DALLAS TO TRANSFER EQUIPMENT PURCHASED BY THE CITY OF NORTH RICHLAND HILLS USING TAG GRANT #2848908 FUNDS.
- B.6 CONSIDER RESOLUTION NO. 2023-048, AUTHORIZING THE CITY MANAGER TO EXECUTE A REGIONAL ASSET TRANSFER ADDENDUM WITH THE CITY OF PLANO TO TRANSFER APPLE IPADS WITH APPLE CARE+ AND REOLINK CAMERAS WITH ACCESSORIES IN THE AMOUNT OF \$20,874.34 PURCHASED BY THE CITY OF NORTH RICHLAND HILLS USING TAG GRANT #2848908 FUNDS.
- B.7 AUTHORIZE THE PURCHASE OF 24 NON-MAGTECH SYSTEMS TO BE USED TO CONVERT EXISTING VEHICLES INTO MOBILE SURVEILLANCE PLATFORMS FROM MAGNUM MOBILE SYSTEMS LLC IN THE AMOUNT OF \$142,032 USING THE TEXAS ANTI-GANG CENTER GRANT #2848908 FUNDING, AND CONSIDER RESOLUTION NO. 2023-049, AUTHORIZING THE CITY MANAGER TO EXECUTE A REGIONAL ASSET TRANSFER ADDENDUM WITH THE CITY OF DALLAS TO TRANSFER LISTED EQUIPMENT PURCHASED BY THE CITY OF NORTH RICHLAND HILLS USING TAG GRANT #2848908 FUNDS.

- B.8 AUTHORIZE THE PURCHASE OF 24 COVERT CAMERA SURVEILLANCE SYSTEMS AND 63 COVERT TRACKING DEVICES FROM COVERTTRACK GROUP, INC., THROUGH AN INTERLOCAL PURCHASE USING CITY OF FORT WORTH CONTRACT NO. 56909, IN THE AMOUNT OF \$210,192.95 USING TEXAS ANTI-GANG CENTER GRANT #2848908 FUNDS; AND CONSIDER RESOLUTION NO. 2023-050, AUTHORIZING THE CITY MANAGER TO EXECUTE A REGIONAL ASSET TRANSFER ADDENDUM WITH THE CITY OF DALLAS.**
- B.9 AUTHORIZE THE CITY MANAGER TO EXECUTE AMENDMENT NO.1 TO THE COOPERATIVE PURCHASING CUSTOMER AGREEMENT WITH DELL MARKETING, LP, THROUGH DIR COOPERATIVE CONTRACT NO. DIR-TSO-3763, FOR THE PURCHASE OF COMPUTER WORKSTATIONS AND LAPTOPS USING TEXAS ANTI-GANG CENTER GRANT #2848908 FUNDING, IN AN AMOUNT NOT TO EXCEED \$100,000 AND CONSIDER RESOLUTION NO. 2023-053, AUTHORIZING THE CITY MANAGER TO EXECUTE A REGIONAL ASSET TRANSFER ADDENDUM WITH THE KAUFMAN COUNTY DISTRICT ATTORNEY'S OFFICE.**
- B.10 PLAT23-0041 CONSIDERATION OF A REQUEST FROM DUENES LAND SURVEYING FOR AN AMENDED PLAT OF LOTS 2R3R2 AND 2R5R2, BLOCK 1, DAVIS-NORTH TARRANT PARKWAY ADDITION, BEING 3.043 ACRES LOCATED AT 8368, 8372, AND 8376 DAVIS BOULEVARD.**
- B.11 AUTHORIZE THE COMBINED PURCHASE OF ONE (1) 2023 CHEVROLET SUBURBAN, ONE (1) CHEVY RED 1500 TRUCK, AND TWO (2) 2023 CHEVY WHITE 1500 TRUCKS FROM CALDWELL COUNTRY CHEVROLET USING BUYBOARD CONTRACT NO. 601-19 IN AN AMOUNT NOT TO EXCEED \$174,760.00**
- B.12 AUTHORIZE AN AMENDMENT TO THE COOPERATIVE PURCHASE AGREEMENT WITH WEBUILDFUN INC., FOR THE PURCHASE OF PLAYGROUND REPLACEMENT PARTS AND EQUIPMENT INCREASING THE CONTRACT AMOUNT NOT TO EXCEED \$74,500 FOR FY2023, UTILIZING BUYBOARD CONTRACT #679-22.**
- B.13 AUTHORIZE THE CITY MANAGER TO EXECUTE AMENDMENT NO. 2 TO THE AGREEMENT FOR CONSULTING SERVICES WITH SCIENS, LLC., TO INCREASE THE PROFESSIONAL SERVICES HOURS IN THE AMOUNT OF \$45,000, USING TIPS-USA PURCHASING CONTRACT NUMBER 200105, FOR A CUMULATIVE CONTRACT AMOUNT NOT TO EXCEED \$366,185.**

**B.14 AUTHORIZE THE PURCHASE OF A FRAZER AMBULANCE FROM RUSH TRUCK CENTERS OF OHIO, INC., IN THE AMOUNT OF \$297,064 THROUGH BUY BOARD CONTRACT NO. 601-19.**

**C. PUBLIC HEARINGS**

**C.1 ZC23-0051, ORDINANCE NO. 3793, PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM KIMLEY-HORN AND ASSOCIATES FOR A ZONING CHANGE FROM C-1 (COMMERCIAL) TO R-PD (RESIDENTIAL PLANNED DEVELOPMENT) AT 6900-7100 DAVIS BOULEVARD, BEING 16.54 ACRES DESCRIBED AS TRACTS 3, 3D, AND 3D01, WILLIAM COX SURVEY, ABSTRACT 321; AND TRACTS 1 AND 1B, ELIZA ANN CROSS SURVEY, ABSTRACT 281. (APPLICANT REQUESTS TO POSTPONE CONSIDERATION TO THE JUNE 26, 2023, CITY COUNCIL MEETING)**

**CONTINUED**

Mayor Pro Tem Deupree announced that the applicant requests City Council postpone consideration to their June 26, 2023 meeting. Mayor Pro Tem Deupree opened the public hearing and called for a motion to continue the public hearing to the June 26, 2023 City Council meeting.

**A MOTION WAS MADE BY DEPUTY MAYOR PRO TEM TURNAGE, SECONDED BY COUNCIL MEMBER COMPTON TO CONTINUE THE PUBLIC HEARING TO THE JUNE 26, 2023, MEETING.**

**MOTION TO CONTINUE CARRIED 6-0.**

**C.2 ZC23-0063, ORDINANCE NO. 3794, PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM KIMLEY-HORN AND ASSOCIATES FOR A ZONING CHANGE FROM C-1 (COMMERCIAL) AND TOD (TRANSIT ORIENTED DEVELOPMENT) TO TOD (TRANSIT ORIENTED DEVELOPMENT) WITH A SPECIAL DEVELOPMENT PLAN AT 6900 DAVIS BOULEVARD AND 8205-8217 ODELL STREET, BEING 2.42 ACRES DESCRIBED AS A PORTION OF TRACT 1, ELIZA ANN CROSS SURVEY, ABSTRACT 281; A PORTION OF LOTS 27 AND 28, AND LOTS 29-32, BLOCK 1, W.E. ODELL ADDITION. (APPLICANT REQUESTS TO POSTPONE CONSIDERATION TO THE JUNE 26, 2023, CITY COUNCIL MEETING)**

**CONTINUED**

Mayor Pro Tem Deupree announced that the applicant requests City Council postpone consideration to their June 26, 2023 meeting. Mayor Pro Tem Deupree opened the

public hearing and called for a motion to continue the public hearing to the June 26, 2023 City Council meeting.

**A MOTION WAS MADE BY COUNCIL MEMBER COMPTON, SECONDED BY COUNCIL MEMBER RODRIGUEZ TO CONTINUE THE PUBLIC HEARING TO THE JUNE 26, 2023, MEETING.**

**MOTION TO CONTINUE CARRIED 6-0.**

**D. PLANNING AND DEVELOPMENT**

There were no items for this category.

**E. PUBLIC WORKS**

There were no items for this category.

**F. GENERAL ITEMS**

**F.1 APPROVE ORDINANCE NO. 3795, ESTABLISHING RULES AND REGULATIONS CONCERNING THE PRACTICE AND PROCEDURE FOR CIVIL CASES IN THE NORTH RICHLAND HILLS MUNICIPAL COURT OF RECORD, DIVISION NO.2, IN COMPLIANCE WITH CHAPTER 58, ARTICLE II, SECTION 58-37 OF THE CITY CODE OF ORDINANCES.**

**APPROVED**

City Attorney Maleshia McGinnis presented the item. The North Richland Hills Municipal Court, Division No. 2, is dedicated for the adjudication of civil actions for code enforcement and nuisance abatement cases as authorized under the Texas Local Government Code Section 54.032. Ordinance No. 3795 adopts rules as recommended by the Judge of Municipal Court, Division No. 2.

**A MOTION WAS MADE BY COUNCIL MEMBER WRIGHT OUJESKY, SECONDED BY COUNCIL MEMBER ORR TO APPROVE ORDINANCE NO. 3795, ESTABLISHING RULES AND REGULATIONS CONCERNING THE PRACTICE AND PROCEDURE FOR CIVIL CASES IN THE NORTH RICHLAND HILLS MUNICIPAL COURT OF RECORD, DIVISION NO.2, IN COMPLIANCE WITH CHAPTER 58, ARTICLE II, SECTION 58-37 OF THE CITY CODE OF ORDINANCES.**

**MOTION TO APPROVE CARRIED 6-0.**



**F.2 APPROVE ORDINANCE NO. 3796, PROVIDING FOR THE APPOINTMENT OF THE CLERK OF THE MUNICIPAL COURT OF RECORD IN THE CITY OF NORTH RICHLAND HILLS IN COMPLIANCE WITH CHAPTER 58, ARTICLE II, SECTION 58-35 OF THE CITY CODE OF ORDINANCES AND CHAPTER 30 OF THE TEXAS GOVERNMENT CODE.**

**APPROVED**

City Attorney Maleshia McGinnis presented the item. The method of appointment for clerk of the Municipal Court was outlined in the City Charter. This charter provision was repealed by election on May 6, 2023, to allow the clerk of the Municipal Court to be appointed by the City Manager. Ordinance No. 3796 delegates the authority to appoint the clerk of the Municipal Court to the City Manager and outlines the specific duties of the clerk enumerated by state law.

**A MOTION WAS MADE BY DEPUTY MAYOR PRO TEM TURNAGE, SECONDED BY COUNCIL MEMBER RODRIGUEZ TO APPROVE ORDINANCE NO. 3796, PROVIDING FOR THE APPOINTMENT OF THE CLERK OF THE MUNICIPAL COURT OF RECORD IN THE CITY OF NORTH RICHLAND HILLS IN COMPLIANCE WITH CHAPTER 58, ARTICLE II, SECTION 58-35 OF THE CITY CODE OF ORDINANCES AND CHAPTER 30 OF THE TEXAS GOVERNMENT CODE.**

**MOTION TO APPROVE CARRIED 6-0.**

**F.3 RATIFY THE PAYMENT TO TK ELEVATOR FOR THE EMERGENCY PURCHASE OF A REPLACEMENT DRIVE FOR THE PUBLIC LIBRARY ELEVATOR USING OMNIA PARTNERS COOPERATIVE CONTRACT #R200502, IN THE AMOUNT OF \$23,322.11, FOR A COLLECTIVE CONTRACT AMOUNT OF \$54,408.12.**

**APPROVED**

Director of Facilities and Construction Chris Amarante presented the item.

**A MOTION WAS MADE BY COUNCIL MEMBER WRIGHT OUJESKY, SECONDED BY COUNCIL MEMBER ORR TO RATIFY THE PAYMENT TO TK ELEVATOR FOR THE EMERGENCY PURCHASE OF A REPLACEMENT DRIVE FOR THE PUBLIC LIBRARY ELEVATOR USING OMNIA PARTNERS COOPERATIVE CONTRACT #R200502, IN THE AMOUNT OF \$23,322.11, FOR A COLLECTIVE CONTRACT AMOUNT OF \$54,408.12.**

**MOTION TO APPROVE CARRIED 6-0.**

**F.4 APPROVE RESOLUTION NO. 2023-051, AUTHORIZING SUBMISSION OF THE GRANT APPLICATION FOR THE FY2024-2025 SOLID WASTE IMPLEMENTATION GRANT FROM NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS.**

**APPROVED**

Program Manager of Neighborhood Services Meagan Merrill presented the item. Staff seeks City Council's approval to apply for a North Central Texas Council of Government grant (FY 2024-2025 Solid Waste Implementation) to provide cellular security cameras, accessories for the cameras, and educational signage for 23 chronic illegal dumping sites in North Richland Hills. Ms. Merrill stated that while the grant does not require a city match, staff anticipates an estimated \$1,400 for graphic design signage and installation of the cameras and accessories.

**A MOTION WAS MADE BY COUNCIL MEMBER RODRIGUEZ, SECONDED BY COUNCIL MEMBER COMPTON TO APPROVE RESOLUTION NO. 2023-051.**

**MOTION TO APPROVE CARRIED 6-0.**

**F.5 CONSIDER RESOLUTION NO. 2023-052, APPOINTING MEMBERS TO THE PLANNING AND ZONING COMMISSION AND CAPITAL IMPROVEMENT ADVISORY COMMITTEE.**

**APPROVED**

City Secretary/Chief Governance Officer Alicia Richardson presented the following recommendations for appointment to the Planning and Zoning Commission and Capital Improvement Advisory Committee.

Justin Welborn, Place 1, term expiring June 30, 2023; Jared Ross, Place 3, term expiring June 30, 2023; Jayashree Narayana, Place 5, term expiring June 30, 2023; Brianne Goetz, Place 7, term expiring June 30, 2023; and Kathy Luppy to fulfill an unexpired term as Ex-Officio, expiring June 30, 2024.

**A MOTION WAS MADE BY COUNCIL MEMBER COMPTON, SECONDED BY COUNCIL MEMBER RODRIGUEZ TO APPROVE RESOLUTION NO. 2023-052, APPOINTING MEMBERS TO THE PLANNING AND ZONING COMMISSION AND CAPITAL IMPROVEMENT ADVISORY COMMITTEE, AS PRESENTED.**

**MOTION TO APPROVE CARRIED 6-0.**

**G. EXECUTIVE SESSION ITEMS - CITY COUNCIL MAY TAKE ACTION ON ANY ITEM DISCUSSED IN EXECUTIVE SESSION LISTED ON WORK SESSION AGENDA**

Mayor Pro Tem Deupree announced that City Council did not convene into Executive Session.

**H. INFORMATION AND REPORTS**

**H.1 ANNOUNCEMENTS**

Deputy Mayor Pro Tem Turnage made the following announcements.

Outdoor sprinkler systems get a lot of use this time of year. By keeping them in good working order, you can save water and reduce your monthly water bill. Attend a free DIY Sprinkler Repair workshop on Thursday, June 15 to learn the basics of home sprinkler repairs. Hosted by Keep NRH Beautiful and the Tarrant Regional Water District, this workshop will take place from 6:00 p.m. to 8:00 p.m. in the Community Room at City Hall. Please visit the city's website to sign up.

The Mayor's Summer Reading Club has begun. Join in on the fun at the NRH Library through August 5. Track your reading to earn prizes and enjoy a variety of special events and activities at the library. Check out the library's website for more information.

Kudos Korner - Bri Shipman in Animal Services - A resident emailed praises to the city about Bri after she relocated a duck and her 10 babies from his pool to a nearby creek. The email said: "I spent probably 3 or 4 hours total trying to get the ducklings out of our swimming pool by myself with no luck. Bri came by and knew exactly what to do. She was very sweet, careful, and gentle with the ducklings and the mama. She is very, very good at what she does and obviously loves what she does. It's nice to know that NRH has such a responsive and helpful Animal Services department and such nice people as well!"

**I. ADJOURNMENT**

Mayor Pro Tem Deupree adjourned the meeting at 7:43 pm.

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Kelvin Deupree, Mayor Pro Tem

ATTEST:

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Alicia Richardson  
City Secretary/Chief Governance Officer