

**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
SEPTEMBER 23, 2024**

WORK SESSION

The City Council of the City of North Richland Hills, Texas met in work session on the 23rd day of September at 5:45 p.m. in the Council Workroom prior to the 7:00 p.m. regular City Council meeting.

Present:	Jack McCarty	Mayor
	Tito Rodriguez	Place 1
	Ricky Rodriguez	Associate Mayor Pro Tem, Place 2
	Suzy Compton	Place 3
	Matt Blake	Place 4
	Blake Vaughn	Deputy Mayor Pro Tem, Place 5
	Russ Mitchell	Place 6
	Kelvin Deupree	Mayor Pro Tem, Place 7
Staff Members:	Paulette Hartman	City Manager
	Trudy Lewis	Assistant City Manager
	Caroline Waggoner	Assistant City Manager
	Alicia Richardson	City Secretary/Chief Governance Officer
	Bradley Anderle	Interim City Attorney

CALL TO ORDER

Mayor McCarty called the meeting to order at 5:46 p.m.

1. DISCUSS ITEMS FROM REGULAR CITY COUNCIL MEETING.

City Council had no questions for staff.

2. DISCUSS THE SINGLE FAMILY RENTAL PROGRAM.

Managing Director of Development Services Clayton Comstock shared that the existing single-family rental program has been in effect since April 1, 2012. The purpose of the program is to address safety and security of higher-turnover residential units and tenants; maintain neighborhood standards and property value; local enforcement of Texas Property Code Chapter 92; and proactively address nuisance and substandard building items. As of September 1, 2025, the city's utility billing department has identified 2,805 single-family rentals. Mr. Comstock reviewed the process for landlords to apply for

a single-family rental permit and request inspection(s). Upon approval of inspection of the property, the new tenant may open a new water account. Mr. Comstock reviewed North Texas cities that have single-family rental programs and North Texas cities that do not have programs. In response to calls regarding the program, staff proposes enhancements to address life/safety and property maintenance lists, improve communication with landlord/tenant through the city's online permitting and inspections program and explore opportunities to be more responsive with owner/tenant.

City Council and staff discussed the number of single-family units in North Richland Hills; cost for the program and inspection fees; situations when a temporary certificate of occupancy is issued by the city; rental inspection fee of cities that have a single-family rental program; inspection checklist; difference between nuisance code violations and Texas Property Code Chapter 92; amount of staff time for inspections; pass/fail rate of inspections and process for staff to address those who fail; utility billing providing renters with a property safety checklist; and opportunity for landlords/owners being able to request an application/permit and schedule an inspection at the same time.

3. DISCUSS SHORT TERM RENTALS.

Mr. Comstock shared that the city receives complaints (parking, parties/noise, trash, and property maintenance) from citizens regarding short-term rentals in neighborhoods. In April 2023, the city received a presentation from a vendor that identified 118 unique short-term rental properties in North Richland Hills. He provided an overview of case law regarding short-term rental ordinances in Texas and New Orleans. The courts have opined that an ordinance may not restrict, interfere or impede due process, interstate commerce, regulatory takings and unconstitutional retroactivity. In 2021, a number of bills were proposed at the state legislature to address short-term rentals, but did not pass leaving the regulations to the cities and courts. Mr. Comstock reviewed North Texas cities with short-term rental ordinances and those without short-term rental ordinances. He shared that if City Council would like to move forward with an ordinance that he would use the short-term rental ordinance from Coppell and Mesquite as a drafting tool. The framework for an ordinance would include (1) annual licensing/registration requirements; (2) inspections; (3) Process for approval, denial, revocation, reinstatement or re-issuance of licenses, appeals process; (4) violations and penalties; (5) standards of operation. The next steps before approving a short-term rental ordinance includes citizen feedback, identifying the current state of single-family rentals in North Richland Hills and relevant studies. Staff is seeking direction from City Council regarding short-term rentals.

City Council and staff discussed the types of complaints received by staff and if the complaints could be addressed by code violations; purpose for implementing the ordinance; ability to collect hotel occupancy tax; receiving input from the citizens; short-term rentals reducing the number of homes available for people to live; registration fee; enforcement; local contact for the short-term rental home to address complaints and

be responsible for the property; and the ability of homeowner associations to restrict short-term rentals.

City Manager Paulette Hartman informed City Council that staff will conduct a flash vote survey and conduct public input meetings to determine if there is an interest for an ordinance to regulate short-term rentals. The public meetings will be informational and discuss what short-term rentals are and a proposed ordinance would only regulate them in North Richland Hills. The results will be presented to the City Council at a future meeting.

FUTURE AGENDA ITEM(S)

There were no requests from City Council for future agenda items.

EXECUTIVE SESSION

1. **SECTION 551.072: DELIBERATE THE PURCHASE, EXCHANGE, LEASE OR VALUE OF REAL PROPERTY - 6701 DAVIS BOULEVARD.**
2. **SECTION 551.071: CONSULTATION WITH CITY ATTORNEY REGARDING LEGAL ADVICE - PURCHASE AND SALE AGREEMENT FOR 6701 DAVIS BOULEVARD.**
3. **SECTION 551.071: CONSULTATION WITH CITY ATTORNEY REGARDING LITIGATION - (1) CITY OF NORTH RICHLAND HILLS V. MANUEL FINANCIAL LLC NO. 2, LLC ET AL CASE NO. CC240015; (2) CITY OF NORTH RICHLAND HILLS V. MANUEL OLDSMOBILE, INC. CASE NO. CC240019, MUNICIPAL COURT NO. 2, CITY OF NORTH RICHLAND HILLS, TARRANT COUNTY, TEXAS**

Mayor McCarty announced at 6:58 p.m. that the City Council would adjourn into Executive Session as authorized by Chapter 551, Texas Government Code, specifically Section 551.072: Deliberate the purchase, exchange, lease, or value of real property - 6701 Davis Boulevard, Section 551.071: Consultation with City Attorney regarding legal advice - Purchase and Sale Agreement for 6701 Davis Boulevard and Section 551.071: Consultation with City Attorney regarding litigation - (1) City of North Richland Hills V. Manuel Financial LLC No. 2, LLC et al Case No. CC240015; (2) City of North Richland Hills V. Manual Oldsmobile, Inc. Case No. CC240019, Municipal Court No. 2, City of North Richland Hills, Tarrant County Texas. Executive Session began at 7:02 p.m. and concluded at 7:43 p.m.

Mayor McCarty announced at 7:43 p.m. that City Council would convene to the regular City Council meeting.

REGULAR MEETING

A. CALL TO ORDER

Mayor McCarty called the meeting to order September 23, 2024 at 7:47 p.m.

Present:	Jack McCarty	Mayor
	Tito Rodriguez	Place 1
	Ricky Rodriguez	Associate Mayor Pro Tem, Place 2
	Suzy Compton	Place 3
	Matt Blake	Place 4
	Blake Vaughn	Deputy Mayor Pro Tem, Place 5
	Russ Mitchell	Place 6
	Kelvin Deupree	Mayor Pro Tem, Place 7
Staff Members:	Paulette Hartman	City Manager
	Alicia Richardson	City Secretary/Chief Governance Officer
	Bradley Anderle	Interim City Attorney

A.1 INVOCATION

Mayor Pro Tem Deupree gave the invocation.

A.2 PLEDGE

Mayor Pro Tem Deupree led the Pledge of Allegiance to the United States and Texas flags.

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

There were no items for this category.

A.4 CITIZENS PRESENTATION

There were no requests to speak from the public.

A.5 PUBLIC COMMENTS

Ms. Shawna Stiles, 3908 Lochridge Court, commented on the single-family rental program and importance of conducting annual inspections.

Mr. Matt Bryant, 1600 Forest Vista Court, Fort Worth, Texas, commented on rental inspections and asked City Council to end the single-family rental program.

Mr. Ron Koehn, 5400 Oak Haven Road, Fort Worth, Texas, commented on the single-family rental program, his experience with rental inspections, and challenges using the city's new online portal.

Mr. Richard Thomas, 7817 Aubrey Lane, commented on short-term rentals and shared his experience with short-term rentals in his neighborhood.

Ms. Eileen Miller, 605 Elaine Street, Keller, Texas, shared that she and her husband own and manage rental properties in North Richland Hills. She shared their experience with the program, inconvenience of scheduling inspections, and the cumbersome online portal.

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 BLAKE, SECONDED BY ASSOCIATE MAYOR PRO TEM RODRIGUEZ TO APPROVE THE CONSENT AGENDA.

MOTION TO APPROVE CARRIED 7-0.

B.1 APPROVE THE MINUTES OF THE SEPTEMBER 9, 2024 CITY COUNCIL MEETING.

B.2 AUTHORIZE THE CITY MANAGER TO EXECUTE A RENEWAL OF THE NORTHEAST TARRANT TEEN COURT INTERLOCAL AGREEMENT WITH THE CITIES OF WATAUGA AND RICHLAND HILLS, FOR THE CONSOLIDATED TEEN COURT SERVICES PROGRAM.

B.3 CONSIDER AWARDED RFP24-010 AND AUTHORIZING CITY MANAGER TO EXECUTE AN AGREEMENT WITH THE AQUATIC COUNCIL, LLC TO PROVIDE CERTIFIED POOL INSPECTOR TRAINING AND CERTIFICATION IN AN AMOUNT NOT TO EXCEED \$69,750 AS PART OF THE 2023 POOL SAFELY GRANT AWARDED TO CITY OF NORTH RICHLAND HILLS.

B.4 CONSIDER AWARDING RFP24-014 AND AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH TURNAGE AND ASSOCIATES, LLC TO PROVIDE CERTIFIED POOL OPERATOR TRAINING AND CERTIFICATION IN AN AMOUNT NOT TO EXCEED \$55,000 AS PART OF THE 2023 POOL SAFELY GRANT AWARDED TO CITY OF NORTH RICHLAND HILLS.

B.5 AUTHORIZE THE PURCHASE OF THE MOTOROLA CAD INTEGRATION AND FOUR-YEAR SUBSCRIPTION SERVICE FOR THE USDD PHOENIX AUTOMATIC DISPATCH GATEWAY THROUGH THE DEPARTMENT OF INFORMATION RESOURCES CONTRACT DIR-TSO-4101 IN AN AMOUNT NOT TO EXCEED \$42,872.18.

C. PUBLIC HEARINGS

C.1 ZC24-0109, ORDINANCE NO. 3868, PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM PLT CONCRETE & CONSTRUCTION FOR A ZONING CHANGE FROM AG (AGRICULTURAL) TO O-1 (OFFICE) AT 8320 DAVIS BLVD, BEING 3.93 ACRES DESCRIBED AS TRACT 7A4, STEPHEN RICHARDSON SURVEY, ABSTRACT 1266.

APPROVED

Mayor McCarty opened the public hearing and called on Managing Director of Development Services Clayton Comstock to introduce the item.

Mr. Comstock informed City Council the applicant is requesting a zoning change for 3.93 acres located at 8320 Davis Boulevard. The area is designated on the Comprehensive Land Use Plan as office commercial and the current zoning is AG, Agricultural. Mr. Comstock provided site photos of the property.

Applicant representative Samuel Tully with PLT Concrete & Construction presented the request for The Hills at Davis Park. The request tonight is for a zoning change to O-1, office. Mr. Tully reviewed the development's proposed site layout located at 8310 and 8320 Davis Boulevard. The proposed site layout illustrates six buildings for medical, office, and professional. If approved, the groundbreaking is scheduled for March 2025, and the construction of the six buildings will be constructed over five years with the main site being completed in September 2025.

Mr. Comstock informed City Council the conceptual plans provided by the applicant is their inspiration for the development. The item before City Council is the applicant's request for a zoning change. He provided an overview of development standards for O-1, office. The Planning and Zoning Commission, at their September 5, 2024 meeting, recommended approval with a vote of 7-0.

Mayor McCarty asked the City Secretary to call on those who completed a public meeting appearance form to speak during the public hearing. There being no forms submitted, Mayor McCarty asked if there was anyone in the audience wishing to speak for or against the item to come forward. There being no one wishing to speak, Mayor McCarty closed the public hearing.

A MOTION WAS MADE BY COUNCIL MEMBER COMPTON, SECONDED BY COUNCIL MEMBER RODRIGUEZ TO APPROVE ZC24-0109, ORDINANCE NO. 3868.

MOTION TO APPROVE CARRIED 7-0.

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 AWARD OF RFP NO. 24-028 TO CGC CONTRACTORS, INC. FOR CONSTRUCTION OF THE NITRO BLAST CONSTRUCTION PROJECT AT NRH2O FAMILY WATER PARK IN THE AMOUNT OF \$3,096,771 AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE ASSOCIATED CONSTRUCTION AGREEMENT.

APPROVED

City Council received a presentation from Director of Parks and Recreation Adrien Pekurney.

A MOTION WAS MADE BY MAYOR PRO TEM DEUPREE, SECONDED BY COUNCIL MEMBER BLAKE TO AWARD OF RFP NO. 24-028 TO CGC CONTRACTORS, INC. FOR CONSTRUCTION OF THE NITRO BLAST CONSTRUCTION PROJECT AT NRH2O FAMILY WATER PARK IN THE AMOUNT OF \$3,096,771 AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE ASSOCIATED CONSTRUCTION AGREEMENT.

MOTION TO APPROVE CARRIED 7-0.

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

Mayor McCarty advised that City Council met in Executive Session, pursuant to Section 551.072: Deliberate the purchase, exchange, lease, or value of real property - 6701 Davis Boulevard, Section 551.071: Consultation with City Attorney regarding legal advice - Purchase and Sale Agreement for 6701 Davis Boulevard and Section 551.071: Consultation with City Attorney regarding litigation - (1) City of North Richland Hills V. Manuel Financial LLC No. 2, LLC et al Case No. CC240015; (2) City of North Richland Hills V. Manuel Oldsmobile, Inc. Case No. CC240019, Municipal Court No. 2, City of North Richland Hills, Tarrant County Texas.

Mayor McCarty announced there was no action necessary as the result of Executive Session.

H. INFORMATION AND REPORTS

H.1 ANNOUNCEMENTS

Council member Rodriguez made the following announcements.

Live music returns to NRH City Hall Plaza with 2 free concerts this fall. Join us Saturday, September 28, 2024, for the Squeezebox Bandits playing a lively mix of Tejano and Country music. Then on Saturday, October 5, 2024, the Project 2 band will perform 80s music, plus there will be a video light show by Lightware Labs. Seating begins at 6:00 p.m. and the concerts start at 7:00 p.m. Seating is on the lawn, so don't forget your blankets and lawn chairs. You can find more information on the city's website.

Join us to celebrate the end of summer at the Doggie Beach Bash on Sunday, September 29, 2024 at NRH2O Family Water Park. Admission is \$20 per person, including up to two dogs with proceeds benefiting the NRH Animal Adoption & Rescue Center. Tickets can be purchased online or at the gate.

If you're looking for amazing discounts on books, check out the Friends of the NRH Library's Book Sale on Saturday, October 5, 2024. The event will run from 10:00 a.m. to 3:00 p.m. in the Library's Community Room. All proceeds support literacy events and services in the community.

Kudos Korner - Roman Ruiz and Felisiano Yanes in Public Works - A resident sent a letter of appreciation for the crew that came out to mow and clean the drainage ditch by her home. She shared her concerns about the condition of the ditch at one of the Budget Roadshows and our Public Works staff had the work done within a few days. She really

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appreciated their responsiveness and the quick turnaround.

I. ADJOURNMENT

Mayor McCarty adjourned the meeting at 8:33 p.m.

Jack McCarty, Mayor

ATTEST:

Alicia Richardson
City Secretary/Chief Governance Officer