

**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 11, 2023**

WORK SESSION

The City Council of the City of North Richland Hills, Texas met in work session on the 11th day of September at 6:00 p.m. in the City Council Workroom prior to the 7:00 p.m. regular City Council meeting.

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

**CALL TO ORDER**

Mayor Trevino called the meeting to order at 6:00 p.m.

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

City Council had no questions for staff.

**2. DISCUSS CHANGES TO THE MOBILE FOOD UNIT ORDINANCE FOLLOWING H.B. 2878.**

Director of Neighborhood Services Stefanie Martinez provided an update on the proposed changes to the mobile food unit ordinance to comply with House Bill 2878. Pursuant to the house bill, the city no longer has authority over mobile food trucks. The responsibility for inspecting and permitting mobile food units is Tarrant County Public Health. The city will continue to have authority to enforce locations where mobile food

units operate and the hours of operation. Ms. Martinez reviewed approved and restricted locations for mobile food units.

**3. DISCUSS REQUEST FOR FUTURE AGENDA ITEM REGARDING A FISCAL YEAR 2023-2024 EFFICIENCY AUDIT.**

Associate Mayor Pro Tem Vaughn discussed the purpose of conducting an efficiency audit. An audit will review city departments, programs and processes. The audit is performed by a third party auditor and the final report provides quantifiable ideas to save money or implement projects/programs. If the report identifies a process or program as being inefficient it does not necessarily mean the city follows the suggestions of the report.

The City Council discussed the request to place an efficiency audit on a future agenda. City Council directed staff to place an item on a future work session agenda to discuss an efficiency audit. Staff was directed to look at cities that are comparable to North Richland Hills.

**EXECUTIVE SESSION**

There being no Executive Session, Mayor Trevino adjourned work session at 6:25 p.m.

**REGULAR MEETING**

**A. CALL TO ORDER**

Mayor Trevino called the meeting to order at 7:00 p.m.

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

**A.1 INVOCATION**

Council member Wright Oujesky gave the invocation.

**A.2 PLEDGE**

Council member Wright Oujesky 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**

Mr. Charlie Ruiz, 4109 Vance Road, spoke in support of backyard hens.

Mr. Nathan Ruiz, 4109 Vance Road, spoke in support of backyard hens.

Mr. Jack McCarty, 8800 Rumfield Road, spoke in support of backyard chickens.

Ms. Ingrid Trimm, 8440 Stephanie Drive, spoke in support of backyard chickens.

Ms. Nikki Douglas, 7525 Cimarron Drive, commented on misconceptions regarding backyard chickens.

**A.5 PUBLIC COMMENTS**

Mr. Jeff Paul, 5125 Colorado Boulevard, spoke in opposition to item F.2 as proposed and F.3 as proposed related to legal services.

**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 ORR, SECONDED BY MAYOR PRO TEM DEUPREE TO APPROVE THE CONSENT AGENDA.**

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

**B.1 APPROVE MINUTES OF THE AUGUST 28, 2023 REGULAR CITY COUNCIL MEETING.**

- B.2 AWARD RFP 22-023 TO DRISCOLL AUTOMATIC CONTROLS INC., FOR THE ANNUAL PURCHASE OF UNINTERRUPTED POWER SUPPLY SERVICES IN THE AMOUNT NOT TO EXCEED \$80,348.**
- B.3 APPROVE AMENDMENT NO. 1 TO BUYBOARD CONTRACT NO. 687-22 AND AUTHORIZE THE PURCHASE OF ONE 2023 WELLS CARGO TANDEM ENCLOSED TRAILER FROM NORTH TEXAS TRAILERS IN AN AMOUNT NOT TO EXCEED \$14,137.63, FOR A TOTAL CUMULATIVE CONTRACT AMOUNT OF \$58,308.23.**
- B.4 AUTHORIZE THE PURCHASE OF 40 LIFEPAK CR2 AUTOMATIC EXTERNAL DEFIBRILLATORS (AED) FROM STRYKER MEDICAL TO REPLACE THE UNITS IN ALL CITY FACILITIES THAT ARE AT END OF LIFE IN THE AMOUNT OF \$94,686.**
- B.5 PLAT23-0046 CONSIDERATION OF A REQUEST FROM JACOB NOYOLA FOR A FINAL PLAT OF LOTS 30 AND 31, BLOCK 6, GLENANN ADDITION, BEING 0.679 ACRES LOCATED AT 8620 AMUNDSON DRIVE.**
- B.6 PLAT23-0047 CONSIDERATION OF A REQUEST FROM TEAGUE NALL & PERKINS FOR A FINAL PLAT OF LOT 12, BLOCK 10, HILLVIEW ADDITION, BEING 9.00 ACRES LOCATED AT 4100 FLORY STREET.**
- C. PUBLIC HEARINGS**
- C.1 ZC23-0052, ORDINANCE NO. 3811, PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM BER PARTNERS LLC FOR A SPECIAL USE PERMIT FOR A “HARDWARE & BUILD MATERIALS RETAIL/WHOLESALE” USE AT 8100 BEDFORD EULESS ROAD, BEING 1.42 ACRES DESCRIBED AS LOT 1, BLOCK 1, GAVRON ADDITION.**

**APPROVED**

Mayor Trevino opened the public hearing and called on Director of Planning Clayton Comstock to introduce the item.

Mr. Comstock informed City Council the applicant is requesting a special use permit for 1.42 acres located at 8100 Bedford Euleless Road. The area is designated on the Comprehensive Land Use Plan as retail commercial and the current zoning is C-2, commercial. Mr. Comstock provided site photos of the property.

Applicant representative Kris Ramji, 5197 Brandywine Lane, Frisco, Texas, presented the request. He reviewed the proposed site development plans. If approved, their request for a special use permit, would allow them to place galactic black glass in the back 200' of the building. The front of the building will be a storefront for the glass company. The

building will have approximately 10,000 square feet of multi-tenant retail space. Mr. Ramji stated that the docks (located at the front) would be removed and the entry way brought up to grade. The company vehicles would also be located in the building at night.

Mr. Comstock presented staff's report. He provided an overview of the site plan and landscape plan. The applicant will remove the existing pole sign located along Bedford-Eules Road and the existing pole sign located along Northeast Loop 820 will remain. The Planning and Zoning Commission, at their August 17, 2023 meeting, recommended approval with a vote of 5-0.

Mayor Trevino 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 Trevino asked if there was anyone in the audience wishing to speak on the item to come forward. There being no one wishing to speak, Mayor Trevino closed the public hearing.

**A MOTION WAS MADE BY MAYOR PRO TEM DEUPREE, SECONDED BY ASSOCIATE MAYOR PRO TEM VAUGHN TO APPROVE ZC23-0052, ORDINANCE NO. 3811.**

**MOTION TO APPROVE 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 CONSIDER RESOLUTION NO. 2023-074, APPROVING THE CERTIFIED TAX ROLL FOR TAX YEAR 2023.**

**APPROVED**

Director of Budget and Research Trudy Lewis presented the item. In accordance with state law, the City Council is required to approve the Certified Tax Roll. The Certified Tax Roll was provided to the City Council on July 28 and discussed at their August 4, Budget Work Session. The Certified Tax Roll reflects a total appraised value of \$10,744,722,917; a net taxable value of \$8,306,057,571; and an estimated net taxable value of \$8,623,319,355; total taxable value of new property (new construction) of \$133,732,228; average single family market value of \$383,824; and average single family taxable value of \$269,976.

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**A MOTION WAS MADE BY COUNCIL MEMBER ORR, SECONDED BY COUNCIL MEMBER COMPTON TO APPROVE RESOLUTION NO. 2023-074.**

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

**F.2 CONSIDER ORDINANCE NO. 3813, ADOPTING THE TAX RATE FOR TAX YEAR 2023 (FISCAL YEAR 2023-2024).**

**APPROVED**

Ms. Lewis informed City Council the item before them this evening is to consider the adoption of the property tax rate for Tax Year 2023. The tax rate supports the Fiscal Year 2023/2024 Proposed Budget. A public hearing for the proposed tax rate was held on September 7 to receive public comments. Based on certified values of properties, the Tax Year 2023 Voter-Approval Rate is 49.8348 cents, the No-New Revenue Rate is 48.9389 cents, and the proposed property tax rate is 49.8155 cents. Ms. Lewis stated this is a reduction of 4.9817 cents or 9.09% from the current rate. Ms. Lewis provided an overview and breakdown of the total combined tax rate. The tax rate encompasses the school district (includes BISD) at 54.6%, Tarrant County and Associated Districts at 22.8%, and North Richland Hills at 22.6%. The city offers a 20% homestead exemption and \$36,000 exemption for eligible seniors or disabled persons.

City Council and staff discussed the No-New Revenue Rate; implications if proposed rate is not adopted; public input regarding the proposed tax rate; change in exemptions (house sold); providing services in response to growth; value of residential properties; percentage of properties that would not see an increase; vacancies in public safety; vacancy savings; and amount of decrease if the No-New Revenue Rate is approved.

Ms. Lewis explained to the City Council the Tax Code requires four motions to approve the tax rate.

1. Approval of the Maintenance and Operations (M&O) Rate
2. Approval of the Interest and Sinking (I&S) Rate
3. Approval of the total rate
4. Approval of an effective increase in rate (if applicable)

**A MOTION WAS MADE BY COUNCIL MEMBER RODRIGUEZ, SECONDED BY COUNCIL MEMBER WRIGHT OUJESKY THAT THE PROPERTY TAX RATE FOR MAINTENANCE AND OPERATIONS BE SET AT 31.3583 CENTS PER \$100 OF VALUATION.**

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

**APPROVED**

A MOTION WAS MADE BY COUNCIL MEMBER RODRIGUEZ, SECONDED BY MAYOR PRO TEM DEUPREE THAT THE PROPERTY TAX RATE FOR INTEREST AND SINKING BE SET AT 17.5806 CENTS PER \$100 OF VALUATION.

MOTION TO APPROVE CARRIED 6-0.

**APPROVED**

A MOTION WAS MADE BY COUNCIL MEMBER RODRIGUEZ, SECONDED BY COUNCIL MEMBER WRIGHT OUJESKY TO APPROVE ORDINANCE NO. 3813 ADOPTING A TOTAL TAX RATE OF 48.9389 CENTS PER \$100 OF VALUATION FOR TAX YEAR 2023.

MOTION TO APPROVE CARRIED 6-0.

**APPROVED**

A MOTION WAS MADE BY COUNCIL MEMBER RODRIGUEZ, SECONDED BY COUNCIL MEMBER COMPTON THAT THE PROPERTY TAX RATE BE INCREASED BY THE ADOPTION OF A TAX RATE OF 48.9389 CENTS, WHICH IS EFFECTIVELY A 2.33 PERCENT INCREASE IN THE TAX RATE.

MOTION TO APPROVE CARRIED 6-0.

**F.3 CONSIDER ORDINANCE NO. 3814, ADOPTING THE FISCAL YEAR 2023-2024 PROPOSED OPERATING AND CAPITAL BUDGET**

**APPROVED**

Ms. Lewis provided an overview of the Fiscal Year 2023-2024 Proposed Operating and Capital Budget. The Proposed Operating Budget totals \$152,090,101. The Proposed Capital Budget totals \$32,147,991. The largest portion of the operating budget is the General Fund (approximately 40%), which includes most city departments and services. The Utility Fund (28%) is the second highest fund. The Utility Fund includes a pass-through sewer rate increase for utility customers. Ms. Lewis reviewed highlights of the following funds: Debt Service; Parks; Crime Control & Prevention District; Court Special Revenue; Public Educational & Government Access (PEG); Promotional; Donations; Special Investigations; Drainage Utility; Economic Development; Traffic Safety; Utility; Aquatic Park; Golf Course; and Internal Service.

City Manager Mark Hindman discussed items that he recommends be removed from the budget to address the gap of \$630,788.

1. Reduce training costs across the city - \$40,000
2. Remove the city's match for the ADA Pedestrian Plan - \$100,000
3. Remove extra set of bunker gear for all firefighters - \$28,554
4. Implement a hiring freeze (excluding public safety) for 90 days - \$220,000
5. Reduce city's match grant of four (4) new police officers - \$95,000
6. Decrease merit from 3.5% to 3% for general government employees

While the general government employees merit is decreased, the salaries are comparable to benchmark cities. If the sales revenues come in higher than projected; Mr. Hindman asked City Council to consider adding the items back to the budget. One year at the No-New Revenue Rate can be accomplished this year, but will not be sustainable if the sales tax revenue goes down without affecting city services.

City Council and staff discussed the salary of police officers; training for police officers; time to fill police officer positions; overtime costs in the police department; inflationary costs; concern expressed by fire and police associations for non-sworn employees decrease in merit; and city's ability to provide services.

**A MOTION WAS MADE BY COUNCIL MEMBER COMPTON, SECONDED BY COUNCIL MEMBER RODRIGUEZ TO APPROVE ORDINANCE NO. 3814, ADOPTING THE FISCAL YEAR 2023-2024 PROPOSED OPERATING AND CAPITAL BUDGET AMENDED WITH AN AMENDMENT TO REDUCE PROPERTY TAX REVENUE BY \$630,788 AND CORRESPONDING AMOUNT OF EXPENDITURES AS DISCUSSED.**

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

**F.4 CONSIDER RATIFYING AN INCREASE IN PROPERTY TAX REVENUES REFLECTED IN THE FISCAL YEAR 2023-2024 ADOPTED BUDGET.**

**APPROVED**

Ms. Lewis presented the item. In accordance with state law, the city's annual budget shall include a cover page that discloses changes in property tax collection in the proposed budget compared to the previous year. Generally, property tax revenues are related to the General Fund and Debt Service Fund. She shared that the city also collects property taxes in the Tax Increment Reinvestment Zone (TIF) Fund. In accordance with City Council's action, staff will update budget summary items per fund to reflect the changes in the property tax rate. The total increase in property taxes than last year's budget by \$924,030 or 2.33%, and of that amount \$702,447 is tax revenue to be raised from new property added to the tax roll this year.



**A MOTION WAS MADE BY COUNCIL MEMBER COMPTON, SECONDED BY COUNCIL MEMBER ORR TO RATIFY THE INCREASE IN PROPERTY TAX REVENUES IN THE ADOPTED FISCAL YEAR 2023-2024 BUDGET AT THE NO NEW REVENUE TAX RATE.**

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

**F.5 CONSIDER ORDINANCE NO. 3815 AMENDING AND RESTATING CHAPTER 18, ARTICLE IV, DIVISION 6, OF THE CITY OF NORTH RICHLAND HILLS CODE OF ORDINANCES, MODIFYING THE RULES AND REGULATIONS FOR MOBILE FOOD VENDORS, AND AMENDING APPENDIX A, FEE SCHEDULE REMOVING THE ANNUAL MOBILE FOOD UNIT PERMIT FEE.**

**APPROVED**

Director of Neighborhood Services Stefanie Martinez provided an update on the proposed changes to the mobile food unit ordinance to comply with House Bill 2878. Pursuant to the house bill, the city no longer has authority over mobile food trucks. The responsibility for inspecting and permitting mobile food units is Tarrant County Public Health. The city will continue to have authority to enforce locations where mobile food units operate and the hours of operation.

**A MOTION WAS MADE BY MAYOR PRO TEM DEUPREE, SECONDED BY COUNCIL MEMBER COMPTON TO APPROVE ORDINANCE NO. 3815.**

**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 Trevino announced that City Council did not convene into Executive Session.

**H. INFORMATION AND REPORTS**

**ANNOUNCEMENTS**

Council member Rodriguez made the following announcements.

Enjoy a free jazz concert by the group La Pompe next Monday, September 18, 2023 at the NRH Library. The performance, which is part of our Celebrating Culture Series, starts at 6:00 p.m. in the lobby.

The annual Doggie Beach Bash will take place Saturday, September 23, from 11:00 a.m. to 4:00 p.m. at NRH2O Family Water Park. Admission is \$20.00 per person, including up to two dogs, with proceeds benefiting the NRH Animal Adoption & Rescue Center. Tickets are available to purchase online or at the gate.

Kudos Korner - Pooch Amy in Public Works - A resident emailed her thanks and appreciation for the high level of customer service that Pooch has consistently provided over the years. She stated: He has always been very prompt, extremely gracious, polite, and in my opinion, has gone far and above what I expected from a civil servant. I cannot compliment Pooch enough. The City of North Richland Hills has a real asset in this public servant!

## **I. ADJOURNMENT**

Mayor Trevino adjourned the meeting at 8:44 p.m.

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Oscar Trevino, Mayor

ATTEST:

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Alicia Richardson  
City Secretary/Chief Governance Officer