

**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  
JULY 24, 2017**

WORK SESSION

The City Council of the City of North Richland Hills, Texas met in work session on the 24th day of July at 4:30 p.m. in the City Council Workroom prior to the 7:00 p.m. regular Council meeting.

Present:	Oscar Trevino	Mayor
	Scott Turnage	Mayor Pro Tem (present at 4:47 p.m.)
	Tito Rodriguez	Council, Place 1
	Rita Wright Oujesky	Council, Place 2
	Tom Lombard	Council, Place 3
	Tim Barth	Council, Place 4
	Mike Benton	Council, Place 5
	Tim Welch	Council, Place 7

Staff Members:	Mark Hindman	City Manager
	Karen Bostic	Assistant City Manager
	Paulette Hartman	Assistant City Manager
	Jimmy Perdue	Director of Public Safety
	Mike Curtis	Managing Director
	Alicia Richardson	City Secretary
	Maleshia B. McGinnis	City Attorney

CALL TO ORDER

Mayor Trevino called the meeting to order at 4:30 p.m.

**1. FISCAL YEAR 2017/2018 BUDGET WORK SESSION.**

City Manager Mark Hindman provided an overview of the budget work session. City Council received a presentation from staff on the special revenue funds, drainage utility fund, aquatics and golf funds, internal service funds, and capital projects.

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

Mayor Trevino commented about Teen Court Advisory Board and Place 1 being allocated for a student. The appointment is recommended by Council member Rodriguez. The ordinance restricts Place 1 to a student enrolled at Richland High School, Birdville High

School or Fort Worth Christian High School. Mayor Trevino suggested that Council consider including private schools in order to provide the opportunity to students who reside in North Richland Hills. There was no objection from Council.

City Secretary Alicia Richardson informed Council that staff would place an item on a future agenda to amend the membership requirements for Place 1 on the Teen Court Advisory Board.

**3. WELCOME AND INTRODUCTION - PUBLIC OFFICIAL, PUBLIC EMPLOYEE OR CITIZEN.**

There was no one present to introduce at the meeting.

**4. DISCUSS CURRENT RESIDENTIAL CUL-DE-SAC RADIUS REQUIREMENTS.**

City Engineer Caroline Waggoner presented item. The City of North Richland Hills' cul-de-sac criteria included a 80' diameter until 2003 when it transitioned to a 96' diameter. The purpose for the discussion this evening to receive Council's direction with regard to providing a variance to the cul-de-sac requirements. The Public Works Design Manual will maintain the 96' diameter as the desired minimum for residential streets, but can provide criteria for a variance to 80' including:

1. The dead-end street serves detached single family home only.
2. The dead-end provides sole access to no more than 10 homes.
3. The block width is narrower than 270' for a double-loaded street.
4. A street connection to eliminate the dead-end configuration is not feasible due to geometric constraints or not desirable in the opinion of the city based on traffic impacts.
5. The street length from the curb line on the originating street to the center of the cul-de-sac does not exceed 300'.
6. The street alignment is essentially straight.
7. The intersecting street is classified as C2U or R2U (no arterial or major collectors per the Master Thoroughfare Plan).
8. Structures like cluster mailboxes, street trees, fire hydrants or street light will not be located within 8' behind the curb along the curved portion of the cul-de-sac.

Council concurred with recommendation as outlined by staff.

**EXECUTIVE SESSION**

Mayor Trevino announced at 6:32 p.m. that the Council would adjourn into Executive Session as authorized by Chapter 551, Texas Government Code, specifically Section 551.071: Consultation with City Attorney to seek advice regarding Tivoli Garden Estates, 7509 Chapman Road and Section 551.074: Personnel matters to deliberate the employment, evaluation, and duties of public employees - Municipal Court Clerk. Executive Session began at 5:38 p.m. and concluded at 6:10 p.m.

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**REGULAR MEETING**

**A. CALL TO ORDER**

Mayor Trevino called the meeting to order July 24, 2017 at 7:00 p.m.

Present:	Oscar Trevino	Mayor
	Scott Turnage	Mayor Pro Tem
	Tito Rodriguez	Council, Place 1
	Rita Wright Oujesky	Council, Place 2
	Tom Lombard	Council, Place 3
	Tim Barth	Council, Place 4
	Mike Benton	Council, Place 5
	Tim Welch	Council, Place 7

Staff Members:	Mark Hindman	City Manager
	Alicia Richardson	City Secretary
	Maleshia B. McGinnis	City Attorney

**A.1 INVOCATION**

Council member Rodriguez gave the invocation.

**A.2 PLEDGE - COUNCIL MEMBER RODRIGUEZ**

Council member Rodriguez 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. Pat Coyle, 7536 Terry Drive, mentioned his concern with vehicles in his neighborhood parking on the street for more than 24 hours that is in violation of Section 54.161(3) of the City's Code of Ordinances.

**A.5 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 LOMBARD, SECONDED BY COUNCIL MEMBER RODRIGUEZ TO APPROVE THE CONSENT AGENDA.**

**MOTION TO APPROVE CARRIED 7-0.**

**B.1 APPROVE MINUTES OF THE REGULAR JULY 10, 2017 CITY COUNCIL MEETING.**

**B.2 APPROVE RESOLUTION NO. 2017-029, UPDATING AUTHORIZED INVESTMENT OFFICERS FOR THE CITY OF NORTH RICHLAND HILLS.**

**B.3 AWARD RFP 17-013 FOR STREET RIGHTS-OF-WAY MOWING SERVICES TO TERRACARE ASSOCIATES, LP IN THE AMOUNT OF \$210,439.98.**

**C. PUBLIC HEARINGS**

**C.1 RP 2017-07 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM HP CIVIL ENGINEERING, LLC FOR A REPLAT OF LOTS 1R1 AND 1R2, BLOCK E, HOMETOWN-DOLCE ADDITION ON 0.811 ACRES LOCATED AT 9001 GRAND AVENUE.**

**APPROVED**

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

Mr. Comstock informed Council the applicant is requesting a replat of Lots 1R1 and 1R2, Block E, Hometown-Dolce Addition on 0.811 acres located at 9001 Grand Avenue. The area is designated on the Comprehensive Land Use Plan as Town Center and the current zoning is Town Center. Mr. Comstock presented site photos of the property.

Applicant representative Jason Pike with HP Civil Engineering located at 5339 Alpha Road Road, Suite 300, Dallas, Texas presented request.

Council had no questions for the applicant.

Mr. Comstock presented staff's report. The request before Council this evening is for building nine (9) of Phase 3 for the Dolce project. The proposed replat would divide Lot 1, Block E into two lots--1R1 and 1R2. A new three-story 30-unit multi-family building, on-site parking and alley are proposed for Lot 1R1. Lot 1R2 (3,099 square feet) is intended to be incorporated into the adjacent property to the west at such time it

develops. The Planning and Zoning Commission, at their July 6, 2017 meeting, recommended approval with a vote of 4-0.

Mayor Trevino called for anyone wishing to speak for or against the request to come forward. There being no one wishing to speak, Mayor Trevino closed the public hearing.

**A MOTION WAS MADE BY COUNCIL MEMBER WRIGHT OUJESKY, SECONDED BY COUNCIL MEMBER TURNAGE TO APPROVE RP 2017-07.**

**MOTION TO APPROVE CARRIED 7-0.**

**C.2 ZC 2017-07, ORDINANCE NO. 3468, PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM CAMBRIDGE NRH DEVELOPMENT, LLC FOR A ZONING CHANGE TO THE CAMBRIDGE ADDITION ON 51.705 ACRES LOCATED IN THE 6700-7300 BLOCKS OF IRON HORSE BOULEVARD.**

**APPROVED**

*Mayor Trevino announced that Council member Welch completed and filed an affidavit of disqualification with the City Secretary stating that he is the engineer on record for items C.2 and C.3.*

*Council member Welch left the dais at 7:10 p.m.*

Mayor Trevino opened the public hearing for items C.2 and C.3 and called on Planning Manager Clayton Comstock to introduce the item.

Mr. Comstock informed Council the applicant is requesting a zoning change (C.2) for 51.705 acres located in the 6700-7300 blocks of Iron Horse Boulevard and a final plat (C.3) for 16.284 acres located in the 7300 block of Iron Horse Boulevard. The area is designated on the Comprehensive Land Use Plan as Neighborhood Service, Commercial, and Industrial and the current zoning is Residential Planned Development. Mr. Comstock presented site photos of the property.

Applicant representative Kyle Krupa with Sandlin Homes located at 5137 Davis Boulevard presented item.

Council had no questions for the applicant.

Mr. Comstock presented staff's report. The proposed amendments only affect the undeveloped Cambridge Estates phase of the project. The development plan layouts provided by the applicant are updated to reflect the current layouts of the subdivisions.

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The proposed plan provides for a reduced cul-de-sac radius from 58' with a landscaped island to 50' with access to the existing hike and bike trail. The proposed development also includes an additional lot, raising the total to 56 single-family lots. The Planning and Zoning Commission, at their July 6, 2017 meeting, recommended approval with a vote of 4-0. At work session, staff provided Council with new exhibits. If approved, staff recommends approval be subject to incorporation of landscape plans submitted this evening. Mr. Comstock further noted that the applicant plans to have centralized mailboxes in Lot A, as you enter from Iron Horse Boulevard.

Mayor Trevino asked if parking would be provided for residents that are picking up their mail.

Mr. Comstock informed Council that parking is not identified in the plans, but could incorporate amenities for that area. If it is Council's desire to include dedicated parking staff can work with the applicant to include it in the development.

The final plat associated with the zoning change includes 44 of the 56 lots to be constructed as Phase 1. Once the applicant receives FEMA floodplain permit approval, a final plat would be submitted for the remaining 12 lots to be constructed as Phase 2. The Planning and Zoning Commission, at their July 6, 2017 meeting, recommended approval with a vote of 4-0.

In response to Council member Benton's question, Mr. Krupa mentioned that Lots 15-26 are currently in the floodplain. They are using soil from Lots 15-26 and dirt from a public works construction project to raise the lots for Phase 1 at least 2' above the flood elevation. Once they get approval from FEMA, they will bring in soil to raise the remaining lots at least 2' above the flood elevation.

Mayor Trevino called for anyone wishing to speak for or against the requests (C.2. and C.3) to come forward. There being no one wishing to speak, Mayor Trevino closed the public hearings.

**A MOTION WAS MADE BY COUNCIL MEMBER LOMBARD, SECONDED BY COUNCIL MEMBER BENTON TO APPROVE ORDINANCE NO. 3468, SUBJECT TO INCORPORATION OF LANDSCAPE PLANS SUBMITTED THIS EVENING.**

**MOTION TO APPROVE CARRIED 6-0-1, WITH COUNCIL MEMBER WELCH ABSTAINING.**

**C.3 FP 2016-11 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM CAMBRIDGE NRH DEVELOPMENT, LLC FOR A FINAL PLAT OF CAMBRIDGE ESTATES ON 16.284 ACRES LOCATED IN THE 7300 BLOCK OF IRON HORSE BOULEVARD AND ASSOCIATED CHANNEL BANK MAINTENANCE AGREEMENT.**

**APPROVED**

This item was presented in conjunction with item C.2.

**A MOTION WAS MADE BY COUNCIL MEMBER BENTON, SECONDED BY COUNCIL MEMBER RODRIGUEZ TO APPROVED FP 2016-11.**

**MOTION TO APPROVE CARRIED 6-0-1, WITH COUNCIL MEMBER WELCH ABSTAINING.**

**D. PLANNING AND DEVELOPMENT**

**D.1 FP 2016-13 CONSIDERATION OF A REQUEST FROM GOODWIN & MARSHALL, INC FOR A FINAL PLAT OF IRON HORSE COMMONS PHASE 2 ON 12.217 ACRES LOCATED IN THE 6500-6600 BLOCKS OF IRON HORSE BOULEVARD.**

**APPROVED**

*Council member Welch returned to the dais at 7:28 p.m.*

Mr. Comstock informed Council the applicant is requesting a final plat for 12.217 acre subdivision located in the 6500-6600 blocks of Iron Horse Bouelvard between Eagle Crest Drive and Browning Drive. The area is designated on the Comprehensive Land Use Plan and is currently zoned as Transit Oriented Development. Mr. Comstock presented site photos of the property.

Applicant representatives John Pitstick and Jason Weaver presented the item. Mr. Pitstick provided an overview of the item and Mr. Weaver discussed the plat.

Mr. Comstock presented staff's report. A special development plan for this site and surrounding property was approved by City Council in May 2016. The final plat includes 71 residential lots for villas, cottages and townhouses. The plat also includes 12 open space lots totaling 1.46 acres. The Planning and Zoning Commission, at their July 6, 2017 meeting, recommended approval with a vote of 4-0.

**A MOTION WAS MADE BY MAYOR PRO TEM WELCH, SECONDED BY COUNCIL MEMBER WRIGHT OUJESKY TO APPROVE FP 2016-13.**

**MOTION TO APPROVE CARRIED 7-0.**

**D.2 FP 2017-04 CONSIDERATION OF A REQUEST FROM TORINO, LLC FOR A FINAL PLAT OF TIVOLI GARDEN ESTATES, PHASE 1, ON 1.475 ACRES LOCATED AT 7509 CHAPMAN ROAD.**

**APPROVED**

Mr. Comstock informed Council the applicant is requesting a final plat for 1.475 acres located at 7509 Chapman Road. The area is designated on the Comprehensive Land Use Plan as low density residential and the current zoning is R-1 single-family residential. Mr. Comstock presented site photos of the property.

Applicant Bob Flynn, 1313 Regency Court, Southlake, presented item.

Mr. Comstock presented staff's report. The final plat for Tivoli Garden Estates Phase 1 includes three single-family residential lots fronting Meadow Road. The property is currently unplatted and the preliminary plat for Tivoli Garden Estates was approved on July 6, 2017. The Planning and Zoning Commission, at their July 6, 2017 meeting, recommended approval with a vote of 4-0.

**A MOTION WAS MADE BY COUNCIL MEMBER LOMBARD, SECONDED BY COUNCIL MEMBER WRIGHT OUJESKY TO APPROVE FP 2017-04.**

**MOTION TO APPROVE CARRIED 7-0.**

**E. PUBLIC WORKS**

There were no items for this category.

**F. GENERAL ITEMS**

**F.1 CONSIDER RESOLUTION NO. 2017-027, APPOINTING MEMBERS TO VARIOUS BOARDS, COMMISSIONS AND COMMITTEES.**

**APPROVED**

City Secretary Alicia Richardson informed Council the resolution before them this evening is to discuss and consider nominees to the various boards, commissions and committees. The following nominees were submitted by Council members Rodriguez, Lombard, Benton and Welch. Due to a couple of vacancies, the following nominees



include those from Mayor Trevino and Council member Barth.

**Construction Code Board of Appeals**

Joe Crane	Place 1	Term expiring June 30, 2019
Julie Bolding	Place 3	Term expiring June 30, 2019
John Klein	Place 5	Term expiring June 30, 2019
W.D. (Mac) McCarthy	Place 7	Term expiring June 30, 2019

**Keep North Richland Hills Beautiful Commission**

Sandra Totty	Place 1	Term expiring June 30, 2019
Susan Young	Place 3	Term expiring June 30, 2019
Donah Tyner	Place 5	Term expiring June 30, 2019
Brandon Kelley	Place 7	Term expiring June 30, 2019

**Library Board**

Don Tipps	Place 1	Term expiring June 30, 2019
Kathy Antropik	Place 3	Term expiring June 30, 2019
Avis Crisp	Place 5	Term expiring June 30, 2019
Jerry Sorenson	Place 7	Term expiring June 30, 2019
Holly Mitchell	Place 4	Term expiring June 30, 2018
Krina Traywick	Alternate	Term expiring June 30, 2018

**Park and Recreation Board**

Tracye Tipps	Place 1	Term expiring June 30, 2019
Russell Mitchell	Place 3	Term expiring June 30, 2019
Marty Kusmierski	Place 5	Term expiring June 30, 2019
Mike Filis	Place 7	Term expiring June 30, 2019

**Planning & Zoning Commission and Capital Improvement Advisory Committee**

Justin Welborn	Place 1	Term expiring June 30, 2019
Don Bowen	Place 3	Term expiring June 30, 2019
Kathy Luppy	Place 5	Term expiring June 30, 2019
Steven Cooper	Place 7	Term expiring June 30, 2019
Mason Orr	Ex-Officio	Term expiring June 30, 2018

**Substandard Building Board**

Lynn Motheral	Place 1	Term expiring June 30, 2019
Deryl Brown	Place 3	Term expiring June 30, 2019
Billy Parks	Place 5	Term expiring June 30, 2019
Robert (Bob) McCary	Place 7	Term expiring June 30, 2019

**Teen Court Advisory Board**

_____	Place 1	Term expiring June 30, 2019
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Ron Moore	Place 3	Term expiring June 30, 2019
Amanda Roach	Place 5	Term expiring June 30, 2019
Diana Goodwin	Place 7	Term expiring June 30, 2019
Mandi Sullins	Place 4	Term expiring June 30, 2018

**Zoning Board of Adjustment**

Jim Kemp	Place 1	Term expiring June 30, 2019
Robert Housewright	Place 3	Term expiring June 30, 2019
Tom Duer	Place 5	Term expiring June 30, 2019
Doris Elston	Place 7	Term expiring June 30, 2019

**Animal Adoption and Rescue Center Advisory Committee**

Dr. Russell Johnson, DVM	Licensed Veterinarian	Term expiring June 30, 2019
Stefanie Martinez	Employee of Animal Shelter	Term expiring June 30, 2019

**Civil Service Commission**

Sally Bustamante	Position 1	Term expiring June 30, 2018
September Daniel	Position 2	Term expiring June 30, 2018
Tony Rader	Position 3	Term expiring June 30, 2018

**Park and Recreation Facilities Development Corporation**

Mike Benton	Place 2	Term expiring May 1, 2019
Scott Turnage	Place 3	Term expiring May 1, 2019
Rita Wright-Oujesky	Place 4	Term expiring May 1, 2019
Dianne Spradling	Place 6	Term expiring May 1, 2019

**Red Light Camera Advisory Committee**

Jim Bowen	Mayor Appointee	Term expiring June 30, 2018
Bob McCary	Place 1	Term expiring June 30, 2018
Richard Scott Wood	Place 2	Term expiring June 30, 2018
Charlie Ott	Place 3	Term expiring June 30, 2018
Steve Koons	Place 4	Term expiring June 30, 2018
Jerry Tyner	Place 5	Term expiring June 30, 2018
Pam Hansen	Place 6	Term expiring June 30, 2018
Brandon Kelley	Place 7	Term expiring June 30, 2018

Council discussed the mandatory attendance requirement. Staff was directed to inform appointees of the requirement. The appointment of a student to Place 1 on the Teen Court Advisory Board will come back at a future meeting. Staff will bring forward a proposed ordinance to revise the membership language regarding Place 1.

**A MOTION WAS MADE BY COUNCIL MEMBER LOMBARD, SECONDED BY COUNCIL MEMBER WRIGHT OUJESKY TO APPROVE RESOLUTION NO. 2017-027, AS DISCUSSED.**

**MOTION TO APPROVE CARRIED 7-0.**

**F.2 CONSIDER RESOLUTION NO. 2017-028, DENYING ONCOR ELECTRIC DELIVERY COMPANY LLC'S APPLICATION TO CHANGE RATES WITHIN THE CITY OF NORTH RICHLAND HILLS**

**APPROVED**

Assistant City Manager Karen Bostic presented item.

Council had no questions for staff.

**A MOTION WAS MADE BY COUNCIL MEMBER LOMBARD, SECONDED BY COUNCIL MEMBER TURNAGE TO APPROVED. APPROVE RESOLUTION NO. 2017-028. 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**

**APPROVED**

Mayor Trevino announced that action is necessary as the result of Executive Session.

City Manager Mark Hindman announced that City Council unanimously selected Rebecca Vinson to serve as the Municipal Court Administrator. Ms. Vinson has agreed to the employment agreement and the action before Council this evening is to approve the appointment and agreement.

**A MOTION WAS MADE BY COUNCIL MEMBER WRIGHT OUJESKY, SECONDED BY COUNCIL MEMBER LOMBARD TO APPROVE THE APPOINTMENT OF REBECCA VINSON AS THE MUNICIPAL COURT CLERK FOR THE CITY OF NORTH RICHLAND HILLS AND AUTHORIZE THE CITY MANAGER TO EXECUTE AN ASSOCIATED EMPLOYMENT AGREEMENT CONTRACT.**

**MOTION TO APPROVE CARRIED 7-0.**

**H. INFORMATION AND REPORTS - COUNCIL MEMBER WELCH**

## **H.1 ANNOUNCEMENTS**

Council member Welch made the following announcements.

### **I. ADJOURNMENT**

Mayor Trevino adjourned the meeting at 8:03 p.m.

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Oscar Trevino, Mayor

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Alicia Richardson, City Secretary