

**MINUTES OF THE CITY COUNCIL OF THE
CITY OF NORTH RICHLAND HILLS, TEXAS
HELD IN THE CITY HALL 4301 CITY POINT DRIVE
JUNE 9, 2025**

WORK SESSION

The City Council of the City of North Richland Hills, Texas met in work session on the 9th day of June at 5:30 p.m. in the Council Workroom prior to the 7:00 p.m. regular City Council meeting.

Present:	Jack McCarty	Mayor
	Cecille Delaney	Place 1
	Ricky Rodriguez	Place 2
	Danny Roberts	Place 3
	Matt Blake	Place 4
	Billy Parks	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 A. Anderle	City Attorney

CALL TO ORDER

Mayor McCarty called the meeting to order at 5:31 p.m.

1. DISCUSS ITEMS FROM REGULAR CITY COUNCIL MEETING.

City Council had no questions for staff.

2. DISCUSS FISCAL YEAR 2026 CITY BUDGET OVERVIEW.

Director of Budget and Research Chase Fosse provided an overview of the Fiscal Year 2026 City Budget. City management is currently reviewing departmental submissions, revenue projections, and key variables to prepare the budget for the City Council's

review. He provided neighboring city comparisons (Colleyville, Southlake, Hurst, and Keller) for population, general fund budget, employees per capita, and average residential tax bill. Mr. Fosse reviewed the Tarrant Appraisal District's (TAD) preliminary value estimate as of May 2025.

- 2024 Certified Taxable: \$9,137,479,508
- 2025 Preliminary Estimate: \$9,246,563,633
- Change: +1.19%

Mr. Fosse reviewed dates associated with the Fiscal Year 2026 budget.

- June 23 | Proposed Special Revenue Funds presented during work session
- July 25 | Receive certified values from Tarrant Appraisal District
- July 28 | Proposed budget delivered to City Council
- August 1 | Budget work session, held at Grand Hall

3. DISCUSS ORDINANCE UPDATE FOR SINGLE FAMILY RENTAL INSPECTION PROGRAM.

Director of Planning Cori Reaume provided an update on the single-family rental inspection program and draft ordinance. The goals of the program includes: allowing a pathway for owners/landlords to self-inspect/certify; free up city inspectors for other critical inspections; ensure adequate tenant protections remain; and incorporate rental inspections into code, outside of the International Residential Code amendment. If there is no opposition, next steps include a presentation at the next City Council meeting for consideration; revise website and application forms to ensure clarity; develop self-inspection forms for tenant and owner approval; and implementation of program set for August 1, 2025.

City Council had no questions for staff. Mayor McCarty recommended that City Council review the draft ordinance and forward any questions to staff.

4. DISCUSS SHORT TERM RENTAL REGULATIONS.

Director of Planning Cori Reaume provided an update on the short-term rental regulations. The goal of the program is to implement regulations to limit negative impacts on existing residents and ensure registration of all short-term rentals. The registration and permitting process will include a fee to support the program. Ms. Reaume reviewed locations for consideration, noting the direction from City Council's previous meeting was to limit short-term rentals to certain districts within the city. The draft ordinance proposes short term rentals in the C-1 and C-2 Commercial Zoning Districts and Town Center District. If City Council directs staff to include multi-family, staff recommends the ordinance identify a percentage of the multi-family allowed for short-term rentals. Following direction from City Council, staff will develop a draft exhibit and website links to

share information with the public prior to the public hearings. The first public hearing will be conducted by the Planning and Zoning Commission at its July 17 meeting. The second public hearing will be conducted by City Council at its August 11 meeting. The zoning amendment would be adopted together with the registration regulations discussed from the prior meeting.

City Council and staff discussed local point of contact for short-term rentals; registration; violations; Transit-Oriented Development (TOD) areas; "grandfathered" properties; availability of draft ordinance for the public's review; opportunity for public input; and Grapevine's short-term rental ordinance.

5. DISCUSS PROPOSED AMENDMENTS TO THE CITY COUNCIL RULES OF PROCEDURE.

City Secretary/Chief Governance Officer Alicia Richardson provided an overview of the City Council Rules of Procedure ("Rules"). The Rules were initially adopted in May 1965 and are codified in the City's Code of Ordinances ("Code"). In March 2020, Ordinance No. 3642 was adopted to include the Deputy Mayor Pro Tem and Associate Mayor Pro Tem titles to ensure leadership during the COVID pandemic. Staff was directed to place an item on work session to discuss removing the additional leadership titles. The Rules may be amended by City Council after the proposed changes are introduced into record before action by City Council. Ms. Richardson reviewed sections in the Code that would require an amendment.

Section 2-65 (a) - Chair

Section 2-65 (b) - Call to Order

Section 2-67 (a) - Regular or special city council meeting agenda

Section 2-67 (c) - Council communications

Proposed language:

§ 2-65 Chair and duties.

(a) Chair. The mayor, if present, shall preside as chair at all meetings of the council. In the absence or disability of the mayor, the mayor pro tem shall preside. ~~There shall be a deputy mayor pro tem, who shall preside in the absence or disability of both the mayor and the mayor pro tem. There shall also be an associate mayor pro tem, who shall preside in the absence or disability of the mayor, the mayor pro tem, and the deputy mayor pro tem.~~ The deputy mayor pro tem and the associate mayor pro tem shall be selected from among the members of the council: (i) at the first regular meeting following the general city election; (ii) following the swearing in of council

members upon declaration of members elected; or (iii) upon action of the city council in the event of a vacancy in either position. For meetings or events in which there exists the absence or disability of the mayor, ~~and the mayor pro tem, the deputy mayor pro tem, and the associate mayor pro tem,~~ the city council shall elect a chair to preside until the end of the meeting or for the duration of the event.

(b) Call to order. The meetings of the city council shall be called to order by the mayor, or in his absence or disability, by the mayor pro tem. In the absence or disability of both the mayor and mayor pro tem, the meeting shall be called to order by the ~~deputy mayor pro tem. In the absence or disability of the mayor, the mayor pro tem, and the deputy mayor pro tem, the meeting shall be called to order by the associate mayor pro tem. In the absence or disability of the mayor, the mayor pro tem, the deputy mayor pro tem and the associate mayor pro tem, the meeting shall be called to order by the~~ city secretary.

Ms. Richardson discussed House Bill 1522 (effective September 1, 2025) that requires public meeting notices to be posted three (3) business days before the meeting. The current law provides that meeting notices be posted 72 hours before the start of the meeting. This new law creates a conflict with the City's Code of Ordinances, Section 2-67 Order of Business, (a) regular or special City Council agenda and (c) Council communications. The current language includes a day of the week that conflicts with state law. Staff seeks direction to either remove reference of the day of the week or to change the day of the week to comply with state law.

§ 2-67 Order of business.

(a) Regular or special city council meeting agenda. The order of business of each regular or special meeting of the city council shall be as contained in the city council agenda prepared by the city manager. The agenda shall be a listing by topic of subjects to be considered by the city council. The mayor or any council member may request to add an item to the regular or special meeting agenda by proceeding with the agenda setting process set forth in section 2-64 of these rules of procedure. The proposed agenda and agenda packet shall be delivered to members of the city council each Thursday preceding the Monday evening meeting to which it pertains.

(c) Council communications. Council communications. The city manager shall provide the city council with a written analysis of and recommendation of items to be acted upon by the city council at its meetings. These communications shall be delivered to

city council members along with the proposed agenda and agenda packet each Thursday preceding the Monday meeting at which they will be discussed, unless an emergency condition makes it necessary to deliver the communication on a subsequent day.

City Council concurred with staff's recommendation to amend Sections 2-65(a) and (b) to remove reference of Deputy Mayor Pro Tem and Associate Mayor Pro Tem titles and directed staff to amend Sections 2-67(a) and (c) by removing reference of day of the week. The amendments will be introduced at the June 23 City Council meeting and City Council will take final action on the proposed ordinance at its August 11 meeting.

FUTURE AGENDA ITEM(S)

Council member Blake proposed an item be placed on a future agenda to discuss and define a process for gaining consensus of the City Council. There was no opposition to place the item on a future work session agenda.

Council member Blake proposed an item be placed on a future agenda to discuss a transparency portal or a page on the city's website where the public can see easily access information (videos, links of upcoming meetings, public facing documents). City Manager Paulette Hartman shared that the city has information readily available on the city's website. Staff will explore and bring back recommendations to improve and make topics more prevalent and easily accessible. There was no opposition to bring back recommendations at a future work session agenda.

Council member Blake proposed an item be placed on a future agenda to discuss standing desks for work session. There being no consensus by the City Council, the request will not be placed on a future work session agenda.

CITY MANAGER REPORT PROVIDING AN UPDATE ON THE EFFICIENCY AUDIT.

Ms. Hartman informed City Council the efficiency audits are in process and going well. Staff will present preliminary information at the second meeting in August.

EXECUTIVE SESSION

- 1. SECTION 551.087: DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS AT 9005 NORTH TARRANT PARKWAY.**

2. **SECTION 551.071: CONSULTATION WITH CITY ATTORNEY TO SEEK ADVICE ABOUT PENDING OR CONTEMPLATED LITIGATION OR ON A MATTER IN WHICH THE DUTY OF THE ATTORNEY TO THE GOVERNMENTAL BODY UNDER THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT OF THE STATE BAR OF TEXAS CLEARLY CONFLICTS WITH THE OPEN MEETINGS ACT - (1) THREATENED LITIGATION BY BLAKE VAUGHN AND (2) PAULETTE HARTMAN V BLAKE VAUGHN**
3. **SECTION 551.074: DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF A PUBLIC OFFICER OR EMPLOYEE - CITY MANAGER.**

Mayor McCarty announced at 6:34 p.m. that the City Council would adjourn into Executive Session as authorized by Chapter 551, Texas Government Code, specifically, Section 551.087: Deliberation regarding Economic Development negotiations at 9005 North Tarrant Parkway, Section 551.071: Consultation with City Attorney to seek advice about pending or contemplated litigation or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act - threatened litigation by Blake Vaughn and Section 551.074: Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee - City Manager. Executive Session began at 6:40 p.m. and concluded at 7:29 p.m.

Mayor McCarty reconvened work session at 7:30 p.m., with the same members present except Council member Mitchell, and adjourned to the regular City Council meeting.

Jack McCarty, Mayor

ATTEST:

Alicia Richardson
City Secretary/Chief Governance Officer