

*Welcome to the
North Richland Hills
City Council Meeting*



**An Easy Guide to Participating
in the City Council Meeting**

**North Richland Hills City Hall
City Council Chambers
7301 N.E. Loop 820**

Meetings are the second and fourth Monday of the month at 7 p.m.

Pre-Council Meeting

The City Council uses the Pre-Council Meeting to receive information from City staff about items not ready for a vote by the Council. These items need discussion and/or further clarification between staff and Council. This is also time for staff to present the status of projects or updates on activities. There is no deliberation by the City Council at this meeting. The designated time and agenda items are posted along with the regular agenda. These meetings are open to the public.

Executive Session

An Executive Session (closed meeting) is only permitted for the Council discussion of items that are exceptions listed in the Texas Open Meetings Act. City Council may not take action during the Executive Session. An agenda item on the regular agenda provides the Council the opportunity to take action on any items discussed in Executive Session. Items permitted in this closed session include:

- ◆ Consultation with City Attorney on any agenda item, pending or contemplated litigation, settlement offer or other specified topics;
- ◆ Deliberation about purchase, exchange, lease or value of real property;
- ◆ Deliberation on a prospective gift or donation to City;
- ◆ Deliberation regarding security devices;
- ◆ Deliberation regarding economic development negotiations;
- ◆ Deliberation of personnel matters to include the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear a complaint of charge against an officer or employee;
- ◆ Deliberation on matters covered by Section 418 of the Texas Government Code relating to Homeland Security;

City Council Meeting

North Richland Hills Council Meetings are held the second and fourth Monday of each month. The meetings begin at 7:00 p.m. in the Council Chambers. All meetings are open to the public. The agenda for each meeting is posted at least seventy-two (72) hours prior to the meeting at City Hall and also on the City's web site at www.nrhtx.com. You can sign up on our web site to receive the agendas through the City's e-mail service.

Special Presentation

This time is allocated at the beginning of each meeting for citizens or staff to be recognized for an award or honor. We also recognize our Yard of the Month award winners during this time.

Citizen Presentation

The Council Agenda has a specified time at the beginning of each meeting for citizen presentations. This is a time designated for citizens to address the Council on a subject pertaining to the City's jurisdiction/responsibility. The Texas Open Meetings Act prohibits deliberation by the Council of any subject which is not on the posted agenda, therefore the Council will not be able to discuss or take action on items brought up during the citizens presentation. The Council may have the subject placed on an agenda for a future meeting or, if appropriate, have staff respond to your concerns.

How to speak before the Council during the Citizen's Presentation:

1. Citizens wishing to speak during this time must complete a Public Meeting Appearance card. The cards are located on the table when you first enter the Council Chambers.
2. Once the form is completed, it must be turned into the City Secretary prior to the start of the Council Meeting.
3. Each speaker is asked to state his/her name and address for the official record.
4. Each speaker is allowed three (3) minutes to speak on the subject item. If one speaker is representing a group of 10 or more, that speaker will be allowed to speak for ten (10) minutes. There is a cumulative total of thirty (30) minutes for all speakers. If all citizens can not be heard within the thirty (30) minute limit, the remainder wishing to speak may be heard at the end of the meeting after all other business is completed.
5. All public comments should be addressed to the Mayor and Council. Profanity or abusive language directed to, or about, any Council Member or staff will not be tolerated. No member of the public shall be permitted to make verbal, personal attacks on the Mayor, Council Members, City Staff, or member of any City Board or Commission. Any such verbal attack or attempted attack may be challenged with a point of order, or the Mayor may interrupt an offending speaker to enforce this rule.

Consent Agenda

Consent Agenda items are routine items deemed to require little or no deliberation by the City Council therefore they are considered collectively. Council Members can remove any item from the Consent Agenda and consider it separately from the collective list.

Public Hearing

Citizens may speak during a public hearing and are encouraged to complete a Public Meeting Appearance form. Public Hearings are held throughout the regular agenda items. Citizens are limited to three (3) minutes to speak for or against the issue at hand. Public Hearings are usually required by Texas law and are advertised in the *Star-Telegram* prior to the meeting.

Ordinances

These are laws or statutes that are permanent in nature and are established by the City Council. An ordinance can only be amended or rescinded by another ordinance. Ordinances are passed by the Council to adopt all codes of the City such as zoning laws, building codes, nuisances as well as for zoning cases, City budget, property tax rate, land use, master plan amendments, franchise agreements and creation or changes to City sponsored boards and commissions.

Resolutions

These are general policy items that express the Council's opinion or direct administrative action by the staff.

Thank you for your interest in the North Richland Hills City Council.

***Please turn off all cellular telephones and pagers
while attending the City Council Meeting.***

Local Government

North Richland Hills operates under a charter adopted in 1964, which provides for a “Council-Manager” form of government. The City Council is composed of a mayor and seven (7) council members. The Council is elected at-large and serve two-year terms. Under the provisions of the City Charter and subject only to the limitations imposed by the Texas Constitution, State Law, and the City Charter, the Council enacts local legislation, adopts the annual operating budget, and sets policy. The City Manager is responsible for the day-to-day operations of the City and reports directly to the Council.

Boards and Commissions

The City Council appoints citizens to advisory Boards and Commissions each year. These include Planning and Zoning Commission, Parks and Recreation Board, Library Board and others. This is a great way for citizens to become involved in their local government and better their own community. If you are interested in serving on a board or commission, contact the City Secretary’s Office at 817-427-6060 or download an application from the city’s web site at www.nrhtx.com.

Television Schedule

Citicable NRH broadcasts City Council Meetings live on Channel 7 (for those with Charter Cable). The meetings are also played throughout the week. Citicable’s schedule can be viewed on the web site at www.nrxtx.com.

Contact Information

Thank you for attending the City Council Meeting. Comments or questions about the meeting or City services can be directed to:

Mayor’s Action Line	817-427-6070	mayor@nrhtx.com
City Manager	817-427-6003	nrhadmin@nrhtx.com
City Secretary	817-427-6060	citysecretary@nrhtx.com
Communications	817-427-6125	communications@nrhtx.com

Correspondence can be mailed to the City Council or staff at:

City of North Richland Hills
P.O. Box 820609
North Richland Hills, TX 76182-0609

NRH *City of Choice*