

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING AGENDA
JULY 26, 2021
CITY HALL, 3200 DIANA DRIVE**

The Regular Session is open to the public. If Executive Session is required, it will be held in the Council Conference Room, and is closed to the public. Please note that although the Council will generally consider the items on the agenda in the order shown below, they may elect to re-order items in order to accommodate the needs of the Council, city staff, presenters, or the public generally. Therefore, members of the public interested in any agenda item are encouraged to be in attendance at the start of the meeting.

Like all City Council meetings, the Regular Session will be broadcast live over the City of Richland Hills website for those who wish to watch from home.

REGULAR SESSION – 7:00 PM

CALL TO ORDER

INVOCATION AND PLEDGES OF ALLEGIANCE

1. PRESENTATIONS

A. Citizen Appearances/Public Comments

Citizen comments emailed to Cathy Bourg (cbourg@richlandhills.com) on an item either listed on this agenda or not listed on this agenda will be heard at this time. Citizens in attendance at the meeting who have signed a card to speak to the City Council will also be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the presentation is on the agenda, the city staff and City Council members are prevented from discussion of the subject and may respond only with statements of factual information or existing city policy. Public comment will not be taken on items that the Council has previously considered in a public hearing.

2. CONSENT AGENDA

All items listed below are considered to be routine by the City Council and will be enacted with one motion. There will be no separate discussion of the items unless a Councilmember or citizen so requests, in which event the item will be removed from the consent agenda and considered in its normal sequence. Approval of the consent agenda authorizes the City Manager to implement each item in accordance with staff recommendations.

A. Approve minutes from the June 28, 2021 City Council Regular Meeting

3. PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

- A. Consider Ordinance 1280-14A adopting an updated Drought Contingency and Emergency Water Management Plan **PUBLIC HEARING**

4. ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS

- A. Consider Resolution 543-21 to the Texas State Legislature in support of legislation to end the arbitrary application of ancillary service charges by electricity providers

5. CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS

- A. None

6. OTHER ITEMS FOR CONSIDERATION

- A. None

7. REPORTS & DISCUSSIONS

- A. Fire Station Project Update
B. Street Improvement Projects Update
C. Quarterly Investment Report
D. June Department Reports

8. COMMUNITY INTEREST ITEMS

This is a standing item on the agenda of every regular meeting of the City Council. (The Texas Open Meetings Act effective September 1, 2009, provides that *“a quorum of the city council may receive from municipal staff, and a member of the governing body may make, a report regarding items of community interest during a council meeting without having given notice of the subject of the report, provided no action is taken or discussed.”* The Open Meetings Act does not allow Council to discuss an item concerning pending City Council business unless it is specifically, appropriately posted on the agenda.) An “item of community interest” includes the following:

- information regarding holiday schedules;
- honorary recognitions of city officials, employees, or other citizens;

- reminders about upcoming events sponsored by the city or other entity that is scheduled to be attended by a city official or city employee; and
- announcements involving imminent public health and safety threats to the city

9. EXECUTIVE SESSION

Executive Session: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sections 551.071, 551.072, 551.073, 551.074, 551.076, 551.087, 418.183(f) and 418.106(d) & (e). Refer to posted list attached hereto and incorporated herein. **Executive Session may be held, under these exceptions, at any time during the meeting that a need arises for the City Council to seek advice from the City Attorney as to the posted subject matter of this City Council meeting.**

Reconvene into open session for possible action resulting from any items posted and legally discussed in Executive Session.

10. ADJOURNMENT

CERTIFICATE

I hereby certify that the above agenda was posted on this the 22nd day of July 2021 by 5:30 p.m., on the official bulletin board at the Richland Hills City Hall, 3200 Diana Drive, Richland Hills, Texas, pursuant to the Texas Government Code, Chapter 551.

Cathy Bourg

Cathy Bourg
City Secretary



ACCESSIBILITY STATEMENT

The Facility is wheelchair accessible. If you plan to attend this public meeting and have a disability that requires special arrangements, please notify the City Secretary 48 hours in advance at (817) 616-3810 and reasonable accommodations will be made to assist you.

EXECUTIVE SESSION

Section 551.071: Consultation with Attorney

The City Council may conduct a private consultation with its attorney when the City Council seeks the advice of its attorney concerning any item on this agenda, about pending and contemplated litigation, or a settlement offer, or on a matter in which the duty of the attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Board of Texas clearly conflicts with Chapter 551.

Section 551.072: Deliberation regarding real property

The City Council may conduct a closed meeting to deliberate the purchase, exchange, lease or value of real property.

Section 551.073: Deliberation regarding Prospective Gift or Donation

The City Council may conduct a closed meeting to deliberate a negotiated contract for a prospective gift or donation to the City.

Section 551.074: Deliberation regarding Personnel Matters

The City Council may deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of public officers, including the City Manager, City Secretary, City Attorney, Municipal Judge, and non-advisory city boards and commission members. A complete list of the city boards and commissions and the membership of those boards and commissions is on file in the City Secretary's Office.

Section 551.076: Deliberation regarding Security Devices

The City Council may deliberate the deployment, or specific occasions for implementation of security personnel or devices.

Section 551.087: Deliberation regarding Economic Development Negotiations

The City Council may discuss or deliberate regarding commercial or financial information received from a business prospect that the city seeks to have locate, stay or expand in or near the city and which the City is conducting economic development negotiations or to deliberate the offer of a financial or other incentive to a business prospect; particularly, discussion with economic development specialist regarding potential economic incentive agreement for development of real property.

Section 418.183(f): Texas Disaster Act

The City Council may deliberate information: (1) for purposes of preventing, investigating, or responding to an act of terrorism or related criminal activity and involving emergency response providers, their staffing, contact information and tactical plans; (2) that relates to the risk or vulnerability of persons or property, including infrastructure, to an act of terrorism; (3) that relates to the assembly of an explosive weapon, the location of a material that may be used in a chemical, biological or radioactive weapon, or unpublished information pertaining to vaccines or devices to detect biological agents or toxins; (4) that relates to details of the encryption codes or security keys for a public communication system; (5) that relates to a terrorism-related report to an agency of the United States; (6) that relates to technical details of particular vulnerabilities of critical infrastructure to an

act of terrorism; (7) that relates to information regarding security measures or security systems intended to protect public and private property from an act of terrorism; or (8) any other topic subject to discussion in closed session pursuant to the Texas Disaster Act.

Section 418.106(d) & (e): Local Meetings to Discuss Emergency Management Plans regarding Pipeline Safety

The City Council may discuss emergency management plans providing for disaster mitigation, preparedness, response and recovery in executive session when those plans contain sensitive information relating to critical infrastructure or facilities, and the safety or security of the infrastructures or facilities could be jeopardized by disclosure of the emergency management plan.

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Cathy Bourg, City Secretary

Date: July 26, 2021

Subject: Minutes from the June 28, 2021 Regular City Council Meeting

Agenda Item:

Approval of minutes from the June 28, 2021 City Council Regular Meeting

Background Information:

N/A

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

June 28, 2021 Draft Minutes

Council Action Requested:

Motion to approve the minutes from the June 28, 2021 Regular City Council Meeting

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING
JUNE 28, 2021
DRAFT MINUTES**

Roll Call:

Council present

Edward Lopez, Mayor
Douglas Knowlton, Place 1
Stacey L. Morse, Place 2
Curtis A Bergthold, Mayor Pro Tem
Javier Alvarez, Place 4
G.W. Estep, Place 5

Staff present

Candice Edmondson, City Manager
Cathy Bourg, City Secretary
Betsy Elam, City Attorney

CITY COUNCIL WORK SESSION – 6:00 PM

1. **Executive Session:** Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sections 551.071, 551.072, 551.073, 551.074, 551.076, 551.087, 418.183(f) and 418.106(d) & (e). Refer to posted list attached hereto and incorporated herein. **Executive Session may be held, under these exceptions, at any time during the meeting that a need arises for the City Council to seek advice from the City Attorney as to the posted subject matter of this City Council meeting.**

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Morse to convene into executive session.

Motion carried by a vote of 5-0. Time 6:02 p.m.

Mayor Lopez reconvened into open session. Time 6:30 p.m.

2. **Discuss Enterprise Fleet Management Program**

Nick Hardwick with Enterprise Fleet Management, Inc. gave a presentation to City Council on the Enterprise Fleet Management Program and the benefits it could provide the city.

3. **Discuss items and presentations listed on tonight's City Council Agenda. No action will be taken and each item will be considered during the Regular Session.**

None

REGULAR SESSION – Mayor Lopez Called to Order – Time 7:03 p.m.

Invocation – Mayor Lopez

PRESENTATIONS

A. Presentation of Park and Recreation Month Proclamation

Mayor Lopez presented a Proclamation designating July as Park and Recreation Month to Jason Brown, Director of Parks and Recreation.

B. Citizen Appearances/Public Comments

Citizen comments emailed to Cathy Bourg (cbourg@richlandhills.com) on an item either listed on this agenda or not listed on this agenda will be heard at this time. Citizens in attendance at the meeting who have signed a card to speak to the City Council will also be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the presentation is on the agenda, the city staff and City Council members are prevented from discussion of the subject and may respond only with statements of factual information or existing city policy. Public comment will not be taken on items that the Council has previously considered in a public hearing.

Sid Wright, 2741 Kingsbury Avenue spoke regarding the home next to him advertising a “Used Appliance Store” at their house. He is hopeful that the Council regarding ordinances in what can and cannot be done at this property will result in its cessation.

Stacy Reddy, 7012 Hardisty St. announced that the horse carriage ride service has been finalized for the Red, White and You parade. The carriage will be pulled by an American Cream Draft horse.

CONSENT AGENDA

2A. Approve minutes from the June 14, 2021 City Council Regular Meeting

2B. Approve one-year extension of audit services with George, Morgan and Sneed

Motion: Motion was made by Councilmember Morse and seconded by Councilmember Knowlton to approve the minutes of June 14th.

Mayor Lopez called for a motion to approve the consent agenda.

Motion: Motion was made by Councilmember Estep and seconded by Councilmember Knowlton to approve the consent agenda.

Motion carried by a vote of 5-0.

PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

3A. Consider Ordinance 1436-21 a Specific Use Permit (SUP 2021-0320) for a Guest House on property described as Lot One (1), in Block Twenty-Two (22), of Richland Hills Addition, an Addition to the City of Fort Worth, Tarrant County, Texas, now in Richland Hills, Texas otherwise known as 6600 Hovenkamp Avenue, Richland Hills, Texas PUBLIC HEARING

Logan Thatcher, Assistant to the City Manager presented Ordinance 1436-21 a Specific Use Permit (SUP 2021-0320) for a Guest House on property described as Lot One (1), in Block Twenty-Two (22), of Richland Hills Addition, an Addition to the City of Fort Worth, Tarrant County, Texas, now in Richland Hills, Texas otherwise known as 6600 Hovenkamp Avenue, Richland Hills, Texas.

The applicant for this case is Jose Arturo Diaz Segovia. Mr. Segovia is seeking a Specific Use Permit (SUP) for construction of a Guest House. The main structure has not been built yet, but the city has received preliminary plans. When final building plans for the main structure are submitted, city staff will confirm that all guest house requirements are being met before approving plans and issuing permits for the guest house structure.

The Planning and Zoning Commission considered the Specific Use Permit request at their May 25, 2021 meeting and recommended approval 4-0.

The applicant, Jose Arturo Diaz Segovia spoke requesting approval of his SUP for construction of a Guest House and answered question from the City Council.

Mayor Lopez opened the Public Hearing – Time: 7:26 p.m.

None

Mayor Lopez closed the Public Hearing – Time: 7:26 p.m.

Motion: Motion was made by Councilmember Morse and seconded by Councilmember Bergthold to approve Ordinance 1436-21 a Specific Use Permit (SUP 2021-0320) for a Guest House on property described as Lot One (1), in Block Twenty-Two (22), of Richland Hills Addition, an Addition to the City of Fort Worth, Tarrant County, Texas, now in Richland Hills, Texas otherwise known as 6600 Hovenkamp Avenue, Richland Hills, Texas.

Motion carried by a vote of 5-0.

3B. Consider a final plat of Lot 1 and Lot 2, Block 8, Richland Hills South Addition, an addition to the City of Richland Hills, which is a replat of part of Block 8, Richland Hills South Addition, City of Richland Hills, Tarrant County, Texas otherwise known as 6518 Baker Boulevard, Richland Hills, Texas PUBLIC HEARING

Logan Thatcher, Assistant to the City Manager presented a final plat of Lot 1 and Lot 2, Block 8, Richland Hills South Addition, an addition to the City of Richland Hills, which is a replat of part of Block 8, Richland Hills South Addition, City of Richland Hills, Tarrant County, Texas otherwise known as 6518 Baker Boulevard, Richland Hills, Texas.

The property at 6518 Baker Boulevard is a 65,406 square foot lot owned by Don and Jan Bybee. The lot is being divided into two lots. Currently in place on this property is Don Bybee Construction. The business would remain on Lot 2, which would be a 32,247 square foot lot. This leaves Lot 1 with 33,159 square feet.

The Planning and Zoning Commission considered the replat at their June 22, 2021 meeting and recommended approval 4-0.

Mayor Lopez opened the Public Hearing – Time: 7:30 p.m.

Travis Malone, 2641 Mimosa Park spoke in favor of the replat.

Mayor Lopez closed the Public Hearing – Time: 7:33 p.m.

Council discussed and asked questions of staff.

Motion: Motion was made by Councilmember Bergthold and seconded by Councilmember Knowlton to approve a final plat of Lot 1 and Lot 2, Block 8, Richland Hills South Addition, an addition to the City of Richland Hills, which is a replat of part of Block 8, Richland Hills South Addition, City of Richland Hills, Tarrant County, Texas otherwise known as 6518 Baker Boulevard, Richland Hills, Texas.

Motion carried by a vote of 5-0.

ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS

4A. Consider Resolution 542-21 authorizing the City Manager to execute agreements with Enterprise FM Trust and Enterprise Fleet Management Inc. for the acquisition, management, resale and maintenance of fleet vehicles

Candice Edmondson, City Manager presented Resolution 542-21 authorizing the City Manager to execute agreements with Enterprise FM Trust and Enterprise Fleet Management Inc. for the acquisition, management, resale and maintenance of fleet vehicles.

Richland Hills Current fleet

- City maintains current fleet of 39 vehicles
- Average life cycle is 6 years
- Average maintenance cost of \$184 per month
- City currently spends \$369,000 on fleet management (Includes acquisition, aftermarket vehicle outfitting, maintenance and fuel costs)

Background information

- Council and staff have had discussions about implementing a fleet management program:
 - Establish a routine preventative maintenance plan
 - Increase vehicle safety and fuel efficiency
 - Reduce operational and maintenance expenses
 - Provide an automated system for fleet management and tracking
 - Create a sustainable vehicle replacement program
- Council passed Resolution 515-19 in December 2019
 - Replaced 2 public safety patrol and 2 public works vehicles on an annual basis under a traditional lease-to-own-purchase
 - Estimated to cost \$160,000 annually
 - Additional city vehicles would be replaced on an as needed basis
- Enterprise Fleet Management provides a program that would address all the City's fleet needs

Enterprise Fleet Management, Inc.

- World leader in the acquisition, financing and resale of vehicles
- Provides fleet management services to over 150 government clients in Texas
- Provides full-service maintenance and fuel programs; aftermarket vehicle outfitting; license, title and registration services; and telematics

Richland Hills – Enterprise Management program

- Inclusive of all fleet vehicles
 - Reduces current fleet from 39 to 37
 - Lowers average life cycle to 3.4 years
 - Decreases annual vehicle maintenance and fuel costs by approximately 54%
 - Reduces staff time spent on fleet management
- City is estimated to save \$552,000 utilizing the Enterprise Fleet Management Program over 10-year period.

Motion: Motion was made by Councilmember Bergthold and seconded by Councilmember Estep to approve Resolution 542-21 authorizing the City Manager to execute agreements with Enterprise FM Trust and Enterprise Fleet Management, Inc. for the acquisition, management, resale and maintenance of fleet vehicles.

Motion carried by a vote of 5-0.

CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS

5A. None

OTHER ITEMS FOR CONSIDERATION

6A. Consider appointments to Boards and Commissions

Mayor Lopez presented appointments to the Zoning Board of Adjustment.

Councilmember Estep presented information regarding the applicants and the Zoning Board of Adjustment responsibilities.

Motion: Motion was made by Councilmember Estep and seconded by Councilmember Bergthold to nominate Lisa Skier to the Zoning Board of Adjustment.

Motion: Motion was made by Councilmember Morse and seconded by Councilmember Alvarez to nominate Fred Butz to the Zoning Board of Adjustment.

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Estep to nominate Pamela Keith to the Zoning Board of Adjustment.

Motion: Motion was made by Councilmember Morse to nominate Joyce Fiaccone to the Zoning Board of Adjustment. Motion died for lack of a second.

There being no additional nominations, Mayor Lopez called for a vote.

City Secretary, Cathy Bourg called roll for a vote on the nomination for Lisa Skier.

Motion carried by a vote of 3-2. Councilmember Alvarez and Councilmember Morse voted against.

Lisa Skier is appointed to Place 5 on the Zoning Board of Adjustment.

City Secretary, Cathy Bourg called roll for a vote on the nomination for Fred Butz.

Motion failed by a vote of 2-3. Councilmember Knowlton, Councilmember Bergthold and Councilmember Estep voted against.

City Secretary, Cathy Bourg called roll for a vote on the nomination for Pamela Keith.

Motion carried by a vote of 3-2. Councilmember Alvarez and Councilmember Morse voted against.

Pamela Keith is appointed as an Alternate on the Zoning Board of Adjustment.

Mayor Lopez presented appointments to the Richland Hills Development Corporation.

Motion: Motion was made by Councilmember Morse and seconded by Councilmember Alvarez to nominate Councilmember Knowlton to the Councilmember Place 4 position on the Richland Hills Development Corporation.

Motion: Motion was made by Councilmember Bergthold and seconded by Councilmember Knowlton to nominate Councilmember Estep to the Councilmember Place 4 Director on the Richland Hills Development Corporation.

There being no additional nominations, Mayor Lopez called for a vote.

City Secretary, Cathy Bourg called roll for a vote on the nomination for Councilmember Doug Knowlton.

Motion carried by a vote of 5-0.

Councilmember Knowlton is appointed to Councilmember Place 4 Director on the Richland Hills Development Corporation.

Motion: Motion was made by Councilmember Morse to nominate Stacy Reddy to the Citizenmember Place 6 Director on the Richland Hills Development Corporation. Motion died for lack of a second.

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Bergthold to nominate Theresa Bledsoe to the Citizenmember Place 6 Director on the Richland Hills Development Corporation.

Motion: Motion was made by Councilmember Morse to nominate Joyce Fiaccone to the Citizenmember Place 6 Director on the Richland Hills Development Corporation. Motion died for lack of a second.

There being no additional nominations, Mayor Lopez called for a vote.

City Secretary, Cathy Bourg called roll for a vote on the nomination for Citizenmember Theresa Bledsoe.

Motion carried by a vote of 4-1. Councilmember Morse against.

Theresa Bledsoe is appointed to Citizenmember Place 6 Director on the Richland Hills Development Corporation.

6B. Consider February 2021 Storm Recovery Agreement with Gexa Energy

Candice Edmondson, City Manager presented the February 2021 Storm Recovery Agreement with Gexa Energy. In May the City of Richland Hills received a letter from

Gexa Energy regarding increased services incurred during the winter storm. The letter indicates that while the City's energy costs remained stable throughout the winter storm, the storm's impact resulted in higher than anticipated Ancillary Service costs.

Ancillary Services are reliability products procured by ERCOT as grid operator to maintain the stability and reliability of the electric grid. Typically, these costs are very small and covered by the Texas Coalition for Affordable Power (TCAP) of which the City of Richland Hills is a member. However, these costs increased significantly during the winter storm and go beyond what TCAP can provide, so the costs must be recovered directly from the City.

Mayor Lopez expressed his opposition to the charges that have been passed down to the City. He would like to draft a Resolution to provide to the Texas Legislature letting them know the City's opinion of the charges and ask what they can do to protect City's from these kind of charges in the future.

Council discussed and asked questions of staff and the City Attorney.

Motion: Motion was made by Councilmember Morse and seconded by Councilmember Knowlton to authorize Option 1 for a lump sum payment of \$68,087.59 at the conclusion of the next Special Legislative Session.

Motion carried by a vote of 5-0.

REPORTS & DISCUSSIONS

7A. Fire Station Project Update

Russel Shelley, Fire Chief presented a construction update on the Fire Station Project.

Recent Progress

- All trades are nearing completion of Phase 1
- All appliances have been received
- Most furnishings have arrived
- Punch list is underway

This Week (July)

- Old station completely vacated by 7/11
- Asbestos abatement scheduled for 7/12 - 7/15
- Demolition set to begin on 7/19
- Phase II grading set to begin 8/2

Project Budget

- The pay application for May totaled: \$473,925
- To date, we have paid out: \$3,734,352
- This is 68.6% of the Guaranteed Maximum Price of \$5,445,843

7B. Hike and Bike Trail Project Update

Jason Brown, Director of Parks and Recreation presented and update on the Hike and Bike Trail Project.

Funds Progress

- Total Construction budget was \$1,198,516
 - 80% funded with state and federal grants
 - City of Richland Hills' obligation = \$239,703
- Funds spent from the 4B fund to date:
 - \$830,535 69.3% Complete

Current Construction Progress

- All concrete has been poured
- All connections and ramps are complete
- Currently watering new sod all the way to 121
- Directional striping icons are complete
- Crosswalk striping is being touched up

Grand Opening

- Staff is planning a Grand Opening for the Trail in July
 - More information to come
 - Need lots of bikers and hikers
 - Treats and eats will be available

7C. Red, White and You Celebration

Jason Brown, Director of Parks and Recreation presented and update on the Red, White and You Celebration. The event will take place on Saturday, July 3rd from 9:00 a.m. to Noon. The majority of the Patriotic Parade will be on Baker Blvd. and returning back to The Link Plaza. There will be live music at the pavilion, Cops and Bobbers, take home Arts & Crafts, games, rides and food will be available. The Fireworks Show hosted by the North East Chamber will be on July 4th at 9:25 p.m.

7D. Street Improvements Project Update

Scott Mitchell, Director of Neighborhood Services provided a Street Improvement Project update. The contract has been signed and executed, Notice to Proceed issued, work scheduled to begin Tuesday July 6th (weather permitting). Will start on both Vance and Chaffin at the same time. When those projects are completed, the crews will move to Rosebud. The projected completion date is October 26th. The ONCOR easement agreement has been completed and ATMOS is starting work lowering gas mains on Rosebud.

7E. 87th Legislative Session Update

Candice Edmondson, City Manager provided an update on the 87th Legislative Session.

7F. May Department Reports

Candice Edmondson, City Manager highlighted the following May Department Reports:

- Library – The Richland Hills Literary Club resumed their post-pandemic meetings in person on May 11th. The group is lead by volunteer Carol Bergthold who is a retired reading teacher and former library employee. Eleven members participated.
- Code Enforcement – 638 residents participated in the May Bulk Waste Collection.
- Community Development – Building permits, zoning cases and specific use permits have increased.
- Parks and Recreation – The Link continues to see an increase for participation in rentals, memberships, events, and programing. Link staff is planning a new Hispanic Heritage event for September 18, 2021.

8. COMMUNITY INTEREST ITEMS

- Red, White and YOU Parade – Saturday, July 3, 9AM New Parage Route will be South Side of Baker Blvd from Rufe Snow Dr east to Latham Dr. All lanes of Baker will be closed from 8:45 AM – 9:45 AM for the parade. Recommended viewing areas are The Link and Richland Hills Baptist Church. FREE registration is still open for parade entries.
- Red, White & YOU - Saturday, July 3, 9 AM – 12 Noon, The Link Plaza, Following the parade, enjoy FREE activities and crafts at Uncle Sam's Backyard and Litl' Firecracker Creations in The Link Plaza. Children can fish at our Cops & Bobbers 2,500 gallon catfish tank. Browse vendor booths. Enjoy free food and your favorite tunes performed by Party Machine.
- Northeast Tarrant Family Fourth Fireworks - Sunday, July 4, 9:30 PM, This year's celebration will feature a fantastic display of fireworks only from 9:30 PM – 10:30 PM. Free parking is available at Wiley G. Thomas Coliseum, 6108 Broadway Avenue in Haltom City and BISD Plaza, 6351 Blvd 26 in North Richland Hills.
- Senior Lunch Bunch – Indoor Seating & To Go Orders - Thursday, July 8; 12 noon – 1 PM; The Link
- Tarrant County Food Pantry - Thursday, July 8; 5:30 PM – 7PM; The Link Parking Lot, Free groceries for any Tarrant County resident provided curbside at City Hall's parking lot. Sponsored by Trinity Point Church.
- Animal Shelter – Councilmember Estep reported that the cabinets donated to the Animal Shelter are being installed and already a benefit to the shelter.

9. **Executive Session: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sec. 551.071, Sec. 551.072, Sec. 551.073, Sec. 551.074, Sec. 551.076, Sec. 551.087 and Sec. 418.0183 (f) and 418.106 (d) & (e) of the Texas Government Code (Texas Disaster Act).**

None

10. **A motion was made by Councilmember Knowlton and seconded by Councilmember Morse to adjourn.**

Motion carried by a vote of 5-0.

There being no further business to come before the City Council, Mayor Lopez declared the meeting adjourned at 8:53 p.m.

ATTEST

APPROVED

Cathy Bourg, City Secretary

Edward Lopez, Mayor

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Scott Mitchell, Director of Neighborhood Services

Date: July 26, 2021

Subject: Drought Contingency and Emergency Water Management Plan

Agenda Item:

Consider Ordinance 1280-14A adopting an updated Drought Contingency and Emergency Water Management Plan **PUBLIC HEARING**

Background Information:

The Drought Contingency and Emergency Water Management Plan for the City of Richland Hills was last revised in 2014. This item is an update reflecting the most recent Texas Commission of Environmental Quality (TCEQ) rules as well as updated requirements as part of the contract the city has with the City of Fort Worth for the provision of potable water and sewer treatment services. The revised plan also updates the current use data from the City of Richland Hills. A public hearing on the plan is required prior to adoption of the ordinance.

The adoption of this ordinance will maintain the City's full compliance with state regulations as well as contractual requirements from the City of Fort Worth.

Financial Considerations:

N/A

Legal Review:

The City Attorney has reviewed the Ordinance

Board/Citizen Input:

N/A

Attachments:

Ordinance 1280-14A
Drought Contingency and Emergency Water Management Plan

Council Action Requested:

Motion to approve Ordinance 1280-14A adopting an updated Drought Contingency and Emergency Water Management Plan

ORDINANCE NO. 1280-14A

AN ORDINANCE ADOPTING AN UPDATED DROUGHT CONTINGENCY AND EMERGENCY WATER MANAGEMENT PLAN; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY FOR VIOLATIONS HEREOF; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Richland Hills, Texas is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5, of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, the City is a wholesale water service customer of the City of Fort Worth; and

WHEREAS, as a wholesale customer of the City of Fort Worth, the City is required to institute the same rationing and water use restrictions on City customers as does the City of Fort Worth for so long as any part of the total water supply is furnished by the City of Fort Worth; and

WHEREAS, as a wholesale customer of the City of Fort Worth, the City is required to adopt an updated drought contingency and emergency water plan; and

WHEREAS, the City has drafted an updated “Drought Contingency and Emergency Water Management Plan” that complies with Chapter 288, Title 30 of the Texas Administrative Code.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RICHLAND HILLS, TEXAS:

SECTION 1.

That the Drought Contingency and Emergency Water Management Plan attached as Exhibit “A” is hereby adopted and incorporated herein for all purposes. The Plan hereby adopted shall replace any previous such plans adopted by the City.

**SECTION 2.
CUMULATIVE PROVISIONS**

This Ordinance shall be cumulative of all provisions of the Code of Ordinances of the City of Richland Hills and other applicable City ordinances, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances, in which event the applicability of the conflicting provisions of such ordinances are hereby repealed.

**SECTION 3.
SEVERABILITY CLAUSE**

It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any section, paragraph, sentence, clause, or phrase of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining sections, paragraphs, sentences, clauses, and phrases of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional section, paragraph, sentence, clause or phrase.

**SECTION 4.
PENALTY CLAUSE**

Any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance shall be fined not more than Two Thousand Dollars (\$2,000.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense.

**SECTION 5.
SAVINGS CLAUSE**

All rights and remedies of the City of Richland Hills are expressly saved as to any and all violations of the provisions of any ordinances governing irrigation and water usage that have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

**SECTION 6.
PUBLICATION**

The City Secretary of the City of Richland Hills is hereby directed to publish at least twice in the official newspaper of the City of Richland Hills, the caption and the penalty clause of this Ordinance in accordance with Section 52.013(b) of the Local Government Code.

**SECTION 7.
EFFECTIVE DATE**

This Ordinance shall be in full force and effect from and after its passage and publication as required by law, and it is so ordained.

PASSED AND APPROVED ____ DAY OF _____, 2021.

THE HONORABLE EDWARD LOPEZ, MAYOR

ATTEST:

CATHY BOURG, CITY SECRETARY

APPROVED AS TO FORM AND LEGALITY:

BESTY ELAM, CITY ATTORNEY

EXHIBIT "A"
DROUGHT CONTINGENCY AND EMERGENCY WATER MANAGEMENT PLAN

EXHIBIT "A"

City of Richland Hills
PWS#2200022

**Drought Contingency & Emergency
Water Management Plan**

Revised June 21, 2021, Adopted July 26, 2021

1. INTRODUCTION AND OBJECTIVES

The purpose of this Drought Contingency and Emergency Water Management Plan (subsequently referred to as the Plan) is as follows:

- To conserve the available water supply in times of drought and emergency
- To maintain supplies for domestic water use, sanitation, and fire protection
- To protect and preserve public health, welfare, and safety
- To minimize the adverse impacts of water supply shortages
- To minimize the adverse impacts of emergency water supply conditions.

2. TEXAS COMMISSION ON ENVIRONMENTAL QUALITY RULES

TCEQ rule Title 30, Part 1, Chapter 288, Subchapter A, Rule 288.1 (4) defines a drought contingency plan as “a strategy or combination of strategies for temporary supply and demand management responses to temporary and potentially recurring water supply shortages and other water supply emergencies.”

TCEQ rules governing development of and minimum requirements for drought contingency plans for municipal water suppliers and wholesale water suppliers are contained in Texas Administrative Code Title 30, Part 1, Chapter 288, Subchapter B, Rule 288.20 and Rule 288.22, respectively.

3. WATER SYSTEM PROFILE

According to the 2010 Census, the City of Richland Hills has a population of 7,850. The city purchases approximately 70 percent of its water production from the City of Fort Worth and the remaining 30 percent is produced by city-owned water wells. There are currently two active water wells that pump water from the Trinity and Paluxy Aquifers.

The water supply triggers defined in Section 4.4 were provided to Richland Hills by its water supplier, City of Fort Worth. The City of Fort Worth was provided its water supply triggers from its suppliers, Tarrant Regional Water District (TRWD). TRWD selected its triggers after hiring an outside consultant to evaluate where the triggers levels should be for the drought plan to achieve meaningful water savings.

4. DROUGHT CONTINGENCY/EMERGENCY WATER MANAGEMENT PLAN

4.1 Public Involvement

The public had an opportunity to provide input into the plan.

- A public hearing is **planned for July 26, 2021**, and the Plan has been posted on the City’s website

4.2 Public Education

Richland Hills will inform and educate the public about the Drought Contingency/Emergency Water Management Plan by the following means:

- Preparing fact sheets describing the plan and making these available online and at various city sites, and at events where the water department may have a booth.
- Posting a copy of the Plan on the city's Web site.
- Notifying local organizations, schools, and civic groups that staff are available to make presentations on the plan.

At any time that the Drought Contingency/Emergency Water Management Plan is activated or the stage changes, Richland Hills will notify local media of the issues, the current response stage, and the specific actions required of the public. The information will also be publicized on the city's Web site. Bill inserts will also be used as appropriate.

4.3 Initiation & Termination of Drought & Emergency Response Stages

The provisions of this Plan shall apply to all persons, customers, and property utilizing potable water provided by the City of Richland Hills. The terms "person" and "customer" as used in the Plan include individuals, corporations, partnerships, associations, and all other legal entities. The Plan does not apply to locations using treated wastewater effluent, private wells or possessing their own water rights in the Trinity River; however, any pond, impoundment, body of water, or other water source that is supplemented, or has the ability to supplement supply, with potable water shall adhere to the provisions of this plan.

The Plan may be applied to the entire city or geographic portions of the city as necessary. If the Plan is applied only to a limited sector, the boundaries will be defined in terms of roadways, creeks and other easily distinguishable features, such as city limits.

Initiation of a Drought/ Emergency Water Management Stage

The Director of Neighborhood Services or his designee ("Director") may order the implementation of a drought response or water emergency stage when one or more of the trigger conditions for that stage is met. The following actions will occur when a stage is initiated.

- The public will be notified through local media and the City of Richland Hills Web site, as described in Section 4.2.

Stages imposed by TRWD and Fort Worth must also be initiated by Richland Hills.

For other trigger conditions, the Director may decide not to order the implementation of a drought response or water emergency stage even though one or more of the trigger criteria for the stage are met. Factors which could influence such a decision include, but are not limited to, the time of the year, weather conditions, the anticipation of replenished water supplies, or the anticipation that additional facilities will become available to meet needs. The reason for this decision should be documented.

Termination of a Drought Stage

The Director may order the termination of a drought response or water emergency stage when the conditions for termination are met or at their discretion. The following actions will be taken when a drought stage is terminated:

- The public will be notified through local media and the City of Richland Hills Web site as described in Section 4.2.

The Director may decide not to order the termination of a drought response stage or water emergency even though the conditions for termination of the stage are met. The Director may choose to implement a phased out approach when exiting various stages to protect the integrity of the system. Factors which could influence such a decision include, but are not limited to, the time of the year, weather conditions, or the anticipation of potential changed conditions that warrant the continuation of the drought stage. The reason for this decision should be documented.

4.4 Drought and Emergency Response Stages

Stage 1 – Water Watch

Triggering Conditions

- The City of Richland Hills receives a portion of its water from the City of Fort Worth. The City of Richland Hills will continue to work with the City of Fort Worth to establish water restrictions during drought conditions. The City of Fort Worth will notify the City of Richland Hills when drought trigger conditions exist via telephone. The notification will be documented via letter or electronic communication. The City of Fort Worth's notification and subsequent documentation shall include the steps the City of Richland Hills must take. Upon notification, the City of Richland Hills will implement the Plan.
- Water demand reaches or exceeds 90% of reliable delivery capacity for three consecutive days. The delivery capacity could be citywide or in a specified portion of the system.
- Richland Hills' water distribution system becomes contaminated.
- Richland Hills' water demand for all or part of the delivery system approaches delivery capacity because delivery capacity is inadequate.
- Richland Hills' water supply system is unable to deliver water due to the failure or damage of major water system components.
- Fort Worth initiated Stage 1 – Water watch for one or more of the following reasons:
 - o Fort Worth's water treatment or distribution system becomes contaminated.
 - o Fort Worth's water demand for all or part of the delivery system approaches delivery capacity because delivery capacity is inadequate.
 - o Fort Worth's water supply system is unable to deliver water due to the failure or damage of major water system components.
- TRWD initiated Stage 1 – Water Watch for one or more of the following reasons:

- Total raw water supply in TRWD western and eastern division reservoirs drops below 75% (25% depleted) of conservation storage.
- Water demand for all or part of the TRWD delivery system exceeds delivery capacity because delivery capacity is inadequate.
- Water demand is projected to approach the limit of TRWD's permitted supply.
- TRWD's supply source becomes contaminated.
- TRWD's water supply system is unable to deliver water due to the failure or damage of major water system components.
- The TRWD General Manager, with the concurrence of the TRWD Board of Directors, finds that conditions warrant the declaration of a Stage 1 drought.

Terminating Conditions for Stage 1

Stage 1 may terminate when TRWD and/or Fort Worth terminates its Stage 1 condition or when the circumstances that caused the initiation of Stage 1 no longer prevail.

Goal for Use Reduction for Stage 1

The goal for water use reduction under Stage 1, Water Watch, is five percent. If circumstances warrant or if required by TRWD and/or Fort Worth, the Director can set a goal for greater water use reduction.

Actions Available for Stage 1

The Director may order the implementation of any of the actions listed below, as deemed necessary. The Director must implement any action(s) required by the City of Fort Worth and/or TRWD.

All Water Users

Initiate mandatory restrictions to prohibit non-essential water use as follows:

- Discourage hosing of paved areas, such as sidewalks, driveways, parking lots, tennis courts, patios, or other impervious surfaces, except to alleviate an immediate health or safety hazard. This may include premises with raw or processed food, pharmaceutical or vaccine processing, storage or vending establishments including restaurants and grocery stores may be washed to the extent necessary for sanitary purposes. These areas may also include:
 - Trash and dumpster areas
 - Areas around fuel pumps
 - Store front cleaning of areas with accumulated bird droppings, feathers and debris
 - Localized spot cleaning of parking areas to remove oil, grease buildup that may pose a health and safety issue.
- Discourage hosing of buildings or other structures for purposes other than fire protection or surface preparation prior to painting.

- Prohibit using water in such a manner as to allow runoff or other waste, including:
 - failure to repair a controllable leak, including a broken sprinkler head, a leaking valve, leaking or broken pipes, or a leaking faucet;
 - operating a permanently installed irrigation system with: (a) a broken head; (b) a head that is out of adjustment and the arc of the spray head is over a street or parking lot; or (c) a head that is misting because of high water pressure; or
 - during irrigation, allowing water to (a) to run off a property and form a stream of water in a street for a distance of 50 feet or greater; or (b) to pond in a street or parking lot to a depth greater than one-quarter of an inch.
 - Allowing or causing an irrigation system or other lawn watering device to operate during any form of precipitation or when temperatures are at or below 32 degrees Fahrenheit.
- Prohibit outdoor watering with sprinklers or irrigation systems between 10 a.m. and 6 p.m.
- Limit landscape watering with sprinklers or irrigation systems at each service address to a twice per week schedule as outlined below. This includes landscape watering of parks, golf courses, and sports fields. Wholesale customers may use a different watering schedule than the one below as long as it limits each service address to a twice per week schedule; however, use of the same schedule would simplify the messages passed to customers through the news media.
 - Residential addresses ending in an even number (0, 2, 4, 6, or 8) may water on Wednesdays and Saturdays.
 - Residential addresses ending in an odd number (1, 3, 5, 7 or 9) may water on Thursdays and Sundays.
 - All non-residential locations (apartment complexes, businesses, industries, parks, medians, etc.) may water on Tuesdays and Fridays.

Exceptions:

- Lawns and landscaping may be watered on any day by handheld hose, drip irrigation, a soaker hose or tree bubbler.
- Water use necessary for the repair of an irrigation system, plumbing line, fountain, etc. in the presence of the person making the repair.
- Outdoor watering at service addresses with large multi-station irrigation systems may take place in accordance with a variance granted by the Director, if the Director determines that a property cannot be completely irrigated with an average of three-quarters of an inch of water in a single day, and that the property should be divided into sections to be irrigated on different days. If approved, no station will be watered more than twice per week.
- Establishing new turf is discouraged. If hydro mulch, grass sod, or grass seed is installed for the purpose of establishing a new lawn, there are no watering restrictions for the first 30 days while it is being established. After that, the

watering restrictions set forth in this stage apply. (This does not include over seeding with rye, or seasonal grasses, since turf already exist.)

- Golf courses may water greens and tee boxes as necessary, however watering must be done before 10 a.m. and after 6 p.m. They are encouraged to reduce water use by five percent.
 - Skinned areas of sports fields may be watered as needed for dust control.
 - Watering of athletic fields (fields only, does not include surrounding landscaped areas) used for organized sports practice, competition, or exhibition events may occur as necessary to protect the health and safety of the players, staff, or officials present for athletic events. Encouraged to reduce water use by five percent.
 - Public areas that are open to the public at-large and have a high –impact from frequent use may be allowed additional watering, with a variance granted by the Director, if it is deemed to be beneficial to serve and protect the community amenity. Examples may include but are not limited to: outdoor amphitheaters, demonstration gardens, public art exhibitions, outdoor learning areas, arboretums, etc.
- All users are encouraged to reduce the frequency of draining and refilling swimming pools.
 - All users are encouraged to use native and adapted drought tolerant plants in landscaping.
 - Washing of any motor vehicle, motorbike, boat, trailer, airplane, or other vehicle shall be limited to the use of a hand-held bucket or a hand-held hose equipped with a positive-pressure shutoff nozzle for quick rinses. Vehicle washing may be done at any time on the premises of a commercial car wash or commercial service station. Companies with an automated on-site vehicle washing facility may wash its vehicles at any time. Further, such washing may be exempt from these requirements if the health, safety, and welfare of the public are contingent upon frequent vehicle cleansing, such as garbage trucks and vehicles used to transport food and perishables.
 - Discourage the filling, draining, or refilling of swimming pools, wading pools, hot tubs and Jacuzzi type pools except to maintain adequate water levels for structural integrity, proper operation and maintenance, and/or to alleviate an issue that poses a public safety risk.

In addition to the actions listed above, the City of Richland Hills will:

- Review conditions and problems that caused Stage 1. Take corrective action.
- Increase public education efforts on ways to reduce water use.
- Increase enforcement efforts.
- Intensify leak detection and repair efforts.
- Audit all city and local government irrigation systems to ensure proper condition, settings, and operation.

- Identify and encourage voluntary reduction measures by high-volume water users through water use audits.
- Reduce non-essential water use. As used herein, non-essential water uses are those that do not have any health or safety impact and are not needed to meet the core function of the agency.

Commercial or Industrial

- All actions listed above for all water users apply to commercial and industrial users.
- Stock at commercial plant nurseries is exempt from Stage 1 watering restrictions.
- Hotels, restaurants, and bars are encouraged to serve drinking water to patrons on an “on demand” basis.
- Hotels are encouraged to implement laundry conservation measures by encouraging patrons to reuse linens and towels.
- Car wash facilities must keep equipment in good working order, which should include regular inspections to be sure there are no leaks, broken or misdirected nozzles, and that all equipment is operating efficiently.
- All commercial and industrial customers are encouraged to audit irrigation systems

Stage 2 – Water Warning

Triggering Conditions for Stage 2

- Water demand reaches or exceeds 95% of reliable delivery capacity for three consecutive days. The delivery capacity could be city wide or in a specified portion of the system.
- Contamination of Richland Hills’ water supply system.
- Water supply system is unable to deliver water due to the failure or damage of major water system components.
- Fort Worth initiated Stage 2 – Water warning for one or more of the following reasons:
 - o Fort Worth’s water demand reaches or exceeds 95% of reliable delivery capacity for three consecutive days. The delivery capacity could be citywide or in a specified portion of the system.
 - o Contamination of the Fort Worth water supply source(s) or water supply system.
 - o Demand for all or part of the Fort Worth delivery system equals or exceeds delivery capacity because delivery capacity is inadequate.
 - o Fort Worth’s water supply system is unable to deliver water due to the failure or damage of major water system components.
- The TRWD initiated Stage 2 – Water Warning for one or more of the following reasons:

- Total raw water supply in TRWD western and eastern division reservoirs drops below 60% (40% depleted) of conservation storage.
- Water demand for all or part of the TRWD delivery system exceeds delivery capacity because delivery capacity is inadequate.
- Water demand is projected to approach the limit of TRWD's permitted supply.
- TRWD's supply source becomes contaminated.
- TRWD's water supply system is unable to deliver water due to the failure or damage of major water system components.
- The TRWD General Manager, with the concurrence of the TRWD Board of Directors, finds that conditions warrant the declaration of a Stage 2 drought.

Terminating Conditions for Stage 2

Richland Hills may terminate Stage 2 when City of Fort Worth or TRWD terminates Stage 2 or when the circumstances triggering Stage 2 no longer exist.

Goal for Use Reduction for Stage 2

The goal for water use reduction under Stage 2 – Water Warning is to decrease use by 10 percent. If circumstances warrant or if required by TRWD and/or Fort Worth, the Director can set a goal for greater water use reduction.

Actions Available for Stage 2

The Director may order the implementation of any of the actions listed below, as deemed necessary. The Director must implement any action(s) required by the TRWD or Fort Worth

- Continue actions under Stage 1.
- Initiate engineering studies to evaluate water supply alternatives should conditions worsen.

All Water Users

- Limit landscape watering with sprinklers or irrigation systems to a once per week schedule at each service address as determined by the Director. This includes landscape watering at parks, golf courses, and sports fields.

Exceptions:

- Lawns and landscaping may be watered on any day, at any time, by handheld hose, drip irrigation, a soaker hose or tree bubbler.
- Outdoor watering at service addresses with large multi-station irrigation systems may take place in accordance with a variance granted by the director, if the director determines that a property cannot be completely irrigated with an average of three-quarters of an inch of water in a single day, and that the property should be divided into sections to be irrigated on different days. If approved, no station will be watered more than once per week.

- Golf courses may water greens and tee boxes as needed to keep them alive, however watering must be done before 10 a.m. and after 6 p.m. Fairways are restricted to once per week watering as outlined above. Golf course rough cannot be watered.
- Watering of athletic fields (fields only, does not include surrounding landscaped areas) used for organized sports practice, competition, or exhibition events may occur as necessary to protect the health and safety of the players, staff, or officials present for athletic events. Encouraged to reduce water use by 10%.
- All users are encouraged to wait until the current drought or emergency situation has passed before establishing new landscaping and turf. Variances granted for establishing new turf grass or landscaping will be for a maximum of 30 days from the date of approval. After that, the watering restrictions set forth in this stage apply. (This does not include over seeding with rye since turf already exists.)
- Discourage the operation of ornamental fountains or ponds that use potable water except where necessary to support aquatic life or where such fountains or ponds are equipped with a recirculation system.
- Discourage the filling, draining, or refilling of swimming pools, wading pools, hot tubs and Jacuzzi type pools except to maintain adequate water levels for structural integrity, proper operation and maintenance, and/or to alleviate an issue that poses a public safety risk.
- Encourage the use of covers for all types of pools, hot tubs, and Jacuzzi type pools when not in use.

Mandated City Actions for Stage 2

- Review conditions or problems that caused Stage 2. Take corrective action.
- Increase frequency of media releases on water supply conditions.
- Further accelerate public education efforts on ways to reduce water use.
- Eliminate non-essential water use. As used herein, non-essential water uses are those that do not have any health or safety impact and are not needed to meet the core function of the agency.
- Prohibit wet street sweeping.

Commercial or Industrial

- All actions listed above for all water users apply to commercial and industrial users.
- Use of water from fire hydrants for any purpose other than firefighting related activities or other activities necessary to maintain public health, safety and welfare requires a variance issued by the Director. Fire hydrant use may be limited to only designated hydrants.

Stage 3 – Emergency Water Use

Triggering Conditions for Stage 3

- Water demand has reaches or exceeds 98% of reliable delivery capacity for one day. The delivery capacity could be city wide or in a specified portion of the system.
- Contamination of the water supply source(s) or water supply system.
- Demand for all or part of the delivery system exceeds delivery capacity because delivery capacity is inadequate.
- Water supply system is unable to deliver water due to the failure or damage of major water system components.
- Fort Worth has initiated Stage 3 – Emergency Water Use, which may also be initiated by one or more of the following:
 - Fort Worth’s water demand has reaches or exceeds 98% of reliable delivery capacity for one day. The delivery capacity could be citywide or in a specified portion of the system.
 - Contamination of the Fort Worth water supply source(s) or water supply system.
 - Demand for all or part of the Fort Worth delivery system exceeds delivery capacity because delivery capacity is inadequate.
 - Fort Worth’s water supply system is unable to deliver water due to the failure or damage of major water system components.
- TRWD has initiated Stage 3 – Emergency Water Use, which may also be initiated by one or more of the following:
 - Total raw water supply in TRWD western and eastern division reservoirs drops below 45% (55% depleted) of conservation storage.
 - Water demand for all or part of the TRWD delivery system exceeds delivery capacity because delivery capacity is inadequate.
 - Water demand is projected to approach or exceed the limit of TRWD’s permitted supply.
 - TRWD’s supply source becomes contaminated.
 - TRWD’s water supply system is unable to deliver water due to the failure or damage of major water system components.
 - The TRWD General Manager, with the concurrence of the TRWD Board of Directors, finds that conditions warrant the declaration of a Stage 3 drought.

Terminating Conditions for Stage 3

Stage 3 may terminate when TRWD and/or Fort Worth terminates its Stage 3 condition or when the circumstances that caused the initiation of Stage 3 no longer prevail.

Goals for Use Reduction for Stage 3

The goal for water use reduction under Stage 3, Emergency Water Use, is to decrease use by 20 percent. If circumstances warrant or if required by TRWD and/or Fort Worth, the Director can set a goal for a greater water use reduction.

Actions Available for Stage 3

The City of Richland Hills must implement any action(s) required by the City of Fort Worth or TRWD.

- Continue or initiate any actions available under Stages 1 and 2.

All Water Users

- Prohibit landscape watering, including at parks, golf courses, and sports fields.

Exceptions:

- Watering with hand-held hose, soaker hose or drip irrigation system may occur any day and any time. (The intent of this measure is to allow for the protection of structural foundations, trees, and other high value landscape materials).
- Golf course greens only may be watered by hand-held hose as needed to keep them alive. Watering of athletic fields (fields only, does not include surrounding landscaped areas) used for organized sports practice, competition, or exhibition events may occur as necessary to protect the health and safety of the players, staff, or officials present for athletic events may be allowed to water by variance. A water management plan must be submitted to the Director detailing how each area will comply with stage 3 drought measures.
- Prohibit establishment of new landscaping. Variances may be granted for those landscape projects started prior to the initiation of stage 3 drought restrictions.
- Vehicle washing restricted to commercial car wash, commercial service station or a private on-site vehicle washing facility and can only be done as necessary for health, sanitation, or safety reasons, including but not limited to the washing of garbage trucks and vehicles used to transport food and other perishables. All other vehicle washing is prohibited.
- Prohibit the operation of ornamental fountains or ponds that use potable water except where necessary to support aquatic life.
- Prohibit the draining, filling, or refilling of swimming pools, wading pools and Jacuzzi type pools. Existing private and public pools may add water to maintain pool levels; however they may not be refilled using automatic fill valves.

- Prohibit hosing of buildings or other structures for purposes other than fire protection or surface preparation prior to painting with high-pressure equipment. Must be performed by a professional power washing service utilizing high efficiency equipment and a vacuum recovery system where possible.

Mandated City for Stage 3

- Continue or initiate any actions available under Stages 1 and 2.
- Review conditions or problems that caused Stage 3. Take corrective action.
- Implement viable alternative water supply strategies.
- Increase frequency of media releases explaining emergency situation.
- Reduce city and local government water use to maximum extent possible.
- Prohibit the permitting of new swimming pools, Jacuzzi type pools, spas, ornamental ponds and fountain construction. Pools already permitted and under construction may be completely filled with water.
- If City of Fort Worth or TRWD has imposed a reduction in water available to customers, impose the same percent reduction on wholesale customers.

Commercial or Industrial

- All actions listed above for all water users apply to commercial and industrial users.
- Hotels, restaurants, and bars required to serve drinking water to patrons on an “on demand” basis.
- Hotels are required to implement laundry conservation measures by encouraging patrons to reuse linens and towels.
- Stock at commercial plant nursery may be watered only with a hand-held hose, hand-held watering can, or drip irrigation system.
- Commercial and industrial water users required to reduce water use by a set percentage determined by the Director.
- Use of water from hydrants for any purpose other than firefighting related activities or other activities necessary to maintain public health, safety and welfare requires a special permit issued by the Director. Fire hydrant use may be limited to only designated hydrants.

4.5 Procedures for Granting Variances to the Plan

The Director may grant temporary variances for existing water uses otherwise prohibited under this drought contingency plan if one or more of the following conditions are met:

- Failure to grant such a variance would cause an emergency condition adversely affecting health, sanitation, or fire safety for the public or the person requesting the variance.

- Compliance with this plan cannot be accomplished due to technical or other limitations.
- Alternative methods that achieve the same level of reduction in water use can be implemented.

Variances shall be granted or denied at the discretion of the Director. All petitions for variances should be in writing, using the forms provided, and must include the following information:

- Name and address of the petitioner(s)
- Purpose of water use
- Specific provisions from which relief is requested
- Detailed statement of the adverse effect of the provision from which relief is requested
- Description of the relief requested
- Period of time for which the variance is sought
- Detailed schedule of irrigation that shows a reduction in use over the 30 day period for new lawns and landscapes. Schedule should be designed so that at the end of the 30 day period, lawn and landscaped areas can adhere to the twice per week schedule defined in Stage 1.
- Alternative measures that will be taken to reduce water use
- Other pertinent information.

4.6 Procedures for Enforcing Mandatory Water Use Measures

Mandatory water use restrictions may be imposed in Stages 1, 2, and 3. These mandatory water use restrictions will be enforced by warnings and penalties as follows:

- On the first violation, customers will be given a written warning that they have violated the mandatory water use restriction.
- On the second and subsequent violations, citations may be issued to customers, with minimum and maximum fines established by ordinance.
- After three violations have occurred, the utility may cut off water service to the customer.

4.7 Update of Drought Contingency Plan

The City of Richland Hills reviewed this drought contingency plan in 2014 and will review at least every five years thereafter. The plan will be updated as appropriate based on new or updated information.

4.8 Coordination with the Other Entities

The city of Richland Hills will coordinate with the regional planning groups to ensure consistency with the appropriate approved regional water plans.

4.9 **Drought Contingency Plan Definitions**

Term	Definition
Aesthetic water use	Water use for ornamental or decorative features such as fountains, reflecting pools and water gardens.
Alternative Water Source	Means water produced by a source other than a water treatment plan and in not considered potable. These sources can include, but are not limited to: reclaimed/recycled water, collected rain water, collected grey water, private well water.
Athletic field	Means a sports playing field, the essential feature of which is turf grass, used primarily for organized sports for schools, professional sports, or sanctioned league play.
Automatic Irrigation System	Means a site specific system of delivering water generally for landscaping via a system of pipes or other conduits installed below ground that automatically cycles water use through water emitters to a preset program, whether on a designated timer or through manual operation.
Aquatic Life	Means a vertebrate organism dependent upon an aquatic environment to sustain its life.
Conservation	Those practices, techniques, and technologies that reduce water consumption; reduce the loss or waste of water; improve the efficiency in water use; and increase the recycling and reuse of water so that supply is conserved and made available for other or future uses.
Customer	Any person, company, or organization using water supplied by TRWD or through an entity supplied by TRWD.
Drip irrigation	An irrigation system (drip, porous pipe, etc.) that applies water at a predetermined controlled low-flow levels directly to the roots of the plant
Drought Contingency Plan	Means a strategy or combination of strategies for temporary supply management and demand management responses to temporary or potentially recurring water supply shortages and other water supply emergencies.

Fountain	An artificially created jet, stream or flow of water, a structure, often decorative, from which a jet, stream or flow of water issues.
Golf Course	Means an irrigated and landscaped playing area made up of greens, tees, fairways, roughs and related areas used for the playing of golf.
Hand-held hose	Means a hose physically held by one person, fitted with a manual or automatic shutoff nozzle.
Hand Watering	Means the application of water for irrigation purposes through a hand-held watering hose, watering can, or bucket.
Hose-end Sprinkler	Means a device through which water flows from a hose to a sprinkler to water any lawn or landscape.
Hosing	Means to spray, water, or wash with a water hose.
Industrial water use	Means the use of water for or in connection with commercial or industrial activities, including but not limited to, manufacturing, bottling, brewing, food processing, scientific research and technology, recycling, production of concrete, asphalt, and cement, commercial uses of water for tourism, entertainment, and hotel or motel lodging, generation of power other than hydroelectric and other business activities.
Irrigation system	Means a system of fixed pipes and water emitters that apply water to landscape plants or turfgrass, including, but not limited to, in-ground and permanent irrigation systems.
Lake, lagoon or pond	Means an artificially created body of fresh or salt water.

Landscape irrigation use	Water used for the irrigation and maintenance of landscaped areas, whether publicly or privately owned, including residential and commercial lawns, gardens, golf courses, parks, right-of-ways, medians and entry ways.
“New landscape” means	a. Installed during construction of a new house, multi-family dwelling, or commercial building; b. Installed as part of a governmental entity’s capital improvement project; or c. Alters more than one-half the area of an existing landscape.
Non-essential water use	Water uses that are not required for the protection of public health, safety and welfare, such as: a. Irrigating landscape areas, including parks, athletic fields, and golf courses, except as otherwise provided under this plan; b. Washing any sidewalks, walkways, driveways, parking lots, tennis courts, or other hard-surfaced areas; except to alleviate a public health and safety issue; c. Washing any automobile, motorbike, boat (and/or trailer), airplane, or other vehicle except where required by law for safety and sanitary purposes. d. Washing buildings or structures for purposes other than immediate fire protection, or other uses provided under this plan; e. Filling, refilling, or adding to any swimming pools or Jacuzzi-type pools, except to maintain safe operating levels; f. Filling or operation of a fountain or pond for aesthetic or scenic purposes except when necessary to support aquatic life; g. Failure to repair a controllable leak within a reasonable time period after being directed to do so by formal notice; and h. Drawing from hydrants for construction purposes or any other purpose other than firefighting or protection of public drinking water supplies.
Park	Means a non-residential or multifamily tract of land, other than a golf course, maintained by a city, private organization, or individual, as a place of beauty or public recreation and available for use to the general public.
Power/Pressure washer	Means a machine that uses water or a water-based product applied at high pressure to clean impervious surfaces.
Pressure washer (High-Efficiency)	Means a machine that uses water or a water-based product applied at 1500 pounds per square inch (PSI) or greater.
Reclaimed Water	Municipal wastewater effluent that is given additional treatment and distributed for reuse in certain applications. Also referred to as recycled water.

Soaker hose	Means a flexible hose that is designed to slowly emit water across the entire length and connect directly to a flexible hose or spigot. Does not include hose that by design or use sends a fine spray in the air. It is not considered drip irrigation.
Splash Pad/Spray Park	Means an area for water play that has no standing water. Typically, they utilize various spray nozzles which spray water in multiple directions.
Swimming pool	Means any structure, basin, chamber, or tank including hot tubs, containing an artificial body of water for swimming, diving, or recreational bathing, and having a depth of two (2) feet or more at any point.
Vegetable garden	Means any noncommercial vegetable garden planted primarily for household use; "noncommercial" includes incidental direct selling of produce from such a vegetable garden to the public.
Well Water	Means water that has been, or is, obtained from the ground by digging, boring, or drilling to access an underground aquifer.

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Candice Edmondson, City Manager

Date: July 26, 2021

Subject: Resolution 543-21 – Ancillary Service Charges Legislation

Agenda Item:

Consider Resolution 543-21 to the Texas State Legislature in support of legislation to end the arbitrary application of ancillary service charges by electricity providers

Background Information:

In May, the City of Richland Hills received a letter from Gexa Energy regarding increased services incurred during the winter storm. The letter indicated that while the City's energy costs remained stable throughout the winter storm, the storm's impact resulted in higher than anticipated ancillary service costs.

On June 28th, the City Council considered payment of the increased ancillary service charges to Gexa Energy. While the Council approved payment of the charges, the members were not pleased with Gexa Energy passing these costs onto the City and asked that a resolution be created requesting immediate legislative action on the application of ancillary service charges.

Resolution 543-21 documents the Richland Hills City Council's desire to see legislation passed that will prohibit electricity providers from arbitrarily imposing ancillary service charges to Texas consumers without any clarification as to where and how the charges were derived.

Financial Considerations:

N/A

Legal Review:

The City Attorney as reviewed the Resolution.

Board/Citizen Input:

N/A

Attachments:

Resolution 543-21

Council Action Requested:

Motion to approve Resolution 543-21 to the Texas State Legislature in support of legislation to end the arbitrary application of ancillary service charges by electricity providers

RESOLUTION NO. 543-21

A RESOLUTION OF THE CITY OF RICHLAND HILLS, TEXAS TO THE TEXAS STATE LEGISLATURE IN SUPPORT OF LEGISLATION TO END THE ARBITRARY APPLICATION OF ANCILLARY SERVICE CHARGES BY ELECTRICITY PROVIDERS.

WHEREAS, the City of Richland Hills is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5, of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, the City recognizes the importance of electrical services and their impact on Texas families, business, and the Texas economy more generally; and

WHEREAS, the City wishes to request the passage of legislation eliminating the arbitrary and poorly delineated application of ancillary services charges by electricity providers onto Texas consumers, and thereby prohibiting Gexa Energy, LP (“Gexa”) or any other service provider from arbitrarily imposing ancillary services charges without any clarification as to where and how those charges were derived; and

WHEREAS, the City wishes to express its disappointment that Gexa, or any other service provider would continue to impose exorbitant ancillary charges onto consumers without clarification as to where and how specifically those charges are derived; and

WHEREAS, the City wishes to request the passage of legislation mandating systematic reforms to the method and process of how electricity providers impose ancillary service charges onto municipalities and consumers more generally.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RICHLAND HILLS, TEXAS:

SECTION 1.

That the Texas Legislature is hereby requested to immediately pass legislation that prohibits Gexa or any other electric service provider from imposing ancillary charges onto consumers without clarification as to where and how specifically those charges are derived.

SECTION 2.

That the City Manager is hereby authorized and directed to make this Resolution available to all members of the Senate and House of Representatives on behalf of the City of Richland Hills, Texas.

SECTION 3.

The resolution shall take effect immediately from and after its passage.

PASSED AND APPROVED ON THIS 26TH DAY OF JULY, 2021.

Edward Lopez, Mayor

ATTEST:

Cathy Bourg, City Secretary

APPROVED AS TO FORM:

Betsy Elam, City Attorney

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: C. Russell Shelley, Fire Chief

Date: July 26, 2021

Subject: Fire Station Project Update

Agenda Item:

Fire Station Project Update

Background Information:

Staff will provide a construction update for the new Fire Station.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

N/A

Council Action Requested:

No Council Action

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Scott Mitchell, Director of Neighborhood Services

Date: July 26, 2021

Subject: Street Improvement Projects Update

Agenda Item:

Street Improvement Projects Update

Background Information:

Staff will provide an update on the street improvement projects approved in the FY 2021 Budget.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

N/A

Council Action Requested:

No Council Action

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Patricia Albrecht, Director of Finance and Administrative Services

Date: July 26, 2021

Subject: Quarterly Investment Report

Agenda Item:

Quarterly Investment Report

Background Information:

Staff will provide a quarterly investment update.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

N/A

Council Action Requested:

No Council Action



City of Richland Hills
3rd Quarter Investment Report
For the quarter ended
June 30, 2021

City of Richland Hills, Texas
Investment Transactions
Quarter Ending
6/30/2021

Bank	Fund	Name of Account	4/1/2021	Deposits/Withdrawals	Interest	6/30/2021
JP Morgan Chase	1	General Fund Account	11,293,499	(536,985)	-	10,756,514
JP Morgan Chase	26	Richland Hills Economic Development Corp	991,024	(270,181)	-	720,843
JP Morgan Chase	65	Richland Hills Crime Control Fund	241,547	108,437	-	349,984
JP Morgan Chase	1	Certificate of Deposit-Maturity 11/2021	169,267	-	-	169,267
		Total	12,695,337	(698,729)	-	11,996,608
TEXPOOL	1	General Fund	1,397,075	43	43	1,397,118
TEXPOOL	2	Revenue Fund	1,294,663	40	40	1,294,703
TEXPOOL	22	Drainage Fund	113,179	4	3	113,183
TexSTAR	27	2019 GO Bonds	3,058,947	(1,004,669)	66	2,054,278
TexSTAR	28	2019 Tax Notes	247,796	(237,000)	4	10,796
		Total	6,111,660	(1,241,582)	155	4,870,078
		Total Holdings	18,806,997.30	(1,940,311)	155	16,866,686

City of Richland Hills

Inventory Holdings Report- City Portfolio

6/30/2021

Settle Date	Cusip	Security Type	Par	Rate	Settlement Date	Maturity	Purchase Yield	Purchase Principal	Original Prem/Disc	Current Book	Market Price	Gain/Loss	Original D-T-M	Current D-T-M	Amortization	Percent of Total Holdings
6/30/2021		DDA	11,827,341	0.000%	6/30/2021	7/1/2021	0.000%	11,827,341	-	11,827,341	100.00%	-	1	1	0.00	70.12%
6/30/2021		Pools	4,870,078	0.011%	6/30/2021	7/1/2021	0.011%	4,870,078	-	4,870,078	100.00%		1	1	0.00	28.87%
5/22/2021		CD	169,267	0.008%	5/22/2021	11/24/2021	0.008%	169,267		169,267	100.00%	-	180	180	0.00	1.00%
			<u>16,866,686</u>					<u>16,866,686</u>		<u>16,866,686</u>						<u>100.00%</u>

TEXPOOL and TexSTAR Pools
DDA=Demand Deposit Account
CD=Certificate of Deposit

City of Richland Hills
Quarterly Investment Report-City Portfolio
April 1, 2021-June 30, 2021

Portfolio Summary Management Report

This quarterly report is in full compliance with the investment policy and strategy as established for the City of Richland Hills and the Public Funds Investment Act (Chapter 2256, Government Code).

Beginning Book Value 4/1/2021	\$	18,806,997.30	Ending Book Value 6/30/2021	\$	16,866,686.00
Beginning Market Value 4/1/2021	\$	18,806,997.30	Ending Market Value 6/30/2021	\$	16,866,686.00
			Accrued Interest Receivable	\$	-
			Unrealized Gain/Loss on 6/30/2021	\$	-
WAM at Beginning Period Date*	1 day		WAM at Ending Period Date*	1 day	
			Change in Market Value	\$	(1,940,311.30)

Average Yield to Maturity for quarter	0.011%
Average Yield to Maturity 6 month T-Bill	0.039%

Patricia Albrecht

Patricia Albrecht, Finance Director

Candice Edmondson

Candice Edmondson, City Manager

*WAM-Weighted Average Maturity

"Change in Market Value" is required data, but will primarily reflect the receipt and expenditure of the City's funds from quarter to quarter.

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Candice Edmondson, City Manager

Date: July 26, 2021

Subject: June Department Monthly Reports

Agenda Item:

June Department Reports

Background Information:

Attached are the monthly Department Reports. If you have any questions regarding the reports, please contact me or the appropriate Department Head.

Financial Considerations:

N/A

Board/Citizen Input:

N/A

Legal Review:

N/A

Attachments:

June Department Reports

Council Action Requested:

No Council Action

RICHLAND HILLS PUBLIC LIBRARY

JUNE • 2021



IMPACT

Our in- person Summer Reading Club "Tails and Tales" is off to a great start! We had 101 people attend the drive thru kick off on June 3rd.

Since then we have averaged about 20 people at each of our weekly evening storytimes.

We also had a free concert for all ages by the band *Boitumelo*. They are a lively group playing world music and had the kids up and dancing despite the heat!

KEY FACTS (LAST YEAR)

- 1101 Visitors (644)
- 3057 Items checked out (3025)
- 1274 Questions answered (520)
- 213 Program Attendance (184)
- 157 Computer sessions (85)

Municipal Court – June 2021

Department Narrative of Significant Actions, Results, and Pending Items:

None at this time.

Citation Summary		
	Current Month	YTD Total
Violations Filed	147	1,623
Completed Cases– Paid Fine & Before Judge	83	785
Other Completed - Dismissed deferred, DSC, proof, compliance, by Judge or Prosecutor, plea & bar, void	87	674
Number of Warrants Issued	11	170
Number of Warrants Cleared	35	484
Number of Outstanding Warrants	11	135
Value of Outstanding Warrants	\$5,624.00	\$69,788.81
Total Fees Collected	\$32,629.81	\$304,841.30

City Marshal Activity Report
Month of JUNE 2021

July 26, 2021
7D - 4

Department Narrative of Significant Actions, Results, and Pending items:

	Current Month # Cleared	Current Month \$ Amt Cleared	YTD Number	YTD Dollar Amount
Warrant Service by Marshal in office				
Turned self in	0	\$ -	7	\$ 1,970.00
Attorney bonds	0	\$ -	23	\$ 11,279.45
Returned for Officer correction	0		2	\$ 652.10
Unable to locate - bad info	1	\$ 130.00	60	\$ 20,429.77
Paid/payment plan	8	\$ 2,924.73	64	\$ 33,122.10
Deceased	7	\$ 4,369.56	31	\$ 14,180.76
Cleared-Found Incarcerated	1	\$ 405.00	28	\$ 9,885.30
Warrant Service by Marshal in field				
Arrests - transfer to jail	0	\$ -		
Payment plan rather than jailed	0	\$ -		
Attorney bonds rather than jailed	0	\$ -		
Paid rather than jailed	0	\$ -		
Warrant Service - Other				
Time Served	18	\$ 7,264.30	236	\$ 85,408.30
Arrested by other agencies	12	\$ 5,002.20	220	\$ 84,451.40
Paid by defendant	3	\$ 1,614.60	32	\$ 16,456.09
Released due to medical reasons	0	\$ -	6	\$ 2,846.00
Attorney bonds	3	\$ 1,683.50	24	\$ 11,688.97
Prisoner Transfers				
Number of defendants transferred	0	\$ -		
Total hours spent on transfers	0	\$ -		
Total miles driven on transfers	0	\$ -		
Teletype - time serve/plea/court date	5	\$ 1,890.10	95	\$ 36,150.40
Other Duties				
Bank detail	11		75	
Traffic stops	0		0	
Insurance verifications	7		76	
Vehicles inspected	2		6	
Bailiff hours	5		41	
Training	1		45	
Serve summons - School	0		0	
Serve summons - Animal Control	0		0	
Serve summons - Code Enforcement	0		0	
Serve summons - Police	0		0	
Officer corrections on citations	7		31	
Returned FTA notices	12		85	

Fire – June 2021

- Personnel completed **32** business inspections throughout the month.
- Members completed a combined **286** hours of training this month.
- The mutual aid agreement with Allegiance Ambulance resulted in no calls during June.
- A total of **9** development related meetings and inspections were conducted.
- The new Richland Middle School is progressing well, and all fire protection components have been permitted and approved for installation when the site is ready.
- Response times for June averaged **3 minutes 58 seconds** from receipt of call in dispatch to the first fire unit arriving on scene to assist.
- More than **13.2%** of emergency calls in May were received while our crews were already addressing another emergency in the City.
- Fire station construction was substantially complete on 6/29. Crews began moving into the new station on 6/30.
- Smoke alarms continue to be available to those who need them. There is no cost and FD personnel will install them.
- Vial of Life emergency medical information pouches are available at the fire station.
- Medication disposal pouches are also available at the fire station. The box is mounted on the wall outside the front door of the fire station. Please help yourself.

Service Calls – Through June 30. 2021			
	Current Month	June 2020	FY2021 Total
Fire Calls	3	4	46
EMS/Major Accidents/ Rescues	86	79	652
Hazardous Conditions – No Fire	5	8	40
Public Assistance	22	15	126
Good Intent (No Service Rendered)	7	8	74
False Alarm	9	4	83
Severe Weather & Natural Disaster	0	0	1
Total Calls	132	118	1160
Automatic / Mutual Aid			
	Current Month	May 2020	YTD Total
Aid Received	8	10	114
Aid Given	16	9	129

Police

- Sergeant Miller graduated from the School of Police Supervision at the Institute for Law Enforcement Administration. This is a 30 day training course that provides leadership development for police supervisors with a focus on contemporary issues and critical decision-making.
- Chaplain Danny Smith joined the Department as part of the Police Chaplain Program. Chaplain Smith is a Senior Pastor at Birdville Baptist Church and served as a Lieutenant in the Naval Chaplain Reservist Program.
- Officer Pina attended Autism Training for School Resource Officers
- 7-11 Grand Opening Event
- Jake Johnson interns with the Department as a Sam Houston State University graduate.

Service Calls			
	Previous Year	Current Month	YTD Total
Citizen Calls	400	623	2873
Officer Initiated	1054	1270	6317
Total Calls	1454	1893	9190
Part 1 Offenses			
	Previous Year	Current Month	YTD Total
Murder	0	0	0
Rape	0	0	2
Robbery	0	0	1
Aggravated Assault	6	1	4
Burglary	4	2	11
Theft	14	6	81
Motor Vehicle Theft	2	0	12
Total	26	9	111
Crashes & Injuries			
	Previous Year	Current Month	YTD Total
Crash Reports	12	9	64
Injuries	1	2	12
Killed	0	0	0
Criminal Investigations			
	Previous Year	Current Month	YTD Total
Assigned Cases - Active	6	10	48
Unfounded	0	0	3
Suspended	2	0	31
Exceptionally Cleared	1	0	11
Arrest - Case Filed	36	25	115
Arrest - Case Not Filed	Not Available	15	78
On View Arrests	20	18	139
DWI / DUI	5	5	45
Cases Pending Submission	Not Available	10	30
Warrants Obtained (Felony)	9	2	16
Warrants Obtained (Misdemeanor)	3	3	16
Search Warrants Obtained	4	6	16
Warrants Served (Felony)	7	1	4
Warrants Served (Misdemeanor)	1	1	5
Probable Cause Determination	1	0	6
Family Violence Arrests	5	7	17

Active Protective Orders	Not Available	8	23
Records			
		Current Month	YTD Total
Sex Offender Registrations		2	18
Open Records Requests		42	240
Property & Evidence			
		Current Month	YTD Total
Pieces of Property Received		84	722
Items Taken to Lab for Narcotics Testing		13	46
Items Taken to Lab for Blood Alcohol Content Testing		9	46
Crime Scene Call Outs (Richland Hills Police Department)		4	17
Crime Scene Call Outs (Haltom City Police Department)		0	5

*The previous year category is a comparison of the previous year month totals to the current year month totals

ANIMAL SERVICES

- Vax Shack was held on June 24th and performed over 60 spay/neuter surgeries
- Vax Shack shot clinic held on June 24th immunized 78 pets
- Next Vax Shack will be held on July 22, 2021

Service Calls			
	Previous Year	Current Month	YTD Total
Total Dispatched Calls	52	49	265
IMPOUNDS			
	Previous Year	Current Month	YTD Total
DOGS	11	18	98
CATS	43	18	65
OTHER THAN DOGS/CATS	0	0	1
TOTAL	54	36	164
INCIDENTS BY TYPE			
	Previous Year	Current Month	YTD Total
ANIMALS AT LARGE	23	30	120
AGGRESSIVE ANIMAL	9	4	12
ANIMAL COMPLAINTS	27	13	124
INJURED ANIMALS	0	2	9
TOTAL	59	49	265
BITE REPORTS			
	Previous Year	Current Month	YTD Total
ANIMAL BITES	0	2	4
SHELTER QUARANTINE	0	0	2
HOME QUARANTINE	0	2	2
SUBMISSION TO AUSTIN	0	0	0
UNABLE TO LOCATE	0	0	0
DISPOSITIONED ANIMALS			
	Previous Year	Current Month	YTD Total
DOGS ADOPTED	4	8	42
CATS ADOPTED	43	20	55
RETURNED TO OWNER/YARD	17	10	45
TRANSFERRED/RESCUED	1	4	13
EUTHANIZED/LOST/DIED IN CARE	0	0	4
CITY LICENSE ISSUED			
	Previous Year	Current Month	YTD Total

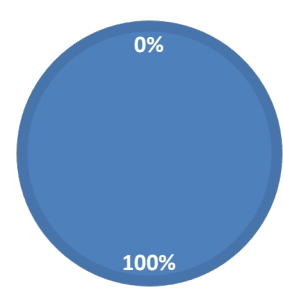
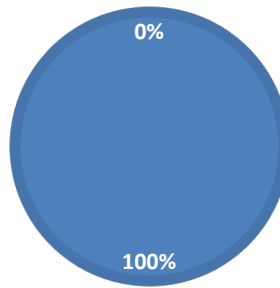
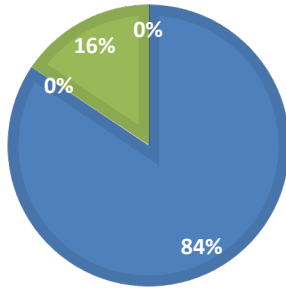
ISSUED	7	9	27
CITATIONS/VIOLATIONS ISSUED			
	Previous Year	Current Month	YTD Total
ISSUED	5	0	8

Code Enforcement – June 2021

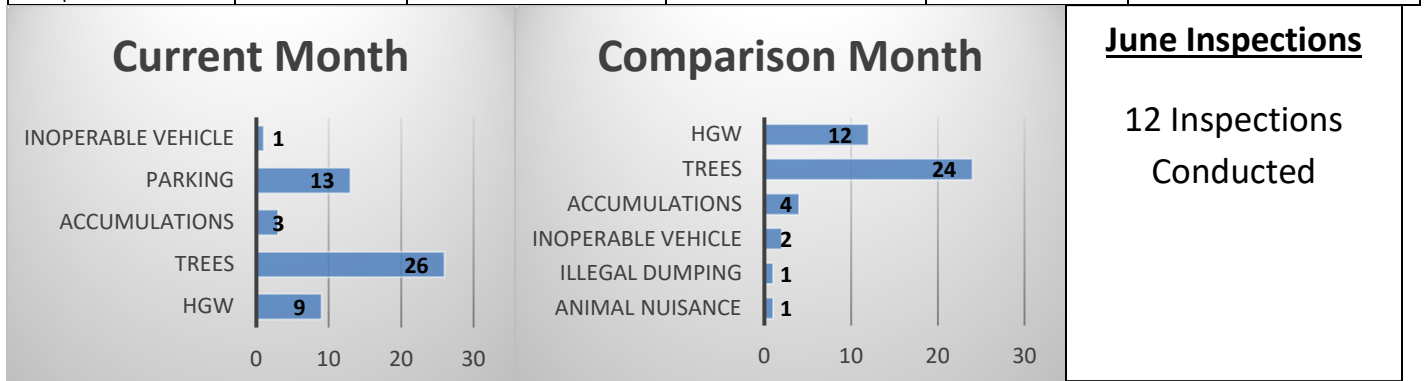
■ Nuisance ■ Building ■ Permits ■ Zoning

■ Residential ■ Commercial

■ Proactive ■ Reactive



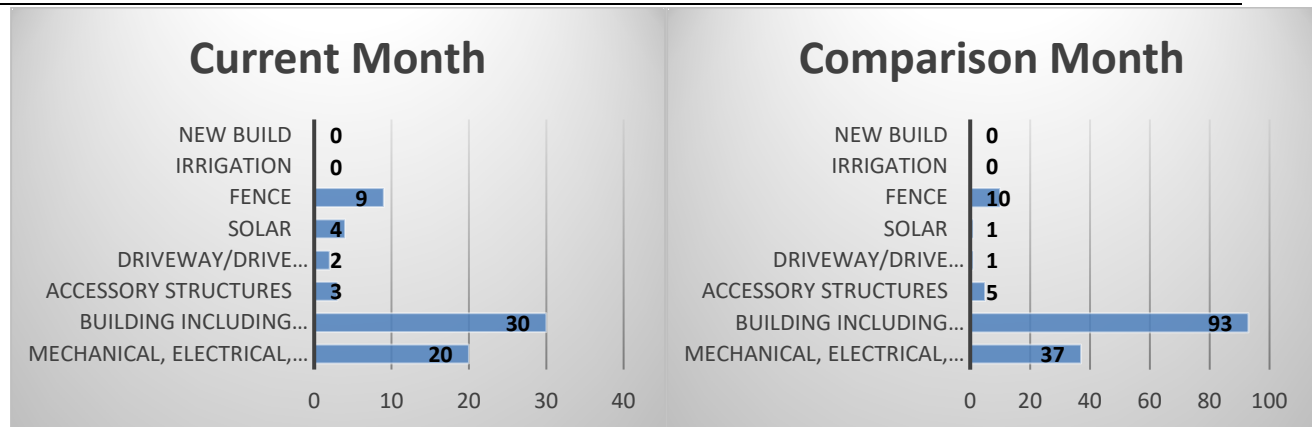
Current Month Violations					
	Notices Issued	Pending Compliance	Compliance Obtained	Citations Issued	Abatement by City
Nuisance Violations	92	20	72	0	0
Building Violations	0	0	0	0	0
Zoning Issues	0	0	0	0	0
Permit Violations	17	1	16	0	0
Fiscal Year Totals	1201	389	812	19	1
Previous Fiscal Year Comparison	590	137	423	20	1



Signs				
	Current Month	Comparison Month Previous Year	Fiscal Year 20/21	Previous Fiscal Year Comparison
Commercial Sign Violations	0	0	1	2
Bandit Sign Removal	5	2	38	77

Building Summary				
	Current Month	Comparison Month Previous Year	Fiscal Year 20/21	Previous Fiscal Year Comparison
Registered Vacant Building	0	0	14	24
Registered Rental CO's	3	5	47	39
Substandard Buildings	0	0	1	3

Community Development – June 2021



Permits								
	Mechanical Electrical Plumbing	Building Including Remodels	Accessory Structure	Driveway Drive Approach	Solar	Fence	Irrigation	New Build
Residential	16	25	3	2	4	9	0	0
Commercial	4	5	0	0	0	0	0	0
Fiscal Year 2020-2021	179	252	23	12	15	57	7	4
Comparison Fiscal Year 2019-2020	234	224	28	22	13	23	3	6

	Current Month	Comparison Month Previous Year	Fiscal Year To Date 2020-2021	Fiscal Year Comparison 2019-2020
Sign Permit	6	1	34	24
ROW Permit	5	1	36	43
Garage Sale Permit	33	19	129	114
Zoning, SUP, Code Consults	2	2	15	6
Pool Permits	0	3	5	5

Building Summary				
	Current Month	Comparison Month Previous Year	Fiscal Year To Date 2020-2021	Fiscal Year Comparison 2019-2020
Registered Rental CO's	3	5	47	41
Commercial CO's	1	5	46	42
Mobile Food Vendor	1	0	2	2

New Business Activity

- Fly By Light Media – 7301 Whitehall Suite C – Office/Professional

PUBLIC WORKS MONTHLY REPORT- JUNE 2021

Public Works starts and ends their day by taking/logging their temperature as part of the COVID-19 monitoring program the City has set in place.

Public Works handled a wide range of tasks. Some coming from work orders initiated by residents or staff.

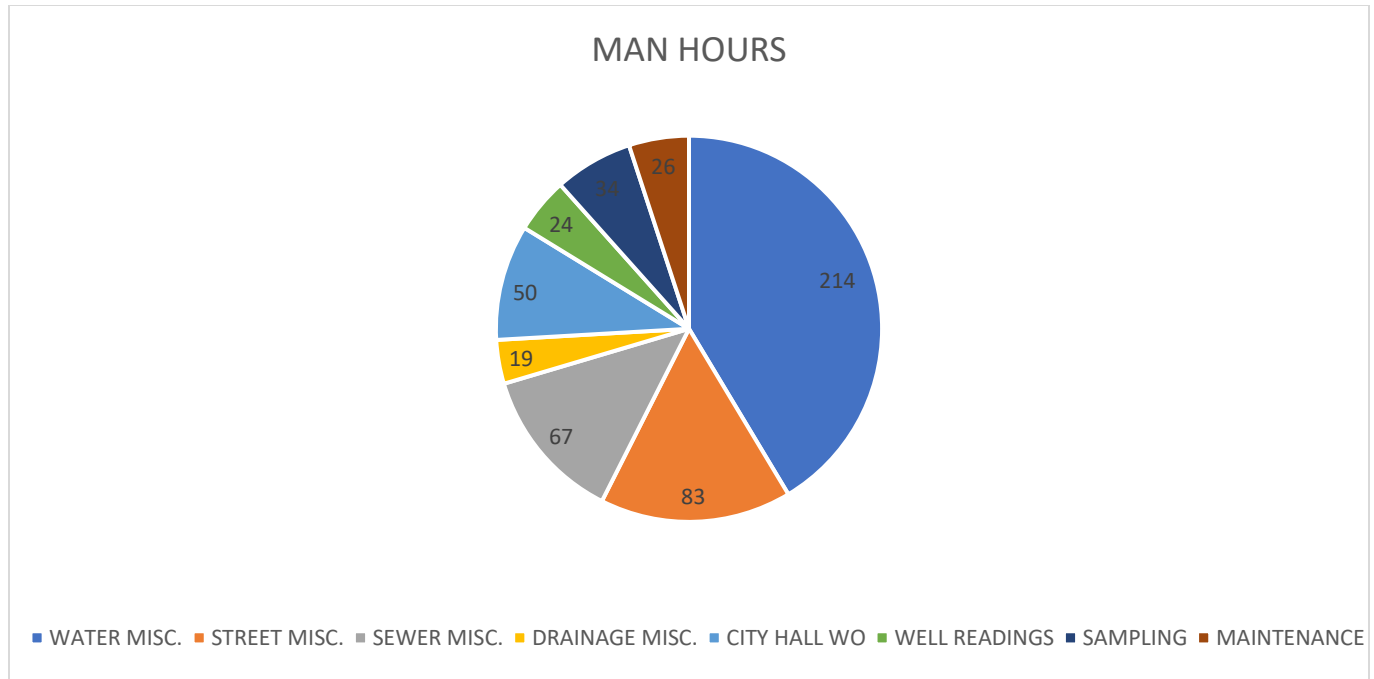
Yellowstone is contracted to mow some of the City's properties.

TASK		MAN HOURS	YTD
WATER MISC.	Water main breaks; dig ups for water jobs; back filled holes on water jobs; assisted contractors on water jobs; Checked for and repaired water meter leaks; SCADA; Back filled meter boxes; Replace Curb stops; check chlorine tanks; Assisted welder hand metal gate on door at well yard; flushed hydrants	214	253
STREET MISC.	Cold Patched potholes around City; picked up/ set up street barricades for Jobs. Cut low hanging limbs around City; cleaned road gutter line where needed; patrolled city for issues. Set flags on Baker for red white and you event.	83	145
SEWER MISC.	camera and jetted sewer line for sewer back up jobs. (sewer calls); emergency sewer backup/ repair; manhole inspections, inspect sewer lines.	67	39
DRAINAGE MISC.	cleaned drainage ditches, worked calls for drainage issue. Storm drain/Inlet inspections; Storm drain/ Inlet cleanup;	19	15

PUBLIC WORKS MONTHLY REPORT- JUNE 2021

CITY HALL WORK ORDERS	Completed work orders created by City Hall, initiated by customers or staff. Starts and Finals; water cuts.	50	49
WATER SAMPLING/ TESTING	Public works-maintained entry point water sampling, DLQOR testing, Bac-T, and Nap Testing. Raw water testing	34	36
WELL READINGS	Well readings and sewer meter readings were done daily.	24	25
MAINTANANCE	Tool maintenance; vehicle maintenance; Mower Maintenance; fueling up; supplies trips; take equip. to be serviced; drop trash at stockpile.	26	41

PUBLIC WORKS MONTHLY REPORT- JUNE 2021

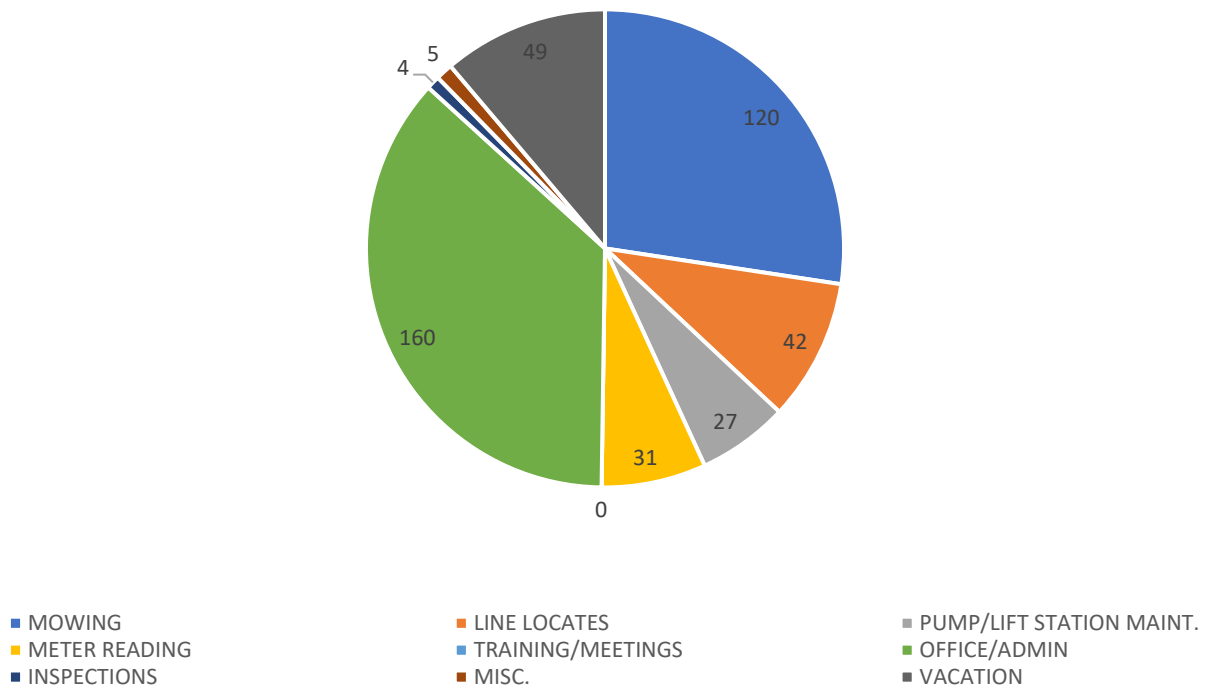


TASK		MAN HOURS	YTD
MOWING	Mowed and weeded city owned properties.	120	221
LINE LOCATES	Located water and sewer lines for contractors/ emergency line locates	42	22
PUMP & LIFT STATION MAINT.	Cleaned levee pump house and lift station; inspect levee and lift station; Well maintenance; well yard inspection; Ran pumps at Levee pumphouse.	27	7
METER READING	Read meters for utility billing. (electronic and hand reads)	31	9
TRAINING & MEETINGS	Training & Meetings	0	8

PUBLIC WORKS MONTHLY REPORT- JUNE 2021

OFFICE/ADMIN	Office/Admin/Reports	160	160
INSPECTIONS	Concrete pour inspections; drive approach inspections; flat work inspections.	4	12
MISCELLANEOUS	Meetings with contactors; various jobs; brought sandbags back from FD.	5	33
VACATION	Vacation	49	0

MAN HOURS



Parks and Recreation Director's Report

June 2021



Budget Analysis

June was a great revenue month for The Link. Programs, rentals and membership, along with all of the other smaller revenue streams, added up to the highest revenue generation The Link has ever had. In fact, it outpaced the highest by almost \$5,000.

Project/Program Updates

- **Memberships: \$5,847.94** Membership totals continued to grow in June. The membership totals were a 17 (Sells and Renewals – Cancellations and Terminations). The Link currently has 313 active memberships. In June, The Link had 1,969 scans with 279 unique scanners.

The May fitness challenge was the “Check-In and Bring a Friend” challenge. We had 14 people sign take advantage of this promotion.

- Medicare programs brought in **\$1,268.00** in additional monthly fees from 92 active members.
- **Camp Connect and Link Learner's Academy (LLA): \$26,279.77** Most weeks of summer camp program's registration are at 48 (full capacity) throughout the whole summer. We have also hired eight temporary employees to help staff the camp. We have a great group that are really doing a great job of offering a well managed, yet fun camp for the kids.
- **Programs:** Performance Experience (PE) will be offering new classes this summer as they move their programs from Eules to The Link. With Karate, Belly Dancing and Youth Dance classes already started, we are now looking at adding Self-Defense, Dog Training, and Children's writing and Cooking classes. Also, karate grew to 16
 - **Athletics:** The athletics at The Link includes free-play pickleball, volleyball, and basketball opportunities in the gymnasium. These options are open to members for free and the general public for a fee.
 - 0 people in Pickleball Lessons – No Lessons for June
 - Pickleball players – 73
 - Volleyball players – 32
 - **Special Events:** The Link hosted Pops & Pickle in June. We had 7 of the 9 time slots reserved with over 40 players in attendance. Those registered also got a chance to enjoy some Chick-fil-a and Frio's Ice Pops at an additional cost.

- **Community Programs:** The Link, while designed to generate revenue, tries to find a balance with community programs that anyone can join.
 - Lunch Bunch – 77 attended, with 18 staying for Beep, Beep Bingo
 - Tarrant Area Food Bank – in association with Center Point Church – 97 families were served
- **Senior Programs:** Trips have started back up with 19 seniors joining staff at the Dallas Arboretum on June 16. The group will be able to go to the Ranger's game and Best Maid Pickle Factory in July.
- **Trail Project:** The Richland Hills Hike and Bike Trail is all but complete. Minimal work is left, including moving the signs and painting of the crosswalk stripes. Staff is now working with Yellowstone to begin scheduling the mowing and maintenance.
- **ROWS and Medians:** The city continues to add to the contract. We are scheduling a tour through the city to make sure that there is clarity on the details of each property. Baker Blvd medians and ROWs are priority one with the municipal complex next in importance.
- **Parks:** The new Parks Supervisor, Ken Benware, has started and has already been very helpful. Staff looks forward to getting him situated in his position to benefit the parks and mowing.
- **Landscaping:** Yellowstone has been contracted to mow all city property, except for pump and water storage areas. This change is short-term until the Public Works staff is at a full staffing. They have performed an irrigation system check to get all our zones working.
- **Marketing:** The most recent Connection will be mailed out in January. We are producing them in-house and changing information monthly. The mailed selection was the now typical 1 page. Staff produced a full 12-page Connection in house for pick up.

○ Webpage visits: 2,495	○ Facebook engagements: 1,113
○ Google Business Searches: 15,450	○ Twitter Impressions: 532
○ Yelp Views: 38	○ YouTube Views: 0
○ Instagram Reach: 1,	○ Nextdoor: 0
- **Rentals: \$11,295.80** The Link hosted 35 rentals this month. There is a lot of renewed interest in hosting different functions. Most weekends have at least one booking each day during the summer.

Valuable Information:

- Staff is planning a new Hispanic Heritage event for September 18, 2021. This would be the first year of this annual event.

Link Revenue	May 2019	May 2020	May 2021	Fiscal Year 20-21 YTD
Classes	\$1,177.50	\$2,250.00	\$534.50	\$7,741.25
Link Membership	\$6,577.48	\$2,673.25	\$5,827.94	\$44,427.38
One Day Passes	\$940.00	\$209.00	\$357.00	\$2,596.00
Fitness Classes	\$715.16	\$206.75	\$373.12	\$3,425.66
Personal Training	\$450.00	\$0	\$1,532.00	\$3,857.00
Athletics	\$473.00	\$165.00	\$698.67	\$12,319.42
Camps	\$20,338.64	\$6,931.90	\$26,410.77	\$31,139.88
After School	\$397.24	-	(\$131.00)	\$49,296.10
Rentals	\$13,523.76	\$2,480.51	\$12,972.10	\$71,799.93
Medicare Membership	\$1,027.00	\$1,056.00	\$1,268.00	\$9,540.00
Total	\$45,619.78	\$13,722.41	\$49,842.98	\$236,142.62

Finance

Fiscal Year 2020-2021, Period Ending 6/30/2021

Revenue and Expense Summary					
	Approved Budget	Current Month Actual	YTD Actual	Available Budget	% YTD of Total Budget
General Fund (001)					
Revenue					
Taxes	\$ 6,164,363	\$ 252,947	\$ 5,100,358	\$ 1,064,005	83%
Fines & Forfeitures	\$ 465,150	\$ 26,859	\$ 221,247	\$ 243,903	48%
Licenses & Permits	\$ 148,130	\$ 16,499	\$ 140,373	\$ 7,757	95%
Service Charges	\$ 306,850	\$ 22,576	\$ 205,523	\$ 101,327	67%
Miscellaneous	\$ 57,000	\$ 22,786	\$ 109,522	\$ (52,522)	192%
Total Revenues	\$ 7,141,493	\$ 341,667	\$ 5,777,023	\$ 1,364,470	81%
Expenditures					
Municipal Court	\$ 260,667	\$ 17,767	\$ 181,728	\$ 78,939	70%
Administration	\$ 610,611	\$ 11,516	\$ 380,883	\$ 229,728	62%
Police	\$ 1,905,782	\$ 141,857	\$ 1,370,059	\$ 535,723	72%
Fire	\$ 1,850,255	\$ 136,295	\$ 1,302,324	\$ 547,931	70%
Street	\$ 224,470	\$ 10,214	\$ 105,002	\$ 119,468	47%
Library	\$ 386,248	\$ 27,792	\$ 244,844	\$ 141,404	63%
Recreation	\$ 198,410	\$ 14,560	\$ 142,317	\$ 56,093	72%
Parks/Grounds	\$ 256,546	\$ 16,056	\$ 39,960	\$ 216,586	16%
Community Development	\$ 353,968	\$ 22,579	\$ 236,058	\$ 117,910	67%
Animal Control	\$ 174,125	\$ 15,862	\$ 114,840	\$ 59,285	66%
Legislative	\$ 185,722	\$ 13,399	\$ 102,306	\$ 83,416	55%
Shared Services	\$ 684,924	\$ 50,961	\$ 409,738	\$ 275,186	60%
Transfers out-Capital	\$ 379,690	\$ 142,270	\$ 142,270	\$ 237,420	37%
Total Expenditures	\$ 7,471,418	\$ 478,860	\$ 4,772,329	\$ 2,699,089	64%
Total Fund	\$ (329,925)	\$ (137,194)	\$ 1,004,693	\$ (1,334,618)	
Revenue Fund (002)					
Revenue					
Water	\$ 2,180,826	\$ 192,662	\$ 1,787,673	\$ 393,153	82%
Sewer	\$ 1,800,000	\$ 149,966	\$ 1,348,921	\$ 451,079	75%
Miscellaneous	\$ 60,000	\$ 8,805	\$ 37,493	\$ 22,507	62%
Total Revenues	\$ 4,040,826	\$ 351,433	\$ 3,174,087	\$ 866,739	79%
Expenses					
Shared Services	\$ 330,011	\$ 18,718	\$ 218,180	\$ 111,831	66%
Administration	\$ 512,787	\$ 64,330	\$ 297,656	\$ 215,131	58%
Transfers/Debt Service	\$ 472,937	\$ -	\$ 50,969	\$ 421,969	11%
Water Service	\$ 1,246,857	\$ 43,751	\$ 728,994	\$ 517,863	58%
Wastewater Service	\$ 1,415,868	\$ 73,390	\$ 849,126	\$ 566,742	60%
Total Expenses	\$ 3,978,460	\$ 200,188	\$ 2,144,924	\$ 1,833,536	54%
Total Fund	\$ 62,366	\$ 151,245	\$ 1,029,163	\$ (966,797)	
Link Operating Fund (098)					
Revenue					
Recreation	\$ 240,600	\$ 55,172	\$ 245,210	\$ (4,610)	102%
Transfer in General Fund	\$ 237,420	\$ -	\$ -	\$ 237,420	0%
Total Revenue	\$ 478,020	\$ 55,172	\$ 245,210	\$ 232,810	51%
Expenditures					
Recreation	\$ 482,204	\$ 45,562	\$ 379,002	\$ 103,202	79%
Total Fund	\$ (4,184)	\$ 9,609	\$ (133,791)	\$ (107,813)	