

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING AGENDA
AUGUST 23, 2021
CITY HALL, 3200 DIANA DRIVE**

The Work Session and Regular Session are 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.

A quorum of the City Council will be present at City Hall. However, some members of the Council may be unable to attend and will be participating by teleconference or video conference. Like all City Council meetings, the Work Session and Regular Session will be broadcast live over the City of Richland Hills website for those who wish to watch from home.

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.**
2. FY 2022 Budget Overview: Special Revenue Funds & Debt Service
3. Discuss items listed on tonight's City Council agenda. No action will be taken and each item will be considered during the Regular Session.

REGULAR SESSION – 7:00 PM

CALL TO ORDER

INVOCATION AND PLEDGES OF ALLEGIANCE

1. PRESENTATIONS

- A. Presentaton of Library Card Sign-up Month Proclamation
- 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.

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 August 9, 2021 City Council Regular Meeting
- B. Approve Resolution 544-21 approving a negotiated settlement between the Atmos Cities Steering Committee (ACSC) and Atmos Energy Corp., Mid-Tex Division regarding the Company's 2021 Rate Review Mechanism Filing

3. PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

- A. None

4. ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS

- A. None

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

- A. None

6. OTHER ITEMS FOR CONSIDERATION

- A. Consider approval and adoption of Employee Compensation Plan

7. REPORTS & DISCUSSIONS

- A. Fire Station Project Update
- B. Street Improvement Projects Update
- C. Discuss proposed FY 2022 Street Improvement Projects
- D. July 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 19th day of August 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: Candice Edmondson, City Manager

Date: August 23, 2021

Subject: FY 2022 Budget Overview: Special Revenue Funds and Debt Service

Agenda Item:

FY 2022 Budget Overview: Special Revenue Funds and Debt Service

Background Information:

Staff will present an overview of the proposed FY 2022 Special Revenue Funds and Debt Service Budgets.

Financial Considerations:

The proposed FY 2022 Annual Budget will go into effect on October 1, 2021 if approved by City Council.

Legal Review:

N/A

Board/Citizen Input:

The proposed FY 2022 Annual Budget will be presented in Work Sessions on August 9, 2021 and August 23, 2021. Public Hearings will be held on September 13, 2021 and September 27, 2021 with final approval and adoption occurring September 27, 2021.

Attachments:

None

Council Action Requested:

Discussion Item Only

Memorandum

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

From: Cathy Bourg, City Secretary

Date: August 23, 2021

Subject: Presentation of Library Card Sign-up Month Proclamation

Agenda Item:

Presentation of Library Card Sign-up Month Proclamation

Background Information:

In recognition of “Library Card Sign-up Month”, Mayor Lopez will present a Proclamation to Richland Hills Library Director, Chantele Hancock.

Since 1987, Library Card Sign-up Month has been held each September to mark the beginning of the school year. During the month, the American Library Association and libraries unite in a national effort to ensure every child signs-up for their own library card.

Throughout the school year, public librarians and library staff will assist parents and caregivers with saving hundreds of dollars on educational resources and services for students. From free access to STEAM programs/activities, educational apps, in-person and virtual homework help, technology workshops to the expertise of librarians, a library card is one of the most cost-effective back-to-school supplies available.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

Library Card Sign-up Month Proclamation

Council Action Requested:

Presentation of Library Card Sign-up Month Proclamation



PROCLAMATION

Library Card Sign-up Month

Whereas, a library card is the most essential school supply of all; and

Whereas, libraries and librarians play a crucial role in the education and development of children; and

Whereas, libraries offer a variety of programs to stimulate an interest in reading and learning; and

Whereas, library resources serve people of all ages, from early literacy to STEAM programs to research databases; and

Whereas, signing up for a library card is the first step on the path towards academic achievement and lifelong learning; and

Whereas, a library card gives students the tools that foster success in the classroom and beyond; and

Whereas, librarians create welcoming and inclusive spaces for people of all backgrounds to learn together and engage with one another; and

Whereas, a library card empowers all people to pursue their dreams and explore new passions and interests; and

Whereas, libraries are constantly transforming and expanding services to meet the evolving needs of their communities.

Now, therefore, I, Edward Lopez, Mayor of Richland Hills, do hereby proclaim September as LIBRARY CARD SIGN-UP MONTH in Richland Hills, Texas and encourage everyone to sign up for their own library card today.

Dated this 23rd day of August 2021.

Edward Lopez, Mayor

Memorandum

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

From: Cathy Bourg, City Secretary

Date: August 23, 2021

Subject: Minutes from the August 9, 2021 Regular City Council Meeting

Agenda Item:

Approval of minutes from the August 9, 2021 City Council Regular Meeting

Background Information:

N/A

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

August 9, 2021 Draft Minutes

Council Action Requested:

Motion to approve the minutes from the August 9, 2021 Regular City Council Meeting

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING
AUGUST 9, 2021
DRAFT MINUTES**

Roll Call:

Council present

Edward Lopez, Mayor

Stacey L. Morse, Place 2

Curtis A Bergthold, Mayor Pro Tem

Javier Alvarez, Place 4

G.W. Estep, Place 5

Council absent

Douglas Knowlton, Place 1

Staff present

Candice Edmondson, City Manager

Cathy Bourg, City Secretary

Fritz Quast, City Attorney

CITY COUNCIL WORK SESSION – 6:08 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.**

None

2. FY 2022 Budget Overview: General Fund and Utility Fund

Patricia Albrecht, Director of Finance and Administration Services gave a presentation on the 2021 Certified Tax Roll (Fiscal Year 2022/Tax Year 2021).

Candice Edmondson, City Manager gave a presentation on the General Fund and Utility Fund for the FY 2022 Annual Budget.

- 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 7:16 p.m.

Invocation – Mayor Lopez

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.

None

Motion: Motion was made by Councilmember Bergthold and seconded by Councilmember Morse to remove item 2B from the consent agenda for separate discussion.

Motion carried by a vote of 4-0. Councilmember Knowlton absent

CONSENT AGENDA

2A. Approve minutes from the June 28, 2021 City Council Regular Meeting

Motion: Motion was made by Councilmember Morse and seconded by Councilmember Bergthold to approve the consent agenda.

Motion carried by a vote of 4-0. Councilmember Knowlton absent

2B. Approve and adopt the 2021 Certified Tax Roll (Fiscal Year 2022/Tax Year 2021)

**Item 2B was considered following Item 4A.*

Patricia Albrecht, Director of Finance and Administration Services presented the 2021 Certified Tax Roll (Fiscal Year 2022/Tax Year 2021).

Fritz Quast, City Attorney explained new legislation and answered question from the Mayor and Council regarding the proposed Tax Rate and setting the date for a Public Hearing on the Tax Rate.

Motion: Motion was made by Councilmember Bergthold and seconded by Councilmember Morse to approve and adopt the 2021 Certified Tax Roll

(Fiscal Year 2022 / Tax Year 2021) and set the proposed tax rate for FY2022 at \$0.558551 per \$100 and set the public hearing for September 13, 2021.

Motion carried by a vote of 4-0. Councilmember Knowlton absent

PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

3A. None

ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS

4A. Consider Ordinance 1412-20B amending the Municipal Fee Schedule

Candice Edmondson, City Manager presented Ordinance 1412-20B amending the Municipal Fee Schedule.

On June 14th, the City Council considered several amendments to the Municipal Fee Schedule. One of the proposed amendments was to create a Community Event Fee for community events that are not hosted by the City of Richland Hills, but that are held at city facilities and parks or that require city resources.

Staff originally proposed a \$300 Community Event Fee to help recover costs associated with these large public events. After thorough discussion, Council requested staff consider additional modifications to the Community Event Fee. Below are the proposed fee amendments related to community events.

Proposed Fee Schedule Amendments - Community Events:

- Increase Special Event Permit Fee from \$25 to \$50
- Add a Rental Security Deposit of \$150 for community events hosted at city facilities and parks
- Add the following Rental Fees for community events hosted at city facilities and parks:
 - Resident - \$300
 - Non-Resident - \$360

All other fees required for the successful execution of an event will be based on cost per item (barricades, signs, etc.) or the appropriate staff overtime rate if city support is needed during the event. All proposed fees would be presented to the event organizer prior to approval.

The proposed event fees are meant to cover the costs of large community events held at city facilities and parks and do not pertain to general use and enjoyment of these public amenities.

In addition, the City Code of Ordinance establishes fees for the annual registration and inspection of Garage Apartments, Guest Houses and Boarding Houses. Those fees are not currently included in the Municipal Fee Schedule and need to be added.

Proposed Fee Schedule Amendments – Chapter 14. Buildings and Building Regulations:

- Annual Registration and Inspection – Boarding House, Garage Apartment and Guest House = \$150

Motion: Motion was made by Councilmember Morse and seconded by Councilmember Estep to approve Ordinance 1412-20B amending the Municipal Fee Schedule.

Motion carried by a vote of 4-0. Councilmember Knowlton absent

CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS

5A. Consider an Interlocal Cooperation Agreement between the Cities of Burleson, Haltom City, Keller, Richland Hills, Watauga, the Benbrook Library District and the Forest Hill Library District for Reciprocal Lending of Library Materials

Chantele Hancock, Library Director gave a presentation on an Interlocal Cooperation Agreement between the Cities of Burleson, Haltom City, Keller, Richland Hills, Watauga, the Benbrook Library District and the Forest Hill Library District for Reciprocal Lending of Library Materials.

On January 11, 2021 the City Council was updated on changes occurring within the MetroPAC library consortium of which the Richland Hills Public Library is a member. The Fort Worth Public Library, who manages the consortium's integrated library system (ILS), announced that the contract would need to be changed from a true consortium to a service provider model. All participating libraries would be required to match their lending policies (check out times and limits, fees, reserves, etc.) with Fort Worth policies, the courier schedule would be determined by Fort Worth, and the cost for administration and maintenance of the ILS and courier fees would increase. In essence, the Richland Hills Public Library and any other libraries remaining in the MetroPAC would lose their autonomy and function as a branch of the Fort Worth Public Library.

After extensive research and discussion, the remaining MetroPAC libraries decided to form a new consortium with a new ILS system. The new MetroShare consortium will launch this fall in partnership with the Cities of Haltom City, Watauga, Keller and Burleson, the Benbrook Library District and the Forest Hill Library District.

Motion: Motion was made by Councilmember Morse and seconded by Councilmember Estep to approve an Interlocal Cooperation Agreement between the Cities of Burleson, Haltom City, Keller, Richland Hills, Watauga, the Benbrook Library District and the Forest Hill Library District for Reciprocal Lending of Library Materials.

Motion carried by a vote of 4-0.

5B. Consider renewal of the Interlocal Agreement for Combined Public Safety Dispatching and Jail Services for the Cities of North Richland Hills, Haltom City, Richland Hills and Watauga Texas

Kim Sylvester, Police Chief presented a renewal of the Interlocal Agreement for Combined Public Safety Dispatching and Jail Services for the Cities of North Richland Hills, Haltom City, Richland Hills and Watauga Texas.

In October of 2011, the four cities of Richland Hills, North Richland Hills, Haltom City and Watauga signed a ten (10) year Interlocal Agreement to combine critical safety services amongst the four cities. These services included Communications (Dispatch) and the Detention Facility with North Richland Hills being the host agency of the program.

Sharing a single radio channel and standardizing communications for police and fire has allowed for a better delivery of service for all communities. Each agency is able to hear the radio traffic and respond with assistance immediately as needed. Many historical barriers were eliminated which embraced a “get someone on scene as quickly as possible” philosophy for critical calls. This has allowed officers to easily move between jurisdictions as needed and warranted by the call type. The program provides a much larger contingent of officers than any single agency could have done alone. Likewise, the Fire Departments can more easily respond when needed because they can hear the radio traffic for all cities.

Over the past nine years the program has improved working relationships amongst the partner cities and capitalized on the many benefits that have resulted from combining these services. Therefore, the Partner Cities Chiefs’ have agreed and recommend that it is in the best interest of our respective cities residents and businesses to renew the combined Public Safety Dispatching and Jail Services agreement for another ten (10) year term, beginning on October 1, 2021 and ending on September 30, 2031.

Motion: Motion was made by Councilmember Alvarez and seconded by Councilmember Estep to approve renewal of the Interlocal Agreement for Combined Public Safety Dispatching and Jail Services for the Cities of North Richland Hills, Haltom City, Richland Hills and Watauga Texas.

Motion carried by a vote of 4-0. Councilmember Knowlton absent

OTHER ITEMS FOR CONSIDERATION

6A. None

REPORTS & DISCUSSIONS

7A. None

8. COMMUNITY INTEREST ITEMS

- Senior Lunch Bunch – Indoor Seating & To Go Orders - Thursday, August 12; 12 noon – 1 PM; The Link
- Tarrant County Food Pantry - Thursday, August 12; 5:30 PM – 7PM; The Link Parking Lot
- Fiesta de Herencia - Saturday, September 18; 4:00 PM – 9:00 PM; The Link Plaza -Mark your calendars for this celebration of Hispanic Heritage Month. Attractions including a mechanical bull, entertainment with a live DJ and bands, food from numerous Hispanic vendors and other activities for those of all ages to enjoy.
- Richland Hills Literary Club – Meets at the Library on the second Tuesday of each month at 6:30 p.m.
- Vax Shack at the Animal Shelter – The fourth Thursday of each month

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 Bergthold and seconded by Councilmember Morse to adjourn.

Motion carried by a vote of 4-0.

There being no further business to come before the City Council, Mayor Lopez declared the meeting adjourned at 8:00 p.m.

ATTEST

APPROVED

Cathy Bourg, City Secretary

Edward Lopez, Mayor

Memorandum

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

From: Candice Edmondson, City Manager

Date: August 23, 2021

Subject: Negotiated Rate Settlement with Atmos

Agenda Item:

Approve Resolution 544-21 approving a negotiated settlement between the Atmos Cities Steering Committee (ACSC) and Atmos Energy Corp., Mid-Tex Division regarding the Company's 2021 Rate Review Mechanism Filing

Background Information:

Richland Hills, along with 171 other Mid-Texas cities served by Atmos Energy Corporation, Mid-Tex Division ("Atmos Mid-Tex" or "Company"), is a member of the Atmos Cities Steering Committee ("ACSC"). In 2007, ACSC and Atmos Mid-Tex settled a rate application filed by the Company pursuant to Section 104.301 of the Texas Utilities Code for an interim rate adjustment commonly referred to as a GRIP filing (arising out of the Gas Reliability Infrastructure Program legislation). That settlement created a substitute rate review process, referred to as Rate Review Mechanism ("RRM"), as a substitute for future filings under the GRIP statute.

Since 2007, there have been several modifications to the original RRM Tariff. The most recent iteration of an RRM Tariff was reflected in an ordinance adopted by ACSC members in 2018. On or about April 1, 2021, the Company filed a rate request pursuant to the RRM Tariff adopted by ACSC members. The Company claimed that its cost-of-service in a test year ending December 31, 2020, entitled it to additional system-wide revenues of \$43.4 million.

Application of the standards set forth in ACSC's RRM Tariff required Atmos to reduce its request to \$40.5 million, \$29.3 million of which would be applicable to ACSC members. ACSC's consultants concluded that the system-wide deficiency under the RRM regime should be \$22.34 million instead of the claimed \$40.5 million. The amount of the \$22.34 million deficiency applicable to ACSC members would be \$16.8 million.

After the Company reviewed ACSC's consultants' report, ACSC's Executive Committee and the Company negotiated a settlement whereby the Company would receive an increase of \$22.78 million from ACSC cities, but with a two-month delay in the Effective Date until December 1, 2021. This should save ACSC cities approximately \$3.8 million.

The Executive Committee recommends a settlement at \$22.78 million. The Effective Date for new rates is December 1, 2021. ACSC members should take action approving the Resolution before October 1, 2020.

Proof of Revenues:

Atmos generated proof that the rate tariffs attached to the Resolution will generate \$22.78 million in additional revenues from ACSC cities. That proof is included as Attachment 1 to this memo. ACSC consultants have agreed that Atmos' Proof of Revenues is accurate.

Bill Impact:

The impact of the settlement on average residential rates is an increase of \$1.28 on a monthly basis, or 2.2 percent. The increase for average commercial usage will be \$4.03 or 1.61 percent. A bill impact comparison is included as Attachment 2.

Summary of ACSC's Objection to the Utilities Code Section 104.301 GRIP Process:

ACSC strongly opposed the GRIP process because it constitutes piecemeal ratemaking by ignoring declining expenses and increasing revenues while rewarding the Company for increasing capital investment on an annual basis. The GRIP process does not allow any review of the reasonableness of capital investment and does not allow cities to participate in the Railroad Commission's review of annual GRIP filings or allow recovery of cities' rate case expenses. The Railroad Commission undertakes a mere administrative review of GRIP filings (instead of a full hearing) and rate increases go into effect without any material adjustments. In ACSC's view, the GRIP process unfairly raises customers' rates without any regulatory oversight. In contrast, the RRM process has allowed for a more comprehensive rate review and annual evaluation of expenses and revenues, as well as capital investment.

RRM Savings Over GRIP:

While residents outside municipal limits must pay rates governed by GRIP, there are some cities served by Atmos Mid-Tex that chose to remain under GRIP rather than adopt RRM. Additionally, the City of Dallas adopted a variation of RRM which is referred to as DARR. When new rates become effective on December 1, 2021, ACSC residents will maintain an economic monthly advantage over GRIP and DARR rates (see Attachment 3).

Conclusion:

The Legislature's GRIP process allowed gas utilities to receive annual rate increases associated with capital investments. The RRM process has proven to result in a more efficient and less costly (both from a consumer rate impact perspective and from a ratemaking perspective) than the GRIP process. Given Atmos Mid-Tex's claim that its historic cost of service should entitle it to recover \$43.4 million in additional system-wide revenues, the RRM settlement at \$22.78 million for ACSC cities reflects substantial savings to ACSC cities. Settlement at \$22.78 million (plus \$3.8 million of additional savings due to the two-month delay) is fair and reasonable. The ACSC Executive Committee consisting of city employees of 18 ACSC cities urges all ACSC members to pass the Resolution before October 1, 2021. New rates become effective December 1, 2021.

Financial Considerations:

N/A

Legal Review:

Legal Counsel with Lloyd Gosselink Rochelle & Townsend, P.C., who represent ACSC member cities, reviewed the 2021 RRM Resolution and attachments

Board/Citizen Input:

N/A

Attachments:

2021 RRM Proof of Revenues
2021 RRM Bill Impact
2021 RRM Monthly Savings over GRIP and DARR Rates
Resolution 544-21

Council Action Requested:

Motion to approve Resolution 544-21 approving a negotiated settlement between the Atmos Cities Steering Committee (ACSC) and Atmos Energy Corp., Mid-Tex Division regarding the Company's 2021 Rate Review Mechanism Filing

**Attachment 1 to
Model Staff Report**

2021 RRM

Proof of Revenues

ATMOS ENERGY CORP., MID-TEX DIVISION
RRM CITIES RATE REVIEW MECHANISM
PROOF OF REVENUES - RRM CITIES
TEST YEAR ENDING DECEMBER 31, 2020

Line No.	Customer Class (a)	Current (b)	Proposed (c)	Bills (d)	Ccf/MmBtu (e)	Current Revenues (f)	Proposed Revenues (g)	Increase (h)
1	Residential							
2	Customer Charge	\$	20.25	\$		\$ 280,698,048	\$ 289,015,027	\$ 8,316,979
3	Consumption Charge	0.26651	0.27979	13,861,632		167,181,199	175,511,717	\$ 8,330,518
4	Revenue Related Taxes				627,298,034	30,398,805	31,528,717	
5	Total Class Revenue					\$ 478,278,052	\$ 496,055,461	\$ 17,777,409
6	Commercial							
7	Customer Charge	\$	54.50	\$		\$ 59,642,184	\$ 61,830,888	\$ 2,188,704
8	Consumption Charge	0.11728	0.12263	1,094,352		42,672,431	44,619,033	\$ 1,946,602
9	Revenue Related Taxes				363,850,875	6,944,376	7,225,051	
10	Total Class Revenue					\$ 109,258,991	\$ 113,674,972	\$ 4,415,981
11	Industrial & Transportation							
12	Customer Charge	\$	1,014.50	\$		\$ 7,158,312	\$ 7,442,316	\$ 284,004
13	Consumption Charge Tier 1	\$	0.4157	\$	7,056	3,109,328	3,238,728	\$ 129,400
14	Consumption Charge Tier 2	\$	0.3044	\$		2,521,298	2,626,490	\$ 105,192
15	Consumption Charge Tier 3	\$	0.0653	\$		850,136	885,287	\$ 35,151
16	Revenue Related Taxes				13,018,926	925,722	963,306	
17	Total Class Revenue					\$ 14,564,796	\$ 15,156,127	\$ 591,331
18	Total Excluding Other Revenue					\$ 602,101,840	\$ 624,886,561	\$ 22,784,721
19	Revenue Related Tax Factor	6.7873%						\$ 21,336,550

**Attachment 2
to 2021 RRM Staff Report**

Bill Impact

[illegible]

2.14%

**Attachment 3
to 2021 RRM Staff Report**

RRM Monthly Savings Over GRIP and DARR Rates

**ATMOS ENERGY CORP., MID-TEX DIVISION
RESIDENTIAL AVERAGE BILL COMPARISON
(EXCLUDING GAS COSTS)**

	ACSC Settled	DARR Settled	ATM Filing	ENVIRONS Filing
Customer Charge	\$20.85	\$23.80	\$27.68	\$25.90
Monthly Ccf [1]	45.2	52.7	45.2	45.2
Consumption Charge	\$0.27979	\$0.19526	\$0.14846	\$0.18653
Average Monthly Bill	\$33.50	\$34.09	\$34.39	\$34.33
		-\$0.60	-\$0.89	-\$0.83

[1] Recognizes that average normal usage for Dallas residential customers is greater than Mid-Tex average.

RESOLUTION NO. 544-21

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RICHLAND HILLS, TEXAS, APPROVING A NEGOTIATED SETTLEMENT BETWEEN THE ATMOS CITIES STEERING COMMITTEE (“ACSC”) AND ATMOS ENERGY CORP., MID-TEX DIVISION REGARDING THE COMPANY’S 2021 RATE REVIEW MECHANISM FILING; DECLARING EXISTING RATES TO BE UNREASONABLE; ADOPTING TARIFFS THAT REFLECT RATE ADJUSTMENTS CONSISTENT WITH THE NEGOTIATED SETTLEMENT; FINDING THE RATES TO BE SET BY THE ATTACHED SETTLEMENT TARIFFS TO BE JUST AND REASONABLE AND IN THE PUBLIC INTEREST; APPROVING AN ATTACHED EXHIBIT ESTABLISHING A BENCHMARK FOR PENSIONS AND RETIREE MEDICAL BENEFITS; APPROVING AN ATTACHED EXHIBIT REGARDING AMORTIZATION OF REGULATORY LIABILITY; REQUIRING THE COMPANY TO REIMBURSE ACSC’S REASONABLE RATEMAKING EXPENSES; DETERMINING THAT THIS RESOLUTION WAS PASSED IN ACCORDANCE WITH THE REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT; ADOPTING A SAVINGS CLAUSE; DECLARING AN EFFECTIVE DATE; AND REQUIRING DELIVERY OF THIS RESOLUTION TO THE COMPANY AND THE ACSC’S LEGAL COUNSEL.

WHEREAS, the City of Richland Hills, Texas (“City”) is a gas utility customer of Atmos Energy Corp., Mid-Tex Division (“Atmos Mid-Tex” or “Company”), and a regulatory authority with an interest in the rates, charges, and services of Atmos Mid-Tex; and

WHEREAS, the City is a member of the Atmos Cities Steering Committee (“ACSC”), a coalition of similarly-situated cities served by Atmos Mid-Tex (“ACSC Cities”) that have joined together to facilitate the review of, and response to, natural gas issues affecting rates charged in the Atmos Mid-Tex service area; and

WHEREAS, ACSC and the Company worked collaboratively to develop a Rate Review Mechanism (“RRM”) tariff that allows for an expedited rate review process by ACSC Cities as a substitute to the Gas Reliability Infrastructure Program (“GRIP”) process instituted by the

Legislature, and that will establish rates for the ACSC Cities based on the system-wide cost of serving the Atmos Mid-Tex Division; and

WHEREAS, the current RRM tariff was adopted by the City in a rate ordinance in 2018; and

WHEREAS, on about April 1, 2021, Atmos Mid-Tex filed its 2021 RRM rate request with ACSC Cities based on a test year ending December 31, 2020; and

WHEREAS, ACSC coordinated its review of the Atmos Mid-Tex 2021 RRM filing through its Executive Committee, assisted by ACSC's attorneys and consultants, to resolve issues identified in the Company's RRM filing; and

WHEREAS, the Executive Committee, as well as ACSC's counsel and consultants, recommend that ACSC Cities approve an increase in base rates for Atmos Mid-Tex of \$22.78 million applicable to ACSC Cities with an Effective Date of December 1, 2021; and

WHEREAS, ACSC agrees that Atmos' plant-in-service is reasonable; and

WHEREAS, with the exception of approved plant-in-service, ACSC is not foreclosed from future reasonableness evaluation of costs associated with incidents related to gas leaks; and

WHEREAS, the two month delayed Effective Date from October 1 to December 1 will save ACSC ratepayers approximately \$3.8 million off new rates imposed by the attached tariffs (Exhibit A); and

WHEREAS, the attached tariffs (Exhibit A) implementing new rates are consistent with the recommendation of the ACSC Executive Committee, are agreed to by the Company, and are just, reasonable, and in the public interest; and

WHEREAS, the settlement agreement sets a new benchmark for pensions and retiree medical benefits (Exhibit B); and

WHEREAS, the settlement agreement establishes an amortization schedule for regulatory liability prepared by Atmos Mid-Tex (Exhibit C); and

WHEREAS, the RRM Tariff contemplates reimbursement of ACSC's reasonable expenses associated with RRM applications;

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

Section 1. That the findings set forth in this Resolution are hereby in all things approved.

Section 2. That, without prejudice to future litigation of any issue identified by ACSC, the City Council finds that the settled amount of an increase in revenues of \$22.78 million for ACSC Cities represents a comprehensive settlement of gas utility rate issues affecting the rates, operations, and services offered by Atmos Mid-Tex within the municipal limits arising from Atmos Mid-Tex's 2021 RRM filing, is in the public interest, and is consistent with the City's authority under Section 103.001 of the Texas Utilities Code.

Section 3. That despite finding Atmos Mid-Tex's plant-in-service to be reasonable, ACSC is not foreclosed in future cases from evaluating the reasonableness of costs associated with incidents involving leaks of natural gas.

Section 4. That the existing rates for natural gas service provided by Atmos Mid-Tex are unreasonable. The new tariffs attached hereto and incorporated herein as Exhibit A, are just and reasonable, and are designed to allow Atmos Mid-Tex to recover annually an additional \$22.78 million from customers in ACSC Cities, over the amount allowed under currently approved rates. Such tariffs are hereby adopted.

Section 5. That the ratemaking treatment for pensions and retiree medical benefits in Atmos Mid-Tex's next RRM filing shall be as set forth on Exhibit B, attached hereto and incorporated herein.

Section 6. That subject to any future settlement or decision regarding the balance of Excess Deferred Income Tax to be refunded to ratepayers, the amortization of regulatory liability shall be consistent with the schedule found in Exhibit C, attached hereto and incorporated herein.

Section 7. That Atmos Mid-Tex shall reimburse the reasonable ratemaking expenses of the ACSC in processing the Company's 2021 RRM filing.

Section 8. That to the extent any resolution or ordinance previously adopted by the Council is inconsistent with this Resolution, it is hereby repealed.

Section 9. That the meeting at which this Resolution was approved was in all things conducted in strict compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

Section 10. That if any one or more sections or clauses of this Resolution is adjudged to be unconstitutional or invalid, such judgment shall not affect, impair, or invalidate the remaining provisions of this Resolution, and the remaining provisions of the Resolution shall be interpreted as if the offending section or clause never existed.

Section 11. That consistent with the City Ordinance that established the RRM process, this Resolution shall become effective from and after its passage with rates authorized by attached tariffs to be effective for bills rendered on or after December 1, 2021.

Section 12. That a copy of this Resolution shall be sent to Atmos Mid-Tex, care of Chris Felan, Vice President of Rates and Regulatory Affairs Mid-Tex Division, Atmos Energy Corporation, 5420 LBJ Freeway, Suite 1862, Dallas, Texas 75240, and to Thomas Brocato,

General Counsel to ACSC, at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue,
Suite 1900, Austin, Texas 78701.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF
RICHLAND HILLS, TEXAS, BY A VOTE OF ____ TO ____, ON THIS THE 23RD DAY OF
AUGUST 2021.

Mayor Edward Lopez

ATTEST:

City Secretary

APPROVED AS TO FORM:

City Attorney

Exhibit A
to 2021 RRM Resolution or Ordinance

Mid-Tex Tariffs
Effective December 1, 2021

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RRC Tariff No:

RATE SCHEDULE:	R – RESIDENTIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 12/01/2021	PAGE:

Application

Applicable to Residential Customers for all natural gas provided at one Point of Delivery and measured through one meter.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's monthly bill will be calculated by adding the following Customer and Ccf charges to the amounts due under the riders listed below:

Charge	Amount
Customer Charge per Bill	\$ 20.85 per month
Rider CEE Surcharge	\$ 0.05 per month ¹
Total Customer Charge	\$ 20.90 per month
Commodity Charge – All <u>Ccf</u>	\$0.27979 per Ccf

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Weather Normalization Adjustment: Plus or Minus an amount for weather normalization calculated in accordance with Rider WNA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Agreement

An Agreement for Gas Service may be required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

¹Reference Rider CEE - Conservation and Energy Efficiency as approved in GUD 10170. Surcharge billing effective July 1, 2021.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RRC Tariff No:

RATE SCHEDULE:	C – COMMERCIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 12/01/2021	PAGE: Page

Application

Applicable to Commercial Customers for all natural gas provided at one Point of Delivery and measured through one meter and to Industrial Customers with an average annual usage of less than 30,000 Ccf.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's monthly bill will be calculated by adding the following Customer and Ccf charges to the amounts due under the riders listed below:

Charge	Amount
Customer Charge per Bill	\$ 56.50 per month
Rider CEE Surcharge	\$ 0.01 per month ¹
Total Customer Charge	\$ 56.51 per month
Commodity Charge – All Ccf	\$ 0.12263 per Ccf

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Weather Normalization Adjustment: Plus or Minus an amount for weather normalization calculated in accordance with Rider WNA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Agreement

An Agreement for Gas Service may be required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

¹ Reference Rider CEE - Conservation and Energy Efficiency as approved in GUD 10170. Surcharge billing effective July 1, 2021.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RRC Tariff No:

RATE SCHEDULE:	I – INDUSTRIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 12/01/2021	PAGE:

Application

Applicable to Industrial Customers with a maximum daily usage (MDU) of less than 3,500 MMBtu per day for all natural gas provided at one Point of Delivery and measured through one meter. Service for Industrial Customers with an MDU equal to or greater than 3,500 MMBtu per day will be provided at Company's sole option and will require special contract arrangements between Company and Customer.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's monthly bill will be calculated by adding the following Customer and MMBtu charges to the amounts due under the riders listed below:

Charge	Amount
Customer Charge per Meter	\$ 1,054.75 per month
First 0 MMBtu to 1,500 MMBtu	\$ 0.4330 per MMBtu
Next 3,500 MMBtu	\$ 0.3171 per MMBtu
All MMBtu over 5,000 MMBtu	\$ 0.0680 per MMBtu

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Curtailment Overpull Fee

Upon notification by Company of an event of curtailment or interruption of Customer's deliveries, Customer will, for each MMBtu delivered in excess of the stated level of curtailment or interruption, pay Company 200% of the midpoint price for the Katy point listed in *Platts Gas Daily* published for the applicable Gas Day in the table entitled "Daily Price Survey."

Replacement Index

In the event the "midpoint" or "common" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" is no longer published, Company will calculate the applicable imbalance fees utilizing a daily price index recognized as authoritative by the natural gas industry and most closely approximating the applicable index.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RATE SCHEDULE:	I – INDUSTRIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 12/01/2021	PAGE:

Agreement

An Agreement for Gas Service may be required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

Special Conditions

In order to receive service under Rate I, Customer must have the type of meter required by Company. Customer must pay Company all costs associated with the acquisition and installation of the meter.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RATE SCHEDULE:	T – TRANSPORTATION	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 12/01/2021	PAGE:

Application

Applicable, in the event that Company has entered into a Transportation Agreement, to a customer directly connected to the Atmos Energy Corp., Mid-Tex Division Distribution System (Customer) for the transportation of all natural gas supplied by Customer or Customer's agent at one Point of Delivery for use in Customer's facility.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's bill will be calculated by adding the following Customer and MMBtu charges to the amounts and quantities due under the riders listed below:

Charge	Amount
Customer Charge per Meter	\$ 1,054.75 per month
First 0 MMBtu to 1,500 MMBtu	\$ 0.4330 per MMBtu
Next 3,500 MMBtu	\$ 0.3171 per MMBtu
All MMBtu over 5,000 MMBtu	\$ 0.0680 per MMBtu

Upstream Transportation Cost Recovery: Plus an amount for upstream transportation costs in accordance with Part (b) of Rider GCR.

Retention Adjustment: Plus a quantity of gas as calculated in accordance with Rider RA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Imbalance Fees

All fees charged to Customer under this Rate Schedule will be charged based on the quantities determined under the applicable Transportation Agreement and quantities will not be aggregated for any Customer with multiple Transportation Agreements for the purposes of such fees.

Monthly Imbalance Fees

Customer shall pay Company the greater of (i) \$0.10 per MMBtu, or (ii) 150% of the difference per MMBtu between the highest and lowest "midpoint" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" during such month, for the MMBtu of Customer's monthly Cumulative Imbalance, as defined in the applicable Transportation Agreement, at the end of each month that exceeds 10% of Customer's receipt quantities for the month.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RATE SCHEDULE:	T – TRANSPORTATION	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 12/01/2021	PAGE:

Curtailment Overpull Fee

Upon notification by Company of an event of curtailment or interruption of Customer's deliveries, Customer will, for each MMBtu delivered in excess of the stated level of curtailment or interruption, pay Company 200% of the midpoint price for the Katy point listed in *Platts Gas Daily* published for the applicable Gas Day in the table entitled "Daily Price Survey."

Replacement Index

In the event the "midpoint" or "common" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" is no longer published, Company will calculate the applicable imbalance fees utilizing a daily price index recognized as authoritative by the natural gas industry and most closely approximating the applicable index.

Agreement

A transportation agreement is required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

Special Conditions

In order to receive service under Rate T, customer must have the type of meter required by Company. Customer must pay Company all costs associated with the acquisition and installation of the meter.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RIDER:	WNA – WEATHER NORMALIZATION ADJUSTMENT	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 12/01/2021	PAGE:

Provisions for Adjustment

The Commodity Charge per Ccf (100 cubic feet) for gas service set forth in any Rate Schedules utilized by the cities of the Mid-Tex Division service area for determining normalized winter period revenues shall be adjusted by an amount hereinafter described, which amount is referred to as the "Weather Normalization Adjustment." The Weather Normalization Adjustment shall apply to all temperature sensitive residential and commercial bills based on meters read during the revenue months of November through April. The five regional weather stations are Abilene, Austin, Dallas, Waco, and Wichita Falls.

Computation of Weather Normalization Adjustment

The Weather Normalization Adjustment Factor shall be computed to the nearest one-hundredth cent per Ccf by the following formula:

$$WNAF_i = R_i \frac{(HSF_i \times (NDD-ADD))}{(BL_i + (HSF_i \times ADD))}$$

Where

- i = any particular Rate Schedule or billing classification within any such particular Rate Schedule that contains more than one billing classification
- $WNAF_i$ = Weather Normalization Adjustment Factor for the i^{th} rate schedule or classification expressed in cents per Ccf
- R_i = Commodity Charge rate of temperature sensitive sales for the i^{th} schedule or classification.
- HSF_i = heat sensitive factor for the i^{th} schedule or classification divided by the average bill count in that class
- NDD = billing cycle normal heating degree days calculated as the simple ten-year average of actual heating degree days.
- ADD = billing cycle actual heating degree days.
- BL_i = base load sales for the i^{th} schedule or classification divided by the average bill count in that class

The Weather Normalization Adjustment for the j th customer in i th rate schedule is computed as:

$$WNA_j = WNAF_i \times q_{ij}$$

Where q_{ij} is the relevant sales quantity for the j th customer in i th rate schedule.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RIDER:	WNA – WEATHER NORMALIZATION ADJUSTMENT	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 12/01/2021	PAGE:

Base Use/Heat Use Factors

Weather Station	<u>Residential</u>		<u>Commercial</u>	
	Base use <u>Ccf</u>	Heat use <u>Ccf/HDD</u>	Base use <u>Ccf</u>	Heat use <u>Ccf/HDD</u>
Abilene	11.88	0.1459	85.39	0.6996
Austin	10.34	0.1452	194.82	0.9398
Dallas	15.21	0.1915	148.19	1.0986
Waco	10.63	0.1373	130.39	0.7436
Wichita Falls	12.63	0.1398	109.17	0.5803

Weather Normalization Adjustment (WNA) Report

On or before June 1 of each year, the company posts on its website at atmosenergy.com/mtx-wna, in Excel format, a *Weather Normalization Adjustment (WNA) Report* to show how the company calculated its WNAs factor during the preceding winter season. Additionally, on or before June 1 of each year, the company files one hard copy and an Excel version of the *WNA Report* with the Railroad Commission of Texas' Gas Services Division, addressed to the Director of that Division.

Exhibit B
to 2021 RRM Resolution or Ordinance

Mid-Tex
2021 Benchmark for Pensions
and Retiree Benefits

Line No.	Description	Shared Services		Mid-Tex Direct				Adjustment Total			
		Pension	Post-Employment Benefit Plan	Pension	Supplemental Executive Benefit Plan	Post-Employment Benefit Plan					
(a) (b) (c) (d) (e) (f) (g)											
Proposed Benefits Benchmark - Fiscal Year 2021 Willis Towers Watson											
1	Report as adjusted (1) (2) (3)	\$	2,917,949	\$	4,908,358	\$	5,447,063	\$	293,818	\$	6,600,073
2	Allocation to Mid-Tex		43.68%		43.68%		76.11%		100.00%		76.11%
Proposed Benefits Benchmark Costs Allocated to Mid-Tex (Ln 1 x Ln 2)											
3		\$	1,274,655	\$	2,144,130	\$	4,145,546	\$	293,818	\$	5,023,057
4	O&M and Capital Allocation Factor		100.00%		100.00%		100.00%		100.00%		100.00%
5	Proposed Benefits Benchmark Costs to Approve (Ln 3 x Ln 4) (3)	\$	1,274,655	\$	2,144,130	\$	4,145,546	\$	293,818	\$	5,023,057
6											
7											
8	Summary of Costs to Approve (1):										
9			75.07%		75.07%		38.66%		11.00%		38.66%
10	O&M Expense Factor (WP_F-2.3, Ln 2)										
11											
12											
13	Total Pension Account Plan	\$	956,873	\$	1,609,582	\$	1,602,484	\$	32,322	\$	2,559,357
14	Total Post-Employment Benefit Plan										3,551,272
15	Total Supplemental Executive Benefit Plan										32,322
16	Total (Ln 13 + Ln 14 + Ln 15)	\$	956,873	\$	1,609,582	\$	1,602,484	\$	32,322	\$	6,142,952

Notes:

1. Studies not applicable to Mid-Tex or Shared Services are omitted.
2. Mid-Tex is proposing that the Fiscal Year 2021 Willis Towers Watson actuarial amounts shown on WP_F-2.3 and WP_F-2.3.1, be approved by the RRM Cities as the benchmark amounts to be used to calculate the regulatory asset or liability for future periods. The benchmark amount approved by the RRM Cities for future periods includes only the expense amount. The amount attributable to capital is recorded to utility plant through the overhead process as described in the CAM.
3. SSU amounts exclude cost centers which do not allocate to Mid-Tex for rate making purposes.

Exhibit C
to 2021 RRM Resolution or Ordinance

Mid-Tex 2021 Schedule for
Amortization for Regulatory Liability

ATMOS ENERGY CORP., MID-TEX DIVISION
RATE BASE ADJUSTMENTS
TEST YEAR ENDING DECEMBER 31, 2020
AMORTIZATION OF REGULATORY LIABILITY

Line No.	Year Ended Dec. 31	Beginning Protected Balance	Protected Amortization	Ending Protected Balance	Beginning Unprotected Balance	Unprotected Amortization	Ending Unprotected Balance	Total Protected & Unprotected Amortization	Total Protected & Unprotected Balance
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)
1	2017 (3)	\$ -	\$ -	\$ (51,477,654)	\$ -	\$ -	\$ 343,746,535	\$ -	\$ 292,268,881
2	2018	(51,477,654)	494,977	(50,982,677)	343,746,535	(3,513,868)	340,232,667	(3,018,891)	289,249,991
3	2019	(50,982,677)	1,979,910	(49,002,767)	340,232,667	(14,057,872)	326,174,795	(12,077,963)	277,172,028
4	2020	(49,002,767)	1,979,910	(47,022,857)	326,174,795	(13,988,908)	312,185,886	(12,008,999)	265,163,029
5	2021	(47,022,857)	3,464,842	(43,558,015)	312,185,886	(26,390,127)	285,795,760	(22,925,284)	242,237,745
6	2022	(43,558,015)	1,979,910	(41,578,105)	285,795,760	(60,167,528)	225,628,231	(58,187,619)	184,050,126
7	2023	(41,578,105)	1,979,910	(39,598,195)	225,628,231	(60,167,528)	165,460,703	(58,187,619)	125,862,508
8	2024	(39,598,195)	1,979,910	(37,618,286)	165,460,703	(60,167,528)	105,293,175	(58,187,619)	67,674,889
9	2025	(37,618,286)	1,979,910	(35,638,376)	105,293,175	(60,167,528)	45,125,646	(58,187,619)	9,487,270
10	2026	(35,638,376)	1,979,910	(33,658,466)	45,125,646	(45,125,646)	(0)	(43,145,737)	(33,658,466)
11	2027	(33,658,466)	1,979,910	(31,678,556)	(0)	0		1,979,910	(31,678,556)
12	2028	(31,678,556)	1,979,910	(29,698,647)	-	-		1,979,910	(29,698,647)
13	2029	(29,698,647)	1,979,910	(27,718,737)	-	-		1,979,910	(27,718,737)
14	2030	(27,718,737)	1,979,910	(25,738,827)	-	-		1,979,910	(25,738,827)
15	2031	(25,738,827)	1,979,910	(23,758,917)	-	-		1,979,910	(23,758,917)
16	2032	(23,758,917)	1,979,910	(21,779,007)	-	-		1,979,910	(21,779,007)
17	2033	(21,779,007)	1,979,910	(19,799,098)	-	-		1,979,910	(19,799,098)
18	2034	(19,799,098)	1,979,910	(17,819,188)	-	-		1,979,910	(17,819,188)
19	2035	(17,819,188)	1,979,910	(15,839,278)	-	-		1,979,910	(15,839,278)
20	2036	(15,839,278)	1,979,910	(13,859,368)	-	-		1,979,910	(13,859,368)
21	2037	(13,859,368)	1,979,910	(11,879,459)	-	-		1,979,910	(11,879,459)
22	2038	(11,879,459)	1,979,910	(9,899,549)	-	-		1,979,910	(9,899,549)
23	2039	(9,899,549)	1,979,910	(7,919,639)	-	-		1,979,910	(7,919,639)
24	2040	(7,919,639)	1,979,910	(5,939,729)	-	-		1,979,910	(5,939,729)
25	2041	(5,939,729)	1,979,910	(3,959,820)	-	-		1,979,910	(3,959,820)
26	2042	(3,959,820)	1,979,910	(1,979,910)	-	-		1,979,910	(1,979,910)
27	2043	(1,979,910)	1,979,910	0	-	-		1,979,910	0
28									
29	Revenue Related Tax Factor				See WP_F-5.1			6.79%	
30	Revenue Related Taxes on Annual Amortization				Amortization * Tax Factor		\$	3,949,355	
31	Amortization Including Revenue Related Taxes				Amortization + Taxes		\$	62,136,973	
32									
33	Notes:								
34	1. The annual amortization of the protected balance is a 26 year recovery period based on the Reverse South Georgia Method. The annual amortization of the unprotected balance is 5 years.								
35	2. The Regulatory Liability is recorded to FERC Accounts 253 and 242, Sub Account 27909.								
36	3. This is the final Mid-Tex liability balance filing the Fiscal Year 2018 tax return.								

Memorandum

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

From: Candice Edmondson, City Manager

Date: August 23, 2021

Subject: Employee Compensation Plan

Agenda Item:

Consider approval and adoption of Employee Compensation Plan

Background Information:

During the FY 2020 budget process, City Council approved the funding of a compensation study to better understand the city's market position for public safety and civilian positions and to consider possible pay plan recommendations designed to attract and retain qualified employees. After completing the RFQ process, the city engaged Public Sector Personnel Consultants (PSPC) to complete the study.

The results of the compensation study were presented to City Council on June 22, 2020. The study showed that the city's current civilian salary ranges are below market for 74% of the survey sample (20 surrounding comparative cities). The city's current salary schedules for Police and Fire classifications are also trending -10% or more below the market for most ranks, at pay range entry and top out. In addition, while the city is offering a competitive number, type and level of benefits for some areas surveyed, the city is not competitive in health insurance allowances offered for family coverage, and certification pay offerings for Police, Fire and Utility classifications.

The study recommended the city adopt new pay tables and place all employees on new tables representing 95% of market average and provide a 1% adjustment for all employees. Council approved the 1% adjustment for all employees in the FY 2021 Budget; however, after further analysis it was determined that moving all positions to 95% of market average would be too costly for the city in one fiscal year.

In considering the city's financial position and desire to be competitive in hiring and retaining, staff developed a pay plan that places all positions at 90% of market average. Staff also created a step pay plan for public safety personnel with a proposed 3% annual step increase.

In addition to implementation of the new pay plans, the Compensation Plan recommends the city evaluate opportunities to offer other compensation benefits such as certification pay and contributions to employee dependent health coverage as funding allows.

Financial Considerations:

Any adjustments required to get employees to 90% of market average for their position are included in the proposed FY 2022 Budget. The proposed budget also includes adjustments to get public safety personnel on the step pay plan equivalent to their time of service with the City of Richland Hills.

Future compensation plan adjustments will be considered on an annual basis during the budget process.

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

City of Richland Hills Employee Compensation Plan

Council Action Requested:

Motion to approve and adopt the proposed Employee Compensation Plan



City of Richland Hills Employee Compensation Plan

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PURPOSE

The purpose of this guide is to establish the compensation plan strategy that will work to achieve internal and external equity. It will utilize standard components such as job descriptions, salary ranges, classification process, and written procedures to maintain system integrity throughout the years to come. If maintained and followed, the compensation plan will achieve several purposes to include assisting in recruitment, retention, job satisfaction and service delivery.

BACKGROUND

The City of Richland Hills is a small community of about 8,000 residents located in Tarrant County, Texas. The City operates under the Council-Manager form of government; delivering a full range of traditional municipal services through a workforce of 92.75 full-time equivalent positions; with 34 classifications. These services include police, fire/emergency medical service, municipal court, library, administrative services (finance, human resources, city secretary, and city manager), parks and recreation, and neighborhood services (water, wastewater, drainage, streets, and code enforcement), economic development, community development (planning and zoning, permits and inspections), utility billing and animal control services.

In recent years the City has become concerned with employee turnover, especially among the ranks of the police, fire and public works departments. These departments, with a total of 54 budgeted positions, account for more than half of the total municipal workforce. The City's goal is to hire and retain quality employees which will have the effect of limiting the high cost of recruiting and training replacements to fill vacancies created by turnover. High turnover, limited knowledge and skills of less experienced employees restricts the effective delivery of service all across the City.

To be effective in reaching this goal, a compensation plan strategy is needed and will require periodic evaluation to remain competitive in the market. The previous compensation analysis was completed in approximately 2013. Since that time, economic conditions have changed. The City has experienced market pressure as surrounding cities have continued to grow compensation annually, effecting our ability to hire and retain a quality workforce. These market trends indicated a need to contract with a compensation consultant to assess our market competitiveness and provide guidance to establish a compensation plan that is sustainable for the future.

PLAN DEVELOPMENT

The City of Richland Hills retained Public Sector Personnel Consultants in January 2020 to conduct the compensation study. The study utilized best practice methodology to assess the relative position of the City in comparison to its comparators and competitors within the market. The study also included an assessment of the procedures and practices that define how employees obtain salary adjustments over time.

The Consultant developed the compensation plan by reviewing the current compensation and economic environment of the metroplex, reviewing the City's goals and compensation system, conducting a market study, and developing a pay plan structure. A competitive compensation plan allows the City to be an effective recruiter in the marketplace, contribute to a reduction in employee turnover, offer comparable base salaries for positions, and provides the means for upward growth and motivation for professional development.

COMPENSATION STRATEGY

The City's compensation strategy is to establish and administer an equitable program that provides for consistent treatment for all employees. The purpose of the City's compensation program is to support the City's desire to be competitive in the market in order to attract and retain a skilled workforce, while also encouraging high performance from employees by offering pay opportunities commensurate with their position's internal and external value.

The objective is to provide for a financially sustainable compensation plan and ensure a fair and predictable method of career progression and compensation for our employees.

The compensation strategy includes the criteria listed below.

Position Classification

The compensation strategy utilizes a point factor job evaluation methodology to determine the relative value of jobs based on job content. A point factor job evaluation system measures job classifications in terms of the degree to which several compensable factors are present in a given position. Compensable factors are measurable qualities, features, requirements or constructs that are common to many kinds of jobs. Each factor has defined levels and the levels provide a measurement scale for rating each factor.

This allows points to be assigned to each factor, creating a total numerical value in which positions can be ranked. This creates an orderly method for measuring each job relative to every other job and creates a hierarchy of positions.

The consultant has recommended that Human Resources retain responsibility for placement of new or reclassification of current positions using these guidelines. New and reclassification of

Compensable Factors

*Formal Education Experience
Authority and Autonomy
Complexity, Scope and Effect
Contacts and Interactions*

positions will occur with the budget process. Requests during the fiscal year, require City Council approval to reallocate funding.

Positions are divided into exempt and non-exempt categories and, by using this method, each group has a set of compensable factors which determine their placement on the pay plan. The market salary for the position is also surveyed and is a component of the evaluation.

It is important to note that sworn public safety positions (police officers, firefighters, etc.) have an existing internal formal ranking structure. This structure is used to develop a hierarchy of positions for the public safety pay plan.

Labor Market

A labor market is the market in which workers compete for jobs and employers compete for workers. These cities are divided into two categories, comparator cities, which means Richland Hills is similar in size and structure; and competitor cities, those cities that we compete with for employees. The City has designated 20 cities as the labor market and include the following:

Bedford	Haltom City	Prosper
Benbrook	Hurst	Roanoke
Bridgeport	Keller	Saginaw
Colleyville	Lake Dallas	Sanger
Decatur	Melissa	Trophy Club
Euless	North Richland Hills	Watauga
Fairview	Princeton	

These 20 cities represent a balance of organizations in size and geographic location.

Market Position

The City has determined to strive towards a ranking among these 20 cities

of 90% of the market average which is a position that places us in the bottom half of the comparing labor market. Ideally, being at 100% of the market average would place us in the middle of the cities surveyed - at the 50th percentile. By targeting 90% of the market average, we will position ourselves at the 40th percentile, meaning on average 60% of the labor market will pay higher than Richland Hills, while 39% of the market will pay lower.

While 90% of the market average is a good starting point, the City aims to be closer to market average. Part of the City's compensation strategy includes an annual assessment of market conditions and our financial standing to see if adjustments can be made to the pay plans to get us closer to market average. Through annual efforts to adjust our market position we will begin to have a positive impact on employee recruitment and retention.

Pay Structure

An organized pay structure provides employees a predictable method of career progression and sets future salary expectations. The City has established two pay plans based on 90% of market average:

- Civilian Pay Plan: This plan includes both non-exempt and exempt classifications with a 50% spread between the minimum pay and maximum pay with a 5% progression between each pay grade.
- Public Safety Pay Plan: This plan is a 10 step pay plan with a 3% progression between each step.

Range Movement

An important factor that defines a compensation plan is how employees move through the range.

- Civilian Pay Plan: With an open range system, the City has the most flexibility to determine pay adjustments as the budget allows. This flexibility allows us to consider pay for performance (which is not a current pay philosophy), incentive pay based on education and

certifications, transitional pay when hiring someone with many years of experience, one-time lump sum payments or cost of living adjustments to the base salary.

- Public Safety Pay Plan: With a step plan system, public safety personnel will move through the steps on an annual basis upon completion of a successful performance evaluation. Progression through the step plan is dependent on available funds as determined during the annual budget process.

Other Compensation Considerations

In addition to the Pay Structures discussed above, the City will evaluate opportunities to offer other compensation benefits such as certification pay and contributions to employee dependent health coverage as funding allows. Any additions to the compensation plan would be presented to City Council for approval during the budget process.

PLAN ADMINISTRATION

The Finance Department and Human Resources will manage and administer the compensation plan. The Director of Finance and Administrative Services or his/her designee is responsible for recommending changes in the basic philosophy and objectives of the compensation policy; ensuring that job descriptions are current and accurate; ensuring that new positions are placed appropriately on the pay plan and that all positions are reviewed periodically; and conducting salary surveys to recommend structure adjustments. More detail about each of these functions can be found below.

Job Descriptions

A job description is a written document that describes the essential functions of a position, focusing on the general purpose and the principal duties and responsibilities of the position. Each position title in the City should have a written job description. The description is intended to define the major functions of the position, not to provide a complete listing of all possible tasks and responsibilities. Job descriptions are reviewed on an as needed basis and each time a vacancy occurs to ensure the description accurately reflects the essential functions of the position.

Ongoing Job Evaluations

Each position in the City was placed on the pay plan at a classification level and accompanying salary range utilizing the point factor evaluation methodology and market data. The Finance Department and Human Resources are responsible for evaluating new position requests for placement on the pay plan and will complete a periodic comprehensive review of all classifications to ensure proper placement in the pay plan to maintain internal equity.

Market Survey

Once every two years, Human Resources will conduct a market salary survey. Using the established labor market, data is collected directly from the labor market and then used to assess the City's relative position to the market. Since the market is constantly changing, it is important to maintain a competitive position once it is achieved. The City proposes to maintain 90% of the market average, to accomplish this, it is recommended that there are periodic adjustments to the pay tables as the market inflates.

Selecting a market position for comparison, establishes a comparison point and lets us know how our pay structure may lag or lead the market. If it is determined that the City's pay structure lags the desired market position, a market adjustment, (moving the pay tables by a percentage), may be recommended. If approved by City Council, the market adjustment is implemented by moving the entire structure by the recommended percentage and, if necessary, bringing employees to the new minimum.

For example, if City Council approves a 3% compensation adjustment, half could be allocated to the base salary and half to the market adjustment (pay table movement) keeping us within the 90% market average. In this scenario, an employee could receive a 1.5% base pay adjustment and a 1.5% market adjustment; the market adjustment moves the pay tables by a percentage keeping the employee from moving backward in the pay range as the pay range progresses with the market.

Pay Increases

With the exception of market considerations, it is expected that employees will move through their pay ranges over time by receiving annual pay increases, as approved through the budget process. Pay increases can be a combination of base pay adjustments and/or other adjustments previously discussed.

Recommendations to City Council

During the normal budget process, the City Manager, Director of Finance and Administrative Services and Human Resources will review the market and financial status of the City and make recommendations to City Council regarding structure adjustments, new or reclassified positions and employee salary increases. The recommended compensation budget should be based upon the City's financial position and available funding. If funding is not available, pay increases should be frozen until such time that funding becomes available. As these recommendations reflect the compensation strategy of the City, the final budget allocation rests with the City Council, and should be made in the context of the total financial outlook for the organization.

Vacancies & New Hires

As positions are vacated, a vacancy request form will be completed by the department requesting the position to be filled. It is at this time, that Human Resources will verify the position exists in the slot management system and the Director of Finance and Administrative Services will determine if funding is available. Once an employee is hired, the new employee will normally start at the minimum of the pay range of their position. Individuals that exceed the minimum qualifications of the position may be placed higher in the pay range commensurate with their experience and education level, but no higher than midpoint of the range and only if funding is available. Such placement should take into consideration internal equity, budgeted funding, and is subject to approval from Human Resources, Finance Director, and the City Manager through a justification memorandum.

Promotions

Employees who are promoted to a higher pay grade classification shall receive a minimum of a 5% pay increase or shall be placed at the minimum of the new pay grade, whichever is greater.

Other Policy Considerations

Employees should not be paid less than the minimum of the pay grade established for their position. Further, increases are not intended to provide for employee salaries to exceed the maximum of the pay range for their position. Should an employee reach the maximum of their established pay range due to tenure with the City, an annual lump sum payment equal to the salary increase approved by City Council during the budget process may be given.

SUMMARY

Funding a competitive compensation plan is critical in attracting and retaining quality personnel. However, the plan must be internally equitable, externally competitive, fiscally responsible, easy to understand and administer, and aligned with the City's overall goals and objectives. This compensation plan incorporates each of these qualities by working toward a competitive market position that is fiscally sound and adopting flexible pay strategies to maintain internal and external equities.

APPENDIX

Proposed Civilian Pay Plan

Proposed Public Safety Step Plan

**City of Richland Hills
FY 2022 Salary Range
Pay Grade Order**

August 23, 2021
6A - 18

Title	Salary Range	Minimum	Midpoint	Maximum
City Manager				
Assistant City Manager	39	\$107,276	\$134,095	\$160,914
Director of Finance & Administrative Svcs	35	\$88,256	\$110,320	\$132,384
Director of Neighborhood Services	35	\$88,256	\$110,320	\$132,384
Fire Chief	35	\$88,256	\$110,320	\$132,384
Police Chief	35	\$88,256	\$110,320	\$132,384
Director of Parks and Recreation	34	\$84,054	\$105,067	\$126,080
City Secretary	30	\$69,151	\$86,439	\$103,727
Director of Library Services	30	\$69,151	\$86,439	\$103,727
Human Resources Manager	30	\$69,151	\$86,439	\$103,727
City Planner	28	\$62,722	\$78,403	\$94,083
Public Works Operations Manager	28	\$62,722	\$78,403	\$94,083
Court Administrator	27	\$59,735	\$74,669	\$89,603
Municipal Court Clerk	24	\$51,602	\$64,502	\$77,402
Assistant to the City Manager	23	\$49,144	\$61,430	\$73,717
Senior Accountant	23	\$49,144	\$61,430	\$73,717
Accountant	22	\$46,804	\$58,505	\$70,206
Development Manager	22	\$46,804	\$58,505	\$70,206
Marshal	22	\$46,804	\$58,505	\$70,206
Recreation Facility Manager	22	\$46,804	\$58,505	\$70,206
Admin Services Manager	22	\$46,804	\$58,505	\$70,206
Economic Development Specialist	21	\$44,575	\$55,719	\$66,863
HR Specialist	21	\$44,575	\$55,719	\$66,863
Communications Specialist	21	\$44,575	\$55,719	\$66,863
Youth Services Coordinator (PT)	20	\$42,453	\$53,066	\$63,679
PW Crewleader	20	\$42,453	\$53,066	\$63,679
Lead Code Enforcement Officer	19	\$40,431	\$50,539	\$60,647
Utility Billing Administrator	19	\$40,431	\$50,539	\$60,647
Recreation Supervisor	19	\$40,431	\$50,539	\$60,647
Tourism/Event Coordinator	19	\$40,431	\$50,539	\$60,647
PW Skilled Maintenance II	18	\$38,506	\$48,132	\$57,759
Park Maintenance Supervisor	18	\$38,506	\$48,132	\$57,759
Public Services Manager	18	\$38,506	\$48,132	\$57,759
Permit Technician	16	\$34,926	\$43,657	\$52,389
Animal Control Officer	16	\$34,926	\$43,657	\$52,389

**City of Richland Hills
FY 2022 Salary Range
Pay Grade Order**

August 23, 2021
6A - 19

Title	Salary Range	Minimum	Midpoint	Maximum
Code Enforcement Officer	16	\$34,926	\$43,657	\$52,389
Property Room Technician	16	\$34,926	\$43,657	\$52,389
Utility Billing Coordinator	16	\$34,926	\$43,657	\$52,389
Camp Director (PT)	15	\$33,263	\$41,579	\$49,894
Recreation Coordinator	15	\$33,263	\$41,579	\$49,894
PW Skilled Maintenance I	15	\$33,263	\$41,579	\$49,894
Accounting Technician/Lib Admin	14	\$31,679	\$39,599	\$47,518
Administrative Assistant	14	\$31,679	\$39,599	\$47,518
Police Records Technician	14	\$31,679	\$39,599	\$47,518
	13	\$30,171	\$37,713	\$45,256
Sr. Outreach/Admin Sec	12	\$28,734	\$35,917	\$43,101
Building Maintenance Worker	11	\$27,365	\$34,207	\$41,048
Library Assistant	10	\$26,062	\$32,578	\$39,093
Public Services Assistant	10	\$26,062	\$32,578	\$39,093
	9	\$24,821	\$31,026	\$37,232
Kennel Technician	8	\$23,639	\$29,549	\$35,459
Custodial Maintenance Worker (PT)	7	\$10.82	\$13.53	\$16.24
Seasonal PW Maintenance (PT)	7	\$22,514	\$28,142	\$33,770
PT Office Clerk (animal control)	6	\$10.31	\$12.89	\$15.46
Recreation Leader	6	\$21,445	\$26,811	\$32,157
Rental Attendant/Intern	6	\$10.31	\$12.89	\$15.46
Camp Counselor (Temp)	5	\$20,421	\$25,526	\$30,631
Park Intern	5	\$9.82	\$12.27	\$14.73
Child Care Attendant	4	\$19,448	\$24,310	\$29,172
Recreation Attendant	4	\$9.35	\$11.69	\$14.03
School Crossing Guard	3	\$7.25	\$11.13	

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
Class 201 Firefighter EMT Police Officer Recruit	\$ 49,500	\$ 50,985	\$ 52,515	\$ 54,090	\$ 55,713	\$ 57,384	\$ 59,106	\$ 60,879	\$ 62,705	\$ 64,586
Class 211 Firefighter Paramedic Police Officer	\$ 52,861	\$ 54,447	\$ 56,080	\$ 57,763	\$ 59,496	\$ 61,280	\$ 63,119	\$ 65,012	\$ 66,963	\$ 68,972
Class 221 Fire Engineer	\$ 59,449	\$ 61,232	\$ 63,069	\$ 64,962	\$ 66,910	\$ 68,918	\$ 70,985	\$ 73,115	\$ 75,308	\$ 77,567
Class 231 Police Sergeant	\$ 69,414	\$ 71,496	\$ 73,641	\$ 75,851	\$ 78,126	\$ 80,470	\$ 82,884	\$ 85,370	\$ 87,932	\$ 90,570
Class 241 Fire Captain Police Lieutenant	\$ 74,919	\$ 77,167	\$ 79,482	\$ 81,866	\$ 84,322	\$ 86,852	\$ 89,457	\$ 92,141	\$ 94,905	\$ 97,752
Class 251 Fire Marshal Police Captain	\$ 85,989	\$ 88,569	\$ 91,226	\$ 93,963	\$ 96,781	\$ 99,685	\$ 102,675	\$ 105,756	\$ 108,928	\$ 112,196

Memorandum

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

From: C. Russell Shelley, Fire Chief

Date: August 23, 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: August 23, 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: Candice Edmondson, City Manager

Date: August 23, 2021

Subject: FY 2022 Street Improvement Projects

Agenda Item:

Discuss proposed FY 2022 Street Improvement Projects

Background Information:

Staff will present a list of proposed street improvement projects, along with funding options, to Council for discussion.

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: Candice Edmondson, City Manager

Date: August 23, 2021

Subject: July Department Monthly Reports

Agenda Item:

July 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:

July Department Reports

Council Action Requested:

No Council Action

RICHLAND HILLS PUBLIC LIBRARY

JULY • 2021



IMPACT

July was a busy month for programs! We started the month by participating in the City Red, White and You event. We had 2 evening story times including a Farm Animal Storytime with a special guest hen!

We had an all ages free concert by *Taikodelic Japanese Drummers* attended by 52 people!

We wrapped the month up with our End of Summer Reading Event. In and Out Burger once again donated food for this event and gave away 275 burgers!

KEY FACTS (LAST YEAR)

- 1028 Visitors (705)
- 2627 Items checked out (2760)
- 747 Questions answered (525)
- 814 Program Attendance (441)
- 171 Computer sessions (143)

Municipal Court – July 2021

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

None at this time.

Citation Summary		
	Current Month	YTD Total
Violations Filed	181	1,804
Completed Cases– Paid Fine & Before Judge	74	856
Other Completed - Dismissed deferred, DSC, proof, compliance, by Judge or Prosecutor, plea & bar, void	77	751
Number of Warrants Issued	159	329
Number of Warrants Cleared	64	548
Number of Outstanding Warrants	146	278
Value of Outstanding Warrants	\$61,704.30	\$132,368.61
Total Fees Collected	\$28,105.16	\$332,946.46

City Marshal Activity Report
Month of JULY 2021

August 23, 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	4	\$ 1,381.00	11	\$ 4,055.00
Attorney bonds	2	\$ 890.63	25	\$ 12,170.08
Returned for Officer correction	0		2	\$ 652.10
Unable to locate - bad info	3	\$ 1,550.90	63	\$ 21,980.67
Paid/payment plan	7	\$ 3,152.60	71	\$ 36,274.70
Deceased	0		31	\$ 14,180.76
Cleared-Found Incarcerated	0		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	22	\$ 8,591.10	258	\$ 93,999.40
Arrested by other agencies	34	\$ 13,764.10	254	\$ 98,215.50
Paid by defendant	3	\$ 1,484.47	35	\$ 17,940.56
Released due to medical reasons	0	\$ -	6	\$ 2,846.00
Attorney bonds	3	\$ 1,461.20	27	\$ 13,150.17
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	7	\$ 2,754.10	102	\$ 38,904.50
Other Duties				
Bank detail	4		79	
Traffic stops	0		0	
Insurance verifications	6		82	
Vehicles inspected	0		6	
Bailiff hours	6		47	
Training	0		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	12		43	
Returned FTA notices	4		89	

Fire – July 2021

- Personnel completed **24** business inspections throughout the month.
- Members completed a combined **146** hours of training this month.
- The mutual aid agreement with Allegiance Ambulance resulted in no calls during July.
- A total of **8** development related meetings and inspections were conducted.
- The new Richland Middle School has passed all its final fire suppression system inspections and has been approved on the FD side for a Certificate of Occupancy
- Response times for July averaged **3 minutes 55 seconds** from receipt of call in dispatch to the first fire unit arriving on scene to assist.
- More than **23.6%** of emergency calls in July were received while our crews were already addressing another emergency in the City.
- The old fire station building was demolished on 7/30. The site should be clear and ready to start underground utility work in early August.
- 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 in the lobby of the new fire station. Please help yourself.

Service Calls – Through July 31. 2021			
	Current Month	July 2020	FY2021 Total
Fire Calls	4	3	50
EMS/Major Accidents/ Rescues	81	102	733
Hazardous Conditions – No Fire	5	10	45
Public Assistance	16	22	142
Good Intent (No Service Rendered)	6	7	80
False Alarm	15	18	98
Severe Weather & Natural Disaster	0	0	1
Total Calls	127	162	1,287
Automatic / Mutual Aid			
	Current Month	May 2020	YTD Total
Aid Received	18	21	132
Aid Given	13	16	142

Police

- Red, White & You – City-wide event
- Officer Involved Shooting Training @ DFW Airport
- Special Olympics Tip a Cop event at Texas Roadhouse

Service Calls			
	Previous Year	Current Month	YTD Total
Citizen Calls	434	517	3390
Officer Initiated	871	1366	7683
Total Calls	1305	1883	11073
Part 1 Offenses			
	Previous Year	Current Month	YTD Total
Murder	0	0	0
Rape	0	1	3
Robbery	0	0	1
Aggravated Assault	1	2	6
Burglary	0	2	13
Theft	23	16	97
Motor Vehicle Theft	3	0	12
Total	27	21	132
Crashes & Injuries			
	Previous Year	Current Month	YTD Total
Crash Reports	12	13	77
Injuries	1	3	15
Killed	0	0	0
Criminal Investigations			
	Previous Year	Current Month	YTD Total
Assigned Cases - Active	2	2	50
Unfounded	1	0	3
Suspended	6	1	32
Exceptionally Cleared	2	1	12
Arrest - Case Filed	24	43	54
Arrest - Case Not Filed	Not Available	22	137
On View Arrests	27	50	128
DWI / DUI	12	7	146
Cases Pending Submission	Not Available	15	45
Warrants Obtained (Felony)	1	3	19
Warrants Obtained (Misdemeanor)	3	2	18
Search Warrants Obtained	1	1	17
Warrants Served (Felony)	0	5	8
Warrants Served (Misdemeanor)	0	3	8
Probable Cause Determination	1	0	6
Family Violence Arrests	6	3	20
Active Protective Orders	Not Available	8	31
Records			
	Current Month		YTD Total
Sex Offender Registrations	1		19
Open Records Requests	48		284
Property & Evidence			

	Current Month	YTD Total
Pieces of Property Received	9	821
Items Taken to Lab for Narcotics Testing	23	69
Items Taken to Lab for Blood Alcohol Content Testing	4	50
Crime Scene Call Outs (Richland Hills Police Department)	3	20
Crime Scene Call Outs (Haltom City Police Department)	1	6

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

ANIMAL SERVICES

- We have now opened our Rescue Surgery day to Grapevine A.S., Shelter 2 Rescue, Tall Tails Feline Rescue & CPR (Companion Pet Rescue), during our 2nd Thursday of the month Rescue only Surgery day. We have provided over 100 spay & neuters during the month of July. This does not include the 50 Spay/Neuter and shot clinic provided to the public on the 4th Thursday of the month.

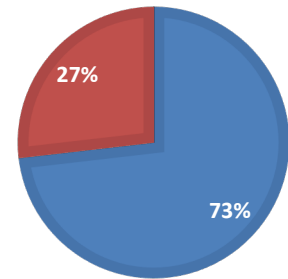
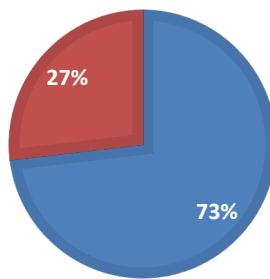
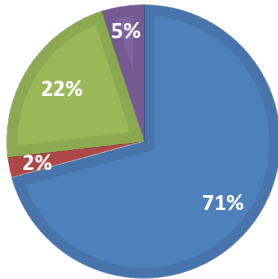
Service Calls			
	Previous Year	Current Month	YTD Total
Total Dispatched Calls	44	29	294
IMPOUNDS			
	Previous Year	Current Month	YTD Total
DOGS	17	18	116
CATS	27	14	79
OTHER THAN DOGS/CATS	0	0	1
TOTAL	44	32	196
INCIDENTS BY TYPE			
	Previous Year	Current Month	YTD Total
ANIMALS AT LARGE	22	17	137
AGGRESSIVE ANIMAL	5	0	12
ANIMAL COMPLAINTS	16	12	136
INJURED ANIMALS	1	0	9
TOTAL	44	29	294
BITE REPORTS			
	Previous Year	Current Month	YTD Total
ANIMAL BITES	0	0	4
SHELTER QUARANTINE	0	0	2
HOME QUARANTINE	0	0	2
SUBMISSION TO AUSTIN	0	0	0
UNABLE TO LOCATE	0	0	0
DISPOSITIONED ANIMALS			
	Previous Year	Current Month	YTD Total
DOGS ADOPTED	2	10	52
CATS ADOPTED	19	13	68
RETURNED TO OWNER/YARD	22	7	52
TRANSFERRED/RESCUED	6	4	17
EUTHANIZED/LOST/DIED IN CARE	1	1	5
CITY LICENSE ISSUED			
	Previous Year	Current Month	YTD Total
ISSUED	9	11	38
CITATIONS/VIOLATIONS ISSUED			
	Previous Year	Current Month	YTD Total
ISSUED	6	0	8

Code Enforcement – July 2021

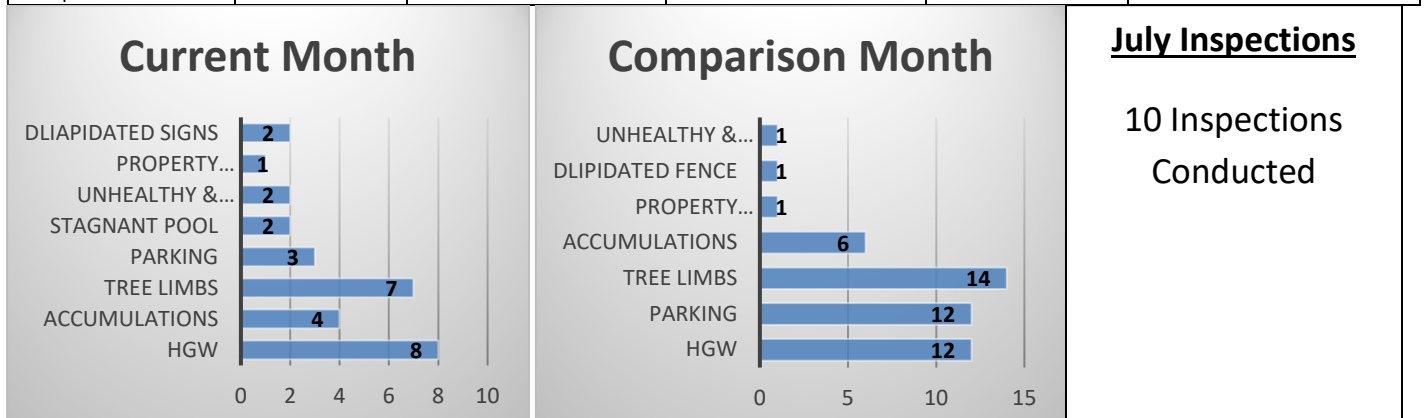
■ Nuisance ■ Building ■ Permits ■ Zoning

■ Proactive ■ Reactive

■ Residential ■ Commercial



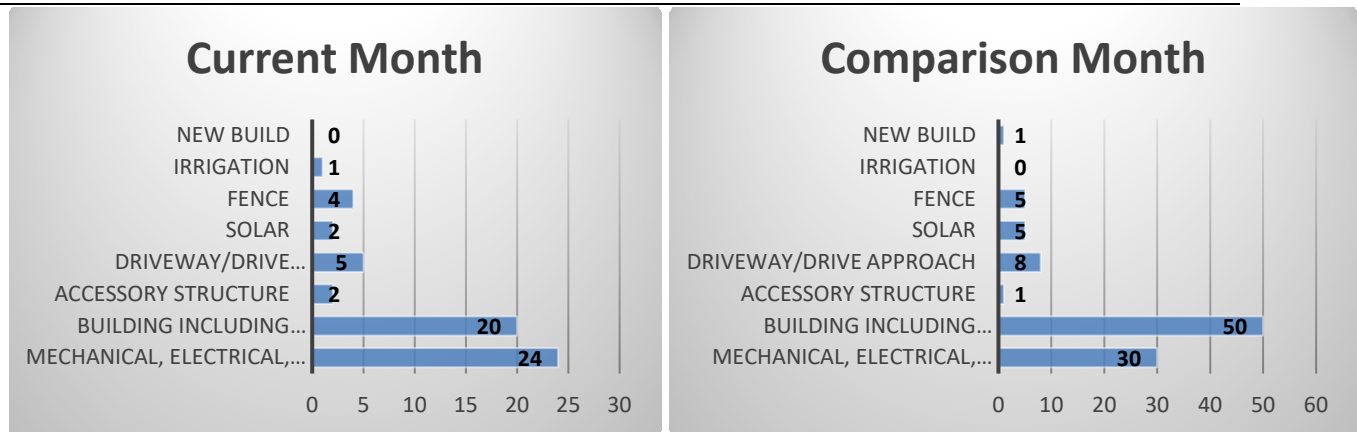
	Current Month Violations				
	Notices Issued	Pending Compliance	Compliance Obtained	Citations Issued	Abatement by City
Nuisance Violations	29	12	17	5	0
Building Violations	1	1	0	0	0
Zoning Issues	2	0	2	0	0
Permit Violations	9	1	8	0	0
Fiscal Year Totals	1242	403	839	24	1
Previous Fiscal Year Comparison	654	113	541	25	1



	Signs			
	Current Month	Comparison Month Previous Year	Fiscal Year 20/21	Previous Fiscal Year Comparison
Commercial Sign Violations	2	1	3	3
Bandit Sign Removal	2	3	40	80

	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	5	7	52	46
Substandard Buildings	0	0	1	3

Community Development – July 2021



Permits								
	Mechanical Electrical Plumbing	Building Including Remodels	Accessory Structure	Driveway Drive Approach	Solar	Fence	Irrigation	New Build
Residential	16	17	2	5	2	4	1	0
Commercial	8	3	0	0	0	0	0	0
Fiscal Year 2020-2021	203	272	25	17	17	61	8	4
Comparison Fiscal Year 2019-2020	264	274	29	30	18	28	3	7

	Current Month	Comparison Month Previous Year	Fiscal Year To Date 2020-2021	Fiscal Year Comparison 2019-2020
Sign Permit	4	1	38	25
ROW Permit	2	1	38	44
Garage Sale Permit	10	10	139	124
Zoning, SUP, Code Consults	0	2	15	6
Pool Permits	0	1	5	6

Building Summary				
	Current Month	Comparison Month Previous Year	Fiscal Year To Date 2020-2021	Fiscal Year Comparison 2019-2020
Registered Rental CO's	5	7	52	48
Commercial CO's	6	1	52	43
Mobile Food Vendor	1	0	3	2

New Business Activity

- USA Donuts – 7650 Glenview Dr – Restaurant
- Kerfside LLC – 7338 Dogwood Park – Cabinet/Upholstery Shop
- Boss Chick Beauty – 7410 Blvd 26 #104 – Braiding Salon
- Your Help Desk - 7075 Baker Blvd – Computer Repair
- Cowboy Roofing – 7020 Midway Rd – Construction
- FW Branch Institute of Divine Metaphysical Research – 6906 Baker Blvd – Religious Organization

Parks and Recreation Director's Report

July 2021



Budget Analysis

While not as high as June, July was a very good revenue month for The Link. Supported by multiple revenue streams and a healthy membership line, The Link's summer camp program and rentals resulted in a second month in a row over \$45,000.

Project/Program Updates

- **Memberships: \$5,787.87** Memberships were slightly down from the June high. The membership totals were a -3 (Sells and Renewals – Cancelations and Terminations). The Link currently has 310 active memberships. In June, The Link had 2,069 scans with 333 unique scanners.

The June fitness challenge for members was the Tour de Richland Hills. Members could log miles on the stationary bikes at The Link. Unfortunately, there was minimal participation with only two members riding for glory.

- Medicare programs brought in **\$1,479.00** in additional monthly fees from 105 active members.
- **Camp Connect and Link Learner's Academy (LLA): \$26,239.49** Every week but the last week ended up full or with just one opening. The only exception is week 12, which is still relatively full, but one of the charter schools will have started back.
- **Programs:** PE has begun youth volleyball at The Link with 7 girls practicing on two days a week. There has also been an increase in personal training under their guidance.
 - **Classes:** The Link is still building its stable of classes. We currently host
 - Karate – 8
 - Belly Dancing – 5
 - Create-a-thon – 40
 - Coming Soon – Photography, Dog Training, Self-Defense, DJ/Audio Engineering for Kids
 - **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.
 - Pickleball Lessons - 16
 - Pickleball players – 72
 - Volleyball players – 23
 - PE – Volleyball – 7

- **Special Events:** Richland Hills Red, White and YOU! celebration and patriotic parade were held on Saturday, July 3. It was scheduled for the 3rd to avoid hosting the event on a Sunday. Staff anticipates scheduling all activities on July 4th in 2022. The celebration started with a new parade route on Baker Blvd. Overall, there was a good attendance and well received by the public. Unfortunately, due to the threat of rain, most of the event was moved inside to The Link, the bays of the fire station and under the pavilion in the Plaza. There was an estimated 600 people that came out to enjoy the event.

The Grand Opening for the Richland Hills Hike and Bike Trail was hosted on July 24. After some speaking by the city manager, the mayor and the department director, there was a ribbon cutting to demonstrate the official opening of the trail. Staff came up with a Wizard of Oz theme and gave out foam golden bricks for the event with 44 people attending.

- **Community Programs:** The Link, while designed to generate revenue, tries to find a balance with community programs that anyone can join.
 - Lunch Bunch – 59 attended, with 30 more signing up for a to-go meal
 - Tarrant Area Food Bank – in association with Center Point Church –104 families were served
- **Senior Programs:** The first trip of the month was to Globe Life Field to watch the Rangers play the Detroit Tigers. 14 seniors went on that trip. The second trip saw 21 seniors make their way to the Best Maid Pickle Emporium and Leonard's Museum.
- **Parks:** Nothing new to report in the parks, but there has been pretty good use of the parks this summer. Despite the heat, children and families have waited till later in the day to come out to the parks and enjoy the amenities.
- **Landscaping:** Nothing new for landscaping.
- **ROWS and Medians:** Nothing new for medians.
- **Marketing:** Preparing

○ Webpage visits: 3,807	○ Facebook engagements: 1,223
○ Google Business Searches: 14,455	○ Twitter Impressions: 241
○ Yelp Views: 14	○ YouTube Views: 0
○ Instagram Reach: 835	○ Nextdoor: 0
- **Rentals: \$8,714.85** The Link hosted 36 rentals this month. Continued growth in this area. Even though the revenue is down this month, we hosted more smaller rentals.

Valuable Information:

- Staff is planning a new Hispanic Heritage event for September 18, 2021. This would be the first year of this annual event.
 - Fuel City - \$500 Sponsorship
 - El Chico – Food Booth

Link Revenue	July 2019	July 2020	July 2021	Fiscal Year 20-21 YTD
Classes	\$297.50	\$990.00	\$2,802.28	\$10,543.53
Link Membership	\$6,441.62	\$4,275.22	\$5,761.87	\$50,189.25
One Day Passes	\$1,336.00	\$307.00	\$292.00	\$2,888.00
Fitness Classes	\$785.60	\$82.68	\$503.62	\$3,929.28
Personal Training	\$0	\$0	\$896.86	\$4,753.86
Athletics	\$478.50	\$715.00	\$1,714.00	\$14,033.42
Camps	\$22,226.81	\$7,715.93	\$26,239.49	\$57,379.37
After School	\$459.17	\$0	\$0	\$49,296.10
Rentals	\$11,428.57	\$3,254.80	\$8,714.85	\$80,514.78
Medicare Membership	\$1,160.50	\$1,151.50	\$1,479.00	\$11,019.00
Total	\$44,614.27	\$18,492.13	\$48,403.97	\$284,546.59

Finance

Fiscal Year 2020-2021, Period Ending 7/31/2021

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	\$ 357,475	5,457,834	\$ 706,529	89%
Fines & Forfeitures	\$ 465,150	\$ 22,023	243,270	\$ 221,880	52%
Licenses & Permits	\$ 148,130	\$ 14,513	\$ 154,886	\$ (6,756)	105%
Service Charges	\$ 306,850	\$ 25,468	\$ 230,991	\$ 75,859	75%
Miscellaneous	\$ 57,000	\$ 14,031	\$ 123,553	\$ (66,553)	217%
Total Revenues	\$ 7,141,493	\$ 433,510	\$ 6,210,533	\$ 930,960	87%
Expenditures					
Municipal Court	\$ 260,667	\$ 29,624	\$ 211,352	\$ 49,315	81%
Administration	\$ 610,611	\$ 67,990	\$ 448,872	\$ 161,739	74%
Police	\$ 1,905,782	\$ 200,860	\$ 1,570,919	\$ 334,863	82%
Fire	\$ 1,850,255	\$ 191,305	\$ 1,493,630	\$ 356,625	81%
Street	\$ 224,470	\$ 16,117	\$ 121,119	\$ 103,351	54%
Library	\$ 386,248	\$ 45,714	\$ 290,558	\$ 95,690	75%
Recreation	\$ 198,410	\$ 16,122	\$ 158,439	\$ 39,971	80%
Parks/Grounds	\$ 256,546	\$ 5,976	\$ 45,936	\$ 210,610	18%
Community Development	\$ 353,968	\$ 79,085	\$ 315,143	\$ 38,825	89%
Animal Control	\$ 174,125	\$ 19,665	\$ 134,505	\$ 39,620	77%
Legislative	\$ 185,722	\$ 22,765	\$ 125,071	\$ 60,651	67%
Shared Services	\$ 684,924	\$ 50,068	\$ 459,806	\$ 225,118	67%
Transfers out-Capital	\$ 379,690	\$ -	\$ 142,270	\$ 237,420	37%
Total Expenditures	\$ 7,471,418	\$ 745,291	\$ 5,517,620	\$ 1,953,798	76%
Revenues Over/Under Expenditures	\$ (329,925)	\$ (312,411)	\$ 692,913		
Revenue Fund (002)					
Revenue					
Water	\$ 2,180,826	\$ 226,406	\$ 2,014,078	\$ 166,748	92%
Sewer	\$ 1,800,000	\$ 149,971	\$ 1,498,892	\$ 301,108	83%
Miscellaneous	\$ 60,000	\$ 7,416	\$ 44,909	\$ 15,091	75%
Total Revenues	\$ 4,040,826	\$ 383,793	\$ 3,557,879	\$ 482,947	88%
Expenses					
Shared Services	\$ 330,011	\$ 31,445	\$ 249,625	\$ 80,386	76%
Administration	\$ 512,787	\$ 37,467	\$ 335,123	\$ 177,664	65%
Transfers/Debt Service	\$ 472,937	\$ -	\$ 50,969	\$ 421,969	11%
Water Service	\$ 1,246,857	\$ 137,435	\$ 866,429	\$ 380,428	69%
Wastewater Service	\$ 1,415,868	\$ 89,450	\$ 938,576	\$ 477,292	66%
Total Expenses	\$ 3,978,460	\$ 295,797	\$ 2,440,721	\$ 1,537,739	61%
Revenues Over/Under Expenditures	\$ 62,366	\$ 87,996	\$ 1,117,158		
Link Operating Fund (098)					
Revenue					
Recreation	\$ 240,600	\$ 46,564	\$ 291,774	\$ (51,174)	121%
Transfer in General Fund	\$ 237,420	\$ -	\$ -	\$ 237,420	0%
Total Revenue	\$ 478,020	\$ 46,564	\$ 291,774	\$ 186,246	61%
Expenditures					
Recreation	\$ 482,204	\$ 71,025	\$ 450,027	\$ 32,177	93%
Revenues Over/Under Expenditures	\$ (4,184)	\$ (24,461)	\$ (158,253)		