RICHLAND HILLS CITY COUNCIL
REGULAR MEETING AGENDA
SEPTEMBER 12, 2022
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.

CITY COUNCIL WORK SESSION – 6:30 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). **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. 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. Employee Service Awards
- Police Chief Kimberly Sylvester

B. Library Card Sign-Up Month Proclamation

C. Citizen Appearances/Public Comments

Citizen comments emailed to Lindsay Wells (lwells@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. Consider approval of minutes from the August 22, 2022 City Council Regular Meeting

B. Consider approval of renewal of Funding Interlocal Agreement with Tarrant County for Baker Boulevard Intersections

3. PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

A. Consider approval and adoption of the Fiscal Year 2023 Crime Control and Prevention District Budget **PUBLIC HEARING**

B. Fiscal Year 2023 Tax Rate **PUBLIC HEARING**

C. Fiscal Year 2023 Budget and Multi-Year Capital Improvement Program **PUBLIC HEARING**

4. ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS

A. Consider Ordinance 1457-22 amending Chapter 58, “Offenses and Miscellaneous Provisions” of the Richland Hills Code by adding a new Article VII, “Possession of Catalytic Converter”

B. Consider Resolution 564-22 approving and authorizing the City Manager to accept, decline, modify, or cancel grant awards for the purchase of bullet-resistant shields for the Richland Hills Police Department

C. Consider Resolution 565-22 approving and authorizing the City Manager to accept, decline, modify, or cancel grant awards for ALERRT Travel Assistance for the Richland Hills Police Department

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

A. Consider Managed Services Agreement with TodoVerde, LLC for information technology services and authorize City Manager to sign agreement

6. OTHER ITEMS FOR CONSIDERATION

A. None

7. REPORTS & DISCUSSIONS

A. Fiesta de Herencia

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). **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 7th day of September 2022 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.

Lindsay Wells

Lindsay Wells
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.

Memorandum

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

From: Lindsay Wells, City Secretary

Date: September 12, 2022

Subject: Employee Service Award

Agenda Item:

Presentation of a 5-year Service Award to Kimberly Sylvester, Chief of Police

Background Information:

Educational Background
BS, Mountain State University (Magna Cum Laude)
Tarleton State University, working towards a Master's Degree in Public Administration

Professional Training and Development
Master Peace Officer License, TCLEOSE
Leadership Command College, Class #60
Bill Blackwood Law Enforcement Institute of Texas
43rd Management College, Institute for Law Enforcement Administration
80th School of Police Supervision, Institute for Law Enforcement Administration
FBI National Academy, 243rd Session

Professional Experience
Chief Sylvester has over 24 years' experience in law enforcement serving as a Police Captain at both the Richland Hills and Allen Police Department. Chief Sylvester was hired as an Operations Captain with the Richland Hills Police Department in 2017; she also served as the interim Police Chief prior to her appointment to Chief of Police on June 28, 2018.

While serving at the Allen Police Department, Chief Sylvester promoted thru all the ranks up to Police Captain and held various assignments. Chief Sylvester's foundation as a police officer began at the Richardson Police Department after she was selected from previously serving several years as a dispatcher. Chief's Sylvester's first law enforcement career began at the Weatherford Police Department where she served as a dispatcher until she re-located to the North Dallas area and began her career with the Richardson Police Department.

Chief Sylvester also has experience from the private sector where she managed three large public safety uniform stores that serviced both police and fire agencies throughout Texas.

Related Civic and Professional Activities
2nd Vice President, North Texas Police Chief's Association
Member, International Association of Chiefs of Police (IACP)
Member, Institute for Law Enforcement Administration Alumni Association (ILEA)
Member, FBINA Alumni Association
Member, Leadership Command College Alumni (LEMIT)

Chief Sylvester is an active supporter of the Texas Law Enforcement Torch Run for Special Olympics and promotes the engagement from the Law Enforcement community.

Personal

Chief Sylvester was born and raised in Tarrant County until her family moved to Parker County where she lived until after graduating from high school.

Chief Sylvester is a third-generation law enforcement officer, her mother served over 30 years in Law Enforcement, beginning her career with the Fort Worth Police Department and went on to command several Narcotics Task Forces. Her grandfather also served with the Vicksburg Mississippi Police Department.

Chief Sylvester's daughter is also a Corporal with the Frisco Police Department, making her the fourth generation of their family.

Chief Sylvester is married to Bryan Sylvester, who is the Chief of Police with the Sachse Police Department. They have five children together, Kayla (30), Dylan (26) and Coleton (25), Zachary (17), Isaac (12) and their dog, Ryder. They have resided in Allen, Texas for 22 years.

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: Lindsay Wells, City Secretary

Date: September 12, 2022

Subject: Library Card Sign-Up Month Proclamation

Agenda Item:

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.

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

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

NOW, THEREFORE, be it resolved that I, Edward Lopez, Mayor of Richland Hills, do hereby proclaim September 2022 as:

LIBRARY CARD SIGN-UP MONTH

in Richland Hills and encourage everyone to sign up for their own library card.

Mayor Edward Lopez
City of Richland Hills

Memorandum

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

From: Lindsay Wells, City Secretary

Date: September 12, 2022

Subject: Minutes from the August 22, 2022 Regular City Council Meeting

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Agenda Item:

Approval of minutes from the August 22, 2022 Regular City Council Meeting

Background Information:

N/A

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

August 22, 2022 Draft Minutes

Council Action Requested:

Motion to approve the minutes from the August 22, 2022 Regular City Council Meeting

RICHLAND HILLS CITY COUNCIL
REGULAR MEETING
AUGUST 22, 2022
MINUTES

Roll Call:

Council present	Council absent
Edward Lopez, Mayor	
Curtis A. Bergthold, Mayor Pro Tem	
Douglas Knowlton, Place 1	
Travis Malone, Place 2	
Javier Alvarez, Place 4	
G.W. Estep, Place 5	

Staff present
Candice Edmondson, City Manager
Lindsay Wells, City Secretary
James Donovan, City Attorney

CITY COUNCIL WORK SESSION – 6:00 PM

1. **Executive Session:** Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sections 551.071, 551.072, 551.073, 551.074, 551.076, 551.087, 418.183(f) and 418.106(d) & (e). 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. **Budget Overview: Special Revenue and Debt Service Funds**

City Manager Candice Edmondson presented an overview of the Special Revenue and Debt Service Funds FY 2023 proposed budgets. She advised that the proposed budget is based on an ad valorem tax rate of $0.538885, which is a 3.5 percent reduction from FY 2022, and includes a proposed five percent pay increase for civilian personnel and a 2 STEP (six percent total) pay increase for public safety personnel. Debt Service is supported by ad valorem taxes.

FY 2023 Debt Service Summary:

Revenues:	$1,001,117
Expenditures:	$948,844
Ending Fund Balance:	$618,794

Ms. Edmondson also provided a listing of Special Revenue Funds including the Court Security Fund, Court Technology Fund, Crime Control and Prevention District Fund, Richland Hills Development Corporation Fund, Oil and Gas Fund, Hotel Occupancy Tax Fund, Capital Improvement Projects Fund, Tax Increment Financing (TIF) Fund, Street Improvement Fund, Vehicle Replacement Fund, Keep Richland Hills Beautiful Fund, Link Replacement Fund, American Rescue Plan Fund, Emergency Management Fund, and the Strategic Initiative Fund. She advised of the purpose of each fund and projects within the funds included for FY 2023

Discussion ensued regarding several projects including utilizing the TIF Fund for backlit street signs along Baker Boulevard, drainage repairs at the Animal Services Center, and road projects throughout the City.

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.

None.

Mayor Lopez adjourned the work session at 6:57 p.m.

REGULAR SESSION – Mayor Lopez Called to Order – Time 7:02 p.m.

INVOCATION AND PLEDGES OF ALLEGIANCE – Council Member Knowlton

PRESENTATIONS

1A. Citizen Appearances/Public Comments

Citizen comments emailed to Lindsay Wells (lwells@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.

John Skier, 7016 Park Place Drive, Richland Hills, expressed his appreciation to the City Council and staff for recently completed drainage projects that performed as designed during recent severe storms that saw several inches of rain fall in a short amount of time.

CONSENT AGENDA

2A. Approve minutes from the August 8, 2022 City Council Regular Meeting.

2B. Approved Resolution 563-22, approving a negotiated settlement between the Atmos Cities Steering Committee (ACSC) and Atmos Energy Corp., Mid-Tex Division regarding the Company's 2022 Rate Review Mechanism Filing.

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

Motion carried by a vote of 5-0.

PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

3A. None.

ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS

4A. Approved Ordinance 1456-22, amending the Municipal Fee Schedule.

City Manager Candice Edmondson presented the item to the City Council and advised that Ordinance 1456-22 amends the City's Municipal Fee Schedule and reviewed the proposed changes. She advised that The Link has been in operation for five years and the associated fees have not been updated in that time. Room rental fees and monthly and annual membership fees would increase. The Link will also be increasing services to members including a new indoor playground, eSports and gaming opportunities, and inclusive group exercise classes. The fee changes would not go into effect until the New Year's sale.

Discussion ensued regarding comparisons between the amenities and features available at The Link compared to other municipal recreation centers and private gyms.

Motion: Motion was made by Councilmember Malone and seconded by Councilmember Estep to approve Ordinance 1456-22, amending the Municipal Fee Schedule.

Motion carried by a vote of 5-0.

CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS

5A. None.

OTHER ITEMS FOR CONSIDERATION

6A. Approved and adopted the proposed FY 2023 Public Safety Step Plan

City Manager Candice Edmondson presented the proposed new pay plan and Step plan for public safety employees and stated that on August 23, 2021, the City Council adopted an Employee Compensation Plan and corresponding pay plans for civilian and public safety personnel. The Plan positions the City of Richland Hills at 90 percent (40^{th} percentile) of the labor market average with a goal of targeting 100 percent (50^{th} percentile) of the market average over time.

As public safety personnel pay increases across the metroplex, the City's current salary schedules for public safety classifications would be trending 20 percent or more below the market. Staff is recommending that City Council consider increasing pay across all public safety classifications to keep the City within 90 percent of the labor market average. Funding will be split among two funds with $260,376 from the General Fund and $68,334 from the Crime Control and Prevention District Fund. This funding for public safety pay increases has already been included in proposed FY 2023 Budget.

Motion: Motion was made by Mayor Pro Tem Bergthold and seconded by Councilmember Estep to approve and adopt the FY 2023 Public Safety Step Plan.

Motion carried by a vote of 5-0.

REPORTS & DISCUSSIONS

7A. Street Improvement Projects.

Director of Neighborhood Services Scott Mitchell provided an update on street improvement projects and advised that the south bound lanes of Rufe Snow Drive and Baker Boulevard will be completed soon with work shifting to the north bound lanes shortly after. He also advised of asphalt and concrete repairs throughout the City.

7B. Gumwood Park Drive Update

City Manager Candice Edmondson provided an update on Gumwood Park Drive and advised that a gate that closed off the intersection of Gumwood Park and Handley Ederville Road was damaged and removed in late 2019. The gate had been installed sometime around 2000 but was done without a proper traffic study. A traffic study was completed in 2019 and the results indicated that the access point should not be closed. Residents have continued to express concerns about the traffic on Gumwood especially neighbors adjacent to the Handley Ederville intersection.

The City Engineer responded to questions from Council regarding use of a six-inch curb and newly installed Do Not Enter signs on Gumwood Park Drive.

7C. July Department Reports

Assistant to the City Manager Logan Thatcher presented the Community Development update and advised that City staff has approved the grading plans for the Baker Landing project.

Director of Neighborhood Services Scott Mitchell presented the Public Works update and provided an update on the severe thunderstorms and flooding the City experienced earlier today stating that there were 20 locations that public works crews were dispatched to during the storm. Staff was able to secure sandbags and barricades to help keep citizens and drivers safe.

Library Director Chantele Hancock presented the library update including on the Birdville Reads summer reading event and advised that it was a collaborative program between

Birdville Independent School District, and the cities of Hurst, Watauga, Haltom City, North Richland Hills, and Richland Hills public libraries with 600 participants this year. She also presented information and pictures from several events including Wild Things Zoofari, Professor Brainius, Richland Hills Literary Society, and Shark in the Dark.

Budget Overview: Special Revenue and Debt Service Funds

Discussion resumed from the Worksession.

Discussion ensued regarding road construction projects and any projects that could be ready to submit in the new fiscal year to Tarrant County for joint completion. The City Council agreed to focus on the design of Magnolia Park.

COMMUNITY INTEREST ITEMS

8. Mayor Pro Tem Bergthold advised of several upcoming events:

- Thursday, August 25, 2022, Surgery and Shot Clinic, Richland Hills Animal Shelter;
- Thursday, September 8, 2022,
  - Senior Lunch Bunch and Bingo, The Link, 12:00 to 2:00 p.m.;
  - Tarrant County Food Pantry, The Link Parking Lot, 5:30 p.m. to 7:00 p.m.;
- Tuesday, September 13, 2022, Richland Hills Literary Society, Richland Hills Public Library, 6:30 p.m.;
- Friday, September 17, 2022, Fiesta de Herencia, The Link Plaza;
- Every Thursday, Coffee Talk, Richland Hills Public Library, 10:00 to 11:30 a.m.;
- 1st and 3rd Thursday of the month, Storytime at the library, 6:30 p.m.;
- August 2022, National Clear the Shelter Event, free adoptions and free registrations for cats and dogs, Richland Hills Animal Shelter; and
- Tuesday, October 4, 2022, Annual Texas Night Out, see the website for more details on hosting a block party.

EXECUTIVE SESSION

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.

ADJOURNMENT

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

Motion carried by a vote of 5-0.

There being no further business to come before the City Council, Mayor Lopez declared the meeting adjourned at 8:40 p.m.

ATTEST:	**APPROVED:**
______________________________	______________________________
Lindsay Wells, City Secretary	Edward Lopez, Mayor

Memorandum

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

From: Candice Edmondson, City Manager

Date: September 12, 2022

Subject: Baker Boulevard Intersection Improvements ILA Renewal

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Agenda Item:

Consider approval of renewal of Funding Interlocal Agreement with Tarrant County for Baker Boulevard Intersections

Background Information:

On May 29, 2012 the City of Richland Hills entered into an Interlocal Agreement with Tarrant County for intersection improvements along Baker Boulevard. The Interlocal Agreement was renewed on April 17, 2018 with a proposed reimbursement to the City of $76,500 for design and construction of intersection improvements at Handley-Ederville Road, Rufe Snow Drive and Vance Road/Ash Park. Funding for the intersection improvements would be provided through the 2006 Tarrant County Bond Program.

During a recent audit of the Baker Boulevard intersection project, it was discovered that the City was owed a final reimbursement from the Transportation Bond Program funding. In order to receive the final reimbursement, the City of Richland Hills and Tarrant County must renew the Funding Interlocal Agreement. The new agreement is set to expire on September 30, 2023.

Financial Considerations:

Through the Interlocal Agreement, Tarrant County would provide financial support of up to $76,500 for the intersection improvements. The City received an initial reimbursement of $39,582.20 leaving $36,917.80 remaining for the final reimbursement.

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

Renewal of Funding Interlocal Agreement for Baker Boulevard Intersections
Interlocal Agreement dated May 29, 2012
First Renewal of Interlocal Agreement dated April 17, 2018

Council Action Requested:

Motion to approve renewal of Funding Interlocal Agreement with Tarrant County for Baker Boulevard Intersections

STATE OF TEXAS	**§**	**Renewal of Funding Interlocal Agreement**
	§	**for Baker Boulevard Intersections**
COUNTY OF TARRANT	**§**	**(Design and Construction Phases)**

BACKGROUND

1. Tarrant County ("COUNTY") and the City of Richland Hills ("CITY") entered into a Funding Interlocal Agreement (ILA) by Commissioners Court Order No. 112937 and later renewed by Commissioners Court Order No. 127510 for the financial support of up to $76,500.00 through the Tarrant County 2006 Transportation Bond Program (TBP) for the design and construction of intersection improvements on Baker Boulevard at Handley-Ederville Road, Rufe Snow Drive, and Vance Road.

2. The COUNTY and the CITY desire to renew this Funding ILA to facilitate the final reimbursement of TBP funding to the CITY.

Therefore, the COUNTY and the CITY agree to the following:

3. Section III (Term) is amended to read as follows:

   This agreement ILA will expire on September 30, 2023.

4. The COUNTY and the CITY agree to the revised Payment Schedule in Attachment A.

5. Except as amended above, this Funding ILA remains in full force and effect.

APPROVED on this day, the _____ day of ____________________, 2022, by Tarrant County.

Commissioners Court Order No. _______________.

TARRANT COUNTY	**CITY OF RICHLAND HILLS**
___________________________________	___________________________________
B. Glen Whitley, County Judge	Edward Lopez, Mayor
___________________________________	
Gary Fickes, Commissioner, Precinct 3	

APPROVED AS TO FORM:

APPROVED AS TO FORM AND CONTENT:

____
Criminal District Attorney's Office*

____
City Attorney

*By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead those parties should seek contract review from independent counsel.

CERTIFICATION OF AVAILABLE FUNDS IN THE AMOUNT OF

$_______________________ as follows:

Fiscal year ending September 30, 2022:	$ 36,917.80

	$ 36,917.80

____
Auditor's Office

ATTACHMENT A

Project Information

City:	City of Richland Hills
Project Name:	Baker Boulevard Intersections

Project Schedule

	Start Date	Duration (mo.)	End Date *
Design:	-	-	-
ROW Acquisition:	-	-	-
Utility Relocation:	-	-	-
Construction:	Oct-2016	18	Sep-2019

* Payments for the construction phase are contingent upon the COUNTY's reasonable determination that the work regarding this phase has been completed.

Reimbursement Payment by Phase

Design:	$	39,582.20
ROW Acquisition:	$	0.00
Construction:	$	36,917.80
TOTAL:	$	76,500.00

Reimbursement Payment Schedule by Calendar Quarter (SUBJECT TO CHANGE)

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
2018	$	$39,582.20	$	$
2019	$	$	$	$
2020	$	$	$	$
2021	$	$	$	$
2022	$	$	$36,917.80	$
2023	$	$	$	$

AA 112937

REFERENCE NUMBER	0
PAGE 1 OF	7
DATE:	5/29/2012

COMMISSIONERS COURT COMMUNICATION

SUBJECT: **APPROVAL OF INTERLOCAL AGREEMENT WITH THE CITY OF RICHLAND HILLS RELATED TO IMPROVEMENTS TO BAKER BOULEVARD**

COMMISSIONERS COURT ACTION REQUESTED:

It is requested that the Commissioners Court approve an interlocal agreement with the City of Richland Hills related to improvements to Baker Boulevard.

BACKGROUND:

The City of Richland Hills desires to reconstruct and widen three (3) intersections along Baker Boulevard and seeks County assistance with this effort. This project will be funded using Precinct 3 discretionary bond funds.

This agreement has been approved as to form by the District Attorney's Office.

FISCAL IMPACT:

The fiscal impact to Tarrant County will be $300,000.00 to be disbursed according to Attachment A of the agreement. Funds are available in account 579061/47700-2012/6840100000.

SUBMITTED BY:	Transportation Services	PREPARED BY: APPROVED BY:	Randy Skinner

STATE OF TEXAS §
§ **Interlocal Agreement**
COUNTY OF TARRANT §

This agreement is entered into between Tarrant County, Texas, hereinafter referred to as COUNTY, and City of Richland Hills, hereinafter referred to as CITY, and collectively referred to as the parties, for the purpose of funding a needed transportation project within the boundaries of both parties which the Commissioners Court and the governing body of the CITY find serves a public purpose and serves the public welfare of the citizens of Tarrant County.

The COUNTY and the CITY make the following findings of fact:

1. This agreement is made pursuant to Chapter 791 of the Texas Government Code;

2. To the extent necessary the parties will use current revenues to pay obligations in this agreement;

3. The project benefits the public in that it is a needed transportation project;

4. The COUNTY and the CITY each has the legal authority to perform its obligations in this agreement; and

5. The division of costs provided in this agreement constitute adequate consideration to each party.

I.
PROJECT DESCRIPTION

This project will reconstruct and widen the intersections of Handley-Ederville Road at Baker Boulevard and Rufe Snow Drive at Baker Boulevard. The intersection of Vance Road/Ash Park at Baker Boulevard will be realigned.

II.
SCOPE OF SERVICES PROVIDED BY CITY

The services to be provided by the CITY shall include, but are not limited to, the following:

A. All costs associated with said project including acquisition of right of way, planning, engineering, surveying and governmental approval costs;

B. All construction costs;

C. Construction agreement administration, site review, permitting and inspection;

D. Interagency cooperation;

E. A monthly progress report documenting the percent complete for each major component of the project shall be provided to the COUNTY;

F. CITY will notify the COUNTY on completion of the project.

G. CITY will include the following language on all on-site public notice signage:

"This project is funded by the City of Richland Hills and the Tarrant County Commissioners Court through the 2006 Tarrant County Bond Program"

III.
TERM

This agreement will conclude with the ending of the current fiscal year unless terminated sooner per Section XI of this agreement.

IV.
COST

COUNTY agrees to reimburse 50% of the CITY's actual costs of the as-built final total project cost or an amount of $300,000 whichever is less and in accordance with Attachment A which is attached hereto and hereby made a part of this agreement for all purposes. However, in the event that the schedule is delayed, the COUNTY is excused from paying until the successful completion of the scheduled phase of the project as reasonably determined by the COUNTY. The CITY will provide certification signed by the CFO or authorized official that the work has been completed and that the funds being requested have been expended. CITY understands that CITY will be responsible for any other expenses incurred by CITY in performing the services under this agreement.

V.
AGENCY-INDEPENDENT CONTRACTOR

Neither COUNTY nor any employee thereof is an agent of CITY and neither CITY nor any employee thereof is an agent of COUNTY. This agreement does not and shall not be construed to entitle either party or any of their respective employees, if applicable, to any benefit, privilege or other amenities of employment by the other party.

CITY agrees that the COUNTY will have no right to control the manner or means of construction of the project.

VI.
ASSIGNMENT

Neither party may assign, in whole nor in part, any interest it may have in this agreement without the prior written consent of the other party.

VII.
THIRD PARTY BENEFICIARY EXCLUDED

No person other than a party to this agreement may bring a cause of action pursuant to this agreement as a third party beneficiary. This agreement may not be interpreted to waive the sovereign immunity of any party to this agreement to the extent such party may have immunity under Texas law.

VIII.
AUDIT OF RECORDS

CITY's records regarding this project shall be subject to audit by the COUNTY during the term of this agreement and for two years after the completion of the project.

IX.
ENTIRE AGREEMENT

This agreement represents the entire understanding of and between the parties and superseded all prior representations. This agreement may not be varied orally, but must be amended by written document of subsequent date duly executed by these parties. This agreement shall be governed by the laws of the State of Texas and venue for any action under this agreement shall be in the district courts of Tarrant County, Texas.

X.
SCHEDULING

CITY agrees that the COUNTY retains control over the COUNTY funding disbursement schedule identified in Attachment A. COUNTY agrees to notify CITY of any changes to the funding disbursement schedule 30 days in advance. Such notification will be in the form of written correspondence delivered by regular mail.

XI.
TERMINATION

Until funded by the COUNTY as described in Paragraph IV this agreement may be terminated by either party by providing written notice to the other party at least thirty (30) days prior to the intended date of termination. Any notice or other writing required by this agreement, shall be deemed given when personally delivered or mailed by certified or registered United States mail, return-receipt, postage prepaid, addressed as follows:

COUNTY:
County Administrator
Tarrant County
100 E Weatherford St
Fort Worth, Texas 76196

CITY:
City Manager
City of Richland Hills
3200 Diana Drive
Richland Hills, Texas 76118

APPROVED on this day the 29th day of May, 2012, by Tarrant County.

Commissioners Court Order No. 112937.

TARRANT COUNTY
STATE OF TEXAS

County Judge

Commissioner, Precinct 3

CITY

Mayor

Approved as to form and content:

City Attorney

CERTIFICATION OF AVAILABLE FUNDS IN THE AMOUNT OF $ 0 :

Certification of Funds Available as follows:

Fiscal year ending September 30, 2007	$
Fiscal year ending September 30, 2008	$
Fiscal year ending September 30, 2009	$
Fiscal year ending September 30, 2010	$
Fiscal year ending September 30, 2011	$
Fiscal year ending September 30, 2012	$

All future years funding is contingent on future debt issuance and renewal of this contract

Fiscal year ending September 30, 2013	$
Fiscal year ending September 30, 2014	$
Fiscal year ending September 30, 2015	$300,000
Fiscal year ending September 30, 2016	$
	$300,000

S. Renée Tidwell

Auditor's Office

APPROVED AS TO FORM:

District Attorney's Office*

*By law, the District Attorney's Office may only advise or approve agreements or legal documents on behalf of its clients. It may not advise or approve a agreement or legal document on behalf of other parties. Our review of this document was conducted solely from the legal perspective of our client. Our approval of this document was offered solely for the benefit of our client. Other parties should not rely on this approval, and should seek review and approval by their own respective attorney(s).

ATTACHMENT A

Project Information

City:	City of Richland Hills
Project Name:	Reconstruction and widening of three intersections along Baker Boulevard

Proposed Project Schedule

	Start Date	Duration (mo)	End Date *
Design:	-	-	-
ROW Acquisition:	-	-	-
Utility Relocation:	-	-	-
Construction:	Jan-2014	12	Jan-2015

* COUNTY payments by completed phase are contingent upon the COUNTY'S reasonable determination that the work regarding the project phase for which payment is expected is successfully completed, as determined by the COUNTY. COUNTY plans to issue debt for all phases of this project, therefore payment remains contingent on debt issuance in accordance with applicable law.

Proposed County Payment by Phase

Design:	$91,268*
ROW Acquisition:	$208,732
Utility Relocation:	$
Construction:	$
County Funding Total:	$300,000

Proposed County Payment by Calendar Quarter (SUBJECT TO CHANGE)

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
2007		$	$	$
2008	$	$	$	$
2009	$	$	$	$
2010	$	$	$	$
2011	$	$	$	$
2012	$	$	$	$
2013	$	$	$	$
2014	$	$	$	$
2015	$300,000	$	$	$
2016	$	$	$	$

*Amount reflects half of City's total local participation reflected in the City's Local Project Advance Funding Agreement with TxDOT

STATE OF TEXAS §
§ **First Renewal of Interlocal Agreement**
Court Order No. 124868
COUNTY OF TARRANT § **Project: Intersection Improvements along Baker Blvd.**

BACKGROUND

1. Tarrant County ("COUNTY") and the City of Richland Hills ("CITY") entered into an Agreement approved by Tarrant County Commissioners Court Order No. 124868, for the cooperative funding of improvements to Baker Boulevard ("Project") as described in the 2006 Tarrant County Bond Program.

2. The Project is incomplete and the parties desire to renew the Interlocal Agreement.

Therefore, the COUNTY and CITY agree to the following

1. The COUNTY and the CITY renew the Interlocal Agreement, with Section III (Term) of the Interlocal Agreement amended as follows:

   "This agreement will conclude on September 30, 2019 unless terminated sooner under section XI of this agreement."

2. The COUNTY and CITY agree to the revised payment schedules.

3. All terms and conditions of the original Agreement and subsequent amendments remain in effect except to the extent modified by this First Renewal.

4. Both parties acknowledge that they are each a "governmental entity" and not a "business entity" as those terms are defined in Tex. Gov't Code § 2252.908, and therefore, no disclosure of interested parties pursuant to Tex. Gov't Code Section 2252.908 is required.

APPROVED on this day the 17th day of April, 2018, by Tarrant County.

Commissioners Court Order No. 127510.

TARRANT COUNTY
STATE OF TEXAS

County Judge April 17, 2018

CITY

Signature

APPROVED AS TO FORM:

Criminal District Attorney's Office*

April 17, 2018

*By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead those parties should seek contract review from independent counsel.

APPROVED AS TO FORM AND CONTENT:

City Attorney

CERTIFICATION OF AVAILABLE FUNDS IN THE AMOUNT OF $ 76,500.00:

Certification of Funds Available as follows:

Fiscal year ending September 30, 2017	$
Fiscal year ending September 30, 2018	$76,500
	$76,500

S. Renee Tidwell

Auditor's Office

ATTACHMENT A

Project Information

City:	City of Richland Hills
Project Name:	Reconstruction and Widening of Three Intersections along Baker Boulevard

Proposed Project Schedule

	Start Date	Duration (mo)	End Date *
Design:	-	-	-
ROW Acquisition:	-	-	-
Utility Relocation:	-	-	-
Construction:	Oct-2016	5	Feb-2017

* COUNTY payments by completed phase are contingent upon the COUNTY'S reasonable determination that the work regarding the project phase for which payment is expected is successfully completed, as determined by the COUNTY. COUNTY plans to issue debt for all phases of this project, therefore payment remains contingent on debt issuance in accordance with applicable law.

Once Construction commences, COUNTY payment shall be made by fiscal quarter prorated over the life of the construction but contingent upon reasonable progress in construction as may be determined by the COUNTY.

Proposed County Payment by Phase

Design:	$
ROW Acquisition:	$
Utility Relocation:	$
Construction:	$76,500
County Funding Total:	$76,500

Proposed County Payment by Calendar Quarter (SUBJECT TO CHANGE)

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
2015	$	$	$	$
2016	$	$	$	$
2017	$	$	$	$
2018	$76,500	$	$	$
2019	$	$	$	$
2020	$	$	$	$
2021	$	$	$	$
2022	$	$	$	$
2023	$	$	$	$
2024	$	$	$	$

Memorandum

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

From: Candice Edmondson, City Manager

Date: September 12, 2022

Subject: FY 2023 Crime Control and Prevention District Budget

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Agenda Item:

Consider approval and adoption of the Fiscal Year 2023 Crime Control and Prevention District Budget **PUBLIC HEARING**

Background Information:

The Fiscal Year 2023 Crime Control and Prevention District (CCPD) Budget includes estimated revenues in the amount of $1,801,555 and estimated expenses in the amount of $1,569,137. The proposed budget includes funding for the following ongoing expenses:

- Communication equipment
- Protective gear
- Ammunition
- Crime prevention
- Criminal investigation
- Public safety equipment
- Shared services
- General administrative costs

The budget also includes implementation of the proposed FY 2023 STEP Plan for public safety personnel, $12,200 for the Flock Grant Camera System (of which the grant reimburses the district $9,760 for a net cost of $2,400), $31,942 in equipment for active threat/shooter incidents and $50,000 in transfers for proposed improvements to the law enforcement center. At the end of Fiscal Year 2023, staff projects an ending fund balance of $872,545.

Per Local Government Code Section 363.203, the following financial information for the Crime Control and Prevention District should be presented to the City Council as part of your review and consideration of the proposed FY 2023 CCPD Budget:

- The outstanding obligations of the district - $0

- The amount of cash on hand to the credit of each fund of the district – $738,834 as of July 31, 2022

- The amount of money received by the district from all sources during the previous year – Fiscal Year 2021 = $1,382,380

- The estimated amount of money available to the district from all sources during the current fiscal year- Revenue – Fiscal Year 2022 = $1,512,000 sales tax and grants

- The amount of money needed to fund programs approved for funding by the board - $1,382,508

- The amount of money requested for programs that were not approved for funding by the board - $0

- The tax rate for the next fiscal year – Sales tax rate is $0.375 of one cent

- The amount of the balances expected at the end of the year in which the budget is being prepared - $872,545

- The estimated amount of revenues and balances available to cover the proposed budget – Revenue: $1,801,555

Financial Considerations:

The FY 2023 CCPD Budget will go into effect on October 1, 2022 if approved by the Crime Control and Prevention District Board and City Council.

Legal Review:

N/A

Board/Citizen Input:

The Crime Control and Prevention District Board approved the FY 2023 CCPD Budget by a vote of 5-0 at their August 22, 2022 meeting.

Attachments:

FY 2023 CCPD Budget and Fund Summary

City Council Action Requested:

Motion to approve and adopt the Fiscal Year 2023 Crime Control and Prevention District Budget

CITY OF RICHLAND HILLS - CRIME CONTROL DISTRICT FUND (FUND 065) DEPARTMENT 60/61 CRIME CONTROL DISTRICT											
DESCRIPTION		**FY 2020 ACTUAL**		**FY 2021 ACTUAL**		**FY 2022 ADOPTED**		**FY 2023 PROPOSED**		**FY 2023 TO FY 2022 $ CHANGE**	**FY 2023 TO FY 2022 % CHANGE**
SALES & USE TAX		1,302,122		1,380,638		1,500,000		1,779,795		279,795	19%
GRANTS & TRANSFERS		4,995		1,742		12,000		21,760		9,760	81%
TOTAL REVENUE	**$**	**1,307,117**	**$**	**1,382,380**	**$**	**1,512,000**	**$**	**1,801,555**		**289,555**	**19%**
PERSONNEL	**$**	**661,074**	**$**	**701,388**	**$**	**716,585**	**$**	**902,262**	**$**	**185,677**	**25.9%**
SUPPLIES AND MAINTENANCE	**$**	**80,288**	**$**	**64,969**	**$**	**70,859**	**$**	**80,977**	**$**	**10,118**	**14.3%**
OTHER OPERATING	**$**	**349,684**	**$**	**412,370**	**$**	**438,400**	**$**	**457,027**	**$**	**18,627**	**4.2%**
CAPITAL	**$**	**185,246**	**$**	**60,598**	**$**	**49,804**	**$**	**78,871**	**$**	**29,067**	**58.4%**
TRANSFERS OUT					**$**	**106,860**	**$**	**50,000**	**$**	**(56,860)**	**-53.2%**
TOTAL EXPENDITURES	**$**	**1,276,292**	**$**	**1,239,325**	**$**	**1,382,508**	**$**	**1,569,137**		**186,629**	**13%**
BEGINNING FUND BALANCE	**$**	**346,755**		**377,580**		**520,635**		**640,127**			
ENDING FUND BALANCE	**$**	**377,580**	**$**	**520,635**	**$**	**650,127**	**$**	**872,545**			

Memorandum

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

From: Patricia Albrecht, Director of Finance and Administration Services

Date: September 12, 2022

Subject: FY 2023 Tax Rate Public Hearing

Agenda Item:

Fiscal Year 2023 Tax Rate **PUBLIC HEARING**

Background Information:

At the August 8, 2022 Council meeting, the City Manager presented the proposed FY 2023 General Fund Budget that included a proposed ad valorem tax rate of $0.538885 per hundred dollars of valuation. Additionally, Council approved the FY 2023 /Tax Year 2022 Certified Tax Roll and reviewed the 2022 Tax Rate Calculation Worksheet. Per the attached 2022 Tax Rate Calculation Worksheet, the calculated No-New-Revenue Rate (formerly known as the Effective Tax Rate) is $0.517570/$100.

As the proposed tax rate is $0.538885 and greater than the No-New-Revenue Rate of $0.517570, a public hearing is required prior to tax rate adoption to allow for public input on the proposed tax rate. This agenda item provides for the required public hearing.

The proposed FY 2023 ad valorem tax rate is lower than the current FY 2022 and previous FY 2021 ad valorem tax rate of $0.558551 by $0.019 cents. The FY 2023 allocation of the tax rate is $0.413628 for Operations and Maintenance that funds General Fund operations and $0.125257 for Interest and Sinking that funds debt service payments for a total ad valorem tax rate of $0.538885.

Financial Considerations:

The FY 2023 ad valorem tax levy provides a portion of funding for the FY 2023 General Fund Budget and is the primary source of revenue for repayment of outstanding debt in the FY 2023 Debt Service Fund Budget. Funding for public safety and general city services is derived from property taxes otherwise known as ad valorem taxes.

Legal Review:

N/A

Board/Citizen Input:

Tonight's public hearing will allow citizens to provide input on the proposed FY 2023 ad valorem tax rate. City Council will consider approval and adoption of proposed tax rate on September 26, 2022.

Attachments:

2022 Tax Rate Calculation Worksheet

Council Action Requested:

Public Hearing only. No action requested.

2022 Tax Rate Calculation Worksheet
Taxing Units Other Than School Districts or Water Districts

Form 50-856

City of Richland Hills	817-616-3800
Taxing Unit Name	Phone *(area code and number)*
3200 Diana Drive Richland Hills, Texas 76118	www.richlandhill.com
Taxing Unit's Address, City, State, ZIP Code	Taxing Unit's Website Address

GENERAL INFORMATION: Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the no-new-revenue (NNR) tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per $100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller Form 50-859 *Tax Rate Calculation Worksheet, School District without Chapter 313 Agreements* or Comptroller Form 50-884 *Tax Rate Calculation Worksheet, School District with Chapter 313 Agreements.*

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 *Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts* or Comptroller Form 50-860 *Developed Water District Voter-Approval Tax Rate Worksheet.*

The Comptroller's office provides this worksheet to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

SECTION 1: No-New-Revenue Tax Rate

The NNR tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the NNR tax rate should decrease.

The NNR tax rate for a county is the sum of the NNR tax rates calculated for each type of tax the county levies.

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operations taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

Line	No-New-Revenue Tax Rate Worksheet		Amount/Rate
1.	**2021 total taxable value.** Enter the amount of 2021 taxable value on the 2021 tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (adjustment is made by deducting TIF taxes, as reflected in Line 17).[1]		$ 755,973,622
2.	**2021 tax ceilings.** Counties, cities and junior college districts. Enter 2021 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in 2021 or a prior year for homeowners age 65 or older or disabled, use this step.[2]		$ 119,665,415
3.	**Preliminary 2021 adjusted taxable value.** Subtract Line 2 from Line 1.		$ 636,308,207
4.	**2021 total adopted tax rate.**		$ 0.558551 /$100
5.	**2021 taxable value lost because court appeals of ARB decisions reduced 2021 appraised value.**		
	A. **Original 2021 ARB values:**	$ 8,391,975	
	B. **2021 values resulting from final court decisions:**	- $ 7,536,734	
	C. **2021 value loss.** Subtract B from A.[3]		$ 855,241
6.	**2021 taxable value subject to an appeal under Chapter 42, as of July 25.**		
	A. **2021 ARB certified value:**	$ 2,238,511	
	B. **2021 disputed value:**	- $ 559,628	
	C. **2021 undisputed value.** Subtract B from A.[4]		$ 1,678,883
7.	**2021 Chapter 42 related adjusted values.** Add Line 5C and Line 6C.		$ 2,534,124

[1] Tex. Tax Code § 26.012(14)
[2] Tex. Tax Code § 26.012(14)
[3] Tex. Tax Code § 26.012(13)
[4] Tex. Tax Code § 26.012(13)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
8.	**2021 taxable value, adjusted for actual and potential court-ordered adjustments.** Add Line 3 and Line 7.	$ 638,842,331
9.	**2021 taxable value of property in territory the taxing unit deannexed after Jan. 1, 2021.** Enter the 2021 value of property in deannexed territory. [5]	$ 0
10.	**2021 taxable value lost because property first qualified for an exemption in 2022.** If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in 2022 does not create a new exemption or reduce taxable value. **A. Absolute exemptions.** Use 2021 market value: .... $ 0 **B. Partial exemptions.** 2022 exemption amount or 2022 percentage exemption times 2021 value: .... + $ 779,983 **C. Value loss.** Add A and B. [6]	$ 779,983
11.	**2021 taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/ scenic appraisal or public access airport special appraisal in 2022.** Use only properties that qualified in 2022 for the first time; do not use properties that qualified in 2021. **A. 2021 market value:** .... $ 0 **B. 2022 productivity or special appraised value:** .... - $ 0 **C. Value loss.** Subtract B from A. [7]	$ 0
12.	**Total adjustments for lost value.** Add Lines 9, 10C and 11C.	$ 779,983
13.	**2021 captured value of property in a TIF.** Enter the total value of 2021 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which 2021 taxes were deposited into the tax increment fund. [8] If the taxing unit has no captured appraised value in line 18D, enter 0.	$ 25,121,239
14.	**2021 total value.** Subtract Line 12 and Line 13 from Line 8.	$ 612,941,109
15.	**Adjusted 2021 total levy.** Multiply Line 4 by Line 14 and divide by $100.	$ 3,423,588
16.	**Taxes refunded for years preceding tax year 2021.** Enter the amount of taxes refunded by the taxing unit for tax years preceding tax year 2021. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2021. This line applies only to tax years preceding tax year 2021. [9]	$ 53,804
17.	**Adjusted 2021 levy with refunds and TIF adjustment.** Add Lines 15 and 16. [10]	$ 3,477,392
18.	**Total 2022 taxable value on the 2022 certified appraisal roll today.** This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled. [11] **A. Certified values:** .... $ 791,107,294 **B. Counties:** Include railroad rolling stock values certified by the Comptroller's office: .... + $ **C. Pollution control and energy storage system exemption:** Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property: .... - $ 0 **D. Tax increment financing:** Deduct the 2022 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the 2022 taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 23 below. [12] .... - $ 29,231,476 **E. Total 2022 value.** Add A and B, then subtract C and D.	$ 761,875,818

[5] Tex. Tax Code § 26.012(15)
[6] Tex. Tax Code § 26.012(15)
[7] Tex. Tax Code § 26.012(15)
[8] Tex. Tax Code § 26.03(c)
[9] Tex. Tax Code § 26.012(13)
[10] Tex. Tax Code § 26.012(13)
[11] Tex. Tax Code § 26.012, 26.04(c-2)
[12] Tex. Tax Code § 26.03(c)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
19.	**Total value of properties under protest or not included on certified appraisal roll.** [13] **A. 2022 taxable value of properties under protest.** The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. [14] .... $ 17,528,824 **B. 2022 value of properties not under protest or included on certified appraisal roll.** The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. [15] .... + $ 23,616,041 **C. Total value under protest or not certified.** Add A and B.	$ 41,144,865
20.	**2022 tax ceilings.** Counties, cities and junior colleges enter 2022 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in 2021 or a prior year for homeowners age 65 or older or disabled, use this step.[16]	$ 128,970,612
21.	**2022 total taxable value.** Add Lines 18E and 19C. Subtract Line 20. [17]	$ 674,050,071
22.	**Total 2022 taxable value of properties in territory annexed after Jan. 1, 2021.** Include both real and personal property. Enter the 2022 value of property in territory annexed. [18]	$ 0
23.	**Total 2022 taxable value of new improvements and new personal property located in new improvements.** New means the item was not on the appraisal roll in 2021. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to exist-ing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, 2021 and be located in a new improvement. New improvements **do** include property on which a tax abatement agreement has expired for 2022. [19]	$ 2,182,180
24.	**Total adjustments to the 2022 taxable value.** Add Lines 22 and 23.	$ 2,182,180
25.	**Adjusted 2022 taxable value.** Subtract Line 24 from Line 21.	$ 671,867,891
26.	**2022 NNR tax rate.** Divide Line 17 by Line 25 and multiply by $100. [20]	$ 0.517570/$100
27.	**COUNTIES ONLY.** Add together the NNR tax rates for each type of tax the county levies. The total is the 2022 county NNR tax rate. [21]	$ ______/$100

SECTION 2: Voter-Approval Tax Rate

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The voter-approval tax rate is split into two separate rates:

1. **Maintenance and Operations (M&O) Tax Rate:** The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations.
2. **Debt Rate:** The debt rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The voter-approval tax rate for a county is the sum of the voter-approval tax rates calculated for each type of tax the county levies. In most cases the voter-approval tax rate exceeds the no-new-revenue tax rate, but occasionally decreases in a taxing unit's debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
28.	**2021 M&O tax rate.** Enter the 2021 M&O tax rate.	$ 0.413294/$100
29.	**2021 taxable value, adjusted for actual and potential court-ordered adjustments.** Enter the amount in Line 8 of the *No-New-Revenue Tax Rate Worksheet.*	$ 638,842,331

[13] Tex. Tax Code § 26.01(c) and (d)
[14] Tex. Tax Code § 26.01(c)
[15] Tex. Tax Code § 26.01(d)
[16] Tex. Tax Code § 26.012(6)(B)
[17] Tex. Tax Code § 26.012(6)
[18] Tex. Tax Code § 26.012(17)
[19] Tex. Tax Code § 26.012(17)
[20] Tex. Tax Code § 26.04(c)
[21] Tex. Tax Code § 26.04(d)

Line	Voter-Approval Tax Rate Worksheet		Amount/Rate
30.	**Total 2021 M&O levy.** Multiply Line 28 by Line 29 and divide by $100		$ 2,640,297
31.	**Adjusted 2021 levy for calculating NNR M&O rate.**		
	A. **M&O taxes refunded for years preceding tax year 2021.** Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2021. This line applies only to tax years preceding tax year 2021.	+ $ 40,300	
	B. **2021 taxes in TIF.** Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no 2022 captured appraised value in Line 18D, enter 0.	– $ 157,524	
	C. **2021 transferred function.** If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in D below. The taxing unit receiving the function will add this amount in D below. Other taxing units enter 0.	+/- $ 0	
	D. **2021 M&O levy adjustments.** Subtract B from A. For taxing unit with C, subtract if discontinuing function and add if receiving function.	$ -117,224	
	E. Add Line 30 to 31D.		$ 2,523,073
32.	**Adjusted 2022 taxable value.** Enter the amount in Line 25 of the *No-New-Revenue Tax Rate Worksheet.*		$ 671,867,891
33.	**2022 NNR M&O rate (unadjusted).** Divide Line 31E by Line 32 and multiply by $100.		$ 0.375531/$100
34.	**Rate adjustment for state criminal justice mandate.** [23]		
	A. **2022 state criminal justice mandate.** Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose.	$ 0	
	B. **2021 state criminal justice mandate.** Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies.	– $ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100.	$ 0/$100	
	D. Enter the rate calculated in C. If not applicable, enter 0.		$ 0/$100
35.	**Rate adjustment for indigent health care expenditures.** [24]		
	A. **2022 indigent health care expenditures.** Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2021 and ending on June 30, 2022, less any state assistance received for the same purpose..	$ 0	
	B. **2021 indigent health care expenditures.** Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2020 and ending on June 30, 2021, less any state assistance received for the same purpose..	– $ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100.	$ 0/$100	
	D. Enter the rate calculated in C. If not applicable, enter 0.		$ 0/$100

[22] [Reserved for expansion]
[23] Tex. Tax Code § 26.044
[24] Tex. Tax Code § 26.0441

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
36.	**Rate adjustment for county indigent defense compensation.** [25]	
	A. 2022 indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2021 and ending on June 30, 2022, less any state grants received by the county for the same purpose .... $ 0	
	B. 2021 indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2020 and ending on June 30, 2021, less any state grants received by the county for the same purpose. . . . . $ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100.. $ 0/$100	
	D. Multiply B by 0.05 and divide by Line 32 and multiply by $100.. $ 0/$100	
	E. Enter the lesser of C and D. If not applicable, enter 0.	$ 0/$100
37.	**Rate adjustment for county hospital expenditures.** [26]	
	A. 2022 eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2021 and ending on June 30, 2022. .... $ 0	
	B. 2021 eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2020 and ending on June 30, 2021. .... $ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100.. $ 0/$100	
	D. Multiply B by 0.08 and divide by Line 32 and multiply by $100.. $ 0/$100	
	E. Enter the lesser of C and D, if applicable. If not applicable, enter 0.	$ 0 /$100
38.	**Rate adjustment for defunding municipality.** This adjustment only applies to a municipality that is considered to be a defunding municipality for the current tax year under Chapter 109, Local Government Code. Chapter 109, Local Government Code only applies to municipalities with a population of more than 250,000 and includes a written determination by the Office of the Governor. See Tax Code 26.0444 for more information.	
	A. Amount appropriated for public safety in 2021. Enter the amount of money appropriated for public safety in the budget adopted by the municipality for the preceding fiscal year........................... $ 0	
	B. Expenditures for public safety in 2021. Enter the amount of money spent by the municipality for public safety during the preceding fiscal year.. $ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100 .... $ 0/$100	
	D. Enter the rate calculated in C. If not applicable, enter 0.	$ 0/$100
39.	**Adjusted 2022 NNR M&O rate.** Add Lines 33, 34D, 35D, 36E, and 37E. Subtract Line 38D.	$ 0.375531 /$100
40.	**Adjustment for 2021 sales tax specifically to reduce property values.** Cities, counties and hospital districts that collected and spent additional sales tax on M&O expenses in 2021 should complete this line. These entities will deduct the sales tax gain rate for 2022 in Section 3. Other taxing units, enter zero.	
	A. Enter the amount of additional sales tax collected and spent on M&O expenses in 2021, if any. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent.. $ 0	
	B. Divide Line 40A by Line 32 and multiply by $100 .... $ 0/$100	
	C. Add Line 40B to Line 39.	$ 0.375531 /$100
41.	**2022 voter-approval M&O rate.** Enter the rate as calculated by the appropriate scenario below. **Special Taxing Unit.** If the taxing unit qualifies as a special taxing unit, multiply Line 40C by 1.08. **- or -** **Other Taxing Unit.** If the taxing unit does not qualify as a special taxing unit, multiply Line 40C by 1.035.	$ 0.388674 /$100

[25] Tex. Tax Code § 26.0442
[26] Tex. Tax Code § 26.0443

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
D41.	***Disaster Line 41 (D41):*** **2022 voter-approval M&O rate for taxing unit affected by disaster declaration.** If the taxing unit is located in an area declared a disaster area and at least one person is granted an exemption under Tax Code Section 11.35 for property located in the taxing unit, the governing body may direct the person calculating the voter-approval tax rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval tax rate in this manner until the earlier of 1) the first year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred, or 2) the third tax year after the tax year in which the disaster occurred If the taxing unit qualifies under this scenario, multiply Line 40C by 1.08. [27] If the taxing unit does not qualify, do not complete Disaster Line 41 (Line D41).	$ 0/$100
42.	**Total 2022 debt to be paid with property taxes and additional sales tax revenue.** Debt means the interest and principal that will be paid on debts that: **(1)** are paid by property taxes, **(2)** are secured by property taxes, **(3)** are scheduled for payment over a period longer than one year, and **(4)** are not classified in the taxing unit's budget as M&O expenses. **A. Debt** also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2022, verify if it meets the amended definition of debt before including it here. [28] Enter debt amount .... $ 941,944 **B.** Subtract **unencumbered fund amount** used to reduce total debt. .... – $ 0 **C.** Subtract **certified amount spent from sales tax to reduce debt** (enter zero if none) .... – $ 0 **D.** Subtract **amount paid** from other resources .... – $ 0 **E. Adjusted debt.** Subtract B, C and D from A.	$ 941,944
43.	**Certified 2021 excess debt collections.** Enter the amount certified by the collector. [29]	$ 108,375
44.	**Adjusted 2022 debt.** Subtract Line 43 from Line 42E.	$ 833,569
45.	**2022 anticipated collection rate.** **A.** Enter the 2022 anticipated collection rate certified by the collector. [30] .... 100.00 % **B.** Enter the 2021 actual collection rate. .... 99.93 % **C.** Enter the 2020 actual collection rate. .... 100.78 % **D.** Enter the 2019 actual collection rate. .... 100.59 % **E.** If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%. [31]	100.00%
46.	**2022 debt adjusted for collections.** Divide Line 44 by Line 45E.	$ 833,569
47.	**2022 total taxable value.** Enter the amount on Line 21 of the *No-New-Revenue Tax Rate Worksheet.*	$ 674,050,071
48.	**2022 debt rate.** Divide Line 46 by Line 47 and multiply by $100.	$ 0.123665/$100
49.	**2022 voter-approval tax rate.** Add Lines 41 and 48.	$ 0.512339/$100
D49.	***Disaster Line 49 (D49):*** **2022 voter-approval tax rate for taxing unit affected by disaster declaration.** Complete this line if the taxing unit calculated the voter-approval tax rate in the manner provided for a special taxing unit on Line D41. Add Line D41 and 48.	$ ______/$100

[27] Tex. Tax Code § 26.042(a)
[28] Tex. Tax Code § 26.012(7)
[29] Tex. Tax Code § 26.012(10) and 26.04(b)
[30] Tex. Tax Code § 26.04(b)
[31] Tex. Tax Code §§ 26.04(h), (h-1) and (h-2)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
50.	**COUNTIES ONLY.** Add together the voter-approval tax rates for each type of tax the county levies. The total is the 2022 county voter-approval tax rate.	$ 0 /$100

SECTION 3: NNR Tax Rate and Voter-Approval Tax Rate Adjustments for Additional Sales Tax to Reduce Property Taxes

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its NNR and voter-approval tax rates to offset the expected sales tax revenue.

This section should only be completed by a county, city or hospital district that is required to adjust its NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
51.	**Taxable Sales.** For taxing units that adopted the sales tax in November 2021 or May 2022, enter the Comptroller's estimate of taxable sales for the previous four quarters. [32] Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November 2021, enter 0.	$ 0
52.	**Estimated sales tax revenue.** Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. [33] **Taxing units that adopted the sales tax in November 2021 or in May 2022.** Multiply the amount on Line 51 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. [34] **- or -** **Taxing units that adopted the sales tax before November 2021.** Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	$ 0
53.	**2022 total taxable value.** Enter the amount from Line 21 of the *No-New-Revenue Tax Rate Worksheet.*	$ 674,050,071
54.	**Sales tax adjustment rate.** Divide Line 52 by Line 53 and multiply by $100.	$ 0 /$100
55.	**2022 NNR tax rate, unadjusted for sales tax.**[35] Enter the rate from Line 26 or 27, as applicable, on the *No-New-Revenue Tax Rate Worksheet.*	$ 0.517570 /$100
56.	**2022 NNR tax rate, adjusted for sales tax.** **Taxing units that adopted the sales tax in November 2021 or in May 2022.** Subtract Line 54 from Line 55. Skip to Line 57 if you adopted the additional sales tax before November 2021.	$ 0.517570 /$100
57.	**2022 voter-approval tax rate, unadjusted for sales tax.**[36] Enter the rate from Line 49, Line D49 (disaster) or Line 50 (counties) as applicable, of the *Voter-Approval Tax Rate Worksheet.*	$ 0.512339 /$100
58.	**2022 voter-approval tax rate, adjusted for sales tax.** Subtract Line 54 from Line 57.	$ 0.512339 /$100

SECTION 4: Voter-Approval Tax Rate Adjustment for Pollution Control

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit's expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
59.	**Certified expenses from the Texas Commission on Environmental Quality (TCEQ).** Enter the amount certified in the determination letter from TCEQ. [37] The taxing unit shall provide its tax assessor-collector with a copy of the letter. [38]	$ 0
60.	**2022 total taxable value.** Enter the amount from Line 21 of the *No-New-Revenue Tax Rate Worksheet.*	$ 674,050,071
61.	**Additional rate for pollution control.** Divide Line 59 by Line 60 and multiply by $100.	$ 0 /$100
62.	**2022 voter-approval tax rate, adjusted for pollution control.** Add Line 61 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties) or Line 58 (taxing units with the additional sales tax).	$ 0.512339 /$100

[32] Tex. Tax Code § 26.041(d)
[33] Tex. Tax Code § 26.041(i)
[34] Tex. Tax Code § 26.041(d)
[35] Tex. Tax Code § 26.04(c)
[36] Tex. Tax Code § 26.04(c)
[37] Tex. Tax Code § 26.045(d)
[38] Tex. Tax Code § 26.045(i)

SECTION 5: Voter-Approval Tax Rate Adjustment for Unused Increment Rate

The unused increment rate is the rate equal to the difference between the adopted tax rate and voter-approval tax rate before the unused increment rate for the prior three years. [39] In a year where a taxing unit adopts a rate by applying any portion of the unused increment rate, the unused increment rate for that year would be zero.

The difference between the adopted tax rate and voter-approval tax rate is considered zero in the following scenarios:

- a tax year before 2020; [40]
- a tax year in which the municipality is a defunding municipality, as defined by Tax Code Section 26.0501(a); [41] or
- after Jan. 1, 2022, a tax year in which the comptroller determines that the county implemented a budget reduction or reallocation described by Local Government Code Section 120.002(a) without the required voter approval. [42]

This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit. [43]

Line	Unused Increment Rate Worksheet	Amount/Rate
63.	**2021 unused increment rate.** Subtract the 2021 actual tax rate and the 2021 unused increment rate from the 2021 voter-approval tax rate. If the number is less than zero, enter zero.	$ 0.027757 /$100
64.	**2020 unused increment rate.** Subtract the 2020 actual tax rate and the 2020 unused increment rate from the 2020 voter-approval tax rate. If the number is less than zero, enter zero.	$ 0.000000 /$100
65.	**2019 unused increment rate.** Subtract the 2019 actual tax rate and the 2019 unused increment rate from the 2019 voter-approval tax rate. If the number is less than zero, enter zero. If the year is prior to 2020, enter zero.	$ 0 /$100
66.	**2022 unused increment rate.** Add Lines 63, 64 and 65.	$ 0.027757 /$100
67.	**2022 voter-approval tax rate, adjusted for unused increment rate.** Add Line 66 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax) or Line 62 (taxing units with pollution control).	$ 0.540096 /$100

SECTION 6: De Minimis Rate

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise $500,000, and the current debt rate for a taxing unit. [44]

This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit. [45]

Line	De Minimis Rate Worksheet	Amount/Rate
68.	**Adjusted 2022 NNR M&O tax rate.** Enter the rate from Line 39 of the *Voter-Approval Tax Rate Worksheet*	$ 0.375531 /$100
69.	**2022 total taxable value.** Enter the amount on Line 21 of the *No-New-Revenue Tax Rate Worksheet.*	$ 674,050,071
70.	**Rate necessary to impose $500,000 in taxes.** Divide $500,000 by Line 69 and multiply by $100.	$ 0.074178 /$100
71.	**2022 debt rate.** Enter the rate from Line 48 of the *Voter-Approval Tax Rate Worksheet.*	$ 0.123665 /$100
72.	**De minimis rate.** Add Lines 68, 70 and 71.	$ 0.573374 /$100

SECTION 7: Voter-Approval Tax Rate Adjustment for Emergency Revenue Rate

In the tax year after the end of the disaster calculation time period detailed in Tax Code Section 26.042(a), a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a disaster must calculate its emergency revenue rate and reduce its voter-approval tax rate for that year.[46]

Similarly, if a taxing unit adopted a tax rate that exceeded its voter-approval tax rate, calculated normally, without holding an election to respond to a disaster, as allowed by Tax Code Section 26.042(d), in the prior year, it must also reduce its voter-approval tax rate for the current tax year. [47]

This section will apply to a taxing unit other than a special taxing unit that:

- directed the designated officer or employee to calculate the voter-approval tax rate of the taxing unit in the manner provided for a special taxing unit in the prior year; and
- the current year is the first tax year in which the total taxable value of property taxable by the taxing unit as shown on the appraisal roll for the taxing unit submitted by the assessor for the taxing unit to the governing body exceeds the total taxable value of property taxable by the taxing unit on January 1 of the tax year in which the disaster occurred or the disaster occurred four years ago.

[39] Tex. Tax Code § 26.013(a)
[40] Tex. Tax Code § 26.013(c)
[41] Tex. Tax Code §§ 26.0501(a) and (c)
[42] Tex. Local Gov't Code § 120.007(d), effective Jan. 1, 2022
[43] Tex. Tax Code § 26.063(a)(1)
[44] Tex. Tax Code § 26.012(8-a)
[45] Tex. Tax Code § 26.063(a)(1)
[46] Tex. Tax Code §26.042(b)
[47] Tex. Tax Code §26.042(f)

This section will apply to a taxing unit in a disaster area that adopted a tax rate greater than its voter-approval tax rate without holding an election in the prior year.

Note: This section does not apply if a taxing unit is continuing to calculate its voter-approval tax rate in the manner provided for a special taxing unit because it is still within the disaster calculation time period detailed in Tax Code Section 26.042(a) because it has not met the conditions in Tax Code Section 26.042(a)(1) or (2).

Line	Emergency Revenue Rate Worksheet	Amount/Rate
73.	**2021 adopted tax rate.** Enter the rate in Line 4 of the *No-New-Revenue Tax Rate Worksheet.*	$ 0.558551/$100
74.	**Adjusted 2021 voter-approval tax rate.** Use the taxing unit's Tax Rate Calculation Worksheets from the prior year(s) to complete this line. If a disaster occurred in 2021 and the taxing unit calculated its 2021 voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) of the 2021 worksheet due to a disaster, enter the 2021 voter-approval tax rate as calculated using a multiplier of 1.035 from Line 49. **- or -** If a disaster occurred prior to 2021 for which the taxing unit continued to calculate its voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) in 2021, complete the separate *Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet* to recalculate the voter-approval tax rate the taxing unit would have calculated in 2021 if it had generated revenue based on an adopted tax rate using a multiplier of 1.035 in the year(s) following the disaster. [48] Enter the final adjusted 2021 voter-approval tax rate from the worksheet. **- or -** If the taxing unit adopted a tax rate above the 2021 voter-approval tax rate without calculating a disaster tax rate or holding an election due to a disaster, no recalculation is necessary. Enter the voter-approval tax rate from the prior year's worksheet.	$ 0/$100
75.	**Increase in 2021 tax rate due to disaster.** Subtract Line 74 from Line 73.	$ 0.558551/$100
76.	**Adjusted 2021 taxable value.** Enter the amount in Line 14 of the *No-New-Revenue Tax Rate Worksheet.*	$ 612,941,109
77.	**Emergency revenue.** Multiply Line 75 by Line 76 and divide by $100.	$ 3,423,588
78.	**Adjusted 2022 taxable value.** Enter the amount in Line 25 of the *No-New-Revenue Tax Rate Worksheet.*	$ 671,867,891
79.	**Emergency revenue rate.** Divide Line 77 by Line 78 and multiply by $100. [49]	$ 0/$100
80.	**2022 voter-approval tax rate, adjusted for emergency revenue.** Subtract Line 79 from one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax), Line 62 (taxing units with pollution control) or Line 67 (taxing units with the unused increment rate).	$ 0.540096/$100

SECTION 8: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

No-new-revenue tax rate. .... $ 0.517570 /$100
As applicable, enter the 2022 NNR tax rate from: Line 26, Line 27 (counties), or Line 56 (adjusted for sales tax). Indicate the line number used: 26

Voter-approval tax rate .... $ 0.540096 /$100
As applicable, enter the 2022 voter-approval tax rate from: Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (adjusted for sales tax), Line 62 (adjusted for pollution control), Line 67 (adjusted for unused increment), or Line 80 (adjusted for emergency revenue). Indicate the line number used: 80

De minimis rate. .... $ 0.573374 /$100
If applicable, enter the 2022 de minimis rate from Line 72.

SECTION 9: Taxing Unit Representative Name and Signature

Enter the name of the person preparing the tax rate as authorized by the governing body of the taxing unit. By signing below, you certify that you are the designated officer or employee of the taxing unit and have accurately calculated the tax rates using values that are the same as the values shown in the taxing unit's certified appraisal roll or certified estimate of taxable value, in accordance with requirements in Tax Code. [50]

print here ▶ ______________________
Printed Name of Taxing Unit Representative

sign here ▶ Wendy Burgess
Taxing Unit Representative

8-1-2022
Date

[48] Tex. Tax Code §26.042(c)
[49] Tex. Tax Code §26.042(b)
[50] Tex. Tax Code §§ 26.04(c-2) and (d-2)

Memorandum

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

From: Candice Edmondson, City Manager

Date: September 12, 2022

Subject: FY 2023 Budget Public Hearing

Agenda Item:

Fiscal Year 2023 Budget and Multi-Year Capital Improvement Program **PUBLIC HEARING**

Background Information:

Per City Charter and State law, the City of Richland Hills is required to hold at least one budget hearing prior to approval and adoption of the annual budget. This item fulfills the hearing requirement.

Attached to this memo is the proposed FY 2023 Budget and Multi-Year Capital Improvement Program. The budget summarizes the plan of municipal operations and capital projects for the fiscal year that begins October 1, 2022. The proposed budget was presented to City Council during work sessions on August 8th and August 22nd.

Financial Considerations:

The proposed budget consists of several different funds. The attached fund summaries provide details about each fund including revenue projections, proposed expenditures and ending fund balances. The FY 2023 Budget includes estimated revenues at $27,460,571 and expenditures at $29,036,218 which is a 39% increase in revenues and a 44% increase in expenditures over the FY 2022 Adopted Budget.

The City of Richland Hills saw healthy increases in both ad valorem and sales tax revenues at 11% and 35% respectively. Expenditure increases can be attributed to the following:

- American Rescue Plan projects
- Water meter replacement project
- Implementation of the new Public Safety STEP plan
- Proposed 5% pay increase for civilian employees
- Three (3) new positions
- New website platform and enhanced notification system
- Building improvements at the Law Enforcement Center and Animal Services Center
- New technology services contract and one-time migration costs

- Public Works Facility masonry fence
- Increase in insurance benefits
- Capital equipment for Police and Fire Departments
- Glenview Corridor Master Plan Development
- Continued implementation of Parks Master Plan at Kate Baker and Creek Trail Parks
- Park system amenity replacement
- New street reconstruction projects
- New Strategic Initiative Fund projects

The FY 2023 budget is based off a recommended tax rate of $0.538885 which is $0.19 cents lower than the previous three years.

Legal Review:

N/A

Board/Citizen Input:

Budget work sessions were held during City Council meetings on August 8th and August 22nd. A public hearing for the FY 2023 Budget will be held on September 12th. City Council will consider approval and adoption of the FY 2023 Budget on September 26, 2022.

Attachments:

FY 2023 Annual Budget
Multi-Year Capital Improvement Program

Council Action Requested:

Public Hearing and discussion only. No action requested

CITY OF RICHLAND HILLS

FY 2022-2023

OPERATING & CAPITAL

BUDGET

Ordinance No.
Adopted on

City of Richland Hills

Annual Budget Fiscal Year 2023

This budget will raise more property taxes than last year's budget by $221,990 or 6.51 percent and of that amount $11,759 is tax revenue to be raised from new property added to the tax roll this year.

Record Vote of Each Council Member					
Name	Place	For	Against	Abstain	Absent
Edward Lopez	Mayor	Votes in case of a tie			
Travis Malone	Councilmember (Place 2)				
Douglas Knowlton	Councilmember (Place 1)				
Curtis Bergthold	Mayor Pro Tem (Place 3)				
Javier Alvarez	Councilmember (Place 4)				
G.W. Estep	Councilmember (Place 5)				

Tax Rate	Adopted FY 2022	Proposed FY 2023
Property Tax Rate	$0.558551/$100	$0.538885/$100
No-New-Revenue Tax Rate	$0.538885/$100	$0.517570/$100
No-New-Revenue M&O Tax Rate	$0.392375/$100	$0.375531/$100
Voter Approval Tax Rate	$0.586308/$100	$0.540096/$100
Debt Rate	$0.166176/$100	$0.125257 /$100

The total amount of municipal debt obligations secured by property taxes for the City of Richland Hills is $15,530,000.

CITY OF RICHLAND HILLS

SUMMARY OF FUNDS — FY 2023 PROPOSED BUDGET

GOVERNMENTAL FUNDS	FUND NO.	BEGINNING FUND BALANCE	REVENUES	EXPENDITURES	TRANSERS IN/(OUT)	ENDING FUND BALANCE
GENERAL FUND	01	$ 4,442,373	9,318,263	8,666,929	(2,860,491)	$ 2,233,216
SPECIAL REVENUE FUNDS						
COURT SECURITY	24	25,177	5,500	-	-	30,677
COURT TECHNOLOGY	39	9,485	4,800	-	-	14,285
CRIME CONTROL DISTRICT	65	640,127	1,801,555	1,569,137	-	872,545
KRHB FUND	67	52,638	15,000	15,000		52,638
HOTEL OCCUPANCY TAX FUND	77	150,949	180,000	198,669	-	132,280
TAX INCREMENT FINANCING FUND- TIF	89	1,057,792	201,709	580,000	75,000	754,501
*LINK OPERATIONS FUND**	98	-	542,190	741,870	199,680	-
LINK REPLACEMENT FUND	103	-	-	-	25,000	25,000
COMPONENT UNIT						-
RICHLAND HILLS ECONOMIC DEV. FUND	26	1,419,069	1,178,054	1,576,530	-	1,020,593
DEBT SERVICE FUND	10	566,521	1,001,117	948,844	-	618,794
CAPITAL PROJECTS FUNDS						-
OIL AND GAS FUND	12	170,793	77,000	95,000	-	152,793
CAPITAL PROJECTS FUND	20	353,811	1,130,000	1,288,311	158,311	353,811
ROAD & STREET FUND	25	1,672,889	1,767,081	2,929,388	-	510,582
VEHICLE REPLACEMENT FUND	30	59,613	279,950	289,240	-	50,323
ARPA FUND	101	-	1,768,541	1,768,541		-
EMERGENCY MANAGEMENT FUND	104	-		2,500	2,500	-
STRATEGIC INITIATIVE FUND	107	$ -	-	476,000	2,400,000	1,924,000
TOTAL GOVERNMENTAL FUNDS		**$ 10,621,237**	**$ 19,270,760**	**$ 21,145,960**	**$ -**	**$ 8,746,037**

ENTERPRISE FUNDS	FUND NO.	BEGINNING FUND BALANCE	REVENUES	EXPENSES	TRANSERS IN/(OUT)	ENDING FUND BALANCE
WATER/SEWER FUND	2	$ 3,295,300	7,280,353	6,960,544	(1,000,000)	$ 2,615,109
DRAINAGE FUND	22	564,716	909,458	929,714		544,460
TOTAL ENTERPRISE FUNDS		**$ 3,860,016**	**$ 8,189,811**	**$ 7,890,258**	**$ (1,000,000)**	**$ 3,159,569**

**LINK FUND fund balance is reported with the General Fund at end of year.*

FY 2022-2023 PROPOSED BUDGET

GENERAL FUND REVENUES SUMMARY	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
PROPERTY TAXES	$ 2,624,551	$ 2,629,066	$ 2,808,490	$ 3,123,995	$ 315,505	11.2%
SALES TAXES	3,367,227	3,616,110	3,500,000	4,712,216	1,212,216	34.6%
LIQUOR TAXES	1,640	2,925	1,750	2,500	750	42.9%
FRANCHISE FEES	566,748	533,360	517,000	562,000	45,000	8.7%
FINES & FORFEITURES	405,410	282,806	402,700	262,050	(140,650)	-34.9%
LICENSES & PERMITS	383,037	186,174	152,500	209,500	57,000	37.4%
CHARGES FOR SERVICES	456,088	290,313	275,850	305,850	30,000	10.9%
MISCELLANEOUS REVENUES	857,746	130,394	74,800	140,152	65,352	87.4%
TOTAL REVENUES	**$ 8,662,447**	**$ 7,671,148**	**$ 7,733,090**	**$ 9,318,263**	**$ 1,585,173**	**20.5%**

GENERAL FUND EXPENDITURES SUMMARY	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
MUNICIPAL COURT	$ 248,936	$ 266,107	$ 273,050	$ 300,040	$ 26,990	9.9%
ADMINISTRATION	497,501	576,080	602,569	690,171	87,602	14.5%
POLICE	1,696,307	1,867,927	1,809,261	2,091,296	282,035	15.6%
FIRE	2,383,508	1,860,854	2,054,793	2,567,824	513,031	25.0%
STREETS	158,081	231,511	291,129	325,080	33,951	11.7%
LIBRARY	342,273	360,307	384,827	403,132	18,305	4.8%
RECREATION	179,574	234,952	276,213	299,807	23,594	8.5%
PARKS & GROUNDS	162,926	138,268	249,655	281,787	32,132	12.9%
COMMUNITY DEVELOPMENT	461,422	415,953	384,427	535,438	151,011	39.3%
ANIMAL CONTROL	163,586	178,610	180,617	202,422	21,805	12.1%
LEGISLATIVE (CITY SECRETARY)	168,891	166,943	177,156	129,940	(47,216)	-26.7%
SHARED SERVICES	$ 547,726	$ 652,168	$ 616,840	839,991	223,151	36.2%
TOTAL EXPENDITURES	**$ 7,010,731**	**$ 6,949,680**	**$ 7,300,537**	**$ 8,666,929**	**$ 1,366,392**	**18.7%**
Transfers Out	**$ 711,404**	**$ 331,014**	**$ 423,311**	**$ 2,860,491**		

	FY 2020	FY 2021	FY 2022	FY 2023
BEGINNING FUND BALANCE	**$ 2,966,213**	**$ 4,042,677**	**$ 4,433,131**	**$ 4,442,373**
ENDING FUND BALANCE	**$ 4,042,677**	**$ 4,433,131**	**$ 4,442,373**	**$ 2,233,216**
90 DAYS RESERVE AMOUNT	*$ 2,041,219*	*$ 1,713,620*	*$ 1,800,132*	*$ 2,137,051*
AMOUNT OVER/(UNDER) RESERVE REQUIREMENTS	*$ 2,001,458*	*$ 2,719,511*	*$ 2,642,241*	*$ 96,165*

**FY 2021 ACTUALS ARE AUDITED NUMBERS/FY 2023 BEGINNING FUND BALANCES ARE AMENDED FY2022 PROJECTIONS*

DEPARTMENT
04 REVENUE - TAXES

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
CURRENT PROPERTY TAX	$ 2,553,958	$ 2,713,599	$ 2,907,805	$ 3,239,519	$ 331,714	11.4%
TIF TRANSFER (PROPERTY TAX)		(127,481)	(140,315)	(157,524)	(17,209)	12.3%
DELINQUENT PROPERTY TAX	36,922	16,451	20,000	20,000	-	0.0%
INTEREST & PENALTY TAXES	33,670	26,498	21,000	22,000	1,000	4.8%
SALES & USE TAX	3,367,227	3,616,110	3,500,000	4,712,216	1,212,216	34.6%
LIQUOR & ENTERTAINMENT	1,640	2,925	1,750	2,500	750	42.9%
ELECTRIC FRANCHISE	270,336	254,338	250,000	260,000	10,000	4.0%
GAS FRANCHISE	84,276	78,214	78,000	105,000	27,000	34.6%
TELEPHONE FRANCHISE	35,753	28,789	30,000	28,000	(2,000)	-6.7%
SOLID WASTE FRANCHISE	109,873	117,739	105,000	115,000	10,000	9.5%
CABLE TV FRANCHISE	66,509	54,280	54,000	54,000	-	0.0%
REVENUE-TAXES	**$ 6,560,166**	**$ 6,781,462**	**$ 6,827,240**	**$ 8,400,711**	**1,573,471**	**23.0%**

DEPARTMENT
05 FINES & FORFEITURES

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
MUNICIPAL COURT FINES	$ 300,404	$ 215,154	$ 300,000	$ 200,000	$ (100,000)	-33.3%
LIBRARY	20	33	200	50	(150)	-75.0%
DLQ MUNICIPAL CT FINES	70,316	37,979	70,000	38,000	(32,000)	-45.7%
JUDICIAL EFFICIENCY FINES	428	118	250	250	-	0.0%
WARRANTS	18,924	10,473	18,000	10,500	(7,500)	-41.7%
MC DLQ COLLECTIONS	784	1,442	-	6,000	6,000	#DIV/0!
ANIMAL CONTROL	13,258	16,120	13,000	6,000	(7,000)	-53.8%
SCHOOL CROSSING GUARD	1,276	1,520	1,250	1,250	-	0.0%
FINES & FORFEITURES	**$ 405,410**	**$ 282,839**	**$ 402,700**	**$ 262,050**	**(140,650)**	**-34.9%**

DEPARTMENT
06 LICENSES & PERMITS

FY 2022-2023 PROPOSED BUDGET

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
CONTRACTOR REGISTRATION FEES	$ 26,355	$ 24,000	$ 20,000	$ 25,000	$ 5,000	25.0%
ELECTRICAL PERMITS	12,080	16,126	12,000	15,000	$ 3,000	25.0%
ANIMAL LICENSE	-	255	200	200	$ -	0.0%
BUILDING PERMITS	292,696	101,938	91,000	125,000	$ 34,000	37.4%
BUILDING REGISTRATION FEES	22,820	28,675	20,000	25,000	$ 5,000	25.0%
LIQUOR SALE PERMIT	350	150	300	300	$ -	0.0%
MISCELLANEOUS PERMITS	3,410	5,440	3,000	4,000	$ 1,000	33.3%
FIRE CODE PERMITS	25,326	9,590	6,000	15,000	$ 9,000	150.0%
LICENSES & PERMITS	**$ 383,037**	**$ 186,174**	**$ 152,500**	**$ 209,500**	**57,000**	**37.4%**

DEPARTMENT
07 SERVICE CHARGES

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
PLAN REVIEW	$ 180,589	$ 27,307	$ 22,000	$ 22,000	$ -	0.0%
COPY MACHINE	1,568	2,292	2,600	2,600	$ -	0.0%
EMERGENCY MEDICAL SERVICE	273,841	260,427	250,000	280,000	$ 30,000	12.0%
ANIMAL VACCINATIONS	90	255	1,250	1,250	$ -	0.0%
SERVICE CHARGES	**$ 456,088**	**$ 290,281**	**$ 275,850**	**$ 305,850**	**30,000**	**10.9%**

DEPARTMENT
08 MISCELLANEOUS REVENUE

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
OTHER FINANCIAL SOURCES	$ 719,733	$ -	$ -	54,000	$ 54,000	
INVESTMENT INCOME	14,930	761	1,500	1,500	$ -	0.0%
GRANTS AND TRANSFERS	3,167	3,453		-		0.0%
MISCELLANEOUS	44,247	80,545	10,000	10,000	$ -	0.0%
BISD/SRO REIMBURSEMENT	75,669	45,633	63,300	74,652	$ 11,352	17.9%
MISC. REVENUE	**$ 857,746**	**$ 130,392**	**$ 74,800**	**$ 140,152**	**65,352**	**87.4%**
TOTAL GENERAL FUND REVENUE	**$ 8,662,447**	**$ 7,671,148**	**$ 7,733,090**	**$ 9,318,263**	**1,585,173**	**20.5%**

CITY OF RICHLAND HILLS - GENERAL FUND (FUND 001)

DEPARTMENT
11 MUNICIPAL COURT

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
PERSONNEL	$ 226,721	$ 228,551	$ 236,529	$ 254,216	$ 17,687	7.5%
MATERIALS AND SUPPLIES	$ 19,250	$ 34,242	$ 33,614	42,492	$ 8,878	26.4%
OTHER OPERATING EXPENSES	$ 2,965	$ 3,314	$ 2,907	3,332	$ 425	14.6%
TOTAL - MUNICIPAL COURT	$ 248,936	$ 266,107	$ 273,050	$ 300,040	26,990	9.9%

DEPARTMENT
12 ADMINISTRATION

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
PERSONNEL	$ 433,613	$ 329,792	$ 340,647	$ 413,036	$ 72,389	21.3%
SUPPLIES AND MAINTENANCE	$ 48,062	$ 232,791	$ 242,202	$ 250,789	$ 8,587	3.5%
OTHER OPERATING EXPENSES	$ 15,826	$ 13,496	$ 19,720	$ 26,346	$ 6,626	33.6%
TOTAL - ADMINISTRATION	$ 497,501	$ 576,079	$ 602,569	$ 690,171	87,602	14.5%

DEPARTMENT
13 POLICE

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
PERSONNEL	$ 1,442,936	$ 1,413,300	$ 1,538,270	$ 1,775,749	$ 237,479	15.4%
SUPPLIES AND MAINTENANCE	$ 180,037	$ 356,779	$ 183,702	$ 209,219	$ 25,517	13.9%
OTHER OPERATING EXPENSES	$ 73,334	$ 97,847	$ 87,289	$ 106,328	$ 19,039	21.8%
TOTAL - POLICE DEPARTMENT	$ 1,696,307	$ 1,867,926	$ 1,809,261	$ 2,091,296	282,035	15.6%

DEPARTMENT
14 FIRE

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
PERSONNEL	$ 1,413,886	$ 1,555,924	$ 1,747,977	$ 2,126,606	$ 378,629	21.7%
SUPPLIES AND MAINTENANCE	208,227	224,603	230,069	293,807	$ 63,738	27.7%
OTHER OPERATING EXPENSES	41,662	49,433	44,247	90,411	$ 46,164	104.3%
CAPITAL	719,733	30,893	32,500	57,000	$ 24,500	75.4%
TOTAL - FIRE DEPARTMENT	$ 2,383,508	$ 1,860,853	$ 2,054,793	$ 2,567,824	513,031	25.0%

FY 2022-2023 PROPOSED BUDGET

DEPARTMENT
16 STREET DEPARTMENT

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
PERSONNEL	$ 141,975	$ 127,812	$ 224,059	$ 253,010	$ 28,951	12.9%
SUPPLIES AND MAINTENANCE	16,106	28,248	28,670	33,670	$ 5,000	17.4%
OTHER OPERATING EXPENSES	-	75,451	1,400	1,400	$ -	0.0%
CAPITAL	-		37,000	37,000	$ -	0.0%
TOTAL - STREET DEPARTMENT	$ 158,081	$ 231,511	$ 291,129	$ 325,080	33,951	11.7%

DEPARTMENT
17 LIBRARY

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
PERSONNEL	$ 284,784	$ 301,112	$ 308,797	$ 326,602	$ 17,805	5.8%
SUPPLIES AND MAINTENANCE	43,172	49,424	57,200	57,600	$ 400	0.7%
OTHER OPERATING EXPENSES	14,317	9,771	18,830	18,930	$ 100	0.5%
	-				-	
TOTAL - LIBRARY	$ 342,273	$ 360,307	$ 384,827	$ 403,132	18,305	4.8%

DEPARTMENT
18 RECREATION

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
PERSONNEL	$ 120,742	$ 171,149	$ 197,245	$ 216,089	$ 18,844	9.6%
SUPPLIES AND MAINTENANCE	28,922	29,550	41,168	42,968	$ 1,800	4.4%
OTHER OPERATING	29,910	34,252	37,800	40,750	$ 2,950	7.8%
TOTAL - RECREATION	$ 179,574	$ 234,951	$ 276,213	$ 299,807	23,594	8.5%

DEPARTMENT
19 PARKS

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
PERSONNEL	$ 54,250	$ 25,020	$ 79,815	$ 110,947	$ 31,132	39.0%
SUPPLIES AND MAINTENANCE	108,656	106,510	157,700	158,700	$ 1,000	0.6%

OTHER OPERATING	20	6,738	12,140	12,140	$ -	0.0%
TOTAL - PARKS DEPARTMENT	$ 162,926	$ 138,268	$ 249,655	$ 281,787	32,132	12.9%

DEPARTMENT
20 COMMUNITY DEVELOPMENT

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
PERSONNEL	$ 442,842	$ 151,519	$ 257,566	$ 294,959	$ 37,393	14.5%
SUPPLIES AND MAINTENANCE	$ 13,153	$ 16,743	$ 25,450	$ 26,363	$ 913	3.6%
OTHER OPERATING	$ 5,427	$ 247,690	$ 101,411	$ 214,116	$ 112,705	111.1%
TOTAL - COMMUNITY DEVELOPMENT	$ 461,422	$ 415,952	$ 384,427	$ 535,438	151,011	39.3%

DEPARTMENT
21 ANIMAL CONTROL

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
PERSONNEL	$ 118,160	$ 119,011	$ 130,622	$ 149,872	$ 19,250	14.7%
SUPPLIES AND MAINTENANCE	42,280	51,667	41,900	41,750	$ (150)	-0.4%
OTHER OPERATING	3,146	7,933	8,095	10,800	$ 2,705	33.4%
TOTAL - ANIMAL CONTROL	$ 163,586	$ 178,611	$ 180,617	$ 202,422	21,805	12.1%

DEPARTMENT
23 LEGISLATIVE

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
PERSONNEL	$ 72,132	$ 72,529	$ 77,416	$ 81,850	$ 4,434	5.7%
SUPPLIES AND MAINTENANCE	17,848	18,891	19,195	18,995	$ (200)	-1.0%
OTHER OPERATING	78,911	75,523	80,545	29,095	$ (51,450)	-63.9%
TOTAL - LEGISLATIVE	$ 168,891	$ 166,943	$ 177,156	$ 129,940	(47,216)	-26.7%

DEPARTMENT
30 SHARED SERVICES

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
PERSONNEL	$ 94,410	$ 85,893	$ 114,294	$ 137,541	$ 23,247	20.3%
SUPPLIES AND MAINTENANCE	196,056	218,135	82,152	116,535	$ 34,383	41.9%

OTHER OPERATING		**257,260**		**348,688**		**420,394**		**585,915**	$	165,521	**39.4%**
TOTAL - SHARED SERVICES	**$**	**547,726**	**$**	**652,716**	**$**	**616,840**	**$**	**839,991**		**223,151**	**36.2%**

DEPARTMENT
NON-DEPARTMENTAL/TRANSFERS OUT

DESCRIPTION		FY 2020 ACTUAL		FY 2021 ACTUAL		FY 2022 ADOPTED		FY 2023 PROPOSED		FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
TRANSFER TO CAPITAL PROJECTS	**$**	**291,844**	**$**	**142,270**	**$**	**158,311**	**$**	**158,311**	$	-	**0.0%**
TRANSFER TO EOC							**$**	**2,500**	$	2,500	
NON DEPT EXPENSE				**57,197**				**50,000**	$	50,000	**0.0%**
TRANSFER TO TIF SALES TAX						**75,000**		**75,000**	$	-	**0%**
TRANSFER TO LINK FUND		**419,560**		**131,547**		**165,000**		**199,680**	$	34,680	**21%**
TOTAL - NON DEPARTMENTAL	**$**	**711,404**	**$**	**331,014**	**$**	**398,311**	**$**	**485,491**		**87,180**	**21.9%**
TOTAL EXPENDITURES	**$**	**7,722,135**	**$**	**7,281,238**	**$**	**7,698,848**	**$**	**9,152,420**		**1,453,572**	**18.9%**
Transfers out from Fund Balance					**$**	**25,000**	**$**	**2,425,000**			

DEPARTMENT
098-60 LINK REVENUES

DESCRIPTION		FY 2020 ACTUAL		FY 2021 ACTUAL		FY 2022 ADOPTED		FY 2023 PROPOSED		FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
TRANSFER FROM THE GENERAL FUND	$	419,560	$	131,547	$	165,000	$	199,680	$	34,680	21.0%
LATE FEES & PENALTIES		370		460					$	-	
ONE TIME CLASSES (NOT4SENIORS)		12,211		11,799		12,000		5,400	$	(6,600)	-55.0%
LINK MEMBERSHIPS		62,161		61,387		74,400		74,400	$	-	0.0%
ONE DAY PASSES		4,135		3,366		5,500		5,500	$	-	0.0%
FITNESS CLASSES		6,683		5,208		4,400		3,000	$	(1,400)	-31.8%
PERSONAL TRAINING		850		7,286		18,000		24,000	$	6,000	33.3%
ATHLETICS		11,432		18,210		133,200		31,200	$	(102,000)	-76.6%
ALL DAY CAMPS		32,609		67,728		67,600		110,640	$	43,040	63.7%
AFTER SCHOOL PROGRAM		42,939		66,943		58,500		145,350	$	86,850	148.5%
SPECIAL EVENTS		1,370		2,858		1,500		2,000	$	500	33.3%
SENIOR PROGRAMS		1,431		1,760		2,500		3,000	$	500	20.0%
CONCESSIONS		3,977		3,630		6,000		6,000	$	-	0.0%
INDOOR/OUTDOOR RENTALS		72,603		109,114		100,000		118,000	$	18,000	18.0%
ADVERTISING CONTRIBUTIONS									$	-	

SILVER PROGRAMS	12,716	13,769	12,500	12,500	$ -	0.0%
MISCELLANEOUS REVENUE	193	2,395			$ -	
LINK-EMPLOYEE MEMBERSHIPS	2,806	1,954	1,200	1,200	$ -	0.0%
CONTRA REV-CITY DISCOUNTS	(8,991)	(2,399)			$ -	
LINK REVENUES	**$ 679,055**	**$ 507,015**	**$ 662,300**	**$ 741,870**	**79,570**	**12.0%**

DEPARTMENT
098-61 LINK EXPENDITURES

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
PERSONNEL	**$ 350,209**	**$ 329,638**	**$ 351,022**	**$ 441,368**	$ 90,346	**25.7%**
SUPPLIES & MAINTENANCE	**$ 89,149**	**$ 136,843**	**$ 223,499**	**$ 208,431**	$ (15,068)	**-6.7%**
OTHER OPERATING	**$ 86,553**	**$ 66,002**	**$ 87,546**	**$ 92,071**	$ 4,525	**5.2%**
LINK EXPENDITURES	**$ 525,911**	**$ 532,483**	**$ 662,067**	**$ 741,870**	**79,803**	**12.1%**

FY 2022-2023 PROPOSED BUDGET

WATER & SEWER FUND REVENUES SUMMARY	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
WATER SALES	$ 2,412,769	$ 2,475,104	$ 2,504,521	$ 2,537,000	$ 32,479	1.3%
WASTEWATER SALES	1,725,875	1,853,498	1,800,000	1,800,000	$ -	0.0%
MISCELLANEOUS INCOME	112,265	651,560	130,000	2,943,353	$ 2,813,353	2164.1%
TOTAL INCOME	**$ 4,250,909**	**$ 4,980,162**	**$ 4,434,521**	**$ 7,280,353**	**$ 2,845,832**	**64.2%**
Transfers In	**$ 17,666**					

WATER & SEWER FUND EXPENSES SUMMARY	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
SHARED SERVICES	$ 275,893	$ 320,663	$ 345,200	$ 311,428	$ (33,772)	-9.8%
ADMINISTRATION	464,519	384,269	551,719	641,582	$ 89,863	16.3%
DEBT SERVICE/NON DEPT.	493,921	802,014	489,241	1,004,832	$ 515,591	105.4%
WATER PRODUCTION & DISTRIBUTION	1,222,219	1,224,943	1,340,949	3,633,343	$ 2,292,394	171.0%
WASTEWATER SERVICES	1,133,748	1,343,425	1,504,869	1,369,359	$ (135,510)	-9.0%
					-	
					-	
TOTAL EXPENSES	**$ 3,590,300**	**$ 4,075,314**	**$ 4,231,978**	**$ 6,960,544**	**$ 2,728,566**	**64.5%**
Transfers Out	**14,511**				**-**	
BEGINNING (UNRESTRICTED) NET POSITION	**$ 1,847,158**	**$ 2,356,497**	**$ 3,092,757**	**$ 3,295,300**		
TRANSFERS IN (OUT)				**$ (1,000,000)**		
ENDING (UNRESTRICTED) NET POSITION	**$ 2,356,497**	**$ 3,092,757**	**$ 3,295,300**	**$ 2,615,109**		
90 DAYS RESERVE AMOUNT	*$ 919,661*	$ 1,004,872	$ 1,043,501	$ 1,716,299		
AMOUNT OVER/(UNDER) RESERVE REQUIREMENTS	*$ 1,436,836*	*$ 2,087,885*	*$ 2,251,799*	*$ 898,810*		

*FY 2021 ACTUALS ARE AUDITED NUMBERS

CITY OF RICHLAND HILLS - UTILITY FUND (FUND 002)

DEPARTMENT
54 WATER REVENUES

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
PENALTY & INTEREST	$ 34,023	$ 71,848	$ 80,000	$ 78,000	$ (2,000)	-2.5%
SALE OF WATER	2,412,769	2,457,268	2,504,521	2,458,000	$ (46,521)	-1.9%
TAP FEES	3,605	17,837	1,000	$ 1,000	$ -	0.0%
WATER REVENUES	**$ 2,450,397**	**$ 2,546,953**	**$ 2,585,521**	**$ 2,537,000**	**$ (48,521)**	**-1.9%**

CITY OF RICHLAND HILLS - UTILITY FUND (FUND 002)

DEPARTMENT
55 SEWER REVENUES

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
SEWER BILLING	$ 1,725,875	$ 1,853,498	$ 1,800,000	$ 1,800,000	$ -	0.0%
TOTAL - SEWER REVENUES	**$ 1,725,875**	**$ 1,853,498**	**$ 1,800,000**	**$ 1,800,000**	**$ -**	**0.0%**

CITY OF RICHLAND HILLS - UTILITY FUND (FUND 002)

DEPARTMENT
56 MISC REVENUES

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
USE OF LINES	$ 5,636	$ 6,298	$ 5,000	5,000	$ -	0.0%
SERVICE CHARGES	1,056	3,093	1,500	2,500	1,000	66.7%
INVESTMENT INCOME	11,687	642	500	1,600	1,100	220.0%
WASTE DISP. PROCESS. FEE	35,923	34,451	30,000	34,000	4,000	13.3%
MISC. REVENUE	15,254	62,730	7,500	20,000	12,500	166.7%
GARBAGE BILLING	5,081	472,497	4,500	473,500	469,000	10422.2%
TRANSFERS IN				2,406,753	2,406,753	100.0%
TOTAL - MISC. REVENUES	**$ 74,637**	**$ 579,711**	**$ 49,000**	**$ 2,943,353**	**$ 2,894,353**	**5906.8%**
TOTAL REVENUE	**$ 4,250,909**	**$ 4,980,162**	**$ 4,434,521**	**$ 7,280,353**	**2,845,832**	**64.2%**

CITY OF RICHLAND HILLS - UTILITY FUND (FUND 002)

DEPARTMENT
30 SHARED SERVICES

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
PERSONNEL	$ -		$ -	$ -	$ -	0.0%
SUPPLIES AND MAINTENANCE	82,831	93,945	52,693	41,358	(11,335)	-21.5%
OTHER OPERATING	193,062	226,718	292,507	270,070	(22,437)	-7.7%
TOTAL - SHARED SERVICES	$ 275,893	$ 320,663	$ 345,200	$ 311,428	$ (33,772)	-9.8%

CITY OF RICHLAND HILLS - UTILITY FUND (FUND 002)

DEPARTMENT
62 ADMINISTRATION

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
PERSONNEL	$ 288,600	$ 202,092	$ 338,329	$ 410,332	$ 72,003	21.3%
SUPPLIES AND MAINTENANCE	$ 116,354	$ 46,934	$ 55,220	$ 51,020	(4,200)	-7.6%
OTHER OPERATING	$ 59,565	$ 135,243	$ 158,170	$ 180,230	22,060	13.9%
TOTAL - ADMINISTRATION	$ 464,519	$ 384,269	$ 551,719	$ 641,582	$ 89,863	16.3%

CITY OF RICHLAND HILLS - UTILITY FUND (FUND 002)

DEPARTMENT
64 TRANSFERS/DEBT SERVICE/00-NON DEPT.

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
PRINCIPAL PAYMENT	383,750	245,000	399,500	378,425	(21,075)	-5.3%
INTEREST PAYMENT	110,171	91,719	88,241	75,907	(12,334)	-14.0%
PAYING AGENT FEES	-	950	1,500	1,500	-	0.0%
GARBAGE BILLING		464,345	-	469,000	469,000	100.0%
TRANSFERS OUT CIP				80,000	80,000	100.0%
TOTAL - TRANSFERS/DEBT SERVIC	$ 493,921	$ 802,014	$ 489,241	$ 1,004,832	$ 515,591	105.4%

CITY OF RICHLAND HILLS - UTILITY FUND (FUND 002)

DEPARTMENT
66 WATER PRODUCTION& DISTRIBUTION

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE

PERSONNEL	$ 182,116	$ 134,228	$ 262,324	$ 306,110	$ 43,786	16.7%
SUPPLIES AND MAINTENANCE	235,787	213,963	182,910	187,210	$ 4,300	2.4%
OTHER OPERATING	533,185	865,753	830,715	733,270	$ (97,445)	-11.7%
CAPITAL	271,131	10,999	65,000	2,406,753	$ 2,341,753	3602.7%
TOTAL - WATER PRODUCTION & DI	$ 1,222,219	$ 1,224,943	$ 1,340,949	$ 3,633,343	$ 2,292,394	171.0%

CITY OF RICHLAND HILLS - UTILITY FUND (FUND 002)

DEPARTMENT
67 WASTEWATER

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
PERSONNEL	$ 275,626	$ 255,830	$ 244,859	$ 279,396	$ 34,537	14.1%
SUPPLIES AND MAINTENANCE	163,941	138,729	123,028	123,530	$ 502	0.4%
OTHER OPERATING	694,181	948,866	1,136,982	966,433	$ (170,549)	-15.0%
CAPITAL					$ -	0.0%
TOTAL - WASTEWATER	$ 1,133,748	$ 1,343,425	$ 1,504,869	$ 1,369,359	$ (135,510)	-9.0%
TOTAL EXPENSES	$ 3,590,300	$ 4,075,314	$ 4,231,978	$ 6,960,544	$ 2,728,566	64.5%

DRAINAGE UTILITY FUND (FUND 022)
DEPARTMENT
68 DRAINAGE REVENUE

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
CUSTOMER BILLING	$ 928,500	$ 882,927	$ 929,000	$ 909,308	$ (19,692)	-2.12%
INVESTMENT INCOME	1,022	56	60	150	90	150.00%
TOTAL - INCOME	**$ 929,522**	**$ 882,983**	**$ 929,060**	**$ 909,458**	**$ (19,602)**	**-2.11%**

DRAINAGE UTILITY FUND (FUND 022)
DEPARTMENT
69 DRAINAGE EXPENSE

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
PERSONNEL	**$ 113,431**	**$ 116,047**	**$ 122,919**	**$ 155,965**	**$ 33,046**	**26.9%**
SUPPLIES AND MAINTENANCE	**$ 89,392**	**$ 202,768**	**$ 263,810**	**$ 270,310**	**6,500**	**2.5%**
OTHER OPERATING	**$ 13,776**	**$ 12,413**	**$ 36,909**	**$ 15,000**	**(21,909)**	**-59.4%**
CAPITAL			**$ 150,000**	**$ 5,000**	**(145,000)**	**-96.7%**
DEBT SERVICE		**$ 508,509**	**$ 468,114**	**$ 483,439**	**15,325**	**3.3%**
TOTAL EXPENSE	**$ 216,599**	**$ 839,737**	**$ 1,041,752**	**$ 929,714**	**$ (112,038)**	**-10.8%**
BEGINNING (UNRESTRICTED) NET POSITION	**$ 383,015**	**$ 572,322**	**$ 677,408**	**$ 564,716**		
ENDING (UNRESTRICTED) NET POSITION	**$ 572,322**	**$ 677,408**	**$ 564,716**	**$ 544,460**		

DEPARTMENT
60/61 GENERAL DEBT SERVICE

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
CURRENT PROPERTY TAX	$ 900,761	$ 953,700	$ 1,032,305	$ 990,917	$ (41,388)	-4%
DELINQUENT PROPERTY TAX	7,103	4,617	5,000	5,000	$ -	0%
INTEREST & PENALTIES	6,021	6,357	3,500	5,200	$ 1,700	49%
TOTAL REVENUE	**$ 913,885**	**$ 964,674**	**$ 1,040,805**	**$ 1,001,117**	**$ (39,688)**	**-4%**
PAYMENT OF PRINCIPAL	$ 401,250	$ 415,500	$ 435,500	$ 484,500	$ 49,000	4.8%
AGENT FEES	3,500	5,725	6,900	6,900	$ -	20.5%
REPORTING FEES						100.0%
PAYMENT OF INTEREST	487,174	487,265	473,363	457,444	$ (15,919)	-2.9%
TOTAL EXPENDITURES	**$ 891,924**	**$ 908,490**	**$ 915,763**	**$ 948,844**	**$ 33,081**	**0.8%**
BEGINNING FUND BALANCE	**$ 363,334**	**385,295**	**441,479**	**566,521**		
ENDING FUND BALANCE	**$ 385,295**	**$ 441,479**	**$ 566,521**	**$ 618,794**		

DEPARTMENT
42/43 MUNICIPAL COURT BLDG SECURITY FUND

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
REVENUE - BLDG. SECURITY	$ 7,157	$ 5,534	$ 5,700	$ 5,500	(200)	-4%
TOTAL REVENUE	**$ 7,157**	**$ 5,534**	**$ 5,700**	**$ 5,500**	**(200)**	**-4%**
PERSONNEL	**$ -**	**$ -**			**$ -**	**0.0%**
SUPPLIES AND MAINTENANCE	**$ 1,422**	**$ -**	**$ 4,000**	**$ -**	**$ (4,000)**	**-100.0%**
OTHER OPERATING	**$ -**	**$ -**			**$ -**	**0.0%**
TOTAL EXPENDITURES	**$ 1,422**	**$ -**	**$ 4,000**	**$ -**	**(4,000)**	**-100%**
BEGINNING FUND BALANCE	**$ 12,208**	**17,943**	**23,477**	**25,177**		
ENDING FUND BALANCE	**$ 17,943**	**$ 23,477**	**$ 25,177**	**$ 30,677**		

RICHLAND HILLS ECONOMIC DEVELOPMENT CORP (FUND 26)
DEPARTMENT
38/39 RH ECONOMIC DEVELOPMENT CORP

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
4B SALES TAX REVENUE	861,952		1,000,000	1,178,054	178,054	18%
TOTAL REVENUE	**$ 861,952**	**$ -**	**$ 1,000,000**	**$ 1,178,054**	**178,054**	**18%**
PERSONNEL	**$ 66,976**	**$ 51,917**	**$ 84,045**	**$ 130,062**	**$ 46,017**	**54.8%**
SUPPLIES AND MAINTENANCE	**$ -**	**$ 4,856**	**$ 39,280**	**$ 8,805**	**$ (30,475)**	**-77.6%**
OTHER OPERATING	**$ 250,758**	**$ 114,283**	**$ 104,000**	**$ 209,000**	**$ 105,000**	**101.0%**
TRANSFER TO FUND 20		**$ 445,757**	**$ 640,000**	**$ 1,000,000**	**$ 360,000**	**56.3%**
DEBT SERVICE	**$ 229,313**	**$ 229,913**	**$ 229,063**	**$ 228,663**	**$ (400)**	**-0.2%**
TOTAL EXPENDITURES	**$ 547,047**	**$ 846,726**	**$ 1,096,388**	**$ 1,576,530**	**480,142**	**44%**
BEGINNING FUND BALANCE	**$ 486,203**	**801,108**	**875,457**	**1,419,069**		
ENDING FUND BALANCE	**$ 801,108**	**$ 875,457**	**$ 779,069**	**$ 1,020,593**		

MUNICIPAL COURT TECHNOLOGY FUND (FUND 039)
DEPARTMENT
75/82 MUNICIPAL COURT TECHNOLOGY FUND

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
MUNI CT TECH FUND	7,678	4,785	6,500	4,800	(1,700)	-26%
TOTAL REVENUE	**$ 7,678**	**$ 4,785**	**$ 6,500**	**$ 4,800**	**(1,700)**	**-26%**
PERSONNEL	**$ -**	**$ -**			**$ -**	**0.0%**
SUPPLIES AND MAINTENANCE	**$ 7,678**				**$ -**	**0.0%**
OTHER OPERATING		**$ -**			**$ -**	**0.0%**
TOTAL EXPENDITURES	**$ 7,678**	**$ -**	**$ -**	**$ -**	**-**	**0%**

BEGINNING FUND BALANCE	$ -	-	4,785	9,485		
ENDING FUND BALANCE	$ -	$ 4,785	$ 11,285	$ 14,285		

CITY OF RICHLAND HILLS - CRIME CONTROL DISTRICT FUND (FUND 065)
DEPARTMENT
60/61 CRIME CONTROL DISTRICT

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
SALES & USE TAX	1,302,122	1,380,638	1,500,000	1,779,795	279,795	19%
GRANTS & TRANSFERS	4,995	1,742	12,000	21,760	9,760	81%
TOTAL REVENUE	**$ 1,307,117**	**$ 1,382,380**	**$ 1,512,000**	**$ 1,801,555**	**289,555**	**19%**
PERSONNEL	**$ 661,074**	**$ 701,388**	**$ 716,585**	**$ 902,262**	**$ 185,677**	**25.9%**
SUPPLIES AND MAINTENANCE	**$ 80,288**	**$ 64,969**	**$ 70,859**	**$ 80,977**	**$ 10,118**	**14.3%**
OTHER OPERATING	**$ 349,684**	**$ 412,370**	**$ 438,400**	**$ 457,027**	**$ 18,627**	**4.2%**
CAPITAL	**$ 185,246**	**$ 60,598**	**$ 49,804**	**$ 78,871**	**$ 29,067**	**58.4%**
TRANSFERS OUT			**$ 106,860**	**$ 50,000**	**$ (56,860)**	**-53.2%**
TOTAL EXPENDITURES	**$ 1,276,292**	**$ 1,239,325**	**$ 1,382,508**	**$ 1,569,137**	**186,629**	**13%**
BEGINNING FUND BALANCE	$ 346,755	377,580	520,635	640,127		
ENDING FUND BALANCE	$ 377,580	$ 520,635	$ 650,127	$ 872,545		

KEEP RICHLAND HILLS BEAUTIFUL FUND
FUND 67

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
DONATIONS/CONTRIBUTIONS		$ 50,600		$ 15,000	15,000	100%
TOTAL REVENUE	**$ -**	**$ 50,600**	**$ -**	**$ 15,000**	**15,000**	**100%**
BEAUTIFICATION/COMMUNITY PROJECTS	**$ -**	**$ 7,911**	**$ -**	**$ 15,000**	**$ (7,911)**	**100.0%**
TOTAL EXPENDITURES				**$ 15,000**	**15,000**	**0%**
BEGINNING FUND BALANCE		$ 9,949	$ 52,638	$ 52,638		
ENDING FUND BALANCE		$ 52,638	$ 52,638	$ 52,638		

HOTEL MOTEL FUND
DEPARTMENT
60/61 HOTEL OCCUPANCY TAX

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
HOTEL OCCUPANCY TAX	$ 85,603	$ 177,111	$ 180,000	$ 180,000	-	0%
TOTAL REVENUE	**$ 85,603**	**$ 177,111**	**$ 180,000**	**$ 180,000**	**-**	**0%**
PERSONNEL	**$ 65,692**	**$ 67,734**	**$ 36,255**	**$ 38,656**	**$ 2,401**	**6.6%**
SUPPLIES AND MAINTENANCE					**$ -**	**0.0%**
OTHER OPERATING	**$ 17,171**	**$ -**	**$ 55,000**	**$ 55,000**	**$ -**	**0.0%**

DEBT SERVICE	**$ 102,063**	**$ 106,062**	**$ 102,412**	**$ 105,013**	**$ 2,601**	**2.5%**
TOTAL EXPENDITURES	**$ 184,926**	**$ 173,796**	**$ 193,667**	**$ 198,669**	**5,002**	**3%**
BEGINNING FUND BALANCE	**$ 260,624**	**161,301**	**164,616**	**150,949**		
ENDING FUND BALANCE	**$ 161,301**	**$ 164,616**	**$ 150,949**	**$ 132,280**		

TAX INCREMENT FINANCING FUND (FUND 089)
DEPARTMENT
60/61TAX INCREMENT FINANCING

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
PROPERTY TAX - TRANSFER IN	$ 163,957	$ 127,481	$ 140,315	$ 157,524	17,209	12%
INTERGOVERNMENTAL		$ 39,663	$ 43,511	$ 44,185	674	2%
SALES TAX-TRANSFER IN FROM GF	$ 80,581	$ 68,182	$ 75,000	$ 75,000	-	0%
TOTAL REVENUE	**$ 244,538**	**$ 235,326**	**$ 258,826**	**$ 276,709**	**17,883**	**7%**
CAPITAL IMPROVEMENTS	**$ -**	**$ 95,350**	**$ 50,000**	**$ 550,000**	**$ 500,000**	**0.0%**
TRANSFERS OUT	**$ -**	**$ 201,852**			**$ -**	**0.0%**
OTHER OPERATING	**$ -**		**$ 30,000**	**$ 30,000**	**$ -**	**0.0%**
TOTAL EXPENDITURES	**$ -**	**$ 297,202**	**$ 80,000**	**$ 580,000**	**500,000**	**625%**
BEGINNING FUND BALANCE	**$ 700,147**	**944,685**	**882,809**	**1,057,792**		
ENDING FUND BALANCE	**$ 944,685**	**$ 882,809**	**$ 1,061,635**	**$ 754,501**		

LINK REPLACEMENT FUND
DEPARTMENT
NEW FUND 103

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
TRANSFERS IN FROM GF			$ 25,000	$ 25,000	-	0%
TOTAL REVENUE	**$ -**	**$ -**	**$ 25,000**	**$ 25,000**	**-**	**0%**
REPLACEMENTS	**$ -**	**$ -**		**$ 25,000**	**$ -**	**0.0%**
TOTAL EXPENDITURES					**-**	**0%**
BEGINNING FUND BALANCE				**-**		
ENDING FUND BALANCE				**$ -**		

EMERGENCY OPERATIONS MANAGEMENT FUND
DEPARTMENT
NEW FUND 104

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
TRANSFERS IN FROM GF				$ 2,500	2,500	100%
TOTAL REVENUE	**$ -**	**$ -**	**$ -**	**$ 2,500**	**2,500**	**100%**
SUPPLIES	**$ -**	**$ -**		**$ 2,500**	**$ 2,500**	**100.0%**
TOTAL EXPENDITURES				**$ 2,500**	**2,500**	**100%**
BEGINNING FUND BALANCE				**-**		
ENDING FUND BALANCE				**$ -**		

OIL & GAS FUND (FUND 012)
DEPARTMENT
60/61 OIL & GAS LEASE PROJ

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
OIL AND GAS LEASE REV	$ 34,963	$ 74,010	$ 35,000	$ 77,000	42,000	120%
GRANTS AND TRANSFERS		$ -			-	0%
TOTAL REVENUE	**$ 34,963**	**$ 74,010**	**$ 35,000**	**$ 77,000**	**$ 42,000**	**120.0%**
MISCELLANEOUS					-	0%
CAPITAL		107,424	52,000	-	(52,000)	-100%
PARK IMPROVEMENTS	-		35,000	95,000	60,000	171%
TOTAL EXPENDITURES	**$ -**	**$ 107,424**	**$ 87,000**	**$ 95,000**	**$ 8,000**	**9.2%**
BEGINNING FUND BALANCE	**$ 221,244**	**256,207**	**222,793**	**170,793**		
ENDING FUND BALANCE	**$ 256,207**	**$ 222,793**	**$ 170,793**	**$ 152,793**		

CAPITAL PROJECTS FUND (FUND 020)
DEPARTMENT
77 CAPITAL PROJECTS FUND

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
SALE OF FIXED ASSETS						
GRANTS AND TRANSFERS	$ 96,253	721,858			-	0%
TRANSFER FROM GENERAL	291,844	142,270	158,311	158,311	-	0%
TRANSFER FROM RHDC		445,757	640,000	1,000,000	360,000	56%
TRANSFER FROM CCPD			90,000	50,000	(40,000)	-44%
TRANSFER FROM UTILITY FUND				80,000	80,000	100%
TOTAL REVENUE	**$ 388,097**	**$ 1,309,884**	**$ 888,311**	**$ 1,288,311**	**$ 400,000**	**45.0%**
CAPITAL EQUIPMENT	$ 56,682	$ 7,914			-	0%
CAPITAL IMPROVEMENTPROJECTS					-	100%
CAPITAL FACILITIES IMPROVEMENT	64,441		90,000	130,000	40,000	44%
CAPITAL PARKS IMPROVEMENT	96,253	1,054,302	640,000	1,000,000	360,000	56%
CAPIITAL LEASE PAYMENTS	142,270	139,255	158,311	158,311	-	0%
TOTAL EXPENDITURES	**$ 359,646**	**$ 1,201,471**	**$ 888,311**	**$ 1,288,311**	**$ 400,000**	**45.0%**
BEGINNING FUND BALANCE	**$ 216,947**	**245,398**	**353,811**	**353,811**		
ENDING FUND BALANCE	**$ 245,398**	**$ 353,811**	**$ 353,811**	**$ 353,811**		

ROAD & STREET FUND (FUND 025)
DEPARTMENT
32/33 ROAD & STREET CONSTRUCTION FUND

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
SALES & USE TAX	$ 1,292,928	$ 1,381,609	$ 1,335,000	$ 1,767,081	432,081	32.4%
TRANSFERS IN		132,553				
TOTAL REVENUE	**$ 1,292,928**	**$ 1,514,162**	**$ 1,335,000**	**$ 1,767,081**	**$ 432,081**	**32.4%**
STREET CONSTRUCTION	$ 442,557	$ 652,475	$ 1,950,000	$ 2,829,388	879,388	45%
STREET REPAIRS & MAINT.		$ 13,356	$ 100,000	$ 100,000	-	0%

STREET CAPITAL/EQUIP		87,212			-	
TOTAL EXPENDITURES	**$ 442,557**	**$ 753,043**	**$ 2,050,000**	**$ 2,929,388**	**$ 879,388**	**42.9%**
BEGINNING FUND BALANCE	**$ 275,466**	**1,125,837**	**1,886,956**	**1,672,889**		
ENDING FUND BALANCE	**$ 1,125,837**	**$ 1,886,956**	**$ 1,171,956**	**$ 510,582**		

VEHICLE REPLACEMENT FUND (FUND 030)

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
SALE OF FIXED ASSETS	$ -	$ 5,372	$ 182,899	$ 279,950	169,628	100.0%
MISC. REVENUE		$ 23,673				
TRANSFERS IN FROM CRIME CONTROL DIST. FUND			$ 16,860		16,860	100.0%
TRANSFERS IN FROM GEN FUND				-		
TOTAL REVENUE	**$ -**	**$ 29,045**	**$ 199,759**	**$ 279,950**	**$ 80,191**	**100.0%**
MISC EXPENSES		18,390				
CAPITAL LEASE PAYMENTS			93,585	244,240	118,585	100.0%
CAPITAL PURCHASES			92,475	25,000	25,000	100.0%
CAPITAL EXPENDITURES	**$ -**	**$ 18,390**	**$ 186,060**	**$ 269,240**	**$ 83,180**	**100.0%**
MAINTENANCE		-	36,685	20,000	22,202	100.0%
MISC EXPENSES	**$ -**	**$ -**	**$ 36,685**	**$ 20,000**	**$ (16,685)**	**100.0%**
TOTAL EXPENDITURES	**$ -**	**$ 18,390**	**$ 222,745**	**$ 289,240**	**$ 66,495**	**100.0%**
BEGINNING FUND BALANCE	**$ 22,885**	**22,885**	**33,540**	**59,613**		
ENDING FUND BALANCE	**$ 22,885**	**$ 33,540**	**$ 10,554**	**$ 50,323**		

ARPA FUND 101

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
GRANTS/TRANSFERS IN	$ -			$ 1,768,541	202,100	100.0%
TOTAL REVENUE	**$ -**	**$ -**	**$ -**	**$ 1,768,541**	**$ 1,768,541**	**100.0%**
WATER INFRASTRUCTURE			-	1,500,000	1,500,000	100.0%
PROJECT APPROPRIATIONS			-	171,768	171,768	100.0%
EQUIPMENT			-	-	-	0.0%
CAPITAL EXPENDITURES	**$ -**	**$ -**	**$ -**	**$ 1,671,768**	**$ 1,671,768**	**100.0%**
PERSONNEL EXPENSES		-		96,773	99,500	100.0%
MISC EXPENSES	**$ -**	**$ -**	**$ -**	**$ 96,773**	**$ 96,773**	**100.0%**
TOTAL EXPENDITURES	**$ -**	**$ -**	**$ -**	**$ 1,768,541**	**$ 1,768,541**	**100.0%**
BEGINNING FUND BALANCE		**-**	**-**	**-**		
ENDING FUND BALANCE	**$ -**	**$ -**	**$ -**	**$ -**		

STRATEGIC INITIATIVE FUND

NEW FUND 107

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ADOPTED	FY 2023 PROPOSED	FY 2023 TO FY 2022 $ CHANGE	FY 2023 TO FY 2022 % CHANGE
TRANSFERS IN FROM GF				$ 2,400,000	2,400,000	100%
TOTAL REVENUE	**$ -**	**$ -**	**$ -**	**$ 2,400,000**	**$ 2,400,000**	**100%**
CAPITAL IMPROVEMENTS	**$ -**	**$ -**		**$ -**	**$ -**	**100.0%**
PROJECT APPROPRIATIONS				**476,000**	**476,000**	**100.0%**
TOTAL EXPENDITURES				**$ 476,000**	**476,000**	**100%**
BEGINNING FUND BALANCE				**-**		
ENDING FUND BALANCE				**$ 1,924,000**		

City of Richland Hills
FY 2023 Annual Budget
Five Year Capital Improvement Plan

Funding Source	Project Name	Project Number	Budgeted Amount	Prior Years Funding	FY 2021	Projected FY 2022	Budget FY 2023	Estimated FY 2024	Estimated FY 2025	Estimated FY 2026	Estimated FY 2027	Beyond/ Unfunded	Total Cost
2019 GO	*New Fire Station	F01	$ 5,704,560	$762,924	$4,712,647	$228,989							$5,704,560
2019 Tax Notes/TIF/GF	*Police Station Renovation	B01	$ 1,118,627	$48,882	$1,036,108	$33,637							$1,118,627
TIF Fund	*Police Station Parking Lot Improvements	B02	$ 76,289		$76,289								$76,289
Other Sources	Parks Master Plan (PMP) Implementation	TBD	$ 294,055										$0
RHDC	*Rosebud Playground (PMP)	NA	$ 156,965	$156,965									$156,965
Oil/Gas Fund	*Creek Trail Playground (PMP)	P02	$ 100,000		$114,262								$114,262
RHDC/TXDOT/NCTCOG	*Hike/Bike Trail PH1 (PMP)	P01	$ 1,322,598	$286,167	$1,036,431								$1,322,598
RHDC	Kate Baker Park/Creek Trail Park Improv.	TBD	$ 800,000				$1,000,000						$1,000,000
RHDC	Hike and Bike Trail PH2 (PMP)	P04	$ 38,215			$38,215							$38,215
CCPD	Covered Parking Structure	B03	$ 100,000			$100,000							$100,000
Street Improv. Fund	Street Improvements Program	TBD	$ 11,087,020	$777,159	$610,675	$1,700,547	$2,689,388	$1,200,000	$1,200,000	$1,200,000	$1,200,000	$509,251	$11,087,020
Street Improv. Fund/2019 GO	Rufe Snow Reconstruction	ST03	$ 527,681			$270,000	$257,681						$527,681
TIF Fund	Animal Services Center Improvements	B04	$ 213,395	$62,000	$20,000	$50,000	$460,000						$592,000
CCPD	Law Enforcement Center Improvements	B05	$ 50,000				$50,000						$50,000
ARPA	Water Lines Improvements	W2201	$ 1,590,000			$90,000	$1,500,000						$1,590,000
Utility Fund	Water Meter Replacement Project	W2202	$ 2,406,753				$2,406,753						$2,406,753
	Total		$25,586,158	$2,094,097	$7,606,412	$2,511,388	$8,363,822	$1,200,000	$1,200,000	$1,200,000	$1,200,000	$509,251	$25,884,970

Memorandum

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

From: Kimberly Sylvester, Chief of Police

Date: September 12, 2022

Subject: Catalytic Converter Ordinance

Agenda Item:

Consider Ordinance 1457-22 amending Chapter 58, "Offenses and Miscellaneous Provisions" of the Richland Hills Code by adding a new Article VII, "Possession of Catalytic Converter"

Background:

The Police Department has experienced a surge in catalytic converter thefts in recent years. This crime is a quick, relatively easy one to commit and has the potential for a high payoff which in turn attracts the criminal element to commit these crimes.

Catalytic converter thefts are not unique to Richland Hills. The National Insurance Crime Bureau reported that the claims of catalytic converter thefts rose nationally from 3,389 in 2019 to 14,433 in 2020. In 2021, the Richland Hills Police Department responded to 51 catalytic converter theft calls, 17 have been reported to date this year.

On September 1, 2021, Texas H.B. 4110 was enacted to address this issue; however, the bill only addressed those attempting to sell or purchase catalytic converters. H.B. 4410 did not address the more recurring instance where law enforcement encounters those in possession of cut or un-bolted catalytic converters, being the most common method in removing the converters during the theft.

Therefore, staff is requesting Council consider adopting an ordinance which will allow the Police Department to take enforcement action on those in possession of these undocumented precious metals. Staff believes this will lead to a reduction in these types of thefts impacting our community until such time as state law can be further amended.

Financial Considerations:

N/A

Legal Review:

The City Attorney has reviewed the proposed Ordinance

Board/Citizen Input:

N/A

Attachments:

Ordinance 1457-22

Council Action Requested:

Motion to approve Ordinance 1457-22 amending Chapter 58, “Offenses and Miscellaneous Provisions”, of the Richland Hills Code by Adding Article VII, “Possession of Catalytic Converter”.

ORDINANCE NO. 1457-22

AN ORDINANCE OF THE CITY OF RICHLAND HILLS, TEXAS AMENDING CHAPTER 58, "OFFENSES AND MISCELLANEOUS PROVISIONS" OF THE RICHLAND HILLS CODE BY ADDING A NEW ARTICLE VII, "POSSESSION OF CATALYTIC CONVERTER," TO PROVIDE FOR REGULATIONS REGARDING THE POSSESSION OF USED CATALYTIC CONVERTERS; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR PUBLICATION AS REQUIRED BY LAW; AND PROVIDING AN EFFECTIVE DATE.

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

WHEREAS, due to the precious metals of rhodium, palladium, and platinum contained in catalytic converters, the National Insurance Crime Bureau has reported that the claims of catalytic converter thefts rose nationally from 3,389 in 2019 to 14,433 in 2020; and

WHEREAS, on September 1, 2021, Texas H.B. 4110 was enacted to address this issue, however; the bill only addressed those trying to sell or purchase catalytic converters; and

WHEREAS, based on these measures, the City Council recommends adopting an Ordinance focused on the possession of cut or un-bolted catalytic converters, which are common methods to remove the catalytic converters during the theft.

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

SECTION 1.

Chapter 58, "OFFENSES AND MISCELLANEOUS PROVISIONS" of the Richland Hills Code is hereby amended by adding a new Article VII to read as follows:

"ARTICLE VII. - POSSESSION OF CATALYTIC CONVERTERS

Sec. 58-151. - Definitions.

The following words, terms, and phrases when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Catalytic converter means an exhaust emission control device that reduces toxic gases and pollutants from internal combustion; this includes any material removed from a catalytic converter.

Metal recycler means a business that is operated from a fixed location and is predominantly engaged in the practice as defined in the Occupations Code Title 12, Chapter 1956.

Sec. 58-152. - Possession of catalytic converter.

(a) It shall be unlawful for any person or entity other than a metal recycler to possess a used catalytic converter that was removed from a motor vehicle unless the individual or entity can:

1) provide proof of ownership of the motor vehicle from which the converter was removed, and can reasonably link the catalytic converter to the vehicle; or

2) The person presents proof that the possession of the catalytic converter lawfully passed from the owner of the vehicle from which the converter was removed to the person in possession of the converter.

Secs.58-153—58-170. - Reserved."

SECTION 2.
PROVISIONS CUMULATIVE

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

SECTION 3.
PROVISIONS SEVERABLE

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

SECTION 4.
PENALTY FOR VIOLATION

Any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance shall be fined no more than Five Hundred Dollars and no cents ($500.00) for each violation of this Ordinance. Each day that a violation is permitted to exist shall constitute a separate offense.

SECTION 5.
SAVINGS CLAUSE

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

SECTION 6.
PUBLICATION CLAUSE

The City Secretary of the City of Richland Hills is hereby directed to publish this Ordinance to the extent required by law.

SECTION 7.
EFFECTIVE DATE

APPROVED AND ADOPTED at a regular meeting of the Richland Hills City Council on September 12, 2022, by a vote of _____ ayes, _____ nays, and _____ abstentions.

APPROVED: **ATTEST:**

______________________________ ______________________________
The Honorable Mayor Edward Lopez Lindsay Wells, City Secretary

APPROVED AS TO FORM:

____
James Donovan, City Attorney

Memorandum

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

From: Kimberly Sylvester, Chief of Police

Date: September 12, 2022

Subject: Bullet-Resistant Shield Grant Application

Agenda Item:

Consider Resolution 564-22 approving and authorizing the City Manager to accept, decline, modify, or cancel grant awards for the purchase of bullet-resistant shields for the Richland Hills Police Department

Background Information:

The Governor's Public Safety Office, Criminal Justice Division recently announced grant opportunities for the purchase of bullet-resistant shields. The Police Department recommends applying for this grant funding in order to purchase bullet-resistant shields for police vehicles and for the School Resource Officer to house inside the school(s).

The Police Department feels it is in the best interest and safety of the community to equip responding officers with bullet-resistant shields in order to effectively respond to active shooter threats. This equipment is in line with the active shooter response training that officers receive.

If approved, the Police Department will request grant funding for the purchase of 17 bullet-resistant shields.

Financial Considerations:

There are no matching funds required for the grant application (Grant Number 4628801) and there are no minimum or maximum award amounts specified.

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

Resolution 564-22

Council Action Requested:

Motion to approve Resolution 564-22 approving and authorizing the City Manager to accept, decline, modify, or cancel grant awards from the Governor's Public Safety Office, Criminal Justice Division for the purchase of bullet-resistant shields for the Richland Hills Police Department

RESOLUTION NO. 564-22

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RICHLAND HILLS, TEXAS, APPROVING AND AUTHORIZING THE CITY MANAGER TO ACCEPT, DECLINE, MODIFY, OR CANCEL GRANT AWARDS FOR THE PURCHASE OF BULLET-RESISTANT SHIELDS FOR THE RICHLAND HILLS POLICE DEPARTMENT

WHEREAS, the Governor's Public Safety Office, Criminal Justice Division announced it is accepting applications from law enforcement agencies for the Bullet-Resistant Shield Grant Program; and

WHEREAS, the City Council of the City of Richland Hills, Texas, finds it in the best interest of the citizens that the City participate in the Bullet-Resistant Shield Grant Program for Fiscal Year 2022-2023; and

WHEREAS, the City Council of the City of Richland Hills, Texas, agrees that all funding for the purchase of bullet-resistant shields will be provided by the Bullet-Resistant Shield Grant Program (Grant Number 4628801) and matching funds will not be required from the City; and

WHEREAS, the City Council of the City of Richland Hills, Texas, agrees that in the event of loss or misuse of the Bullet-Resistant Shield Grant Program funds, the City Council assures that the funds will be returned to the Office of the Governor in full; and

WHEREAS, the City Council of the City of Richland Hills, Texas, designates Candice Edmondson, City Manager, as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter, or terminate the grant on behalf of the applicant agency.

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

The City Council of the City of Richland Hills, Texas, approves submission of the grant application for the Bullet-Resistant Shield Program to the Office of the Governor, Public Safety Office, Criminal Justice Division.

APPROVED AND ADOPTED at a regular called meeting of the Richland Hills City Council on September 12, 2022, by a vote of _____ayes, _____nays, and _____abstentions.

APPROVED: **ATTEST:**

___________________________ ___________________________
The Honorable Mayor Edward Lopez Lindsay Wells, City Secretary

Memorandum

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

From: Kimberly Sylvester, Chief of Police

Date: September 12, 2022

Subject: ALERRT Travel Assistance Grant Application

Agenda Item:

Consider Resolution 565-22 approving and authorizing the City Manager to accept, decline, modify, or cancel grant awards for ALERRT Travel Assistance for the Richland Hills Police Department

Background Information:

The Governor's Public Safety Office, Criminal Justice Division recently announced grant opportunities to help offset agency-incurred travel costs for sending peace officers to the Advanced Law Enforcement Rapid Response Training (ALERRT) program. The Police Department recommends applying for this grant funding to cover expenses related to the continued training and development of Richland Hills police officers in active shooter response.

The Police Department feels it is in the best interest and safety of the community to provide the highest level of training available to police officers in order to effectively respond to and address active shooter incidents. The training provided by the ALERRT program is recommended on a continual basis, and Richland Hills police officers have been participating in the program.

If approved, the Police Department will request grant funding for travel costs incurred to send Richland Hills police officers to the ALERRT program.

Financial Considerations:

There are no matching funds required for the grant application (Grant Number 4636201) and there are no minimum or maximum award amounts specified.

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

Resolution 565-22

Council Action Requested:

Motion to approve Resolution 565-22 approving and authorizing the City Manager to accept, decline, modify, or cancel grant awards from the Governor's Public Safety Office, Criminal Justice Division for ALERRT Travel Assistance for the Richland Hills Police Department

RESOLUTION NO. 565-22

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RICHLAND HILLS, TEXAS, APPROVING AND AUTHORIZING THE CITY MANAGER TO ACCEPT, DECLINE, MODIFY, OR CANCEL GRANT AWARDS FOR ALERRT TRAVEL ASSISTANCE FOR THE RICHLAND HILLS POLICE DEPARTMENT.

WHEREAS, the Governor's Public Safety Office, Criminal Justice Division announced it is accepting applications from law enforcement agencies to offset travel costs incurred for sending peace officers to the Advanced Law Enforcement Rapid Response Training (ALERRT) Program; and

WHEREAS, the City Council of the City of Richland Hills, Texas, finds it in the best interest of the citizens that the City participate in the ALERRT Travel Assistance Grant Program for Fiscal Year 2022-2023; and

WHEREAS, the City Council of the City of Richland Hills, Texas, agrees that funding for travel costs will be provided by the ALERRT Travel Assistance Grant Program (Grant Number 4636201) and matching funds will not be required from the City; and

WHEREAS, the City Council of the City of Richland Hills, Texas, agrees that in the event of loss or misuse of the ALERRT Travel Assistance Grant Program funds, the City Council assures that the funds will be returned to the Office of the Governor in full; and

WHEREAS, the City Council of the City of Richland Hills, Texas, designates Candice Edmondson, City Manager, as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter, or terminate the grant on behalf of the applicant agency.

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

The City Council of the City of Richland Hills, Texas approves submission of the grant application for the ALERRT Travel Assistance Program to the Office of the Governor, Public Safety Office, Criminal Justice Division.

APPROVED AND ADOPTED at a regular called meeting of the Richland Hills City Council on September 12, 2022, by a vote of _____ayes, _____nays, and _____abstentions.

APPROVED:	**ATTEST:**
______________________________	______________________________
The Honorable Mayor Edward Lopez	Lindsay Wells, City Secretary

Memorandum

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

From: Candice Edmondson, City Manager

Date: September 12, 2022

Subject: TodoVerde Managed Services Agreement

Agenda Item:

Consider Managed Services Agreement with TodoVerde, LLC for information technology services and authorize City Manager to sign agreement

Background Information:

In February, the City of Richland Hills hired Sciens, LLC to assess the City's current information technology environment and provide technology planning services. Based on the results of the assessment and employee feedback, it was determined that the City should consider a different vendor for information technology managed services.

The City of Richland Hills has been under a managed services agreement with VersaTrust since 2014. Staff has not been satisfied with the level of service provided by VersaTrust for the past couple of years which prompted the hiring of Sciens to complete a formal assessment and action plan.

Based on the City's information technology needs, Sciens recommended the City consider TodoVerde, LLC as their next managed services provider. TodoVerde has over 25 years of experience in network and telecom services. They have been recognized for their technical expertise and ability to customize technology solutions to digitally transform organizations. TodoVerde serves clients across many sectors including state and local governments, oil and gas industries and educational institutes. The City of Richland Hills has previously worked with TodoVerde on several public safety projects as they are a key partner in maintaining the technology systems utilized by our shared services program.

TodoVerde is a member of the TIPS purchasing cooperative which offers competitively procured purchasing contracts that meet all state and local purchasing requirements.

If approved, the Managed Services Agreement with TodoVerde will start on October 1, 2022 and be for an initial twelve (12) month term.

Financial Considerations:

TodoVerde charges a one-time onboarding fee of $18,400 payable over a 3-month period. The monthly charge for managed services is $9,285 per month which is $165 less than what the City was paying VersaTrust. Funding in the amount of $130,000 has been provided in the FY 2023 Budget for information technology managed services.

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

TodoVerde, LLC Managed Services Agreement

Council Action Requested:

Motion to approve Managed Services Agreement with TodoVerde, LLC for information technology services utilizing TIPS Contract #210602 and authorize City Manager to sign agreement

Richland Hills Managed Services

Submitted to

City of Richland Hills

Client	City of Richland Hills, LLC
Client Contact	Candice Edmondson - City Manager
Client Email Address	cedmondson@richlandhills.com
TODOVERDE Contact	**Jeff Ramey**
TODOVERDE Email	jeff@todoverdellc.com
TODOVERDE Phone Number	(214)538-0800
SOW Number	220617
Creation Date	9/1/2022

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1 Project Scope

This Statement of Work (SOW) defines the services that TodoVerde, will deliver to City of Richland Hills (City of Richland Hills or Customer). Each of the parties' responsibilities is defined to provide a clear understanding of the scope of Managed Services for Information Technology.

The pricing submitted with this SOW reflects services and responsibilities described herein.

1.1 Project Description

City of Richland Hills has engaged TODOVERDE to provide a SOW for Managed Services in support of the City of Richland Hills. TODOVERDE is and will remain CJIS certified and compliant and any new employees that are assigned will be required to be compliant. The City of Richland Hills will retain all ownership and property rights to all city data. The City of Richland Hills also recognizes that they are the sole proprietor of all datasets, files, information, content and links uploaded or provided by the City of Richland Hills except that which is required to perform backup duties.

1.2 Project Planning and Onboarding

TODOVERDE follows a project onboarding process that begins with planning the project with the key stakeholders. The process begins with planning for all requirements, dependencies, success criteria, as well as challenges and risks to the project will be identified.

The project initiation will consist of the following tasks:

- Define roles and responsibilities of the project core team
- Articulate project objectives, priorities, technologies being deployed, and key deliverables
- Identify the work required to achieve the project goals
- Establish a high-level schedule for the project
- Develop strategies for mitigating major project risks
- Plan the project success criteria
- Understand project dependencies
- TODOVERDE and City of Richland Hills will jointly define the due dates for customer owned prerequisites. TODOVERDE understands these dates are required to achieve the project outcome and may trigger changes to the project scope

1.2.1 Project Sites

Richland Hills services locations that have initially been identified are located across the city of Richland Hills.

2 Project Overview

2.1.1 Scope Considerations

The scope is outlined in the table below. Significant variance from this information may result in a Change Order and may incur a revised SOW. Should the noted scope or scoping details be inaccurate, the proposal can be revised to incorporate required changes.

Details	
Customer detail	City of Richland Hills
Recommended service	**TODOVERDE Managed Services**
# Of Locations	All City offices
Term	Twelve(12) month initial term beginning Oct 1st 2022.

2.1.2 Proposed Architecture

Managed Services will be delivered using the TODOVERDE agents deployed as Virtual Machines on Customer owned infrastructure. The Virtual Machines consist of a Microsoft Window 10 environment with a proprietary Monitoring and Management Agent, and a Linux based network monitoring Virtual Machine. Also Managed Antivirus, , DNS filtering, and SPAM filtering for all managed end points will be included in fee to be part of this service included

3 Project Definition

3.1.1 In Scope

The following equipment and monitored devices are defined as in scope:

- Network Switching / Wireless
- Compute and back up verification
- VMware Virtualization
- Firewalls / Routers
- Workstations various manufactures
- Onsite Visits as defined by TODOVERDE maximum hours per week unless emergency
- Hardware Budgeting
- Microsoft Software Contract management
- Hardware and software recommendations

The service required is to provide a managed service for Richland Hills Managed Services.

It is noted that the customer may expand over time and the managed service for these can be added via Change Order. Additional Services will be quoted on the Change Order dependent on size/scope and are not listed within this SOW. Details of scope are provided in **Exhibit A**.

3.1.2 Out of Scope

Any services outside of the scope identified herein. It is noted that this project may form part of a much larger engagement for SOC Services, and those Services will be quoted in a separate agreement when identified.

3.1.3 Project Change Control

In the process of an engagement, additional work may be required based upon on-site discovery or changes requested by the Customer. If variations from the original SOW are deemed necessary, a mutually agreed-upon Change Order will be created. TODOVERDE will provide a Change Order for the Customer to review and sign before any work outside the original scope is performed or additional expenses are invoiced.

The Change Order will specifically address the work, software, or other items added to the SOW and the associated costs. A brief explanation of the requirements for the changes will also be included.

4 Service Description

4.1.1 Definitions

Customer: The Company procuring the managed service

Co-Management: Both the Customer and City of Richland Hills have full access to the Device/Asset for any changes or updates

Device/Asset: A combination of hardware, software and licensing that is to be monitored/managed as part of the Service

Event or Incident: An activity that has been identified to represent an interruption in service.

Log: A record of activity written by a network element, computing platform, etc. for such purposes as recording events, errors, status messages, or other operating details

OBQ: Onboarding Questionnaire. A document or online tool to gather all the required information to set up the Service.

Onboarding: The activities and process to bring the Customer in to live Service.

POC: Customer point of contact for managed service

Web Portal: TODOVERDE's web-based managed services platform

NOC: Operations Center located in Dallas, TX (Infomart).

SOW: Statement of Work

Ticket: Comes in various forms such as, but not limited to:

- *Support Ticket* – Used to log and progress Tickets of a support nature (eg., creation of new web portal user accounts).
- *Network Incident Ticket* - An activity positively identified for further investigation that warrants follow up.
- *Change Request Ticket* – Used for creating requests for workload to be implemented (e.g., updating a set of Rules).

4.1.2 Solution Overview

TODOVERDE will provide a managed service for the Customer. The service is based on the following:

TODOVERDE Managed Services	Service
24 x 7 x 365 Support P1 Tickets	Yes
Web Based Customer Portal	Yes
Console Access (Through Customer Portal)	Yes
Performance Reporting (Typically Monthly)	Yes
Root Cause Analysis (RCA) on Major Events	Yes
Ongoing Core Maintenance	Yes
Management of System & Software Updates utilizing Patch and Deploy	Yes
Asset Management Inventory	Yes
Remote Troubleshooting	Yes

Hours of Operation: TODOVERDE's managed services are delivered through the Operations Center which operate 24 hours per day, 7 days per week, and 365 days per year.

Language Support: All Services, Portal and communications are provided in English language only.

Ticketing: Ticket types include but are not limited to the following: Network Incident, Support Ticket and Change Request. The assignee of a Ticket will always be a TODOVERDE representative and if the status of the Ticket is set to "Waiting for Customer", then the progress of the Ticket is the responsibility of the Customer's designated POC(s).

Tickets have 4 severity levels as below:

- *P1 Emergency* – System down or potential security incident that warrants urgent attention
- *P2 Critical* – Significant impact that could lead into a security incident or system outage if not addressed
- *P3 Warning* – Moderate loss of functionality or security that should be addressed
- *P4 Informational* – Supporting information and notification of behavior

The TODOVERDE Analyst will work closely with the Customer's designated POC(s) to progress and resolve the Ticket where appropriate. If the Customer does not respond to the Ticket in a timely manner, TODOVERDE reserves the right to close the Ticket and tune out the logs to stop it reoccurring.

Tickets can be updated/progressed within the Web Portal or via email by responding to the Ticket update email that will get sent to all those set as a 'Follower' within the Ticket. 'Followers' can be automatically assigned for all Customer Tickets or individually depending on the actual Ticket. 'Followers' are confirmed during onboarding and can be adapted throughout the lifetime of the Service.

4.1.3 Service Agents

Asset	TODOVERDE will use the Asset agent to maintain an accurate report of assets with real-time data: ▪ Online/Offline inventory

	▪ SNMP data collection ▪ Inventory reports ▪ Active users
Deploy	TODOVERDE will use the Deploy agent to install, update, and remove software across network targets: ▪ Install, update, and remove applications ▪ Deploy to flexible set of targets ▪ Update existing software to latest version
Patching	TODOVERDE will use the Patch agent to provide automated OS patching by scanning and deploying required patches for Windows endpoints: ▪ Quick and accurate listings of vulnerable systems ▪ Deploy patches by the most efficient means for each endpoint ▪ Confirm patch installations ▪ Mean time to patch reporting on customizable patch lists
Performance	TODOVERDE will use the Performance agent to analyze resource consumption, application health, and system health of endpoints: ▪ Monitor and alert on critical performance metrics ▪ Directly connect to specific endpoints to determine potential root cause ▪ Proactively analyze the health of endpoints and triage problems

4.1.4 Web Portal

TODOVERDE provides a Web Portal for access and visibility to the monitored network. The Web Portal is the interaction between the Help Desk Analysts and the Customer. Through the Web Portal, customers can:

- View Dashboards for summary of Service
- View and search Alert logs and Events
- View and update profile information
- Access Service Reports
- Search, update and manage all types of Tickets

TODOVERDE will provide both standard and configurable reporting to the Customer based on requirements. The reporting will be designed during the onboarding phase and can be updated at any point throughout the contract.

4.1.5 Onboarding

TODOVERDE will work with the Customer to bring the Service live during the onboarding process. The initial go live phase is typically 30 days but will depend on pace agreed with the Customer. Ongoing growth and expansion of the network can be accommodated at a much more assertive pace. The onboarding consists of 2 parallel streams:

- *Technical* – to set up the infrastructure required for the service.

- *Information Gathering* – to provide as much context as possible to enrich the analysis. This involves either completing a document or online tool to gather all the required information to set up the Service.

Once the onboarding is complete, the Service is considered live. All this is handled and communicated through the onboarding process.

4.1.6 Service Level Agreement

Ticket SLAs are measured as follows:

- 'Time to Respond' is measured from when the Ticket is created to when it is first touched by a TODOVERDE Engineer.
- 'Target to Address' is the target time to implement a workaround or fix for the Ticket.

Priority	Time to Respond	Target to Address
P1 Critical Impact	1 Hour	TTR + 4 hours
P2 Significant Impact	4 hours	TTR + 8 Hours
P3 Normal/Minor	24 hours	72 hours
P4 Low/Information	48 hours	7 days

SLA Exceptions: The following exclusions are not included in the SLA calculation:

- Scheduled maintenance work required by TODOVERDE
- Change management requirements affecting managed devices
- Circumstances beyond the reasonable control of TODOVERDE
- Network or policy changes to a managed device not performed by TODOVERDE
- Loss of connectivity due to Customer connectivity issues or Customer managed issues

Maintenance Window: The TODOVERDE infrastructure maintenance window is 10pm-12am CST, it is very rare that Maintenance Windows are required that incur an interruption to the Portal or Service. Should there be a requirement for a period of time to conduct any maintenance, TODOVERDE reserves the right to communicate that Maintenance Window in advance through the notification system in the Portal.

4.1.7 Customer Pre-requisites

The following requirements must be confirmed by the Customer for the operation of the Service:

- *Software License/Subscriptions* – Service must have the appropriate full manufacturer's product license and subscriptions for the duration of the Service.

- *Hardware Support* – All Devices/Assets must have the appropriate full manufacturer's support for the duration of the Service
- *Software limitations* - Only the manufacturer's application(s) and operating system are to be run on the Asset/Device
- *Connectivity* - Customer will ensure Customer-side access and connectivity to all Device/Assets as appropriate.
- *Customer Point of Contact (POC)* – The Customer is responsible for providing TODOVERDE a primary point of contact (POC). The POC will provide access to knowledgeable technical staff, and/or third-party resources, to assist TODOVERDE with any hands-on support or working with third-party vendors.

TODOVERDE supports a Fair Use Policy for the number of Tickets and Change Requests used in the Service. There is no limit on the number of Incident and Support Tickets used but TODOVERDE reserves the right to review the volume of Change Requests per Customer if it is determined that the Change Requests are being improperly used.

5 Customer Responsibilities

All services performed by TODOVERDE will be based on the following assumptions and Customer responsibilities:

- City of Richland Hills will designate a single point of contact to whom all communications may be addressed and who has the authority to act on all aspects of the services throughout the duration of the project; such contact shall be available during normal hours of business (Monday through Friday, 8:00am to 5:00pm local time, excluding holidays)
- City of Richland Hills will provide remote access to all customer sites and facilities as mutually agreed by both parties during the course of the project.
- TODOVERDE and City of Richland Hills will jointly define standard configuration templates by the mutually agreed upon date defined during the project kickoff and documented in the project plan of record
- TODOVERDE and City of Richland Hills will jointly define the required physical and logical site information by the mutually agreed upon date defined during the project kickoff and documented in the project plan of record
- City of Richland Hills will supply access information and credentials to the engineer(s) for any tools and all existing equipment that needs to be configured or may need to be modified within five (5) business days of TODOVERDE's written request for access
- City of Richland Hills will provide Virtual Private Network (VPN) or other remote access and appropriate credentials in order to complete this project

Note: Success of the project is dependent on the responsibilities above. If responsibilities indicated above are not completed prior to the deployment date, the project timelines may need to be rescheduled based on TODOVERDE engineering availability.

6 Assumptions

In preparing this SOW, TODOVERDE made certain assumptions for items not expressly documented during discussions with City of Richland Hills. Changes to these assumptions may affect scope and cost.

- TODOVERDE will not be responsible for any project delays or costs caused by failure to deliver or by delayed provision of information, systems, or feedback from City of Richland Hills or third party vendors
- Tasks will be completed during normal business hours between 8:00 a.m. and 5:00 p.m. project site local time, Monday through Friday, excluding TODOVERDE-observed holidays, unless otherwise negotiated and noted in this SOW.
- TODOVERDE'S holiday schedule is as follows:
    - New Year's Day…………………………… January 1st
    - Memorial Day……………………………..Last Monday in May
    - Independence Day………………………July 4th
    - Labor Day…………………………………...First Monday in September
    - Thanksgiving Day…………………………Fourth Thursday in November
    - Day after Thanksgiving Day…………Friday after Thanksgiving Day
    - Christmas Eve……………………………..December 24th
    - Christmas Day…………………………….December 25th
- Changes to the scope of work identified during the project will require a Change Order Form that could affect the schedule, milestone, or cost of the project
- TODOVERDE will assign all staff resources as to best-fit total requirements and no individual employee is being specifically promised or quoted for this project
- TODOVERDE shall rely upon any standard operating procedures or practices of City of Richland Hills and any direction or regulatory or other guidance provided by City of Richland Hills as agreed to during the project kickoff
- TODOVERDE is not providing any warranty regarding, and is not liable for, any third party software, documentation, equipment, tools or other products or materials, even if recommended by TODOVERDE
- Time estimates for the implementation of the solution do not include time required for Customer change control processes. Any change control process delays that impact the time and level of effort to deliver the solution will incur a Change Order for the time difference
- TODOVERDE may deliver the Services through a combination of employees, contractors, and subcontractors working under TODOVERDE's direction, at TODOVERDE's discretion
- The services may include advice and recommendations, but all decisions in connection with the implementation of such advice and recommendations will be the responsibility of, and made by, City of Richland Hills
- All business days worked as part of this project will be consecutive unless agreed to in advance by both TODOVERDE and City of Richland Hills
- Knowledge transfer will not include any courseware or formal lab manuals. It will be hands-on knowledge transfer on the deployed solution within the Richland Hills environment. This is an informal sharing of information between technical peers and is intended to supplement but not replace any manufacturer's formal system implementation or administration classes.

- If at any time, the United States Government or its duly appointed representatives issues a safety, terrorism, tariff, or other legally binding statement that impacts TODOVERDE's ability to transact business in the effected country, TODOVERDE reserves the right to defer or exclude scope obligations for the countries impacted. TODOVERDE will reduce the cost commensurate with the reduced scope
- This SOW has been developed based on the assumption that there are no scheduled cutover/change windows or change control requirements. If change control or scheduled cutovers are required, this will be managed through the Change Order process
- TODOVERDE does not require access to or receipt of any personally identifiable information, protected health information, sensitive Customer information or other structured personal or sensitive information as defined by applicable data protection laws ("Protected Data") in its performance of the Services hereunder.
    - Access to or receipt of any Protected Data is expressly out of scope under this SOW. As such, Customer will not provide TODOVERDE with Protected Data or access to Protected Data hereunder and any such receipt or access will require prior agreement by both parties to determine applicable controls, processes, security measures, or other requirements.
- Some specific training will be provided and will be described through onboarding process.

7 Pricing Summary

This is a Firm Fixed price project as described above on the TIPS Contract # 210602. Costs for hardware and software are not included in TODOVERDE's fees. Work will be performed remotely.

Resource	Qty	Rate (Monthly per MEK)
Initial Onboarding Fee	1	$18,400 One Time
Managed Workstations		$80.00 each
Managed Servers		$85.00 each
Managed Firewall		$75.00 each
Managed Network Switch		$40.00 each
Managed WiFi		$30.00 each
Managed VM Hosts		$85.00 each

*Note:

- Pricing shown in U.S. dollars
- Taxes are not included in the above pricing
- City of Richland Hills will be billed monthly in advance upon completion of onboarding
- Payment Terms are net-30 days from TODOVERDE invoice date

Contract Term and Dates	
Initial term (months)	Twelve(12) months
Service start date	November 1st, 2022
Service billing start date	October 1st, 2022

Appendix 1: Approval to Proceed with Project

The undersigned parties each understand and agree that this SOW accurately sets forth the services that TodoVerde will provide City of Richland Hills.

City of Richland Hills

____
(Signature)

____
(Printed Name)

____
(Title)

____
(Date)

TodoVerde, LLC

____
(Signature)

____
(Printed Name)

____
(Title)

____
(Date)

TodoVerde

Richland Hills Managed Services

Exhibit A

City of Richland Hills scope details

Workstation Management Plan:
-Unlimited Remote Control Support
-Microsoft Application Support Maintenance
-Online Asset Management
-Online Trouble Ticket Management
-Online License Management
-Desktop Optimization & Management
-Spyware and Adware Removal
-VPN Client Management
-Windows Patch Management
-Antivirus Software Management & Update
-Includes Antivirus Licensing

Server Management Support Plan:
-Unlimited Phone Support
-Unlimited Remote Control Support
-Service Availability Monitoring Maintenance
-Microsoft Patch Management
-Event Log Monitoring
-Log File Maintenance
-Drive Space Monitoring
-Printer Setting Management
-Quarterly On-Site Maintenance Security
-User Account Administration
-File Sharing Permission Administration
-Security Administration
-Virus Definition & Prevention

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-Online Asset Management
-Online Trouble Ticket Management
-Online License Management
-Spyware and Adware Removal
-Includes Antivirus licensing

Managed VM Host
Create Rules and monitoring
Patching if necessary staying in same version

Managed Network Firewall
Create Rules and monitoring, software upgrades for supported firewalls

Managed Network Switch
Traffic Flow and statistics along with configuration management

Managed Network WiFi Access Point. Monitored for various settings

Pro Services for onsite support- 8 hours

Onboarding:
Inventory Assets & Perform Maintenance

- Physical Servers
- Virtual Servers
- Disk storage
- Firewall's/Routers
- Network appliances
- Network switches
- Wiring closets cleanup
- UPS battery check/replacement plan
- Clients (Desktops/Laptops/MDC's/Tablets)
- Printers
- Address Microsoft Licensing (Office/Teams/Sharepoint)
- Address standard software needs.
- Create standard image for reproduction
- Check backup system- make recommended changes
- Present internet disaster recovery solution including:
    - Redundant Internet Service Providers
    - Redundant Routers with Load Balancing & Failover capability

Fully configured & tested

Richland Hills September 2022

City of Richland Hills

____
(Signature)

____
(Printed Name)

____
(Title)

____
(Date)