

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING AGENDA
JUNE 26, 2023
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

ADMINISTRATION OF OATH OF OFFICE

- A. Administer Oath of Office to Council Member, Place 6

1. PRESENTATIONS

- A. Employee Service Award
 - Lead Animal Control Officer Kay Fisk
- B. Recognize Citizen Fire Academy Graduates
- C. Parks and Recreation Month Proclamation
- D. Citizen Appearances/Public Comments

Citizen comments emailed to Lindsay Rawlinson (lrawlinson@richlandhills.com) on an item either listed on this agenda or not listed on this agenda will be heard at this time. Citizens in attendance at the meeting who have signed a card to speak to the City Council

will also be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the presentation is on the agenda, the city staff and City Council members are prevented from discussion of the subject and may respond only with statements of factual information or existing city policy. Public comment will not be taken on items that the Council has previously considered in a public hearing.

2. CONSENT AGENDA

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

- A. Approve minutes from the May 22, 2023 City Council Regular Meeting
- B. Approve a Final Plat for the property described as Block L Lots 7 and 8A Richland Hills Addition, otherwise known as 7145 Baker Boulevard, Richland Hills, Texas 76118 and Block L Lot 6 Richland Hills Addition, otherwise known as 7151 Baker Boulevard, Richland Hills, Texas
- C. Approve Ordinance 1474-23 amending Chapter 42, Article II. Flood Damage Prevention of the Richland Hills Code of Ordinances
- D. Ratify Interlocal Agreement with Tarrant County for roadway striping at the intersection of Handley Ederville Road and Burns Street

3. PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

- A. None

4. ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS

- A. None

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

- A. Consider award of bid to C. Green Scaping LP for Latham BFC-5 Channel improvements and Animal Service Center parking and drainage improvements

6. OTHER ITEMS FOR CONSIDERATION

- A. Consider Park and Recreation Facility Naming Policy

7. REPORTS & DISCUSSIONS

- A. Street Improvement Projects
- B. Red, White & YOU!
- C. Richland Hills 75th Anniversary
- D. May Department Reports

8. COMMUNITY INTEREST ITEMS

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

- information regarding holiday schedules;
- honorary recognitions of city officials, employees, or other citizens;
- reminders about upcoming events sponsored by the city or other entity that is scheduled to be attended by a city official or city employee; and
- announcements involving imminent public health and safety threats to the city

9. EXECUTIVE SESSION

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

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

10. ADJOURNMENT

CERTIFICATE

I hereby certify that the above agenda was posted on this the 22nd day of June 2023 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 Rawlinson

Lindsay Rawlinson
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 Rawlinson, City Secretary

Date: June 26, 2023

Subject: Administer Oath of Office to City Council Place 6

Agenda Item:

Administer Oath of Office to City Council Place 6

Background Information:

The City Secretary will administer the Oath of Office to City Council Place 6

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 Rawlinson, City Secretary

Date: June 26, 2023

Subject: Employee Service Award

Agenda Item:

Presentation of a 10-year Service Award to Kay Fisk, Lead Animal Control Officer

Background Information:

Kay was born under the Worker-Bee Sign. Kay has dedicated her life to public service, first as a Public Safety Dispatcher, and then moved on to become an EMT & Firefighter in South Texas. Little did she know, after accepting the Animal Services Officer position with our city and spending countless hours keeping her entire community and neighborhood pets safe, this would be her true calling.

She brought about change that resulted in the shelter being recognized by the State of Texas as a "no-kill" shelter and adopts pets out to people from all over the country. She continues to educate the public with compassion and works to give every adoptable pet a forever home.

Kay enjoys spending her off time with her children and grandchildren and tries to squeeze in a little relaxing time.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

N/A

Council Action Requested:

Presentation of 10-year Service Award to Kay Fisk

Memorandum

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

From: C. Russell Shelley, Fire Chief

Date: June 26, 2023

Subject: Recognition of Citizen's Fire Academy Class #6 Graduates

Agenda Item:

Recognition of Citizen's Fire Academy Class #6 Graduates

Background Information:

The sixth class of our Citizen's Fire Academy graduated from the program in late May of this year, and we would like to recognize each of them and show a brief slideshow of some of their training and experiences. The Class #6 Graduates are:

Peggy Bidwell
Raul Cisneros
Samantha Hall
Rushel Jester
Valeria Rangel

Athena Campbell
Karen Evans
Janice Hill
Michelle Lada
John Skier

Jorge Cisneros
Tarah Graham
Hannah Jester
Albert Navarro
Lisa Skier

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 Rawlinson, City Secretary

Date: June 26, 2023

Subject: Parks and Recreation Month Proclamation

Agenda Item:

Parks and Recreation Month Proclamation

Background Information:

In recognition of "Parks and Recreation Month", Mayor Lopez will present a Proclamation to Richland Hills Parks and Recreation Director Jason Brown.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

Parks and Recreation Month Proclamation

Council Action Requested:

Presentation of Parks and Recreation Month Proclamation

Proclamation



WHEREAS, parks and recreation programs are an integral part of communities throughout this country, including the City of Richland Hills; and

WHEREAS, our parks and recreation are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens, and contributing to the economic and environmental well-being of a community and region; and

WHEREAS, parks and recreation programs build healthy, active communities that aid in the prevention of chronic disease, provide therapeutic recreation services for those who are mentally or physically disabled, and also improve the mental and emotional health of all citizens; and

WHEREAS, parks and recreation programs increase a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS, parks and natural recreation areas improve water quality, protect groundwater, prevent flooding, improve the quality of the air we breathe, provide vegetative buffers to development, and produce habitat for wildlife; and

WHEREAS, The City of Richland Hills recognizes the benefits derived from parks and recreation resources.

NOW, THEREFORE, BE IT RESOLVED, that I, Edward Lopez, Mayor of the City of Richland Hills, Texas do hereby proclaim July 2023 as:

NATIONAL PARKS AND RECREATION MONTH

in Richland Hills, Texas and encourage all citizens to enjoy the City's beautiful parks and amenities.

Mayor Edward Lopez
City of Richland Hills

Memorandum

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

From: Lindsay Rawlinson, City Secretary

Date: June 26, 2023

Subject: Minutes from the May 22, 2023 Regular City Council Meeting

Agenda Item:

Approval of minutes from the May 22, 2023 Regular City Council Meeting

Background Information:

N/A

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

May 22, 2023 Draft Minutes

Council Action Requested:

Motion to approve the minutes from the May 22, 2023 Regular City Council Meeting

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING
MAY 22, 2023
MINUTES**

Roll Call:

Council present

Edward Lopez, Mayor
Douglas Knowlton, Place 1
Travis Malone, Place 2
Theresa Bledsoe, Place 3
Javier Alvarez, Place 4
G.W. Estep, Place 5

Council absent

Staff present

Candice Edmondson, City Manager
Lindsay Rawlinson, City Secretary
James Donovan, City Attorney

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.
 1. Section 551.074: Deliberation regarding Personnel Matters
 - a) City Council, Place 6
 - b) Boards and Commissions

Motion: Motion was made by Councilmember Estep and seconded by Councilmember Knowlton to adjourn into Executive Session at 6:31 p.m.

Motion carried by a vote of 6-0.

Mayor Lopez reconvened into open session at 7:11 p.m. with no action taken.

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.**

None.

Mayor Lopez adjourned the work session at 7:11 p.m.

REGULAR SESSION – Mayor Lopez Called to Order – Time 7:11 p.m.

INVOCATION AND PLEDGES OF ALLEGIANCE – Mayor Lopez

ADMINISTRATION OF OATH OF OFFICE AND PRESENTATION OF CERTIFICATE OF ELECTION

City Secretary Lindsay Rawlinson administered the Oath of Office to Douglas Knowlton, Councilmember, Place 1, Theresa Bledsoe, Councilmember, Place 3, and GW Estep, Councilmember, Place 5.

SELECTION OF MAYOR PRO TEM

Motion: Motion was made Councilmember Bledsoe to elect Councilmember Knowlton as Mayor Pro Tem.

The vote was as follows:

For: Councilmember Knowlton, Councilmember Malone, and Councilmember Bledsoe

Against: Mayor Lopez, Councilmember Alvarez and Councilmember Estep

Motion failed with a vote of 3-3.

Motion: Motion was made Councilmember Knowlton to elect Councilmember Estep as Mayor Pro Tem.

The vote was as follows:

For: Mayor Lopez, Councilmember Malone, Councilmember Alvarez, and Councilmember Estep

Against: Councilmember Knowlton and Councilmember Bledsoe

Motion carried by a vote of 4-2.

PRESENTATIONS

1A. Business Spotlight: Brown Service Company

Assistant to the City Manager Logan Thatcher provided a brief introduction for Brown Service Company located at 6340 Baker Boulevard.

Shane Brown expressed his appreciation to the City Council for spotlighting his company and provided additional details of the company's history.

1B. Library Summer Reading Program Proclamation

Mayor Lopez read a proclamation declaring June and July 2023 as Summer Reading 2023! to Library Director Chantele Hancock and encouraged residents of all ages to visit the library to participate in the annual Summer Reading Program.

1C. National Public Works Week Proclamation

Mayor Lopez read a proclamation declaring May 21 – 27, 2023, as “National Public Works Week” in Richland Hills and presented the proclamation to Director of Public Works and Capital Projects Kip Dernovich.

1D. National Emergency Medical Services Week Proclamation

Mayor Lopez read a proclamation declaring May 21 – 27, 2023, as “National Emergency Medical Services Week” in Richland Hills and presented the proclamation to Fire Chief Russell Shelley.

1E. Citizen Appearances/Public Comments

Gerald Evans, 7217 Richlyn Road, Richland Hills, advised the City Council that he has a 1.7 acre property that he is seeking to replat and will be going to the Planning and Zoning Commission for their consideration.

Jenny Clark, 6973 Hardisty Street, Richland Hills, advised that a floral arrangement will be left at the Veterans Memorial at City Hall on Memorial Day, Monday, May 31, 2023, and a brief remembrance ceremony will be held at 9:00 a.m.

CONSENT AGENDA

2A. Approved minutes from the May 8, 2023 City Council Regular Meeting and May 16, 2023 City Council Special Called Meeting

2B. Approved Resolution 576-23 supporting the City of Richland Hills’s application to the Texas Department of Transportation’s 2023 Transportation Alternatives Set-Aside (TA) Call for Projects

Motion: Motion was made by Councilmember Malone and seconded by Mayor Pro Tem Estep to approve the consent agenda.

Motion carried by a vote of 6-0.

PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

3. None.

ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS**4A. Approved Ordinance 1472-23 granting Atmos Energy Corporation a franchise to construct, maintain and operate pipelines and equipment in the City of Richland Hills for the transportation, delivery, sale and distribution of gas in, out of, and through the city**

City Manager Candice Edmondson advised that the franchise agreement between the City of Richland Hills and Atmos Energy Corporation expired on December 31, 2021. At that time, the franchise could have been extended for an additional five years, but the City chose to renegotiate the agreement with Atmos. Over the past year, the City Attorney, City staff, and Atmos representatives have been discussing proposed changes to the franchise and under the proposed agreement, the franchise fee paid by Atmos to the City of Richland Hills will increase from four percent to five percent of gross revenues as defined in the ordinance. During that time, Atmos continued to provide services per the original franchise terms.

The new franchise goes into effect immediately and end December 31, 2038, with an option to automatically extend the franchise for up to two additional terms of five years each, unless written notice to renegotiate is provided by either party.

Motion: Motion was made by Councilmember Malone and seconded by Councilmember Alvarez to approve Ordinance 1472-23 granting Atmos Energy Corporation a franchise to construct, maintain and operate pipelines and equipment in the City of Richland Hills for the transportation, delivery, sale and distribution of gas in, out of, and through the city.

Motion carried by a vote of 6-0.

CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS**5. None.****OTHER ITEMS FOR CONSIDERATION****6A. Consider appointments to Boards and Commissions**

City Manager Candice Edmondson advised that following the May 6, 2023 General Election, the Richland Hills Development Corporation has two vacancies. There is a need to appoint a Councilmember to Place 2 (formerly held by Curtis Bergthold) and a Citizenmember to Place 6 (formerly held by Theresa Bledsoe.)

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Bledsoe to appoint Curtis Bergthold to Place 6, Citizenmember, on the Richland Hills Development Corporation.

Motion carried by a vote of 6-0.

Motion: Motion was made by Mayor Pro Tem Estep and seconded by Councilmember Knowlton to appoint Theresa Bledsoe to Place 2, Councilmember, on the Richland Hills Development Corporation.

The vote was as follows:

For: Mayor Pro Tem Estep, Councilmember Knowlton, and Councilmember Alvarez

Against: Mayor Lopez, Councilmember Malone and Councilmember Bledsoe

Motion failed with a vote of 3-3.

Motion: Motion was made by Councilmember Malone and seconded by Councilmember Alvarez to appoint Travis Malone to Place 2, Councilmember, on the Richland Hills Development Corporation.

The vote was as follows:

For: Mayor Lopez, Mayor Pro Tem Estep, Councilmember Malone, Councilmember Bledsoe, and Councilmember Alvarez

Against: Councilmember Knowlton

Motion carried by a vote of 5-1.

6B. Consider appointments to City Council Committees

City Manager Candice Edmondson advised that the City Council has previously created City Council Committees to work with staff on important initiatives and projects. The committees consist of members of the City Council with meetings held as needed. There are currently vacancies on the Development Committee and the Infrastructure Committee (formerly held by Curtis Bergthold) that need to be filled. Council may consider appointments for any of the following committees:

- Development Committee
- Infrastructure Committee
- Finance Committee

Motion: Motion was made by Councilmember Knowlton and seconded by Mayor Pro Tem Estep to appoint Councilmember Bledsoe to the Development Committee.

Motion carried by a vote of 6-0.

Motion: Motion was made by Councilmember Malone and seconded by Councilmember Bledsoe to appoint Mayor Pro Tem Estep to the Infrastructure Committee.

Motion carried by a vote of 6-0.

6C. Consider the appointment or the calling of an election to fill the vacancy of Council Member, Place 6

City Manager Candice Edmondson advised that as part of the May 6, 2023 Special Election, Richland Hills voters approved Proposition A which increased the City Council to six councilmembers. On May 16, 2023, the election results were canvassed and Council Member, Place 6 was officially created. She advised that the City Council had the option to appoint a person to Place 6 to a term that will expire in May 2025 or the Council can choose to call a special election. If the Council chooses to call a special election, the election for Council Member, Place 6 will be held on the November uniform election date.

Discussion ensued regarding the benefits and drawbacks to both an appointment and an election.

Motion: Motion was made by Councilmember Knowlton to table discussion and consideration to a future agenda.

Motion failed due to lack of a second.

Motion: Motion was made by Mayor Pro Tem Estep and seconded by Mayor Lopez to appoint Roland Goveas to Council Member, Place 6.

The vote was as follows:

For: Mayor Lopez, Mayor Pro Tem Estep, Councilmember Malone,
and Councilmember Alvarez

Against: Councilmember Knowlton and Councilmember Bledsoe

Motion carried by a vote of 4-2.

6D. Consider Library Collection Development Policy

Library Director Chantele Hancock advised that the purpose of the Collection Development Policy is to lay the framework for building and maintaining the library collection, based on the library's goals and the community's unique needs. The Richland Hills Public Library Collection Development Policy was last approved by City Council on February 28, 2006. Based on recommendations by the Texas State Library, the following changes were made to the Richland Hills Library policy:

- Wording was updated to reflect current materials/technology and procedures; for example, the library no longer purchases music CD's, VHS or Cassettes.
- Wording was updated to specify that after an item completes the reconsideration process that item cannot be reviewed again for a minimum of three (3) years.

Motion: Motion was made by Mayor Pro Tem Estep and seconded by Councilmember Malone to approve the Library Development Collection Policy.

Motion carried by a vote of 6-0.

REPORTS & DISCUSSIONS**7A. Street Improvement Projects**

Director of Public Works and Capital Projects Kip Dernovich presented the Street Improvement Projects update and provided details regarding Dover Lane, Magnolia Park, and Norton Drive.

7B. April Department Reports

Director of Public Works and Capital Projects Kip Dernovich provided the Public Works Department update and advised of items such as potholes filled, street sweeping, and storm preparation and debris cleared during recent weather events.

Library Director Chantele Hancock presented the Library update and advised of the status the printing program and provided an update on the bathroom renovation project.

Director of Parks and Recreation Jason Brown provided the Parks Department update and advised of issues related to mowing public areas and Wi-Fi in the parks.

COMMUNITY INTEREST ITEMS

8. Mayor Pro Tem Estep and Councilmember Knowlton advised of several upcoming events:

- Through May 31, 2023, Pick a Perk Link Membership Sale;
- Thursday, May 25, 2023, Vax Shack, Animal Shelter, 10:00 a.m. to 1:00 p.m.;
- Thursday, June 1, 2023, Summer Reading Kick-Off, 5:00 to 7:00 p.m.;
- Thursday, June 8, 2023,
 - o Senior Lunch Bunch and Bingo, The Link, 12:00 to 2:00 p.m.;
 - o All About Animals, The Link, 4:00 p.m.;
 - o Tarrant County Food Pantry, The Link parking lot, 5:30 to 7:00 p.m.;
- Tuesday, June 13, 2023, Richland Hills Literary Society, Public Library, 6:30 p.m.;
- Thursday, June 15, 2023, Brett Roberts Bubble Show, The Link, 4:00 p.m.;
- Thursday, June 22, 2023, Vax Shack, Animal Shelter, 10:00 a.m. to 1:00 p.m.;
- Tuesday, July 4, 2023, Red, White & YOU Parade, Baker Boulevard, 9:00 a.m.;
- Every Thursday, Coffee Talk, Public Library, 10:00 to 11:30 a.m.;
- 1st, 3rd, and 5th Thursday of the month, Storytime at the library, 6:30 p.m.; and
- 2nd and 4th Friday of the month, Arts and Crafts, 6:30 p.m.

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 Mayor Pro Tem Estep to adjourn.

Motion carried by a vote of 6-0.

There being no further business to come before the City Council, Mayor Lopez declared the meeting adjourned at 8:36 p.m.

ATTEST:

APPROVED:

Lindsay Rawlinson, City Secretary

Edward Lopez, Mayor

Memorandum

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

From: Logan Thatcher, Assistant to the City Manager

Date: June 26, 2023

Subject: Richland Crossing Townhome Development Final Plat

Agenda Item:

Approve a Final Plat for the property described as Block L Lots 7 and 8A Richland Hills Addition, otherwise known as 7145 Baker Boulevard, Richland Hills, Texas 76118 and Block L Lot 6 Richland Hills Addition, otherwise known as 7151 Baker Boulevard, Richland Hills, Texas

Background Information:

RC 51 Townhome Lots, LTD has submitted the final plat for Richland Crossing. The Planning and Zoning Commission and City Council previously approved a Planned Development and preliminary plat for the project. Approval of the final plat is the next step in the development process.

The Development Review Committee has reviewed the final plat and recommends approval.

Financial Considerations:

Approval of the final plat will require no additional funding from the City.

Legal Review:

N/A

Board/Citizen Input:

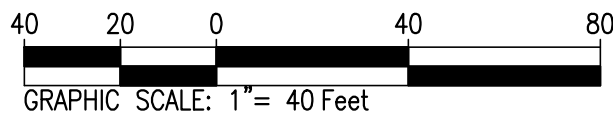
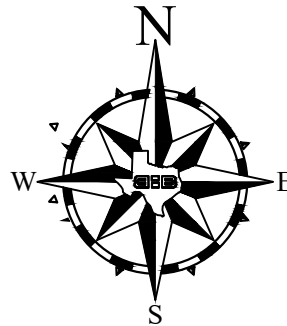
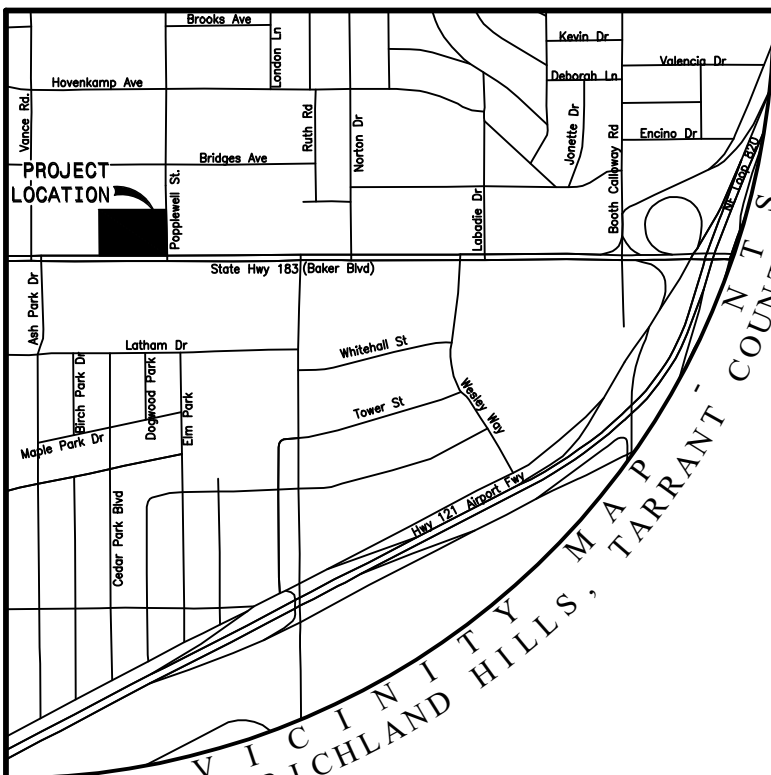
The Planning & Zoning Commission considered the final plat at their May 23, 2023 meeting and recommended approval 3-0.

Attachments:

Proposed Final Plat

Council Action Requested:

Motion to approve Final Plat for the property described as Block L Lots 7 and 8A Richland Hills Addition, otherwise known as 7145 Baker Boulevard, Richland Hills, Texas 76118 and Block L Lot 6 Richland Hills Addition, otherwise known as 7151 Baker Boulevard, Richland Hills, Texas



- LEGEND**
- BL.....Building Line
- BHB.....5/8" Capped Iron Rod Found Marked "BHB INC"
 - CIRF(1329)..5/8" Capped Iron Rod Found Marked "1329"
 - D.R.T.C.T.....Deed Records, Tarrant County, Texas
 - FME.....Fence Maintenance Easement
 - IRF.....Iron Rod Found
 - IRS.....5/8" Capped Iron Rod Set Marked "BHB INC"
 - O.P.R.T.C.T.....Official Public Records, Tarrant County, Texas
 - POB.....Point of Beginning
 - POSE.....Public Open Space Easement
 - P.R.T.C.T.....Plat Records, Tarrant County, Texas
 - W&D.E.....Water & Drainage Easement
 - UE.....Utility Easement
 - (A).....Block Designator

Open Space Area Table

BLOCK	LOT	SQ. FT.	ACRES
A	1X	5,492	0.126
B	1X	781	0.018
B	13X	5,737	0.132
B	28X	741	0.017
C	1X	905	0.021
C	6X	1,814	0.042
D	1X	11,616	0.267
E	7X	7,438	0.171

SURVEYOR:

BHB

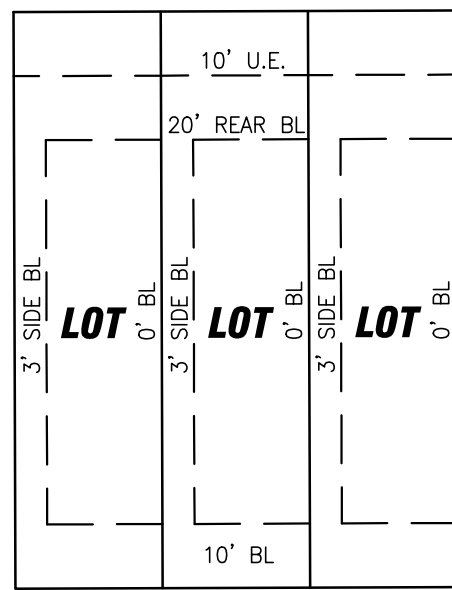
BAIRD, HAMPTON & BROWN

engineering and surveying

949 Hilltop Drive, Weatherford, TX 76086
tstock@bhbinc.com • 817.596.7575 • bhbinc.com
TBPELS Firm #44 • TBPLES FIRM #10194146

OWNER/DEVELOPER:

RC 51 TOWNHOME LOTS, LTD
MR. ROBERT MAXEY
611 S. MAIN STREET, SUITE 400
GRAPEVINE, TEXAS 76051
214-536-6345



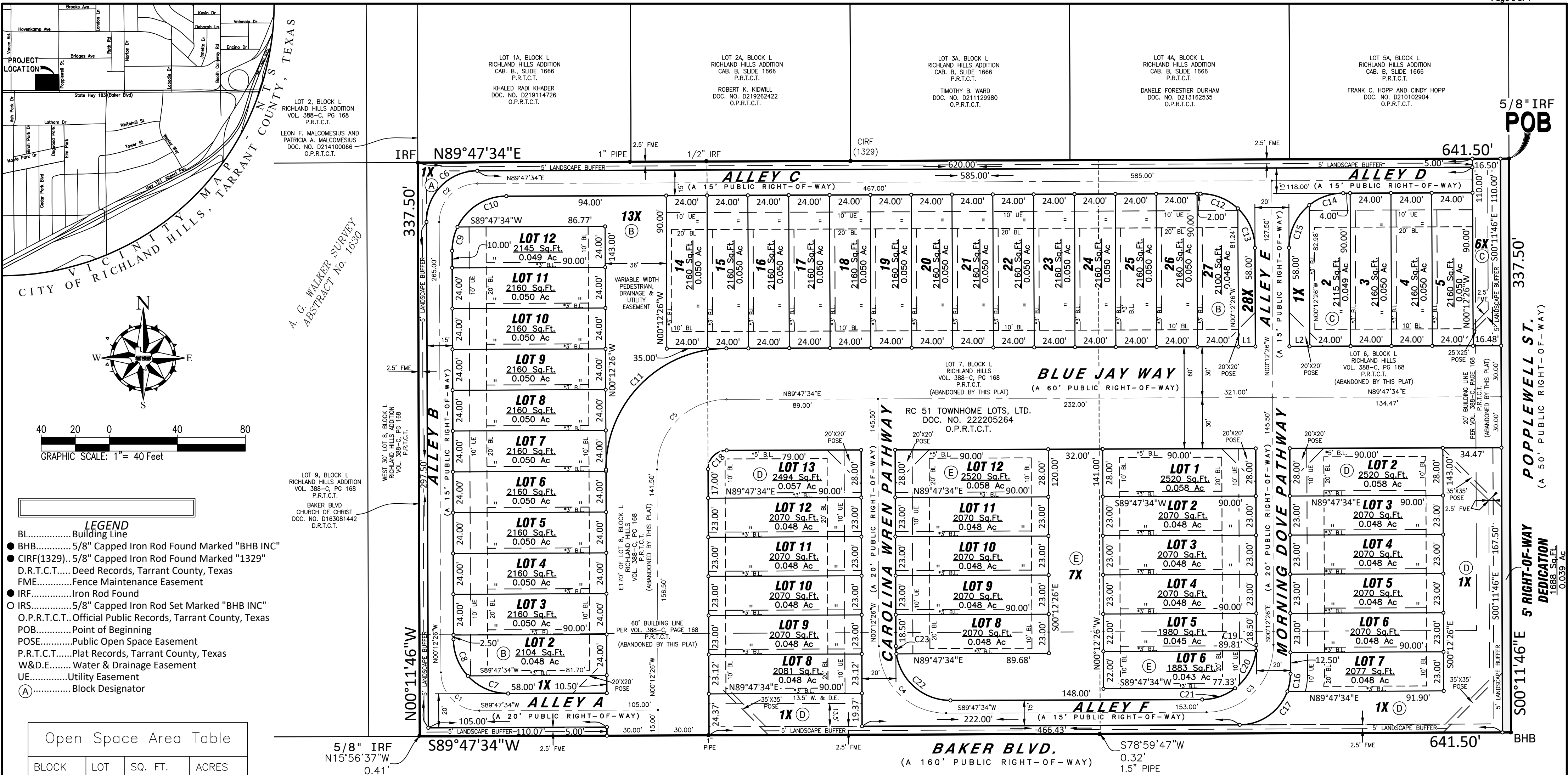
TYPICAL LOT LAYOUT

GENERAL NOTES

1. Basis of bearing being U.S. State Plane Grid - Texas North Central Zone (4202) NAD83 as established using the AllTerra RTKNet Cooperative Network. Reference frame is NAD83(2011) Epoch 2010.0000. Distances shown are U.S. Survey feet displayed in surface values.
2. The subject property lies within Zone X - Areas determined to be outside 0.2% annual chance floodplain per (FIRM), Flood Insurance Rate Map, Community-Panel No. 48439C0215L, Effective Date: March 21, 2019.
3. Selling a portion of any lot within this addition by metes and bounds is a violation of state law and city ordinance and is subject to fines and withholding of utilities and building permits.
4. Areas shown on this plat as Open Space areas (X) shall be owned and maintained by the Home Owner's Association.

5. All property corners are 5/8 inch capped iron rod marked "BHB INC" set unless otherwise noted.
6. The HOA reserves the right to utilize the 2.5' Fence Maintenance Easement to remove, replace or maintain the fence within the easement as deemed necessary by the HOA.
7. *3' side building line on interior lots as noted.
*5' side building line to right of way as noted.
8. Residential Lots: 52
Open Space Lots: 8

This plat filed in County Clerk's Document No. _____ Date _____



RH CASE # FP 2023-##

FINAL PLAT

RICHLAND CROSSING

AN ADDITION TO THE CITY OF RICHLAND HILLS,
TARRANT COUNTY, TEXAS

LOTS 1X, BLOCK A,
LOTS 1X, 2-12, 13X, 14-27, 28X, BLOCK B,
LOTS 1X, 2-5, 6X, BLOCK C,
LOTS 1X, 2-13, BLOCK D, LOTS 1-6, 7X, 8-12, BLOCK E,
BEING A 4.970 ACRE TRACT OF LAND SITUATED WITHIN THE
A. G. WALKER SURVEY, ABSTRACT NO. 1630
TARRANT COUNTY, TEXAS

APRIL 2023
SHEET 1 OF 2

STATE OF TEXAS §
OWNER'S ACKNOWLEDGMENT & DEDICATION §
COUNTY OF TARRANT §

WHEREAS, RC 51 Townhome Lots, LTD is the owner of a land situated in the A. G. Walker Survey, Abstract Number 1630, City of Richland Hills, Tarrant County Texas, as recorded in Document Number D222205264, Official Public Records, Tarrant County, Texas (O.P.R.T.C.T.), said tract of land being all Lot 6, 7 and the east 170 feet of Lot 8 of Richland Hills, an addition to the City of Richland Hills, Tarrant County, Texas as shown on the plat recorded in Volume 388-C, Page 168 Plat Records, Tarrant County, Texas (P.R.T.C.T.) and being more particularly described by metes and bounds as follows: (Bearings referenced to U.S. State Plane Grid 1983 - Texas North Central Zone (4202) NAD83 as established using the AllTerra RTKNet Cooperative Network. Reference frame is NAD83(2011) Epoch 2010.0000. Distances shown are U.S. Survey feet displayed in surface values.)

BEGINNING at a found 5/8-inch iron rod for the northeast corner of said RC 51 Townhome Lots, LTD tract, same being the southeast corner of Lot 5A, Block L, Richland Hills Addition, an addition to the City of Richland Hills, Tarrant County, Texas, as shown on the replat recorded in Cabinet B, Slide 1666, P.R.T.C.T., same being the west right-of-way line of Popplewell Street (a 50 feet public right-of-way);

THENCE South 00°11'46" East, with the east line of said RC 51 Townhome Lots, LTD tract and said west right-of-way line, a distance of 337.50 feet to a found 5/8-inch capped iron rod marked "BHB INC", being the southeast corner of said RC 51 Townhome Lots, LTD tract, and being the northwest intersection of said Popplewell Street and Baker Boulevard (a 160 feet public right-of-way);

THENCE South 89°47'34" West, with the south line of said RC 51 Townhome Lots, LTD tract and the north right-of-way line of said Baker Boulevard a distance of 641.50 feet to a point, being the southwest corner of said RC 51 Townhome Lots, LTD tract, same being the southeast corner of a tract of land described in deed to Baker Blvd Church Of Christ, as recorded in Document Number D163081442, Deed Records, Tarrant County, Texas, from which a found 5/8-inch iron rod bears North 15°56'37" West, a distance of 0.41 feet;

THENCE North 00°11'46" West, with the common west line of said RC 51 Townhome Lots, LTD tract and said Church Of Christ tract, a distance of 337.50 feet to a found 5/8-inch iron rod for the northwest corner of said RC 51 Townhome Lots, LTD tract, being the northeast corner of said Church Of Christ tract, same being the southeast corner of a tract of land described in deed to Leon F. Malcomesius and Patricia A. Malcomesius, as recorded in Document Number D214100066 (O.P.R.T.C.T.), same also being the southwest corner of Lot 1A, Block L of the aforementioned Richland Hills Addition;

THENCE North 89°47'34" East, with the common north line of said RC 51 Townhome Lots, LTD tract and the south line of Block L of said Richland Hills Addition a distance of 641.50 feet to POINT OF BEGINNING and containing 216,506 Square Feet or 4.970 Acres of Land.

NOW THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

That RC 51 TOWNHOME LOTS, LTD , Owner, does hereby adopt that plat designating the hereinabove described property as LOTS 1X, BLOCK A, LOTS 1X, 2-12, 13X, 14-27, 28X, BLOCK B, LOTS 1X, 2-5, 6X, BLOCK C, LOTS 1X, 2-13, BLOCK D, LOTS 1-6, 7X, 8-12, BLOCK E, RICHLAND CROSSING, an addition to the City of Richland Hills and do hereby dedicate to the public use forever the streets and alleys shown thereon and do hereby reserve the easement strips shown on this plat for the mutual use and accommodation of garbage collection agencies and all public utilities desiring to use or using same. Any public utility shall have the right to remove and keep removed all or part of any buildings, fences, trees, shrubs, or other improvements or growths which in any way endanger or interfere with the construction, maintenance or efficiency of its respective systems on any of these easement strips and any public utility shall at all times have the right of ingress and egress to and from and upon the said easement strips for the purpose of constructing, reconstructing, inspecting, and patrolling, without the necessity at any time of procuring the permission of anyone. This plat approved subject to all platting ordinances, rules, regulations, and resolutions of the City of Richland Hills.

Witness our hands at Tarrant County, Texas, this _____ day of _____, 2023.

Robert Maxey - Authorized Agent
RC 51 Townhome Lots, LTD

STATE OF TEXAS §
COUNTY OF TARRANT §

Before me, the undersigned authority, a Notary Public in and for said County and State on this date personally appeared Robert Maxey, Authorized Agent, known to me to be the person whose name are subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purpose and considerations therein expressed.

Witness our hands at Tarrant County, Texas, this _____ day of _____, 2023.

Notary Public in and for the State of Texas

SURVEYOR'S CERTIFICATION

I, Toby G. Stock, a Registered Professional Land Surveyor licensed in the State of Texas, do hereby declare that this survey is true and correct and was prepared from an actual survey made under my supervision on the ground. Further, this survey conforms to the general rules of procedures and practices of the most current Texas Engineering and Land Surveying Practice Acts and Rules Concerning Practice and Licensure.

PRELIMINARY, THIS DOCUMENT SHALL NOT BE RECORDED
FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED
OR RELIED UPON AS A FINAL SURVEY DOCUMENT.

Toby G. Stock
State of Texas Registered Professional Land Surveyor
No. 6412
Date: April 19, 2023

Line Table		
Line #	Direction	Length
L1	S89°47'34"W	10.00
L2	S89°47'34"W	12.00

Curve Table						
Curve #	Delta	Radius	Arc Length	Chord Bearing	Chord Length	
C1	90°00'00"	22.50'	35.34'	N45°12'26"W	31.82'	
C2	90°00'00"	22.50'	35.34'	N44°47'34"E	31.82'	
C3	90°00'00"	39.50'	62.05'	N44°47'34"E	55.86'	
C4	90°00'00"	39.50'	62.05'	S45°12'26"E	55.86'	
C5	90°00'00"	41.00'	64.40'	N44°47'34"E	57.98'	
C6	90°00'00"	30.00'	47.12'	N44°47'34"E	42.43'	
C7	47°47'17"	32.00'	26.69'	N66°18'48"W	25.92'	
C8	42°12'43"	32.00'	23.58'	N21°18'48"W	23.05'	
C9	25°56'40"	32.00'	14.49'	N12°45'54"E	14.37'	
C10	64°03'20"	32.00'	35.78'	N57°45'54"E	33.94'	
C11	90°00'00"	71.00'	111.53'	S44°47'34"W	100.41'	
C12	43°26'00"	32.00'	24.26'	S68°29'29"E	23.68'	
C13	46°34'03"	32.00'	26.01'	S23°29'27"E	25.30'	
C14	38°40'58"	32.00'	21.60'	N70°27'07"E	21.20'	
C15	51°19'04"	32.00'	28.66'	N25°27'06"E	27.71'	
C16	20°29'14"	30.00'	10.73'	N10°02'11"E	10.67'	
C17	69°30'46"	30.00'	36.40'	N55°02'11"E	34.21'	
C18	90°00'00"	11.00'	17.28'	N44°47'34"E	15.56'	
C19	6°16'45"	32.00'	3.51'	S2°55'57"W	3.51'	
C20	46°33'12"	32.00'	26.00'	S29°20'56"W	25.29'	
C21	37°10'02"	32.00'	20.76'	S71°12'33"W	20.40'	
C22	81°54'58"	32.00'	45.75'	N49°14'57"W	41.95'	
C23	8°05'02"	32.00'	4.51'	N4°14'57"W	4.51'	

SURVEYOR:

BHB
BAIRD, HAMPTON & BROWN
engineering and surveying

949 Hilltop Drive, Weatherford, TX 76086
tstock@bhbinc.com • 817.596.7575 • bhbinc.com
TBPELS Firm #44 • TBPLES FIRM #10194146

OWNER/DEVELOPER:
RC 51 TOWNHOME LOTS, LTD
MR. ROBERT MAXEY
611 S. MAIN STREET, SUITE 400
GRAPEVINE, TEXAS 76051
214-536-6345

This plat filed in County Clerk's Document No. _____ Date _____

WHEREAS The Planning and Zoning Commission of the City of Richland Hills, Texas, voted affirmatively

on this _____ day of _____, 2023,
to approve this final plat.

Chairman, Planning and Zoning Commission

Attest: Secretary, Planning and Zoning Commission

WHEREAS The City Council of the City of Richland Hills, Texas, voted affirmatively

on this _____ day of _____, 2023,
to approve this final plat.

Mayor, City of North Richland Hills

Attest: City Secretary

RH CASE # FP 2023-##

FINAL PLAT

RICHLAND CROSSING

AN ADDITION TO THE CITY OF RICHLAND HILLS,
TARRANT COUNTY, TEXAS

LOTS 1X, BLOCK A, LOTS 1X, 2-12, 13X, 14-27,
28X, BLOCK B, LOTS 1X, 2-5, 6X, BLOCK C,

LOTS 1X, 2-13, BLOCK D, LOTS 1-6, 7X, 8-12, BLOCK E,
BEING A 4.970 ACRE TRACT OF LAND SITUATED WITHIN THE
A. G. WALKER SURVEY, ABSTRACT NO. 1630
TARRANT COUNTY, TEXAS

APRIL 2023
SHEET 2 OF 2

Memorandum

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

From: Kip Dernovich, Director of Public Works and Capital Projects

Date: June 26, 2023

Subject: Ordinance Amending Chapter 42, Article II. Flood Damage Prevention

Agenda Item:

Consider approval of Ordinance 1474-23 Amending Chapter 42, Article II. Flood Damage Prevention of the Richland Hills Code of Ordinances

Background Information:

Periodically, the Federal Emergency Management Agency (FEMA) issues updates to the maps and requirements of the Federal Floodplain Management Regulations. The City of Richland Hills Floodplain and Storm Water Manager, Angela Davidson, P/E. with Halff Associates reviewed the updates and submitted recommended revisions to Chapter 42, Article II – Flood Damage Prevention to maintain compliance with the updated FEMA regulations.

While recommended updates are minimal this year, it is imperative that ordinance updates are approved. These updates, along with other marketing and awareness campaigns by the City, provide a discount in the cost of flood insurance when purchased by Richland Hills residents. Current prevention efforts have resulted in a 10% discount in the cost of purchasing flood insurance. Our hope is that these updates along with other City efforts will result in a 15% reduction in Fiscal Year 2024 (the discount would not go below 10% if efforts were not successful).

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

Ordinance 1474-23

Council Action Requested:

Motion to approve Ordinance 1474-23 amending Chapter 42, Article II. Flood Damage Prevention of the Richland Hills Code of Ordinances

ORDINANCE NO. 1474-23

AN ORDINANCE OF THE CITY OF RICHLAND HILLS, TEXAS AMENDING CHAPTER 42, "FLOODS," ARTICLE II, "FLOOD DAMAGE PREVENTION," SECTION 42-86, SECTION 42-87, AND SECTION 42-89; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; 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, the flood hazard areas of Richland Hills are subject to periodic inundation, which results in loss of life and property, health and safety hazards, disruption of commerce and governmental services, and extraordinary public expenditures for flood protection and relief, all of which adversely affect the public health, safety and general welfare; and

WHEREAS, these flood losses are created by the cumulative effect of obstructions in floodplains which cause an increase in flood heights and velocities, and by the occupancy of flood hazard areas by uses vulnerable to floods and hazardous to other lands because they are inadequately elevated, floodproofed or otherwise protected from flood damage; and

WHEREAS, the Legislature of the State of Texas has in the Flood Control Insurance Act, Texas Water Code, Section 16.315, delegated the responsibility of local governmental units to adopt regulations designed to minimize flood losses; and

WHEREAS, the Federal Emergency Management Agency requires the City to adopt the following regulations in order to further the goals of flood prevention and flood damage control; and

WHEREAS, the City commits to recognize and duly evaluate flood hazards in all official actions in the areas having special flood hazards and to take such other official action reasonably necessary to carry out the objectives of the program; and

WHEREAS, the City commits to assist FEMA in the delineation of the limits of the areas having special flood hazards; and

WHEREAS, the City commits to provide information concerning present uses and occupancy of the floodplain areas of FEMA map request; and

WHEREAS, the City commits to maintain for public inspection and furnish upon request, any certificates of floodproofing and information on the elevation of the lowest floor (including basement) of all new or substantially improved structures, and include

whether or not such structures contain a basement and the elevation to which the structure was floodproofed; and

WHEREAS, the City commits to cooperate with federal, state and local agencies and private firms which undertake to study, survey, map and identify floodplain hazards, and cooperate with neighboring communities with respect to the management of adjoining floodplains areas in order to prevent aggravation of existing hazards; and

WHEREAS, the City commits to notify FEMA in writing, upon occurrence, whenever the boundaries of the community have been modified by annexation or the community has otherwise assumed or no longer has authority to adopt and enforce floodplain management regulations for a particular area; and include with such notification a copy of a map of the area of the community suitable for reproduction clearly delineating the new corporate limits of the new area for which the community has assumed or relinquished floodplain management regulatory authority.

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

SECTION 1.

Chapter 42, "Floods," Article II "Flood Damage Prevention" of the Code of Ordinances of the City of Richland Hills is hereby amended to read as follows:

SECTION 42-86. GENERAL STANDARDS FOR FLOOD HAZARD REDUCTION

- (4) All new construction or substantial improvements shall be constructed with electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities that are designed and/or elevated at least one foot above the BFE so as to prevent water from entering or accumulating within the components during conditions of flooding;

SECTION 42-87. SPECIFIC STANDARDS FOR FLOOD HAZARD REDUCTION.

- (2) *Nonresidential Construction* – new construction and substantial improvements of any commercial, industrial or other nonresidential structure shall either have the lowest floor (including basement) elevated to one foot (1') above the base flood level plus one foot or together with attendant utility and sanitary facilities, be designed so that below the base flood level the structure is watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy, provided, however, that the City and the Floodplain Administrator shall encourage the property owner to design and construct any new construction and substantial improvement of any residential structure to have the lowest floor (including basement), elevated to two feet (2') above the base flood elevation. A registered professional engineer or architect

shall develop and/or review structural design, specifications, and plans for the construction, and shall certify that the design and methods of construction are in accordance with accepted standards of practice as outlined in this subsection. A record of such certification which includes the specific elevation (in relation to mean sea level) to which such structures are floodproofed shall be maintained by the Floodplain Administrator.

(4) Manufactured Homes –

- c. Require that manufactured homes be placed or substantially improved on sites in an existing manufactured home park or subdivision with Zones A1-30, AH and AE on the community's FIRM that are not subject to the provisions of paragraph (4) of this section be elevated so that either:
 - i) the lowest floor of the manufactured home is at one foot (1') above the base flood elevation, provided, however, that the City and the Floodplain Administrator shall encourage the property owner to design and construct any new construction and substantial improvement of any residential structure to have the lowest floor (including basement), elevated to two feet (2') above the base flood elevation, and

SECTION 42-89. STANDARDS FOR AREAS OF SHALLOW FLOODING (AO/AH ZONES)

- (1) All new construction and substantial improvements of residential structures shall have the lowest floor (including basement) elevated to one foot (1') above the base flood elevation or the highest adjacent grade at least as high as the depth number specified in feet on the community's FIRM (at least three feet(3')) if no depth number is specified), provided, however, that the City and the Floodplain Administrator shall encourage the property owner to design and construct any new construction and substantial improvement of any residential structure to have the lowest floor (including basement), elevated to two feet (2') above the base flood elevation.
- (2) All new construction and substantial improvements of non-residential structures;
 - a. have the lowest floor (including basement) elevated to one foot (1') above the base flood elevation or the highest adjacent grade at least as high as the depth number specified in feet on the community's FIRM (at least two feet (2') if no depth number is specified) , provided, however, that the City and the Floodplain Administrator shall encourage the property owner to design and construct any new construction and substantial improvement of any residential structure to have the lowest floor (including basement), elevated to two feet (2') above the base flood elevation, or

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 the is Ordinance are in direct conflict with the provisions of such Ordinances and such Code are hereby repealed.

SECTION 3. RESERVATION OF RIGHTS AND REMEDIES FOR ACCRUED VIOLATIONS

All rights and remedies of the City of Richland Hills are expressly saved as to any and all violations of the provisions of the Richland Hills Code, as amended or revised herein, 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 4. SEVERABILITY CLAUSE

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 5. EFFECTIVE DATE

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

APPROVED AND ADOPTED at a regular meeting of the Richland Hills City Council on June 26, 2023, by a vote of _____ ayes, _____ nays, and _____ abstentions.

APPROVED:

ATTEST:

The Honorable Mayor Edward Lopez

Lindsay Rawlinson, City Secretary

Memorandum

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

From: Kip Dernovich, Director of Public Works and Capital Projects

Date: June 26, 2023

Subject: Interlocal Agreement with Tarrant County for Roadway Striping at Handley Ederville Road and Burns Street

Agenda Item:

Ratify Interlocal Agreement with Tarrant County for roadway striping at the intersection of Handley Ederville Road and Burns Street

Background Information:

The Public Works Department has requested assistance from Tarrant County Precinct 3 for roadway striping along Handley Ederville Road near the Burns Street intersection. The painted lines that detail the left turn lanes, lanes of travel and center line striping have become extremely faded and difficult to see. The scope of work includes the following:

- Burns Street – 350' west of Handley Ederville Intersection (Double Stripe – Yellow Center Line Stripe)
- Burns Street – 350' west of Handley Ederville Intersection (White Edge Line Stripe / Turn Lane)

Under the proposed Interlocal Agreement (ILA), the Tarrant County Transportation Department will furnish the labor, equipment, and materials to complete the restriping project. The City of Richland Hills will provide a staging area (if required), ensure that the roadway surface is clean, and notify the public prior to work being performed.

To expedite the project, the ILA was signed by the City Manager on May 25, 2023, but needs to be ratified by the City Council to meet state contract requirements.

Financial Considerations:

Tarrant County provided a quote of \$1,007.05 for striping services and a \$292.95 contingency to cover any unexpected costs. This brings the total cost of the ILA to an amount not to exceed \$1,300.00. Funding is available in the FY 2023 Public Works Department operating budget to cover the cost of these services.

Legal Review:

The City Attorney has reviewed the Interlocal Agreement

Board/Citizen Input:

N/A

Attachments:

Interlocal Agreement with Tarrant County
Quote from Tarrant County Transportation Department

Council Action Requested:

Motion to ratify the Interlocal Agreement with Tarrant County for roadway striping at the intersection of Handley Ederville Road and Burns Street in an amount not to exceed \$1,300.00.

THE STATE OF TEXAS

INTERLOCAL AGREEMENT

COUNTY OF TARRANT

This Interlocal Agreement is between Tarrant County, Texas ("COUNTY"), and the City of Richland Hills ("CITY").

WHEREAS, the CITY is requesting the COUNTY's assistance applying permanent roadway striping on the following streets (the "Project"), located within the CITY:

- Burns Street – 350' west of Handley Ederville Intersection Rehab – Double stripe – Yellow Center line stripe
- Burns Street – 350' west of Handley Ederville Intersection Rehab – White Edge line stripe/turn lane

WHEREAS, the Interlocal Cooperation Act contained in Chapter 791 of the Texas Government Code provides legal authority for the parties to enter into this Agreement; and

WHEREAS, during the performance of the governmental functions and the payment for the performance of those governmental functions under this Agreement, the parties will make the performance and payment from current revenues legally available to that party; and

WHEREAS, the Commissioners Court of the COUNTY and the City Council of the CITY each make the following findings:

- a. This Agreement serves the common interests of both parties;
- b. This Agreement will benefit the public;
- c. The division of costs fairly compensates both parties to this Agreement; and
- d. The CITY and the COUNTY have authorized their representative to sign this Agreement; and
- e. The COUNTY and CITY 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.

NOW, THEREFORE, the COUNTY and the CITY agree as follows:

TERMS AND CONDITIONS

1. COUNTY RESPONSIBILITY

The COUNTY will furnish the labor, equipment and materials to assist the CITY in completing the Project.

The COUNTY will use waterborne acrylic traffic paint that complies with current Texas Department of Transportation specifications.

The COUNTY will apply the striping during the hours of 8:30 AM to 2:30 PM, Monday to Friday.

2. CITY RESPONSIBILITY

The CITY will pay the COUNTY for the cost of paint materials in an amount not to exceed \$1,300.00. The actual cost to the CITY will be determined upon completion of the Project.

The CITY will provide striping documentation if there are no markings present or no longer visible, and if passing lanes or ANY deviation from the original striping is requested.

The CITY will provide a staging area if needed, and personnel to provide flagging and/or traffic control assistance as necessary.

The CITY will ensure prior to striping that the roadway surface is clean and serviceable for application of paint, and that temporary tabs and construction markings are removed.

The CITY will notify adjacent property owners of the schedule for striping services provided by the COUNTY. The CITY agrees that the CITY will be responsible for damages to adjacent property.

The CITY will pay COUNTY the invoiced amount for all striping, signs and incidental materials, upon completion of the Project.

3. PROCEDURES DURING PROJECT

If the CITY has a complaint regarding the COUNTY's performance of the Project, the CITY must complain in writing to the COUNTY no later than 30 days of the date of Project completion.

4. NO WAIVER OF IMMUNITY

This Agreement does not waive COUNTY rights under a legal theory of sovereign immunity. This Agreement does not waive CITY rights under a legal theory of sovereign immunity.

5. TIME PERIOD FOR COMPLETION

The CITY will give the COUNTY notice to proceed at the appropriate time. However, the COUNTY is under no duty to commence construction at any particular time.

6. THIRD PARTY

This contract shall not be interpreted to inure to the benefit of a third party not a party to this contract. This contract may not be interpreted to waive any statutory or common law defense, immunity, including governmental and sovereign immunity, or any limitation of liability, responsibility, or damage of any party to this contract, party's agent, or party's employee, otherwise provided by law.

7. JOINT VENTURE & AGENCY

The relationship between the parties to this Agreement does not create a partnership or joint venture between the parties. This Agreement does not appoint any party as agent for the other party.

8. EFFECTIVE DATE

This Agreement becomes effective when signed by the last party whose signing makes the Agreement fully executed.

9. TERMINATION OF AGREEMENT

This Agreement will automatically terminate upon completion of the Project or September 30, 2023, whichever date occurs first. This Agreement may be renewed prior to its expiration upon the mutual consent of the parties in writing.

TARRANT COUNTY, TEXAS

CITY OF RICHLAND HILLS

COUNTY JUDGE

Date: _____

Candice Edmondson
Authorized City Official

Date: 5-25-2023

Recommended for Approval:

COMMISSIONER, PRECINCT 3

APPROVED AS TO FORM*

APPROVED AS TO FORM AND LEGALITY

Criminal District Attorney's Office*

[Signature]
City Attorney

James Donovan
Senior Attorney, TOASE

* 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.

NOTICE TO PROCEED

The City of Richland Hills hereby notifies Tarrant County that the County may proceed with this project, as specified in the attached Agreement, on or after

5-25-2023

(Month/Date/Year)

Cardice Edmondson

Authorized City Official
City of Richland Hills

Striping for:

- Burns Street – 350' west of Handley Ederville Intersection Rehab – Double stripe – Yellow Center line stripe
- Burns Street – 350' west of Handley Ederville Intersection Rehab – White Edge line stripe/turn lane

Prepared 5/18/2023

Tarrant County Transportation Dept. Striping Bill

To City Of Richland Hills Attn: Billy Marin / Kelly Morris 3200 Diana Dr. Richland Hills, Tx. 76118 817-616-3800				Invoice Date 5/18/2023		Invoice No: 0 0523 05		
				Account Code 251 523 011 58201				
				Please send payment to TARRANT COUNTY AUDITORS OFFICE ATTN: Daniel S. Orth 100 E Weatherford, Rm. 506 Fort Worth, Tx. 76196				
Length Painted								
Description	Date striped	lin.ft Yellow	lin.ft White	Cost per lin ft Yellow	Cost per lin ft White	Yellow Paint/Bead Cost	White Paint/Bead Cost	
Burns Street	N/A							
350' west of Handley Ederville Intersection Rehab								
This is not an invoice - ROUGH QUOTE ONLY								
		0	0	\$0.062	\$0.062	\$0.00	\$0.00	
Double stripe - Yellow Center line stripe		800	0	\$0.062	\$0.062	\$49.60	\$0.00	
Single stripe - White Edge line stripe/turn lane		0	800	\$0.062	\$0.062	\$0.00	\$49.60	
		0	0	\$0.062	\$0.062	\$0.00	\$0.00	
		0	0	\$0.062	\$0.062	\$0.00	\$0.00	
		0	0	\$0.062	\$0.062	\$0.00	\$0.00	
		0	0	\$0.062	\$0.062	\$0.00	\$0.00	
		0	0	\$0.062	\$0.062	\$0.00	\$0.00	
		0	0	\$0.062	\$0.062	\$0.00	\$0.00	
		0	0	\$0.062	\$0.062	\$0.00	\$0.00	
		0	0	\$0.062	\$0.062	\$0.00	\$0.00	
		0	0	\$0.062	\$0.062	\$0.00	\$0.00	
TOTALS		800	800			\$49.60	\$49.60	
						Sub Total	99.20	
Road striping cost based on application rate of 15 840 linear feet of 4 in. wide stripe per 55 gallons, with glass beads applied at 8 lbs per gallon Yellow paint cost 11 85/ Gal White paint cost 11 85/ Gal Beads cost 0 74/ Lb								
Other Materials				Price per unit	Quantity			
Prefabricated Thermoplastic / Liquid Thermo Paint								
24" Wide Stop Bar (White - per lane)				\$65.50	3	\$196.50		
8' Left Turn Arrow (White)				\$65.50	2	\$131.00		
8' ONLY (White)				\$65.50	4	\$262.00		
Type II Glass beads (priced per lb.)				\$0.74	250	\$185.00		
8' Right Turn Arrow (White)				\$65.50	2	\$131.00		
FAST DRY AEROSOL MARKING PAINT				\$2.35	1	\$2.35		
						\$0.00		
						\$0.00		
Other Materials Total						\$907.85		
TARRANT COUNTY TRANSPORTATION STRIPING DEPT. Tony Peña, Striping Supervisor 100 E. Weatherford, Ste. 401 Ft. Worth, Tx. 76196-0601 Phone # 817-884 1250 Fax # 817-884 1175				This is not an invoice - ROUGH QUOTE ONLY TOTAL AMOUNT DUE				\$1,007.05

Memorandum

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

From: Kip Dernovich, Director of Public Works and Capital Projects

Date: June 26, 2023

Subject: Bid Award for Latham BFC-5 Channel Improvements and Animal Services Center Drainage and Parking Lot Improvements

Agenda Item:

Consider award of bid to C. Green Scaping LP for Latham BFC-5 Channel improvements and Animal Service Center parking and drainage improvements

Background Information:

During the FY 2023 Budget process, City Council allocated funding for drainage and parking lot improvements at the Animal Services Center. Last fall, the BFC-5 drainage channel that runs adjacent to the Arc of Faith Church unexpectedly collapsed and needs to be repaired. In an effort to gain pricing economies of scale, the City Engineer determined that combining both projects into one larger project could produce project savings.

The combined project provides for all labor, material, and equipment to perform work that includes channel improvements along with the installation of a sixty (60) inch reinforced concrete storm drain pipe and headwall on Latham BFC-5; and grading, parking lot improvements, and installation of a trench drain area inlet at the Animal Services Center.

Halff, the City's engineering firm, completed design and engineering for both projects. On May 06, 2023, a Request for Sealed Bids was issued for the project. The bid period closed on May 31, 2023. Two (2) responsive bids were received with C Green Scaping LP submitting the lowest base bid in the amount of \$336,586.40.

C Green Scaping LP successfully completed vetting by Halff. They have completed numerous projects for cities in the DFW Metroplex and received positive recommendations. This will be the first project by C Green Scaping LP for the City of Richland Hills.

Financial Considerations:

Funding in the amount of \$500,000 was included in the FY 2023 Budget for drainage and parking lot improvements at the Animal Services Center. The Tax Increment Fund (TIF) includes \$285,000 for drainage improvements and the Strategic Initiative Fund (SIF) includes \$215,000 for parking lot improvements.

Funding is available in the FY 2023 Drainage Utility operations fund to cover the cost of the Latham BFC-5 channel improvements.

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

C. Green Scaping LP Original Bid Submittal
Bid Tabulation Form
Recommendation Letter from Halff

Council Action Requested:

Motion to approve award of bid to C. Green Scaping LP for Latham BFC-5 Channel improvements and Animal Service Center parking and drainage improvements in the amount of \$336,586.40.

BID BOND FORM

00430
BID BOND

BIDDER (Name and Address):

C Green Scaping LP
2401 Handley Ederville Road
Ft Worth, TX 76118

SURETY (Name and Address):

Merchants Bonding Company (Mutual)
P.O. Box 14498, Des Moines, IA 50306-3498

OWNER (Name and Address):

City of Richland Hills
3200 Diana Drive
Richland Hills, TX 76118

BID

BID DUE DATE: May 31, 2023

PROJECT (Brief Description Including Location):

Latham BFC-5 Channel Improvements and Animal Shelter Parking/Drainage Improvements - Drainage
and Channel Improvements

BOND

BOND NUMBER: Bid Bond

DATE (Not later than Bid due date): May 31, 2023

PENAL SUM: Five Percent of the Greatest Amount Bid (Words) 5% (GAB) (Figures)

IN WITNESS WHEREOF, Surety and Bidder, intending to be legally bound hereby, subject to the terms printed on the reverse side hereof, do each cause this Bid Bond to be duly executed on its behalf by its authorized officer, agent, or representative.

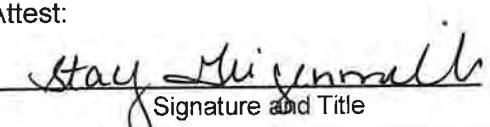
BIDDER

C Green Scaping LP (Seal)
Bidder's Name and Corporate Seal

By:


Signature and Title
Curtis J. Green, Vice President

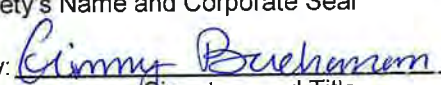
Attest:


Signature and Title

SURETY

Merchants Bonding Company (Mutual) (Seal)
Surety's Name and Corporate Seal

By:


Signature and Title
(Attach Power of Attorney)

Ginny Buchanan

Attest:


Signature and Title
Page Terry - CSR

Note: (1)
(2)

Above addresses are to be used for giving required notice.
Any singular reference to Bidder, Surety, OWNER or other party shall be considered plural where applicable.

00430-1

Bid Bond Form

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors and assigns to pay to OWNER upon default of Bidder the penal sum set forth on the face of this Bond.
2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by OWNER) the executed Agreement required by the Bidding Documents and any performance and payment Bonds required by the Bidding Documents.
3. This obligation shall be null and void if:
 - 3.1. OWNER accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by OWNER) the executed Agreement required by the Bidding Documents and any performance and payment Bonds required by the Bidding Documents, or
 - 3.2. All Bids are rejected by OWNER, or
 - 3.3. OWNER fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default by Bidder and within 30 Calendar Days after receipt by Bidder and Surety of written notice of default from OWNER, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of and any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by OWNER and Bidder, provided that the total time for issuing Notice of Award including extensions shall not in the aggregate exceed 120 days from Bid due date without Surety's written consent.
6. No suit or action shall be commenced under this Bond prior to 30 Calendar Days after the notice of default required in paragraph 4 above is received by Bidder and Surety and in no case later than one year after Bid due date.
7. Any suit or action under this Bond shall be commenced only in a court of competent jurisdiction located in the state in which Project is located.
8. Notices required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power or Attorney evidencing the authority of the officer, agent or representative who executed this Bond on behalf of Surety to execute, seal and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute shall govern and the remainder of this Bond that is not in conflict therewith shall continue in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer or proposal as applicable.

00430-2

MERCHANTS
BONDING COMPANY™
POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa, d/b/a Merchants National Indemnity Company (in California only) (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Chris Long; Erin Neill; Ginny Buchanan; James E King; Jeffery Buckley; Kyle King; Kylie Kelsoe; Melissa Pirkey; Stephen Hopkins

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 6th day of January, 2023.



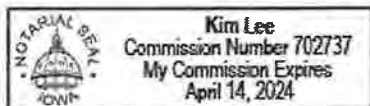
MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.
d/b/a MERCHANTS NATIONAL INDEMNITY COMPANY

By

Larry Taylor
President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this 6th day of January, 2023, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



Kim Lee
Notary Public

(Expiration of notary's commission does not invalidate this instrument)

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 31 day of May, 2023.



William Warner Jr.
Secretary

BIDDERS QUALIFICATION STATEMENT

Project: LATHAM BFC-5 CHANNEL IMPROVEMENTS AND ANIMAL SHELTER
PARKING/DRAINAGE IMPROVEMENTS

Contractor: C. Green Scaping, LP

Indicate One: Sole Proprietor X Partnership Other
 Corporation Joint Venture

Name: Cathleen Ruiz Partner: Curtis J. Green

Title: President Title: Vice President

Address: 2401 Handley Ederville Rd Address: 2401 Handley Ederville Rd.

City: Ft. Worth City: Ft. Worth

State & Zip: Texas 76118 State & Zip: Texas 76118

Phone: 817-577-9299 Phone: 817-577-9299

State and Date of Incorporation, Partnership, Ownership, Etc. Texas, 2000

Location of Principal Office: 2401 Handley Ederville Rd., Ft. Worth, TX 76118

Contact and Phone at Principal Office: Curtis J. Green - 817-577-9299

Liability Insurance Provider and Limits of Coverage: EMC - 1 million each occurrence, 2 million aggregate

Workers Compensation Insurance Provider: Texas Mutual Ins. Co.

Surety (Performance and Payment): Merchants Bonding Company (Mutual)

Address: 830 S. I-35 East, Denton, TX 76205

Contact and Phone: Page Terry 972.666.4474

Superintendent and Backup Superintendent: (Work Resume - attach additional sheets.) (Safety Record – attached additional sheets; if needed show all verified safety violations.) The superintendent shall be able to communicate in English and not operate any equipment and have not had any verified job safety violations in the past five years. Any variations shall be reviewed by the OWNER for approval or denial. A job site shall be shut down if proper supervision is not provided.

Superintendent Name

Backup Superintendent Name

Tracy Lemoine

Matt Peters

Phone: 817-319-6155

Phone: 817-266-7401

Email: tlemoine@greenscaping.com

Email: mpeters@greenscaping.com

Safety Record – List ALL Verified Violations for Superintendent and Backup Superintendent with explanation, date and action taken to correct future safety violations:

Superintendent

None

Backup Superintendent

None

Total Number of Employees to be Associated with this Job: 20

Managerial 1

Administrative 1

Professional 1

Skilled 7

Semi-Skilled 10

Other

\$

Percentage of work to be done by Bidder's Employees (Based on Dollars Bid): _____

Type(s) of work to be done by Bidder's Employees (examples: concrete paving, structural concrete, waterlines, sanitary sewer lines, storm pipe, storm inlets, excavation, lime, bridge fencing, etc.)

Landscape, irrigation, hydromulch seeding, sodding, brick pavers, modular walls, drainage, erosion control, concrete paving, fencing, concrete structures, water/sanitary sewer, park construction, masonry, and electrical

Access to Tools and Equipment: Percent Owned 95% Percent Rented 5%

Number of Years in Business as a Contractor on Above Types of Works: 39

Type(s) of Work to be done by Sub-Contractors

Include Name, Address, and Phone Number of Sub-Contractor.

Use additional sheets if needed.

Type of Work

Sub-Contractor

None at this time, Green Scaping self performs the majority of work in house

List Equipment to be used on this project (Make/Model/Age of Major Equipment) Any Equipment not listed shall be reviewed by the OWNER for approval or rejection prior to use of Equipment on this project. (Use additional sheets if necessary)

Type of Equipment

Make

Model

Age (years)

CAT 262 Skid Steer - Site Grading/Materials Moving

Kubota SVL97 Tracked Skid Steer - Site Grading/Materials Moving

Kubota KX080 Mini Excavator - Excavation/Irrigation Installation

Ditch Witch RT80 Trencher - Irrigation Installation

List of ALL Municipal and Similar Non-Municipal current and completed projects for the past three (3) years. (Use additional sheets if necessary.)

1. Project: Trail Sidewalk Connectivity Improvements Segments 1-4

Current Status: Completed

Any Litigation Issues: Yes or ☒ No (Circle One) If Yes, explain: _____

Any Verified Safety Violations: Yes or ☒ No (Circle One) If Yes, explain: _____

concrete sidewalk

Project Description: Work Consisted of erosion control, traffic control, excavation/haul off
concrete sidewalk, curb & gutter, driveways, stripping & signage, landscape & irrigation

Owner/Agency: City of Farmers Branch

Year Built: 2022 Contract Price: \$ 1,118,462 +/-

Contact Person: Shane Davis Phone: 972.919.2614

2. Project: FM 156 Green Ribbon Planting & Irrigation

Current Status: Maintenance Phase

Any Litigation Issues: Yes or ☒ No (Circle One) If Yes, explain: _____

Any Verified Safety Violations: Yes or ☒ No (Circle One) If Yes, explain:

Project Description: TxDot funded project, work consisted of 6300 SY of planting improvements,
three new irrigation systems, concrete mowstrips, bores and maintenance

Owner/Agency: City of Justin

Year Built: 2022 Contract Price: \$ 921,750 +/-

Contact Person: Josh Little Phone: 940-648-2541, ext 123

3. Project: Overton Ridge Park

Current Status: 95% completed

Any Litigation Issues: Yes or ☒ No (Circle One) If Yes, explain:

Any Verified Safety Violations: Yes or ☒ No (Circle One) If Yes, explain:

Project Description: Construction of new park, including grading, import of dirt, waterline, sanitary sewer,
lime, concrete paving, hand rail, electrical, landscape and irrigation and site amenities

Owner/Agency: City of Keller

Year Built: 2023 Contract Price: \$ 2.4 million +/-

Contact Person: Cody Maberry Phone: 817-743-4002

4. Project: Hwy 10 Landscape Enhancements

Current Status: Completed

Any Litigation Issues: Yes or ☒ No (Circle One) If Yes, explain: _____

Any Verified Safety Violations: Yes or ☒ No (Circle One) If Yes, explain: _____

Project Description: TxDot funded project, work consisted of excavation, bores, concrete, landscape, irrigation system and maintenance. Constructed Phases 1 thru 4

Owner/Agency: City of Hurst

Year Built: 2022 Contract Price: \$ 426,139 +/-

Contact Person: Eric Starnes Phone: 817-788-7218

5. Project: East Exchange Streetscape Improvements

Current Status: Completed

Any Litigation Issues: Yes or ☒ No (Circle One) If Yes, explain: _____

Any Verified Safety Violations: Yes or ☒ No (Circle One) If Yes, explain: _____

Project Description: Construction of sidewalks down Exchange Ave in the Stockyards. Work consists of demo, excavating, drainage, electrical, concrete, pavers, tree grates, fabricated benches, site amenities, signage, landscape and irrigation system.

Owner/Agency: Ft. Worth Heritage Development

Year Built: 2021 Contract Price: \$ 2.4 million +/-

Contact Person: John Burroughs Phone: 562-948-4380

6. Project: Downtown Parking Improvements and Roundabout

Current Status: 80% completed

Any Litigation Issues: Yes or ☒ No (Circle One) If Yes, explain: _____

Any Verified Safety Violations: Yes or ☒ No (Circle One) If Yes, explain: _____

Project Description: Construction involved new lighting, planting and irrigation from 1st St. to North of 5th St. as well as hardscape, new retaining wall, a free standing wall, planting & irrigation at two roundabout locations within the City

Owner/Agency: City of Justin

Year Built: 2023 Contract Price: \$ 1,073,000 +/-

Contact Person: Josh Little Phone: 940-648-2541, ext 123

7. Project: Viridian Big Island Edge

Current Status: Maintenance Phase

Any Litigation Issues: Yes or ☒ No (Circle One) If Yes, explain: _____

Any Verified Safety Violations: Yes or ☒ No (Circle One) If Yes, explain:

Project Description: Construction consists of grading 15 acre site, erosion control, concrete pavement, stone pavers, retaining wall, concrete stairs & ramp, site amenities, native seeding & planting, irrigation & maintenance of site for two years

Owner/Agency: Viridian Municipal Management District

Year Built: 2021 Contract Price: \$ 619,000 +/-

Contact Person: Howard Porteus Phone: 972-757-7586

8. Project: CCA - New Baseball Field Complex

Current Status: Completed

Any Litigation Issues: Yes or ☒ No (Circle One) If Yes, explain:

Any Verified Safety Violations: Yes or ☒ No (Circle One) If Yes, explain:

Project Description: New construction of baseball field including grading, concrete, fence work, dugouts, retaining walls, playground, landscape, irrigation, construction of concession and weight room buildings, masonry, storm sewer, and electrical

Owner/Agency: Covenant Christian Academy

Year Built: 2021 Contract Price: \$ 4.6 million +/-

Contact Person: Sheila McDaniel Phone: 817-281-4333

9. Project: Wilshire Park Renovations

Current Status: 45% Complete

Any Litigation Issues: Yes or ☒ No (Circle One) If Yes, explain: _____

Any Verified Safety Violations: Yes or ☒ No (Circle One) If Yes, explain: _____

Project Description: Renovate existing park, work consist of erosion control, demo, site clearing, excavation, backfilling, grading, lime stabilization, pavement sealing, concrete paving, curb & gutter, sanitary sewer, water utilities, new stone veneer restroom, lighting, custom handrail, landscape & irrigation

Owner/Agency: City of Euless

Year Built: 2023 Contract Price: \$ 1.7 million +/-

Contact Person: Wes Rhoades Phone: wrhodes@eulesstx.gov

10. Project: Rush Creek at Indian Trail Erosion Improvements

Current Status: Maintenance Phase

Any Litigation Issues: Yes or ☒ No (Circle One) If Yes, explain: _____

Any Verified Safety Violations: Yes or ☒ No (Circle One) If Yes, explain: _____

This project primarily consists of erosion repair near Indian Trail and stabilizing the banks of Rush Creek approximately 700 linear feet downstream using native vegetation/seeding, large rock riprap, planting and irrigation.

Project Description: _____

Owner/Agency: City of Arlington

Year Built: 2021 Contract Price: \$ 2.1 million +/-

Contact Person: Kent Conner Phone: 817-459-6560

Trade references (List Company, Address, Contact Person, and Phone):

Curtis Davee - FCS Construction, LP - 214-975-0808

Ron Stinson - TexasBit, 817-261-2991

Kenny Hill - Diamond Fence; 817-478-9316

Bank References (List Institution, Address, Contact Person, and Phone)

Frost Bank - Mark Spriggs

817-420-5311

640 Taylor St.
Ft. Worth, TX 76102

Claims and Suits (if the answer to any of the following questions is yes, please attached details):

1. Has your organization ever failed to complete any work awarded to it? no
2. Are there any judgments, claims, arbitration proceedings, or suits pending or outstanding against your organization or officers? no
3. Has your organization filed any lawsuits or requested arbitration with regard to construction contracts within the last five years? no
4. Within the last five (5) years, has any officer or principal of your organization ever been an officer or principal of another organization when it failed to complete a construction contract? no

I, being duly sworn deposes and says that the information

Provided herein is true and sufficiently complete so as not to be misleading.

Date this 31 day of May, 2023.

Name of

Organization: C. Green Scaping, LP

By: [Signature]

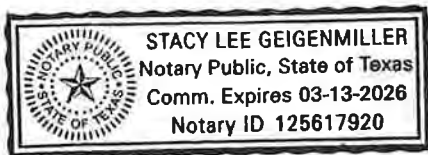
Title: Curtis J. Green - Vice President

STATE OF TEXAS

COUNTY OF TARRANT

BEFORE ME the undersigned authority, on this day personally appeared _____
Curtis J. Green, known to me to be the person whose name subscribed to the
foregoing instrument, and acknowledged to me that he executed the same for the
purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this 31 day of May 2023.



[Signature]
Notary Public in and for Tarrant County, Texas

BID PROPOSAL FOR
LATHAM BFC-5 CHANNEL IMPROVEMENTS AND
ANIMAL SHELTER PARKING/ DRAINAGE
IMPROVEMENTS
FOR THE
CITY OF RICHLAND HILLS, TEXAS

**(THIS PROPOSAL MUST NOT BE REMOVED FROM THE CONTRACT
DOCUMENTS)**

Date: May 31, 2023

TO: CITY OF RICHLAND HILLS
3200 DIANA DR.
RICHLAND HILLS, TX 76118

FOR: LATHAM BFC-5 CHANNEL IMPROVEMENTS AND ANIMAL SHELTER
PARKING/DRAINAGE IMPROVEMENTS

Pursuant to the foregoing "NOTICE TO BIDDERS", the undersigned bidder, having thoroughly examined the Contract Documents, the site of the project and understanding the amount of work to be done and the prevailing conditions, hereby proposes to fully complete all of the work and requirements as provided in the construction documents and Contract Documents and binds himself/herself upon acceptance of this proposal to execute a contract and furnish such bonds as required and proposes to complete the work within the time stated and for the following prices:

PROPOSAL / UNIT PRICE BID SCHEDULE Latham BFC-5 Channel Improvements and Animal Shelter Parking/Drainage Improvements					
Item No.	Description	Unit	Quantity	Unit Price	Amount
Base Bid: General Items					
1	SWPPP, Erosion and Sedimentation Control	LS	1	3,400.00	\$ 3,400.00
2	Mobilization and General Site Preparation	LS	1	\$ 21,000.00	\$ 21,000.00
3	Barricades, Warning and Detour Signs, and Traffic Handling	MO	5	\$ 5,680.00	\$ 28,400.00
4	Preconstruction Video	LS	1	\$ 800.00	\$ 800.00
5	Cleanup	LS	1	\$ 6,100.00	\$ 6,100.00
6	Construction Staking	LS	1	\$ 6,000.00	\$ 6,000.00
7	Project Signs	EA	2	\$ 800.00	\$ 1,600.00
8	Sediment Control Fence	LF	570	\$ 4.75	\$ 2,707.50
9	Trench Safety for Storm Drain Lines	LF	91	\$ 5.00	\$ 455.00
10	4-inch Topsoil and Block Sodding	SY	2,406	\$ 17.70	\$ 42,586.20
11	Miscellaneous Construction Contingency	LS	1	\$50,000.00	\$50,000.00
TOTAL BASE BID AMOUNT - GENERAL ITEMS					\$ 163,048.70
Base Bid: Volume I: Latham BFC-5 Channel Improvements					
V.I.1	Remove Existing Storm Drain Pipe (60-inch)	LF	16	\$ 148.00	\$ 2,368.00
V.I.2	60-inch Class III Reinforced Concrete Storm Drain Pipe (open cut)	LF	16	\$ 595.00	\$ 9,520.00
V.I.3	Connect to Existing 60-inch Reinforced Concrete Pipe (w/Concrete Collar)	EA	1	\$ 1,100.00	\$ 1,100.00
V.I.4	Headwall (TxDOT CH-PW-0)	EA	1	\$ 19,700.00	\$ 19,700.00
V.I.5	Concrete Riprap	SY	170	\$ 81.00	\$ 13,770.00
V.I.6	Erosion Control Log	LF	170	\$ 8.00	\$ 1,360.00
TOTAL BASE BID AMOUNT - VOLUME I: LATHAM BFC-5 CHANNEL IMPROVEMENTS					\$ 47,818.00
Base Bid: Volume II: Animal Shelter Parking and Drainage Improvements					
Grading and Drainage					
V.II.1	Rock Filter Dam	LF	20	\$ 52.00	\$ 1,040.00
V.II.2	Remove and Replace Chain Link Fence	LF	52	\$ 131.00	\$ 6,812.00
V.II.3	Remove and Replace Chain Link Fence Gates	EA	2	\$ 1,380.00	\$ 2,760.00
V.II.4	Integral Concrete Retaining Wall	LF	31	\$ 160.00	\$ 4,960.00
V.II.5	Sawcut and Remove Existing Concrete Pavement	SF	1,270	\$ 2.00	\$ 2,540.00

PROPOSAL / UNIT PRICE BID SCHEDULE Latham BFC-5 Channel Improvements and Animal Shelter Parking/Drainage Improvements					
Item No.	Description	Unit	Quantity	Unit Price	Amount
V.II.6	Unclassified Street Excavation	CY	185	\$ 47.00	\$ 8,695.00
V.II.7	Embankment	CY	73	\$ 64.00	\$ 4,672.00
V.II.8	Trench Drain Area Inlet (Neenah R-4999-DX Q Bolted)	EA	1	\$ 10,176.00	\$ 10,176.00
V.II.9	8-inch HDPE Pipe	LF	75	\$ 46.00	\$ 3,450.00
V.II.10	Sloped End Treatment Headwall for 8-inch Pipe	EA	1	\$ 1,600.00	\$ 1,600.00
V.II.11	Irrigation Adjustments	LS	1	\$ 15,010.00	\$ 15,010.00
TOTAL BASE BID AMOUNT - VOLUME II: GRADING AND DRAINAGE					\$ 61,715.00
Paving					
V.II.12	8-inch Thick, 3,600 psi Portland Cement Reinforced Concrete Pavement for Dumpster Area	SY	11	\$ 97.50	\$ 1,072.50
V.II.13	7-inch Thick, 3,600 psi Portland Cement Reinforced Concrete Pavement for Parking Area	SY	603	\$ 81.00	\$ 48,843.00
V.II.14	Wheel Stops	EA	10	\$ 140.00	\$ 1,400.00
V.II.15	6-inch Thick, Compacted Subgrade	SY	603	\$ 7.50	\$ 4,522.50
V.II.16	4-inch Thick, 3,600 psi Portland Cement Reinforced Concrete for Sidewalks	SF	871	\$ 7.70	\$ 6,706.70
V.II.17	Pavement Markings	LS	1	\$ 1,460.00	\$ 1,460.00
TOTAL BASE BID AMOUNT - VOLUME II: PAVING					\$ 64,004.70

PROPOSAL / UNIT PRICE BID SCHEDULE Latham BFC-5 Channel Improvements and Animal Shelter Parking/Drainage Improvements					
Item No.	Description	Unit	Quantity	Unit Price	Amount
TOTAL BASE BID - GENERAL ITEMS					\$ 163,048.70
TOTAL BASE BID - VOLUME I: LATHAM BFC-5 CHANNEL IMPROVEMENTS					\$ 47,818.00
TOTAL BASE BID - VOLUME II: ANIMAL SHELTER PARKING AND DRAINAGE IMPROVEMENTS (GRADING AND DRAINAGE + PAVING)					\$ 61,715.00
TOTAL BASE BID - GENERAL ITEMS + VOLUME I + VOLUME II					\$ 64,004.70
SUMMARY A. Materials Incorporated into Work B. Materials Not Incorporated into Work C. Other, Labor, Etc. INCORRECT TOTALS FOR VOLUME II AND TOTAL BASE BID BUT OVERALL TOTAL IS CORRECT. \$ 175,025.00 \$ 0.00 \$ 161,561.40					
NOT TO EXCEED TOTAL WRITTEN AMOUNT OF BID \$ 336,586.40 Three hundred thirty-six thousand, five hundred eighty-six dollars and forty cents					

\$

PROPOSAL FOR
LATHAM BFC-5 CHANNEL IMPROVEMENTS AND ANIMAL
SHELTER PARKING/ DRAINAGE IMPROVEMENTS

The undersigned bidder acknowledges receipt of the following Addenda (*if none received then write NONE of N/A across the blanks*):

Addendum No. 1 Date Received _____ 2023

Addendum No. 2 Date Received _____ 2023

Contractor shall also acknowledge receipt of Addenda on the outside of your Bid Envelope.

The undersigned bidder agrees to execute and file with the Owner a contract and bonds on the forms provided within ten (10) days after written notification of award of the contract to him and to begin the work to be performed under the contract within fifteen (15) days after written authorization to begin work (Work Order) and to complete the work in full within **150 Consecutive Calendar Days** after the date specified in the "Notice to Proceed / Work Order".

Enclosed with this proposal is a certified check or cashier's check or bid bond payable to the CITY OF RICHLAND HILLS in the amount of five percent (5%) of the total bid, which is to become the property of the CITY OF RICHLAND HILLS, or the attached Bidder's Bond is to be forfeited in the event the contract and bond are not executed within the time set forth, as liquidated damages for delay and additional work caused thereby.

Respectfully Submitted,

Signed:



(Curtis J. Green - Vice President)

Company:

C. Green Scaping, LP

Address:

2401 Handley Ederville Rd.

Ft. Worth, TX 76118

Email:

cgreen@greenscaping.com

Phone:

817-577-9299

Mobile:

817-577-9299. ext. 150

Fax:

817-577-9331

SEAL
If Bidder is
Corporation

Submitted By C. Green Scaping, LP

(Corporation) (Co-Partnership) (Individual)

Doing Business As Limited Partnership

\$ 2.00

NOTE: LIST BIDS LOWEST TO HIGHEST:

Latham BFC-5 Channel Improvements and Animal Shelter Parking/Drainage Improvements
City of Richland Hills
Date: Wednesday, May 31, 2023, 2:00 P.M.

				Bidder 1		Bidder 2	
				C Green Scaping LP		Tex-Pro Construction, LLC.	
NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
Base Bid: General Items							
1	SWPPP, Erosion and Sedimentation Control	LS	1	\$3,400.00	\$3,400.00	\$8,000.00	\$8,000.00
2	Mobilization and General Site Preparation	LS	1	\$21,000.00	\$21,000.00	\$15,000.00	\$15,000.00
3	Barricades, Warning and Detour Signs, and Traffic Handling	MO	5	\$5,680.00	\$28,400.00	\$2,000.00	\$10,000.00
4	Preconstruction Video	LS	1	\$800.00	\$800.00	\$500.00	\$500.00
5	Cleanup	LS	1	\$6,100.00	\$6,100.00	\$5,000.00	\$5,000.00
6	Construction Staking	LS	1	\$6,000.00	\$6,000.00	\$3,000.00	\$3,000.00
7	Project Signs	EA	2	\$800.00	\$1,600.00	\$2,500.00	\$5,000.00
8	Sediment Control Fence	LF	570	\$4.75	\$2,707.50	\$5.00	\$2,850.00
9	Trench Safety for Storm Drain Lines	LS	91	\$5.00	\$455.00	\$20.00	\$1,820.00
10	4-inch Topsoil and Block Sodding	SY	2,406	\$17.70	\$42,586.20	\$20.00	\$48,120.00
11	Miscellaneous Construction Contingency	LS	1	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
Total Base Bid Amount - General Items					\$163,048.70		\$149,290.00
Base Bid: Volume I: Latham BFC-5 Channel Improvements							
V.I.1	Remove Existing Storm Drain Pipe (60-inch)	LF	16	\$148.00	\$2,368.00	\$100.00	\$1,600.00
V.I.2	60-inch Class III Reinforced Concrete Storm Drain Pipe (open cut)	LF	16	\$595.00	\$9,520.00	\$700.00	\$11,200.00
V.I.3	Connect to Existing 60-inch Reinforced Concrete Pipe (w/Concrete Collar)	EA	1	\$1,100.00	\$1,100.00	\$5,000.00	\$5,000.00
V.I.4	Headwall (TxDOT CH-PW-0)	EA	1	\$19,700.00	\$19,700.00	\$20,000.00	\$20,000.00
V.I.5	Concrete Riprap	SY	170	\$81.00	\$13,770.00	\$250.00	\$42,500.00
V.I.6	Erosion Control Log	LF	170	\$8.00	\$1,360.00	\$6.00	\$1,020.00
Total Base Bid Amount - Volume I: Latham BFC-5 Channel Improvements					\$47,818.00		\$81,320.00
Base Bid: Volume II: Animal Shelter Parking and Drainage Improvements							
Grading and Drainage							
V.II.1	Rock Filter Dam	LF	20	\$52.00	1,040.00	\$100.00	\$2,000.00
V.II.2	Remove and Replace Chain Link Fence	LF	52	\$131.00	6,812.00	\$70.00	\$3,640.00
V.II.3	Remove and Replace Chain Link Fence Gates	EA	2	\$1,380.00	2,760.00	\$800.00	\$1,600.00
V.II.4	Integral Concrete Retaining Wall	LF	31.00	\$160.00	4,960.00	\$250.00	\$7,750.00
V.II.5	Sawcut and Remove Existing Concrete Pavement	SF	1,270	\$2.00	2,540.00	\$4.00	\$5,080.00
V.II.6	Unclassified Street Excavation	CY	185	\$47.00	8,695.00	\$40.00	\$7,400.00
V.II.7	Embankment	CY	73	\$64.00	4,672.00	\$40.00	\$2,920.00
V.II.8	Trench Drain Area Inlet (Neenah R-4999-DX Q Bolted)	EA	1	\$10,176.00	10,176.00	\$2,500.00	\$2,500.00
V.II.9	8-Inch HDPE Pipe	LF	75	\$46.00	3,450.00	\$75.00	\$5,625.00
V.II.10	Sloped End Treatment Headwall for 8-inch Pipe	EA	1	\$1,600.00	1,600.00	\$3,000.00	\$3,000.00
V.II.11	Irrigation Adjustments	LS	1	\$15,010.00	15,010.00	\$5,000.00	\$5,000.00
Total Base Bid Amount - Volume II: Grading and Drainage					61,715.00		\$46,515.00
Paving							
V.II.12	8-inch Thick, 3,600 psi Portland Cement Reinforced Concrete Pavement for Dumpster Area	SY	11	\$97.50	\$1,072.50	\$190.00	\$2,090.00
V.II.13	7-inch Thick, 3,600 psi Portland Cement Reinforced Concrete Pavement for Parking Area	SY	603	\$81.00	\$48,843.00	\$140.00	\$84,420.00
V.II.14	Wheel Stops	EA	10	\$140.00	\$1,400.00	\$200.00	\$2,000.00
V.II.15	6-inch Thick, Compacted Subgrade	SY	603	\$7.50	\$4,522.50	\$20.00	\$12,060.00
V.II.16	4-inch Thick, 3,600 psi Portland Cement Reinforced Concrete for Sidewalks	SF	871	\$7.70	\$6,706.70	\$11.00	\$9,581.00
V.II.17	Pavement Markings	LS	1	\$1,460.00	\$1,460.00	\$2,500.00	\$2,500.00
Total Base Bid Amount - Volume II: Paving					\$64,004.70		\$112,651.00
Total Bid Amount (Section 1)					\$336,586.40		\$389,776.00
TOTAL BID AMOUNT - BASE BID					\$336,586.40		\$389,776.00



June 14, 2023
AVO 31515

Mr. Kip Dernovich
Director of Public Works & Capital Projects
City of Richland Hills
3200 Diana Dr.
Richland Hills, Texas 76118

Re: Latham BFC-5 Channel Improvements and Animal Shelter Parking/Drainage Improvements

Dear Mr. Dernovich:

Bids were opened on the above-referenced project on Wednesday, May 31, 2023, at the City of Richland Hills, 3200 Diana Dr. Richland Hills, Texas. Two (2) bids were received. Below is a summary of the bids:

CONTRACTOR	BID PROPOSAL
C Green Scaping LP	\$336,586.40
Tex-Pro Construction, LLC.	\$389,776.00

C Green Scaping LP, was the low bidder out of the two proposals, and their bid bonds, qualifications, and experience were provided with their bid package. Halff Inc. contacted, The City of Arlington, The City of Keller, The City of Farmers Branch, and the City of Hurst who have awarded similar projects to C Green Scaping LP to verify their qualifications.

In a conversation with Mr. Kent Conner of The City of Arlington Public Works Department about C Green Scaping LP's projects, we learned that the most recent project was erosion repair near Indian Trail and stabilization of the banks of Rush Creek using native vegetation and planting, large rock riprap, and irrigation. Mr. Conner said that C Green Scaping LP did a very good job on the project and stayed on time and on budget. The only delay was the February winter storm that lasted a week. Mr. Conner mentioned that there were some change orders, but they were from The City, not C Green Scaping LP. The City requested to add more hard armor riprap around the low water crossings of the creek. Some planted trees died, so C Green Scaping LP came back and replaced the trees. Mr. Conner brought up that communication with some of the personnel when trying to get information

Mr. Kip Dernovich
June 14, 2023
Page 2

across or have tasks done was difficult at first, but seemed that personnel had changed and communication was much improved when they were back to replant the trees. Mr. Conner finished up by saying he would hire C Green Scaping LP again, reaffirming that he was very satisfied with their work and had no other issues with them or the project.

We also contacted Mr. Cody Maberry with the City of Keller Parks and Recreation Department, who is currently working with C Green Scaping LP on a project. That project includes the construction of a new park with grading, import of dirt, waterlines, sanitary sewer lines, concrete paving, handrail installation, electrical, landscape, irrigation, and site amenities. Mr. Maberry said that C Green Scaping LP has remained within budget, but they are behind schedule, mostly due to external factors. Supply chain issues, concrete rationing, bad weather and labor issues have all contributed to the delays. Mr. Maberry added that C Green Scaping LP has done a great job given all the hurdles and have done a great job with all their previous projects with The City of Keller. Mr. Maberry expressed satisfaction with their project and would hire C Green Scaping LP again.

The City of Farmers Branch has also awarded similar projects to C Green Scaping LP, with the most recent including erosion control, traffic control, excavation/haul off of concrete sidewalk, curb and gutter, driveways, stripping and signage, and landscape and irrigation. We spoke to Mr. Shane Davis with The City of Farmers Branch Sustainability and Public Health Department about their project with C Green Scaping LP. There were no major issues, and Mr. Davis was very satisfied with their work and would hire C Green Scaping LP again.

We talked with Mr. Eric Starnes of the City of Hurst Project Management and Facility Services Department about C Green Scaping LP and their most recent project for The City. This project was TxDOT funded, and consisted of excavation, bores, concrete, landscape, irrigation systems, traffic control, logistics, and maintenance all around a busy highway. Mr. Starnes spoke very highly of C Green Scaping LP, especially the quality of their paperwork and their ability to handle a very difficult job and the logistics that come with it. Mr. Starnes mentioned that C Green Scaping LP worked phases one through four of the total five phases and said that he would definitely hire them again for The City.

After considering the bid price, reputation of the bidder, and the quality of the bidders' services, Halff Inc. has determined that C Green Scaping LP is the lowest responsible bidder for the Latham BFC-5 Channel Improvements and Animal Shelter Parking/Drainage Improvements contract with a bid proposal in the amount of \$336,586.40.

Mr. Kip Dernovich
June 14, 2023
Page 3

Please call me at (817) 764-7443 if you have any questions or comments.

Sincerely,

HALFF INC.

A handwritten signature in black ink, reading "David A. Burkett". The signature is written in a cursive, flowing style.

David A. Burkett, P.E.

Attachment

Memorandum

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

From: Candice Edmondson, City Manager

Date: June 26, 2023

Subject: Park & Recreation Facility Naming Policy

Agenda Item:

Consider Park and Recreation Facility Naming Policy

Background Information:

As the City continues to develop its parks and recreation facilities, there could be future interest in naming these amenities. The proposed Park and Recreation Facility Naming Policy provides guidelines for the naming of parks and facilities and procedures for how a naming request can be considered.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

Proposed Park and Recreation Facility Naming Policy

Council Action Requested:

Motion to approve Park and Recreation Facility Naming Policy



Richland Hills, Texas
Park and Recreation Facility Naming Policy

Statement of Purpose

The purpose of this policy is to provide guidelines for the naming and renaming of park and recreation facilities.

Guidelines for Naming and Renaming

In the naming and renaming of park and recreation facilities in the City of Richland Hills the following guidelines shall be used:

- I. May be named for outstanding and/or predominate physical characteristics or ecological features of the land such as:
 - a. Streams, lakes and creeks
 - b. Landmark significance
 - c. Historical significance
 - d. Symbol or concept associated with Richland Hills
 - e. Street name identity
 - f. The subdivision or neighborhood in which the park property is located
 - g. Based on the activity, event or function of the park or facility
- II. May be named to honor an individual, group or organization who donated the land or funds to develop the park or recreation facility.
- III. No park shall be given the same name as an existing school site, or public facility, except where the sites abut one another.
- IV. Components or areas within a park or recreation facility may be given a name which is different than the park or recreation facility. Such components or areas may include (but are not limited to) gardens, playgrounds, athletic fields, structures, and meeting rooms.

Procedure

Individuals or organizations must complete the Submission Form for Proposed Park & Recreation Facility Names along with justification to the Parks and Recreation Department. The proposal must include the following:

1. Reason(s) for the proposed name
2. Evidence of community support for the proposed name
3. Petitions, if submitted, must state the intent and include printed names, signatures, addresses, zip codes and telephone numbers of each signer as proof of residency

The Director of Parks and Recreation will present all submissions to the City Council for consideration.

Approved by City Council: _____

**SUBMISSION FORM FOR PROPOSED PARK & RECREATION FACILITY NAMES
(PLEASE PRINT)**

ENTIRE FORM MUST BE COMPLETED. INCOMPLETE ENTRIES ARE NOT ACCEPTED.

Proposed Park and Recreation Facility Name: _____

Please include a brief explanation (on a separate sheet of paper if necessary) to support your proposal.

Date Submitted: _____

Address: _____

City: _____ State _____ Zip _____

Home Telephone: _____ Work Telephone: _____

Email: _____

Please submit your proposal to: City of Richland Hills
Parks and Recreation Department
Attn: Director of Parks and Recreation
3200 Diana Drive
Richland Hills, TX 76118

Please contact the Parks and Recreation Department at (817) 616-3775 if you have any questions.

THANK YOU FOR YOUR INTEREST.

Memorandum

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

From: Kip Dernovich, Director of Public Works and Capital Projects

Date: June 26, 2023

Subject: Street Improvement Projects

Agenda Item:

Street Improvement Projects

Background Information:

Staff will provide an update on the FY 2023 street improvement projects.

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: Jason Brown, Director of Parks and Recreation

Date: June 26, 2023

Subject: Red, White and YOU!

Agenda Item:

Red, White and YOU!

Background Information:

Staff will provide an update on the Red, White and YOU! celebration scheduled for Tuesday, July 4 from 9:00 a.m. – 12:00 p.m. at the City Plaza.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

N/A

Council Action Requested:

No Council Action

Memorandum

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

From: Candice Edmondson, City Manager

Date: June 26, 2023

Subject: 75th Anniversary

Agenda Item:

Richland Hills 75th Anniversary

Background Information:

Richland Hills will be celebrating its 75th anniversary in September 2025. Staff has already started initial discussions about the celebration including plans for community-wide involvement from residents and businesses. This item will allow City Council and staff time to discuss goals for the 75th anniversary celebration.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

N/A

Council Action Requested:

No Council Action

Memorandum

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

From: Candice Edmondson, City Manager

Date: June 26, 2023

Subject: May Department Monthly Reports

Agenda Item:

May Department Monthly Reports

Background Information:

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

Financial Considerations:

N/A

Board/Citizen Input:

N/A

Legal Review:

N/A

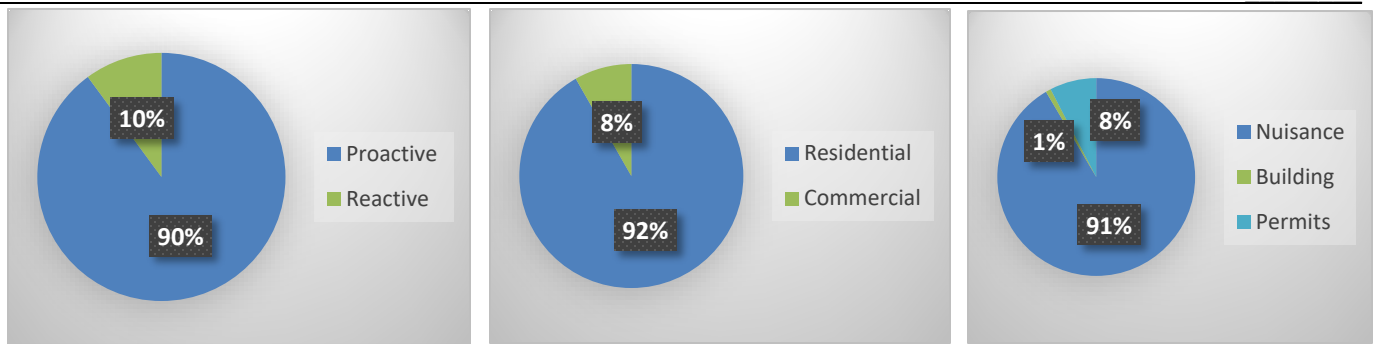
Attachments:

May Department Reports

Council Action Requested:

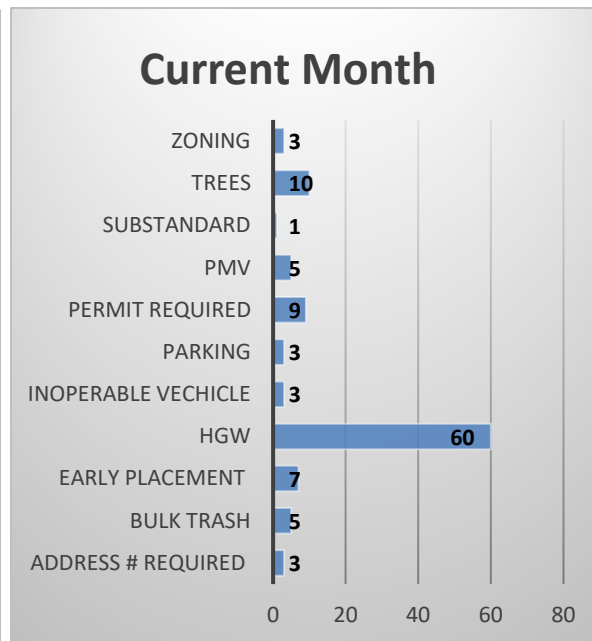
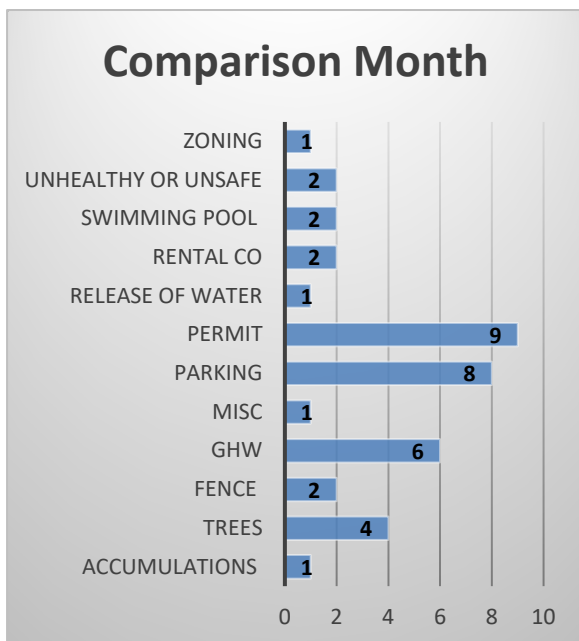
No Council Action

Code Compliance

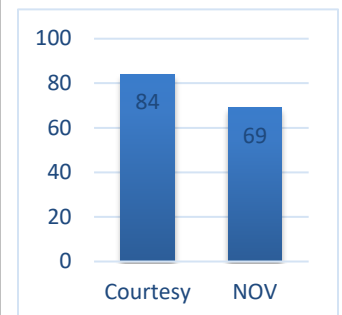


	Current Month Violations				
	Notices Issued	Pending Compliance	Compliance Obtained	Citations Issued	Abatement by City
Nuisance Violations	96	36	56	1	0
Building Violations	1	1	0	0	0
Zoning Issues	3	2	1	0	0
Permit Violations	9	3	9	0	0
Fiscal Year Totals	763	290	487	10	0
Previous Fiscal Year Comparison	567	155	412	14	0

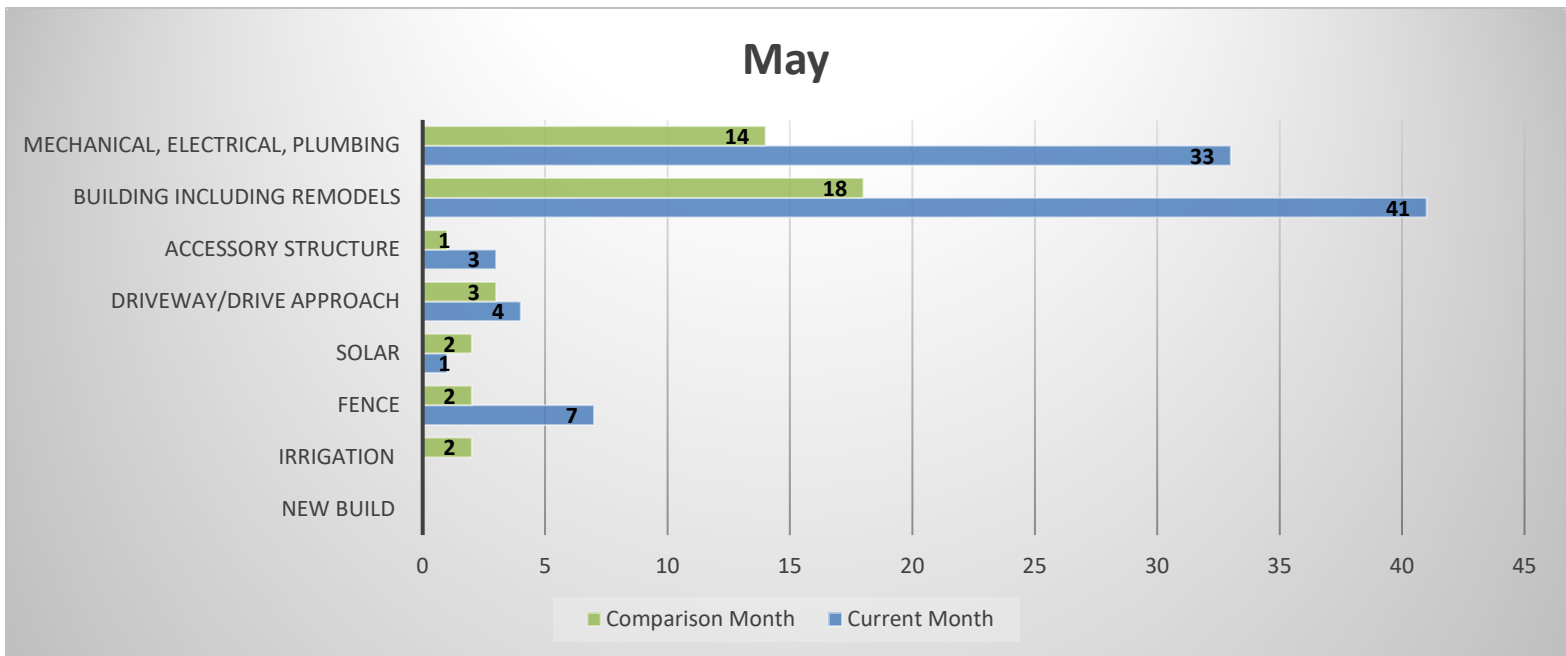
	Building Summary			
	Current Month	Comparison Month Previous Year	Fiscal Year 22/23	Previous Fiscal Year Comparison
Registered Vacant Building	1	0	6	12
Substandard Buildings – New BBA	1	0	3	2



May 2023 Inspections
19 Inspections
Conducted



Development Services



	Mechanical Electrical Plumbing	Building Including Remodels	Accessory Structure	Driveway Drive Approach	Solar	Fence	Irrigation	New Build
Current Month Residential	26	35	3	4	1	5	0	0
Current Month Commercial	7	6	0	0	0	2	0	0
Current Fiscal Year 2022-2023	206	191	15	17	20	39	4	1
Previous Month Residential	12	15	1	3	2	2	2	0
Previous Month Commercial	2	3	0	0	0	0	0	0

	Current Month	Comparison Month Previous Year	Fiscal Year To Date 2022-2023
Sign Permit	2	5	13
ROW Permit	0	1	34
Garage Sale Permit	26	25	113
Zoning, SUP, Code Consults	2	2	16
Pool Permits	1	0	2

Business Summary

	Current Month	Comparison Month Previous Year	Fiscal Year To Date 2022-2023
Registered Rental CO's	5	9	33
Issued Commercial CO's	2	5	22
Mobile Food Vendor	0	0	3

Received Certificate of Occupancy

- Creative Office Furniture, 7339 airport Fwy – Retail
- Fortune Flooring, 6821 Baker Blvd – Office, Medical, Professional, or Administrative

Number of Potential Business Certificate of Occupancy Meetings: 7

Number of Developmental Review Committee / Plan Review: 1

Development Updates:

- Baker Landing has completed the public infrastructure and has completed a pre-con with staff for building permits.
- Richland Crossing has started grading for their lots and will be having a pre-con with staff in the following week for public infrastructure.
- Rice House Express is close to open, Staff did do inspections and there are some items that need to be addressed before opening.

Finance

GENERAL FUND, UTILITY FUND AND LINK FUND

Fiscal Year 2022-2023, Period Ending 05/31/2023

Monthly Financial Report					
	Budget	Current Month Actual	YTD Actual	Available Budget	% YTD of Total Budget
General Fund (001)					
Revenue					
Property Taxes	\$ 3,123,995	\$ (130,612)	\$ 3,059,544	\$ 64,451	98%
Sales Tax	\$ 4,712,216	\$ 496,647	\$ 2,288,426	\$ 2,423,790	49%
Other Tax	\$ 2,500	\$ 211	\$ 1,630	\$ 870	65%
Franchise Fees	\$ 562,000	\$ 35,606	\$ 527,244	\$ 34,756	94%
Fines & Forfeitures	\$ 262,050	\$ 40,043	\$ 213,140	\$ 48,910	81%
Licenses & Permits	\$ 209,500	\$ 19,781	\$ 113,930	\$ 95,570	54%
Service Charges	\$ 305,850	\$ 19,288	\$ 208,416	\$ 97,434	68%
Miscellaneous	\$ 140,152	\$ 98,149	\$ 300,302	\$ (160,150)	214%
Total Revenues	\$ 9,318,263	\$ 579,113	\$ 6,712,631	\$ 2,605,632	72%
Expenditures					
Municipal Court	\$ 300,039	\$ 20,015	\$ 180,056	\$ 119,983	60%
Administration	\$ 690,171	\$ 60,105	\$ 479,940	\$ 210,231	70%
Police	\$ 2,091,296	\$ 182,866	\$ 1,429,675	\$ 661,621	68%
Fire	\$ 2,567,824	\$ 241,779	\$ 1,561,012	\$ 1,006,812	61%
Street	\$ 325,079	\$ 10,980	\$ 89,578	\$ 235,501	28%
Library	\$ 403,133	\$ 28,263	\$ 240,783	\$ 162,350	60%
Recreation	\$ 299,807	\$ 26,782	\$ 189,933	\$ 109,874	63%
Parks/Grounds	\$ 281,787	\$ 21,481	\$ 99,768	\$ 182,019	35%
Community Development	\$ 535,439	\$ 44,578	\$ 317,515	\$ 217,924	59%
Animal Control	\$ 202,422	\$ 21,319	\$ 141,920	\$ 60,502	70%
Legislative (City Secretary)	\$ 129,940	\$ 10,737	\$ 91,070	\$ 38,870	70%
Shared Services	\$ 839,990	\$ 64,256	\$ 518,586	\$ 321,405	62%
Transfers/Non Departmental	\$ 510,491	\$ 244,110	\$ 782,405	\$ (271,914)	153%
Total Expenditures	\$ 9,177,418	\$ 977,270	\$ 6,122,240	\$ 3,055,178	67%
Rev/Exp	\$ 140,845	\$ (398,156)	\$ 590,390		
Utility Fund (002)					
Revenue					
Water	\$ 2,537,000	\$ 206,786	\$ 1,449,565	\$ 1,087,435	57%
Sewer	\$ 1,800,000	\$ 149,140	\$ 1,118,236	\$ 681,764	62%
Transfers In	\$ 2,406,753	\$ 145,896	\$ 1,236,488	\$ 1,170,265	51%
Misc. (incl. Garbage Billing)	\$ 536,600	\$ 78,916	\$ 522,858	\$ 13,742	97%
Total Revenues	\$ 7,280,353	\$ 580,738	\$ 4,327,147	\$ 2,953,206	59%
Expenses					
Shared Services	\$ 311,427	\$ 28,260	\$ 211,700	\$ 99,726	68%
Administration	\$ 641,582	\$ 51,724	\$ 418,382	\$ 223,200	65%
Water Services & Distr.	\$ 3,633,344	\$ 50,509	\$ 475,180	\$ 3,158,164	13%
Wastewater Service	\$ 1,369,360	\$ 103,807	\$ 646,620	\$ 722,740	47%
Trsfrs/Debt Service/Non-Dept.	\$ 1,004,832	\$ 335,561	\$ 2,166,708	\$ (1,161,876)	216%
Total Expenses	\$ 6,960,545	\$ 569,861	\$ 3,918,590	\$ 3,041,955	56%
Rev/Exp	\$ 319,808	\$ 10,877	\$ 408,557		
Link Operating Fund (098)					
Revenue					
Recreation	\$ 542,190	\$ 42,573	\$ 331,090	\$ 211,100	61%
Transfers in	\$ 199,680	\$ 199,680	\$ 399,360	\$ (199,680)	200%
Total Revenue	\$ 741,870	\$ 242,253	\$ 730,450	\$ 11,420	98%
Expenditures					
Operating/Personnel	\$ 741,870	\$ 52,879	\$ 403,296	\$ 338,574	54%
Rev/Exp	\$ -	\$ 189,374	\$ 327,153		
*Unaudited					

Finance

SPECIAL REVENUE FUNDS

Fiscal Year 2022-2023, Period Ending 05/31/2023

Monthly Financial Report					
	Budget	Current Month Actual	YTD Actual	Available Budget	% YTD of Total Budget
Court Security Fund (24)					
Revenue	\$ 5,500	\$ 631	\$ 3,550	\$ 1,950	65%
Expenditures	\$ -	\$ -	\$ -	\$ -	0%
<i>Rev/Exp</i>		\$ 631	\$ 3,550		
Court Technology Fund (39)					
Revenue	\$ 4,800	\$ 524	\$ 3,026	\$ 1,774	63%
Expenditures	\$ -	\$ -	\$ -	\$ -	0%
<i>Rev/Exp</i>	\$ 4,800	\$ 524	\$ 3,026		
Crime Control District (65)					
Revenue					
Sales Tax	\$ 1,779,795	\$ 186,560	\$ 857,386	\$ 922,409	48%
Investment Income	\$ -	\$ 2,603	\$ 7,421		
Grants/Transfers	\$ 21,760	\$ 13,955	\$ 14,982	\$ 6,778	69%
Total Revenue	\$ 1,801,555	\$ 203,118	\$ 879,789	\$ 929,186	49%
Expenditures					
Public Safety	\$ 1,440,266	\$ 88,773	\$ 908,908	\$ 531,358	63%
Capital Expense	\$ 78,871	\$ 8,788	\$ 33,931	\$ 44,940	43%
Transfers Out	\$ 50,000	\$ -	\$ 50,000	\$ -	100%
Total Expenditures	\$ 1,569,137	\$ 97,561	\$ 992,839	\$ 576,298	63%
<i>Rev/Exp</i>	\$ 232,418	\$ 105,557	\$ (113,049)		
Hotel Occupancy Tax (77)					
Revenue					
HOT (Taxes)	\$ 180,000	\$ 24,027	\$ 153,861	\$ 26,139	85%
Expenditures					
Operating Expense	\$ 93,656	\$ 2,924	\$ 23,867	\$ 69,789	25%
Debt Service	\$ 105,013	\$ -	\$ 20,006	\$ 85,007	19%
Total Expenditures	\$ 198,669	\$ 2,924	\$ 43,873	\$ 154,796	22%
<i>Rev/Exp*</i>	\$ (18,669)	\$ 21,103	\$ 109,988		
TIF Fund (89)					
Revenue					
Property Tax Allocation	\$ 201,709	\$ 190,474	\$ 190,474	\$ 11,235	94%
Investment Income	\$ -	\$ 2,952	\$ 11,815		
Sales Tax Transfer in	\$ 75,000	\$ -	\$ -	\$ 75,000	0%
Total Revenue	\$ 276,709	\$ 193,426	\$ 202,289	\$ 74,420	73%
Expenditures					
Operating	\$ 90,000	\$ -	\$ -	\$ 90,000	0%
Improvement Incentive	\$ 30,000	\$ -	\$ -	\$ 30,000	0%
Transfers Out	\$ -	\$ -	\$ 72,590	\$ -	
Capital Projects	\$ 460,000	\$ -	\$ 193,052	\$ 266,948	42%
Total Expenditures	\$ 580,000	\$ -	\$ 265,642	\$ 386,948	46%
<i>Rev/Exp</i>	\$ (303,291)	\$ 193,426	\$ (63,352)		
Strategic Initiative Fund (107)					
Revenue	\$ 2,400,000	\$ -	\$ 2,400,000	\$ -	100%
Expenditures	\$ 691,000	\$ 1,593	\$ 56,387	\$ 634,613	0%
<i>Rev/Exp</i>	\$ 1,709,000	\$ (1,593)	\$ 2,343,613		

Finance

CAPITAL FUNDS

Fiscal Year 2022-2023, Period Ending 05/31/2023

Monthly Financial Report					
	Budget	Current Month Actual	YTD Actual	Available Budget	% YTD of Total Budget
Oil & Gas Lease Fund (12)					
Revenue	\$ 77,000	\$ 14,326	\$ 300,121	\$ (223,121)	390%
Expenditures	\$ 95,000	\$ 4,200	\$ 13,183	\$ 81,817	14%
<i>Rev/Exp*</i>	\$ (18,000)	\$ 10,126	\$ 286,938		
Capital Projects Fund (20)					
Revenue-Transfers In	\$ 1,288,311	\$ -	\$ 719,580	\$ 568,731	56%
Expenditures					
Capital Projects	\$ 1,367,335	\$ 6,353	\$ 313,723	\$ 1,053,611	23%
Capital-Lease Pymts	\$ 158,311	\$ -	\$ 138,711	\$ 19,600	88%
Total Expenditures	\$ 1,525,646	\$ 6,353	\$ 452,435	\$ 1,073,211	30%
<i>Rev/Exp</i>	\$ (237,335)	\$ (6,353)	\$ 267,145		
Road and Street Fund (25)					
Revenue					
Sales Tax	\$ 1,767,081	\$ 186,243	\$ 858,160	\$ 908,921	49%
Total Revenue	\$ 1,767,081	\$ 186,243	\$ 858,160	\$ 908,921	49%
Expenditures					
Street R&M	\$ 2,929,388	\$ 7,965	\$ 793,289	\$ 2,136,099	27%
Total Expenditures	\$ 2,929,388	\$ 7,965	\$ 793,289	\$ 2,136,099	27%
<i>Rev/Exp*</i>	\$ (1,162,307)	\$ 178,278	\$ 64,871		
Vehicle Replace. Fund (30)					
Revenue					
Misc. Income	\$ 279,950	\$ -	\$ 202,588	\$ 77,362	72%
Expenditures					
Capital-Lease Expense	\$ 244,240	\$ 22,455	\$ 157,095	\$ 87,145	64%
Capital- Purchases	\$ 25,000	\$ 25,308	\$ 23,546	\$ 26,762	-7%
Lease - Upfront costs	\$ -	\$ (2,284)	\$ 90,308	\$ (90,308)	100%
Operational	\$ 20,000	\$ 1,096	\$ 17,803	\$ 2,197	89%
Total Expenditures	\$ 289,240	\$ 46,576	\$ 288,752	\$ 25,796	100%
<i>Rev/Exp*</i>	\$ (9,290)	\$ (46,576)	\$ (86,165)		
ARPA Fund (101)					
Revenue-Transfers In/Interest	\$ 1,768,541	\$ 122,647	\$ 193,155	\$ 1,575,386	11%
Expenditures					
Project Appropriations	\$ 1,671,768	\$ 2,045	\$ 57,522	\$ 1,614,246	3%
Transfers out-Prem. Pay	\$ 96,773	\$ 86,218	\$ 86,218	\$ 10,555	89%
Total Expenditures	\$ 1,768,541	\$ 88,263	\$ 143,740	\$ 1,624,801	8%
<i>Rev/Exp</i>	\$ -	\$ 34,384	\$ 49,415		

*Any overages in these funds are covered by fund balance.

Finance

DEBT SERVICE FUND

Fiscal Year 2022-2023, Period Ending 05/31/2023

Monthly Financial Report					
	Budget	Current Month Actual	YTD Actual	Available Budget	% YTD of Total Budget
Debt Service Fund (10)					
Revenue					
Property Taxes	\$ 1,001,117	\$ 11,763	\$ 993,765	\$ 7,352	99%
Expenditures					
Debt Service	\$ 948,844	\$ 4,000	\$ 235,482	\$ 713,362	25%
Rev/Exp	\$ 52,273	\$ 7,763	\$ 758,283		
COMPONENT UNIT					
Richland Hills EDC (26)					
Revenue					
Sales Tax	\$ 1,178,054	\$ 128,913	\$ 586,608	\$ 591,446	50%
Total Revenues	\$ 1,178,054	\$ 128,913	\$ 586,608	\$ 591,446	50%
Expenses					
Operating	\$ 1,347,868	\$ 15,251	\$ 86,825	\$ 1,261,043	6%
Transfers Out	\$ -	\$ -	\$ 400,000	\$ (400,000)	0%
Debt Service	\$ 228,663	\$ -	\$ 44,331	\$ 184,332	19%
Total Expenditures	\$ 1,576,531	\$ 15,251	\$ 531,156	\$ 1,045,375	34%
Rev/Exp*	\$ (398,477)	\$ 113,662	\$ 55,451		
*Any overages in these funds are covered by fund balance.					
DRAINAGE					
Drainage Fund (022)					
Revenue					
Billing/Interest	\$ 909,458	\$ 79,204	\$ 610,029	\$ 299,429	67%
Expenses					
Operating	\$ 446,274	\$ 18,505	\$ 166,576	\$ 279,698	37%
Debt Service	\$ 483,439	\$ -	\$ 48,919	\$ 434,519	10%
Total Fund	\$ 929,713	\$ 18,505	\$ 215,495	\$ 714,217	23%
Rev/Exp*	\$ (20,255)	\$ 60,699	\$ 394,534		

*Any overages in these funds are covered by fund balance.

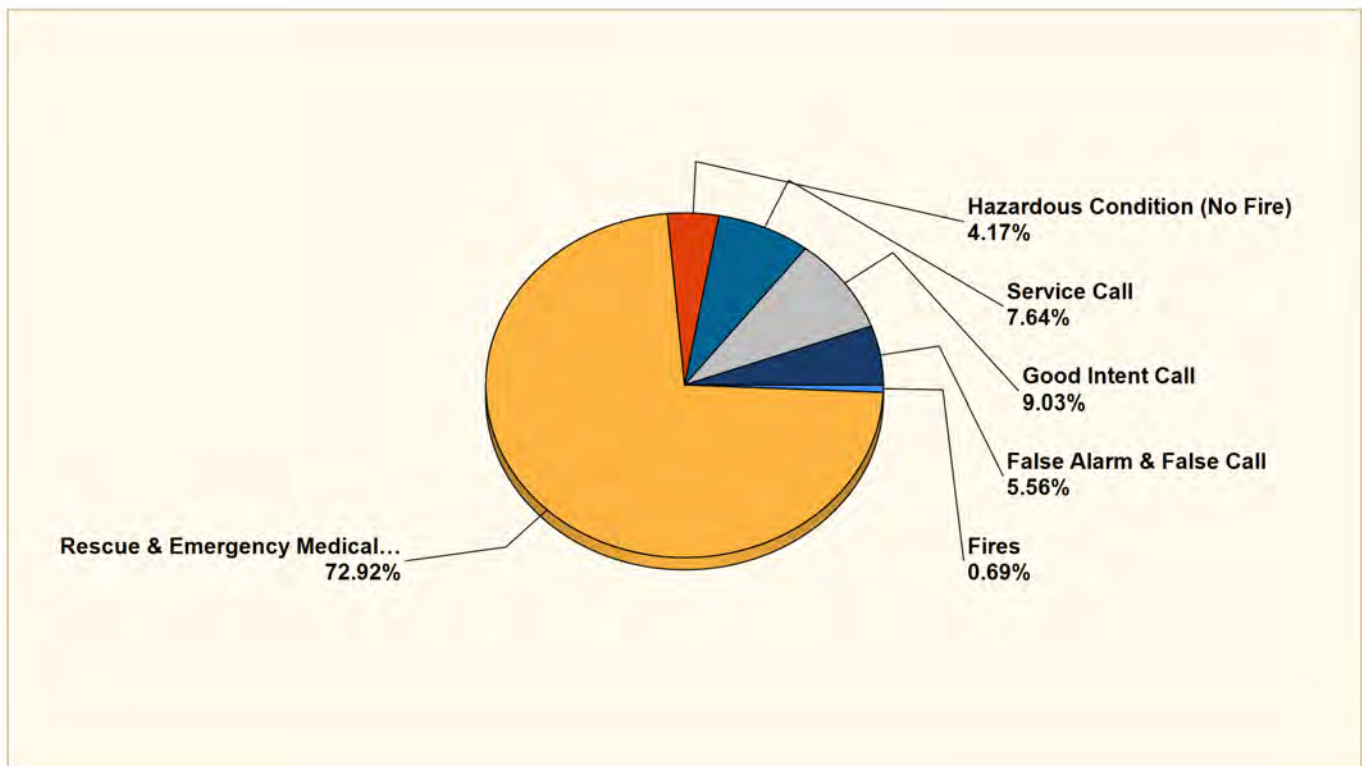
Fire

Fire Operations:

- Personnel completed **30** business inspections throughout the month.
- Members completed a combined **419** hours of training this month.
- Staff participated in **1** development related meeting during the month of May.
- The mutual aid agreement with Medstar Ambulance resulted in **39** calls during May.
- Response times for May averaged **4 minutes 28 seconds** from receipt of call-in dispatch to the first fire unit arriving on scene to assist.
- More than **22.22%** of emergency calls in May were received while our crews were already addressing another emergency in the city.
- FF/EMT Tony Dryer has finished paramedic school and he should be taking his National Registry exam in June.
- FM Brock has begun strictly enforcing fire lanes around the city to ensure access for emergency vehicles is maintained.
- The Link and the RHFD are partnering to offer a community CPR class at the Link in July. Signup and details are available on The Link website.
- The Light the Night project to honor fallen firefighters across the country was a big success and we hope to participate again next year.
- Smoke alarms continue to be available to those who need them. There is no cost and FD personnel will install them. No smoke detectors were installed in May.
- Vial of Life emergency medical information pouches are available at the fire station and Library.
- Medication disposal pouches are also available at the fire station. The box is mounted on the wall in the lobby of the new fire station. Please help yourself.
- Flushing and flow testing of all fire hydrants has begun, and all hydrants will be flushed, and flow tested by the end of July.
- Calls in May 2023 were **30% more** than calls in May 2022.
- Mutual aid received from other agencies was **30% more** compared to May 2022. Mutual aid given was even compared to May 2022.

Operations Response Data:

Service Calls – Through May 31, 2023			
	Current Month	May 2022	FY2023 Total
Fire Calls	1	2	42
EMS/Major Accidents/ Rescues	105	82	787
Hazardous Conditions – No Fire	6	5	61
Public Assistance	11	10	111
Good Intent (No Service Rendered)	13	7	117
False Alarm	8	4	67
Severe Weather & Natural Disaster	0	0	4
Total Calls	144	110	1,189
Automatic / Mutual Aid			
	Current Month	May 2022	YTD Total
Aid Received	20	13	157
Aid Given	13	13	230



Medstar Response Data:

Richland Hills Monthly Count Data			
Priority	Count of Monthly Responses	Transports	Average Response Time
P1	2	1	0:08:18
P2	5	5	0:09:11
P3	7	6	0:10:08
P4	1	0	
P5	21	15	0:12:31
P6	0	0	
P7	2	2	0:11:31
P8	1	0	
Totals:	39	29	0:10:20

Priority 1 calls are considered life threatening emergencies. Priority 2 and 3 calls are considered urgent response needed. Priorities 4 through 8 are decreasingly non-emergent in nature based on information from the caller.

Emergency Management:

- Plans are underway for a more extensive exercise that will be conducted on September 27th and 28th.
- Additional needed supplies and equipment have been purchased including a real time weather station for the fire station.

Fire Marshal:

CO Inspections: 5

Fire Alarm Inspection: 4

Fire Sprinkler Inspection: 2

School Inspections: 0

Church Fire Inspections: 1

Nursing Home Inspections: 0

Shift Inspections: 5

Plan Reviews: 1

Code Consults: 1

Business Info Updates: Maintaining and keeping current list, SB 573 for Rapid Entry Legislature placed on hold per Senator Kelly Hancock

DRC Meetings: 1

P&Z Meeting: N/A

Tarrant Co. Emergency Mgmt. Meeting: Meeting June 9th for Regional EMC meeting

NEFDA Haz-Mat Meeting: Haz-Mat meeting cancelled; report given by NRHFD with no RHFD incidents

TCFAI Meeting: Classes have been made available through Tarrant County Sheriff's Office and Arson Task Force, TCFP to introduce Fire Marshal certification in 2023, Grapevine PD is offering range for qualifications for task force. Cleburne FMO inquired on who was carrying AR-15 patrol rifles with advisement that RHFM was looking at equipping one next fiscal budget.

Building Walkthroughs: Valley Dynamo/Champion Shuffleboard

Emergency Mgmt.: Looking at TDEM for available classes and grant resources/procedures, attended TDEM Conference May 30-June 2nd in Ft. Worth; info on resources gathered, resource list and crash course on resource and drill was given to Dept. Heads

Training: Leadership Program at RHPD ongoing; Attended PIA for Las Vegas Shooting at FWFD.

Investigations: N/A

Other: Assisted PD on barricaded subject. Beginning transition on new software for inspection and occupancies modules in reporting system.

RICHLAND HILLS PUBLIC LIBRARY

MAY • 2023



IMPACT

The Richland Hills Literary Club Adult Spelling Team competed in the Regional Bee against teams from surrounding area libraries. Unfortunately, they were eliminated in the first round and a team from Fort Worth went on to win the Bee, however a good time was had by all!

We also hosted 6 adult programs in the library, including a Make & Take Succulent Class.

KEY FACTS (LAST YEAR)

- 994 Visitors (950)
- 418 Program Attendance (68)
- 11 Programs & Events (5)
- 1277 Total Items Checked Out (2108)
- 998 Questions Answered (933)
- 4 Posters printed for other City Departments (6)
- *Computer usage (303)
- *Wireless Prints (New Service)
- * Statistics not yet available

Month of MAY 2023

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

	Current Month # Cleared	Current Month \$ Amt Cleared	YTD Number	YTD Dollar Amount
Warrant Service by Marshal in office				
Turned self in	0	\$ -	34	\$ 14,192.40
Attorney bonds	7	\$ 3,728.53	33	\$ 16,186.03
Returned for Officer correction	6	\$ 2,274.00	13	\$ 5,602.80
Unable to locate - bad info	1	\$ 227.50	23	\$ 7,716.00
Paid/payment plan	8	\$ 3,284.76	105	\$ 45,765.34
Deceased	0		9	\$ 4,040.70
Cleared-Found Incarcerated	13	\$ 4,985.00	40	\$ 15,538.00
Warrant Service by Marshal in field				
Arrests - transfer to jail	0		20	\$ 7,693.10
Payment plan rather than jailed	5	\$ 2,171.60	15	\$ 5,957.60
Attorney bonds rather than jailed	7	\$ 2,791.53	7	\$ 2,791.53
Paid rather than jailed	6	\$ 2,370.10	36	\$ 15,206.22
Warrant Service - Other				
Time Served	30	\$ 11,175.00	404	\$ 148,847.60
Arrested by other agencies	12	\$ 4,552.00	383	\$ 146,532.20
Paid by defendant	0		14	\$ 5,536.19
Released due to medical reasons	5	\$ 2,171.60	11	\$ 4,793.60
Attorney bonds			5	\$ 2,425.33
Prisoner Transfers				
Number of defendants transferred	2	\$ 1,643.00	16	13633
Total hours spent on transfers	3.5	\$ -	23	
Total miles driven on transfers	64	\$ -	517	
Teletype - time serve/plea/court date	6	\$ 2,299.00	136	\$ 52,412.10
Other Duties				
Bank detail	10		83	
Traffic stops	0	0	0	0
Insurance verifications	5		67	
Vehicles inspected	0		1	
Bailiff hours	9		43.5	
Training	0		32	
Serve summons - School			17	
Serve summons - Animal Control	0		4	
Serve summons - Code Enforcement			4	
Serve summons - Police	2		10	
Officer corrections on citations	21		76	
Returned FTA notices	27		174	

Municipal Court

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

None at this time.

Citation Summary		
	Current Month	YTD Total
Violations Filed	468	2304
Completed Cases– Paid Fine & Before Judge	160	1039
Other Completed - Dismissed deferred, DSC, proof, compliance, by Judge or Prosecutor, plea & bar, void	106	618
Number of Warrants Issued	0	1280
Number of Warrants Cleared	65	1218
Number of Outstanding Warrants	0	973
Value of Outstanding Warrants	\$.00	\$468,063.07
Total Fees Collected	\$59,010.58	\$302,202.22

Parks and Recreation Director's Report

May 2023



Budget Analysis

At May's conclusion, The Link has brought in \$308,931.00. That is Just under \$40,000 ahead of the projected amount through the same time period. With the summer being The Link's most profitable segment of the year, The Link is in good position to finish strong this fiscal year.

Project/Program Updates

- **Memberships: \$5,546.37** We had another down swing this month. Unfortunately, staff found a handful of memberships that were behind on payment. Ultimately, this is considered "bad debt" when it is determined that we cannot collect the money. May had over \$800 "refunded" to balance this bad debt. Furthermore, there will be more "refunds" in June. With 41 sales and 32 terminations, the new count is 326 memberships at The Link. Scans dropped this month to 1,960 with 368 different users.
 - Medicare programs brought in **\$2,058.50** in additional monthly fees from 149 active members.
 - The annual Pick-a-Perk Sale had 48 memberships sold, including 19 new memberships and the rest were renewals.
- **Camp Connect and Link Learner's Academy (LLA): \$13,976.50** The afterschool program has 79 paid kids across the two campuses (The Link and Binion Elementary). Staff found out that Binion Elementary will have a new principal that we will need to coordinate with.

There were no camp days in May.

- **Programs:** Staff is continuing to work on bringing in more instructors with more classes. The goal is to have a wide variety of art, educational, and physical or athletic classes hosted at The Link.
 - **Classes:** Current classes
 - Karate – 9
 - Belly Dancing – 6
 - Creative Movement and Dance - 1
 - **Athletics:** The athletics at The Link includes free-play pickleball, volleyball, and basketball opportunities in the gymnasium. These options are open to members for free and the general public for a fee.
 - Pickleball Lessons – 1
 - Pickleball players –73
 - Volleyball players – 42
 - **Special Events:** There were no special events in May, but staff is working hard with other departments to prepare for the Patriotic Parade and Red, White & YOU! in July.

- **Community Programs:** The Link, while designed to generate revenue, tries to find a balance with community programs that anyone can join.
 - Lunch Bunch – Catfish and sides were served and 86 attended. 66 seniors stayed and played bingo for prizes.
 - Tarrant Area Food Bank – in association with Center Point Church – 98 families were served.
 - Second Saturday Seminars – May’s Program was lead by Logan Thatcher and his department to assist with helping residents understand more about permitting and code compliance. There were 4 participants.
 - Story Time – Offered in partnership with the Library, attendance has been very small.
- **Senior Programs:** 10 seniors joined staff for a trip to Demases Strawberry Farm on May 10, and on May 17 there were 16 attendees for a trip to The Mercantile and Rose Garden Tea Room.
- **Parks:** Staff is continuing to work on the Park Plan, as well as landscaping and mowing.
 - **Park Plan Updates:** Parkhill has completed their design for the Kate Baker improvements. Staff will be looking at going to bid for construction soon. Due to concerns about the flood plain at Creek Trail, that portion of the project has been put on hold.
 - **Park Amenities:** Staff has purchased tables, benches, trash cans, bike racks, grills and water fountains. Those should be arriving in August for installation.
- **Landscaping:** Yellowstone has agreed to release some properties from the full list of tasks they are doing for the city. Since they have not been able to keep up with the weekly schedule, staff will be offering 6 or 7 properties to another vendor to have a better result. In the meantime, staff will be working a resident that has started a small landscaping business.
- **ROWS and Medians:** The 2024 AFA has been fully executed, and is scheduled to begin at the end of the fiscal year.
- **Rentals: \$18,072.75** The Link hosted 49 rentals this month, including 4 city events. This is the highest revenue month (without the school being hosted) that we have ever had.

Valuable Information:

- The indoor playground – Construction has been pushed back to later in the spring. However, progress is being made with materials being purchased to finish the project.

Link Revenue	May 21	May 22	May 23		Fiscal Year 20-21 YTD	Fiscal Year 21-22 YTD	Fiscal Year 22-23 YTD
Classes	\$ 3,830.75	\$ 633.00	\$ 696.50		\$ 7,206.75	\$ 3,887.62	\$ 4,859.37
Link Membership	\$ 5,244.92	\$ 5,367.81	\$ 5,546.37		\$ 38,599.44	\$ 43,255.35	\$ 47,642.28
One Day Passes	\$ 321.00	\$ 574.00	\$ 417.00		\$ 2,239.00	\$ 2,707.00	\$ 2,475.00
Fitness Classes	\$ 376.25	\$ 283.34	\$ 392.13		\$ 3,052.54	\$ 2,814.13	\$ 2,010.87
Personal Training	\$ -	\$ 1,874.50	\$ (1,037.51)		\$ 2,325.00	\$ 17,534.08	\$ 3,361.60
Athletics	\$ 1,857.47	\$ 1,845.50	\$ 965.00		\$ 11,620.75	\$ 17,903.29	\$ 15,770.24
Camps	\$ 340.11	\$ 1,091.00	\$ 105.00		\$ 4,729.11	\$ 13,022.75	\$ 11,770.00
After School	\$ 7,650.20	\$ 12,838.50	\$ 13,871.50		\$ 49,427.10	\$ 80,611.58	\$ 95,892.50
Rentals	\$ 11,295.80	\$ 23,234.05	\$ 18,072.75		\$ 58,827.83	\$ 153,530.59	\$ 115,059.92
Total	\$ 30,916.50	\$ 47,741.70	\$ 39,028.74		\$ 178,027.52	\$ 335,266.39	\$ 298,841.78

Police

- May 1st thru May 7th was Correction Officer Appreciation Week – detention staff was recognized for their hard work and dedication.
- On May 11th, Chief Sylvester hosted the Annual Town Hall meeting providing the community with a 2022 Year-End Crime Review.
- On May 12th, Officer Hailey Agan completed Field Training and was assigned to A-Shift.
- May 15th thru May 21st was National Police Week – An annual recognition week where the lives of fallen officers are recognized.
- On May 15th, RHPD held a flag-lowering ceremony at the Police Department.
- On May 16th, RHPD hosted the annual Carnival with Cops event with community members enjoying games, food, and an evening of fun with officers during police week.
- On May 17th, Chief Sylvester, Captain Russell, Lieutenant Miller, Lieutenant Gaytan, and Officer Olga Russell attended the "MADD" Mothers Against Drunk Drivers Luncheon.
 - Officer Olga Russell received the MADD Enforcement Hero Award recognizing the most DWI arrests within our department for 2022.
 - Lt. Gaytan received the MADD Outstanding Service Award, recognizing his commitment to impaired driving enforcement by going above and beyond in the area(s) of education, prevention, or enforcement.
- On May 20th, RHPD hosted Coffee with Cops in partnership with McDonalds, where staff shared coffee and breakfast with community members who attended the event.

Service Calls		
	Current Month	YTD Total
Total Calls for Service (CFS)	2268	9183
Calls for Service	503	2123
Field Generated CFS	1765	7060
Proactive Policing (Included in Field Generated)		
Traffic Stops-Spillman	582	1923
Violations issued	422	1430
Warnings issued	475	1594
Traffic stops resulting in an arrest	19	125
Crime Prevention CFS	360	1407
Business Checks CFS	390	2108
Arrests	43	261
Family Violence-included above	3	20
DWI Arrests-included above	6	29
Priority-1 Total Response Time	5m57s	
Priority-1 Officer Response Time	4m14s	

NOTES:

Part 1 Offenses

	Current Month	YTD Total
Total Violent Crime Offenses	13	73
Murder	0	1
Rape	2	8

Robbery	1	1
Aggravated Assault	2	15
Simple Assault	8	48
Total Property Crime Offenses	23	95
Burglary	3	19
Business	2	13
Residential	1	6
Larceny	9	44
Burglary of Motor Vehicle	7	23
Auto Theft	3	8
Part -1 Offenses Cleared	22	53
Clearance Rate %	40.00%	32.12%
Stolen Property Reported	\$62,197	\$228,094
Stolen Property Recovered	\$0	\$39,200

NOTES:

Robbery occurred at the Spot Free Car Wash located at 7928 Glenview.
Two suspects approached a female customer and brandished firearms, demanding her purse and phone. The suspects have been identified by CIU and arrested for this offense. A Search Warrant was obtained for the suspect's residence resulting in evidence and recovery of stolen property.

Traffic Unit Pilot Program

	Current Month	YTD Total
Traffic Stops	221	345
Citations	221	338
Violations	303	425
Speed Related	78	117
Stop Sign / Red Light	1	3
School Zone	48	84
Warnings	45	91
Accident Investigations	0	0
Reactive Traffic Enforcement	13	43
Parking Complaint	0	4
Traffic Complaint	13	34
Proactive Traffic Enforcement	75	75**
Citizen Initiated	18	18**
Officer Initiated	33	58
School Zone	24	24**
Arrest	3	4
Impaired Driver	1	1
Warrants	1	2
On-View	1	1

NOTES:

Felony Arrest for Possession of Controlled Substance
Impaired Driver Arrest occurred in School Zone during Proactive Traffic Enforcement
Worked a total of 12 of 18 scheduled shifts this month due to family vacation and training

**Data collection began in the month of May for these categories

Traffic Accidents

	Current Month	YTD Total
--	---------------	-----------

Crash Reports	12	58
Accidents-Major	5	20
Accidents-Minor	7	54
Alcohol/Drug Impairment	0	3

NOTES:

Records

	Current Month	YTD Total
Sex Offender Registrations	2	7
Open Records Requests	69	291

Property & Evidence

	Current Month	YTD Total
Pieces of Property Received	75	608
Items Taken to Lab for Narcotics Testing	0	58
Items Taken to Lab for Blood Alcohol Content	0	22
Crime Scene Call Outs (Richland Hills Police	2	8
Crime Scene Call Outs (Haltom City Police	0	0

Criminal Investigations

	Current Month	YTD Total
New Assigned Cases	145	617
Current Open Cases	77	
Total Warrants Issued	11	40
Misdemeanor Arrest Warrant	7	19
Felony Arrest Warrant	4	14
Search Warrant	0	7
Charges Filed with TCDA	27	175
New Emergency Protective Orders	1	10

NOTES:

Departmental Monthly Reports – May 2023

Animal Services

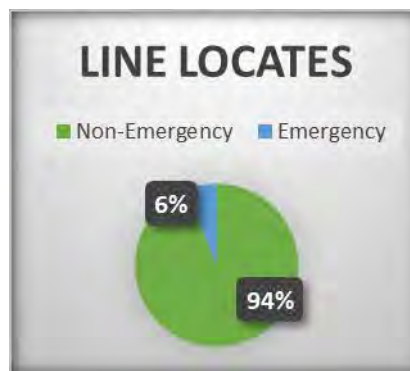
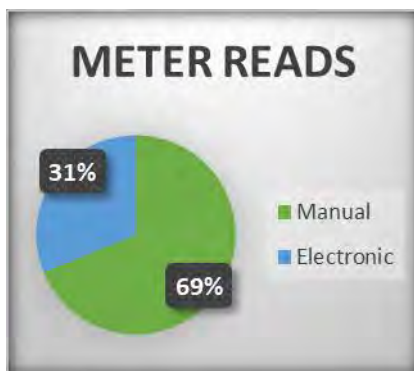
- On May 20th, Vax Shack Spayed/Neutered & Immunized 24 Puppies
- All Golden Doodle puppies were adopted by the evening of May 6th, 2023.
- On May 25th, 2023, Vax Shack Surgery Day provided 40 spay/neuters & immunizations for 54 pets.
- Rescue-only surgery will be June 8th, 2023, by Vax Shack.
- The next Vax Shack Surgery Day and shot clinic will be June 22nd, 2023.

Service Calls		
	Current Month	YTD Total
Total Dispatched Calls	30	168
Impounds		
	Current Month	YTD Total
DOGS	50	100
CATS	31	80
OTHER THAN DOGS/CATS	0	0
TOTAL	81	190
Incidents by Type		
	Current Month	YTD Total
ANIMALS AT LARGE	8	63
AGGRESSIVE ANIMAL	2	8
ANIMAL COMPLAINTS	17	71
INJURED ANIMALS	1	15
TOTAL	28	157
NOTES: 7000 block of Maple Park Aggressive Animal - A pet owner was walking their dog near the easement on Cedar between Oak Park and Maple Park when a white dog charged the pet owner. The owner was startled and summoned Animal Services for assistance. The aggressive Animal was being watched by a family member in the 7000 block of Maple Park, where it escaped. Contact was made at the complainant's request, and no further action taken. Evergreen & Labadie Aggressive Animal to Dog Bite - Pet Owner was walking her dog near the intersection of Evergreen & Labadie when a dog escaped through a slightly ajar gate and bit the complainant's dog on the back. The owner of the Suspect dog was issued a citation for dog bite & Animal at large. The Suspect dog was current on rabies vaccine and was allowed to home quarantine. Home quarantine completion date & time is June 9, 2023 @ 1730 hours.		
Bite Reports		
	Current Month	YTD Total
ANIMAL BITES	1	6
SHELTER QUARANTINE	0	1
HOME QUARANTINE	1	4
SUBMISSION TO AUSTIN	0	1
UNABLE TO LOCATE	0	0
NOTES:		
Disposition of Animals out of the Shelter		
	Current Month	YTD Total
DOGS ADOPTED	37	74
CATS ADOPTED	15	57
RETURNED TO OWNER/YARD	5	26
TRANSFERRED/RESCUED	2	2
EUTHANIZED	0	5
City License Issued		

	Current Month	YTD Total
ISSUED	9	61
Citations/Violations Issued		
	Current Month	YTD Total
CITATIONS ISSUED	2	5
WARNINGS ISSUED	1	6

Public Works

Public Works – Work Orders				TOTAL WORKORDERS: 196	
STREETS		WATER		SEWER	
Potholes	59	Water Line Break	0	Sewer Line Break	0
Street Patch	1	Water Line Repair	1	Sewer Line Repair	0
Debris Removal/Mowing	2	Meter Leak/Repair	28	Household Back-up	7
Sign Repair/Install	0	After Hour Calls	4	Drainage	0
Manhole Repairs	1	Other (Water pressure, odor, etc.)	19	After Hour Calls	0
After Hour Calls	2			Other (Odor, etc.)	3
Other (Mosquito Testing/Spray, Inspections)	8				



Utilities – Work Orders		TOTAL WORKORDERS: 266	
SERVICES		GENERAL	
Meter Turn On	31	Possible Leak	30
Service Shut Off	42	Meter Repairs/Replacement	0
Final Reads	35	Re-Read Meter	41
Service Starts	31	No Reads	48
Other (Low Consumption, Meter Tests, etc.)	8		

Operational Updates

- 9300' of sewer line cleaned.
- 62 man-hours spent reading wells and water sampling.
- 20 man-hours spent conducting NAP Testing.
- Approximately 425 man-hours spent reading water meters.
- Approximately 50% electronic meters have been changed out.
- Street sweeping concluded on May 5, 2023.
- Storm preparation was conducted multiple times within May.
- Staff cleared several areas/roadways of storm debris.

- The Sludge Transportation Report was prepared and submitted to TCEQ.
- Final walkthrough of Baker Landing.
- Seasonal mowing has continued.
- Rufe Snow sidewalk completed.
- Pre-Construction meeting for the Norton project.
- Pre-Construction meeting for the King's Court project.
- Curro Environmental conducted sampling.
- Enterprise Contract meeting.
- Continued work on the trench dug/conduit at the Police Station.
- Bid Opening for Latham drainage/Animal Shelter parking lot was held on May 5th.

Staff Update

- Staff celebrated National Public Works Week.
- Staff was presented with a Proclamation proclaiming May 21 – May 27, 2023 as National Public Works Week at the May 22, 2023 City Council Meeting.
- Internal training continues.

