

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING AGENDA
JULY 24, 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 – 6:00 PM

1. **Executive Session:** Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sections 551.071, 551.072, 551.073, 551.074, 551.076, 551.087, 418.183(f) and 418.106(d) & (e). **Executive Session may be held, under these exceptions, at any time during the meeting that a need arises for the City Council to seek advice from the City Attorney as to the posted subject matter of this City Council meeting.**
2. 88th Texas Legislative Session Update
3. Discuss items listed on tonight's City Council agenda. No action will be taken and each item will be considered during the Regular Session.

REGULAR SESSION – 7:00 PM

CALL TO ORDER

INVOCATION AND PLEDGES OF ALLEGIANCE

1. PRESENTATIONS

- A. Business Spotlight: Rice House Express
- B. 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 July 10, 2023 City Council Regular Meeting
- B. Approve Resolution 579-23 denying Oncor Electric Delivery Company LLC's Application to Amend its Distribution Cost Recovery Factor and Update its Mobile Generation Riders to increase distribution rates

3. PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

- A. None

4. ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS

- A. Consider Resolution 578-23 ordering a special election to be held on Tuesday, November 7, 2023, to allow voters to consider voting for or against the following proposition: the legal sale of all alcoholic beverages for off-premise consumption only

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

- A. None

6. OTHER ITEMS FOR CONSIDERATION

- A. City of Richland Hills Strategic Plan

7. REPORTS & DISCUSSIONS

- A. Street Improvement Update
- B. Q3 Investment Report
- C. June Department Reports

8. COMMUNITY INTEREST ITEMS

This is a standing item on the agenda of every regular meeting of the City Council. (The Texas Open Meetings Act effective September 1, 2009, provides that *"a quorum of the city council may receive from municipal staff, and a member of the governing body may make, a report regarding items of community interest during a council meeting without*

having given notice of the subject of the report, provided no action is taken or discussed.”
The Open Meetings Act does not allow Council to discuss an item concerning pending City Council business unless it is specifically, appropriately posted on the agenda.) An “item of community interest” includes the following:

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

9. EXECUTIVE SESSION

Executive Session: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sections 551.071, 551.072, 551.073, 551.074, 551.076, 551.087, 418.183(f) and 418.106(d) & (e). **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 20th day of July 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: Logan Thatcher, Assistant to the City Manager

Date: July 24, 2023

Subject: Legislative Update

Agenda Item:

88th Texas Legislative Session Update

Background Information:

Staff will provide an update on items of interest from the 88th Legislative Session.

Financial Considerations:

N/A

Legal Review:

N/A

Attachments:

N/A

Council Action Requested:

No Council Action

Memorandum

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

From: Logan Thatcher, Assistant to the City Manager

Date: July 24, 2023

Subject: Business Spotlight

Agenda Item:

Business Spotlight: Rice House Express

Background Information:

Rice House Express is located at 7012 Boulevard 26. They received their Temporary Certificate of Occupancy on June 22, 2023. A representative from Rice House Express will be in attendance to introduce their business.

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: July 24, 2023

Subject: Minutes from the July 10, 2023 Regular City Council Meeting

Agenda Item:

Approval of minutes from the July 10, 2023 Regular City Council Meeting

Background Information:

N/A

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

July 10, 2023 Draft Minutes

Council Action Requested:

Motion to approve the minutes from the July 10, 2023 Regular City Council Meeting

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING
JULY 10, 2023
MINUTES**

Roll Call:

Council present

G.W. Estep, Mayor Pro Tem
Douglas Knowlton, Place 1
Travis Malone, Place 2
Theresa Bledsoe, Place 3
Javier Alvarez, Place 4
Roland Goveas, Place 6

Council absent

Edward Lopez, Mayor

Staff present

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

REGULAR SESSION – Mayor Pro Tem Estep Called to Order – Time 7:00 p.m.

INVOCATION AND PLEDGES OF ALLEGIANCE – Mayor Pro Tem Estep

PRESENTATIONS

1A. Municipal Clerks Office Achievement of Excellence Award

City Secretary Lindsay Rawlinson advised that the City of Richland Hills has been awarded the Municipal Clerks Office Achievement of Excellence Award for 2023-2024. The program recognizes the statutory requirements and demands for the effective management of resources for proper governance by the municipal clerk's office and of the 595 member cities in the Texas Municipal Clerks Association, only 24 received this award in 2023.

City Manager Candice Edmondson expressed her appreciation to Lindsay and the work her office does for the City.

1B. Citizen Appearances/Public Comments

None.

CONSENT AGENDA

2A. Approved minutes from the June 26, 2023 City Council Regular Meeting

Motion: Motion was made by Councilmember Goveas and seconded by Councilmember Malone 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 1475-23 amending the TIRZ Board membership

City Secretary Lindsay Rawlinson advised that the Tax Increment Reinvestment Zone #1 board is currently made up of six members of Council and one Tarrant County representative.

With the recent addition of Council, Place 6, the makeup of the TIRZ board needs to be amended to include the entire Council. Additionally, the ordinance will allow for a citizen member so the board will have an odd number of members. Consideration for the new citizen member position will be considered during the boards and commissions appointment process in September.

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Malone to approve Ordinance 1475-23, amending the Tax Increment Reinvestment Zone #1 board of directors.

Motion carried by a vote of 6-0.

4B. Approved Resolution 577-23 directing publication of notice of intention to issue certificates of obligation; directing the preparation of a preliminary official statement and related materials; and providing an effective date

City Manager Candice Edmondson advised that during the April 10, 2023 City Council Budget Workshop, staff provided a presentation on how the City could complete the next 16 street reconstruction projects on a previously prepared project priority list by issuing Certificates of Obligation. The City's financial advisors, Hilltop Securities, suggested a three-cent, three-year tax rate increase to finance the 16 street projects with City Council authorizing debt issues in Summer 2023, Summer 2024 and Summer 2025. The three-cent tax rate increase could be less each year depending on property valuations and the general fund's capacity to cover the additional debt.

Resolution 577-23 provides notice that the City of Richland Hills is preparing to issue Certificates of Obligation in the amount of \$7,000,000 in September 2023 for the following

purposes: designing, equipping, and constructing streets, roads, sidewalks, including related drainage, utility relocation, signalization, landscaping, lighting and signage, and acquisition of land and rights of way therefor; (ii) designing, equipping, and constructing improvements to the City's water and wastewater system; and (iii) the payment of fiscal, engineering and legal fees associated with the projects.

The Series 2023 Certificates of Obligation are intended to fund the following six street improvement projects:

Street Name	Begin	End	Notes
Jameson St.	Gerome St.	Faye Dr.	Paving, Water, Sewer
Joanne Ct.	Mathews Dr.	Cul-de-sac	Paving, Water
Mary Boaz Dr.	Lavon Dr.	Marceille Ct.	Paving, Water, Sewer
Mary Boaz Dr.	Marceille Ct.	Jameson St.	Paving, Water, Sewer
Brooks Ave.	Rufe Snow Dr.	Holder St.	Paving, Water, Sewer
Oxley Dr.	Evergreen Rd.	Booth Calloway Rd.	Paving, Water, Sewer

Hilltop Securities representative Marti Shew was in attendance to address any questions.

Discussion ensued regarding project inspectors included in the projected costs and if the City Council is obligated to approve issuance of the Certificates of Obligation all three years.

Ms. Edmonson confirmed that inspectors are included in the cost as part of the engineering costs and Council is not obligated to approve the proposed debt issuance in subsequent years.

Marti Shew advised that the City is in a strong financial position and expects the interest rate the City receives in September 2023 to be approximately 3.75 percent.

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Bledsoe to approve Resolution 577-23 directing publication of notice of intention to issue certificates of obligation; directing the preparation of a preliminary official statement and related materials; and providing an effective date.

Motion carried by a vote of 6-0.

CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS

5A. Approved First Amendment to TIRZ Development Agreement between the City of Richland Hills, Tax Increment Financing Reinvestment Zone Number One, City of Richland Hills, Texas and RC 51 Townhome Lots, LTD

City Manager Candice Edmondson presented the item to the City Council and advised that on July 25, 2022, the Tax Increment Reinvestment Zone (TIRZ) Board and City Council approved a Development Agreement for the Richland Crossing Planned Development located at the northwest corner of Baker Boulevard and Popplewell Street.

The developer, RC 51 Townhome Lots, has recently engaged DR Horton to build the homes. RC 51 Townhome Lots and DR Horton have both indicated that, under the new partnership, they do not plan to seek the annual reimbursement grant from project generated TIRZ revenue as outlined in the original agreement. This would reduce the City's contribution to the project by \$324,619. RC 51 Townhome Lots is still requesting the \$400,000 infrastructure grant to be paid once the City has approved and accepted all public infrastructure within the project.

The amendment allows for the \$400,000 infrastructure grant but does not include the \$324,619 annual reimbursement grant. Section 3.5 of the amendment includes language on the automatic termination and reversion back to the original agreement should RC 51 Townhome Lots and DR Horton terminate their contract. This section allows the developer to seek the annual reimbursement grant as originally approved if the partnership with DR Horton is terminated.

The Tax Increment Reinvestment Zone #1 approved the amendment to the agreement at their meeting held Monday, July 10, 2023.

Robert Maxey, RC Townhome Lots, provided additional details regarding the partnership between RC Townhome Lots and DR Horton. Additionally, he discussed the timeline of the partnership and when the partnership would terminate following the completion of the project.

City Attorney James Donovan recommended the City Council adjourn into Executive Session to discuss the amendment further.

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).

- Section 551.071: Consultation with Attorney

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Malone to adjourn into Executive Session at 7:38 p.m.

Motion carried by a vote of 6-0.

Mayor Pro Tem Estep reconvened into open session at 8:11 p.m.

Motion: Motion was made by Councilmember Bledsoe and seconded by Councilmember Alvarez to approve First Amendment to TIRZ Development Agreement between the City of Richland Hills, Tax Increment Financing Reinvestment Zone Number One, City of Richland Hills, Texas and RC 51 Townhome Lots, LTD subject to the City Attorney's recommended revisions.

Motion carried by a vote of 6-0.

OTHER ITEMS FOR CONSIDERATION

6A. Consider appointments to City Council Committees

City Manager Candice Edmondson advised that on May 22, 2023, City Council made annual appointments to the City Council Committees and currently Mayor Pro Tem GW Estep sits on two committees, Infrastructure and Finance. With Roland Goveas' appointment to Council, Place 6, City Council will need to consider his appointment to a Council Committee.

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Bledsoe to appoint Roland Goveas to the Infrastructure Committee in place of GW Estep.

Motion carried by a vote of 6-0.

REPORTS & DISCUSSIONS

7A. Richland Hills 2022 Annual Drinking Water Quality Report

Director of Public Works and Capital Projects Kip Dernovich presented the Richland Hills 2022 Annual Drinking Water Quality Report and advised that the City is rated as a superior water system.

Discussion ensued regarding the differences between hard and soft water and the different water sources utilized by the City.

COMMUNITY INTEREST ITEMS

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

- Tuesday, July 11, 2023, Richland Hills Literary Club, Public Library, 6:30 p.m.;
- Thursday, July 13, 2023,
 - Senior Lunch Bunch and Bingo, The Link, 12:00 to 2:00 p.m.;
 - The Creature Teacher, The Link, 4:00 p.m.;
 - Tarrant County Food Pantry, The Link parking lot, 5:30 to 7:00 p.m.;
- Thursday, July 20, 2023,
 - Senior Social Time with guest Logan Thatcher, Public Library, 10:30 a.m.;
 - Brett Roberts Magic Show, The Link, 4:00 p.m.;
- Every Thursday, Coffee Talk, Public Library, 10:00 to 11:30 a.m.; and
- Thursday, July 27, 2023, Summer Reading Finale, Public Library, 5:00 to 7:00 p.m.

Councilmember Knowlton expressed his appreciation to Director of Parks and Recreation Jason Brown for a wonderful Red, White, & YOU! 4th of July event.

Mayor Pro Tem Estep expressed his appreciation to Keith and Gwen Albee, Curtis Bergthold, Joyce Fiaccone, and Jenny Clark along with many others who went door to

door in the heat circulating a local option petition to allow the subject of liquor stores in Richland Hills to be on the ballot for consideration in November.

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 Bledsoe and seconded by Councilmember Goveas to adjourn.

Motion carried by a vote of 6-0.

There being no further business to come before the City Council, Mayor Pro Tem Estep declared the meeting adjourned at 8:29 p.m.

ATTEST:

APPROVED:

Lindsay Rawlinson, City Secretary

Edward Lopez, Mayor

Memorandum

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

From: Candice Edmondson, City Manager

Date: July 24, 2023

Subject: Oncor Electric Delivery Company's Requested Rate Change

Agenda Item:

Approve Resolution 579-23 denying Oncor Electric Delivery Company LLC's Application to Amend its Distribution Cost Recovery Factor and Update its Mobile Generation Riders to increase distribution rates

Background Information:

On June 29, 2023, Oncor Electric Delivery Company, LLC ("Oncor" or "Company") filed an Application to Amend its Distribution Cost Recovery Factor ("DCRF") and update its Mobile Generation Riders to increase distribution rates within each of the cities in its service area. In the filing, the Company asserts it is seeking an increase in distribution revenues of approximately \$152.78 million. The Company is also seeking to update its Rider Mobile Generation and Rider Wholesale Mobile Generation to recover revenue related to mobile generation unit leasing and operation. The Rider would recover approximately \$1.07 million.

Resolution 579-23 authorizes the City to join with the Steering Committee of Cities Served by Oncor ("OCSC") to evaluate the filing, determine whether the filing complies with law, and if lawful, to determine what further strategy, including settlement, to pursue. The Public Utility Commission's rules allow cities 60 days to act on a DCRF application. That deadline is August 28, 2023.

The City of Richland Hills is a member of the 169-city coalition known as the Steering Committee of Cities Served by Oncor ("Steering Committee"). The Steering Committee has been in existence since the late 1980s. It took on a formal structure in the early 1990s when cities served by the former TXU gave up their statutory right to rate case expense reimbursement in exchange for higher franchise fee payments. Empowered by city resolutions and funded by *per capita* assessments, the Steering Committee has been the primary public interest advocate before the Public Utility Commission, the Courts, and the Legislature on electric utility regulation matters for the last 30 years.

Financial Considerations:

N/A

Legal Review:

Lloyd Gosselink Rochelle & Townsend, P.C., the firm that provides legal representation for the Steering Committee, has reviewed Oncor's request and is recommending that cities take action to deny the DCRF application

Board/Citizen Input:

N/A

Attachments:

Resolution 579-23

Council Action Requested:

Motion to approve Resolution 579-23 denying Oncor Electric Delivery Company LLC's Application to Amend its Distribution Cost Recovery Factor and Update its Mobile Generation Riders to increase distribution rates

RESOLUTION NO. 579-23

A RESOLUTION OF THE CITY OF RICHLAND HILLS, TEXAS FINDING THAT ONCOR ELECTRIC DELIVERY COMPANY LLC'S APPLICATION TO AMEND ITS DISTRIBUTION COST RECOVERY FACTOR AND UPDATE GENERATION RIDERS TO INCREASE DISTRIBUTION RATES WITHIN THE CITY SHOULD BE DENIED; AUTHORIZING PARTICIPATION WITH THE STEERING COMMITTEE OF CITIES SERVED BY ONCOR; AUTHORIZING HIRING OF LEGAL COUNSEL; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL.

WHEREAS, the City of Richland Hills, Texas ("City") is an electric utility customer of Oncor Electric Delivery Company LLC. ("Oncor" or "Company"), and a regulatory authority with an interest in the rates and charges of Oncor; and

WHEREAS, the City is a member of the Steering Committee of Cities Served by Oncor ("OCSC"), a membership of similarly situated cities served by Oncor that have joined together to efficiently and cost effectively review and respond to electric issues affecting rates charged in Oncor's service area; and

WHEREAS, on or about June 29, 2023, Oncor filed with the City an Application to Amend its Distribution Cost Recovery Factor and Update Mobile Generation Riders, PUC Docket No. 55190, seeking to increase electric distribution rates by approximately \$152.78 million and update Oncor's Rider Mobile Generation and Rider Wholesale Mobile Generation to recover \$1.07 million related to mobile generation facilities; and

WHEREAS, all electric utility customers residing in the City will be impacted by this ratemaking proceeding if it is granted; and

WHEREAS, OCSC is coordinating its review of Oncor's DCRF filing with designated attorneys and consultants to resolve issues in the Company's application; and

WHEREAS, OCSC members and attorneys recommend that members deny the DCRF.

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

SECTION 1.

The City is authorized to participate with Cities in PUC Docket No. 55190.

SECTION 2.

Subject to the right to terminate employment at any time, the City hereby authorizes the hiring of the law firm of Lloyd Gosselink and consultants to negotiate with the Company, make recommendations to the City regarding reasonable rates, and to direct any necessary administrative proceedings or court litigation associated with an appeal of this application filed with the PUC.

SECTION 3.

The rates proposed by Oncor to be recovered through its DCRF charged to customers located within the City limits, are hereby found to be unreasonable and shall be denied.

SECTION 4.

The Company shall continue to charge its existing rates to customers within the City.

SECTION 5.

The City's reasonable rate case expenses shall be reimbursed in full by Oncor within 30 days of presentation of an invoice to Oncor.

SECTION 6.

It is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

SECTION 7.

A copy of this Resolution shall be sent to J. Michael Sherburne, Vice President – Regulatory, Oncor Electric Delivery Company LLC, 1616 Woodall Rodgers Freeway, Dallas, Texas 75202; to Tab R. Urbantke, Hunton Andrews Kurth LLP, 1445 Ross Avenue, Suite 3700, Dallas, Texas 75202; and to Thomas L. Brocato, General Counsel to OCSC, at Lloyd Gosselink Rochelle & Townsend, 816 Congress Ave., Suite 1900, Austin, Texas 78701.

APPROVED AND ADOPTED at a regular meeting of the Richland Hills City Council on July 24, 2023, by a vote of _____ ayes, _____ nays, and _____ abstentions.

APPROVED:

THE HONORABLE EDWARD LOPEZ, MAYOR

ATTEST:

LINDSAY RAWLINSON, CITY SECRETARY

Memorandum

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

From: Lindsay Rawlinson, City Secretary

Date: July 24, 2023

Subject: Local Option Election

Agenda Item:

Consider Resolution 578-23 ordering a special election to be held on Tuesday, November 7, 2023, to allow voters to consider voting for or against the following proposition: the legal sale of all alcoholic beverages for off-premise consumption only

Background Information:

The City of Richland Hills received a petition meeting the requirements of Chapter 501 of the Texas Election Code related to local option elections on July 3, 2023. In accordance with Section 501.032, the number of required signatures on a petition is equal to or greater than 35 percent of the registered voters in the political subdivision who voted for governor in the most recent gubernatorial election (as indicated by the official returns for that election.) Based on this requirement, the minimum number of valid signatures required to call a local option election in Richland Hills was 903.

The City Secretary performed the petition signature verification using a statistical sampling method pursuant to Section 501.031(a) of the Texas Election Code and confirmed approximately 910 valid petition signatures. Once it has been determined that the petition contains the required number of valid signatures, the City Council must order the election at its next regular session occurring 30 days on or after the date the petition was filed with the City Secretary. Additionally, the law requires that local option elections be held on a uniform election date.

Financial Considerations:

N/A

Legal Review:

The proposed resolution has been reviewed by the City Attorney.

Board/Citizen Input:

A petition was circulated and returned in accordance with the Texas Alcoholic Beverage Code and the Texas Election Code.

Attachments:

Resolution 578-23

Council Action Requested:

Motion to approve Resolution 578-23 ordering a special election to be held on Tuesday, November 7, 2023, to allow voters to consider voting for or against the following proposition: the legal sale of all alcoholic beverages for off-premise consumption only

RESOLUTION NO. 578-23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY RICHLAND HILLS, TEXAS, ORDERING A SPECIAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 7, 2023, TO ALLOW THE VOTERS TO CONSIDER VOTING FOR OR AGAINST THE FOLLOWING PROPOSITION: THE LEGAL SALE OF ALL ALCOHOLIC BEVERAGES FOR OFF-PREMISE CONSUMPTION ONLY; AUTHORIZING A JOINT CONTRACT ELECTION AGREEMENT AND CONTRACT FOR ELECTION SERVICES WITH TARRANT COUNTY; AND ESTABLISHING THE DATES AND TIMES FOR EARLY VOTING FOR SUCH ELECTION.

WHEREAS, Chapter 501 of the Texas Election Code and Chapter 251 of the Texas Alcoholic Beverage Code provide for the holding of local option elections; and

WHEREAS, Section 501.032 of the Texas Election Code requires the City to order an election upon receipt of a valid petition containing signatures of at least 35 percent of the registered voters in the political subdivision who voted for governor in the most recent gubernatorial election, which equals 903 signatures; and

WHEREAS, a petition was issued on May 4, 2023 and on July 3, 2023, the City of Richland Hills received a petition meeting the requirements of Chapter 501 of the Texas Election Code and containing approximately 910 valid signatures based on a statistical sample requesting a local option election be held for voters to consider voting for or against “the legal sale of all alcoholic beverages for off-premise consumption only”; and

WHEREAS, all legal prerequisites for the adoption of this resolution have been met, including but not limited to the Election Code, the Alcoholic Beverage Code, the Local Government Code and the Open Meetings Act; and

WHEREAS, the Richland Hills City Council has determined that a contract with Tarrant County Elections Administration for election services and equipment is in the best interest of the City of Richland Hills.

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

**SECTION 1.
ELECTION ORDER FOR SPECIAL ELECTION**

The City Council of the City of Richland Hills, Texas, at a regular meeting held this date, does hereby order a special election to be held between the hours of 7:00 a.m. and 7:00 p.m. on Tuesday, November 7, 2023, for the purpose of submitting to the qualified voters of the City of Richland Hills the determination of the following issue:

The legal sale of all alcoholic beverages for off-premise consumption only

"La venta legal de todas bebidas alcohólicas para consumo solamente fuera del establecimiento."

Việc bán hợp pháp tất cả đồ uống có cồn chỉ dành cho tiêu dùng ngoài cơ sở

The ballot shall be prepared so that the voters can vote for or against the above issue.

SECTION 2. JOINT ELECTION ADMINISTRATION CONTRACT

The Mayor is hereby authorized to execute a contract with Tarrant County Elections Administrator for the purpose of having Tarrant County furnish all or any portion of the election services and equipment needed by the City Secretary to conduct the election. The contract document and election services provided therein shall conform to Chapter 31, Subchapter D, of the Texas Election Code and other applicable statutes and laws.

SECTION 3. VOTING EQUIPMENT

The election services contract shall provide (a) the type of electronic voting equipment to be used for early voting by personal appearance and on election day, (b) notification and training for election judges and clerks, (c) an estimate and final payment terms for the election services provided, (d) agreements for early voting equipment and voting machine rental, and (e) other procedures to conduct the election.

SECTION 4. VOTING LOCATIONS

Election day voting locations shall be established as outlined in the election agreement with Tarrant County.

SECTION 5. COMBINED BALLOTS

Combined ballots may be utilized containing all of the offices and propositions to be voted on at each polling place, provided that no voter shall be given a ballot or permitted to vote for any office or proposition on which the voter is ineligible to vote. Returns may be made on forms, which are individual or combined, and the Tarrant County Elections Administrator shall be designated as the custodian of the combined records. The order in which the names of the candidates are to be printed on the ballot shall be determined by a drawing by the City Secretary pursuant to state law. Notice of the time and place for such drawing shall be given in accordance with the Code.

SECTION 6. EARLY VOTING CLERK

Troy Havard, Assistant Tarrant County Elections Administrator, 2700 Premier Street, Fort Worth, Texas, 76111, or his successor, is hereby appointed as Early Voting Clerk and Lindsay Rawlinson, City Secretary, 3200 Diana Drive, Richland Hills, Texas, 76118, shall serve as Deputy Early Voting Clerk. Applications for ballot by mail must be received by 12 noon or close of business, whichever is later, by Friday, October 27, 2023.

Mailing Address:
Tarrant County Elections
Attention: Early Voting Clerk
PO Box 961011
Fort Worth, Texas 76161-0011
www.tarrantcounty.com
817-831-8683
Fax: 817-831-6118
electionsinfo@tarrantcounty.com

SECTION 7. EARLY VOTING

Early voting by personal appearance shall be conducted at the main early voting location at the Tarrant County Elections Center, 2700 Premier Street, Fort Worth, Texas 76111. Branch offices for early voting shall also be established as outlined in the joint election agreement with Tarrant County.

Early voting by personal appearance begins on Monday, October 23, 2023, and ends on Friday, November 3, 2023, during the hours listed below:

October 23 – 27	Monday – Friday	8:00 a.m. – 5:00 p.m.
October 28	Saturday	7:00 a.m. – 7:00 p.m.
October 29	Sunday	11:00 a.m. – 4:00 p.m.
October 30 – November 3	Monday – Friday	7:00 a.m. – 7:00 p.m.

Applications for early voting by mail shall be delivered to the Early Voting Clerk at the address set forth in Section 6 not later than 12 noon or close of business, whichever is later, by Friday, October 27, 2023.

For purposes of processing ballots cast in early voting, the election officers for the Early Voting Ballot Board shall be appointed and designated in accordance with the provisions of the election agreement with Tarrant County.

SECTION 8. ELECTION DAY

All resident, qualified voters, determined by the laws of the State of Texas, the Charter, and ordinances of the City of Richland Hills shall be qualified to vote at such election. For the purpose of said election, the entire City is constituted into one voting precinct. Voting on Election Day, November 7, 2023, shall be conducted between the hours of 7:00 a.m. and 7:00 p.m. The location of the polling places are designated pursuant to the Texas Election Code as those precincts designated by Tarrant County. This election shall be held and conducted in accordance with the aforesaid election agreement, election laws of the Texas Election Code, the Federal Voting Rights Act of 1965, as amended, the Charter of the City of Richland Hills, and as may be required by law. All election materials and proceedings shall be printed in English, Spanish and Vietnamese.

SECTION 9. ELECTION RESULTS

The results of the election shall be certified, canvassed, and returned in the form and manner prescribed by the laws of the State of Texas and the charter and ordinances of the City of Richland Hills.

SECTION 10. ELECTION NOTICE

The notice of the election hereby ordered and called shall be promulgated, published and posted in keeping with the laws of the State of Texas, and the charter and ordinances of the City of Richland Hills.

SECTION 11. ELECTION OFFICIALS

The election judge, alternate election judge, and ballot board will be appointed by the Tarrant County Elections Administrator, as permitted by law. The presiding judge shall appoint elections clerks as may be necessary for the proper conduct of the election. The election judge, or the alternate election judge in the absence of the election judge, and the election clerks shall constitute the Early Voting Ballot Board. The election judge, and alternate election judge, and election clerks shall be qualified voters of the City.

SECTION 12. NECESSARY ACTIONS

The City Manager and the City Secretary, in consultation with the City Attorney, are hereby authorized and directed to take any and all actions necessary to comply with the provisions of federal and state law in carrying out and conducting the election, whether or not expressly authorized herein.

APPROVED AND ADOPTED at a regular meeting of the Richland Hills City Council on July 24, 2023, by a vote of _____ ayes, _____ nays, and _____ abstentions.

APPROVED:

THE HONORABLE EDWARD LOPEZ, MAYOR

ATTEST:

LINDSAY RAWLINSON, CITY SECRETARY

Memorandum

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

From: Candice Edmondson, City Manager

Date: July 24, 2023

Subject: Richland Hills Strategic Plan

Agenda Item:

City of Richland Hills Strategic Plan

Background Information:

The FY 2023 Budget included funding for the development of a City Strategic Plan. On March 24 and 25, the Richland Hills City Council participated in a strategic planning workshop. Beginning with the results of the recent citizen survey, City Council worked to develop a vision, mission, core values, and strategic goals and objectives for the City.

On June 29, the City's executive staff met to review and refine the strategic plan created by City Council. The attached Strategy Map is a graphical depiction of the final, proposed organizational strategy. Staff will review the map with City Council and discuss how the strategic plan will be used as the framework to guide future decision-making and funding priorities.

Financial Considerations:

Funding in the amount of \$30,000 was included in the FY 2023 Strategic Initiative Fund for development of a City Strategic Plan.

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

City of Richland Hills Strategy Map

Council Action Requested:

Motion to adopt the City of Richland Hills Strategic Plan

OUR GOALS

OUR VISION

A positive and closely connected community, we are forward looking, focused on progress and united by shared values, in pursuit of excellence.

OUR MISSION

Richland Hills is dedicated to the responsible use of public resources and progressive delivery of community focused services, while valuing our small-town quality of life.

OUR VALUES

WE STRIVE

Service
Teamwork
Respect
Integrity
Vision
Empowerment

**Quality
Workforce**

**Economic
Development**

**Service
Excellence**

**Community
Engagement**

Public Safety

**Facilities &
Infrastructure**

Attract and Retain a Highly Qualified Workforce

Establish effective and efficient staffing metrics
Establish RH Best Practice Standards
Ensure competitive compensation structure
Develop Succession Plan (Key Positions)
Prioritize employee training and development
Establish an Employee Retention Strategy
Institutionalize RH values and culture
Promote Employee Recognition Program

Advance Economic Development

Establish an Economic Development Strategy
Promote Public Private Partnerships (P3)
Promote RH as preferred destination in DFW
Diversify tax base
Update the RH Comprehensive Plan

Deliver Efficient City Services

Utilize technology
Institutionalize innovative service delivery
Offer best-in-class service experience
Promote data driven decision making (D3)

Enhance Community Engagement

Establish a Volunteer & Partnership Strategy
Utilize community input
Have consistent brand messaging
Actively engage in local, state and national organizations

Support Safety Services

Increase the safety of persons and property
Pursue accreditation and certifications to secure highest safety standards

Accelerate Infrastructure Investment

Create a multi-year Capital Improvement Program (CIP)
Identify funding for CIP

Maintain and Improve City Facilities

Establish a Facilities Master Plan
Update and implement Parks and Open Spaces Master Plan
Establish a Maintenance and Replacement Program

Memorandum

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

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

Date: July 24, 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: Candice Edmondson, City Manager

Date: July 24, 2023

Subject: 3rd Quarter Investment Report

Agenda Item:

3rd Quarter Investment Report

Background Information:

Staff will provide a quarterly investment report for the period of April 1, 2023 through June 30, 2023.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

3rd Quarter Investment Report

Council Action Requested:

No Council Action

3rd Quarter Investment Report
April 1, 2023 - June 30, 2023

Bank	Fund	Name of Account	4/1/2023	Deposits/Withdrawals	Interest	6/30/2023
JP Morgan Chase	1	General Fund Account	7,535,221	(242,750)	64,948	7,292,471
JP Morgan Chase	2	Revenue Fund Account	4,837,411	939,496	45,385	5,776,907
JP Morgan Chase	26	Richland Hills Economic Development Corp	1,887,343	(108,189)	14,560	1,779,154
JP Morgan Chase	65	Richland Hills Crime Control Fund	892,871	122,196	7,875	1,015,067
JP Morgan Chase	1	Certificate of Deposit-Maturity 11/2023	170,201	-	-	170,201
		Total	15,323,046	710,753	132,767	16,033,800
TEXPOOL	1	General Fund	1,886,176	(164,112)	25,393	1,722,064
TEXPOOL	2	Revenue Fund	1,327,303	(441,599)	11,143	885,704
TEXPOOL	22	Drainage Fund	116,263	1,441	1,441	117,704
TexSTAR	27	2019 GO Bonds	109,731	1,369	1,369	111,100
TexSTAR	6	Police Seizure Funds	25,031	312	312	25,344
TexSTAR	10	I & S Funds	1,278,289	45,582	16,221	1,323,871
TexSTAR	77	Hotel Motel Occupancy Tax Fund	169,888	2,120	2,120	172,008
TexSTAR	89	Tax Increment Fund	759,917	(67,185)	8,740	692,731
TexSTAR	101	ARPA Funds	1,770,799	(78,404)	21,335	1,692,394
		Total	7,443,396	(700,475)	88,075	6,742,921
		Total Holdings	22,766,442.74	10,278	220,842	22,776,721

City of Richland Hills

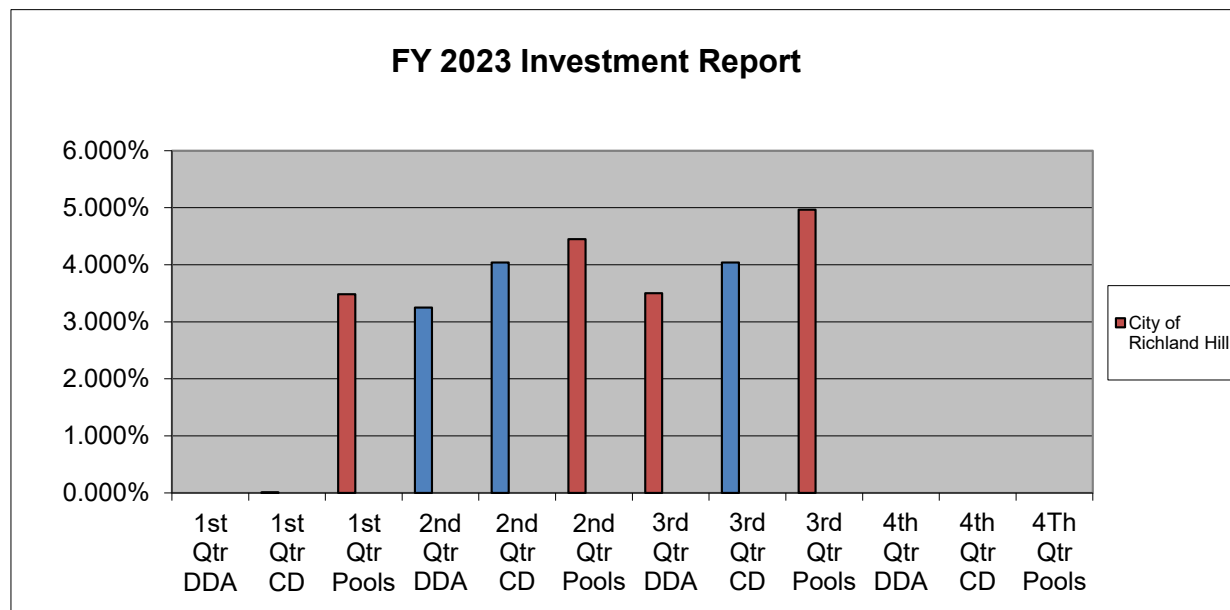
Inventory Holdings Report- City Portfolio

6/30/2023

Settle Date	Cusip	Security Type	Par	Rate	Settlement Date	Maturity	Purchase Yield	Purchase Principal	Original Prem/Disc	Current Book	Market Price	Gain/Loss	Original D-T-M	Current D-T-M	Amortization	Percent of Total Holdings
6/30/2023		Hybrid DDA	15,863,599	3.503%	6/30/2023	7/1/2023	3.503%	15,863,599	-	15,863,599	100.00%	-	1	1	0.00	69.65%
6/30/2023		Pools	6,742,921	4.968%	6/30/2023	7/1/2023	4.968%	6,742,921	-	6,742,921	100.00%		1	1	0.00	29.60%
11/23/2023		CD	170,201	4.040%	11/23/2023	11/23/2023	4.040%	170,201		170,201	100.00%	-	360	360	0.00	0.75%
			<u>22,776,721</u>					<u>22,776,721</u>		<u>22,776,721</u>						<u>100.00%</u>

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

Investment Transactions
Quarter Ending
6/30/23



DDA Accounts=JP MORGAN CHASE
POOLS=Texpool and TexSTAR

City of Richland Hills
Quarterly Investment Report-City Portfolio

April 1, 2023 - June 30, 2023

Portfolio Summary Management Report

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

Beginning Book Value 4/1/23	\$	22,766,442.74	Ending Book Value 6/30/23	\$	22,776,720.69
Beginning Market Value 4/1/23	\$	22,766,442.74	Ending Market Value 6/30/23.	\$	22,776,720.69
			Accrued Interest Receivable	\$	-
			Unrealized Gain/Loss on 6/30/23	\$	-
WAM at Beginning Period Date*	1 day		WAM at Ending Period Date*	1 day	
			Change in Market Value	\$	10,277.95

Average Yield to Maturity for quarter	4.236%
Average Yield to Maturity 6 month T-Bill	5.018%

Bernadette Gendron

Bernadette Gendron, Sr. Accountant

Candice Edmondson

Candice Edmondson, City Manager

*WAM-Weighted Average Maturity

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

Memorandum

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

From: Candice Edmondson, City Manager

Date: July 24, 2023

Subject: June Department Monthly Reports

Agenda Item:

June 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:

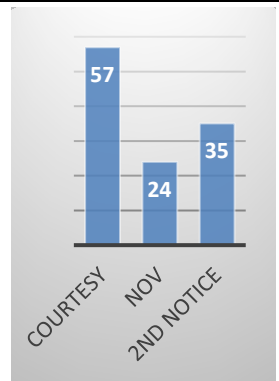
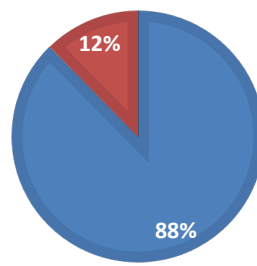
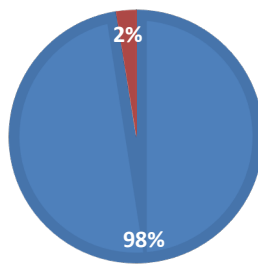
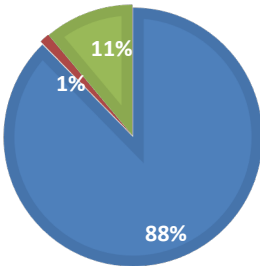
June Department Reports

Council Action Requested:

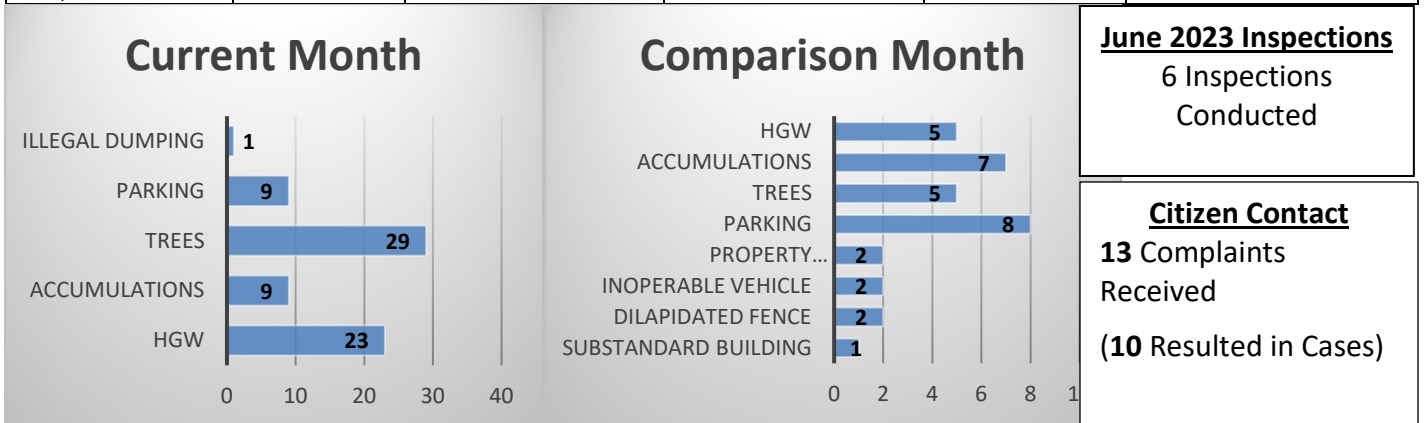
No Council Action

Code Compliance

■ Nuisance ■ Building ■ Permits ■ Residential ■ Commercial ■ Proactive ■ Reactive



Current Month Violations					
	Notices Issued	Pending Compliance	Compliance Obtained	Citations Issued	Abatement by City
Nuisance Violations	71	5	66	0	0
Building Violations	1	1	0	0	0
Zoning Issues	0	0	0	0	0
Permit Violations	9	1	8	0	0
Fiscal Year Totals	857	303	568	10	0
Previous Fiscal Year Comparison	656	175	457	21	1



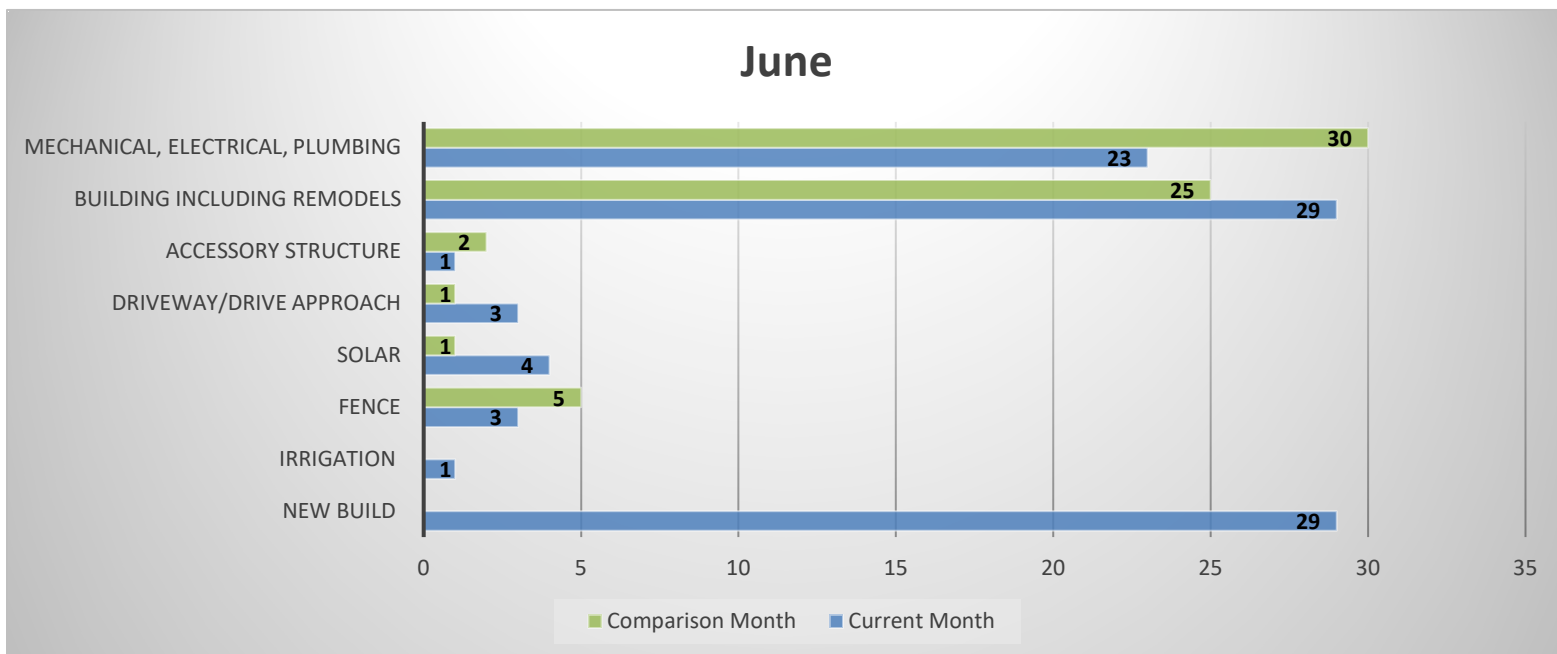
June 2023 Inspections
6 Inspections Conducted

Citizen Contact
13 Complaints Received
(10 Resulted in Cases)

Signs				
	Current Month	Comparison Month Previous Year	Fiscal Year 22/23	Previous Fiscal Year Comparison
Commercial Sign Violations	0	0	0	9
Bandit Sign Removal	0	3	19	133

Building Summary				
	Current Month	Comparison Month Previous Year	Fiscal Year 22/23	Previous Fiscal Year Comparison
Registered Vacant Building	0	2	6	14
Substandard Buildings – New BBA	0	1	3	3

Development Services



	Mechanical Electrical Plumbing	Building Including Remodels	Accessory Structure	Driveway Drive Approach	Solar	Fence	Irrigation	New Build
Current Month Residential	19	29	1	3	4	3	1	29
Current Month Commercial	4	2	0	0	0	0	0	0
Current Fiscal Year 2022-2023	229	222	16	20	24	42	5	30
Previous Month Residential	27	24	2	1	1	5	0	0
Previous Month Commercial	3	1	0	0	0	0	0	0

	Current Month	Comparison Month Previous Year	Fiscal Year To Date 2022-2023
Sign Permit	4	7	17
ROW Permit	3	2	37
Garage Sale Permit	42	15	155
Zoning, SUP, Code Consults	1	4	17
Pool Permits	1	1	3

Business Summary

	Current Month	Comparison Month Previous Year	Fiscal Year To Date 2022-2023
Registered Rental CO's	2	8	35
Issued Commercial CO's	2	4	24
Mobile Food Vendor	0	1	3

Received Certificate of Occupancy

- Closet Systems LLC, 7348 Dogwood Park – Cabinet and Upholstery Shop
- LE Engineering, 6801 Baker Blvd – Contractor (No Outside Storage)

Number of Potential Business Certificate of Occupancy Meetings: 5

Number of Developmental Review Committee / Plan Review: 2

Finance

GENERAL FUND, UTILITY FUND AND LINK FUND

Fiscal Year 2022-2023, Period Ending 06/30/2023

Monthly Financial Report					
	Budget	Current Month Actual	YTD Actual	Available Budget	% YTD of Total Budget
General Fund (001)					
Revenue					
Property Taxes	\$ 3,123,995	\$ 63,353	\$ 3,122,896	\$ 1,099	100%
Sales Tax	\$ 4,712,216	\$ 394,293	\$ 2,682,719	\$ 2,029,497	57%
Other Tax	\$ 2,500	\$ 189	\$ 1,819	\$ 681	73%
Franchise Fees	\$ 562,000	\$ 10,366	\$ 537,610	\$ 24,390	96%
Fines & Forfeitures	\$ 262,050	\$ 46,136	\$ 259,276	\$ 2,774	99%
Licenses & Permits	\$ 209,500	\$ 61,043	\$ 174,973	\$ 34,527	84%
Service Charges	\$ 305,850	\$ 47,679	\$ 256,094	\$ 49,756	84%
Miscellaneous	\$ 140,152	\$ 31,859	\$ 332,161	\$ (192,009)	237%
Total Revenues	\$ 9,318,263	\$ 654,918	\$ 7,367,549	\$ 1,950,714	79%
Expenditures					
Municipal Court	\$ 300,039	\$ 37,707	\$ 217,763	\$ 82,277	73%
Administration	\$ 690,171	\$ 60,744	\$ 540,684	\$ 149,487	78%
Police	\$ 2,091,296	\$ 242,824	\$ 1,672,499	\$ 418,797	80%
Fire	\$ 2,567,824	\$ 241,729	\$ 1,802,741	\$ 765,083	70%
Street	\$ 325,079	\$ 13,509	\$ 103,087	\$ 221,992	32%
Library	\$ 403,133	\$ 42,404	\$ 283,187	\$ 119,946	70%
Recreation	\$ 299,807	\$ 29,410	\$ 219,344	\$ 80,463	73%
Parks/Grounds	\$ 281,787	\$ 47,915	\$ 147,684	\$ 134,103	52%
Community Development	\$ 535,439	\$ 35,376	\$ 352,890	\$ 182,549	66%
Animal Control	\$ 202,422	\$ 36,201	\$ 178,122	\$ 24,300	88%
Legislative (City Secretary)	\$ 129,940	\$ 13,676	\$ 104,746	\$ 25,194	81%
Shared Services	\$ 839,990	\$ 28,082	\$ 546,667	\$ 293,323	65%
Transfers/Non Departmental	\$ 510,491	\$ -	\$ 557,725	\$ (47,234)	109%
Total Expenditures	\$ 9,177,418	\$ 829,578	\$ 6,727,138	\$ 2,450,280	73%
Rev/Exp	\$ 140,845	\$ (174,660)	\$ 640,411		
Utility Fund (002)					
Revenue					
Water	\$ 2,537,000	\$ 216,720	\$ 1,666,285	\$ 870,715	66%
Sewer	\$ 1,800,000	\$ 147,380	\$ 1,265,615	\$ 534,385	70%
Transfers In	\$ 2,406,753	\$ -	\$ 1,236,488	\$ 1,170,265	51%
Misc. (incl. Garbage Billing)	\$ 536,600	\$ 70,769	\$ 593,628	\$ (57,028)	111%
Total Revenues	\$ 7,280,353	\$ 434,869	\$ 4,762,016	\$ 2,518,337	65%
Expenses					
Shared Services	\$ 311,427	\$ 13,440	\$ 225,140	\$ 86,287	72%
Administration	\$ 641,582	\$ 60,357	\$ 478,739	\$ 162,843	75%
Water Services & Distr.	\$ 3,633,344	\$ 79,414	\$ 554,594	\$ 3,078,750	15%
Wastewater Service	\$ 1,369,360	\$ 76,739	\$ 723,359	\$ 646,001	53%
Trsfrs/Debt Service/Non-Dept.	\$ 1,004,832	\$ 104,457	\$ 2,271,165	\$ (1,266,333)	226%
Total Expenses	\$ 6,960,545	\$ 334,406	\$ 4,252,996	\$ 2,707,549	61%
Rev/Exp	\$ 319,808	\$ 100,463	\$ 509,020		
Link Operating Fund (098)					
Revenue					
Recreation	\$ 542,190	\$ 68,947	\$ 400,037	\$ 142,153	74%
Transfers in	\$ 199,680	\$ -	\$ 199,680	\$ -	100%
Total Revenue	\$ 741,870	\$ 68,947	\$ 599,717	\$ 142,153	81%
Expenditures					
Operating/Personnel	\$ 741,870	\$ 64,303	\$ 467,600	\$ 274,270	63%
Rev/Exp	\$ -	\$ 4,644	\$ 132,117		
*Unaudited					

Finance

SPECIAL REVENUE FUNDS

Fiscal Year 2022-2023, Period Ending 06/30/2023

Monthly Financial Report					
	Budget	Current Month Actual	YTD Actual	Available Budget	% YTD of Total Budget
Court Security Fund (24)					
Revenue	\$ 5,500	\$ -	\$ 3,550	\$ 1,950	65%
Expenditures	\$ -	\$ 161	\$ 161	\$ (161)	0%
<i>Rev/Exp</i>		\$ (161)	\$ 3,390		
Court Technology Fund (39)					
Revenue	\$ 4,800	\$ -	\$ 3,026	\$ 1,774	63%
Expenditures	\$ -	\$ -	\$ -	\$ -	0%
<i>Rev/Exp</i>	\$ 4,800	\$ -	\$ 3,026		
Crime Control District (65)					
Revenue					
Sales Tax	\$ 1,779,795	\$ 147,698	\$ 1,005,085	\$ 774,710	56%
Investment Income	\$ -	\$ 2,839	\$ 10,259		
Grants/Transfers	\$ 21,760	\$ -	\$ 14,982	\$ 6,778	69%
Total Revenue	\$ 1,801,555	\$ 150,537	\$ 1,030,326	\$ 781,488	57%
Expenditures					
Public Safety	\$ 1,440,266	\$ 107,289	\$ 1,016,197	\$ 424,069	71%
Capital Expense	\$ 78,871	\$ 80,533	\$ 114,464	\$ (35,593)	145%
Transfers Out	\$ 50,000	\$ -	\$ 50,000	\$ -	100%
Total Expenditures	\$ 1,569,137	\$ 187,822	\$ 1,180,661	\$ 388,476	75%
<i>Rev/Exp</i>	\$ 232,418	\$ (37,286)	\$ (150,335)		
Hotel Occupancy Tax (77)					
Revenue					
HOT (Taxes)	\$ 180,000	\$ 23,053	\$ 176,914	\$ 3,086	98%
Expenditures					
Operating Expense	\$ 93,656	\$ 4,396	\$ 28,263	\$ 65,393	30%
Debt Service	\$ 105,013	\$ -	\$ 20,006	\$ 85,007	19%
Total Expenditures	\$ 198,669	\$ 4,396	\$ 48,269	\$ 150,400	24%
<i>Rev/Exp*</i>	\$ (18,669)	\$ 18,657	\$ 128,645		
TIF Fund (89)					
Revenue					
Property Tax Allocation	\$ 201,709	\$ -	\$ 190,474	\$ 11,235	94%
Investment Income	\$ -	\$ 2,878	\$ 14,693		
Sales Tax Transfer in	\$ 75,000	\$ -	\$ -	\$ 75,000	0%
Total Revenue	\$ 276,709	\$ 2,878	\$ 205,168	\$ 71,541	74%
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)	\$ 2,878	\$ (60,474)		
Strategic Initiative Fund (107)					
Revenue	\$ 2,400,000	\$ -	\$ 2,400,000	\$ -	100%
Expenditures	\$ 691,000	\$ 1,152	\$ 57,538	\$ 633,462	8%
<i>Rev/Exp</i>	\$ 1,709,000	\$ (1,152)	\$ 2,342,462		

Finance

CAPITAL FUNDS

Fiscal Year 2022-2023, Period Ending 06/30/2023

Monthly Financial Report					
	Budget	Current Month Actual	YTD Actual	Available Budget	% YTD of Total Budget
Oil & Gas Lease Fund (12)					
Revenue	\$ 77,000	\$ 10,304	\$ 310,425	\$ (233,425)	403%
Expenditures	\$ 95,000	\$ 2,750	\$ 15,933	\$ 79,067	17%
<i>Rev/Exp*</i>	\$ (18,000)	\$ 7,554	\$ 294,492		
Capital Projects Fund (20)					
Revenue-Transfers In	\$ 1,288,311	\$ -	\$ 719,580	\$ 568,731	56%
Expenditures					
Capital Projects	\$ 1,367,335	\$ 6,197	\$ 319,921	\$ 1,047,414	23%
Capital-Lease Pymts	\$ 158,311	\$ 18,772	\$ 157,483	\$ 828	99%
Total Expenditures	\$ 1,525,646	\$ 24,969	\$ 477,404	\$ 1,048,242	31%
<i>Rev/Exp</i>	\$ (237,335)	\$ (24,969)	\$ 242,176		
Road and Street Fund (25)					
Revenue					
Sales Tax	\$ 1,767,081	\$ 147,860	\$ 1,006,020	\$ 761,061	57%
Total Revenue	\$ 1,767,081	\$ 147,860	\$ 1,006,020	\$ 761,061	57%
Expenditures					
Street R&M	\$ 2,929,388	\$ 56,131	\$ 849,420	\$ 2,079,968	29%
Total Expenditures	\$ 2,929,388	\$ 56,131	\$ 849,420	\$ 2,079,968	29%
<i>Rev/Exp*</i>	\$ (1,162,307)	\$ 91,729	\$ 156,600		
Vehicle Replace. Fund (30)					
Revenue					
Misc. Income	\$ 279,950	\$ 68,085	\$ 270,672	\$ 9,278	97%
Expenditures					
Capital-Lease Expense	\$ 244,240	\$ 21,551	\$ 178,646	\$ 65,594	73%
Capital- Purchases	\$ 25,000	\$ 1,200	\$ 24,746	\$ 26,762	-7%
Lease - Upfront costs	\$ -	\$ 120	\$ 90,428	\$ (90,428)	100%
Operational	\$ 20,000	\$ 1,549	\$ 19,352	\$ 648	97%
Total Expenditures	\$ 289,240	\$ 24,419	\$ 313,171	\$ 2,577	108%
<i>Rev/Exp*</i>	\$ (9,290)	\$ 43,666	\$ (42,499)		
ARPA Fund (101)					
Revenue-Transfers In/Interest	\$ 1,768,541	\$ 7,032	\$ 200,187	\$ 1,568,354	11%
Expenditures					
Project Appropriations	\$ 1,671,768	\$ -	\$ 57,522	\$ 1,614,246	3%
Transfers out-Prem. Pay	\$ 96,773	\$ -	\$ 86,218	\$ 10,555	89%
Total Expenditures	\$ 1,768,541	\$ -	\$ 143,740	\$ 1,624,801	8%
<i>Rev/Exp</i>	\$ -	\$ 7,032	\$ 56,447		

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

Finance

DEBT SERVICE FUND

Fiscal Year 2022-2023, Period Ending 06/30/2023

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	\$ 24,682	\$ 1,018,447	\$ (17,330)	102%
Expenditures					
Debt Service	\$ 948,844	\$ -	\$ 235,482	\$ 713,362	25%
Rev/Exp	\$ 52,273	\$ 24,682	\$ 782,965		
COMPONENT UNIT					
Richland Hills EDC (26)					
Revenue					
Sales Tax	\$ 1,178,054	\$ 103,568	\$ 690,175	\$ 487,879	59%
Total Revenues	\$ 1,178,054	\$ 103,568	\$ 690,175	\$ 487,879	59%
Expenses					
Operating	\$ 1,347,868	\$ 23,798	\$ 110,623	\$ 1,237,245	8%
Transfers Out	\$ -	\$ -	\$ 400,000	\$ (400,000)	0%
Debt Service	\$ 228,663	\$ -	\$ 44,331	\$ 184,332	19%
Total Expenditures	\$ 1,576,531	\$ 23,798	\$ 554,955	\$ 1,021,576	35%
Rev/Exp*	\$ (398,477)	\$ 79,769	\$ 135,221		

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

DRAINAGE

Drainage Fund (022)					
Revenue					
Billing/Interest	\$ 909,458	\$ 75,838	\$ 685,867	\$ 223,591	75%
Expenses					
Operating	\$ 446,274	\$ 45,095	\$ 211,671	\$ 234,603	47%
Debt Service	\$ 483,439	\$ -	\$ 48,919	\$ 434,519	10%
Total Fund	\$ 929,713	\$ 45,095	\$ 260,590	\$ 669,122	28%
Rev/Exp*	\$ (20,255)	\$ 30,743	\$ 425,277		

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

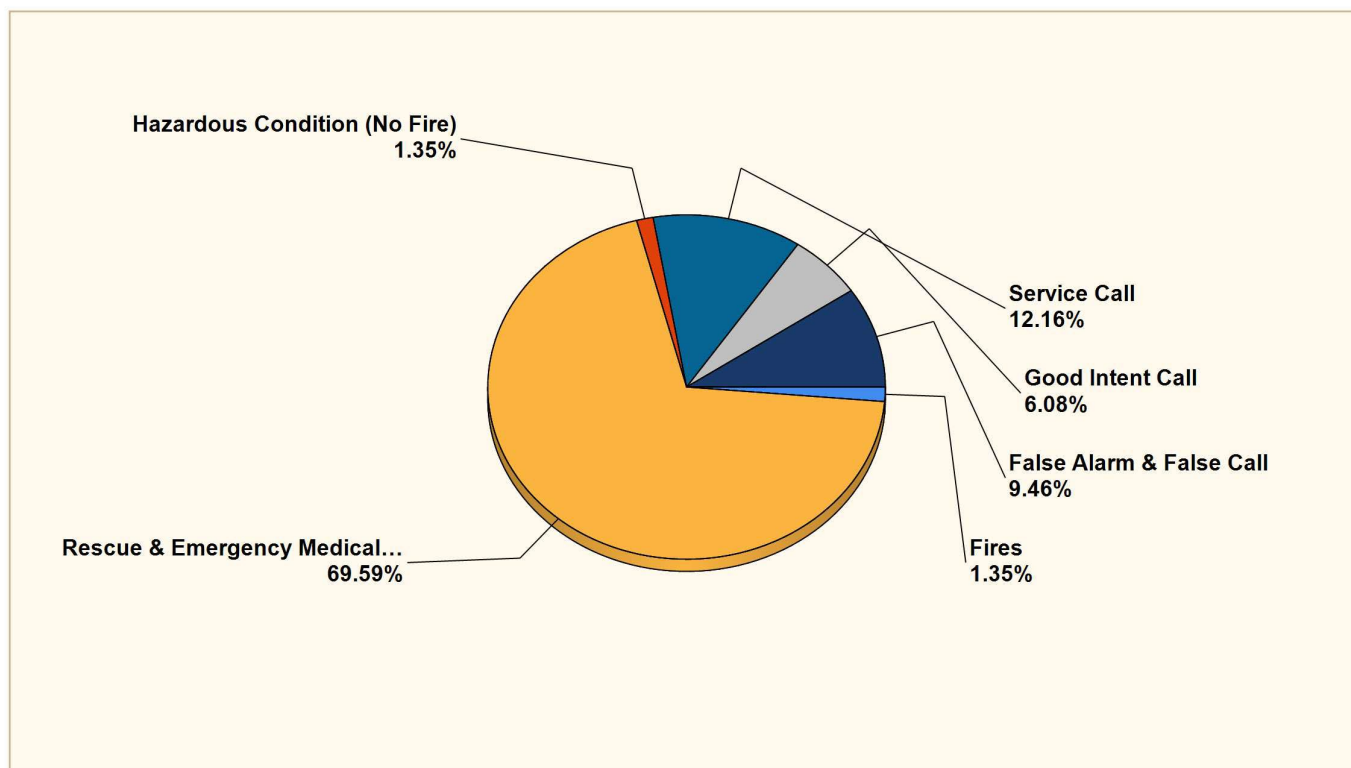
Fire

Fire Operations:

- Personnel completed **27** business inspections throughout the month.
- Members completed a combined **456.3** hours of training this month.
- Staff participated in **1** development related meeting during the month of June.
- The mutual aid agreement with Medstar Ambulance resulted in **58** responses during June.
- Response times for June averaged **4 minutes 24 seconds** from receipt of call-in dispatch to the first fire unit arriving on scene to assist.
- More than **20.27%** of emergency calls in June 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 early July.
- 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.
- 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 June.
- 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 June 2023 were **1.4% more** than calls in June 2022.
- Mutual aid received from other agencies was **the same as** compared to June 2022. Mutual aid given was **20% less** than June 2022.

Operations Response Data:

Service Calls – Through June 30, 2023			
	Current Month	June 2022	FY2023 Total
Fire Calls	2	5	44
EMS/Major Accidents/ Rescues	103	95	890
Hazardous Conditions – No Fire	2	9	63
Public Assistance	18	16	129
Good Intent (No Service Rendered)	9	9	126
False Alarm	14	8	81
Severe Weather & Natural Disaster	0	4	4
Total Calls	148	146	1,337
Automatic / Mutual Aid			
	Current Month	June 2022	YTD Total
Aid Received	21	21	178
Aid Given	18	22	248



Medstar Response Data:

Richland Hills Monthly Count Data			
Priority	Count of Monthly Responses	Transports	Average Response Time
P1	0	0	
P2	13	11	0:10:10
P3	6	4	0:09:08
P4	1	1	0:10:31
P5	32	27	0:13:05
P6	0	0	
P7	3	3	0:22:33
P8	3	1	0:14:22
Overall Total:	58	47	0:13:18
Priority Total:	19	15	0:09:39
Non-Priority Total:	39	32	0:15:08
Transport Percentage:	81.03%		

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: 3

Fire Sprinkler Inspection: 4

School Inspections: 0

Church Fire Inspections: 2

Nursing Home Inspections: 1

Shift Inspections: 0

Plan Reviews: 2

Code Consults: 1

Business Info Updates: Flow Test for new sprinkler system to be installed 2840 Handley Ederville Rd, also new hydrant will be added on south side of Dogwood near intersection of Handley Ederville Rd.

DRC Meetings: 1

P&Z Meeting: N/A

Tarrant Co. Emergency Mgmt. Meeting: N/A

NEFDA Haz-Mat Meeting: Postponed for July 6th

TCFAI Meeting: Classes and Range have been made available through Tarrant County Sheriff's Office and Arson Task Force, TCFP to introduce Fire Marshal certification in 2023, Tarrant Co. Arson Conference – Aug 2023, Brindley will attend with FM Brock

Building Walkthroughs:

Emergency Mgmt.: Looking at TDEM for available classes and grant resources/procedures.

Training: Leadership Program at RHPD continuing

Investigations: N/A

Other: Started QC review on Inspections and resolving issues with inspection software migration.

RICHLAND HILLS PUBLIC LIBRARY

JUNE • 2023



IMPACT

Summer Reading got off to great start with 75 people attending our launch party! The fun continued throughout the month with All About Animals and the Brett Roberts Bubble Show.

Progress was made on the ADA upgrades and we now have a new ramp at the library entrance.

KEY FACTS (LAST YEAR)

- 1466 Visitors (1225)
- 678 Program Attendance (1048)
- 14 Programs & Events (11)
- 3,777 Total Items Checked Out (4,373)
- 1,198 Questions Answered (1203)
- 11 Posters printed for other City Departments (9)
- *Computer usage (344)
- *Wireless Prints (New Service)
- * Statistics not yet available

Municipal Court

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

None at this time.

Citation Summary		
	Current Month	YTD Total
Violations Filed	462	2766
Completed Cases– Paid Fine & Before Judge	203	1239
Other Completed - Dismissed deferred, DSC, proof, compliance, by Judge or Prosecutor, plea & bar, void	96	714
Number of Warrants Issued	87	1367
Number of Warrants Cleared	98	1318
Number of Outstanding Warrants	83	1024
Value of Outstanding Warrants	\$31,505.20	\$508,856.36
Total Fees Collected	\$68,084.25	\$370,286.47

Parks and Recreation Director's Report

June 2023



Budget Analysis

The Link had a down month in June. While the overall revenue was way up (\$66,259.47), we did not reach our scheduled revenue goal. While there are some individual lines that did not meet the expected total, the almost \$2,500 under in athletics is the main culprit, as that number is higher than the total shortage the Link's revenue for June.

Expenses have been controlled by staff. However, we did increase payroll for part-time employees to stay competitive in this area. Overall, The Link's finance's are in a good place for the fiscal year.

Project/Program Updates

- **Memberships: \$5,614.34** As mentioned in last month's report, memberships are still down. While partly due to refunds for canceled memberships, staff is still looking to increase the overall membership totals as we make our way towards the fall. With 26 sales and 26 terminations, the overall count is stagnant with 326 memberships at The Link. Scans increased to 2,090 in June even with a drop to 326 different users.
 - Medicare programs brought in **\$2,056.50** in additional monthly fees from 148 active members.
- **Camp Connect and Link Learner's Academy (LLA): \$40,463.50** Camp Connect began after Memorial with a couple days of camp and 19 registrations. The next four weeks in June averaged 72.5 campers per week. Staff takes 54 kids on field trips twice a week with the rest of the children paying less to remain at The Link.
- **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 – 12
 - 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 – 2
 - Pickleball players – 74
 - Volleyball players – 39
 - **Special Events:** There were no special events in June, 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 92 attended. 81 seniors stayed and played bingo for prizes.
 - Tarrant Area Food Bank – in association with Center Point Church – 89 families were served.
 - Second Saturday Seminars – On June 10, The Link hosted a beginners Pickleball class. There were four participants learning from Roland Goveas, who led the program.
 - Story Time – Due to low turnout, this program has been canceled indefinitely. We will try again after the indoor playground is completed.
- **Senior Programs:** 19 seniors joined staff for a trip to Lavender Ridge Farms on June 2, and on June 14 there were 13 attendees for a trip to Cowtown Farmers Market.
- **Parks:** Staff is continuing to work on the Park Plan, as well as landscaping and mowing.
 - **Park Plan Updates:** Parkhill has completed the plans and will be advertising for a construction bid in July. That timetable will have construction begin in September.
 - **Park Amenities:** Staff has purchased tables, benches, trash cans, bike racks, grills and water fountains. Those should be arriving in August for installation.
 - **Water Feature:** Staff decided to clean out the chlorine drum and start with new chemicals. Once that was completed, the chemical numbers began to change as previously expected. We are looking at stabilizing that system and double checking the UV system.
- **Landscaping:** Yellowstone has done better keeping up with weeding the medians and the Plaza. A local resident has been contracted to mow some properties. With his help, staff has been able to do a better job of keeping up with mowing the trail every other week. There has been an issue with the Plaza irrigation and staff has had a hard time getting a vendor scheduled. They will be out in early July for an inspection, with a schedule of fixes afterwards.
- **ROWS and Medians:** Letting for the Green Ribbon will be led by TxDOT and be completed in August for an early Fall installation of new vegetation in the Baker medians.
- **Rentals: \$16, 371.25** The Link hosted 51 rentals this month, including 7 city events. Additionally, staff is working with a company in Hurst to provide semi-monthly trainings. They would be renting Community rooms in the morning. In theory, this relationship could bring 8 to 10 people a month to Richland Hills hotels for 4 nights each. Even better, it would bring The Link up to \$36,000 a year in rentals and fees.

Valuable Information:

- The indoor playground – All components have been purchased. We have been told that the flooring will be stitched in toward the end of July.
- The Parade has a really good registration so far. Better than current staff has seen since our start in 2017.

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

- June 1st Several members of RHPD attended the Breakfast with Champions hosted at the Hurst Convention Center to support Special Olympics Texas. Those who attended dined and fellowshiped with athletes.
- On June 7, 2023, Officer Brian Thomson successfully completed Field Training and was assigned to patrol as a solo officer.
- June 12th to 16th, Lt. Gaytan attended and completed the Incident Command System (ICS) courses 300 and 400.
- June 19th to 22nd, Lt. Gaytan and Detective Willie Tunson completed New Detective Training at Tarrant County College Law Enforcement Academy. This course provides instruction on investigating, documenting, and managing criminal cases.
- On June 20th Frontline-Health Screening, provided comprehensive cardiac screening for members of the police department who participated.
- On June 27th, Sergeant Escalante Graduated from The 139th School of Police Supervision from The Institute for Law Enforcement Administration. This is a month-long course providing advanced leadership instruction for front-line police leaders.
- The Department received 15 shields through the Ballistic Shield Grant previously approved by City Council. A ballistic shields have been assigned to each police unit and to the SRO to provide advanced ballistic protection when responding to dangerous situations such as active shooter events.

Service Calls		
	Current Month	YTD Total
Total Calls for Service (CFS)	2208	11391
Calls for Service	600	2723
Field Generated CFS	1608	8668
Proactive Policing (Included in Field Generated)		
Traffic Stops-Spillman	465	2388
Violations issued	470	1900
Warnings issued	409	2003
Traffic stops resulting in an arrest	27	152
Crime Prevention CFS	354	1761
Business Checks CFS	252	2360
Arrests	62	323
Family Violence-included above	2	22
DWI Arrests-included above	10	39
Priority-1 Total Response Time	3m20s	
Priority-1 Officer Response Time	2m39s	

NOTES:

Part 1 Offenses

	Current Month	YTD Total
Total Violent Crime Offenses	9	82
Murder	0	1
Rape	2	10
Robbery	1	2
Aggravated Assault	2	17
Simple Assault	4	52
Total Property Crime Offenses	25	120
Burglary	9	28
Business	6	19
Residential	3	9
Larceny	13	57
Burglary of Motor Vehicle	1	24
Auto Theft	2	10
Part -1 Offenses Cleared	11	64
Clearance Rate %	32.35%	32.16%
Stolen Property Reported	\$226,116	\$454,210
Stolen Property Recovered	\$28,100	\$67,300

NOTES:

- An increase in burglaries of building occurred at the Self-Storage facility located on Boulevard 26 which accounts for the increase of stolen property reported for this month. CIU obtained video and is currently working leads for these offenses.

Traffic Unit Pilot Program

	Current Month	YTD Total
Traffic Stops	219	564
Citations	221	559
Violations	268	722
Speed Related	150	262
Fail to Maintain Financial Responsibility	29	89
Expired Registration	27	96
All Other Violations	62	275
Warnings	112	203
Accident Investigations	4	4
Reactive Traffic Enforcement	3	46
Parking Complaint	1	5
Traffic Complaint	2	36
Proactive Traffic Enforcement	89	164**
Citizen Initiated	31	49**
Officer Initiated	51	109
School Zone	1	25**
Arrest	4	8
Impaired Driver	0	1
Warrants	3	5
On-View	1	2

NOTES: **Data collection began in the month of May for these categories
Officer Russell continues to receive positive feedback from residents while working in the Traffic Unit assignment.

Traffic Accidents

	Current Month	YTD Total
Crash Reports	12	70
Accidents-Major	10	30
Accidents-Minor	11	65
Alcohol/Drug Impairment	1	4

NOTES:

Records

	Current Month	YTD Total
Sex Offender Registrations	0	7
Open Records Requests	59	350

Property & Evidence

	Current Month	YTD Total
Pieces of Property Received	169	777
Items Taken to Lab for Narcotics Testing	9	67
Items Taken to Lab for Blood Alcohol Content	10	32
Crime Scene Call Outs (Richland Hills Police	0	8
Crime Scene Call Outs (Haltom City Police	1	1

Criminal Investigations

	Current Month	YTD Total
New Assigned Cases	130	747
Current Open Cases	117	
Total Warrants Issued	7	47
Misdemeanor Arrest Warrant	1	20
Felony Arrest Warrant	5	19
Search Warrant	1	8
Charges Filed with TCDA	75	250
New Emergency Protective Orders	0	10

NOTES:

Animal Services

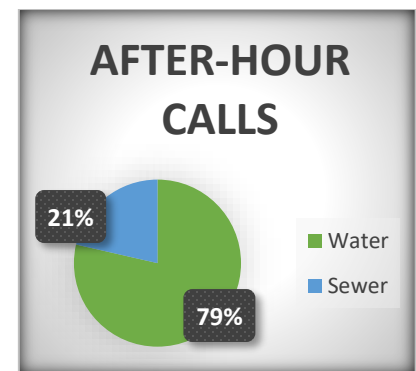
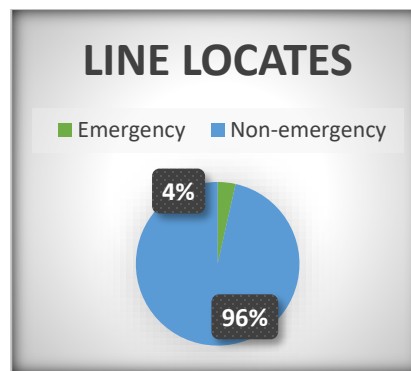
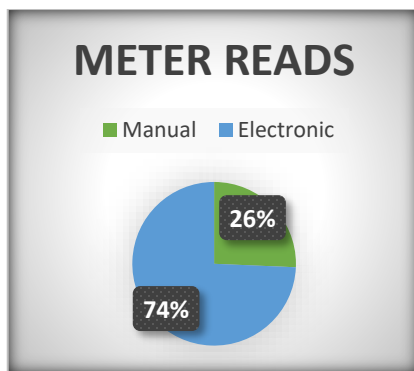
- June 8th – 31 spay/neuters completed on Rescue-only Surgery Day, making animals available for adoption.
- June 22nd Vax Shack - Spayed/Neutered 33 animals for the Public & Shelter pets. Additionally, over 60 animals received vaccinations.
- The next Vax Shack Surgery Day and shot clinic will be July 27, 2023.

Service Calls		
	Current Month	YTD Total
Total Dispatched Calls	27	195
Impounds		
	Current Month	YTD Total
DOGS	15	115
CATS	12	92
OTHER THAN DOGS/CATS	0	0
TOTAL	27	217
Incidents by Type		
	Current Month	YTD Total
ANIMALS AT LARGE	9	72
AGGRESSIVE ANIMAL	1	9
ANIMAL COMPLAINTS	14	85
INJURED ANIMALS	1	16
TOTAL	25	182
NOTES:		
3900 block of Rufe Snow - Animal on Animal Bite		
• Two dogs were outside without being leashed as required by city ordinance. One dog was being supervised by a friend of the pet owner. The second dog was let outside by the owner. The caretaker of the suspect dog and the owner of the victim dog were both issued citations. Neither dog had a current rabies vaccine or registered with the city. The investigation concluded which dog was the aggressor, and the caretaker of K9 Charlotte also received an additional citation for "Dog Bite." K9 Charlotte was impounded for 240 hours at the RHASC (Shelter) and reclaimed after the quarantine period was completed by the caretaker.		
Bite Reports		
	Current Month	YTD Total
ANIMAL BITES	1	7
SHELTER QUARANTINE	1	2
HOME QUARANTINE	0	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	17	91
CATS ADOPTED	25	82
RETURNED TO OWNER/YARD	10	36
TRANSFERRED/RESCUED	1	3
EUTHANIZED	1	6
City License Issued		
	Current Month	YTD Total
ISSUED	6	67
Citations/Violations Issued		
	Current Month	YTD Total
CITATIONS ISSUED	11	16
WARNINGS ISSUED	0	6

Public Works

Public Works – Work Orders				TOTAL WORKORDERS: 201	
STREETS		WATER		SEWER	
Potholes	34	Water Line Break	0	Sewer Line Break	0
Street Patch	5	Water Line Repair	1	Sewer Line Repair	0
Debris Removal/Mowing	32	Meter Leak/Repair	37	Household Back-up	4
Sign Repair/Install	14	After Hour Calls	11	Drainage	2
Manhole Repairs	1	Other (Water pressure, odor, etc.)	3	After Hour Calls	3
After Hour Calls	1			Other (Odor, etc.)	2
Other (Mosquito Testing/Spray, Inspections)	17				



Utilities – Work Orders		TOTAL WORKORDERS: 224	
SERVICES		GENERAL	
Meter Turn On	24	Possible Leak	11
Service Shut Off	24	Meter Repairs/Replacement	0
Final Reads	33	Re-Read Meter	21
Service Starts	32	No Reads	65
Other (Low Consumption, Meter Tests, etc.)	14		

Operational Updates

- 7100' of sewer line cleaned.
- 60 man-hours spent reading wells and water sampling.
- 24 man-hours spent conducting NAP Testing.
- Approximately 80 man-hours spent reading water meters.
- Approximately 85% electronic meters have been installed.
- "June Jet" – Jetting sewer lines was a priority in the month of June.
- Annual inspection of each of the 5 water wells conducted.
- Assisted Animal Control in picking up truck cages.

- Multiple curb-stops replaced/repared.
- Fire Hydrant on Handley Ederville repaired.
- Tree trimming completed throughout the City.
- Mosquito testing.
- Fast Signs began replacement of the logo on each Public Works fleet unit.
- Worked with the Police Department to determine the traffic/school signs needed for Cheney Hills. Signs and poles ordered.
- Worked out a schedule of mowing equipment with the Parks Department.
- Pump house maintenance.
- Staff began Red, White & You event preparation.
- Staff participated in an Aries Sewer Camera demonstration.
- Bi-annual Pretreatment Performance Summary submitted to the City of Fort Worth.
- Completion of the 2022 Water Quality Report (CCR) was done and sent to MGM for distribution to residents.

Staff Update

- Pedro Rodriguez successfully completed the Water Utility Distribution training and he is now preparing the test for the license.
- Internal training continues.