RICHLAND HILLS CITY COUNCIL
REGULAR MEETING AGENDA
AUGUST 14, 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. FY 2024 Budget Overview: General Fund, Debt Service and Utility Fund

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. Life Saving Award Presentation

B. Badge Pinning for Firefighter/EMT Paul Richards

C. 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 24, 2023 City Council Regular Meeting

B. Approve Ordinance 1477-23, repealing Division 2, “Curfew” of Article II, “Minors” of Chapter 58, “Offenses and Miscellaneous Provisions” of the Code of Ordinances of the City of Richland Hills, Texas

C. Approve electronic sign request for the Richland Hills Baptist Church located at 6852 Baker Boulevard

D. Approve Ordinance 1478-23, amending Section 91-100 “Screening and Fencing” of Chapter 91, Article I “Screening and Fencing Ordinance” of the Richland Hills City Code to include regulations for fencing in areas adjacent to city designated parks and city facilities

3. PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

A. Consider Ordinance 1476-23, a Specific Use Permit permitting “Outside Storage and Display (Incidental Use)” on certain property described as Block 4 Lot 15 Henry A L Subdivision, Richland Hills, Texas, otherwise known as 6821 Baker Boulevard, Richland Hills, Texas 76118 **PUBLIC HEARING**

4. ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS

A. None

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

A. None

6. OTHER ITEMS FOR CONSIDERATION

A. Consider approval and adoption of the 2023 Certified Tax Roll (Fiscal Year 2024/Tax Year 2023)

B. Set proposed tax rate for Fiscal Year 2024 and public hearing date for tax rate adoption

7. REPORTS & DISCUSSIONS

A. Discuss proposed revisions to City Council Rules of Procedure

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 10th day of August 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

CITY OF RICHLAND HILLS, TEXAS

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: Candice Edmondson, City Manager

Date: August 14, 2023

Subject: FY 2024 Budget Overview

Agenda Item:

FY 2024 Budget Overview: General Fund, Debt Service and Utility Fund

Background Information:

Staff will present an overview of the proposed FY 2024 General Fund, Debt Service and Utility Fund Budgets.

Financial Considerations:

The proposed FY 2024 Budget will go into effect on October 1, 2023 if approved by City Council.

Legal Review:

N/A

Board/Citizen Input:

The proposed FY 2024 Budget will be presented in Work Sessions on August 14, 2023 and August 28, 2023. A Public Hearing will be held on September 11, 2023 with final approval and adoption occurring September 25, 2023.

Attachments:

None

Council Action Requested:

Discussion Item Only

Memorandum

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

From: Kimberly Sylvester, Chief of Police

Date: August 14, 2023

Subject: Life Saving Award Presentation

Agenda Item:

Life Saving Award -Officer Johnson

Background Information:

On Saturday, January 14, 2023, at approximately 2331 hours, Officer Johnson and Sergeant Sawyer were dispatched to an address on Glen Hills Road in reference to a shooting that had just occurred at the residence.

Dispatch informed the responding officers that a male subject was shot and severely bleeding and the suspect was still at the location.

Upon arrival, Officer Johnson immediately retrieved his assigned rapid response bag and proceeded towards the residence where he encountered a large crowd of people exiting the residence. Officers were directed to the backyard where the victim was located.

Officers then located the shooting victim with an apparent gunshot wound to his upper chest area. The victim was unconscious and unresponsive when Officer Johnson began providing medical aid as Sergeant Sawyer continued to secure the scene and direct additional units.

As Officer Johnson began providing medical aid, he noticed a large amount of blood exuding from the wound and on the ground surrounding the victim, likely to be from an arterial bleed, known to be life threatening. Officer Johnson quickly recognized the severity of the injury and the required treatment necessary for life saving efforts. Officer Johnson packed the wound with hemostatic gauze to control the bleeding until Richland Hills Fire Department personnel arrived on scene and took over emergency medical care.

Officer Johnson’s quick response during a critical incident and recognition of the severity of the victim’s injury were vital in saving this human life. For this effort, Officer Johnson is hereby presented the Life Saving Award.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

N/A

Council Action Requested:

Presentation Only

Memorandum

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

From: C. Russell Shelley, Fire Chief

Date: August 14, 2023

Subject: Badge Pinning for Firefighter/EMT Paul Richards

Agenda Item:

Badge Pinning for Firefighter/EMT Paul Richards

Background Information:

Firefighter/EMT Paul Richards began his fire service career in the private sector with the Bell Helicopter Fire Department in 2017. After working part time at River Oaks for two years, Paul joined Richland Hills as a part time firefighter in 2020. Paul transitioned to full time status in July of 2022. He is currently assigned to A shift and will be attending paramedic school at Tarrant County College early next year.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

N/A

Council Action Requested:

Presentation Only

Memorandum

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

From: Lindsay Rawlinson, City Secretary

Date: August 14, 2023

Subject: Small Business Administration Month Proclamation

Agenda Item:

Small Business Administration Month Proclamation

Background Information:

In recognition of “Small Business Administration Month”, Mayor Lopez will present a Proclamation to SBA Economic Development Specialist Linda Williams.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

Small Business Administration Month Proclamation

Council Action Requested:

Presentation of Small Business Administration Month Proclamation

Proclamation

Richland Hills

WHEREAS, 70 years ago, President Dwight D. Eisenhower signed into law an act of Congress establishing the Small Business Administration with the purpose of promoting and supporting the growth and success of small businesses across the United States of America. Since its founding, the SBA has stood as a pillar of support for America's entrepreneurs, fostering the growth and vitality of small businesses, the backbone of our economy. Today, we recognize the SBA's invaluable contributions and dedication to empowering entrepreneurs, fostering economic opportunity and innovation, and building a vibrant, inclusive and resilient economy for all American; and

WHEREAS, the SBA has implemented groundbreaking programs and innovative lending initiatives that have helped entrepreneurs transform the economic landscape of our nation. By recognizing these achievements, we honor the SBA's commitment to fostering economic opportunity and supporting the indomitable spirit of our small business owner; and

WHEREAS, America is a nation of progress, and small businesses are vital to spurring the competition and the innovations that drive our economy and our country forward. Good ideas are everywhere, but opportunities are not. The SBA plays a vital role in fostering entrepreneurship, ensuring capital access, assisting with contracts and providing counseling services to small businesses and entrepreneurs so they have the opportunity to turn good ideas into great businesses.

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

U.S. SMALL BUSINESS ADMINISTRATION MONTH

I urge all citizens, businesses and community organizations to join me in honoring the SBA's remarkable legacy by continuing to support and uplift our nation's small businesses. Let us recognize their pivotal role as engines of innovation, job creation and community prosperity, as we work together to build a vibrant, inclusive and resilient economy for all Americans.

____
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: August 14, 2023

Subject: Minutes from the July 24, 2023 Regular City Council Meeting

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Agenda Item:

Approval of minutes from the July 24, 2023 Regular City Council Meeting

Background Information:

N/A

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

July 24, 2023 Draft Minutes

Council Action Requested:

Motion to approve the minutes from the July 24, 2023 Regular City Council Meeting

RICHLAND HILLS CITY COUNCIL
REGULAR MEETING
JULY 24, 2023
MINUTES

Roll Call:

Council present	Council absent
Edward Lopez, Mayor	
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	

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.

None.

2. **88th Texas Legislative Session Update**

Assistant to the City Manager Logan Thatcher provided a detailed overview of legislative changes made during the 88th Texas Legislative Session including House Bill (HB) 1750 and HB 2308 related to agriculture, HB 1819 prohibiting juvenile curfews, HB 2127 related to city preemptions, and Senate Bill (SB) 543 related to Chapter 380 agreements.

City Attorney James Donovan provided additional details specifically related to HB 2127.

Additionally, Mr. Thatcher presented a brief overview of bills that were approved by the Legislature but ultimately vetoed by Governor Abbott.

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.

2B. Approved 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

City Manager Candice Edmondson advised that on June 29, 2023, Oncor Electric Delivery Company, LLC 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.

The City of Richland Hills is a member of the 169-city coalition known as the Steering Committee of Cities Served by Oncor (OCSC). Resolution 579-23 authorizes the City to join with the 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.

7A. Street Improvement Update

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 as well as the Animal Shelter/Latham Drive drainage project.

7B. Q3 Investment Report

City Manager Candice Edmondson presented the 3rd Quarter Investment Report and advised that the City is in a favorable financial position.

7C. June Department Reports

Fire Chief Russell Shelley presented the Fire Department update and responded to questions regarding Priority 1 calls with Medstar and overall response times.

Mayor Lopez adjourned the work session at 6:50 p.m.

REGULAR SESSION – Mayor Lopez Called to Order – Time 7:00 p.m.

INVOCATION AND PLEDGES OF ALLEGIANCE – Mayor Lopez

PRESENTATIONS

1A. Business Spotlight: Rice House Express

Assistant to the City Manager Logan Thatcher provided a brief introduction for Rice House Express located at 7012 Boulevard 26.

1B. Citizen Appearances/Public Comments

Joyce Fiaccone, 3800 Labadie, Richland Hills, inquired about increasing the size of the City's boards and commissions to allow greater numbers of residents to participate.

CONSENT AGENDA

2A. Approved minutes from the July 10, 2023 City Council Regular Meeting

2B. Approved 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

This item was discussed during the worksession.

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 7-0.

PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

3. None.

ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS

4A. Approved 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

City Secretary Lindsay Rawlinson advised that 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.

Joyce Fiaccone, 3800 Labadie, Richland Hills, inquired about the City's ability to dictate zoning related to package stores.

Ms. Rawlinson advised that the election and zoning are two separate issues and the Texas Alcoholic Beverage Code governs most requirements related to package stores and where they may be located in a city.

Discussion ensued regarding types of establishments that would be allowed if the proposition were to pass.

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Malone 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.

Motion carried by a vote of 7-0.

CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS

5. None.

OTHER ITEMS FOR CONSIDERATION

6A. City of Richland Hills Strategic Plan

City Manager Candice Edmondson advised that on March 24 and 25, 2023, the 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, 2023, the City's executive staff met to review and refine the strategic plan created by City Council.

Ms. Edmondson presented the strategies, goals, and values in the City of Richland Hills Strategic Plan. The Values are Service, Teamwork, Respect, Integrity, Vision, and Empowerment.

The City's Vision Statement is:

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

The City's Mission Statement is:

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.

The Council expressed their satisfaction with the proposed Plan and expressed their appreciation to City Manager Candice Edmondson and city staff for their efforts.

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Bledsoe to adopt the City of Richland Hills Strategic Plan.

The vote was as follows:
For: Mayor Lopez, Mayor Pro Tem Estep, and Councilmembers Knowlton, Bledsoe, Alvarez, and Goveas
Against: Councilmember Malone

Motion carried by a vote of 6-1.

<u>REPORTS & DISCUSSIONS</u>

7A. Street Improvement Update

This item was discussed during the worksession.

7B. Q3 Investment Report

This item was discussed during the worksession.

7C. June Department Reports

This item was discussed during the worksession.

City Manager Candice Edmondson presented the Finance Department update and advised that the City is in a positive financial position.

Police Chief Kimberly Sylvester presented the Police Department update and provided an update on the success of the Traffic Unit pilot program, officer training, and a fundraiser on Thursday, July 27, 2023 at Texas Roadhouse.

Director of Public Works and Capital Projects Kip Dernovich presented the Public Works Department update and advised of projects along Dover Lane and at Kate Baker Park.

COMMUNITY INTEREST ITEMS

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

- Thursday, July 27, 2023,
  - Covid-19 Booster Clinic, The Link, 2:00 to 5:00 p.m.;
  - Summer Reading Finale, Public Library, 5:00 to 7:00 p.m.
- Tuesday, August 8, 2023, Richland Hills Literary Club, Public Library, 6:30 p.m.;
- Thursday, August 10, 2023,
  - Senior Lunch Bunch and Bingo, The Link, 12:00 to 2:00 p.m.;
  - Tarrant County Food Pantry, The Link parking lot, 5:30 to 7:00 p.m.; and
- Every Thursday, Coffee Talk, Public Library, 10:00 to 11:30 a.m.;

Councilmember Malone advised that when Mullendore Elementary School opens soon to staff and students the traffic pattern previously in place will remain the same.

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 Mayor Pro Tem Estep and seconded by Councilmember Knowlton to adjourn.

Motion carried by a vote of 7-0.

There being no further business to come before the City Council, Mayor Lopez declared the meeting adjourned at 8:21 p.m.

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

Memorandum

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

From: Kimberly Sylvester, Chief of Police

Date: August 14, 2023

Subject: Repeal City Ordinance No. 1451-22 – Juvenile Curfew

Agenda Item: Consider repeal of City Ordinance No. 1451-22, Juvenile Curfew

Background Information:

The City of Richland Hills adopted Ordinance No. 1451-22 on or about June 13, 2022, to establish a curfew enforceable on minors within the City. This Ordinance has been in effect since 1997 and renewed accordingly in subsequent years.

During the recent legislative session, House Bill 1819 was passed on June 9, 2023, which bans the imposition of a curfew of persons younger than 18 years of age, except for purpose of emergency management.

Therefore, staff requests City Council to approve Ordinance No. 1477-23, repealing Ordinance No. 1451-22 to be in accordance with state law.

Financial Considerations:
N/A

Legal Review:

Reviewed by City Attorney

Board/Citizen Input:

N/A

Attachments:

N/A

Council Action Requested:

Approve Ordinance No. 1477-23, repealing Division 2, “Curfew” of Article II, “Minors” of Chapter 58, “Offenses and Miscellaneous Provisions” of the Code of Ordinances

ORDINANCE NO. 1477-23

AN ORDINANCE OF THE CITY OF RICHLAND HILLS, TEXAS, REPEALING DIVISION 2, "CURFEW" OF ARTICLE II, "MINORS" OF CHAPTER 58, "OFFENSES AND MISCELLANEOUS PROVISIONS" OF THE CODE OF ORDINANCES OF THE CITY OF RICHLAND HILLS, TEXAS; PROVIDING A SEVERABILITY CLAUSE; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, on July 26, 1994, the City Council of the City of Richland Hills, Texas (City Council) adopted a curfew ordinance for minors in the City of Richland Hills, Texas (City), which is codified as "Article II, "Minors" of Chapter 58, Offenses and Miscellaneous Provisions" (Code of Ordinances); and

WHEREAS, the City Council subsequently renewed the curfew ordinance in 1997, 2000, and 2019 in accordance with Texas Local Government Code 370.002; and

WHEREAS, the City Council of the City of Richland Hills, Texas adopted Ordinance No. 1451-22 on or about June 13, 2022, reestablishing Division 2, "Curfew" of Article II, "Minors" of Chapter 58, "Offenses and Miscellaneous Provisions"; and

WHEREAS the City Council has determined that based upon the passage of House Bill 1819, "Juvenile Curfew", which bans the imposition of a curfew of persons younger than 18 years of age, except for purposes of emergency management, signed into law June 9, 2023, there exists a need to repeal Ordinance No. 1451-22 adopted on June 13, 2022.

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

SECTION 1.

All the above premises are hereby found to be true and correct and are hereby approved and incorporated into the body of this Ordinance as if copied in their entirety.

SECTION 2.

Division 2, "Curfew" of Article II, "Minors" of Chapter 58, "Offenses and Miscellaneous Provisions" of the Code of Ordinances, City of Richland Hills, Texas is hereby repealed in its entirety, and Division 2 of Article II, "Minors" of Chapter 58 shall be marked as "reserved" as follows:

"Division 2 Reserved

§58-51 through §58-60. (Reserved)

SECTION 3.
SEVERABILITY CLAUSE

Should any of the clauses, sentences, paragraphs, sections or parts of this Ordinance be deemed invalid, unconstitutional, or unenforceable by a court of law or administrative agency with jurisdiction over the matter, such action shall not be construed to affect any other valid portion of this Ordinance.

SECTION 4.
EFFECTIVE DATE

The Ordinance shall take effect and be in full force from and after the date of its passage.

APPROVED AND ADOPTED at a regular meeting of the Richland Hills City Council on August 14, 2023, by a vote of _____ ayes, _____ nays, and _____ abstentions.

APPROVED:

____
THE HONORABLE MAYOR EDWARD LOPEZ

ATTEST:

____
LINDSAY RAWLINSON, CITY SECRETARY

Memorandum

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

From: Logan Thatcher, Assistant to the City Manager

Date: August 14, 2023

Subject: Richland Hills Baptist Church Monument Sign

Agenda Item:

Approve electronic sign request for the Richland Hills Baptist Church located at 6852 Baker Boulevard

Background Information:

Richland Hills Baptist Church has submitted a request for an electronic monument sign. They previously had an electronic monument sign that was damaged by weather. The proposed sign is a double-sided, illuminated monument sign measuring 9' by 9' with a 4' by 8' 16mm digital display.

As required in Chapter 62, Section 173 of the City's Code of Ordinances, electronic signs must be approved by the City Council. Staff has reviewed the proposal and confirmed the sign meets all city ordinance requirements.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

Application
Electronic Monument Sign Proposal

Council Action Requested:

Motion to approve the electronic sign request for the Richland Hills Baptist church located at 6852 Baker Boulevard

Richland Hills Development Services
3200 Diana Drive | Richland Hills, TX, 76118
817-616-3800 | richlandhills.com

Permit Application

☐ Building ☐ Electrical ☐ Plumbing ☐ Mechanical

Job Address: 6852 Baker Blvd		Date: 7/31/2023
Subdivision:	Lot:	Block:
Owner: Richland Hills Baptist Church	Phone #: 817-284-9245	
Owner Address: 6852 Baker Blvd. Richland Hills, TX 76118		
Contractor: Signmark LLC	Phone #: 817-658-5950	
Contractor Email: brent@signmark.co		

Type of Work: ■ New ☐ Addition ☐ Alteration ☐ Repair ☐ Demolition

Description of work to be done (number and type of fixtures, equipment, etc.):

This is a proposal to replace a damaged monument sign for Richland Hills Baptist Church. The existing sign is a monument (ground sign) with a changeable copy EMC (Electronic Message Center). The proposed sign will also be a monument with an EMC. The new sign is proposed to be in the same location as the existing. The proposed sign will be constructed from aluminum, acrylic and vinyl. Installation time is dependant on permit approval and manufacturing time. Our plan is to have the sign erected by the end of September 2023.

Area of Building in Square Feet:

First Floor: ________ Second Floor: ________ Garage: ________ Other: ________

Value of work to be performed: $30,000

NOTICE

This permit becomes null and void if work or construction authorized is not commenced with **180 days**, or construction on work is suspended or abandoned for a period of **180 days** at any time after work is commenced.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other federal, state or local law regulating construction on the performance of construction.

Brent A 7/31/2023

Signature of Contractor or Authorized Agent Date

Brent Aamodt

Print Name

GRAY AREA FOR OFFICE USE ONLY	
Permit Fee:	Date:
Receipt #:	
Zoning District:	Received by:
Occupancy Classification:	
Comments:	
NO WORK TO BE PERFORMED UNTIL PERMIT HAS BEEN APPROVED	

Richland Hills Development Services
3200 Diana Drive | Richland Hills, TX, 76118
817-616-3800 | richlandhills.com

Sign Permit Application

Applicant/Business Owner Information

Business Name: Richland Hills Baptist Church

Address: 6852 Baker Blvd. Richland Hills, TX 76118 Phone Number: 817-284-9245

Email: donald@richlandhillsbs.com

Contractor Information

Business Name: Signmark LLC

Address: 6200 Midway Rd Phone Number: 817-658-5950

Email: brent@signmark.co

Contact Name: Brent Aamodt

Signature: Brent A

Proposed Sign Information

☐Temporary ☐Portable ☑Monument ☐Pole ☐Banner ☐Attached/Wall

Sign Location: North side of property facing Baker Blvd

Size: 108"W x 108"H (81 sq. ft.)

Will this sign require electricity? Yes If yes, is electricity ☑Existing ☐New is required

Will the sign take up vehicle parking spaces? ☐Yes ☑No If yes, how many? ______

*** The sign shall not block the fire lane ***		
Permit Fee:	Receipt #:	Date:
Received by:	Permit #:	

CUSTOMER

RH Baptist Church

LOCATION

6852 Baker Blvd.
Richland Hills, TX, 76118

DATE

7.25.2023

NOTES

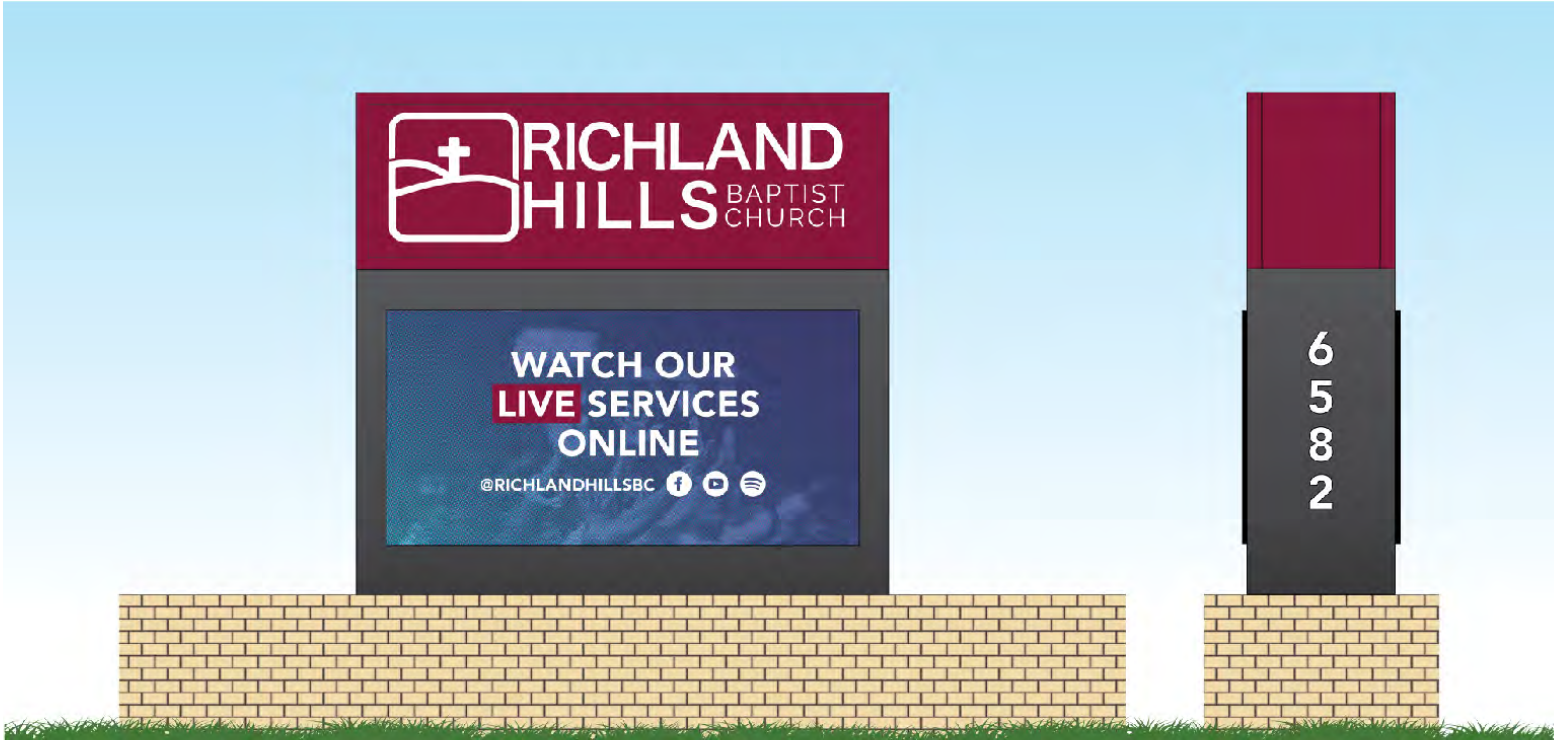
Notes and provisions here

UL E497441 TDLR 18958

SIGNMARK LLC MANUFACTURING CO

6521 Midway Road
Haltom City, Texas 76117

OFFICE 817.658.5950
EMAIL brent@signmark.co
WEBSITE www.signmark.co



9'T x 9'W Double-Sided Illuminated Monument Sign w/ 4' x 8' 16mm Digital Displays

CUSTOMER

RH Baptist Church

LOCATION

6852 Baker Blvd.
Richland Hills, TX, 76118

DATE

7.25.2023

NOTES

Notes and provisions here

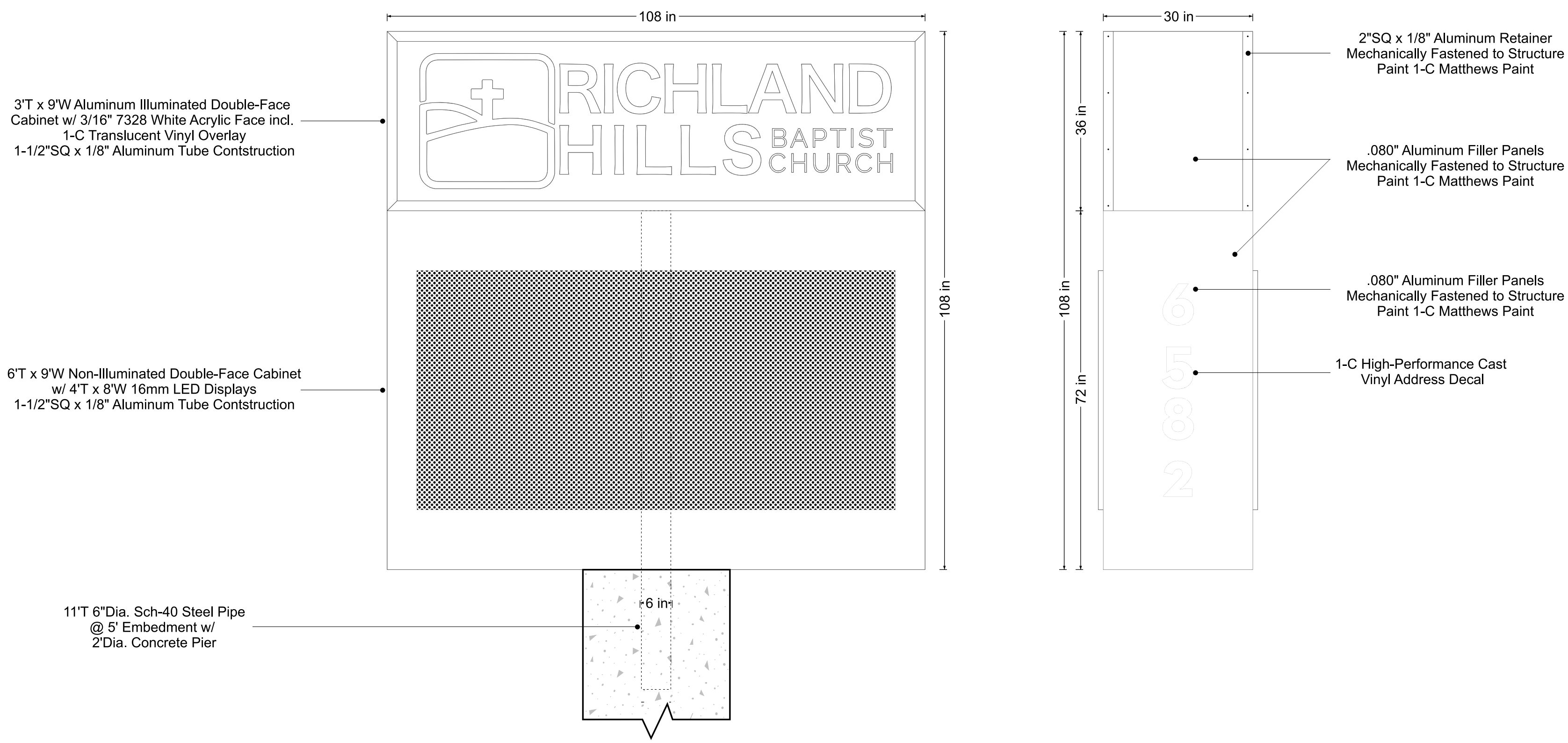
E497441 TDLR 18958

SIGNMARK MANUFACTURING CO

6521 Midway Road
Haltom City, Texas 76117

OFFICE 817.658.5950
EMAIL brent@signmark.co
WEBSITE www.signmark.co

RICHLAND HILLS BAPTIST CHURCH MONUMENT



CUSTOMER

RH Baptist Church

LOCATION

6852 Baker Blvd.
Richland Hills, TX, 76118

DATE

7.25.2023

NOTES

Notes and provisions here

E497441 TDLR 18958

6521 Midway Road
Haltom City, Texas 76117

OFFICE 817.658.5950
EMAIL brent@signmark.co
WEBSITE www.signmark.co

Memorandum

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

From: Logan Thatcher, Assistant to the City Manager

Date: August 14, 2023

Subject: Screening and Fencing Ordinance Amendment

Agenda Item:

Consider Ordinance 1478-23, amending Section 91-100 “Screening and Fencing” of Chapter 91, Article I “Screening and Fencing Ordinance” of the Richland Hills City Code to include regulations for fencing in areas adjacent to city designated parks and city facilities

Background Information:

Section 91-100, Screening and Fencing, the Ordinance is being amended to add Fencing in areas adjacent to city facilities. This ordinance was amended on August 8th, 2022, to add screening and fencing regulations adjacent to city designated parks. Staff is proposing adding city facilities to be in conjunction with city designated parks.

The amendment includes:

(g) *Fencing in areas adjacent to city designated parks* and city facilities.

(1) *Height*. Any fence or wall located adjacent to a city designated park or city facility shall be a minimum of six feet (6’) high and not exceed eight feet (8’) in height.

(2) *Materials*. Any fence or wall located adjacent or parallel to a city designated park or city facility shall be constructed of wrought iron, cedar wood, or treated pine. If the fence or wall is located next to a nonresidential or multiple-family property, the fence must comply with the regulations in subsection (e).

(3) *Sight visibility*. Sight visibility shall be followed in accordance with the terms described in subsection (f)(7).

(4) *Trail fences*. Properties with a fence located off of a trail shall be the responsibility of the property owner to maintain.

Financial Considerations:

Approval of the ordinance amendments does not require additional funding from the city

Legal Review:

The City Attorney has reviewed the Ordinance

Board/Citizen Input:

N/A

Attachments:

Ordinance 1478-23

Suggested Motion:

Motion to approve Ordinance 1478-23, amending Section 91-100 “Screening and Fencing” of Chapter 91, Article I “Screening and Fencing Ordinance” of the Richland Hills City Code to include regulations for fencing in areas adjacent to city designated parks and city facilities

ORDINANCE NO. 1478-23

AN ORDINANCE OF THE CITY OF RICHLAND HILLS, TEXAS, AMENDING SECTION 91-100, "SCREENING AND FENCING," OF ARTICLE I, "SCREENING AND FENCING ORDINANCE," OF CHAPTER 91, "SUPPLEMENTAL DEVELOPMENT REGULTIONS," OF THE RICHLAND HILLS CITY CODE BY PROVIDING ADDITIONAL GUIDELINES FOR FENCING IN AREAS ADJACENT TO CITY DESIGNATED PARKS AND CITY FACILITIES BY REQUIRING MINIMUM AND MAXIMUM ALLOWABLE HEIGHT, REQUIRING SPECIFIC MATERIALS BE USED, SPECIFYING SIGHT VISIBILITY, AND DESIGNATION RESPONSIBILITY OF MAINTAINING TRAIL FENCES; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A PENALTY FOR VIOLATIONS; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; 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 City Council finds that the current ordinance regulating screening and fencing should be amended, clarified, and strengthened; and

WHEREAS, the City Council finds that strengthened regulations addressing screening and fencing to be in the best interest of the health, safety and welfare of the citizens of Richland Hills.

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

SECTION 1.

Section 91-100, "Screening and Fencing," of Article I, "Screening and Fencing Ordinance," of Chapter 91, "Supplemental Development Regulations," of the Richland Hills City Code is amended to read as follows:

"Sec. 91-100. – Screening and fencing.

***

(g) *Fencing in areas adjacent to city designated parks* and city facilities.

(1) *Height*. Any fence or wall located adjacent to a city designated park or city facility shall be a minimum of six feet (6') high and not exceed eight feet (8') in height.

(2) *Materials*. Any fence or wall located adjacent or parallel to a city designated park or city facility shall be constructed of wrought iron, cedar wood, or treated pine. If the fence or wall is located next to a nonresidential or multiple-family property, the fence must comply with the regulations in subsection (e).

(3) *Sight visibility*. Sight visibility shall be followed in accordance with the terms described in subsection (f)(7).

(4) *Trail fences*. Properties with a fence located off of a trail shall be the responsibility of the property owner to maintain.

(h) *Waiver*. The city manager is authorized to grant a waiver to these requirements if necessary to result in a higher quality development and/or carry out the recommendations of the comprehensive plan."

SECTION 2.
CUMULATIVE CLAUSE

This Ordinance shall be cumulative of all provisions of ordinances and of the Richland Hills City Code, 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.
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 4.
SAVINGS CLAUSE

All rights and remedies of the City of Richland Hills are expressly saved as to any and all violations of the provisions of the City's screening and fencing regulations that have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such

Ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

SECTION 5.
PENALTY CLAUSE

Any person, firm, or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance shall be fined not more than Five Hundred Dollars ($500.00) for each offense.

SECTION 6.
PUBLICATION CLAUSE

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

SECTION 7.
EFFECTIVE DATE

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 August 14, 2023, by a vote of _____ ayes, _____ nays, and _____ abstentions.

APPROVED:

____
THE HONORABLE MAYOR EDWARD LOPEZ

ATTEST:

____
LINDSAY RAWLINSON, CITY SECRETARY

Memorandum

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

From: Logan Thatcher, Assistant to the City Manager

Date: August 14, 2023

Subject: Specific Use Permit – Outside Storage

Agenda Item:

Consider Ordinance 1476-23, a Specific Use Permit permitting “Outside Storage and Display (Incidental Use)” on certain property described as Block 4 Lot 15 Henry A L Subdivision, Richland Hills, Texas, otherwise known as 6821 Baker Boulevard, Richland Hills, Texas 76118 **PUBLIC HEARING**

Background Information:

The applicant for this Specific Use Permit is Joe Cortez with True North Data, LLC. The property is 6821 Baker Boulevard, Suite C. Mr. Cortez is asking that the incidental use of outside storage be added to park vehicles behind the building. There is currently an 8’ vinyl fence with a gate on the property. The enclosed fence area is 3,280 square feet.

Financial Considerations:

Approval of the Specific Use Permit will not require additional funding from the City.

Legal Review:

The City Attorney has reviewed the Ordinance.

Board/Citizen Input:

The Planning & Zoning Commission considered the SUP request at their July 25, 2023 meeting and recommended approval 4-0.

Attachments:

Application
Property Photos
Site Plan
Ordinance 1476-23

Council Action Requested:

Motion to approve Ordinance 1476-23, a Specific Use Permit to permit the use "Outside Storage, Incidental Use" at the property described as Block 4 Lot 15 Henry A L Subdivision, Richland Hills, Texas, otherwise known as 6821 Baker Boulevard, Richland Hills, Texas 76118.

City of Richland Hills
Zoning Application

Application Type

- [x] Specific Use Permit
- [ ] Planned Development
- [ ] Zoning Text Amendment
- [ ] Zoning Map Amendment

Applicant Information

Applicant's Name: JOE CORTEZ

Business Name: TRUE NORTH DATA, LLC

Phone: 972-679-2744 Email TRUENORTHDATA@GMAIL.COM

Property Information

Property Address: 6821 BAKER BLVD #C Square Feet: 311 (4,025 S.F. TOTAL BLDG.)

Building Owner: OMAR SOTO Deed Date: 05-09-2022

Company: DGD PROPERTY, LLC Phone: 682-704-8748

Owner Address: 6821 BAKER BLVD #B RICHLAND HILLS, TX 76118

Owner's Phone #: 817-602-9695 Owner's Email: OMAR.SOTO@DGDCONSTRUCTION.COM

Previous Occupant: VACANT

Current Zoning: MX

Zoning Request

Please describe the nature of your request

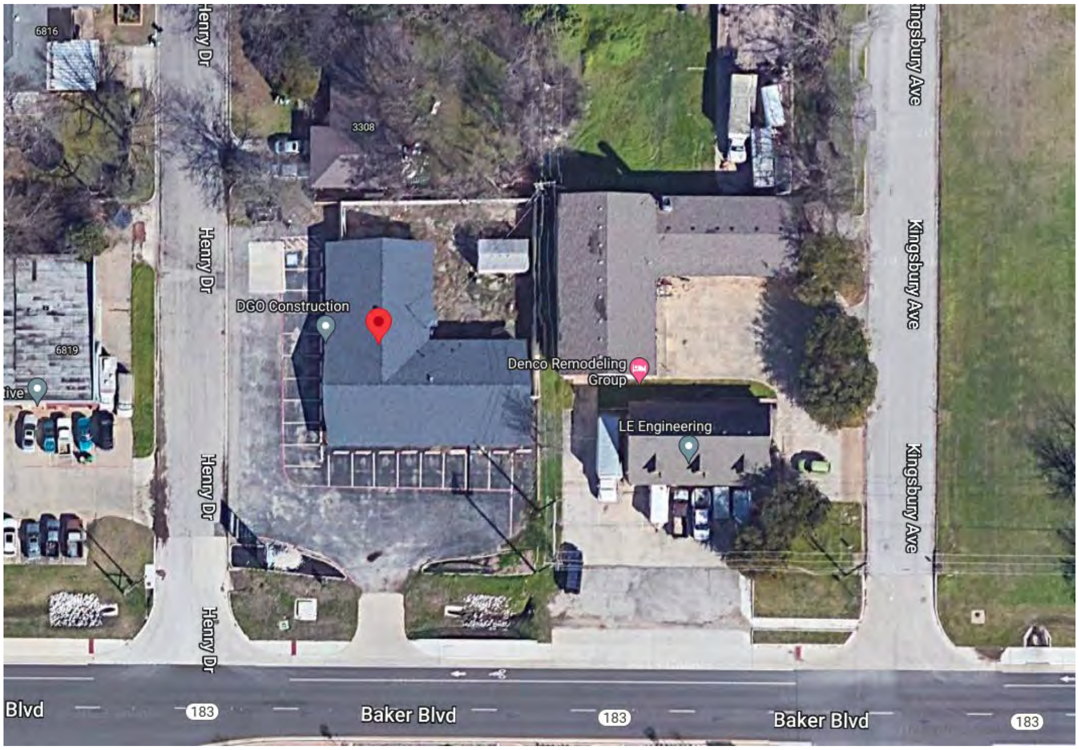
SEE ATTACHED LETTER

Signature

I certify that my answers are true and complete to the best of my knowledge and I understand that false or misleading information in my application may result in zoning violations.

Signature: ________________ Date: 7/10/23

6821 Baker Boulevard



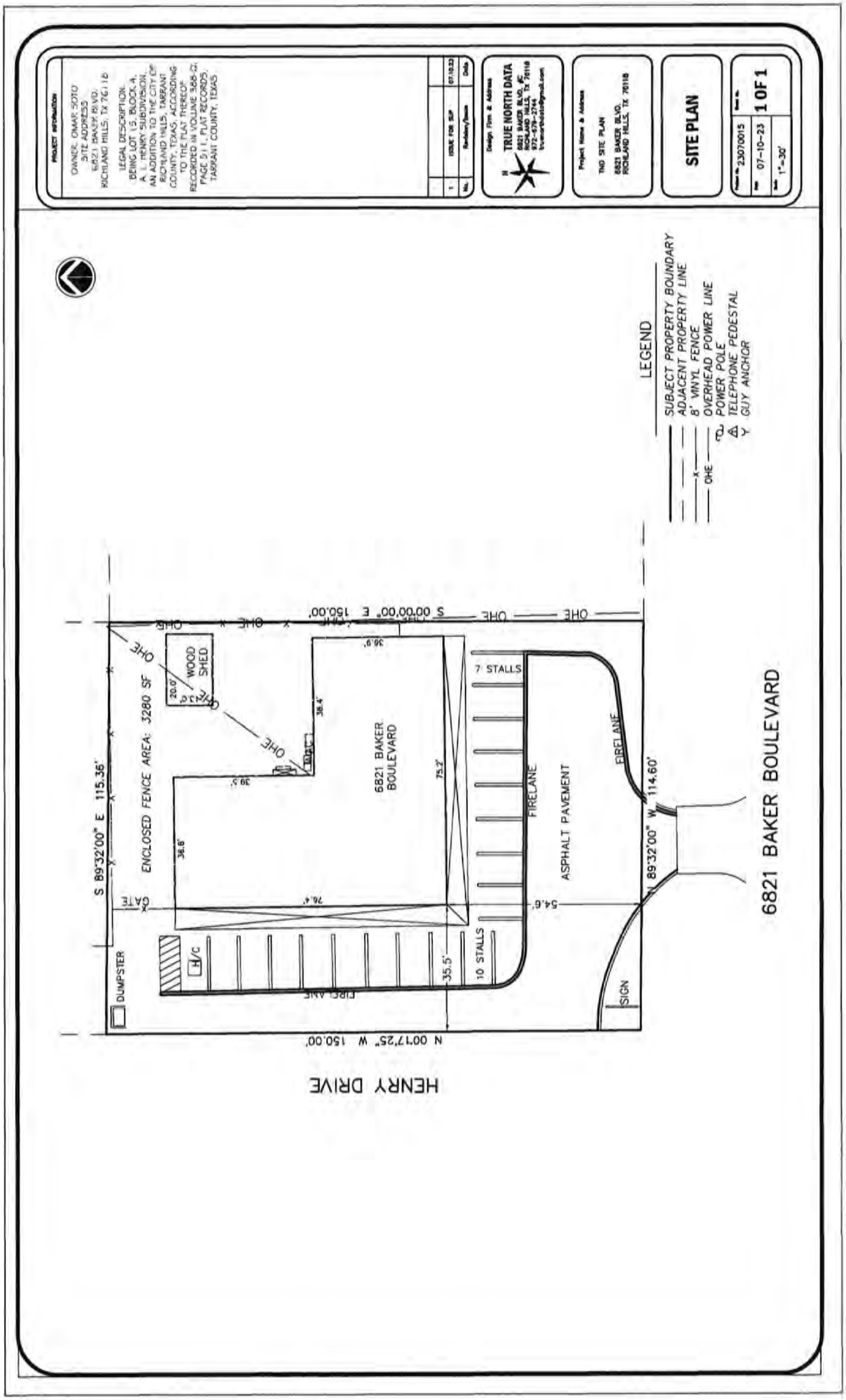
Monday, July 10, 2023

To whom it may concern:

I, Omar Soto, owner of the subject tract located at 6821 Baker Blvd. Richland Hills, TX 76118 do hereby grant open storage parking (pending city approval) of pick-up trucks to True North Data, LLC, a land surveying company, to be parked overnight within the enclosed gated area in the rear of the building. The 8' Vinyl gate and fenced area meets the City of Richland Hills building requirements.

Thank you.

Omar Soto - Owner


PROJECT INFORMATION
OWNER: OMAR SOTO
SITE ADDRESS:
6821 BAKER BLVD.
RICHLAND HILLS, TX 76118
LEGAL DESCRIPTION:
BEING LOT 15, BLOCK 4, A. L. HENRY SUBDIVISION, AN ADDITION TO THE CITY OF RICHLAND HILLS, TARRANT COUNTY, TEXAS, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 388-G, PAGE 511, PLAT RECORDS, TARRANT COUNTY, TEXAS
1 ISSUE FOR SUP 07.10.23
No. Revision/Issue Date
Design Firm & Address
TRUE NORTH DATA
6821 BAKER BLVD
RICHLAND HILLS, TX 76118
972-679-2744
Project Name & Address
TND SITE PLAN
6821 BAKER BLVD.
RICHLAND HILLS, TX 76118
SITE PLAN
23070015
07-10-23
1"=30'
1 OF 1
LEGEND
SUBJECT PROPERTY BOUNDARY
ADJACENT PROPERTY LINE
8' VINYL FENCE
OVERHEAD POWER LINE
POWER POLE
TELEPHONE PEDESTAL
GUY ANCHOR
S 00°00'00" E 150.00'
S 89°32'00" E 115.36'
N 89°32'00" W 114.60'
N 00°17'25" W 150.00'
ENCLOSED FENCE AREA: 3280 SF
WOOD SHED
20.0'
6821 BAKER BOULEVARD
38.9'
38.4'
39.5'
38.8'
75.2'
76.4'
54.6'
35.5'
7 STALLS
10 STALLS
FIRELANE
ASPHALT PAVEMENT
GATE
DUMPSTER
H/C
SIGN
OHE
6821 BAKER BOULEVARD
HENRY DRIVE

ORDINANCE NO. 1476-23

AN ORDINANCE AMENDING CHAPTER 90 OF THE RICHLAND HILLS CODE, AS AMENDED, THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF RICHLAND HILLS, BY GRANTING A SPECIFIC USE PERMIT PERMITTING OUTSIDE STORAGE AND DISPLAY (INCIDENTAL USE) ON CERTAIN PROPERTY LOCATED AT 6821 BAKER BOULEVARD, RICHLAND HILLS, TEXAS; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; 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, pursuant to Chapter 211 of the Local Government Code, the City has adopted a comprehensive zoning ordinance, codified as Chapter 90 of the Richland Hills Code, and a comprehensive zoning map, regulating the location and use of buildings, other structures, and land for business, industrial, residential, or other purposes, and providing for a method to amend said ordinance and map for the purpose of promoting the public health, safety, morals, and general welfare, all in accordance with a comprehensive plan; and

WHEREAS, in accordance with the Comprehensive Zoning Ordinance, the tenant of the property referenced below, with written approval from the owner thereof, has filed an application for a specific use permit for Outside Storage and Display (Incidental Use) in the MX Mixed Use Zoning District; and

WHEREAS, a public hearing was duly held by the Planning and Zoning Commission of the City on July 25, 2023, and by the City Council of the City on August 8, 2023 with respect to the use changes described herein; and

WHEREAS, all requirements of law dealing with notice to other property owners, publication, and all procedural requirements have been complied with in accordance with the comprehensive zoning ordinance and Chapter 211 of the Local Government Code; and

WHEREAS, the City Council of the City does hereby deem it advisable and in the public interest to grant such permit on the terms and conditions described herein.

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

SECTION 1.
SPECIAL USE PERMIT GRANTED

Chapter 90, "Zoning," of the Richland Hills Code, as amended, is hereby amended so that a specific use permit is granted as shown and described below:

Applicant:	Joe Cortez
Property Owner:	DGO Property, LLC
Property Address:	6821 Baker Boulevard, Richland Hills, Texas 76118
Legal Description:	BEING a tract of land described as: Block 4, Lot 15, Henry, A L Subdivision, Addition to the City of Richland Hills, Texas, according to the map or plat thereof recorded in Volume 388-Q, Page(s) 511, of the Map and/or Plat Records, Tarrant County, Texas.
Zoning Change:	The property shall remain located in the MX Mixed Use Zoning District, and a Specific Use Permit for Outside Storage and Display (Incidental Use) is hereby granted subject to the terms and conditions provided herein on **Exhibit A**.

SECTION 2.
ACCORDANCE WITH COMPREHENSIVE PLAN AND PURPOSES OF ZONING

The zoning districts, boundaries, and uses as herein established have been made in accordance with the comprehensive plan for the purpose of promoting the health, safety, morals, and general welfare of the community. They have been designed to lessen congestion in the streets; to secure safety from fire, panic, flood, and other dangers; to provide adequate light and air; to prevent overcrowding of land; to avoid undue concentration of population; and to facilitate the adequate provisions of transportation, water, sewerage, parks, and other public requirements. They have been made after a full and complete hearing with reasonable consideration among other things of the character of the district and its peculiar suitability for the particular uses and with a view of conserving the value of the buildings and encouraging the most appropriate use of land throughout the community.

SECTION 3.
ZONING ORDINANCE AND SPECIAL TERMS AND CONDITIONS APPLICABLE

The use of the property described herein shall be subject to all the applicable regulations contained in the Comprehensive Zoning Ordinance and all other applicable and pertinent ordinances of the City for the zoning district into which they have been assigned.

SECTION 4.
ORDINANCE CUMULATIVE

This Ordinance shall be cumulative of all other ordinances of the City of Richland Hills affecting zoning and land use, as amended, and shall not repeal any of the provisions of such ordinances except in those instances where provisions of such ordinances are in direct conflict with the provisions of this Ordinance.

SECTION 5.
RESERVATION OF RIGHTS AND REMEDIES FOR ACCRUED VIOLATIONS

All rights or remedies of the City are expressly saved as to any and all violations of Chapter 90 of the Richland Hills Code, as amended, or any other ordinance affecting zoning and land use that have accrued at the time of the effective date of this Ordinance and as to such accrued violations and all pending litigation, both civil and criminal, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the Courts.

SECTION 6.
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 7.
PENALTY CLAUSE

Any person, firm, or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance shall be punished by a fine in accordance with Section 1-14 of the Richland Hills Code, as amended. Each day that a violation is permitted to exist shall constitute a separate offense. In addition, any person, firm, or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance may be subjected to such civil penalties as authorized by law.

SECTION 8.
PUBLICATION CLAUSE

The City Secretary of the City of Richland Hills is hereby directed to publish in the official newspaper of the City the caption and penalty clause of this Ordinance as required by law.

SECTION 9.
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 August 14, 2023, by a vote of _____ ayes, _____ nays, and _____ abstentions.

APPROVED:

____
THE HONORABLE MAYOR EDWARD LOPEZ

ATTEST:

____
LINDSAY RAWLINSON, CITY SECRETARY

EXHIBIT A
[CONDITIONS]

Memorandum

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

From: Candice Edmondson, City Manager

Date: August 14, 2023

Subject: 2023 Certified Tax Roll

Agenda Item:

Consider approval and adoption of the 2023 Certified Tax Roll (Fiscal Year 2024/Tax Year 2023)

Background Information:

On July 20, 2023 Jeff Law, Chief Appraiser of Tarrant County Appraisal District, certified the 2023 tax roll to be levied October 1, 2023 (Fiscal Year 2024), in the amount of $946,539,167 (attached). There are outstanding properties under protest with the Appraisal Review Board with an estimated minimum taxable value of $39,961,353, incomplete accounts with an estimated minimum taxable value of $7,718,691 and in process properties with an estimated net taxable value of $313,965 to be added to the certified total. These amounts equal a total of $994,533,176 of projected assessed valuation and are the totals that are used to calculate the No-New-Revenue and Voter Approval tax rates. Included in the certified tax roll total is the TIF Zone (Baker Boulevard) incremental value of $37,311,294.

The calculated No-New-Revenue Tax Rate (formerly known as the Effective Tax Rate) is $0.459704/$100 and the calculated Voter-Approval Tax Rate (formerly known as the Rollback Rate) is $0.523902/$100. A new rate established in Senate Bill 2 during the 2019 Texas Legislative Session is the De Minimis Rate, which is the rate needed to raise $500,000 in new revenue. The De Minimis Rate is $0.571769/$100.

Financial Considerations:

The Certified Tax Roll contains the taxable values used to calculate the tax rate options listed above.

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

2023 Certified Tax Roll
Baker Boulevard TIF Summary

Council Action Requested:

Motion to approve and adopt the 2023 Certified Tax Roll (Fiscal Year 2024/Tax Year 2023)

Tarrant Appraisal District
Jeff Law, Chief Appraiser

CITY OF RICHLAND HILLS 020

Appraisal Roll Information Valuation Summary as of July 20, 2023
2023 Certified Property Information – for SM $100,000

I, Jeff Law, Chief Appraiser for the Tarrant Appraisal District, to the best of my ability do solemnly swear that the attached is that portion of the appraisal roll for the Tarrant Appraisal District which lists property taxable by the above-named entity and constitutes their Certified Appraisal Roll.

APPRAISED VALUE (Considers Value Caps) -> $ **1,096,975,002**

Number of Accounts: 10,962

Absolute Exemptions	**$ 43,020,183**
Cases before ARB – Appraised Value	**$ 57,975,524**
Incompletes	**$ 11,241,727**
Partial Exemptions	**$ 37,884,436**
In Process	**$ 313,965**

NET TAXABLE VALUE - **> $ 946,539,167**

Appraised Value minus Absolute Exemption amount, minus Cases before ARB amount, minus Incompletes, minus Partial Exemptions, minus the In Process accounts equals the Net Taxable Value.

ESTIMATED NET TAXABLE VALUE - **-> $ 994,533,176**

Including suggested values to be used for pending ARB accounts (see page two), Incompletes (see page three) and In Process accounts (see page four).

____

Jeff Law, Chief Appraiser

Tarrant Appraisal District
Jeff Law, Chief Appraiser

CITY OF RICHLAND HILLS 020

Appraisal Roll Information Valuation Summary as of July 20, 2023
2023 Appraisal Review Board Information

Section 25.01 (c) of the State Property Tax code directs the Chief Appraiser to prepare a list of all properties under protest with the Appraisal Review Board and pending disposition at the time of value roll certification.

The values below are from the ARB roll and are not included in the totals by the Chief Appraiser and represented on page 1 of this report.

$ 57,975,524

Total appraised value of properties under protest.

$ 57,087,647

Net taxable value of properties under protest.

$ 39,961,353

Estimated minimum taxable value for the same properties.

This value should be added to the net taxable value on page one.

Tarrant Appraisal District

Jeff Law, Chief Appraiser

CITY OF RICHLAND HILLS 020

Appraisal Roll Information Valuation Summary as of July 20, 2023

2023 Incomplete Property Information

Section 26.01(d) of the State Property Tax Code directs the Chief Appraiser to prepare a list of all properties that are not on the appraisal roll and not included on the ARB roll.

The values below are from the incomplete property listing and are not included in the totals by the Chief Appraiser and represented on page 1 of this report.

The value of incomplete properties are subject to change and are also subject to appeal before the Appraisal Review Board.

$ 11,241,727

Total appraised value of incomplete properties

$ 11,026,701

Net taxable value of properties under of incomplete properties.

$ 7,718,691

Estimated minimum taxable value for the same properties.

This value should be added to the net taxable value on page one

Tarrant Appraisal District
Jeff Law, Chief Appraiser

CITY OF RICHLAND HILLS 020

Appraisal Roll Information Valuation Summary as of July 20, 2023
2023 In Process Property Information

The values below are from In Process properties and are not included in the totals by the Chief Appraiser and represented on page 1 of this report.

$ 313,965

Total appraised value of In Process properties

$ 313,965

Estimated net taxable value of In Process properties.

This value should be added to the net taxable value on page one.

Value Detail	Market	Appraised	Counts	Taxable
Real Estate Residential	698,621,783	603,102,809	2,817	572,963,453
Real Estate Commercial	287,767,085	287,767,085	443	246,263,865
Real Estate Industrial	19,992,654	19,992,654	15	19,992,654
Personal Property Commercial	132,024,029	132,024,029	487	127,282,364
Personal Property Industrial	8,983,259	8,983,259	9	4,376,542
Mineral Lease Properties	45,104,538	45,104,538	7,190	44,087,974
Agricultural Properties	453,960	628	1	628
Total Value	1,192,947,308	1,096,975,002	10,962	1,014,967,480

Pending Detail	Market	Appraised	Counts	Taxable
Cases Before ARB	65,197,970	57,975,524	235	57,087,647
Incomplete Accounts	11,268,473	11,241,727	1,378	11,026,701
In Process Accounts	313,965	313,965	3	313,965
Certified Value	1,116,166,900	1,027,443,786	9,346	946,539,167

Exemption Detail	**Market**	**Exempt**	**Counts**	**Appraised**
Absolute Public	20,055,816	20,055,816	168	20,055,816
Absolute Charitable	2,296,335	2,296,335	9	2,296,335
Absolute Miscellaneous	0	0	0	0
Absolute Religious & Private Schools	20,668,032	20,668,032	17	20,668,032
Indigent Housing	0	0	0	0
Nominal Value	375,604	375,604	2,952	375,604
Disabled Vet 10-29%	1,728,567	35,000	7	1,233,393
Disabled Vet 30-49%	726,905	22,500	3	430,864
Disabled Vet 50-69%	851,672	40,000	4	670,155
Disabled Vet 70-99%	9,757,280	444,000	37	7,709,305
Disabled Vet 100%	5,542,101	4,176,364	17	4,613,508
Surviving Spouse Disabled Vet 100%	755,649	441,347	3	567,347
Donated Disabled Vet	0	0	0	0
Surviving Spouse Donated Disabled Vet	0	0	0	0
Surviving Spouse KIA Armed Service Member	0	0	0	0
Transfer Base Value for SS Disable Vet	0	0	0	0
Inventory	15,670,135	6,095,077	6	15,670,135
Homestead State Mandated-General	0	0	0	0
Homestead State Mandated-Over 65	0	0	0	0
Homestead State Mandated-Disabled Person	0	0	0	0
Homestead State Mandated-Disabled Person Over 65	0	0	0	0
Homestead Local Option-General	0	0	0	0
Homestead Local Option-Over 65	204,084,873	22,874,283	770	158,755,203
Homestead Local Option-Disabled Person	0	0	0	0
Homestead Local Option-Disabled Person Over 65	6,044,411	720,000	24	4,514,018
Solar & Wind Powered Devices	0	0	0	0
Pollution control	0	0	0	0
Community Housing Development	0	0	0	0
Abatements	0	0	0	0
Historic Sites	0	0	0	0
Foreign Trade Zone	0	0	0	0
Misc Personal Property (Vehicles, etc.)	3,078,662	2,660,261	14	3,078,662
Surviving Spouse of First Responder KLD	0	0	0	0
Transfer Base Value SS KIA Armed Service Member	0	0	0	0
Transfer Base Value SS of First Responder KLD	0	0	0	0
Property Damaged by Disaster	0	0	0	0
Total Exemptions		80,904,619	4,031	

Deferrals	Market	Deferred	Counts	Appraised
Ag Deferrals	453,960	453,332	1	628
Scenic Deferrals	0	0	0	0
Public Access Airports	0	0	0	0
Other Deferrals	0	0	0	0
Total Deferrals	453,960	453,332	1	628

New Exemptions	Market	Exempt	Counts	Appraised
Absolute Public	0	0	0	0
Absolute Charitable	0	0	0	0
Absolute Miscellaneous	0	0	0	0
Absolute Religious & Private Schools	0	0	0	0
Indigent Housing	0	0	0	0
Nominal Value	0	0	0	0
Disabled Vet 10-29%	607,010	10,000	2	451,923
Disabled Vet 30-49%	0	0	0	0
Disabled Vet 50-69%	100,000	10,000	1	83,194
Disabled Vet 70-99%	623,187	24,000	2	623,187
Disabled Vet 100%	258,729	182,275	1	217,419
Surviving Spouse Disabled Vet 100%	0	0	0	0
Donated Disabled Vet	0	0	0	0
Surviving Spouse Donated Disabled Vet	0	0	0	0
Surviving Spouse KIA Armed Service Member	0	0	0	0
Transfer Base Value for SS Disable Vet	0	0	0	0
Inventory	0	0	0	0
Homestead State Mandated-General	0	0	0	0
Homestead State Mandated-Over 65	0	0	0	0
Homestead State Mandated-Disabled Person	0	0	0	0
Homestead State Mandated-Disabled Person Over 65	0	0	0	0
Homestead Local Option-General	0	0	0	0
Homestead Local Option-Over 65	3,542,810	450,000	15	2,942,044
Homestead Local Option-Disabled Person	0	0	0	0
Homestead Local Option-Disabled Person Over 65	1,406,346	150,000	5	1,130,402
Solar & Wind Powered Devices	0	0	0	0
Pollution control	0	0	0	0
Community Housing Development	0	0	0	0
Abatements	0	0	0	0
Historic Sites	0	0	0	0
Foreign Trade Zone	0	0	0	0
Misc Personal Property (Vehicles, etc.)	1,494,932	1,116,449	1	1,494,932
Surviving Spouse of First Responder KLD	0	0	0	0
Transfer Base Value SS KIA Armed Service Member	0	0	0	0
Transfer Base Value SS of First Responder KLD	0	0	0	0
Property Damaged by Disaster	0	0	0	0
Total New Exemptions		1,942,724	27	

New Construction		**New Value**	**Counts**	**Taxable**
All Real Estate		584,202	11	542,467
New business in new improvement		0	0	0
Total New Construction		584,202	11	542,467
New Construction in Residential		492,544	10	450,809
New Construction in Commercial		91,658	1	91,658
	Market	**Appraised**	**Counts**	**Taxable**
Annexation	0	0	0	0
Deannexation	0	0	0	0

Tax Ceiling	**Market**	**Taxable**	**Counts**	**Ceiling Amount**
Over 65	204,084,873	132,804,695	770	374,281.00
Disable Person	6,001,430	4,770,231	26	16,574.00
Disabled Person Over 65	6,044,411	3,794,018	24	12,546.00
Total Ceilings	216,130,714	141,368,944	820	403,401.00
New Over 65 Ceilings	5,700,851	0	23	0.00
New Disabled Person Ceilings	0	0	0	0.00
New Disabled Person Over 65 Ceilings	0	0	0	0

Capped Accounts	**Market**	**Cap Loss**	**Counts**	**Appraised**
Cap Total	416,663,239	88,269,782	1,571	328,393,457
New Cap this Year	49,839,410	5,339,855	180	44,499,555

All Exemptions by Group	**Market**	**Exempt**	**Counts**	**Appraised**
Residential	218,121,747	29,251,479	828	169,784,292
Commercial	54,230,902	46,032,953	156	54,230,902
Industrial	6,635,017	4,606,717	2	6,635,017
Mineral Lease	1,013,470	1,013,470	3,002	1,013,470
Agricultural	453,960	0	0	628
Exemption Total		80,904,619	3,988	
	Market	**Exempt**	**Counts**	**Appraised**
Prorated Absolute	0	0	0	0
Multi-Prorated Absolute	0	0	0	0
		Current Taxable	**Counts**	**Appraised**
Value Loss - 25.25(d)		0	0	0
	Average Market	**Average Appraised**	**Counts**	**Average Taxable**
Averages for Value Single Family	256,512	220,739	2,465	209,116

Entity Exemptions Report
2023 JULY ROLL

020 CITY OF RICHLAND HILLS

Exemption Type	Certified Loss	Count	ARB Loss	Count	Incomplete Loss	Count	Total Loss	Count
Abatements	$0	0	$0	0	$0	0	$0	0
Absolute Charitable	$2,296,335	9	$0	0	$0	0	$2,296,335	9
Absolute Miscellaneous	$0	0	$0	0	$0	0	$0	0
Absolute Public	$20,055,816	168	$0	0	$364	5	$20,056,180	173
Absolute Religious & Private Schools	$20,668,032	17	$0	0	$0	0	$20,668,032	17
Community Housing Development	$0	0	$0	0	$0	0	$0	0
Disabled Vet 100%	$4,176,364	17	$16,377	1	$0	0	$4,192,741	18
Disabled Vet 10-29%	$35,000	7	$0	0	$0	0	$35,000	7
Disabled Vet 30-49%	$22,500	3	$7,500	1	$0	0	$30,000	4
Disabled Vet 50-69%	$40,000	4	$0	0	$0	0	$40,000	4
Disabled Vet 70-99%	$444,000	37	$24,000	2	$0	0	$468,000	39
Donated Disabled Vet	$0	0	$0	0	$0	0	$0	0
Foreign Trade Zone	$0	0	$0	0	$0	0	$0	0
Historic Sites	$0	0	$0	0	$0	0	$0	0
Homestead Local Option-Disabled Person	$0	0	$0	0	$0	0	$0	0
Homestead Local Option-Disabled Person Over 65	$720,000	24	$30,000	1	$0	0	$750,000	25
Homestead Local Option-General	$0	0	$0	0	$0	0	$0	0
Homestead Local Option-Over 65	$22,874,283	770	$810,000	27	$0	0	$23,684,283	797
Homestead State Mandated-Disabled Person	$0	0	$0	0	$0	0	$0	0
Homestead State Mandated-Disabled Person Over 65	$0	0	$0	0	$0	0	$0	0
Homestead State Mandated-General	$0	0	$0	0	$0	0	$0	0
Homestead State Mandated-Over 65	$0	0	$0	0	$0	0	$0	0
Indigent Housing	$0	0	$0	0	$0	0	$0	0
Inventory	$6,095,077	6	$0	0	$0	0	$6,095,077	6
Misc Personal Property (Vehicles, etc.)	$2,660,261	14	$0	0	$12,860	1	$2,673,121	15
Nominal Value	$375,604	2,952	$0	0	$6,318	163	$381,922	3,115
Pollution control	$0	0	$0	0	$0	0	$0	0
Property Damaged by Disaster	$0	0	$0	0	$0	0	$0	0
Solar & Wind Powered Devices	$0	0	$0	0	$195,484	3	$195,484	3
Surviving Spouse Disabled Vet 100%	$441,347	3	$0	0	$0	0	$441,347	3
Surviving Spouse Donated Disabled Vet	$0	0	$0	0	$0	0	$0	0

Entity Exemptions Report
2023 JULY ROLL

020 CITY OF RICHLAND HILLS

Exemption Type	Certified Loss	Count	ARB Loss	Count	Incomplete Loss	Count	Total Loss	Count
Surviving Spouse KIA Armed Service Member	$0	0	$0	0	$0	0	$0	0
Surviving Spouse of First Responder KLD	$0	0	$0	0	$0	0	$0	0
Transfer Base Value for SS Disable Vet	$0	0	$0	0	$0	0	$0	0
Transfer Base Value SS KIA Armed Service Member	$0	0	$0	0	$0	0	$0	0
Transfer Base Value SS of First Responder KLD	$0	0	$0	0	$0	0	$0	0
Subtotals ==>	**$80,904,619**	**4,031**	**$887,877**	**32**	**$215,026**	**172**	**$82,007,522**	**4,235**

Tarrant Appraisal District

Entity Exemptions Report
2023 JULY ROLL

020 CITY OF RICHLAND HILLS

Exemption Type	Certified Loss	Count	ARB Loss	Count	Incomplete Loss	Count	Total Loss	Count
Prorated Absolute (included in above Absolute categories)	$0	0	$0	0	$0	0	$0	0

Deferral Type	Certified Loss	Count	ARB Loss	Count	Incomplete Loss	Count	Total Loss	Count
Ag Deferrals	$453,332	1	$0	0	$0	0	$453,332	1
Scenic Deferrals	$0	0	$0	0	$0	0	$0	0
Subtotals ==>	**$453,332**	**1**	**$0**	**0**	**$0**	**0**	**$453,332**	**1**

Entity Totals	
Total Appraised *	$1,096,975,002
Absolute Exempt	$43,020,183
Cases Before ARB	$57,975,524
Incompletes	$11,241,727
Partial Exemptions	$37,884,436
In Process	$313,965
Calculated Net Taxable Value	$946,539,167
Total # of Accounts *	10,962

* Only includes totals from Agricultural Properties, Mineral Lease Properties, Personal Property Commercial, Personal Property Industrial, Real Estate Commercial, Real Estate Industrial, and Real Estate Residential.

Current Use Code Report - Certified
Entity: 020 CITY OF RICHLAND HILLS

Category	Roll Status	# of Accts	Market Value	Appraised Value	Taxable Value	Ag Acreage	Ag Deferred	New Const. Value
A -- "Residential SingleFamily"	ARB	199	$49,005,840	$41,783,394	$40,895,517	0.0000	$0	$0
A -- "Residential SingleFamily"	Certified	2,463	$631,981,084	$543,763,397	$515,239,855	0.0000	$0	$492,544
A -- "Residential SingleFamily"	Incomplete	2	$788,554	$761,808	$761,808	0.0000	$0	$0
A -- "Residential SingleFamily"	InProcess	1	$313,965	$313,965	$313,965	0.0000	$0	$0
A -- "Residential SingleFamily" Totals:		2,665	$682,089,443	$586,622,564	$557,211,145	0.0000	$0	$492,544
AC -- "Single Family Interim Use"	Certified	1	$262,790	$262,790	$232,790	0.0000	$0	$0
AC -- "Single Family Interim Use" Totals:		1	$262,790	$262,790	$232,790	0.0000	$0	$0
B -- "MultiFamily Residential"	ARB	3	$1,987,086	$1,987,086	$1,987,086	0.0000	$0	$0
B -- "MultiFamily Residential"	Certified	23	$8,008,464	$7,956,369	$7,756,417	0.0000	$0	$0
B -- "MultiFamily Residential" Totals:		26	$9,995,550	$9,943,455	$9,743,503	0.0000	$0	$0
BC -- "MultiFamily Commercial"	Certified	14	$62,705,000	$62,705,000	$62,705,000	0.0000	$0	$0
BC -- "MultiFamily Commercial" Totals:		14	$62,705,000	$62,705,000	$62,705,000	0.0000	$0	$0
C1 -- "Vacant Land Residential"	ARB	2	$172,450	$172,450	$172,450	0.0000	$0	$0
C1 -- "Vacant Land Residential"	Certified	46	$2,233,089	$2,233,089	$2,233,089	0.0000	$0	$0
C1 -- "Vacant Land Residential" Totals:		48	$2,405,539	$2,405,539	$2,405,539	0.0000	$0	$0
C1C -- "Vacant Land Commercial"	ARB	2	$177,773	$177,773	$177,773	0.0000	$0	$0
C1C -- "Vacant Land Commercial"	Certified	62	$5,504,577	$5,504,577	$5,504,577	0.0000	$0	$0
C1C -- "Vacant Land Commercial" Totals:		64	$5,682,350	$5,682,350	$5,682,350	0.0000	$0	$0
C2C -- "CommercialLandWithImprovementValue"	Certified	13	$1,145,426	$1,145,426	$1,145,426	0.0000	$0	$0
C2C -- "CommercialLandWithImprovementValue" Totals:		13	$1,145,426	$1,145,426	$1,145,426	0.0000	$0	$0
D1 -- "Qualified Open Space Land"	Certified	1	$453,960	$628	$628	6.4120	$453,332	$0
D1 -- "Qualified Open Space Land" Totals:		1	$453,960	$628	$628	6.4120	$453,332	$0
E -- "Rural Land (No Ag) and Improvements Residential"	Certified	2	$705,266	$705,266	$705,266	0.0000	$0	$0
E -- "Rural Land (No Ag) and Improvements Residential" Totals:		2	$705,266	$705,266	$705,266	0.0000	$0	$0
F1 -- "Commercial"	ARB	3	$1,359,416	$1,359,416	$1,359,416	0.0000	$0	$0
F1 -- "Commercial"	Certified	217	$173,546,448	$173,546,448	$173,546,448	0.0000	$0	$91,658
F1 -- "Commercial" Totals:		220	$174,905,864	$174,905,864	$174,905,864	0.0000	$0	$91,658

This report contains All Excluding Absolutes

Process Code: 220 **Table Group Name: "July Roll"**

Current Use Code Report - Certified
Entity: 020 CITY OF RICHLAND HILLS

Category	Roll Status	# of Accts	Market Value	Appraised Value	Taxable Value	Ag Acreage	Ag Deferred	New Const. Value
F1C -- "VarX Billboards"	Certified	1	$17,318	$17,318	$17,318	0.0000	$0	$0
F1C -- "VarX Billboards"	Incomplete	1	$20,983	$20,983	$20,983	0.0000	$0	$0
F1C -- "VarX Billboards" Totals:		2	$38,301	$38,301	$38,301	0.0000	$0	$0
F2 -- "Industrial"	Certified	15	$19,992,654	$19,992,654	$19,992,654	0.0000	$0	$0
F2 -- "Industrial" Totals:		15	$19,992,654	$19,992,654	$19,992,654	0.0000	$0	$0
G1 -- "Oil, Gas and Mineral Reserve"	ARB	9	$24,070	$24,070	$24,070	0.0000	$0	$0
G1 -- "Oil, Gas and Mineral Reserve"	Certified	5,858	$44,404,380	$44,404,380	$44,062,840	0.0000	$0	$0
G1 -- "Oil, Gas and Mineral Reserve"	Incomplete	1,239	$3,794	$3,794	$1,064	0.0000	$0	$0
G1 -- "Oil, Gas and Mineral Reserve" Totals:		7,106	$44,432,244	$44,432,244	$44,087,974	0.0000	$0	$0
J2C -- "VarX Utility Gas Companies"	Certified	1	$6,437,040	$6,437,040	$6,437,040	0.0000	$0	$0
J2C -- "VarX Utility Gas Companies" Totals:		1	$6,437,040	$6,437,040	$6,437,040	0.0000	$0	$0
J3 -- "Commercial Utility Electric Companies"	Certified	25	$824,344	$824,344	$824,344	0.0000	$0	$0
J3 -- "Commercial Utility Electric Companies" Totals:		25	$824,344	$824,344	$824,344	0.0000	$0	$0
J3C -- "VarX Utility Electric Companies"	Certified	1	$5,217,780	$5,217,780	$5,217,780	0.0000	$0	$0
J3C -- "VarX Utility Electric Companies" Totals:		1	$5,217,780	$5,217,780	$5,217,780	0.0000	$0	$0
J4 -- "Commercial Utility Telephone Companies"	Certified	3	$768,091	$768,091	$768,091	0.0000	$0	$0
J4 -- "Commercial Utility Telephone Companies" Totals:		3	$768,091	$768,091	$768,091	0.0000	$0	$0
J4C -- "VarX Utility Telephone Companies"	ARB	3	$167,774	$167,774	$167,774	0.0000	$0	$0
J4C -- "VarX Utility Telephone Companies"	Certified	9	$2,355,682	$2,355,682	$2,355,682	0.0000	$0	$0
J4C -- "VarX Utility Telephone Companies"	Incomplete	7	$553,803	$553,803	$553,803	0.0000	$0	$0
J4C -- "VarX Utility Telephone Companies" Totals:		19	$3,077,259	$3,077,259	$3,077,259	0.0000	$0	$0
J4P -- "Personal Property Utility Telephone Companies"	Certified	2	$312,700	$312,700	$312,700	0.0000	$0	$0
J4P -- "Personal Property Utility Telephone Companies" Totals:		2	$312,700	$312,700	$312,700	0.0000	$0	$0
J6C -- "VarX Utility Pipelines"	Certified	3	$1,179,790	$1,179,790	$1,179,790	0.0000	$0	$0
J6C -- "VarX Utility Pipelines" Totals:		3	$1,179,790	$1,179,790	$1,179,790	0.0000	$0	$0
J7C -- "VarX Utility Cable Companies"	Certified	1	$14,886,634	$14,886,634	$14,886,634	0.0000	$0	$0
J7C -- "VarX Utility Cable Companies" Totals:		1	$14,886,634	$14,886,634	$14,886,634	0.0000	$0	$0

This report contains All Excluding Absolutes

Process Code: 220 **Table Group Name: "July Roll"**

Current Use Code Report - Certified
Entity: 020 CITY OF RICHLAND HILLS

Category	Roll Status	# of Accts	Market Value	Appraised Value	Taxable Value	Ag Acreage	Ag Deferred	New Const. Value
J8C -- "VarX Utility Other"	Certified	1	$95,460	$95,460	$95,460	0.0000	$0	$0
J8C -- "VarX Utility Other" Totals:		1	$95,460	$95,460	$95,460	0.0000	$0	$0
L1 -- "Personal Property Tangible Commercial"	ARB	10	$12,243,800	$12,243,800	$12,243,800	0.0000	$0	$0
L1 -- "Personal Property Tangible Commercial"	Certified	233	$69,494,365	$69,494,365	$67,972,939	0.0000	$0	$0
L1 -- "Personal Property Tangible Commercial"	Incomplete	34	$8,481,400	$8,481,400	$8,477,812	0.0000	$0	$0
L1 -- "Personal Property Tangible Commercial"	InProcess	1	$0	$0	$0	0.0000	$0	$0
L1 -- "Personal Property Tangible Commercial" Totals:		278	$90,219,565	$90,219,565	$88,694,551	0.0000	$0	$0
L1C -- "VarX Commercial"	ARB	3	$17,761	$17,761	$17,761	0.0000	$0	$0
L1C -- "VarX Commercial"	Certified	78	$8,330,940	$8,330,940	$5,670,679	0.0000	$0	$0
L1C -- "VarX Commercial"	Incomplete	87	$1,338,679	$1,338,679	$1,130,335	0.0000	$0	$0
L1C -- "VarX Commercial"	InProcess	1	$0	$0	$0	0.0000	$0	$0
L1C -- "VarX Commercial" Totals:		169	$9,687,380	$9,687,380	$6,818,775	0.0000	$0	$0
L2 -- "Personal Property Tangible Industrial"	Certified	6	$8,902,363	$8,902,363	$4,295,646	0.0000	$0	$0
L2 -- "Personal Property Tangible Industrial"	Incomplete	2	$79,678	$79,678	$79,678	0.0000	$0	$0
L2 -- "Personal Property Tangible Industrial" Totals:		8	$8,982,041	$8,982,041	$4,375,324	0.0000	$0	$0
L2C -- "VarX Industrial"	Incomplete	1	$1,218	$1,218	$1,218	0.0000	$0	$0
L2C -- "VarX Industrial" Totals:		1	$1,218	$1,218	$1,218	0.0000	$0	$0
O -- "Residential Inventory"	ARB	1	$42,000	$42,000	$42,000	0.0000	$0	$0
O -- "Residential Inventory"	Certified	68	$2,856,000	$2,856,000	$2,856,000	0.0000	$0	$0
O -- "Residential Inventory" Totals:		69	$2,898,000	$2,898,000	$2,898,000	0.0000	$0	$0

This report contains All Excluding Absolutes

Process Code: 220 **Table Group Name: "July Roll"**

Current Use Code Report - Certified
Entity: 020 CITY OF RICHLAND HILLS

Category	Roll Status	# of Accts	Market Value	Appraised Value	Taxable Value	Ag Acreage	Ag Deferred	New Const. Value
S -- "Personal Property Special Inventory"	Certified	5	$525,072	$525,072	$524,074	0.0000	$0	$0
S -- "Personal Property Special Inventory" Totals:		5	$525,072	$525,072	$524,074	0.0000	$0	$0
ARB Totals:		235	$65,197,970	$57,975,524	$57,087,647	0.0000	$0	$0
Certified Totals:		9,152	$1,073,146,717	$984,423,603	$946,539,167	6.4120	$453,332	$584,202
Incomplete Totals:		1,373	$11,268,109	$11,241,363	$11,026,701	0.0000	$0	$0
In Process Totals:		3	$313,965	$313,965	$313,965	0.0000	$0	$0
Report Totals:		10,763	$1,149,926,761	$1,053,954,455	$1,014,967,480	6.4120	$453,332	$584,202

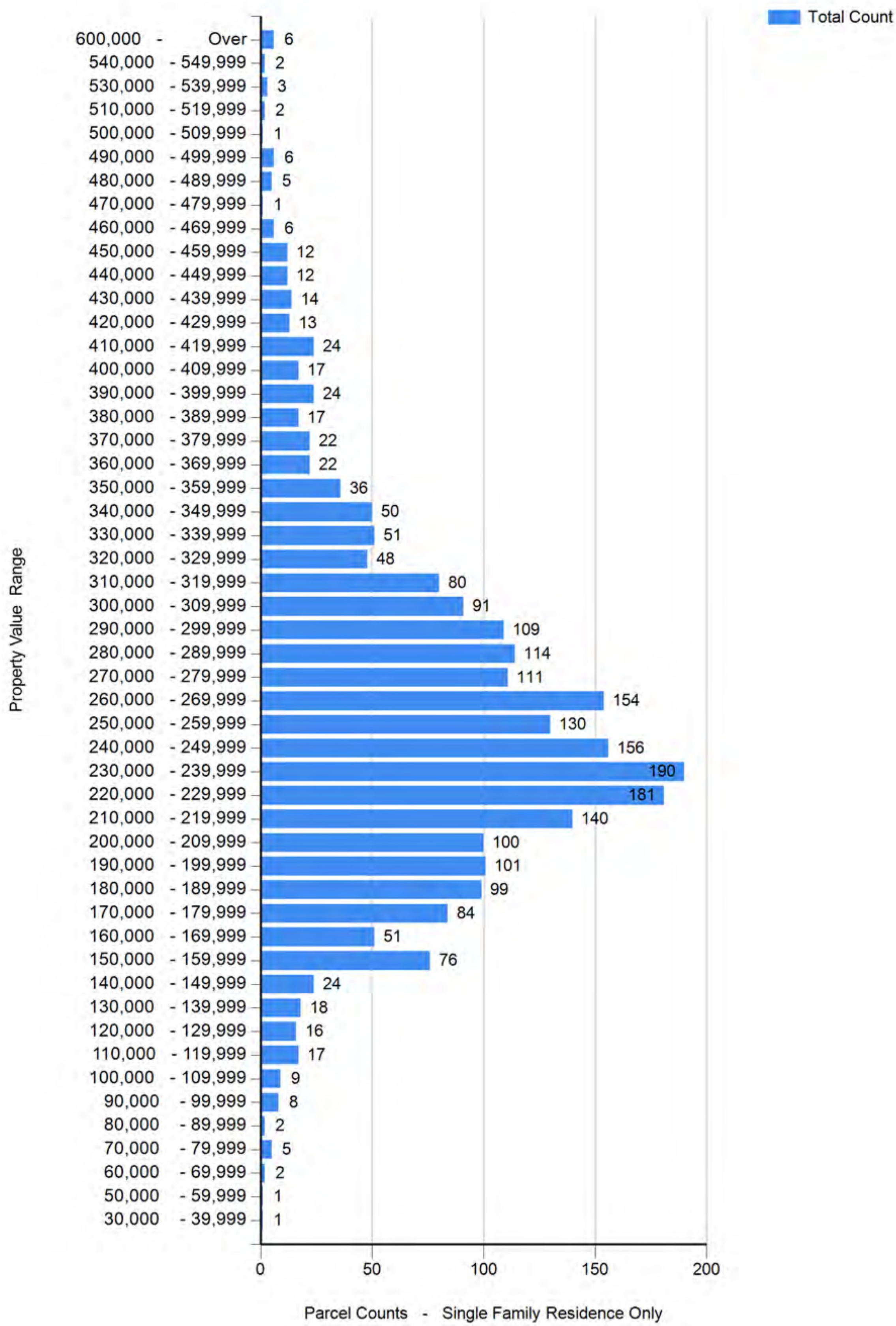
This report contains All Excluding Absolutes

Process Code: 220 **Table Group Name: "July Roll"**

Entities Residential Graph Report

2023 **CITY OF RICHLAND HILLS**

Total Parcel Counts: 2,464 Average Market: 256,614 Average NTV: 209,107



TARRANT APPRAISAL DISTRICT
TIF ACCOUNT SUMMARY LISTING

7/21/2023

RICHLAND HILLS - TIF #1

	2009 BASE YEAR APPRAISED VALUE	2023 APPRAISED VALUE	2009 BASE YEAR TAXABLE VALUE	2023 TAXABLE VALUE	APPRAISED VALUE INCREMENT	TAXABLE VALUE INCREMENT	APPRAISED VALUE UNDER PROTEST	NET TAXABLE LESS PROTESTED VALUE	NEW CONSTRUCTION	NET TAXABLE LESS NEW CONSTRUCTION
CITY OF RICHLAND HILLS	42,127,639	81,316,991	41,647,643	78,958,937	39,189,352	37,311,294	1,350,970	77,607,967	0	78,958,937
TARRANT COUNTY	42,159,045	81,316,991	41,829,906	78,401,627	39,157,946	36,571,721	1,350,970	77,050,657	0	78,401,627

TOTALS FOR APPRAISED VALUE UNDER PROTEST AND NEW CONSTRUCTION DO NOT INCLUDE VALUES FROM ABSOLUTE EXEMPT ACCOUNTS

Memorandum

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

From: Candice Edmondson, City Manager

Date: August 14, 2023

Subject: FY 2024 Tax Rate and Public Hearing Date

Agenda Item:

Set proposed tax rate for Fiscal Year 2024 and public hearing date for tax rate adoption

Background Information:

The City of Richland Hills' proposed tax rate for the Fiscal Year 2023-2024 is $0.522689/$100 which is 3% lower than the current property tax rate of $0.538885/$100.

Tax Code 26.05(d), states: "The governing body of a taxing unit other than a school district may not adopt a tax rate that exceeds the lower of the Voter-Approval Tax Rate or the No-New-Revenue Tax Rate calculated as provided by this chapter until the governing body has held a public hearing on the proposed tax rate and has otherwise complied with Section 26.06 and Section 26.065."

Wendy Burgess, Tax Assessor-Collector for Tarrant County, has calculated the No-New-Revenue Tax Rate as $0.459704/$100 and the Voter-Approval Tax Rate as $0.523902/$100 for the City of Richland Hills.

The No-New-Revenue Rate is 13.7% lower than the proposed tax rate of $0.522689.

The proposed tax rate public hearing is set to be held on September 11, 2023.

Financial Considerations:

N/A

Board/Citizen Input:

N/A

Attachments:

2023 Tax Rate Calculation Worksheet

Council Action Requested:

Motion to set the proposed Fiscal Year 2024 property tax rate at $0.522689/$100, which is effectively a 13.7% increase in the tax rate AND set the public hearing on the tax rate for September 11, 2023

2023 Tax Rate Calculation Worksheet
Taxing Units Other Than School Districts or Water Districts

Form 50-856

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

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

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

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

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

SECTION 1: No-New-Revenue Tax Rate

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

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

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

Line	No-New-Revenue Tax Rate Worksheet		Amount/Rate
1.	**2022 total taxable value.** Enter the amount of 2022 taxable value on the 2022 tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (adjustment is made by deducting TIF taxes, as reflected in Line 17).[1]		$ 847,977,977
2.	**2022 tax ceilings.** Counties, cities and junior college districts. Enter 2022 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in 2022 or a prior year for homeowners age 65 or older or disabled, use this step.[2]		$ 136,400,880
3.	**Preliminary 2022 adjusted taxable value.** Subtract Line 2 from Line 1.		$ 711,577,097
4.	**2022 total adopted tax rate.**		$ 0.538885 /$100
5.	**2022 taxable value lost because court appeals of ARB decisions reduced 2022 appraised value.**		
	A. Original 2022 ARB values:	$ 21,074,942	
	B. 2022 values resulting from final court decisions:	- $ 17,821,950	
	C. 2022 value loss. Subtract B from A.[3]		$ 3,252,992
6.	**2022 taxable value subject to an appeal under Chapter 42, as of July 25.**		
	A. 2022 ARB certified value:	$ 8,310,893	
	B. 2022 disputed value:	- $ 2,077,723	
	C. 2022 undisputed value. Subtract B from A.[4]		$ 6,233,170
7.	**2022 Chapter 42 related adjusted values.** Add Line 5C and Line 6C.		$ 9,486,162

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

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
8.	**2022 taxable value, adjusted for actual and potential court-ordered adjustments.** Add Line 3 and Line 7.	$ 721,063,259
9.	**2022 taxable value of property in territory the taxing unit deannexed after Jan. 1, 2022.** Enter the 2022 value of property in deannexed territory. [5]	$ 0
10.	**2022 taxable value lost because property first qualified for an exemption in 2023.** If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in 2023 does not create a new exemption or reduce taxable value. **A. Absolute exemptions.** Use 2022 market value: .... $ 0 **B. Partial exemptions.** 2023 exemption amount or 2023 percentage exemption times 2022 value: .... + $ 1,942,724 **C. Value loss.** Add A and B. [6]	$ 1,942,724
11.	**2022 taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in 2023.** Use only properties that qualified in 2023 for the first time; do not use properties that qualified in 2022. **A. 2022 market value:** .... $ 0 **B. 2023 productivity or special appraised value:** .... - $ 0 **C. Value loss.** Subtract B from A. [7]	$ 0
12.	**Total adjustments for lost value.** Add Lines 9, 10C and 11C.	$ 1,942,724
13.	**2022 captured value of property in a TIF.** Enter the total value of 2022 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which 2022 taxes were deposited into the tax increment fund. [8] If the taxing unit has no captured appraised value in line 18D, enter 0.	$ 27,985,785
14.	**2022 total value.** Subtract Line 12 and Line 13 from Line 8.	$ 691,134,750
15.	**Adjusted 2022 total levy.** Multiply Line 4 by Line 14 and divide by $100.	$ 3,724,421
16.	**Taxes refunded for years preceding tax year 2022.** Enter the amount of taxes refunded by the taxing unit for tax years preceding tax year 2022. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2022. This line applies only to tax years preceding tax year 2022. [9]	$ 22,158
17.	**Adjusted 2022 levy with refunds and TIF adjustment.** Add Lines 15 and 16. [10]	$ 3,746,579
18.	**Total 2023 taxable value on the 2023 certified appraisal roll today.** This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled. [11] **A. Certified values:** .... $ 946,539,167 **B. Counties:** Include railroad rolling stock values certified by the Comptroller's office: .... + $ **C. Pollution control and energy storage system exemption:** Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property: .... - $ 0 **D. Tax increment financing:** Deduct the 2023 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the 2023 taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 23 below. [12] .... - $ 37,311,294 **E. Total 2023 value.** Add A and B, then subtract C and D.	$ 909,227,873

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

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
19.	**Total value of properties under protest or not included on certified appraisal roll.** [13] **A. 2023 taxable value of properties under protest.** The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. [14] .... $ 39,961,353 **B. 2023 value of properties not under protest or included on certified appraisal roll.** The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. [15] .... + $ 7,718,691 **C. Total value under protest or not certified.** Add A and B.	$ 47,680,044
20.	**2023 tax ceilings.** Counties, cities and junior colleges enter 2023 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in 2022 or a prior year for homeowners age 65 or older or disabled, use this step.[16]	$ 141,368,944
21.	**2023 total taxable value.** Add Lines 18E and 19C. Subtract Line 20. [17]	$ 815,538,973
22.	**Total 2023 taxable value of properties in territory annexed after Jan. 1, 2022.** Include both real and personal property. Enter the 2023 value of property in territory annexed. [18]	$ 0
23.	**Total 2023 taxable value of new improvements and new personal property located in new improvements.** New means the item was not on the appraisal roll in 2022. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, 2022 and be located in a new improvement. New improvements **do** include property on which a tax abatement agreement has expired for 2023. [19]	$ 542,470
24.	**Total adjustments to the 2023 taxable value.** Add Lines 22 and 23.	$ 542,470
25.	**Adjusted 2023 taxable value.** Subtract Line 24 from Line 21.	$ 814,996,503
26.	**2023 NNR tax rate.** Divide Line 17 by Line 25 and multiply by $100. [20]	$ 0.459704 /$100
27.	**COUNTIES ONLY.** Add together the NNR tax rates for each type of tax the county levies. The total is the 2023 county NNR tax rate. [21]	$ ______ /$100

SECTION 2: Voter-Approval Tax Rate

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

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

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

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
28.	**2022 M&O tax rate.** Enter the 2022 M&O tax rate.	$ 0.413628 /$100
29.	**2022 taxable value, adjusted for actual and potential court-ordered adjustments.** Enter the amount in Line 8 of the *No-New-Revenue Tax Rate Worksheet.*	$ 721,063,259

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

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
30.	**Total 2022 M&O levy.** Multiply Line 28 by Line 29 and divide by $100	$ 2,982,519
31.	**Adjusted 2022 levy for calculating NNR M&O rate.**	
	A. M&O taxes refunded for years preceding tax year 2022. Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2022. This line applies only to tax years preceding tax year 2022. . . . . + $ 16,469	
	B. 2022 taxes in TIF. Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no 2023 captured appraised value in Line 18D, enter 0. . . . . – $ 150,811	
	C. 2022 transferred function. If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in D below. The taxing unit receiving the function will add this amount in D below. Other taxing units enter 0. . . . . +/- $ 0	
	D. 2022 M&O levy adjustments. Subtract B from A. For taxing unit with C, subtract if discontinuing function and add if receiving function. . . . . $ -134,342	
	E. Add Line 30 to 31D.	$ 2,848,177
32.	**Adjusted 2023 taxable value.** Enter the amount in Line 25 of the *No-New-Revenue Tax Rate Worksheet.*	$ 814,996,503
33.	**2023 NNR M&O rate (unadjusted).** Divide Line 31E by Line 32 and multiply by $100.	$ 0.349471 /$100
34.	**Rate adjustment for state criminal justice mandate.** [23] **If not applicable or less than zero, enter 0.**	
	A. 2023 state criminal justice mandate. Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. $ 0	
	B. 2022 state criminal justice mandate. Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies. . . . . – $ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100. . . . . $ 0 /$100	
	D. Enter the rate calculated in C. If not applicable, enter 0.	$ 0 /$100
35.	**Rate adjustment for indigent health care expenditures.** [24] **If not applicable or less than zero, enter 0.**	
	A. 2023 indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2022 and ending on June 30, 2023, less any state assistance received for the same purpose. . . . . $ 0	
	B. 2022 indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2021 and ending on June 30, 2022, less any state assistance received for the same purpose. . . . . – $ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100. . . . . $ 0 /$100	
	D. Enter the rate calculated in C. If not applicable, enter 0.	$ 0 /$100

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

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
36.	**Rate adjustment for county indigent defense compensation.** [25] **If not applicable or less than zero, enter 0.**	
	A. **2023 indigent defense compensation expenditures.** Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2022 and ending on June 30, 2023, less any state grants received by the county for the same purpose........ $ 0	
	B. **2022 indigent defense compensation expenditures.** Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2021 and ending on June 30, 2022, less any state grants received by the county for the same purpose........ $ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100........ $ 0 /$100	
	D. Multiply B by 0.05 and divide by Line 32 and multiply by $100........ $ 0 /$100	
	E. Enter the lesser of C and D. If not applicable, enter 0.	$ 0 /$100
37.	**Rate adjustment for county hospital expenditures.** [26] **If not applicable or less than zero, enter 0.**	
	A. **2023 eligible county hospital expenditures.** Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2022 and ending on June 30, 2023........ $ 0	
	B. **2022 eligible county hospital expenditures.** Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2021 and ending on June 30, 2022........ $ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100........ $ 0 /$100	
	D. Multiply B by 0.08 and divide by Line 32 and multiply by $100........ $ 0 /$100	
	E. Enter the lesser of C and D, if applicable. If not applicable, enter 0.	$ 0 /$100
38.	**Rate adjustment for defunding municipality.** This adjustment only applies to a municipality that is considered to be a defunding municipality for the current tax year under Chapter 109, Local Government Code. Chapter 109, Local Government Code only applies to municipalities with a population of more than 250,000 and includes a written determination by the Office of the Governor. See Tax Code Section 26.0444 for more information.	
	A. **Amount appropriated for public safety in 2022.** Enter the amount of money appropriated for public safety in the budget adopted by the municipality for the preceding fiscal year........ $ 0	
	B. **Expenditures for public safety in 2022.** Enter the amount of money spent by the municipality for public safety during the preceding fiscal year........ $ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100........ $ 0 /$100	
	D. Enter the rate calculated in C. If not applicable, enter 0.	$ 0 /$100
39.	**Adjusted 2023 NNR M&O rate.** Add Lines 33, 34D, 35D, 36E, and 37E. Subtract Line 38D.	$ 0.349471 /$100
40.	**Adjustment for 2022 sales tax specifically to reduce property taxes.** Cities, counties and hospital districts that collected and spent additional sales tax on M&O expenses in 2022 should complete this line. These entities will deduct the sales tax gain rate for 2023 in Section 3. Other taxing units, enter zero.	
	A. Enter the amount of additional sales tax collected and spent on M&O expenses in 2022, if any. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent........ $ 0	
	B. Divide Line 40A by Line 32 and multiply by $100........ $ 0 /$100	
	C. Add Line 40B to Line 39.	$ 0.349471 /$100
41.	**2023 voter-approval M&O rate.** Enter the rate as calculated by the appropriate scenario below. **Special Taxing Unit.** If the taxing unit qualifies as a special taxing unit, multiply Line 40C by 1.08. - or - **Other Taxing Unit.** If the taxing unit does not qualify as a special taxing unit, multiply Line 40C by 1.035.	$ 0.361702 /$100

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

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
D41.	***Disaster Line 41 (D41):* 2023 voter-approval M&O rate for taxing unit affected by disaster declaration.** If the taxing unit is located in an area declared a disaster area and at least one person is granted an exemption under Tax Code Section 11.35 for property located in the taxing unit, the governing body may direct the person calculating the voter-approval tax rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval tax rate in this manner until the earlier of 1) the first year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred, or 2) the third tax year after the tax year in which the disaster occurred If the taxing unit qualifies under this scenario, multiply Line 40C by 1.08. [27] If the taxing unit does not qualify, do not complete Disaster Line 41 (Line D41).	$ 0 /$100
42.	**Total 2023 debt to be paid with property taxes and additional sales tax revenue.** Debt means the interest and principal that will be paid on debts that: **(1)** are paid by property taxes, **(2)** are secured by property taxes, **(3)** are scheduled for payment over a period longer than one year, and **(4)** are not classified in the taxing unit's budget as M&O expenses. **A. Debt** also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2021, verify if it meets the amended definition of debt before including it here. [28] Enter debt amount .... $ 1,456,706 **B.** Subtract **unencumbered fund amount** used to reduce total debt. .... – $ 0 **C.** Subtract **certified amount spent from sales tax to reduce debt** (enter zero if none) .... – $ 0 **D.** Subtract **amount paid** from other resources .... – $ 0 **E. Adjusted debt.** Subtract B, C and D from A.	$ 1,456,706
43.	**Certified 2022 excess debt collections.** Enter the amount certified by the collector. [29]	$ 143,777
44.	**Adjusted 2023 debt.** Subtract Line 43 from Line 42E.	$ 1,312,929
45.	**2023 anticipated collection rate.** **A.** Enter the 2023 anticipated collection rate certified by the collector. [30] .... 100.00 % **B.** Enter the 2022 actual collection rate. .... 100.14 % **C.** Enter the 2021 actual collection rate. .... 99.93 % **D.** Enter the 2020 actual collection rate. .... 100.78 % **E.** If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%. [31]	100.00 %
46.	**2023 debt adjusted for collections.** Divide Line 44 by Line 45E.	$ 1,312,929
47.	**2023 total taxable value.** Enter the amount on Line 21 of the *No-New-Revenue Tax Rate Worksheet.*	$ 815,538,973
48.	**2023 debt rate.** Divide Line 46 by Line 47 and multiply by $100.	$ 0.160989 /$100
49.	**2023 voter-approval tax rate.** Add Lines 41 and 48.	$ 0.522691 /$100
D49.	***Disaster Line 49 (D49):* 2023 voter-approval tax rate for taxing unit affected by disaster declaration.** Complete this line if the taxing unit calculated the voter-approval tax rate in the manner provided for a special taxing unit on Line D41. Add Line D41 and 48.	$ ______ /$100

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

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
50.	**COUNTIES ONLY.** Add together the voter-approval tax rates for each type of tax the county levies. The total is the 2023 county voter-approval tax rate.	$ 0 /$100

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

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

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

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
51.	**Taxable Sales.** For taxing units that adopted the sales tax in November 2022 or May 2023, enter the Comptroller's estimate of taxable sales for the previous four quarters. [32] Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November 2022, enter 0.	$ 0
52.	**Estimated sales tax revenue.** Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. [33] **Taxing units that adopted the sales tax in November 2022 or in May 2023.** Multiply the amount on Line 51 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. [34] **- or -** **Taxing units that adopted the sales tax before November 2022.** Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	$ 0
53.	**2023 total taxable value.** Enter the amount from Line 21 of the *No-New-Revenue Tax Rate Worksheet.*	$ 815,538,973
54.	**Sales tax adjustment rate.** Divide Line 52 by Line 53 and multiply by $100.	$ 0 /$100
55.	**2023 NNR tax rate, unadjusted for sales tax.**[35] Enter the rate from Line 26 or 27, as applicable, on the *No-New-Revenue Tax Rate Worksheet.*	$ 0.459704 /$100
56.	**2023 NNR tax rate, adjusted for sales tax.** **Taxing units that adopted the sales tax in November 2022 or in May 2023.** Subtract Line 54 from Line 55. Skip to Line 57 if you adopted the additional sales tax before November 2022.	$ 0.459704 /$100
57.	**2023 voter-approval tax rate, unadjusted for sales tax.**[36] Enter the rate from Line 49, Line D49 (disaster) or Line 50 (counties) as applicable, of the *Voter-Approval Tax Rate Worksheet.*	$ 0.522691 /$100
58.	**2023 voter-approval tax rate, adjusted for sales tax.** Subtract Line 54 from Line 57.	$ 0.522691 /$100

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

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

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

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
59.	**Certified expenses from the Texas Commission on Environmental Quality (TCEQ).** Enter the amount certified in the determination letter from TCEQ. [37] The taxing unit shall provide its tax assessor-collector with a copy of the letter. [38]	$ 0
60.	**2023 total taxable value.** Enter the amount from Line 21 of the *No-New-Revenue Tax Rate Worksheet.*	$ 815,538,973
61.	**Additional rate for pollution control.** Divide Line 59 by Line 60 and multiply by $100.	$ 0 /$100
62.	**2023 voter-approval tax rate, adjusted for pollution control.** Add Line 61 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties) or Line 58 (taxing units with the additional sales tax).	$ 0.522691 /$100

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

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

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

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

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

Individual components can be negative, but the overall rate would be the greater of zero or the calculated rate.

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

Line	Unused Increment Rate Worksheet		Amount/Rate
63.	**Year 3 component.** Subtract the 2022 actual tax rate and the 2022 unused increment rate from the 2022 voter-approval tax rate.		
	A. Voter-approval tax rate (Line 67)	$ 0.540096 /$100	
	B. Unused increment rate (Line 66)	$ 0.027757 /$100	
	C. Subtract B from A	$ 0.512339 /$100	
	D. Adopted Tax Rate	$ 0.538885 /$100	
	E. Subtract D from C	$ -0.026546 /$100	
64.	**Year 2 component.** Subtract the 2021 actual tax rate and the 2021 unused increment rate from the 2021 voter-approval tax rate.		
	A. Voter-approval tax rate (Line 67)	$ 0.586308 /$100	
	B. Unused increment rate (Line 66)	$ 0.032449 /$100	
	C. Subtract B from A	$ 0.553859 /$100	
	D. Adopted Tax Rate	$ 0.558551 /$100	
	E. Subtract D from C	$ -0.004692 /$100	
65.	**Year 1 component.** Subtract the 2020 actual tax rate and the 2020 unused increment rate from the 2020 voter-approval tax rate.		
	A. Voter-approval tax rate (Line 65)	$ 0.591000 /$100	
	B. Unused increment rate (Line 64)	$ 0 /$100	
	C. Subtract B from A	$ 0.591000 /$100	
	D. Adopted Tax Rate	$ 0.558551 /$100	
	E. Subtract D from C	$ 0.032449 /$100	
66.	**2023 unused increment rate.** Add Lines 63E, 64E and 65E.		$ 0.001211 /$100
67.	**Total 2023 voter-approval tax rate, including the unused increment rate.** Add Line 66 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax) or Line 62 (taxing units with pollution control).		$ 0.523902 /$100

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

SECTION 6: De Minimis Rate

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

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

Line	De Minimis Rate Worksheet	Amount/Rate
68.	**Adjusted 2023 NNR M&O tax rate.** Enter the rate from Line 39 of the *Voter-Approval Tax Rate Worksheet*	$ 0.349471 /$100
69.	**2023 total taxable value.** Enter the amount on Line 21 of the *No-New-Revenue Tax Rate Worksheet.*	$ 815,538,973
70.	**Rate necessary to impose $500,000 in taxes.** Divide $500,000 by Line 69 and multiply by $100.	$ 0.061309 /$100
71.	**2023 debt rate.** Enter the rate from Line 48 of the *Voter-Approval Tax Rate Worksheet.*	$ 0.160989 /$100
72.	**De minimis rate.** Add Lines 68, 70 and 71.	$ 0.571769 /$100

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

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

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

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

- directed the designated officer or employee to calculate the voter-approval tax rate of the taxing unit in the manner provided for a special taxing unit in the prior year; and
- the current year is the first tax year in which the total taxable value of property taxable by the taxing unit as shown on the appraisal roll for the taxing unit submitted by the assessor for the taxing unit to the governing body exceeds the total taxable value of property taxable by the taxing unit on January 1 of the tax year in which the disaster occurred or the disaster occurred four years ago. This section will apply to a taxing unit in a disaster area that adopted a tax rate greater than its voter-approval tax rate without holding an election in the prior year.

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

Line	Emergency Revenue Rate Worksheet	Amount/Rate
73.	**2022 adopted tax rate.** Enter the rate in Line 4 of the *No-New-Revenue Tax Rate Worksheet.*	$ 0.538885 /$100
74.	**Adjusted 2022 voter-approval tax rate.** Use the taxing unit's Tax Rate Calculation Worksheets from the prior year(s) to complete this line. If a disaster occurred in 2022 and the taxing unit calculated its 2022 voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) of the 2022 worksheet due to a disaster, complete the applicable sections or lines of Form 50-856-a, Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet. - or - If a disaster occurred prior to 2022 for which the taxing unit continued to calculate its voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) in 2022, complete the separate *Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet* to recalculate the voter-approval tax rate the taxing unit would have calculated in 2022 if it had generated revenue based on an adopted tax rate using a multiplier of 1.035 in the year(s) following the disaster. [48] Enter the final adjusted 2022 voter-approval tax rate from the worksheet. - or - If the taxing unit adopted a tax rate above the 2022 voter-approval tax rate without calculating a disaster tax rate or holding an election due to a disaster, no recalculation is necessary. Enter the voter-approval tax rate from the prior year's worksheet.	$ 0 /$100
75.	**Increase in 2022 tax rate due to disaster.** Subtract Line 74 from Line 73.	$ 0 /$100
76.	**Adjusted 2022 taxable value.** Enter the amount in Line 14 of the *No-New-Revenue Tax Rate Worksheet.*	$ 691,134,750
77.	**Emergency revenue.** Multiply Line 75 by Line 76 and divide by $100.	$ 0
78.	**Adjusted 2023 taxable value.** Enter the amount in Line 25 of the *No-New-Revenue Tax Rate Worksheet.*	$ 814,996,503
79.	**Emergency revenue rate.** Divide Line 77 by Line 78 and multiply by $100. [49]	$ 0 /$100

[46] Tex. Tax Code §26.042(b)
[47] Tex. Tax Code §26.042(f)
[48] Tex. Tax Code §26.042(c)
[49] Tex. Tax Code §26.042(b)

Line	Emergency Revenue Rate Worksheet	Amount/Rate
80.	**2023 voter-approval tax rate, adjusted for emergency revenue.** Subtract Line 79 from one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax), Line 62 (taxing units with pollution control) or Line 67 (taxing units with the unused increment rate).	$ 0.523902 /$100

SECTION 8: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

No-new-revenue tax rate. .... $ 0.459704 /$100
As applicable, enter the 2023 NNR tax rate from: Line 26, Line 27 (counties), or Line 56 (adjusted for sales tax).
Indicate the line number used: 26

Voter-approval tax rate .... $ 0.523902 /$100
As applicable, enter the 2023 voter-approval tax rate from: Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (adjusted for sales tax), Line 62 (adjusted for pollution control), Line 67 (adjusted for unused increment), or Line 80 (adjusted for emergency revenue).
Indicate the line number used: 67

De minimis rate. .... $ 0.571769 /$100
If applicable, enter the 2023 de minimis rate from Line 72.

SECTION 9: Taxing Unit Representative Name and Signature

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

print here ▶ Wendy Burgess
Printed Name of Taxing Unit Representative

sign here ▶ Wendy Burgess
Taxing Unit Representative

8.2.2023
Date

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

Memorandum

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

From: Candice Edmondson, City Manager

Date: August 14, 2023

Subject: City Council Rules of Procedure Revisions

Agenda Item:

Discuss proposed revisions to City Council Rules of Procedure

Background Information:

With the adoption of the amended City Charter, there are a few revisions that need to be made to the City Council Rules of Procedure. City staff and the City Attorney also reviewed the procedures and have recommended a few additional revisions for Council consideration. A redlined copy of the City Council Rules of Procedure is attached to this memo highlighting the following revisions:

- Replaced "Robert's Rules of Order" with "Parliamentary Procedure" throughout the document to allow for more flexibility in the conduct of Council business.

- Added paragraph 5.E. City Council Attendance which establishes procedures for addressing Council Member absences *(City Charter requirement).*

- Changed the agenda order in paragraph 6.A. Agenda to reflect current agenda order.

- Revised paragraph 6.B. Submitting Request for Agenda to state that the Mayor, a Council Member or the City Manager may request an item to be placed on the agenda. Also added language that a Council Member requesting an item on the agenda should have support from one other Council Member. This is consistent with Section 3.B. Special Meetings which states that special meetings may be called by any two members of City Council.

- Revised language in paragraph 7.B. Voting to reflect current voting procedures.

- Revised paragraph 8.B. Vote Required to reflect the majority vote for City Council is now four members *(City Charter requirement).*

- Added "to reconsider" to paragraph 10.B(1) Request for Reconsideration

- Deleted redundant language in paragraph 11.B(1) Prohibited Items.

- Deleted “Public Input” in paragraph 11.C.(1) Citizens Addressing Council because “Public Comment” is already included in the paragraph and that is what is listed on City Council agendas.

- Added the word “comment” to paragraph 11.F.

Per paragraph 2.C. Amendment of Rules, proposed amendments must be presented to City Council at a prior meeting before the rules can be adopted. This item allows for City Council discussion, and the final revisions will be presented for adoption at the August 28, 2023 City Council meeting.

Financial Considerations:

N/A

Legal Review:

The City Attorney has reviewed the proposed revisions.

Board/Citizen Input:

N/A

Attachments:

Revised City Council Rules of Procedure

Council Action Requested:

Discussion Item Only

The City of Richland Hills
City Council
Rules of Procedure

Adopted August 22, 1995
Amended March 13, 2001
Amended October 11, 2005 (Resolution 240-05)
Amended June 13, 2006
Amended June 27, 2006 (Resolution 272-06)
Amended March 8, 2011
Amended June 14, 2011
Amended September 13, 2011 (Resolution 385-11)
Amended January 24, 2012 (Resolution 389-12)
Amended June 24, 2019 (Resolution 511-19)
Amended March 22, 2021 (Resolution 535-21)
Amended August 14, 2023 (Resolution XXX-XX)

CITY OF RICHLAND HILLS
CITY COUNCIL RULES OF PROCEDURE

1. AUTHORITY

The following set of rules shall be in effect from and after the time of their adoption by the City Council and shall be subject to amendment or suspension by the City Council in the procedure set forth in these Rules.

2. GENERAL PROCEDURE

A. Supplemental Rules of Order: Parliamentary Procedure ~~Robert's Rules of Order Revised~~ shall govern the proceedings of the City Council in all cases where not in conflict with these rules, or applicable law.

B. Suspension of Rules: Any provision of these rules may be temporarily suspended or modified for limited purposes for a particular agenda item by a majority vote of all members of the City Council. Any provision of these rules may be suspended indefinitely by a unanimous vote of the City Council. At any future point, said suspension of a rule shall be halted at the request of any singular council member. Said request must be made during a council meeting.

C. Amendment of Rules: These Rules may be amended or new rules adopted by a majority vote of all members of the City Council, provided that the proposed amendment or new rules shall have been introduced at a prior meeting of the City Council.

3. TYPES OF MEETINGS

A. Regular Meetings: The City Council shall meet a minimum of one (1) time per month and more as needed. The Council will establish a regular time for beginning the meeting and may adjust the start time periodically for the convenience of the Council and the public. The Council may elect to have a pre-Council session at its discretion to receive staff briefings and discuss pertinent facts concerning the items listed on the agenda more informally, but no final decision or vote shall be taken during a pre-council session.

B. Special Meetings: Special meetings may be called by the Mayor, the Mayor Pro Tem (when acting in the Mayor's absence) or by any two members of the City Council. The call for a special meeting shall be filed with the City Secretary in written form signed by the Mayor, Mayor Pro Tem or two City Council Members, so that the meeting may be publicly posted in accordance with state law. If any member of the City Council was not involved in the decision to call a special meeting, such member shall be given written notice by the City Secretary.

C. Recessed Meetings: Any meeting of the City Council may be recessed to a later time by a majority vote of the City Council provided that no recess shall be for a longer period than until the next regular meeting.

D. Workshops: City Council workshops may be called and held at such times and places as the Council may decide in its discretion and shall be posted in accordance with applicable law.

4. PRESIDING OFFICER

A. Presiding Officer: The Mayor shall preside over the meetings of the City Council. In the absence of the Mayor the Mayor Pro Tem shall preside. In the absence of both the Mayor and the Mayor Pro Tem, the City Council shall select a member of the City Council to act as Presiding Officer for such meeting as the first order of business.

B. Vote of the Presiding Officer: The Presiding Officer may participate in the discussion of all matters coming before the Council and shall be entitled to vote if so authorized by the City Charter.

C. Failure of Presiding Officer to Maintain Order: In the event the Presiding Officer fails, ignores or refuses to carry out the responsibilities to maintain order and enforce the rules established herein, upon motion and approval by a majority of Council, the Presiding Officer shall be replaced, as if absent, and a new Presiding Officer named as provided in these rules shall take control of the meeting as the acting Presiding Officer. Such action shall not prevent the removed Presiding Officer from continuing to participate in the debate and otherwise performing the functions of that person's Council office at the meeting.

5. PROCEDURES AND RULES REGARDING CONDUCT OF BUSINESS

A. Duties of the Presiding Officer: The Presiding Officer shall set aside personal bias and conduct all meetings in compliance with these Rules of Procedure, Parliamentary Procedure~~Roberts Rules of Order~~ and applicable law, and maintain order, decorum and civility at all times. Such responsibility shall not limit the Presiding Officer from stating personal viewpoints as a member of the Council during debate in accordance with the authorities referenced above.

B. Points of Order: Any member of Council may call a point of order if that member believes that any member of the Council, including the Presiding Officer, has violated these Rules of Procedure, Parliamentary Procedure ~~Roberts Rules of Order~~ or applicable law, or is otherwise out of order, or that the Presiding Officer has not applied the governing procedural rules fairly and equitably or failed to apply the governing procedural rules correctly. The Presiding Officer shall promptly rule on such point of error.

C. Appeal: Any member of the Council may appeal a ruling of the Presiding Officer to the City Council. If the point of order or appeal is seconded, the member raising the issue shall briefly explain the basis of the point of order or appeal. There shall be no further debate. The Presiding Officer shall then put the question of whether the decision of the Presiding Officer should be sustained to a vote of the Council, and the majority vote of the Council shall control the question.

D. Council Right to Speak: Any member of the City Council desiring to speak on any agenda item shall have the right to do so. A member of the Council desiring to speak shall first address the Presiding Officer and wait for recognition by the Presiding Officer before beginning to make remarks. The Presiding Officer shall recognize each member of the Council desiring to speak in the order the members have expressed a desire to speak, and shall not refuse to recognize a member of the Council nor limit the time or frequency a member of the Council may speak except as prescribed in these rules or in Parliamentary Procedure~~Robert's Rules of Order.~~ Each member of the Council shall confine such member's remarks to the subject under consideration and avoid discussion of personalities and the use of profane, discourteous and offensive language, personal attacks and verbal abuse of other members of the Council and the public in general. A member of the Council, once recognized, shall not be interrupted while speaking unless called to order by the Presiding Officer, a point of order is raised by another member, or the speaker chooses to yield the floor to another member. If a question of order is raised while a member of the Council is speaking, that member shall cease speaking immediately until the question of order is determined. If ruled to be in order, the member shall be permitted to proceed. If ruled to be out of order, the member shall yield the floor.

E. City Council Attendance: If a Council Member is unable to attend a meeting, notification should be made to the Mayor, City Manager and City Secretary prior to the meeting in which the member will be absent. At each regular meeting from which the Mayor or Council Member is absent, the City Council shall determine whether the absence is excused. City Council may, by majority vote, excuse the absence or absences of a member. Any absence in which the appropriate notifications were not provided will be deemed unexcused.

6. ORDER OF BUSINESS

A. Agenda: The order of business of each City Council meeting shall be contained in the Agenda prepared by the City Manager and shall generally be as follows:

I. CALL TO ORDER

II. INVOCATION AND PLEDGES OF ALLEGIANCE

III. PRESENTATIONS/RECOGNITIONS/PROCLAMATIONS

IV. ~~PUBLIC INPUT OR~~ PUBLIC COMMENTS

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~~IV.~~V. CONSENT AGENDA

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~~V. BOARD APPOINTMENTS AND RESIGNATIONS~~

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VI. PUBLIC HEARINGS

VII. ACTION ITEMS

VIII. BOARD APPOINTMENTS AND RESIGNATIONS~~CONSENT AGENDA~~

IX. REPORTS

X. EXECUTIVE SESSION

XI. ADJOURNMENT

The Council may reorder the Agenda for a particular meeting or on a permanent basis, including individual agenda items, for the convenience of the Council, City staff, or the public on motion by majority vote.

B. Submitting Request for Agenda: The Mayor, a Council Member or the City Manager may request an item be placed ~~Any Council Member may direct the City Manager to place a particular item~~ on the next available regularly scheduled agenda for Council deliberation and possible action. A Council Member request to add an agenda item must be submitted with support from another Council Member. Any citizen~~person~~ desiring to present an item for consideration on the City Council Agenda may contact any member of the Council to discuss the item. The City Manager's Office will notify the person requesting placement of an item on the agenda of the meeting date at which the item will be discussed. A person may also appear at a Council Meeting under the Public Input or Public Comment portion of the agenda and request the City Council place an item on a future agenda. Any member of the Council at this time may direct the City Manager to place the item on the next regularly scheduled agenda or specify a date certain on which the item is to appear.

C. Procedure for Hearing Citizen-Requested Agenda Items: Should a citizen who requested an item be placed on the agenda fail to appear at the City Council Meeting at which the item is to be considered by the City Council, such absence will not prevent the City Council from acting upon the item.

7. MOTIONS AND VOTING PROCEDURE

A. Discussion and Motion: The City Council may consider and discuss any item on the Agenda without the necessity of a motion bringing the item before the Council. At the conclusion of the discussion, the Presiding Officer will entertain a motion, but the making of a motion for action shall not end discussion unless the question is called.

B. Voting: All votes shall be recorded in the permanent record of the Council. Votes may be casted electronically, if the necessary equipment is available. The Presiding Officer may call for an oral roll call vote on an item at his or her discretion.~~by electronic or oral roll call vote and shall be recorded in the permanent record of the Council.~~

8. CONSIDERATION OF ORDINANCES AND RESOLUTIONS

A. Form of Presentation: Each proposed ordinance or resolution shall be introduced in written, printed, or electronic form.

B. Vote Required: A majority of the City Council Members holding numbered places shall constitute a quorum to do business, and the affirmative vote of at least four~~three~~ members shall be necessary to adopt any ordinance or resolution, unless applicable law or ordinance establishes a greater requirement.

9. BOARDS AND COMMISSIONS

The City Council may create permanent boards and commissions to assist in the conduct and operation of the City Government with such duties as the City Council may specify. Such boards and commissions shall be created by ordinance. Ad hoc boards or committees for special events or purposes and of limited duration may be created by Council action with no ordinance required.

10. RECONSIDERATION OF ITEMS

A. Reconsideration Generally Prohibited: The City Council will reconsider an action taken only as provided herein. No item upon which the Council has taken final action will be placed back on the agenda except as provided herein.

B. Request for Reconsideration: Either a Council Member who voted with the prevailing majority or side on any item upon which the Council has taken final action, or a Council Member who was absent from the meeting at which such item was considered, may make a motion or request to reconsider the item, provided such motion or request is made prior to the next succeeding regular meeting of the City Council.

(1) A motion or request to reconsider may be made at the meeting at which the action to be reconsidered was taken. In such event, the motion or request to reconsider~~such a motion~~ can be made, seconded, debated, and acted upon even though it is not on the formal agenda, and if the motion is approved as provided herein, the item to be reconsidered will be reopened immediately.

(2) A motion or request to reconsider may be made following the meeting at which the action to be reconsidered was taken, and before the next regular

meeting has commenced. In such event, the City Manager shall add the motion to reconsider to the agenda for the first regularly scheduled meeting on which such item can legally be posted, or for a special meeting to be held prior to the next regularly scheduled meeting, if a special meeting has been called.

(3) A motion to reconsider may be seconded by any member of the Council.

(4) The affirmative vote of a majority of the Council (excluding any members who are absent, recuse themselves or who are disqualified from voting) shall be required for any motion to reconsider to carry.

(5) No question shall be reconsidered twice except by unanimous consent of the Council.

(6) If the Council votes to reconsider any matter which requires either notice by publication or a public hearing, an affirmative vote in favor of a motion to reconsider shall have the effect of setting the matter for the next available Council meeting consistent with compliance with applicable notice requirements, and the City staff shall again comply with all applicable notice requirements.

(7) Notwithstanding any provision of this section to the contrary, any member of the Council may place on the agenda any item acted upon by the Council prior to such member taking office, including for the purpose of reconsidering the Council's previous action.

(8) Notwithstanding any provision of this section to the contrary, after one year has elapsed since an item was acted upon by the Council, any member of the Council may place such item back on the agenda, including for the purpose of reconsidering the Council's previous action.

C. Vested Rights: Reconsideration of any item shall not affect rights which have legally vested due to the action being reconsidered, provided, however, that this provision shall not prohibit the Council from taking any action within its power and authority.

D. Items Modified at Meeting:

(1) When the City Council considers a proposed ordinance, resolution, agreement or other document, and approves such document with Council instruction, the item need not be placed on a future Council agenda for consideration and review except as provided herein.

(2) The City Attorney will promptly make the changes as instructed by the Council and forward the revised document to the City Manager and the City Secretary, and the City Manager will forward a copy of the revised document to the Council for review.

(3) The Council ~~member~~ will be given six (6) calendar days to review the document to determine if the changes made accurately reflect the Council's intent. During this period, the document will be held by the City Secretary unsigned.

(4) If any member of the Council believes that the revisions made do not accurately reflect the Council's intent, that member shall notify the City Manager and City Secretary within such six (6) calendar days of receipt of such notice, and in such event, the City Secretary shall continue to hold the item without signature, and the City Manager will place the item back on the Council agenda for further consideration and discussion to resolve the alleged discrepancy.

(5) If no member of the Council informs the City Manager and City Secretary within seven (7) days of receipt of any alleged discrepancy, the Council's action will be deemed final and the item will be considered finally adopted and passed, and ready for signature.

(6) This provision is in addition to any other right to request reconsideration provided in these rules.

11. CITIZENS AND OTHER VISITORS

A. Open Meetings: Citizens and other visitors are welcome to attend all public meetings of the City Council and will be admitted to the City Council chamber or other room in which the City Council is meeting up to the fire safety capacity of the room.

B. Prohibited Items: Citizens and other visitors attending the meeting shall:

~~(1)~~ Not bring food, placards, banners, or signs into the City Council chamber or into any other room in which the City Council is meeting, except exhibits, displays, and visual aids intended to be used in connection with substantive presentations to the City Council on a listed agenda item.~~; and chamber or into any other room in which the City Council is meeting, except exhibits, displays, and visual aids intended to be used in connection with substantive presentations to the City Council on a listed agenda item.~~

(2) Silence or turn off all cell phones and other mobile communication devices.

C. Citizens Addressing Council: Any citizen wishing to speak before the City Council is entitled to be heard, subject to the limitations stated herein.

(1) The Council has established a standing agenda item entitled ~~"Public Input" or~~ "Public Comments" for the purpose of hearing citizen concerns. Any citizen may speak on any item not specifically identified on the agenda

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during the Public Comments portion of the agenda. The citizen shall provide their name and address prior to beginning to address the Council.

~~(2)~~ Any citizen may speak during any public hearing. Upon being recognized, the citizen shall first provide their name and address. Comments must be confined to the subject matter of the public hearing.

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~~(3)~~ Any citizen may generally speak during the discussion of any agenda item. In order to be recognized, the citizen shall prior to the start of the Council meeting complete a Council communication card providing their name and address. Comments must be confined to the subject matter of the agenda item. The Council may, in its discretion, limit or prohibit public discussion on an agenda item in the interests of time.

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~~(4)~~ Council meetings are campaign free zones, and therefore citizen comments may not contain campaign messages for or against the election of any candidate. Provided, nothing in this Policy shall prohibit the City Council from discussing matters pending before the body concerning the merits of placing a measure on a ballot or factual matters relating to a measure, or a candidate addressing the Council on a matter of public concern.

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D. Rules Regarding Presentations: In order that the City Council may properly consider each matter brought to it by citizens, speakers are asked to observe the following rules:

(1) Only one person may approach the microphone at any one time, and only the person at the microphone will be allowed to speak.

(2) During any of the foregoing opportunities to speak, the citizen shall limit their comments to three minutes, provided that the Presiding Officer, or the Council by motion, shall have the discretion to vary this limit as they determine appropriate.

(3) The Council shall have the authority to limit repetitive presentations, including by limiting speakers to statements regarding their support or opposition to a particular issue before the Council once the Council determines that discussion has become redundant.

(4) There will be no substitutions and/or pooling of speakers to increase speaking time.

(5) Speakers may present copies of their remarks or supporting information to the City Secretary. The City Secretary will make the information available to the City Council and City Manager if requested.

(6) During designated speaker times City Council Members may ask factual questions or, if legally permitted, make a brief response to speaker

comments. Speakers will have one minute to respond. More time may be granted to the speaker for a response at the discretion of the Presiding Officer or by the Council by motion, which motion shall not be debated.

E. Public Decorum:

(1) Citizens and other visitors shall observe the same rules of propriety, decorum and good conduct applicable to members of the City Council. Any person making impertinent, profane or slanderous remarks, or derogatory personal comments not germane and necessary to the subject matter being discussed, who engages in name-calling, becomes boisterous or unruly, or who makes remarks from the audience without being properly recognized, stamps their feet, whistles, yells, claps, gestures, makes other physical demonstrations, or brings into the meeting room any impertinent, profane or slanderous or derogatory personal signs, placards, or other written or graphic material shall be out-of-order and subject to removal or other action by the Presiding Officer, the Council, or the police.

(2) The Presiding Officer is charged with primary authority and responsibility to immediately halt any improper behavior. As soon as such behavior occurs, the Presiding Officer shall instruct the speaker or other person to cease the misconduct and admonish the person to refrain from further offensive behavior and warn the person that they may be removed from the meeting. The offending citizen will then generally be allowed to proceed so long as the offending citizen thereafter complies with the rules for decorum and civility; however, if a person's comments and/or actions are of such extremely derogatory nature and/or are highly offensive or inflammatory, the Presiding Officer shall order the citizen to immediately leave the meeting. In the absence of such an order by the Presiding Officer, the Council may, by motion, so order the citizen's removal from the meeting.

(3) If the citizen is allowed to remain in a meeting after violating the rules for decorum and civility, either the Presiding Officer, or the Council by motion, may elect to refuse to allow the offending citizen to speak again on any other matter before the Council for the remainder of the meeting.

F. In the event that the violation is determined to be of such severity or in the case of repeated violations by the same person, the Council, by motion may prohibit the offending person from speaking or attending meetings for a period of time to be determined by the Council. Any person so barred may submit written comments on any agenda items during this period for inclusion in the Council's records of the proceedings. If submitted at least one full day in advance of the meeting on the appropriate agenda item, such written comment will be reviewed by City staff prior to the meeting for compliance with these Rules of Procedure, Roberts Rules of Order and applicable law, and if determined to be compliant, such comments will be read by City staff or the Presiding Officer in lieu of allowing that person to speak during debate on the particular agenda item at issue after first identifying the author. In the event that submitted written comments are determined to also be in violation of these rules, they may be the basis for further action to enforce compliance with these rules.

G. If ordered removed, the person ordered removed shall immediately leave the room, and shall be barred from further participation and attendance before the City Council during that agenda item or meeting as ordered. If the person so ordered refuses, they shall be trespassing and subject to forced removal and/or arrest by the police. Aggravated cases may also subject the violator to criminal prosecution on appropriate complaint signed by the Presiding Officer or any Council Member.