

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING AGENDA
JANUARY 26, 2026
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 - 5:30 PM

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.

Section 551.071: Consultation with Attorney

-Childcare tax exemption

Section 551.074: Deliberation regarding Personnel Matters

-Interim City Secretary Appointment

- A. TRANSPORTATION SERVICES DISCUSSION
- B. 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 - 7:00PM

CALL TO ORDER

INVOCATION AND PLEDGES OF ALLEGIANCE

1. PRESENTATIONS

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. Citizens will have three (3)

minutes to address City Council. Public comment will not be taken on items that the City Council has previously considered in a public hearing.

- A. Proclamation - World Read Aloud Day
- B. Recognition Of Richland Hills Fire Department Paramedic Lainea Ashley-Nolen For Achieving The Critical Care Paramedic (CCP) Credentialing
- C. Citizen Appearances/Public Comments

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 December 8, 2025 City Council Regular Meeting
- B. Excuse The Absence Of Councilmember Roland Goveas From The December 8, 2025 Regular City Council Meeting
- C. Approve An Update To The Authorized Representatives At The Federal Reserve Bank For City Deposits At JP Morgan Chase Bank, N.A.
- D. Approve Resolution 631-26 Authorizing The Change Of Authorized Representatives For The Texas Local Government Investment Pool (Texpool)
- E. Approve Resolution 632-26 Authorizing The Change Of Authorized Representatives For The Texas Short Term Asset Reserve Program (Texstar)
- F. Approve Resolution 634-26 Authorizing Participation In The Local Government Investment Cooperative (LOGIC) Trust Administered By Hilltop Securities, Inc. And Hilltop Asset Management, LLC And Designating Authorized Representatives
- G. Approve Resolution 635-26 Authorizing Participation In The Texas Local Government Investment Pool Texpool Prime And Designating Authorized Representatives
- H. Approve Purchase Of A Tractor And Mowing Deck For The Public Works Department For Operations And Maintenance Purposes

3. PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

4. ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS

- A. Consider Resolution 629-26 Calling The May 2, 2026 General Election For Council Member Place 3 And Place 5
- B. Consider Resolution 630-26 Ordering A Special Election To Submit A Proposition On The Reauthorization Of The Local Sales And Use Tax At The Rate Of Three-Eighths Of One Percent To Continue Providing Revenue For The Maintenance And Repair Of City Streets On May 2, 2026
- C. Consider Resolution 633-26 Adopting The 2025 Tarrant County Hazard Mitigation Action Plan
- D. Consider Ordinance 1536-26 Amending The Municipal Fee Schedule For Fiscal Year 2026

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

6. OTHER ITEMS FOR CONSIDERATION

- A. Consider Appointment Of Interim City Secretary

7. REPORTS & DISCUSSIONS

- A. 1St Quarter Investment Report
- B. Street Improvement Projects
- C. November And December Department Reports

8. COMMUNITY INTEREST ITEMS

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

City Council business unless it is specifically, appropriately posted on the agenda.) An “item of community interest” includes the following:

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

9. EXECUTIVE SESSION

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

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

10. ADJOURNMENT

CERTIFICATE

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the official bulletin board at the Richland Hills City Hall, 3200 Diana Drive, Richland Hills, Texas, a place convenient and readily accessible to the general public at all times, and said Notice was posted by the following date and time: Thursday, January 15, 2026, by 5:30 p.m., and remained so posted at least three business days before said meeting convened, pursuant to the Texas Government Code, Chapter 551.

Lindsay Rawlinson

Lindsay Rawlinson
City Secretary



ACCESSIBILITY STATEMENT

The Facility is wheelchair accessible. If you plan to attend this public meeting and have a disability that requires special arrangements, please notify the City Secretary 48 hours in advance at (817) 616-3810 and reasonable accommodations will be made to assist you.

Memorandum

To: Curtis Bergthold and Richland Hills City Council Members

From:

Date: January 26, 2026

Subject:

Agenda Item:

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.

Section 551.071: Consultation with Attorney

-Childcare tax exemption

Section 551.074: Deliberation regarding Personnel Matters

-Interim City Secretary Appointment

Background Information:

Financial Considerations:

Legal Review:

Board/Citizen Input:

Attachments:

None

Council Action Requested:

Memorandum

To: Curtis Bergthold and Richland Hills City Council Members
From: Lindsay Rawlinson, City Secretary
Date: January 26, 2026
Subject: Transportation Services Discussion

Agenda Item:

Transportation services discussion

Background Information:

In November 2016, Richland Hills voters voted in favor of withdrawing from the Fort Worth Transportation Authority (FWTA) and cease all transportation services and associated sales tax payments with the FWTA. Leading up to that election, the City informed voters that if they chose to withdraw from the FWTA, a new transportation service would be put into place.

Immediately following the election and withdrawal, the City entered into an agreement with Yellow Cab on a temporary basis to continue transportation services with no lapse in coverage. Staff informed City Council that, due to the cost, a long-term transportation service would need to be competitively bid. Four bids were received with Real Time Transport being the low bidder at the time.

The City of Richland Hills currently utilizes Real Time Transport for its senior and mobility impaired transportation services and has since April 4, 2017.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

None

Council Action Requested:

Discussion item only

Memorandum

To: Curtis Bergthold and Richland Hills City Council Members
From: Lindsay Rawlinson, City Secretary
Date: January 26, 2026
Subject: Presentation of World Read Aloud Day Proclamation

Agenda Item:

Proclamation - World Read Aloud Day

Background Information:

In recognition of “World Read Aloud Day”, Mayor Bergthold will present a Proclamation to Richland Hills Library Director Chantele Hancock.

For 16 years, World Read Aloud Day has called attention to the importance of sharing stories by challenging participants to grab a book, find an audience, and read-aloud! The global effort is celebrated annually in over 173 countries and is all about bringing people together through the shared connection of reading aloud in all of our communities.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

1. World Read Aloud Day 2026

Council Action Requested:

Presentation of World Read Aloud Day Proclamation

Proclamation



WHEREAS, for 16 years World Read Aloud Day (WRAD) has called attention to the importance of sharing stories by challenging participants to grab a book, find an audience, and read aloud together; and

WHEREAS, WRAD is celebrated in over 173 countries and is a wonderful reminder of the power and importance of this best practice; and

WHEREAS, reading aloud not only helps develop literacy skills, it also builds community and connects us to each other; and

WHEREAS, being Mayor of Richland Hills presents many great opportunities to engage with citizens, but the opportunity to share a love of reading, is one of the greatest; and

WHEREAS, on behalf of the City of Richland Hills, I am proud to participate in World Read Aloud Day Celebration.

NOW THEREFORE BE IT RESOLVED, that I, Curtis Bergthold, Mayor of the City of Richland Hills, do hereby proclaim February 2, 2026 as

WORLD READ ALOUD DAY

in Richland Hills and encourage all citizens to participate in this meaningful celebration by reading aloud to others.

Mayor Curtis Bergthold
City of Richland Hills

Memorandum

To: Curtis Bergthold and Richland Hills City Council Members

From: Wes Rhodes, Fire Chief

Date: January 26, 2026

Subject: Recognition of Richland Hills Fire Department Paramedic Lainea Ashley-Nolen for achieving the Critical Care Paramedic (CCP) Credentialing

Agenda Item:

Recognition of Richland Hills Fire Department Paramedic Lainea Ashley-Nolen for achieving the Critical Care Paramedic (CCP) Credentialing

Background Information:

City Fire Department Paramedic Achieves Critical Care Paramedic Credential

The City is proud to recognize Richland Hills Fire Department Paramedic Lainea Ashley-Nolen for achieving the Critical Care Paramedic (CCP) credential, an advanced level of prehospital medical certification held by a limited number of providers within the regional EMS system. Paramedic Ashley-Nolen is the first provider from any of the Fort Worth Regional EMS System's fourteen first responder member cities to complete the system's Critical Care Paramedic credentialing process.

This milestone represents a meaningful advancement in the level of emergency medical care available to the residents of Richland Hills. Critical Care Paramedics are trained to care for the most seriously ill or injured patients. This includes managing advanced airways, ventilators, medication infusions, and high-risk medical conditions during emergency responses and transport. For residents, this means that during the most severe medical emergencies, a higher level of clinical expertise is available immediately, and before the patient ever reaches the hospital. Earning the Critical Care Paramedic credential requires far more than attending a single

course.

Paramedic Ashley-Nolen completed an advanced critical care education program, earned the nationally recognized CCP-C certification through the International Board of Specialty Certification, completed a formal critical care clinical orientation, and successfully passed a rigorous field training program. The final step in the process is a Medical Director interview modeled after an American Board of Emergency Medicine oral board examination, designed to evaluate real-time clinical judgment, decision-making, and accountability, where she was evaluated in-person by multiple physicians and other clinical staff. This accomplishment was also not required but was pursued voluntarily to improve the level of care delivered to the community.

Since beginning this process, Paramedic Ashley-Nolen has also become a clinical resource within the department, helping raise the overall knowledge, readiness, and capability of her fellow providers. Fire Department leadership recognizes this achievement as a reflection of both individual professionalism and organizational commitment to excellence. The City congratulates Paramedic Lainea Ashley-Nolen on this milestone and recognizes the positive impact this advanced clinical capability she brings to the safety, health, and well-being of the community.

Financial Considerations:

None

Legal Review:

Not Required

Board/Citizen Input:

N/A

Attachments:

None

Council Action Requested:

Recognition of Richland Hills Fire Department Paramedic Lainea Ashley-Nolen for achieving the Critical Care Paramedic (CCP) credential, an advanced level of pre-hospital medical

certification held by a limited number of providers within the regional EMS system.

Memorandum

To: Curtis Bergthold and Richland Hills City Council Members

From:

Date: January 26, 2026

Subject:

Agenda Item:

Citizen Appearances/Public Comments

Background Information:

Financial Considerations:

Legal Review:

Board/Citizen Input:

Attachments:

None

Council Action Requested:

Memorandum

To: Curtis Bergthold and Richland Hills City Council Members
From: Lindsay Rawlinson, City Secretary
Date: January 26, 2026
Subject: Minutes from the December 8, 2025 City Council Regular Meeting

Agenda Item:

Approve minutes from the December 8, 2025 City Council Regular Meeting

Background Information:

Approval of minutes from the December 8, 2025 City Council Regular Meeting

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

1. Minutes 12.08.2025

Council Action Requested:

Motion to approve the minutes from the December 8, 2025 City Council Regular Meeting

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING
DECEMBER 8, 2025
MINUTES**

Roll Call:

Council present

Curtis Bergthold, Mayor
John Skier, Mayor Pro Tem
Mike Witt, Place 1
Travis Malone, Place 2
Theresa Bledsoe, Place 3
G.W. Estep, Place 5

Council absent

Roland Goveas, Place 6

Staff present

Candice Edmondson, City Manager
Lindsay Rawlinson, City Secretary
Elizabeth Yelverton, City Attorney

CITY COUNCIL WORK SESSION – 6:01 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.

A. Section 551.074: Deliberation regarding Personnel Matters

Interim City Manager Appointment
City Manager Appointment

Motion: Motion was made by Mayor Pro Tem Skier and seconded by Councilmember Estep to adjourn into Executive Session at 6:02 p.m.

Motion carried by a vote of 6-0.

Mayor Bergthold reconvened into open session at 6:14 p.m.

2. **Discuss items listed on tonight's City Council agenda. No action will be taken and each item will be considered during the Regular Session.**

7B. *October Department Reports*

Director of Planning and Development Services JP Ducay presented the Development Services Department year in review for 2025 and advised of topics including short term

rentals and an Electric Vehicle (EV) charging grant offered by the North Central Texas Council of Governments (NTCCOG).

Additionally, discussion ensued regarding Agenda Item 2B related to a replat on Booth Calloway Road. Mr. Ducay advised that the replat will allow the property to be more marketable and the owner will be responsible for maintaining the property.

Mayor Bergthold adjourned the work session at 6:54 p.m.

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

INVOCATION AND PLEDGES OF ALLEGIANCE – City Manager Candice Edmondson

PRESENTATIONS

1A. Recognition of the 75th Anniversary Committee

Mayor Bergthold and the City Council recognized the leadership and dedication of the 75th Anniversary Committee, whose members have devoted significant time and creativity to planning, organizing and promoting this milestone year. The members were presented with a photobook recognizing their work throughout the year.

1B. Mayor Bergthold U.S. Capitol Flag Presentation

Mayor Bergthold presented a flag that was flown over the United States Capitol Building to the City of Richland Hills.

1C. Employee Service Awards

Mayor Bergthold announced employee service awards and expressed congratulations to the following employees on reaching an employment milestone with the City of Richland Hills:

20 Years of Service

Support Services Manager Sheena McEachran

15 Years of Service

Public Services Manager Stephanie Flores

1D. Citizen Appearances/Public Comments

None.

CONSENT AGENDA

- 2A. Approved minutes from the November 10, 2025 City Council Regular Meeting, November 17, 2025 Special Called Meeting, November 20, 2025 Morning Workshop, November 20, 2025 Afternoon Workshop, November 21, 2025 Workshop, and the November 24, 2025 Special Called Meeting**
- 2B. Approved a Replat for the property described as Lots 1R and 2R, Block A, J & D Properties Addition, otherwise known as 3924 Booth Calloway, Richland Hills, Texas 76118**
- 2C. Approved Interlocal Agreement between the Education Service Center Region 10 (ESC Region 10) and the City of Richland Hills and authorize City Manager to sign agreement**

Motion: Motion was made by Mayor Pro Tem Skier and seconded by Councilmember Malone to remove Agenda Item 2B for separate consideration and approve consent agenda items 2A and 2C.

Motion carried by a vote of 6-0.

- 2B. Approved a Replat for the property described as Lots 1R and 2R, Block A, J & D Properties Addition, otherwise known as 3924 Booth Calloway, Richland Hills, Texas 76118**

Doug Knowlton, 2749 Spruce Park Drive, Richland Hills, requested additional information regarding drainage issues on the property.

Director of Planning and Development Services JP Ducay advised that the property owner will be responsible for drainage issues or any other issues that may arise.

Motion: Motion was made by Mayor Pro Tem Skier and seconded by Councilmember Estep to approve a Replat for the property described as Lots 1R and 2R, Block A, J & D Properties Addition, otherwise known as 3924 Booth Calloway, Richland Hills, Texas 76118.

Motion carried by a vote of 6-0.

PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

- 3A. Approved Resolution 628-25 to participate in the 52nd Year Community Development Block Grant (CDBG) Program PUBLIC HEARING**

Director of Public Works and Capital Projects Kip Dernovich presented the item to the City Council and advised that the Department of Housing and Urban Development (HUD) appropriates funds to entitlement communities through the Community Development

Block Grant (CDBG) program. These funds are targeted to benefit low to moderate income persons. Funds are to be used for the development of viable urban communities by providing decent housing and a suitable living environment.

Since 2013, Tarrant County has divided the consortium cities into two groups to provide for greater funding on a project for all cities in alternating years. For 2026, Group B cities will be eligible for funding, which includes the City of Richland Hills.

For the 52nd Year CDBG program, staff is recommending replacement of the water main along the 3100 block of Faye Drive, between Park Place Drive and Jameson Street. The project will consist of removing and replacing approximately 380 linear feet of four-inch water main pipe with six-inch pipe, approximately two service connections, and removal and replacement of asphalt.

The proposed project continues to focus on the City's water and wastewater system addressing the most critical needs in the community. The total construction cost for the project is estimated at \$162,895.00. The Tarrant County funding allocation for the 52nd Year CDBG program is estimated to be between \$140,000 and \$160,000. Tarrant County will also pay for the engineering and design services associated with the project.

The City will be responsible for all construction costs exceeding the CDBG allocation, which are currently estimated at \$162,895.00, assuming a \$160,000 contribution, and would need to be funded through the FY 2027 Utility Fund Budget for water system improvements.

Discussion ensued regarding a guideline for street lighting and overall cost to the City.

Mayor Bergthold opened the public hearing at 7:30 p.m. and asked to hear from any proponents followed by opponents of the case.

Hearing none, Mayor Bergthold closed the public hearing at 7:30 p.m.

Motion: Motion was made by Councilmember Malone and seconded by Mayor Pro Tem Skier to approve Resolution 628-25 to participate in the 52nd Year Community Development Block Grant (CDBG) Program.

Motion carried by a vote of 6-0.

ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS

- 4A. Approved Ordinance 1536-25 granting to Oncor Electric Delivery Company LLC, its successors and assigns, an electric power franchise to use the present and future streets, alleys, highways, public utility easements, public ways and public property of the City of Richland Hills to construct, maintain and operate electric power lines and facilities**

City Manager Candice Edmondson presented the item to the City Council and advised that the City's current franchise agreement with Oncor Electric Delivery Company LLC will expire on December 31, 2025. The proposed ordinance renews the franchise effective January 1, 2026, with an initial term ending December 31, 2045.

Under the terms of the agreement, the franchise will automatically renew for successive six-month periods following the expiration date unless canceled by either party. A cancellation requires written notice provided at least 60 days prior to the end of any renewal period. Oncor provides franchise fee payments to the City as outlined in Section 7 – Consideration of the agreement. These revenues are received annually and support the City's General Fund operations.

Motion: Motion was made by Mayor Pro Tem Skier and seconded by Councilmember Estep to approve Ordinance 1536-25 granting to Oncor Electric Delivery Company LLC, its successors and assigns, an electric power franchise to use the present and future streets, alleys, highways, public utility easements, public ways and public property of the City of Richland Hills to construct, maintain and operate electric power lines and facilities.

Motion carried by a vote of 6-0.

CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS

- 5A. Approved contract amendment with C. Green Scaping for construction of the restroom/pavilion structure at Kate Baker Park**

Director of Parks and Recreation Eric Valdez presented the item to the City Council and advised that in 2019, the Richland Hills City Council adopted the Parks Master Plan, identifying future improvements to the City's park system. As part of the FY 2023 budget, the Richland Hills Development Corporation and City Council approved funding for a new parking lot and restroom/pavilion structure at Kate Baker Park. The restroom/pavilion structure was purchased from Romtec in 2023 under a separate procurement and is currently stored awaiting installation.

In 2024, the City awarded the construction contract for the Kate Baker Park parking lot and site improvements to C. Green Scaping, LP following a competitive bid process. As the general contractor for the project, C. Green Scaping is best positioned to complete

the installation of the restroom/pavilion structure in coordination with the ongoing construction work and Parkhill's project design.

To ensure the project is completed in a coordinated and cost-efficient manner, staff recommends amending the existing contract with C. Green Scaping to incorporate the Romtec building installation scope. While this installation was originally included in Romtec's scope of work, staff advises assigning the installation to C. Green Scaping to enhance overall project coordination and operational efficiency.

Romtec's original contract amount of \$527,382.32 has been reduced to reflect the removal of the installation services previously included in their scope of work. The estimated value of those installation services, \$262,120.88, has been deducted from the contract, leaving only the costs associated with materials and delivery. The City is responsible solely for the amounts already paid to Romtec for fabrication and delivery, which total approximately \$265,261.44, resulting in a revised remaining balance of \$5,500.

C. Green Scaping's original contract amount for the Kate Baker Park renovations is \$275,278. The proposed amendment adds the Romtec restroom and pavilion installation services at a cost of \$121,443, plus a contingency of \$19,144, for a total installation amount of \$140,587. This brings the revised contract total for Kate Baker Park to \$415,881. Funding in the amount of \$170,854 was included in the FY 2026 Budget for Kate Baker Park improvements to support these capital enhancements. This addition reflects the transfer of installation responsibilities from Romtec to C. Green Scaping to ensure coordinated project delivery and efficient use of resources.

Discussion ensued regarding the cause of the delay and the benefits of C. Green Scaping finishing the installation work.

Doug Knowlton, 2749 Spruce Park Drive, Richland Hills, expressed frustration that this project has been delayed for so long and cost much more than initially expected.

Motion: Motion was made by Mayor Pro Tem Skier and seconded by Councilmember Estep to approve a contract amendment with C. Green Scaping, LP for construction of the restroom/pavilion structure at Kate Baker Park, increasing the contract amount by \$140,587 (which includes the installation cost of \$121,443 plus a contingency), for a new total of \$415,881.

Motion carried by a vote of 6-0.

5B. Approved contract amendment with C. Green Scaping for construction of the restroom/pavilion structure at Rosebud Park

Director of Parks and Recreation Eric Valdez presented the item to the City Council and advised that in 2019, the Richland Hills City Council adopted the Parks Master Plan,

identifying future improvements to the City's park system. As part of the FY 2023 budget, the Richland Hills Development Corporation and City Council approved funding for a new parking lot and restroom/pavilion structure at Kate Baker Park. The restroom/pavilion structure was purchased from Romtec in 2023 under a separate procurement and is currently stored awaiting installation.

In 2024, the City awarded the construction contract for the Kate Baker Park parking lot and site improvements to C. Green Scaping, LP following a competitive bid process. As the general contractor for the project, C. Green Scaping is best positioned to complete the installation of the restroom/pavilion structure in coordination with the ongoing construction work and Parkhill's project design.

To ensure the project is completed in a coordinated and cost-efficient manner, staff recommends amending the existing contract with C. Green Scaping to incorporate the Romtec building installation scope. While this installation was originally included in Romtec's scope of work, staff advises assigning the installation to C. Green Scaping to enhance overall project coordination and operational efficiency.

Romtec's original contract amount of \$527,382.32 has been reduced to reflect the removal of the installation services previously included in their scope of work. The estimated value of those installation services, \$262,120.88, has been deducted from the contract, leaving only the costs associated with materials and delivery. The City is responsible solely for the amounts already paid to Romtec for fabrication and delivery, which total approximately \$265,261.44, resulting in a revised remaining balance of \$5,500.

C. Green Scaping's original contract amount for the Rosebud Park renovations is \$293,599. The proposed amendment adds the Romtec restroom installation services at a cost of \$173,928.20, bringing the revised contract total for Rosebud Park to \$467,527.20. Funding in the amount of \$472,753 was included in the FY 2026 Budget for Rosebud Park improvements to support these capital enhancements. This addition reflects the transfer of installation responsibilities from Romtec to C. Green Scaping to ensure coordinated project delivery and efficient use of resources.

Discussion ensued regarding the timeline for both park projects.

Mr. Valdez advised that his recommendation is to complete Kate Baker Park first.

Motion: Motion was made by Councilmember Malone and seconded by Councilmember Estep to approve contract amendment with C. Green Scaping, LP for construction of the restroom/pavilion structure at Rosebud Park increasing the contract amount by \$173,928.20 for a new total of \$467,527.20.

Motion carried by a vote of 6-0.

5C. Approved renewal of Master Services Agreement for Professional Engineering Services with Halff Associate, Inc.

City Manager Candice Edmondson advised that the City has utilized Halff Associates, Inc. as its designated engineering firm since January 2016. Over this period, Halff has provided high-quality engineering and consulting services through individual task orders issued under the Master Services Agreement (MSA).

The updated Master Services Agreement includes a five-year term with automatic annual renewals, unless either party provides written notice of its intent not to renew at least 30 days prior to the expiration of the then-current term. Automatic annual renewal ensures continuity of service while allowing the City flexibility to reassess engineering needs each year.

Additionally, this MSA does not preclude the City from soliciting proposals from other engineering firms for specific projects. The City retains full discretion to issue Requests for Qualifications (RFQs), Requests for Proposals (RFPs), or to contract with other firms when it is in the City's best interest.

Discussion ensued regarding the length of the contract, proposed rates, and inspection hours.

City Engineer David Burkett advised that he will provide the information requested regarding inspection hours and Halff Associates will do proactive inspections.

Motion: Motion was made by Councilmember Estep and seconded by Mayor Pro Tem Skier to approve renewal of Master Services Agreement for Professional Engineering Services with Halff Associates, Inc.

Motion carried by a vote of 6-0.

5D. Approved Task Order #001 for engineering assistance as City Engineer pursuant to Master Services Agreement for Professional Services between City of Richland Hills and Halff Associates, Inc.

City Manager Candice Edmondson advised that this agenda item is related to Item 5C and the Master Services Agreement. Task Order #001 is issued under the City's Master Services Agreement with Halff Associates, Inc. and authorizes Halff to continue providing professional engineering services as the City Engineer. Halff has served in this capacity since January 2016, and staff has been consistently pleased with the firm's responsiveness, technical expertise, and familiarity with the City's infrastructure and development processes. David Burkett, P.E., will continue to serve as the designated City Engineer.

Under this task order, Halff will provide as-needed engineering services that support day-to-day municipal engineering functions, including but not limited to:

- Surveying and mapping
- Review of engineering documents and development submittals
- Construction observation support
- General engineering consultation
- Engineering support for grants (CDBG, NCTCOG, etc.)
- Review of permits requiring engineering input
- Attendance at City Council meetings, as needed

Task Order #001 will be billed on a time and materials basis using Halff's approved rate schedule.

City Engineer David Burkett expressed his appreciation to the City Council and staff for the collaborative atmosphere.

Motion: Motion was made by Mayor Pro Tem Skier and seconded by Councilmember Estep to approve Task Order #001 for engineering assistance as City Engineer.

Motion carried by a vote of 6-0.

5E. Approved Task Order #002 for engineering assistance as Floodplain Administrator pursuant to Master Services Agreement for Professional Services between City of Richland Hills and Halff Associates, Inc.

City Manager Candice Edmondson advised that this agenda item is related to Item 5C and the Master Services Agreement. Task Order #002 is issued under the City's Master Services Agreement with Halff Associates, Inc. and authorizes the firm to provide engineering services in support of the Floodplain Administrator role. Halff has previously assisted the City with floodplain review and regulatory compliance since January 2016, and staff has been pleased with the reliability and technical accuracy of the services provided.

Under this task order, Halff will provide floodplain management services on an as-needed basis, including:

- Responding to floodplain inquiries from staff, residents, and developers
- Reviewing Elevation Certificates and assisting with Letters of Map Amendment (LOMAs)
- Reviewing Letters of Map Revision (LOMRs) submitted to the City
- Providing technical review of hydrologic and hydraulic studies
- Maintaining monthly floodplain assistance logs

Task Order #002 will be billed on a time and materials basis using Halff's approved rate schedule.

Motion: Motion was made by Mayor Pro Tem Skier and seconded by Councilmember Estep to approve Task Order #002 for engineering assistance as Floodplain Administrator.

Motion carried by a vote of 6-0.

5F. Approved Task Order #003 for engineering and design services for the Cheney Hills Safe Routes to School (SRTS) Sidewalk Project pursuant to Master Services Agreement for Professional Services between City of Richland Hills and Halff Associates, Inc.

City Manager Candice Edmondson advised that this agenda item is related to Item 5C and the Master Services Agreement. Task Order #003 is issued under the City's Master Services Agreement with Halff Associates, Inc. and authorizes the firm to complete design and engineering services for the Cheney Hills Safe Routes to School (SRTS) Sidewalk Project. The City was awarded federal grant funding through the North Central Texas Council of Governments (NCTCOG) to construct new sidewalk connections and pedestrian safety improvements serving Cheney Hills Elementary School.

The total estimated construction cost for the project is approximately \$5.98 million. The SRTS grant provides funding under an 80/20 match, with federal funds covering 80 percent of eligible construction costs. The City is responsible for the remaining 20 percent match as well as all design, engineering, environmental, and survey services necessary to prepare the project for construction.

Under Task Order #003, Halff Associates will provide comprehensive design and engineering services required for the SRTS project including:

- Surveying and mapping
- Subsurface utility engineering
- Environmental documentation and permitting
- Design of sidewalks, ramps, driveways, and pedestrian improvements
- Coordination with TxDOT for federally funded project delivery
- Preparation of plans, specifications, and estimates
- TDLR coordination and permitting
- Floodplain permitting and drainage analysis

These services are detailed in the attached task order file. All work will be billed on a time and materials basis with a not-to-exceed fee of \$560,000.

Discussion ensued regarding sidewalk segments included in the plan.

Motion: Motion was made by Councilmember Malone and seconded by Mayor Pro Tem Skier to approve Task Order #003 for engineering and design services for the Cheney Hills Safe Routes to School (SRTS) Sidewalk Project.

Motion carried by a vote of 6-0.

5G. Approved appointment of Interim City Manager

Mayor Bergthold advised that City Manager Candice Edmondson has submitted her resignation effective January 2, 2026. City Council is currently finalizing an employment agreement with a City Manager candidate. To ensure continuity of operations during this transition period, Assistant City Manager/Police Chief Kim Sylvester has agreed to serve as Interim City Manager beginning January 3, 2026, and continuing until the new City Manager assumes duties, anticipated around February 15, 2026.

Motion: Motion was made by Councilmember Estep and seconded by Councilmember Bledsoe to appoint Kim Sylvester to Interim City Manager including the terms discussed during the Executive Session.

Motion carried by a vote of 6-0.

5H. Approved appointment of City Manager

Motion: Motion was made by Councilmember Bledsoe and seconded by Mayor Pro Tem Skier to appoint Jason Moore as City Manager and approve an employment agreement.

Motion carried by a vote of 6-0.

OTHER ITEMS FOR CONSIDERATION

6. None.

REPORTS & DISCUSSIONS

7A. Street Improvement Projects

Public Works Superintendent Kelly Morris presented the Street Improvement Projects update and advised of the Series 2023 street projects and the status of those projects. Additionally, Director of Public Works and Capital Projects Kip Dernovich advised of the City's GIS program and a new asset management software system that will allow tracking of the City's public works assets.

Discussion ensued regarding including an interactive map on the City's website.

7B. October Department Reports

Item was discussed during worksession.

Police Captain Ronnie Miller and Police Lieutenant Christian Gaytan presented the Police Department update and advised of issues including calls for service, criminal investigations, and accomplishments.

Discussion ensued regarding the process for property abatements.

Director of Parks and Recreation Eric Valdez presented the Parks Department update and advised of issues including winter break camp, monument light repairs, and The Link floor replacement update.

Council expressed appreciation to Mr. Valdez for the quick completion of the floor replacement project.

COMMUNITY INTEREST ITEMS

8. Councilmember Estep advised of several upcoming events:

- Now through January 15, 2026, The Link Membership Sale;
- Winter Break Camp, The Link, December 19, 2025 through January 5, 2026;
- Friday, December 5, 2025 through Monday, January 6, 2026, Library Light Lane;
- Tuesday, December 9, 2025 through December 23, 2025, Wrapping Room, Library, 9:00 a.m. to 7:00 p.m.
- Tuesday, December 9, 2025, Richland Hills Literary Club, Library, 6:30 p.m.;
- Thursday, December 10, 2025,
 - Senior Lunch Bunch and Bingo, The Link, 12:00 to 2:00 p.m.;
 - Tarrant County Food Pantry, Richland Hills Baptist Church, 5:30 to 7:00 p.m.;
- Every Thursday, Coffee Talk, Library, 10:00 to 11:30 a.m.;

EXECUTIVE SESSION

9. **Executive Session:** Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sec. 551.071, Sec. 551.072, Sec. 551.073, Sec. 551.074, Sec. 551.076, Sec. 551.087 and Sec. 418.0183 (f) and 418.106 (d) & (e) of the Texas Government Code (Texas Disaster Act).

None.

ADJOURNMENT

- 10.** There being no further business to come before the City Council, Mayor Bergthold declared the meeting adjourned at 10:05 p.m.

ATTEST:

APPROVED:

Lindsay Rawlinson, City Secretary

Curtis Bergthold, Mayor

Memorandum

To: Curtis Bergthold and Richland Hills City Council Members

From: Lindsay Rawlinson, City Secretary

Date: January 26, 2026

Subject: Excuse the absence of Councilmember Roland Goveas from the December 8, 2025 City Council Regular Meeting

Agenda Item:

Excuse the absence of Councilmember Roland Goveas from the December 8, 2025 regular City Council meeting

Background Information:

As outlined in the City Charter and Council Rules of Procedure, City Council may, by majority vote, excuse the absence or absences of a member. Councilmember Goveas provided the appropriate notifications prior to his absence.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

None

Council Action Requested:

Motion to excuse the absence of Councilmember Roland Goveas from the December 8, 2025
City Council Regular Meeting

Memorandum

To: Curtis Bergthold and Richland Hills City Council Members

From: Kim Sylvester, Assistant City Manager/Police Chief

Date: January 26, 2026

Subject: Approve an update to the Authorized Representatives at the Federal Reserve Bank for City deposits at JP Morgan Chase Bank, N.A.

Agenda Item:

Approve an update to the Authorized Representatives at the Federal Reserve Bank for City deposits at JP Morgan Chase Bank, N.A.

Background Information:

The purpose of this item is to add Jason Moore, City Manager, as an Authorized Representative for approving and releasing collateral at the Federal Reserve Bank of Boston. The attached agreement form also retains current Authorized Representatives Sean Smith, Finance Director, and Adam Harris, Senior Accountant.

For City deposits at JP Morgan Chase Bank, N.A. that are greater than the FDIC limit of \$250,000, there are collateral securities held to back the City's deposits by the Federal Reserve at the Boston location. Collateralization of deposits is required by the State and is included in the City's investment policy for the safety of the City's deposits.

Financial Considerations:

The proposed update will provide the City with the authorization to ensure that funds held at JP Morgan Chase Bank N.A. are promptly and properly collateralized.

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

1. Pledgee Agreement Form

Council Action Requested:

Motion to approve an update to the Authorized Representatives at the Federal Reserve Bank for City deposits at JP Morgan Chase Bank, N.A.

Pledgee Agreement Form

To: Federal Reserve Bank of Boston

600 Atlantic Avenue

Boston, MA 02210

Attn: Wholesale Operations/Joint Custody

Tel: 800-327-0147, Option #4

Fax: 877-973-8972

Date: 01/26/2026

We, the City of Richland Hills agree to the terms of **Appendix C** of your *Operating Circular 7*, dated August 19, 2005, as it may be amended from time to time with respect to the account on your books designated B293. (4 digit alpha-numeric account number)

We further agree that you may accept par for par substitutions: securities from the Pledgor as a replacement of, or in substitution for, those securities presently held (please check one):

☒

NO (Instructions required for each withdrawal)

☐

YES (Standing approval)

Provided that the replacement or substitution does not reduce the aggregate par amount of securities held in custody for us. (See *Operating Circular 7, Appendix C, Section 4.3.*)

We authorize you to use the following call-back procedure for securities transactions pertaining to this account (please check one):

☒

Three-party call-back

☐

Four-party call-back

We certify that the individuals listed below may take authoritative action on our behalf with respect to the account, including a direction to release collateral from the account. You may rely on the authority of these individuals with respect to the account until we otherwise notify you.

Telephone: (817) 616-3807

Print Name: Jason Moore

Title: City Manager

Fax: (817) 616-3803

Signature: _____ Date: 1/26/2026

Telephone: (817) 616-3817

Print Name: Adam Harris

Title: Sr Accountant

Fax: (817) 616-3803

Signature: _____ Date: 1/26/2026

Telephone: (817) 616-3815

Print Name: Sean Smith

Title: Finance Director

Fax: (817) 616-3803

Signature: _____ Date: 1/26/2026

Pledgee Agreement Form

(page 2 of 2)

The Undersigned hereby certifies that he/she is the present lawful incumbent of the designated public office.

Pledgee

City of Richland Hills

Name of governmental unit

3200 Diana Drive

Street Address or P.O Box Number

Richland Hills, TX 76118

City, State, Zip Code

Official Signature/ **Date**

Jason Moore, City Manager

Printed Name and Title

Notary

State of _____

County of _____

On this ____ day of _____, 20__ before me personally appeared _____, to me personally known or satisfactorily proven, who by me duly sworn, did depose and say that he/she resides at _____, in the City of _____, in the State of _____, that he/she is the _____ [Title] of _____ and that he/she executed this document on behalf of _____ before me.

(Signature of Notary)

(Print name of Notary)

My commission expires on _____ [Date]

Memorandum

To: Curtis Bergthold and Richland Hills City Council Members

From: Kim Sylvester, Assistant City Manager/Police Chief

Date: January 26, 2026

Subject: Approve Resolution 631-26 authorizing the change of Authorized Representatives for the Texas Local Government Investment Pool (TexPool)

Agenda Item:

Approve Resolution 631-26 authorizing the change of Authorized Representatives for the Texas Local Government Investment Pool (TexPool)

Background Information:

The purpose of this item is to add Jason Moore, as an Authorized Representative to invest funds for the City of Richland Hills with TexPool. The attached resolution also retains current Authorized Representatives Sean Smith, Finance Director, and Adam Harris, Senior Accountant. The City utilizes TexPool for investment of funds and TexPool requires formal action by City Council to make changes to Authorized Representatives.

Financial Considerations:

The proposed update will provide the City with the authorization to ensure unimpeded access to funds while allowing for the investment of these local funds.

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

1. Resolution No. 631-26 amending TexPool authorized representatives
2. TexPool Resolution

Council Action Requested:

Motion to approve Resolution 631-26 authorizing the change of Authorized Representatives for the Texas Local Government Investment Pool (TexPool)

RESOLUTION NO. 631-26

A RESOLUTION OF THE RICHLAND HILLS CITY COUNCIL AMENDING THE AUTHORIZED REPRESENTATIVES FOR THE TEXAS LOCAL GOVERNMENT INVESTMENT POOL (TEXPOOL)

WHEREAS, the City of Richland Hills, Location Number 78215, is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interest of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

WHEREAS, the Texas Local Government Investment Pool ("TexPool / TexPool Prime"), a public funds investment pool, were created on behalf of entities whose investment objective in order of priority are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

WHEREAS, this document supersedes all previous Authorized Representative forms.

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

SECTION 1.

The individuals, whose signatures appear in this Resolution, are Authorized Representatives of the Participant and are each hereby authorized to transmit funds for investment in TexPool / TexPool Prime and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.

SECTION 2.

An Authorized Representative of the Participant may be deleted by a written instrument signed by two remaining Authorized Representatives provided that the deleted Authorized Representative (1) is assigned job duties that no longer require access to the Participant's TexPool / TexPool Prime account or (2) is no longer employed by the Participant.

SECTION 3.

The Participant may by Amending Resolution signed by the Participant add an Authorized Representative provided the additional Authorized Representative is an

officer, employee, or agent of the Participant. Any new individuals will be issued personal identification numbers to transact business with TexPool Participant Services.

Sean Smith, Director of Finance
ssmith@richlandhills.com
817-616-3815 Phone
817-616-3803 Fax

Jason Moore, City Manager
jmoore@richlandhills.com
817-616-3807 Phone
817-616-3803 Fax

Adam Harris, Senior Accountant
aharris@richlandhills.com
817-616-3817 Phone
817-616-3803 Fax

SECTION 4.

The name of the Authorized Representative listed above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements under the Participation Agreement: **Sean Smith**

SECTION 5.

This Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexPool Participant Services receives a copy of any such amendment or revocation.

APPROVED AND ADOPTED at a regular called meeting of the Richland Hills City Council on January 26, 2026, by a vote of _____ ayes, _____ nays, and _____ abstentions.

ATTEST:

APPROVED:

Lindsay Rawlinson, City Secretary

The Honorable Mayor Curtis Bergthold



Resolution Amending Authorized Representatives

Please complete this form to amend or designate Authorized Representatives. *This document supersedes all prior Authorized Representative forms.*

* Required Fields

1. Resolution

WHEREAS,

City of Richland Hills

Participant Name*

78215

Location Number*

("Participant") is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interest of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

WHEREAS, the Texas Local Government Investment Pool ("TexPool / Texpool Prime"), a public funds investment pool, were created on behalf of entities whose investment objective in order of priority are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act.

NOW THEREFORE, be it resolved as follows:

- That the individuals, whose signatures appear in this Resolution, are Authorized Representatives of the Participant and are each hereby authorized to transmit funds for investment in TexPool / TexPool Prime and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.
- That an Authorized Representative of the Participant may be deleted by a written instrument signed by two remaining Authorized Representatives provided that the deleted Authorized Representative (1) is assigned job duties that no longer require access to the Participant's TexPool / TexPool Prime account or (2) is no longer employed by the Participant; and
- That the Participant may by Amending Resolution signed by the Participant add an Authorized Representative provided the additional Authorized Representative is an officer, employee, or agent of the Participant;

List the Authorized Representative(s) of the Participant. Any new individuals will be issued personal identification numbers to transact business with TexPool Participant Services.

- Jason Moore

City Manager

Name

Title

8176163807

8176163803

jmoore@richlandhills.com

Phone

Fax

Email

Signature
- Adam Harris

Senior Accountant

Name

Title

8176163817

8176163803

aharris@richlandhills.com

Phone

Fax

Email

Signature
- Sean Smith

Director of Finance

Name

Title

8176163815

8176163803

ssmith@richlandhills.com

Phone

Fax

Email

Signature

1. Resolution (continued)

4.

Name Title

Phone Fax Email

Signature

List the name of the Authorized Representative listed above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements under the Participation Agreement.

Sean Smith

Name

In addition and at the option of the Participant, one additional Authorized Representative can be designated to perform only inquiry of selected information. *This limited representative cannot perform transactions.* If the Participant desires to designate a representative with inquiry rights only, complete the following information.

Name										Title																			
Phone										Fax										Email									

D. That this Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexPool Participant Services receives a copy of any such amendment or revocation. This Resolution is hereby introduced and adopted by the Participant at its regular/special meeting held on the 2 | 6 | day of January |, 2 | 0 | 2 | 6 |.

Note: Document is to be signed by your Board President, Mayor or County Judge and attested by your Board Secretary, City Secretary or County Clerk.

City of Richland Hills
Name of Participant*

SIGNED

Signature*

Curtis Bergthold

Printed Name*

Mayor

Title*

ATTEST

Signature*

Lindsay Rawlinson

Printed Name*

City Secretary

Title*

2. Mailing Instructions

The completed Resolution Amending Authorized Representatives can be faxed to TexPool Participant Services at 1-866-839-3291, and mailed to:

TexPool Participant Services
1001 Texas Avenue, Suite 1150
Houston, TX 77002

Memorandum

To: Curtis Bergthold and Richland Hills City Council Members

From: Kim Sylvester, Assistant City Manager/Police Chief

Date: January 26, 2026

Subject: Approve Resolution 632-26 authorizing the change of Authorized Representatives for the Texas Short Term Asset Reserve Program (TexSTAR)

Agenda Item:

Approve Resolution 632-26 authorizing the change of Authorized Representatives for the Texas Short Term Asset Reserve Program (TexSTAR)

Background Information:

The purpose of this item is to add Jason Moore, as an Authorized Representative to invest funds for the City of Richland Hills with TexSTAR. The attached resolution also retains current Authorized Representatives Sean Smith, Finance Director, and Adam Harris, Senior Accountant. The City utilizes TexSTAR for investment of funds and TexSTAR requires formal action by City Council to make changes to Authorized Representatives.

Financial Considerations:

The proposed update will provide the City with the authorization to ensure unimpeded access to funds while allowing for the investment of these local funds.

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

1. Resolution No. 632-26 amending TexSTAR authorized representatives
2. TexSTAR Amending Resolution Form

Council Action Requested:

Motion to approve Resolution 632-26 authorizing the change of Authorized Representatives for the Texas Short Term Asset Reserve Program (TexSTAR)

RESOLUTION NO. 632-26

A RESOLUTION OF THE RICHLAND HILLS CITY COUNCIL AMENDING THE AUTHORIZED REPRESENTATIVES FOR THE SHORT TERM ASSET RESERVE FUND (TEXSTAR)

WHEREAS, the City of Richland Hills (the “Government Entity”) by authority of the Application for Participation in TexSTAR (the “Application”) has entered into an Interlocal Agreement (the “Agreement”) and has become a participant in the public funds investment pool created there under known as TexSTAR Short Term Asset Reserve Fund (“TexSTAR”); and

WHEREAS, the Application designated on one or more “Authorized Representatives” within the meaning of the Agreement; and

WHEREAS, the Government Entity now wishes to update and designate the following persons as the “Authorized Representatives” within the meaning of the Agreement.

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

SECTION 1.

The following officers, officials or employees of the Government Entity specified in this document are hereby designated as “Authorized Representatives” within the meaning of the Agreement, with full power and authority to open accounts, to deposit and withdraw funds, to agree to the terms for use of the website for online transactions, to designate other Authorized Representatives, and to take all other action required or permitted by Government Entity under the Agreement created by the application, all in the name and on behalf of the Government Entity.

SECTION 2.

This document supersedes and replaces the Government Entity’s previous designation of officers, officials or employees of the Government Entity as Authorized Representatives under the Agreement.

SECTION 3.

Terms used in this Resolution have the meanings given to them by the Application.

SECTION 4.

Each of the following Participant officials is designated as Participant’s Authorized Representative authorized to give notices and instructions to the Board in accordance with

the Agreement, the Bylaws, the Investment Policy, and the Operating Procedures:

Sean Smith, Director of Finance
ssmith@richlandhills.com
817-616-3815 Phone
817-616-3803 Fax

Jason Moore, City Manager
jmoore@richlandhills.com
817-616-3807 Phone
817-616-3803 Fax

Adam Harris, Senior Accountant
aharris@richlandhills.com
817-616-3817 Phone
817-616-3803 Fax

SECTION 5.

The name of the Authorized Representative listed above that will be designated as the Primary Contact and will receive all TexSTAR correspondence including transaction confirmations and monthly statements: **Sean Smith**

SECTION 6.

Participant may designate other Authorized Representatives by written instrument signed by an existing Participant Authorized Representative or Participant's chief executive officer.

SECTION 7.

This Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexSTAR Participant Services receives a copy of any such amendment or revocation.

APPROVED AND ADOPTED at a regular called meeting of the Richland Hills City Council on January 26, 2026, by a vote of _____ ayes, _____ nays, and _____ abstentions.

ATTEST:

APPROVED:

Lindsay Rawlinson, City Secretary

The Honorable Mayor Curtis Bergthold



AMENDING RESOLUTION

WHEREAS, the City of Richland Hills

(the "Government Entity") by authority of the Application for Participation in TexSTAR (the "Application") has entered into an Interlocal Agreement (the "Agreement") and has become a participant in the public funds investment pool created there under known as TexSTAR Short Term Asset Reserve Fund ("TexSTAR");

WHEREAS, the Application designated on one or more "Authorized Representatives" within the meaning of the Agreement;

WHEREAS, the Government Entity now wishes to update and designate the following persons as the "Authorized Representatives" within the meaning of the Agreement;

NOW, THEREFORE, BE IT RESOLVED:

SECTION 1. The following officers, officials or employees of the Government Entity specified in this document are hereby designated as "Authorized Representatives" within the meaning of the Agreement, with full power and authority to open accounts, to deposit and withdraw funds, to agree to the terms for use of the website for online transactions, to designate other authorized representatives, and to take all other action required or permitted by Government Entity under the Agreement created by the application, all in the name and on behalf of the Government Entity.

SECTION 2. This document supersedes and replaces the Government Entity's previous designation of officers, officials or employees of the Government Entity as Authorized Representatives under the Agreement

SECTION 3. This resolution will continue in full force and effect until amended or revoked by Government Entity and written notice of the amendment or revocation is delivered to the TexSTAR Board.

SECTION 4. Terms used in this resolution have the meanings given to them by the Application.

Authorized Representatives. Each of the following Participant officials is designated as Participant’s Authorized Representative authorized to give notices and instructions to the Board in accordance with the Agreement, the Bylaws, the Investment Policy, and the Operating Procedures:

1. Name: Jason Moore

Signature: _____
- Title: City Manager

Phone: 817-616-3807

Email: jmoore@richlandhills.com
2. Name: Adam Harris

Signature: _____
- Title: Senior Accountant

Phone: 817-616-3817

Email: aharris@richlandhills.com
3. Name: Sean Smith

Signature: _____
- Title: Director of Finance

Phone: 817-616-3815

Email: ssmith@richlandhills.com
4. Name: _____

Signature: _____
- Title: _____

Phone: _____

Email: _____

{REQUIRED} PRIMARY CONTACT: List the name of the Authorized Representative **listed above** that will be designated as the Primary Contact and will receive all TexSTAR correspondence including transaction confirmations and monthly statements

Name: Sean Smith

{OPTIONAL} INQUIRY ONLY CONTACT: In addition, the following additional Participant representative (**not listed above**) is designated as an ***Inquiry Only*** Representative authorized to obtain account information:

Name: _____ Title: _____

Signature: _____ Phone: _____

Email: _____

Participant may designate other authorized representatives by written instrument signed by an existing Participant Authorized Representative or Participant’s chief executive officer.

DATED January 26, 2026

City of Richland Hills

(NAME OF PARTICIPANT)

SIGNED BY: _____

(Signature of official)

Curtis Bergthold, Mayor

(Printed name and title)

ATTESTED BY: _____

(Signature of official)

Lindsay Rawlinson, City Secretary

(Printed name and title)

REQUIRED

PLACE OFFICIAL SEAL OF ENTITY HERE

FOR INTERNAL USE ONLY

APPROVED AND ACCEPTED: TEXAS SHORT TERM ASSET RESERVE FUND

.....

AUTHORIZED SIGNER

Memorandum

To: Curtis Bergthold and Richland Hills City Council Members

From: Sean Smith, Finance Director

Date: January 26, 2026

Subject: Approve Resolution 634-26 authorizing participation in the Local Government Investment Cooperative (LOGIC) Trust administered by Hilltop Securities, Inc. and Hilltop Asset Management, LLC and designating authorized representatives

Agenda Item:

Approve Resolution 634-26 authorizing participation in the Local Government Investment Cooperative (LOGIC) Trust administered by Hilltop Securities, Inc. and Hilltop Asset Management, LLC and designating authorized representatives

Background Information:

The purpose of this item is to add the prime pool administered by Hilltop Securities Inc. and Hilltop Asset Management, LLC, and assign Sean Smith, Finance Director, Jason Moore, City Manager, and Adam Harris, Senior Accountant, as Authorized Representatives to invest funds for the City of Richland Hills with LOGIC. The City currently utilizes TexStar for investment of funds and adding the second pool requires formal action by City Council to enroll in the separate accounts.

Financial Considerations:

The proposed addition will provide the City with the ability to obtain greater returns on investments by utilizing commercial paper and repurchase agreements, which is an authorized investment strategy per the City's adopted Investment Policy.

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

1. Resolution No. 634-26 authorizing participation in LOGIC

Council Action Requested:

Motion to approve Resolution 634-26 authorizing participation in the Local Government Investment Cooperative (LOGIC) Trust administered by Hilltop Securities, Inc. and Hilltop Asset Management, LLC and designating authorized representatives

RESOLUTION NO. 634-26

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RICHLAND HILLS, TEXAS, AUTHORIZING PARTICIPATION IN THE LOCAL GOVERNMENT INVESTMENT COOPERATIVE (LOGIC) ADMINISTERED BY HILLTOP SECURITIES INC. AND HILLTOP ASSET MANAGEMENT, LLC; DESIGNATING AUTHORIZED REPRESENTATIVES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Richland Hills, Texas (the “City”), is a local government of the State of Texas and is empowered, pursuant to the Interlocal Cooperation Act, Chapter 791, Texas Government Code, and the Public Funds Investment Act, Chapter 2256, Texas Government Code, to invest its funds and to delegate to a public funds investment pool the authority to invest and act as custodian of its investments; and

WHEREAS, the Local Government Investment Cooperative (“LOGIC”) has been organized under the Interlocal Cooperation Act and operates as a public funds investment pool in compliance with the Public Funds Investment Act; and

WHEREAS, participation in LOGIC will provide the City an opportunity to invest available funds with other local governments in an investment pool rated AAAM by Standard & Poor’s, offering safety of principal, liquidity, and a competitive yield; and

WHEREAS, it is in the best interest of the City to authorize participation in LOGIC and to designate certain officials of the City to act as Authorized Representatives for purposes of investing and withdrawing funds, issuing instructions, and performing all other acts necessary or appropriate for participation in LOGIC.

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

SECTION 1.

The City of Richland Hills is hereby authorized to participate in the Local Government Investment Cooperative (LOGIC) and to execute the LOGIC Application for Participation and any other documents required to establish the City’s account.

SECTION 2.

The following individuals, whose signatures appear below, are hereby designated as Authorized Representatives of the City and are each authorized to transmit funds for investment in LOGIC, withdraw funds, issue letters of instruction, and take all other actions deemed necessary or appropriate for the investment of local funds:

Sean Smith, Director of Finance
ssmith@richlandhills.com
817-616-3815 Phone
817-616-3803 Fax

Jason Moore, City Manager
jmoore@richlandhills.com
817-616-3807 Phone
817-616-3803 Fax

Adam Harris, Senior Accountant
aharris@richlandhills.com
817-616-3817 Phone
817-616-3803 Fax

SECTION 3.

The name of the Authorized Representative listed above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements under the Participation Agreement: **Sean Smith**

SECTION 4.

This Resolution shall remain in full force and effect until amended or revoked by the City Council of the City of Richland Hills and until LOGIC Participant Services, c/o Hilltop Asset Management, LLC, receives written notice of any such amendment or revocation.

SECTION 5.

This Resolution shall take effect immediately upon its passage and approval.

APPROVED AND ADOPTED at a regular called meeting of the Richland Hills City Council on January 26, 2026, by a vote of _____ ayes, _____ nays, and _____ abstentions.

ATTEST:

APPROVED:

Lindsay Rawlinson, City Secretary

The Honorable Mayor Curtis Bergthold

Memorandum

To: Curtis Bergthold and Richland Hills City Council Members

From: Sean Smith, Finance Director

Date: January 26, 2026

Subject: Approve Resolution 635-26 authorizing participation in the Texas Local Government Investment Pool TexPool Prime and designating authorized representatives

Agenda Item:

Approve Resolution 635-26 authorizing participation in the Texas Local Government Investment Pool TexPool Prime and designating authorized representatives

Background Information:

The purpose of this item is to add the prime pool the Texas Local Government Pool offers, TexPool Prime, and assign Sean Smith, Finance Director, Jason Moore, City Manager, and Adam Harris, Senior Accountant, as Authorized Representatives to invest funds for the City of Richland Hills with TexPool Prime. The City currently utilizes TexPool for investment of funds and adding the second pool requires formal action by City Council to enroll in the separate accounts.

Financial Considerations:

The proposed addition will provide the City with the ability to obtain greater returns on investments by utilizing commercial paper and variable rate notes, which is an authorized investment strategy per the City's adopted Investment Policy.

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

1. Resolution No. 635-26 authorizing participation in TexPool Prime

Council Action Requested:

Motion to approve Resolution 635-26 authorizing participation in the Texas Local Government Investment Pool TexPool Prime and designating authorized representatives

RESOLUTION NO. 635-26

A RESOLUTION OF THE RICHLAND HILLS CITY COUNCIL AMENDING THE AUTHORIZED REPRESENTATIVES FOR THE TEXAS LOCAL GOVERNMENT INVESTMENT POOL (TEXPOOL)

WHEREAS, the City of Richland Hills, Location Number 78215, is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interest of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

WHEREAS, the Texas Local Government Investment Pool ("TexPool / TexPool Prime"), a public funds investment pool, were created on behalf of entities whose investment objective in order of priority are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

WHEREAS, this document supersedes all previous Authorized Representative forms.

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

SECTION 1.

Participant shall enter into a Participation Agreement to establish an account in its name in TexPool/TexPool Prime, for the purpose of transmitting local funds for investment in TexPool/TexPool Prime.

SECTION 2.

An Authorized Representative of the Participant may be deleted by a written instrument signed by two remaining Authorized Representatives provided that the deleted Authorized Representative (1) is assigned job duties that no longer require access to the Participant's TexPool/TexPool Prime account or (2) is no longer employed by the Participant.

SECTION 3.

The individuals, whose signatures appear in this Resolution, are authorized representatives of the Participant and are each hereby authorized to transmit funds for investment in TexPool/TexPool Prime and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed

necessary or appropriate for the investment of local funds

Sean Smith, Director of Finance
ssmith@richlandhills.com
817-616-3815 Phone
817-616-3803 Fax

Jason Moore, City Manager
jmoore@richlandhills.com
817-616-3807 Phone
817-616-3803 Fax

Adam Harris, Senior Accountant
aharris@richlandhills.com
817-616-3817 Phone
817-616-3803 Fax

SECTION 4.

The name of the Authorized Representative provided above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements under the Participation Agreement: **Sean Smith**

SECTION 5.

This Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexPool Participant Services receives a copy of any such amendment or revocation.

APPROVED AND ADOPTED at a regular called meeting of the Richland Hills City Council on January 26, 2026, by a vote of _____ ayes, _____ nays, and _____ abstentions.

ATTEST:

APPROVED:

Lindsay Rawlinson, City Secretary

The Honorable Mayor Curtis Bergthold

Memorandum

To: Curtis Bergthold and Richland Hills City Council Members

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

Date: January 26, 2026

Subject: Approve Purchase of a Tractor and Mowing Deck for the Public Works Department for Operations and Maintenance Purposes

Agenda Item:

Approve Purchase of a Tractor and Mowing Deck for the Public Works Department for Operations and Maintenance Purposes

Background Information:

During the Fiscal Year 26 budgeting process, the Public Works Department was approved for a new Tractor to assist in drainage maintenance throughout the City (mainly at Big Fossil Levy and Calloway Creek). While this is the main purpose of this equipment, it will also be used for abatement, water, wastewater, and roadway uses. Recent discussion with the contractor (Zimmerer Kubota), revealed an opportunity to purchase a new mowing deck at a thirty-two (32) percent discount.

Public Works staff believes that the purchase of the tractor and mowing deck will greatly improve the efficiency and effectiveness of this service. The new tractor is enclosed and will protect PW staff from the elements, insects, and wild animals. The new mowing deck has additional safety features allowing staff to cut bar ditches closer to the roadways amongst other features. City Council approved the purchase of the tractor during the annual budgeting process. We are seeking additional approval for the new mowing deck.

Financial Considerations:

Zimmerer Kubota and Equipment, Incorporated is a member of the Sourcewell Purchasing

Cooperative (112624-KBA). This service ensures that the City is receiving the best price possible and that the vendor has been thoroughly vetted by the cooperative. The price of the equipment is \$102,791.85.

\$82,000.00 was approved in the FY26 Drainage Fund Budget (022-56115-69-00 Machinery and Heavy Equipment). The Public Works Department is asking for an additional \$20,791.85 from FY26 Drainage Operating Funds to purchase the new mowing deck (022-52315-69-00 Drainage System Maintenance). This will leave approximately \$120,000.00 in this line item for other uses. There is also an approximate fund balance within the Drainage Fund of \$900,000.00.

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

1. ZimKubotJan26

Council Action Requested:

Motion to approve the purchase of a Tractor and Mowing Deck from Zimmerer Kubota and Equipment, Incorporated in the amount of \$102,791.85 for the Public Works Department for operational and maintenance work in the water, wastewater, drainage, and streets divisions.

-- Standard Features --

-- Custom Options --



M Series

M5-111HDC-1

4WD, HYDRAULIC SHUTTLE TRANSMISSION & ROPS

*** EQUIPMENT IN STANDARD MACHINE & SPECIFICATIONS ***

DIESEL ENGINE

Kubota V3800 Direct Injection
3.8L (230 cu. in.) 4 Cyl
EPA Tier 4 Final Compliant
Common Rail Electronic Fuel Injection
Electronic Engine Management
Turbocharged
w/Vastigate and Intercooled
Fuel Tank Capacity: 27.7 Gal
60 Amp Alternator ROPS
80 Amp Alternator Cab
12V 900 CCA Battery
SAE Gross HP: 105.6
Engine Net HP: 100
Max. PTO HP: 89
Cab @ 2600 Engine RPM
ROPS @ 2400 Engine RPM

TRANSMISSION

8F/8R Two Range, 4-Speed
12F/12R Two Range, 6-Speed
540/540E
24F/24R Two Range, 6-Speed Hi/Lo
540/540E
24 speed on M5-111 only
Auto 4WD Function
Electro-Hydraulic Shuttle Shift
Clutch - Multi Plate Wet
Planetary Final Drives
Hydraulic Wet Disc Brakes

FRONT AXLE

Hydrostatic Power Steering
2WD: Tubular Steel Beam Telescoping
4WD: Cast Iron, Bevel Gear 55 deg
Planetary Final Drives
Adj. (Rim) Tread Spacing

FLUID CAPACITY

Fuel Tank Capacity: 27.7 gal
DEF Tank Capacity: 3.2 gal
Cooling System: 11 qts
Crankcase: 11.3 qts
Hydraulics/Trans: 15.85 gal

INSTRUMENTS

LCD readout for MPH and PTO rpm
RPM Memory
Tachometer/Hour meter
Oil Pressure
Fuel Gauge
Coolant Temperature
Gear Speed Digital Light Indicator
Digital Light Indicator F/R Direction

ULTRA GRAND CAB II

4-post, ROPS Certified
RH & LH Doors
Tinted Glass Doors and Windows
In-roof window
Tilt Steering Wheel
Dual Level Air Conditioning & Heater
Front and Wiper/Washer
Front Sun Visor
Retractable Seat belt
LH & RH Side Mirrors
Radio Ready Cab
Steps, Left and Right Side
Interior Dome Light
12V - 30-Amp 2 Wire Coupler
12V - 3 Pin 30-Amp Coupler
12V - Outlet
Cup Holder
Instructor Seat Ready
Horn

SAFETY EQUIPMENT

Flip-Up PTO Shield

EXHAUST EMISSION CONTROL TYPE

DPF System (Diesel Particulate Filter)
SCR System

HYDRAULICS / HITCH / DRAWBAR

Open Center Gear Pump
Max. Flow @ Rated Engine Speed: ROPS:
2400 rpm
Cab: 2600 rpm
Power Steering: 5.4 gpm
Impl. Flow ROPS: 15.9 gpm
Impl. Flow Cab: 17.0 gpm
Total Flow - ROPS: 21.3 gpm
Total Flow - Cab: 23.1 gpm

REMOTE VALVES

(1) SCD (Self Canceling Detent)
(1) FD (Float Detent) on -1 models (2 Total standard)

3 POINT HITCH & DRAWBAR

Cat II 3-point Hitch
8 Speed Models
@ Lift Points: 7055 lbs
(ASAE) @ 24" Behind: 5181 lbs
12/24 Speed Models
@ Lift Points: 8600 lbs
(ASAE) @ 24" Behind: 7275 lbs
2 External Lift Cylinders
Telescoping Lower Links
Stabilizers
Swinging Drawbar - Straight

POWER TAKE OFF (540)

Live-Independent Hyd. PTO
SAE 1 3/8" Six Spline
540 rpm @ 2205 Eng. rpm
540 rpm @ 2035 Eng. rpm 12/24 speed
540E* @ 1519 Eng. rpm
* if equipped 12/24 Standard

M5-111HDC-1 Base Price: \$79,147.92

Selected Kubota Attachments

(1) 3RD PTN LEVER KIT/M5-091/M5-111 CAB PNF	\$193.00
M9116-3RD PTN LEVER KIT/M5-091/M5-111 CAB PNF	
(1) FD (FLOAT DETENT)	\$915.00
M7611-FD (FLOAT DETENT)	
(1) FRONT AXLE SPACER KIT PNF	\$786.00
M8595A-FRONT AXLE SPACER KIT PNF	
(1) FRONT WEIGHT-BUMPER 10 WEIGHT MAX	\$771.00
M8075-FRONT WEIGHT-BUMPER 10 WEIGHT MAX	
(1) BOLT BAR KIT FOR M8075 BRACKET	\$88.00
M8073A-BOLT BAR KIT FOR M8075 BRACKET	
(1) BOLT KIT - BUMPER	\$80.00
M8076-BOLT KIT - BUMPER	
(10) FRONT SUITCASE WEIGHT	\$1,370.00
M8079-FRONT SUITCASE WEIGHT	
(1) REAR WINDOW WIPER KIT W/WASHER	\$313.00
M7649-REAR WINDOW WIPER KIT W/WASHER	
(1) INSTRUCTOR SEAT KIT/M5 CAB TRA PNF	\$743.00
M9129-INSTRUCTOR SEAT KIT/M5 CAB TRA PNF	
(1) INSIDE MIRROR KIT FOR M5 CAB TRACTOR PNF	\$59.00
M9128-INSIDE MIRROR KIT FOR M5 CAB TRACTOR PNF	
(1) GRILLE GUARD PNF	\$284.00
M6909-GRILLE GUARD PNF	
Total Kubota Attachments:	\$5,602.00
Total Attachments:	\$5,602.00
<u>Configured Price:</u>	<u>\$84,749.92</u>
Sourcewell Discounts:	
Kubota Items:	(\$18,644.98)
Total Discount:	(\$18,644.98)
<u>SUBTOTAL:</u>	<u>\$66,104.94</u>
2Yr M5-111HDC-1 Extended Warranty	\$2,900.00
Factory Assembly:	\$325.00
Kubota Item Fees:	
Dealer Assembly:	\$814.00
Freight Cost:	\$906.25
PDI:	\$400.00
RimGuard Liquid Ballast--92g each rear tire, 1960lbs. total ballast	\$1,250.40
77700-13484-620 BT/AM/FM/WX/PA/USB Radio	\$411.94

Total Unit Price: \$73,112.53

Quantity Ordered: 1

Final Sales Price: \$73,112.53

Purchase Order Must Reflect Final Sales Price.

To order, place your Purchase Order directly with the quoting dealer

LIGHTING

2 Headlights - Tail lights
4 Hazard Flasher Lights w/ Turn Signals
2 Grille Mounted Worklights
2 Front Cab Halogen Worklights
2 Rear Halogen Worklights

Electric Key Shut Off
Parking Brake
Turn Signals
SMV Sign
7-Pin Electrical Trailer Connector

SELECTED TIRES

sub456

FRONT - 12.4-24 R1W GOODYEAR OPTITRAC

REAR - 18.4-30 R1W GOODYEAR OPTITRAC

Tires and wheels are not included in base tractor.

***All equipment specifications are as complete as possible as of the date on the quote. Additional attachments, options, or accessories may be added (or deleted) at the discounted price.** All specifications and prices are subject to change. Taxes are not included. The PDI fees and freight for attachments and accessories quoted may have additional charges added by the delivering dealer. These charges will be billed separately. Prices for product quoted are good for 60 days from the date shown on the quote. All equipment as quoted is subject to availability.

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**CONTRACT PRICING
WORKSHEET**



Submission #
Date Prep: 12/15/2025

This Worksheet is prepared by ZIMMERER KUBOTA & EQUIPMENT, INC as an authorized dealer for LAND PRIDE and given to Sourcewell Member Organization. Quote must accompany Purchase Order and be issued to ZIMMERER KUBOTA & EQUIPMENT, INC.

Buying Agency:	City of Richland Hills	Dealer Number:	Dealer Name: Zimmerer Kubota & Equipment		
Contact Person:		Dealer Contact:	Steve Schunk		
Phone:		Phone:	817-228-0896		
Sourcewell Member No.:		Email:	steves@zkmail.com		
Email:		Ship To Location:	Fort Worth		
Product Code:	RC5715	Description:	15' HEAVY DUTY ROTARY CUTTER		
A. Product Item Base Unit Price Per Contractor's Sourcewell Contract (Contract # 070821-LPI):			\$24,598.00		
B. Published Options - Itemize below - Attach additional sheet if necessary - Include Option Code in description if applicable. Note: (Published Options are options which were submitted and priced in Contractors' bid.)					
Description		Cost	Description		Cost
- 12 25.5in New Aircraft Tires, Foam-filled, 8 Tires		\$5,239.00			
- 22 Independent Suspension, Center Axle		\$3,211.00			
- 27 Independent Suspension, Wing Axles		\$2,662.00			
- 34 540 CV Main Driveline, Cat 5 Wings		\$3,198.00			
- 41 Double Chain Guards		\$1,160.00			
- 62 Deck Armor Deck Ring		\$1,013.00			
- 67 Independent Single-acting Fold Cylinders, 3in		\$991.00			
- 75 Performance Clevis Hitch, Self-leveling		\$514.00			
- 82 Painted Orange		\$0.00			
- 92 HD Blade Bar and Dishpans		\$413.00			
			Subtotal B:	\$18,401.00	
C. Unpublished Options - Itemize below - Attach additional sheet if necessary (Note: Unpublished options are items which were not submitted and priced in Contractor's bid.)					
Description		Cost	Description		Cost
			Subtotal from additional sheet(s):		
			Subtotal C:	\$ -	
D. Total Cost before any other applicable Charges, Trade-Ins, Allowances, Discounts, Etc. (A+B+C)					
Quantity Ordered :	1	X Subtotal of A+B+C :	42,999	= Subtotal D:	\$ 42,999.00
E. Other Charges, Trade Ins, Allowances, Discounts, Etc.					
Description		Cost	Description		Cost
Freight (GP):		\$0.00			
Set-up:		\$440.00			
Delivery:					
			f. Total Purchase Price (D+E) :	Subtotal E:	\$ 440.00
			Discount Percentage :		32.00%
PRICE IS SUBJECT TO CHANGE			Discount Total :		\$ 13,759.68
Estimated Delivery Date :		TBD	Total Purchase Price:		\$ 29,679.32

Memorandum

To: Curtis Bergthold and Richland Hills City Council Members

From: Lindsay Rawlinson, City Secretary

Date: January 26, 2026

Subject: Consider Resolution 629-26 calling the May 2, 2026 General Election for Council Member Place 3 and Place 5

Agenda Item:

Consider Resolution 629-26 calling the May 2, 2026 General Election for Council Member Place 3 and Place 5

Background Information:

The Charter states: “The regular municipal elections of the City of Richland Hills shall be held on the May uniform Election Day of each year or as otherwise provided by state law and shall be conducted in accordance with state law”.

This year’s election will be held on May 2, 2026, for the purpose of electing persons for Council Member Place 3 and Place 5. By approving Resolution 629-26, the City Council will call the May 2, 2026 General Election as required by the City Charter and state law, designate a polling place for the election, and establish and set forth procedures for conducting the election.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

1. Resolution No. 629-26 ordering General Election

Council Action Requested:

Motion to approve Resolution 629-26 calling the May 2, 2026 General Election for Council Member Place 3 and Place 5

RESOLUTION NO. 629-26

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RICHLAND HILLS, TEXAS, ORDERING A GENERAL ELECTION FOR THE OFFICES OF COUNCIL, PLACE 3 AND COUNCIL, PLACE 5; ESTABLISHING THE DATES AND TIMES OF EARLY VOTING FOR SUCH ELECTION; ESTABLISHING A DATE FOR A RUNOFF ELECTION, IF REQUIRED; AND AUTHORIZING A CONTRACT WITH TARRANT COUNTY TO FURNISH ELECTION SERVICES AND EQUIPMENT.

WHEREAS, pursuant to the Election Code of the State of Texas and the Richland Hills City Charter, it is provided that there shall be held in each municipality in the State of Texas, a general election for the purpose of electing officials of said municipality; and

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

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

SECTION 1.

Election Order for General Election

The City Council of the City of Richland Hills, Texas, at a regular meeting held this date, does hereby order an election of officers for the City of Richland Hills, Texas, to be held on the first Saturday in May, that being May 2, 2026, for the purpose of electing one Council Member for Place 3 and one Council Member for Place 5, who shall each serve for a period of three years or until their successors have been duly qualified. The Council candidate receiving the greatest number of votes for Council, Place 3 and Council, Place 5 shall be declared elected.

SECTION 2.

Joint Election Administration Contract

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

SECTION 3. Voting Equipment

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

SECTION 4. Combined Ballots

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

SECTION 5. Early Voting Clerk

Clint Ludwig, Tarrant County Elections Administrator, 2700 Premier Street, Fort Worth, Texas, 76111, or his successor, is hereby appointed as Early Voting Clerk and Lindsay Rawlinson, City Secretary, 3200 Diana Drive, Richland Hills, Texas, 76118, or her successor, shall serve as Deputy Early Voting Clerk. Applications for ballot by mail must be received by 12 noon or close of business, whichever is later, by Monday, April 20, 2026.

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

SECTION 6. Early Voting

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

Early voting by personal appearance begins on Monday, April 20, 2026, and ends on Tuesday, April 28, 2026, during the hours listed below:

April 20 – 24	Monday – Friday	8:00 a.m. – 5:00 p.m.
April 25	Saturday	7:00 a.m. – 7:00 p.m.
April 26	Sunday	11:00 a.m. – 4:00 p.m.
April 27 – 28	Monday – Tuesday	7:00 a.m. – 7:00 p.m.

Applications for early voting by mail shall be delivered to the Early Voting Clerk at the address set forth in Section 5 not later than 12 noon or close of business, whichever is later, by Monday, April 20, 2026.

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

SECTION 7. Election Day

All resident, qualified voters, determined by the laws of the State of Texas, the Charter, and ordinances of the City of Richland Hills shall be qualified to vote at such election. For the purpose of said election, the entire City is constituted into one voting precinct. Voting on Election Day, May 2, 2026, shall be conducted between the hours of 7:00 a.m. and 7:00 p.m. The location of the polling places are designated pursuant to the Texas Election Code as those precincts designated by Tarrant County. This election shall be held and conducted in accordance with the aforesaid election agreement, election laws of the Texas Election Code, the Federal Voting Rights Act of 1965, as amended, the Charter of the City of Richland Hills, and as may be required by law. All election materials and proceedings shall be printed in English, Spanish and Vietnamese.

SECTION 8. Candidate Applications

Applications for candidacy to the offices of Council, Place 3 and Council, Place 5 shall be made to the City Secretary of the City of Richland Hills beginning at 8:00 a.m., January 14, 2026, and not later than 5:00 p.m., February 13, 2026, in manner and form as prescribed by law, and the charter and ordinances of the City of Richland Hills, Texas.

The names of eligible and qualified candidates for such office shall be placed on the ballots for such election by the City Secretary at the time and in the manner prescribed by law, and the charter and ordinances of the City of Richland Hills.

SECTION 9. Election Results

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

SECTION 10. Election Notice

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

SECTION 11. Election Officials

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

SECTION 12. Runoff Election

Any runoff election required for the election of members of the City Council of the City of Richland Hills, Texas, following the regular election of May 2, 2026, shall be held in accordance with Section 2.025 (a) Election Code of the State of Texas, and on a date as agreed to between the City of Richland Hills and Tarrant County Elections.

SECTION 13. Necessary Actions

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

APPROVED AND ADOPTED at a regular meeting of the Richland Hills City Council on January 26, 2026, by a vote of _____ ayes, _____ nays, and _____ abstentions.

ATTEST:

APPROVED:

Lindsay Rawlinson, City Secretary

The Honorable Curtis Bergthold, Mayor

Memorandum

To: Curtis Bergthold and Richland Hills City Council Members

From: Lindsay Rawlinson, City Secretary

Date: January 26, 2026

Subject: Consider Resolution 630-26 ordering a Special Election to submit a proposition on the reauthorization of the local sales and use tax at the rate of three-eighths of one percent to continue providing revenue for the maintenance and repair of city streets on May 2, 2026

Agenda Item:

Consider Resolution 630-26 ordering a Special Election to submit a proposition on the reauthorization of the local sales and use tax at the rate of three-eighths of one percent to continue providing revenue for the maintenance and repair of city streets on May 2, 2026

Background Information:

In November 2018, Richland Hills voters approved a proposition allocating ½ cent total of sales tax to Street Maintenance (3/8 of one percent) and Type B Economic Development (from the rate of 1/8 to 2/8 of one percent.)

The new tax collection began in April 2019 following the final financial obligations to the Fort Worth Transportation Authority in March 2019. The Street Maintenance sales tax was reapproved by voters in May 2022. The Street Maintenance portion of the tax is dedicated strictly to repairing and maintaining (including reconstructing) existing street and sidewalks. Chapter 327 of the Texas Tax Code requires that this portion of the local sales and use tax expires on the fourth anniversary of the date of the beginning of the tax collection. The Street Maintenance portion of the tax will expire in April 2027 if not reauthorized.

The proposition on the ballot is as follows:

PROPOSITION

“THE REAUTHORIZATION OF THE LOCAL SALES AND USE TAX IN THE CITY OF RICHLAND HILLS, TEXAS AT THE RATE OF THREE-EIGHTHS OF ONE PERCENT (3/8 of 1%) TO CONTINUE PROVIDING REVENUE FOR MAINTENANCE AND REPAIR OF MUNICIPAL STREETS. THE TAX EXPIRES ON THE FOURTH (4TH) ANNIVERSARY OF THE DATE OF THIS ELECTION UNLESS THE IMPOSITION OF THE TAX IS REAUTHORIZED.”

Financial Considerations:

N/A

Legal Review:

The City Attorney has reviewed the Resolution and Tax Code, Chapter 327, requirements

Board/Citizen Input:

N/A

Attachments:

1. Resolution No. 630-26 Street Sales Tax Election Order

Council Action Requested:

Motion to approve Resolution 630-26 ordering a Special Election to submit a proposition on the reauthorization of the local sales and use tax at the rate of three-eighths of one percent to continue providing revenue for the maintenance and repair of city streets on May 2, 2026

RESOLUTION NO. 630-26

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RICHLAND HILLS, TEXAS, ORDERING A SPECIAL ELECTION TO SUBMIT A PROPOSITION ON THE REAUTHORIZATION OF THE LOCAL SALES AND USE TAX AT THE RATE OF THREE-EIGHTHS OF ONE PERCENT (3/8% OF 1%) TO CONTINUE PROVIDING REVENUE FOR THE MAINTENANCE AND REPAIR OF CITY STREETS; MAKING PROVISIONS FOR THE CONDUCT OF SUCH ELECTION; RESOLVING OTHER MATTERS INCIDENT AND RELATED TO SUCH ELECTION; ESTABLISHING THE DATES AND TIMES OF EARLY VOTING FOR SUCH ELECTION; AND AUTHORIZING A CONTRACT WITH TARRANT COUNTY TO FURNISH ELECTION SERVICES AND EQUIPMENT; 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 (the Council) of the City of Richland Hills, Texas (the City) hereby finds and determines that an election should be held to determine whether to reauthorize the City Council to levy and collect a sales and use tax within the City under provisions of Chapter 327, as amended, Texas Tax Code (the Act), for the maintenance and repair of municipal streets; and

WHEREAS, the City will hold a Special Election in conjunction with the May 2, 2026 General Election; and

WHEREAS, in accordance with the requirements of the Act, the combined rate of all local sales tax and use taxes imposed by the City and other political subdivisions having territory in the City and will not exceed two percent (2%); and

WHEREAS, the Council hereby finds and determines that it is in the best interest of the citizens of the City to hold this election on the date set forth below pursuant to a contract with Tarrant County for joint election service.

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

SECTION 1. Election Order for Special Election

An election shall be held on the May 2, 2026, a uniform election date, in the City, for the purpose of submitting the following proposition to the qualified voters of the City:

PROPOSITION

“THE REAUTHORIZATION OF THE LOCAL SALES AND USE TAX IN THE CITY OF RICHLAND HILLS, TEXAS AT THE RATE OF THREE-EIGHTHS OF ONE PERCENT (3/8 of 1%) TO CONTINUE PROVIDING REVENUE FOR MAINTENANCE AND REPAIR OF MUNICIPAL STREETS. THE TAX EXPIRES ON THE FOURTH (4TH) ANNIVERSARY OF THE DATE OF THIS ELECTION UNLESS THE IMPOSITION OF THE TAX IS REAUTHORIZED.”

SECTION 2. Joint Election Administration Contract

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

SECTION 3. Voting Equipment

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

SECTION 4. Combined Ballots

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

SECTION 5. Early Voting Clerk

Clint Ludwig, Tarrant County Elections Administrator, 2700 Premier Street, Fort Worth, Texas, 76111, or his successor, is hereby appointed as Early Voting Clerk and

Lindsay Rawlinson, City Secretary, 3200 Diana Drive, Richland Hills, Texas, 76118, or her successor, shall serve as Deputy Early Voting Clerk. Applications for ballot by mail must be received by 12 noon or close of business, whichever is later, by Monday, April 20, 2026.

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

SECTION 6. Early Voting

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

Early voting by personal appearance begins on Monday, April 20, 2026, and ends on Tuesday, April 28, 2026, during the hours listed below:

April 20 – 24	Monday – Friday	8:00 a.m. – 5:00 p.m.
April 25	Saturday	7:00 a.m. – 7:00 p.m.
April 26	Sunday	11:00 a.m. – 4:00 p.m.
April 27 – 28	Monday – Tuesday	7:00 a.m. – 7:00 p.m.

Applications for early voting by mail shall be delivered to the Early Voting Clerk at the address set forth in Section 5 not later than 12 noon or close of business, whichever is later, by Monday, April 20, 2026.

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

SECTION 7. Election Day

All resident, qualified voters, determined by the laws of the State of Texas, the Charter, and ordinances of the City of Richland Hills shall be qualified to vote at such election. For the purpose of said election, the entire City is constituted into one voting

precinct. Voting on Election Day, May 2, 2026, shall be conducted between the hours of 7:00 a.m. and 7:00 p.m. The location of the polling places are designated pursuant to the Texas Election Code as those precincts designated by Tarrant County. This election shall be held and conducted in accordance with the aforesaid election agreement, election laws of the Texas Election Code, the Federal Voting Rights Act of 1965, as amended, the Charter of the City of Richland Hills, and as may be required by law. All election materials and proceedings shall be printed in English, Spanish, and Vietnamese.

SECTION 8. Election Results

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

SECTION 9. Election Notice

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

SECTION 10. Election Officials

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

SECTION 11. Necessary Actions

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

APPROVED AND ADOPTED at a regular meeting of the Richland Hills City Council on January 26, 2026, by a vote of _____ ayes, _____ nays, and _____ abstentions.

ATTEST:

APPROVED:

Lindsay Rawlinson, City Secretary

The Honorable Curtis Bergthold, Mayor

Memorandum

To: Curtis Bergthold and Richland Hills City Council Members

From: Wes Rhodes, Fire Chief

Date: January 26, 2026

Subject: Consider Resolution 633-26 adopting the 2025 Tarrant County Hazard Mitigation Action Plan

Agenda Item:

Consider Resolution 633-26 adopting the 2025 Tarrant County Hazard Mitigation Action Plan

Background Information:

The Disaster Mitigation Act of 2000 and the Federal Emergency Management Agency (FEMA) require local communities to adopt a Hazard Mitigation Plan (44 CFR § 201.6) in order to be eligible for pre-disaster and post-disaster federal funding for mitigation purposes. These Hazard Mitigation Plans are to be approved at least every five years for jurisdictions to maintain eligibility for funding.

The 2025 Tarrant County Hazard Mitigation Action Plan (HazMAP) is an extension of the Tarrant County Emergency Management Plan and is a record of the county's potential hazards, risks and strategies to reduce the long-term consequences of natural hazards. The HazMAP outlines mitigation goals, identifies risk reduction strategies for hazards that threaten the County, and discusses the ongoing risk reduction strategies to be undertaken.

This plan was developed in partnership with the North Central Texas Council of Governments and 33 jurisdictions participated in the plan. The 2025 Tarrant County HazMAP is a multi-jurisdictional plan.

The planning process was partly funded through a Pre-Disaster Mitigation (PDM) grant and was

administered through an agreement between Tarrant County and the North Central Texas Council of Governments.

The 2025 Tarrant County HazMAP was reviewed by the Texas Department of Emergency Management and then FEMA and was found to be Approvable Pending Adoption (APA) by the governing bodies of all participating jurisdictions.

Financial Considerations:

None

Legal Review:

Not Applicable

Board/Citizen Input:

N/A

Attachments:

1. Resolution No. 633-26 Tarrant County Hazard Mitigation Action Plan

Council Action Requested:

Motion to approve Resolution 633-26 adopting the 2025 Tarrant County Hazard Mitigation Action Plan

RESOLUTION NO. 633-26

A RESOLUTION OF THE CITY OF RICHLAND HILLS, TEXAS, ADOPTING THE 2025 TARRANT COUNTY HAZARD MITIGATION ACTION PLAN

WHEREAS, the City of Richland Hills recognizes the threat that natural hazards pose to people and property within our community; and

WHEREAS, undertaking hazard mitigation actions before disasters occur reduces the potential for harm to people and property and saves taxpayer dollars; and

WHEREAS, an adopted hazard mitigation plan is required as a condition of future funding for mitigation projects under multiple Federal Emergency Management Agency (FEMA) pre- and post-disaster mitigation grant programs; and

WHEREAS, the City of Richland Hills has fully participated in the update process of the 2025 Tarrant County Hazard Mitigation Action Plan in coordination with Tarrant County and other participating jurisdictions; and

WHEREAS the 2025 Tarrant County Hazard Mitigation Action Plan identifies natural hazards and mitigation strategies specific to Richland Hills and being adopted by the Tarrant County Commissioners' Court for submission to the Texas Division of Emergency Management and FEMA.

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

SECTION 1. ADOPTION

The City Council hereby adopts the 2025 Tarrant County Hazard Mitigation Action Plan as the official hazard mitigation plan for Richland Hills.

SECTION 2. IMPLEMENTATION

The Emergency Manager and all appropriate departments are encouraged to pursue implementation of the recommended mitigation actions, as feasible and appropriate.

SECTION 3. CONTINUED PARTICIPATION

The City will continue to actively participate in future updates and implementation efforts of the countywide hazard mitigation plan.

**SECTION 4.
EFFECTIVE DATE**

This resolution shall take effect immediately upon adoption.

APPROVED AND ADOPTED at a regular meeting of the Richland Hills City Council on January 26, 2026, by a vote of _____ ayes, _____ nays, and _____ abstentions.

ATTEST:

APPROVED:

Lindsay Rawlinson, City Secretary

The Honorable Curtis Bergthold, Mayor

Memorandum

To: Curtis Bergthold and Richland Hills City Council Members
From: Sean Smith, Finance Director
Date: January 26, 2026
Subject: Implementation of revised fee schedules

Agenda Item:

Consider Ordinance 1537-26 amending the Municipal Fee Schedule for Fiscal Year 2026

Background Information:

The agenda item is to implement changes to various municipal fees in January 2026.

Financial Considerations:

Legal Review:

Board/Citizen Input:

Attachments:

1. Ordinance No. 1537-26 FY 2026 Fee Schedule Amendment

Council Action Requested:

Motion to approve Ordinance 1537-26 amending the Municipal Fee Schedule for Fiscal Year 2026

ORDINANCE NO. 1537-26

AN ORDINANCE OF THE CITY OF RICHLAND HILLS, TEXAS REVISING AND UPDATING FEES, AND AMENDING CHAPTER 14 "BUILDINGS AND BUILDING REGULATIONS;" AMENDING SECTION 18-101, "OTHER BUSINESS FEES" OF CHAPTER 18 "BUSINESSES;" SECTION 66-96 OF CHAPTER 66 "SOLID WASTE;" AMENDING SECTION 86-111, "SEWER RATES" AND SECTION 86-248, "WATER RATES," OF CHAPTER 86 "UTILITIES," THE FEE SCHEDULE CONTAINED IN THE CODE OF ORDINANCES, CITY OF RICHLAND HILLS; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION IN PAMPHLET FORM; 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 deems it advisable and necessary to revise the City Code to update the fees in order to recoup costs incurred by the City in performing municipal functions.

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

SECTION 1.

Chapter 14. Buildings and Building Regulations is hereby amended with the following amendments.

Mechanical, Electrical, and Plumbing Permits	
Contractor Registration	\$100.00 Annually (Plumbing, Mechanical & Electrical Exempt)
Electrical, plumbing, mechanical, and irrigation contractors must present a current TDLR license complying with provisions set forth by Section 14-35	

Other Building Permits and Fees	
Carport, Canopy, Patio Covers	\$150.00

SECTION 2.

Section 18-101 of Chapter 18 “Businesses” is hereby amended with the following amendments.

Other Business Fees		
Code Section	Description	Amount
18-101	Annual permit fee for Mobile Food Vendors	\$40.00

SECTION 3.

Section 66-96 of Chapter 66 “Solid Waste” is hereby amended in its entirety to read as follows:

Chapter 66. Solid Waste

66-96	Residential Curbside	\$13.29
	Recycling Curbside	\$5.16
	Residential and Recycling Curbside Total	\$18.45
	Residential Curbside over 4 yards	\$0.00
	Residential Backdoor w/Recycling	\$23.80
	Senior Residential Curbside and Recycling	\$17.41
	Senior Residential Backdoor w/Recycling	\$22.65
	Hand Collection Monthly (4 bag limit)	\$46.40

Pickups Per Week							
Container Size	1	2	3	4	5	6	Extra Pickups
2 yd.	\$72.09	\$113.99	\$159.87	\$203.16	\$249.06	\$294.95	\$22.58
3 yd.	\$97.57	\$131.20	\$230.02	\$298.84	\$362.45	\$437.80	\$26.42
4 yd.	\$132.24	\$218.79	\$307.95	\$397.12	\$486.28	\$583.27	\$35.21
6 yd.	\$157.26	\$289.72	\$370.03	\$505.33	\$640.12	\$749.09	\$52.80
8yd.	\$205.76	\$378.87	\$520.72	\$667.77	\$804.35	\$946.19	\$70.45
Note: 1. Containers with casters are \$10.53 extra a month 2. Containers with locks \$1.75 extra per lift a month							

Commercial (temporary) Roll-off Containers								
Container Size	Type	Delivery Fee	Rental Per Day	Rental Per Month	Haul per Load	Disposal per Load	Total per Load	Deposit per Container
20 yd.	OPEN	\$116.15	\$5.53	\$168.24	\$154.77	\$260.80	\$415.57	\$387.18
25 yd.	OPEN	\$116.15	\$5.53	\$168.24	\$154.77	\$278.61	\$433.39	\$387.18
30 yd.	OPEN	\$116.15	\$5.53	\$168.24	\$154.77	\$391.20	\$545.97	\$387.18
35 yd.	OPEN	\$116.15	\$5.53	\$168.24	\$154.77	\$456.40	\$611.18	\$387.18
40 yd.	OPEN	\$116.15	\$5.53	\$168.24	\$154.77	\$521.60	\$676.38	\$387.18
28 yd.	COMP	NEGO	NEGO	NEGO	\$154.77	\$420.82	\$575.60	NEGO
30 yd.	COMP	NEGO	NEGO	NEGO	\$154.77	\$518.31	\$673.08	NEGO
35 yd.	COMP	NEGO	NEGO	NEGO	\$154.77	\$650.37	\$805.14	NEGO
40 yd.	COMP	NEGO	NEGO	NEGO	\$154.77	\$691.08	\$845.85	NEGO
42 yd.	COMP	NEGO	NEGO	NEGO	\$154.77	\$733.84	\$888.62	NEGO

SECTION 4.

Section 86-111 of Chapter 86 "Utilities" is hereby amended to read as follows:

Chapter 86. Utilities

Code Section		
		Sewer Rates:
		The following sewer or wastewater charges shall be made to customers on the Richland Hills sewer system:
	(1)	<i>Separately metered residential:</i> All residential customers with a single living unit supplied with water from one meter shall be charged the following sewer or wastewater charges for each meter service:
	(a)	All residential customers with a single living unit who are supplied with sewer service shall be charged a monthly sewer base charge of \$36.42.
	(b)	In addition to the monthly sewer or wastewater base charge, residential customers with a single living unit who are supplied with sewer service shall be charged a monthly excess sewer or wastewater volume charge of \$1.12 for each gallon of total water used (and wastewater produced) in excess of 2,000 gallons (the amount included in the sewer or wastewater base charge).
	(c)	For purposes of this calculation, the monthly water usage (and wastewater produced) shall be determined using the customer's average monthly water usage (and wastewater produced) during the preceding winter quarter months of December, January, and February. When no preceding winter average data are available from prior customer records, an estimated average monthly winter average volume of 10,000 gallons shall be used to calculate the monthly excess sewer or wastewater charge per residential unit.
86-111	(2)	When two or more residential living units are supplied with water from one meter, the sewer or wastewater service shall be classified as multi-family residential sewer or wastewater

		service. Multi-family residential sewer or wastewater service customers shall be charged the following sewer or wastewater charges for each meter service:	
	(a)	A monthly sewer or wastewater base charge of \$36.42 (the monthly sewer or wastewater base charge for the standard ¾ inch water meter equivalent for a separately metered residential unit), multiplied by an occupancy factor of 80%, multiplied by the total number of multi-family residential units supplied by the meter.	
	(b)	In addition to the monthly base sewer or wastewater charge, multi-family residential customers who are supplied with sewer service shall be charged a monthly sewer or wastewater excess volume usage charge. Monthly sewer or wastewater excess volume charges will be assessed based on the number of adjusted residential units served by the meter. The number of "adjusted multi-family residential units" shall be the actual number of multi-family residential units served by the meter, multiplied by an occupancy factor of 80%, rounded up to the nearest whole number.	

	(c)	Each adjusted multi-family residential unit shall be assessed a sewer or wastewater excess volume charge each month calculated as follows:	
	1)	The monthly winter average water volume or estimated sewer volume, used shall be divided by the number of adjusted multi-family residential units to determine the monthly volume usage per adjusted multi-family residential unit;	
	2)	The monthly winter average water volume per adjusted multi-family residential unit shall then be reduced by 2,000 gallons (the amount of usage included in the base charge) to determine the excess sewer or wastewater usage per multi-family residential unit;	
	3)	The total excess sewer or wastewater usage shall then be assessed at a rate of \$1.12 for each gallon of total winter average water used (and wastewater produced) in excess of the first 2,000 gallons of volume usage included in the base charge;	
	4)	The excess sewer or wastewater usage charge per unit shall then be multiplied by the adjusted multi-family residential units supplied water by the meter to obtain a total volume charge for winter average water usage for the meter.	
	(d)	For purposes of this calculation, the monthly winter average sewer or wastewater usage shall be determined using the customer's average monthly water usage (and wastewater produced) during the preceding winter quarter months of December, January and February. When no preceding winter average data are available from prior customer records, an estimated average monthly winter average volume of 10,000 gallons shall be used to calculate the monthly excess sewer or wastewater charge per multi-family residential unit.	
	(3)	The following sewer or wastewater charges shall be made to non-residential customers on the Richland Hills sewer system:	
	(a)	The monthly minimum sewer or wastewater base charge shall be \$42.04 for the first 2,000 gallons of actual water used (and wastewater produced) during the monthly billing period.	
	(b)	In addition to the monthly base charge, non-residential customers who are supplied with sewer service shall be charged a monthly excess sewer or wastewater volume usage charge of \$3.41 for each gallon of total water used (and wastewater produced) over	

		the first 2,000 gallons of winter average water volume usage included in the base charge.	
		Note: Pass-Through Volume Rate (Per 1,000 Gallons or Portion Thereof) All volume over 2,000 Gallons \$3.00	

Water Meter Setting Charges		
Code Section	Description	Amount
86-248	¾ inch tap	\$475.00
	1-inch tap	\$500.00
	1 ½ inch tap	\$900.00
	2-inch tap	\$1,025.00

	2" Compound Meter	\$2,325.00
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The following water charges shall be assessed to customers on the Richland Hills water system	Separated Metered Residential		
	All residential customers with a single living unit supplied with water from one meter shall be charged the following water service charges for each meter service		
	A monthly water base charge is based upon the size and capacity of the meter service (also known as meter equivalents, with a ¾-inch meter being the established standard unit), as provided in the following table	→	
		Meter Size	Demand Factor
		Monthly Base Charge	
		5/8 -inch meter	0.67
		¾-inch meter	1.00
		1.0-inch meter	1.67
		1.5-inch meter	3.33
		2.0-inch meter	5.33
		3.0-inch meter	10.00
		4.0-inch meter	16.67

Code Section	Description		Amount
	(1)	A monthly excess water volume charge as calculated below, in addition to the monthly water base charge:	
	(a)	First 2,000 gallons minimum; per additional gallon	\$6.62
		2,001—4,000 gallons total, per additional gallon	\$2.98
		4,001—10,000 gallons total, per additional gallon	\$3.24
		10,001—20,000 gallons total, per additional gallon	\$5.00
		Over 20,000 gallons, per additional gallon	\$6.10
		Pass through volume rate over 2,000 gallons, per additional 1,000 gallons	\$1.65
	(2)	When two or more residential living units are supplied with water from one meter, the water service shall be classified as a multi-family residential service. A multi-family residential service customer shall be charged the following water service charges for each meter service:	
	(a)	A monthly water base charge of \$24.96 (the monthly water base charge for the standard ¾ inch water meter equivalent for a separately metered residential unit),	

		multiplied by an occupancy factor of 80%, multiplied by the total number of multi-family residential units supplied by the meter.	
	(b)	In addition to the monthly base charge, multi-family residential customers who are supplied with water service shall be charged a monthly excess water volume usage charge. Monthly excess water volume charges will be assessed based on the number of "adjusted multi-family residential units" served by the meter. The number of adjusted multi-family residential units shall be the actual number of multi-family residential units served by the meter multiplied by an occupancy factor of 80%, rounded up to the nearest whole number. Each adjusted multi-family residential unit shall be assessed an excess water volume charge each month, which charge shall be calculated as follows:	
		1) The total monthly water volume as indicated on the meter shall be divided by the number of adjusted multi-family residential units to determine the monthly water volume consumed per adjusted multi-family residential unit;	
		2) The monthly water volume consumed per adjusted multi-family residential unit shall be reduced by 2,000 gallons (the amount of usage included in the base charge) to determine the excess water volume usage;	
		3) Excess water volume usage per adjusted multi-family residential unit shall be assessed according to the following table:	
		First 2,000 gallons minimum; per additional gallon	\$6.62
		2,001—4,000 gallons total, per additional gallon	\$3.03
		4,001—10,000 gallons total, per additional gallon	\$3.28

			10,001—20,000 gallons total, per additional gallon	\$5.05
			Over 20,000 gallons, per additional gallon	\$6.15
		4)	The total excess water volume usage charge per unit shall then be multiplied by the number of adjusted multi-family residential units supplied by the meter to obtain the total excess water volume charge charged to the customer.	
	(3)		The following water service charges shall be made to non-residential customers on the Richland Hills water system for each meter service:	
		(a)	A monthly water base charge based upon the size and capacity of the meter service (also known as meter equivalents, with a ¾ inch meter being the established standard), as provided in the following table:	
			Note: Pass-Through Volume Rate (Per 1,000 Gallons or Portion Thereof) All volume over 2,000 Gallons \$1.65	

Meter Size	Demand Factor	Monthly Base Charge
5/8 -inch meter	0.67	\$15.84
¾-inch meter	1.00	\$32.47

1.0-inch meter	1.67	\$44.99
1.5-inch meter	3.33	\$84.24
2.0-inch meter	5.33	\$132.30
3.0-inch meter	10.00	\$248.06
4.0-inch meter	16.67	\$413.44
Note: Pass-Through Volume Rate (Per 1,000 Gallons or Portion Thereof) All volume over 2,000 Gallons \$1.65		

SECTION 5. PROVISIONS CUMULATIVE

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

Code are hereby repealed.

**SECTION 6.
PROVISIONS SEVERABLE**

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

**SECTION 7.
PUBLICATION IN BOOK OR PAMPHLET FORM**

The City Secretary of the City of Richland Hills is hereby authorized to publish this Ordinance and the exhibits to this Ordinance in book or pamphlet form for general distribution among the public, and the operative provisions of this Ordinance and the exhibits to this Ordinance as so published shall be admissible in evidence in all courts without further proof than the production thereof.

**SECTION 8.
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 January 26, 2026, by a vote of _____ ayes, _____ nays, and _____ abstentions.

APPROVED:

THE HONORABLE MAYOR CURTIS BERGTHOLD

ATTEST:

LINDSAY RAWLINSON, CITY SECRETARY

Memorandum

To: Curtis Bergthold and Richland Hills City Council Members
From: Kim Sylvester, Assistant City Manager/Police Chief
Date: January 26, 2026
Subject: Consider appointment of Interim City Secretary

Agenda Item:

Consider appointment of Interim City Secretary

Background Information:

City Secretary Lindsay Rawlinson has submitted her resignation effective January 30, 2026. To ensure continuity of operations during this period, the City Council will appoint Lisa Boyd as Interim City Secretary until such time a permanent replacement is found.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

None

Council Action Requested:

Motion to appoint Lisa Boyd as Interim City Secretary

Memorandum

To: Curtis Bergthold and Richland Hills City Council Members
From: Sean Smith, Finance Director
Date: January 26, 2026
Subject: 1st Quarter Investment Report

Agenda Item:

1st Quarter Investment Report

Background Information:

Staff will provide a quarterly investment report for the period of October 1, 2025 - December 31, 2025.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

1. FY2025 - 2026 QUARTERLY INVESTMENT REPORT Q1

Council Action Requested:

No Council Action

Bank	Fund	Name of Account	Balance at 9/30/2025	Net Deposits / Withdrawals	Interest Earnings	Balance at 12/31/2025
JP Morgan Chase	1	General Fund Account	1,352,466	123,762	525	1,476,753
JP Morgan Chase	2	Revenue Fund Account	10,901,260	(4,715,822)	60,766	6,246,205
JP Morgan Chase	26	Richland Hills Economic Development Corp	2,704,466	-	16,883	2,721,350
JP Morgan Chase	65	Richland Hills Crime Control Fund	2,455,141	394,037	16,709	2,865,888
JP Morgan Chase	1	Certificate of Deposit-Maturity 11/2025	185,656	(192,251)	6,595	-
		Total Bank	17,598,990	(4,390,273)	101,478	13,310,196
TEXPOOL	1	General Fund	2,315,902	-	23,344	2,339,246
TEXPOOL	2	Revenue Fund	989,264	-	9,972	999,235
TEXPOOL	22	Drainage Fund	131,466	-	1,325	132,791
TEXPOOL PRIME	1	General Fund	-	2,000,000	4,777	2,004,777
LOGIC	1	General Fund	-	1,500,000	2,247	1,502,247
TexSTAR	27	2019 GO Bonds	52,349	-	526	52,875
TexSTAR	6	Police Seizure Funds	28,297	(284)	284	28,297
TexSTAR	10	I & S Funds	728,792	(7,324)	7,324	728,792
TexSTAR	77	Hotel Motel Occupancy Tax Fund	115,562	-	1,161	116,723
TexSTAR	89	Tax Increment Fund	669,810	-	6,731	676,541
TexSTAR	101	ARPA Funds	286,108	-	2,875	288,983
TexSTAR	2/109	2023 Certificates of Obligation	6,623,241	(66,560)	66,560	6,623,241
		Total Pools	11,940,792	3,425,831	127,127	15,493,751
		Total Holdings	29,539,782	(964,442)	228,606	28,803,946

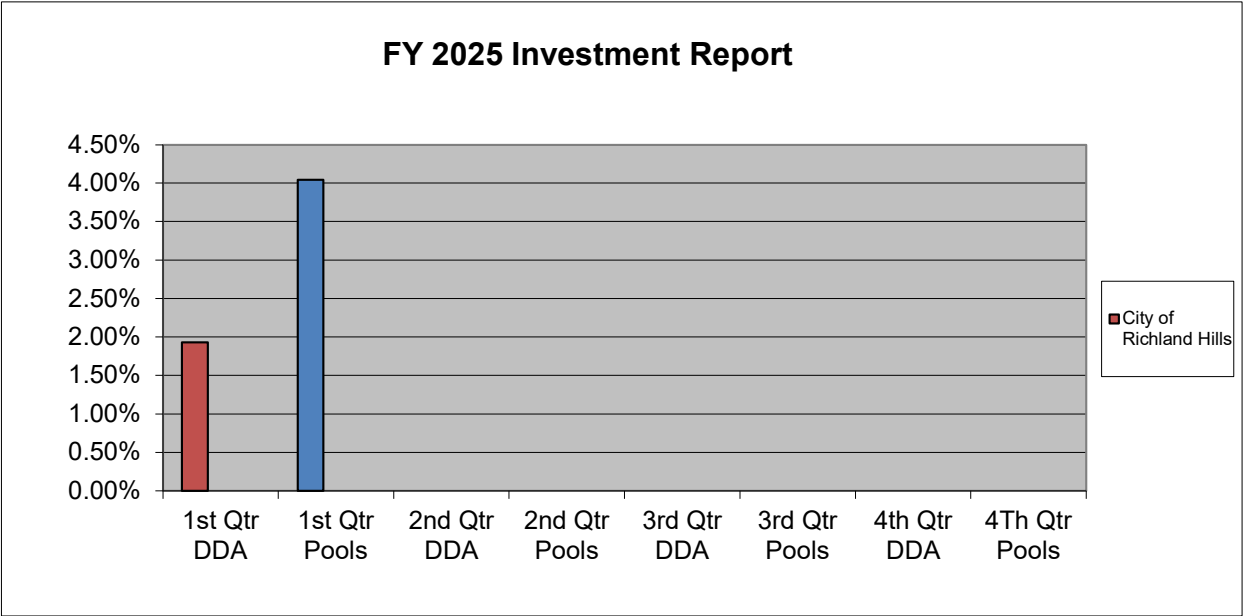
City of Richland Hills

Inventory Holdings Report- City Portfolio**12/31/2025**

Settle Date	Security Type	Par	Rate	Settlement Date	Maturity	Purchase Yield	Purchase Principal	Original Prem/ Disc	Current Book	Market Price	Gain/ Loss	Original D-T-M	Current D-T-M	Amorti- zation	Percent of Total Holdings
12/31/2025	Hybrid DDA	13,310,196	1.938%	9/30/2025	1/1/2026	1.938%	13,310,196	-	13,310,196	100.00%	-	1	1	0.00	46.21%
12/31/2025	Pools	15,493,751	4.043%	9/30/2025	1/1/2026	4.043%	15,493,751	-	15,493,751	100.00%	-	1	1	0.00	53.79%
11/23/2025	CD	-	3.840%	11/23/2025	11/23/2025	3.840%	-	-	-	100.00%	-	360	360	0.00	0.00%
		28,803,946					28,803,946		28,803,946						100.00%

Closed CD when matured and moved to Pools to obtain better rate.

Investment Transactions
Quarter Ending
9/30/2025



DDA Accounts=JP MORGAN CHASE
POOLS=Texpool, Texpool Prime, TexSTAR, and LOGIC

City of Richland Hills
Quarterly Investment Report-City Portfolio

July 1, 2025 - September 30, 2025

Portfolio Summary Management Report

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

Beginning Book Value 10/1/25	\$	29,539,782.25	Ending Book Value 12/31/25	\$	28,803,946.48
Beginning Market Value 10/1/25	\$	29,539,782.25	Ending Market Value 12/31/25	\$	28,803,946.48
			Accrued Interest Receivable	\$	-
			Unrealized Gain/Loss on 12/31/25	\$	-
WAM at Beginning Period Date*	1 day		WAM at Ending Period Date*	1 day	
			Change in Market Value	\$	(735,835.77)
Average Yield to Maturity for quarter			2.991%		
Average Yield to Maturity 6 month T-Bill			3.627%		

Sean Smith, Director of Finance

Sean Smith, Director of Finance

*WAM-Weighted Average Maturity

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

Memorandum

To: Curtis Bergthold and Richland Hills City Council Members
From: Kip Dernovich, Director of Public Works and Capital Projects
Date: January 26, 2026
Subject: Street Improvement Projects

Agenda Item:

Street Improvement Projects

Background Information:

Staff will provide an update on the FY 2026 street improvement projects.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

None

Council Action Requested:

No Council Action

Memorandum

To: Curtis Bergthold and Richland Hills City Council Members
From: Kim Sylvester, Assistant City Manager/Police Chief
Date: January 26, 2026
Subject: November and December Department Reports

Agenda Item:

November and December Department Reports

Background Information:

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

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

1. Development November 2025
2. Development December 2025
3. Finance November 2025
4. Finance December 2025
5. Fire November 2025
6. Fire December 2025

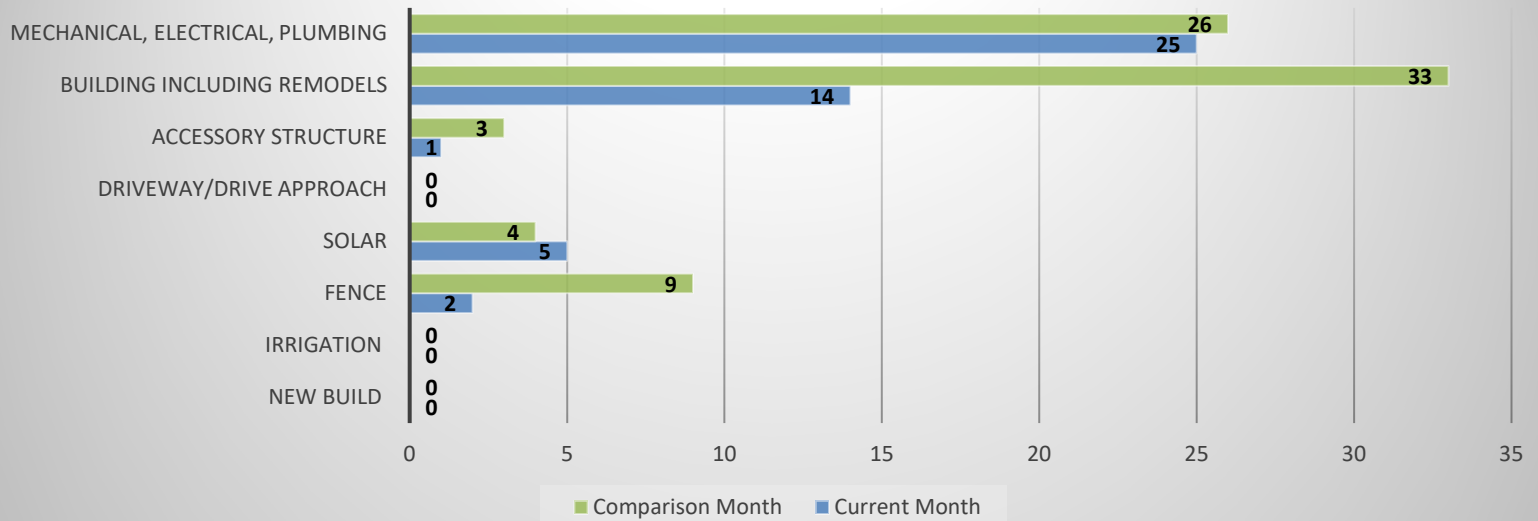
7. Library November 2025
8. Library December 2025
9. Parks November and December 2025
10. Police Department November 2025
11. Police Department December 2025
12. Public Works November 2025
13. Public Works December 2025

Council Action Requested:

No Council Action

Development Services

November



	Mechanical Electrical Plumbing	Building Including Remodels	Accessory Structure	Driveway Drive Approach	Solar	Fence	Irrigation	New Build
Current Month Residential	23	13	1	0	5	2	0	0
Current Month Commercial	2	1	0	0	0	0	0	0
Current Fiscal Year 2026	45	35	3	2	9	9	0	0
Previous Month Residential	22	35	3	0	4	9	0	1
Previous Month Commercial	4	0	0	0	0	0	0	0

	Current Month	Comparison Month Previous Year	Fiscal Year to Date 2026
Sign Permit	0	0	1
ROW Permit	8	5	13
Garage Sale Permit	34	20	70
Zoning, SUP, Code Consults	4	2	5
Pool Permits	0	1	0
Short Term Rentals	10	0	10

Business Summary

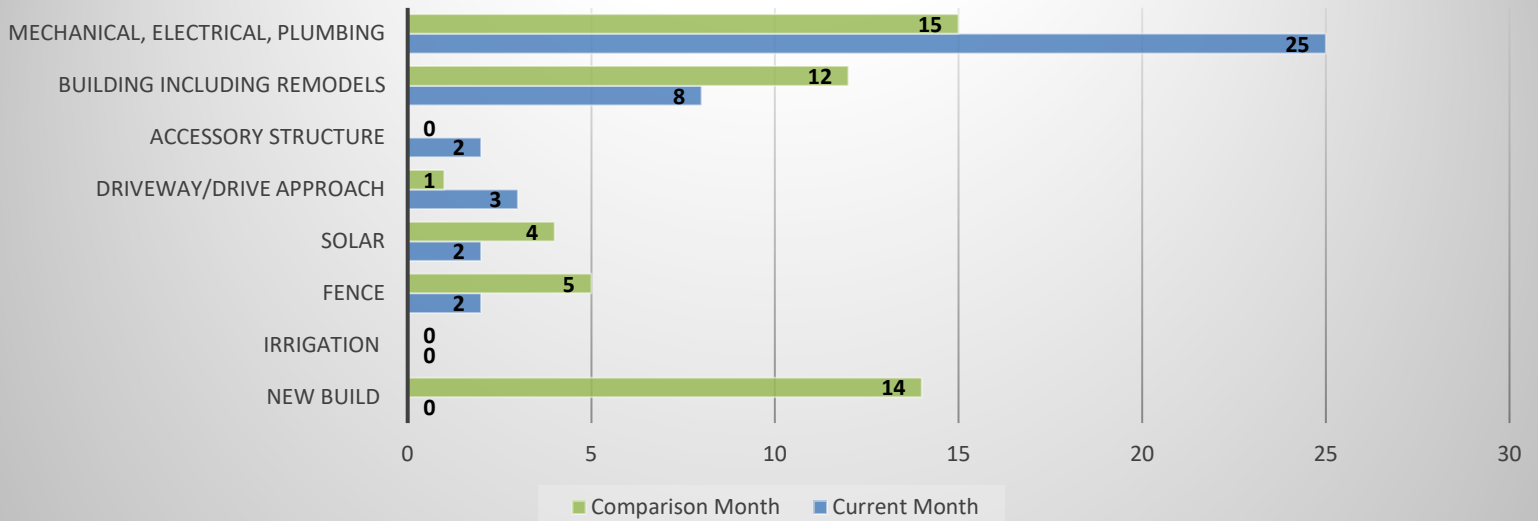
	Current Month	Comparison Month Previous Year	Fiscal Year To Date 2026
Registered Rental CO's	1	7	8
Issued Commercial CO's	0	2	0
Mobile Food Vendor	0	0	1

Number of Potential Business Certificate of Occupancy Meetings: 2

Number of Developmental Review Committee / Plan Review: 0

Development Services

December



	Mechanical Electrical Plumbing	Building Including Remodels	Accessory Structure	Driveway Drive Approach	Solar	Fence	Irrigation	New Build
Current Month Residential	20	5	2	3	2	2	0	0
Current Month Commercial	5	3	0	0	0	0	0	0
Current Fiscal Year 2026	70	43	5	5	11	11	0	0
Previous Month Residential	9	12	0	1	4	5	0	14
Previous Month Commercial	6	0	0	0	0	0	0	0

	Current Month	Comparison Month Previous Year	Fiscal Year to Date 2026
Sign Permit	2	3	3
ROW Permit	2	3	15
Garage Sale Permit	9	4	79
Zoning, SUP, Code Consults	0	4	5
Pool Permits	0	0	0
Short Term Rentals	0	0	10

Business Summary

	Current Month	Comparison Month Previous Year	Fiscal Year To Date 2026
Registered Rental CO's	2	6	10
Issued Commercial CO's	0	0	0
Mobile Food Vendor	0	0	1

Number of Potential Business Certificate of Occupancy Meetings: 1

Number of Developmental Review Committee / Plan Review: 0

Fiscal Year 2025-2026, Period Ending 11/30/2025					16.67% Complete
Monthly Financial Report					
	Budget	Current Month Actual	YTD Actual	Available Budget	% YTD of Total Budget
General Fund (001)					
Revenue					
Property Taxes	\$ 3,717,203	\$ 220,988	\$ 292,893	\$ 3,424,310	8%
Sales Tax	\$ 4,900,000	\$ 630,040	\$ 630,040	\$ 4,269,961	13%
Other Tax	\$ 2,500	\$ 190	\$ 368	\$ 2,132	15%
Franchise Fees	\$ 562,000	\$ 1,954	\$ 14,914	\$ 547,086	3%
Fines & Forfeitures	\$ 528,900	\$ 625	\$ 36,332	\$ 492,568	7%
Licenses & Permits	\$ 247,625	\$ 10,036	\$ 26,579	\$ 221,046	11%
Service Charges	\$ 43,850	\$ 1,883	\$ 3,870	\$ 39,980	9%
Miscellaneous	\$ 528,609	\$ 8,548	\$ 23,671	\$ 504,938	4%
Total Revenues	\$ 10,530,687	\$ 874,264	\$ 1,028,667	\$ 9,502,020	10%
Expenditures					
Municipal Court	\$ 210,921	\$ 20,359	\$ 43,202	\$ 167,719	20%
Administration	\$ 661,765	\$ 86,005	\$ 188,692	\$ 473,073	29%
Police	\$ 2,719,289	\$ 216,320	\$ 520,528	\$ 2,198,761	19%
Fire	\$ 2,519,577	\$ 168,548	\$ 387,579	\$ 2,131,998	15%
Street	\$ 363,038	\$ 32,074	\$ 77,323	\$ 285,715	21%
Library	\$ 481,566	\$ 38,606	\$ 86,661	\$ 394,905	18%
Recreation	\$ 286,281	\$ 39,925	\$ 68,663	\$ 217,618	24%
Parks/Grounds	\$ 306,539	\$ 33,022	\$ 47,386	\$ 259,153	15%
Community Development	\$ 433,010	\$ 30,608	\$ 63,753	\$ 369,257	15%
Community Compliance	\$ 474,294	\$ 28,356	\$ 69,322	\$ 404,972	15%
Legislative (City Secretary)	\$ 149,177	\$ 11,551	\$ 24,440	\$ 124,737	16%
Shared Services	\$ 1,008,262	\$ 43,767	\$ 139,800	\$ 868,462	14%
Transfers/Non Departmental	\$ 1,586,905	\$ 5,272	\$ 10,186	\$ 1,576,719	1%
Total Expenditures	\$ 11,200,624	\$ 754,414	\$ 1,727,534	\$ 9,473,090	15%
Rev/Exp	\$ (669,937)	\$ 119,849	\$ (698,867)		
Utility Fund (002)					
Revenue					
Water	\$ 2,734,000	\$ 254,893	\$ 554,131	\$ 2,179,869	20%
Sewer	\$ 2,088,000	\$ 175,489	\$ 350,576	\$ 1,737,424	17%
Misc. (incl. Garbage Billing)	\$ 842,200	\$ 64,287	\$ 157,043	\$ 685,157	19%
Total Revenues	\$ 5,664,200	\$ 494,669	\$ 1,061,750	\$ 4,602,450	19%
Expenses					
Shared Services	\$ 426,696	\$ 19,920	\$ 64,215	\$ 362,481	15%
Administration	\$ 821,747	\$ 55,124	\$ 121,005	\$ 700,742	15%
Water Services & Distr.	\$ 1,690,691	\$ 47,813	\$ 154,548	\$ 1,536,143	9%
Wastewater Service	\$ 1,704,330	\$ 68,770	\$ 159,509	\$ 1,544,821	9%
Trsfrs/Debt Service/Non-Dept.	\$ 1,393,187	\$ 48,953	\$ 100,204	\$ 1,292,983	7%
Total Expenses	\$ 6,036,651	\$ 240,579	\$ 599,480	\$ 5,437,171	10%
Rev/Exp	\$ (372,451)	\$ 254,090	\$ 462,270		
Link Operating Fund (098)					
Revenue					
Recreation	\$ 638,719	\$ 35,763	\$ 80,879	\$ 557,841	13%
Transfers in	\$ 150,000	\$ -	\$ -	\$ 150,000	0%
Total Revenue	\$ 788,719	\$ 35,763	\$ 80,879	\$ 707,841	10%
Expenditures	\$ 848,522	\$ 38,575	\$ 98,342	\$ 750,180	12%
Operating/Personnel	\$ 848,522	\$ 38,575	\$ 98,342	\$ 750,180	12%
Rev/Exp	\$ (59,803)	\$ (2,812)	\$ (17,463)		
*Unaudited					

Monthly Financial Report					
	Budget	Current Month Actual	YTD Actual	Available Budget	% YTD of Total Budget
Court Security Fund (24)					
Revenue	\$ 12,000	\$ -	\$ -	\$ 12,000	0%
Expenditures	\$ 12,000	\$ -	\$ -	\$ 12,000	0%
Rev/Exp	\$ -	\$ -	\$ -		
Court Technology Fund (39)					
Revenue	\$ 11,000	\$ -	\$ -	\$ 11,000	0%
Expenditures	\$ 27,933	\$ -	\$ -	\$ 27,933	
Rev/Exp	\$ (16,933)	\$ -	\$ -		
Crime Control District (65)					
Revenue					
Sales Tax	\$ 1,830,000	\$ 274,065	\$ 274,065	\$ 1,555,935	15%
Investment Income	\$ 20,000	\$ 5,450	\$ 11,257	\$ 8,743	56%
Grants/Transfers	\$ 12,000	\$ -	\$ -	\$ 12,000	0%
Total Revenue	\$ 1,862,000	\$ 279,515	\$ 285,322	\$ 1,576,678	15%
Expenditures					
Public Safety	\$ 1,090,912	\$ 169,688	\$ 189,839	\$ 901,073	17%
Capital Expense	\$ 85,130	\$ 10,000	\$ 77,728	\$ 7,402	91%
Transfers Out/Shared Ser.	\$ 843,872	\$ -	\$ 142,493	\$ 701,379	17%
Total Expenditures	\$ 2,019,914	\$ 179,688	\$ 410,061	\$ 1,609,853	20%
Rev/Exp	\$ (157,914)	\$ 99,827	\$ (124,739)		
Hotel Occupancy Tax (77)					
Revenue					
HOT (Taxes)/Int Income	\$ 258,000	\$ 379	\$ 20,158	\$ 237,842	8%
Expenditures					
Operating Expense	\$ 159,091	\$ 10,568	\$ 13,513	\$ 145,578	8%
Debt Service	\$ 104,000	\$ -	\$ -	\$ 104,000	0%
Total Expenditures	\$ 263,091	\$ 10,568	\$ 13,513	\$ 249,578	5%
Rev/Exp*	\$ (5,091)	\$ (10,188)	\$ 6,645		
TIF Fund (89)					
Revenue					
Property Tax Allocation	\$ 406,987	\$ -	\$ -	\$ 406,987	0%
Investment Income	\$ 0	\$ 2,199	\$ 4,541	\$ (4,541)	45407600%
Sales Tax Transfer in	\$ 120,000	\$ -	\$ -	\$ 120,000	0%
Total Revenue	\$ 526,987	\$ 2,199	\$ 4,541	\$ 522,446	1%
Expenditures					
Operating	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Improvement Incentive	\$ 50,000	\$ -	\$ -	\$ 50,000	0%
Grants	\$ -	\$ -	\$ -	\$ -	0%
Capital Projects	\$ 200,000	\$ -	\$ -	\$ 200,000	0%
Total Expenditures	\$ 250,000	\$ -	\$ -	\$ 250,000	0%
Rev/Exp	\$ 276,987	\$ 2,199	\$ 4,541		
Strategic Initiative Fund (107)					
Revenue	\$ 1,028,998	\$ -	\$ -	\$ 1,028,998	0%
Expenditures	\$ 2,454,812	\$ 1,195	\$ 2,405	\$ 2,452,407	0%
Rev/Exp	\$ (1,425,814)	\$ (1,195)	\$ (2,405)		

Monthly Financial Report					
	Budget	Current Month Actual	YTD Actual	Available Budget	% YTD of Total Budget
Oil & Gas Lease Fund (12)					
Revenue	\$ 100,000	\$ 15,397	\$ 47,632	\$ 52,368	48%
Expenditures	\$ 660,000	\$ 759	\$ 759	\$ 659,241	0%
<i>Rev/Exp*</i>	\$ (560,000)	\$ 14,638	\$ 46,872		
Road and Street Fund (25)					
Revenue					
Sales Tax	\$ 1,750,000	\$ 236,267	\$ 236,267	\$ 1,513,733	14%
Total Revenue	\$ 1,750,000	\$ 236,267	\$ 236,267	\$ 1,513,733	14%
Expenditures					
Street R&M	\$ 3,308,000	\$ -	\$ 61,791	\$ 3,246,209	2%
Total Expenditures	\$ 3,308,000	\$ -	\$ 61,791	\$ 3,246,209	2%
<i>Rev/Exp*</i>	\$ (1,558,000)	\$ 236,267	\$ 174,476		
Vehicle Replace. Fund (30)					
Revenue					
Sale of vehicles	\$ 74,913	\$ -	\$ -	\$ 74,913	0%
Transfers in	\$ 559,633	\$ -	\$ -	\$ 559,633	0%
Total Revenue		\$ -	\$ -	\$ 634,546	0%
Expenditures					
Capital-Lease Expense	\$ 404,196	\$ 32,662	\$ 65,325	\$ 338,871	16%
Capital- Purchases	\$ 46,500	\$ -	\$ -	\$ 46,500	0%
Gas/Maint	\$ 178,850	\$ 18,684	\$ 21,441	\$ 157,409	12%
Operational	\$ 5,000	\$ -	\$ -	\$ 5,000	0%
Total Expenditures	\$ 634,546	\$ 51,346	\$ 86,765	\$ 547,781	14%
<i>Rev/Exp*</i>	\$ -	\$ (51,346)	\$ (86,765)		
ARPA Fund (101)					
Revenue-Transfers In/Interest	\$ 2,000	\$ 939	\$ 1,940	\$ 60	97%
Expenditures					
Project Appropriations	\$ 66,000	\$ -	\$ -	\$ 66,000	0%
Total Expenditures	\$ 66,000	\$ -	\$ -	\$ 66,000	0%
<i>Rev/Exp</i>	\$ (64,000)	\$ 939	\$ 1,940		

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

Fiscal Year 2025-2026, Period Ending 11/30/2025

16.67% Complete

Monthly Financial Report					
	Budget	Current Month Actual	YTD Actual	Available Budget	% YTD of Total Budget
Debt Service Fund (10)					
Revenue					
Property Taxes	\$ 1,473,290	\$ 80,451	\$ 106,925	\$ 1,366,365	7%
Interest Income	\$ 15,000	\$ 2,392	\$ 4,941	\$ 10,059	33%
Total Revenues	\$ 1,488,290	\$ 82,843	\$ 111,865	\$ 1,376,425	8%
Expenditures					
Debt Service	\$ 1,540,330	\$ 3,900	\$ 5,000	\$ 1,535,330	0%
<i>Rev/Exp</i>	\$ (52,040)	\$ 78,943	\$ 106,865		
COMPONENT UNIT					
Richland Hills EDC (26)					
Revenue					
Sales Tax	\$ 1,182,585	\$ 157,515	\$ 157,515	\$ 1,025,070	13%
Interest Income	\$ 40,000	\$ 5,458	\$ 11,622	\$ 28,378	29%
Total Revenues	\$ 1,222,585	\$ 162,973	\$ 169,137	\$ 1,053,448	14%
Expenses					
Operating	\$ 447,010	\$ 18,721	\$ 39,376	\$ 407,634	9%
Transfers Out	\$ 63,946	\$ -	\$ -	\$ 63,946	0%
Capital	\$ 643,607	\$ -	\$ -	\$ 643,607	0%
Debt Service	\$ 230,350	\$ -	\$ -	\$ 230,350	0%
Total Expenditures	\$ 1,384,913	\$ 18,721	\$ 39,376	\$ 1,345,537	3%
<i>Rev/Exp*</i>	\$ (162,328)	\$ 144,252	\$ 129,761		
<i>*Any overages in these funds are covered by fund balance.</i>					
DRAINAGE					
Drainage Fund (022)					
Revenue					
Billing/Interest	\$ 925,800	\$ 77,859	\$ 155,554	\$ 770,246	17%
Expenses					
Operating	\$ 348,872	\$ 41,321	\$ 233,147	\$ 115,725	67%
Capital	\$ 140,000	\$ -	\$ -	\$ 140,000	0%
Debt Service	\$ 478,114	\$ -	\$ -	\$ 478,114	0%
Total Fund	\$ 966,986	\$ 41,321	\$ 233,147	\$ 733,839	24%
<i>Rev/Exp*</i>	\$ (41,186)	\$ 36,537	\$ (77,593)		

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

Finance

GENERAL FUND, UTILITY FUND AND LINK FUND

Fiscal Year 2025-2026, Period Ending 12/31/2025

25.0% Complete

Monthly Financial Report					
	Budget	Current Month Actual	YTD Actual	Available Budget	% YTD of Total Budget
General Fund (001)					
Revenue					
Property Taxes	\$ 3,717,203	\$ 707,138	\$ 1,000,031	\$ 2,717,172	27%
Sales Tax	\$ 4,900,000	\$ 319,489	\$ 909,520	\$ 3,990,480	19%
Other Tax	\$ 2,500	\$ -	\$ 368	\$ 2,132	15%
Franchise Fees	\$ 562,000	\$ 19,699	\$ 34,613	\$ 527,387	6%
Fines & Forfeitures	\$ 528,900	\$ 1,293	\$ 37,625	\$ 491,275	7%
Licenses & Permits	\$ 247,625	\$ 9,900	\$ 36,479	\$ 211,146	15%
Service Charges	\$ 43,850	\$ 1,343	\$ 5,213	\$ 38,637	12%
Miscellaneous	\$ 528,609	\$ 13,720	\$ 37,458	\$ 491,151	7%
Total Revenues	\$ 10,530,687	\$ 1,072,582	\$ 2,061,308	\$ 8,469,379	20%
Expenditures					
Municipal Court	\$ 210,921	\$ 19,103	\$ 62,385	\$ 148,536	30%
Administration	\$ 661,765	\$ 64,274	\$ 252,966	\$ 408,799	38%
Police	\$ 2,719,289	\$ 229,427	\$ 749,955	\$ 1,969,334	28%
Fire	\$ 2,519,577	\$ 197,100	\$ 584,759	\$ 1,934,818	23%
Street	\$ 363,038	\$ 29,544	\$ 106,867	\$ 256,171	29%
Library	\$ 481,566	\$ 34,917	\$ 121,578	\$ 359,988	25%
Recreation	\$ 286,281	\$ 17,639	\$ 86,392	\$ 199,889	30%
Parks/Grounds	\$ 306,539	\$ 24,023	\$ 71,409	\$ 235,130	23%
Community Development	\$ 433,010	\$ 24,411	\$ 88,164	\$ 344,846	20%
Community Compliance	\$ 474,294	\$ 38,914	\$ 108,236	\$ 366,058	23%
Legislative (City Secretary)	\$ 149,177	\$ 11,907	\$ 36,348	\$ 112,829	24%
Shared Services	\$ 1,008,262	\$ 53,629	\$ 193,429	\$ 814,833	19%
Transfers/Non Departmental	\$ 1,586,905	\$ -	\$ 10,186	\$ 1,576,719	1%
Total Expenditures	\$ 11,200,624	\$ 744,890	\$ 2,472,674	\$ 8,727,950	22%
Rev/Exp	\$ (669,937)	\$ 327,693	\$ (411,366)		
Utility Fund (002)					
Revenue					
Water	\$ 2,734,000	\$ 220,853	\$ 774,985	\$ 1,959,016	28%
Sewer	\$ 2,088,000	\$ 175,052	\$ 525,628	\$ 1,562,372	25%
Misc. (incl. Garbage Billing)	\$ 842,200	\$ 65,773	\$ 222,816	\$ 619,384	26%
Total Revenues	\$ 5,664,200	\$ 461,678	\$ 1,523,428	\$ 4,140,772	27%
Expenses					
Shared Services	\$ 426,696	\$ 25,644	\$ 89,859	\$ 336,837	21%
Administration	\$ 821,747	\$ 38,189	\$ 159,194	\$ 662,553	19%
Water Services & Distr.	\$ 1,690,691	\$ 110,308	\$ 264,856	\$ 1,425,836	16%
Wastewater Service	\$ 1,704,330	\$ 160,229	\$ 319,738	\$ 1,384,592	19%
Trsfrs/Debt Service/Non-Dept.	\$ 1,393,187	\$ 48,991	\$ 149,195	\$ 1,243,992	11%
Total Expenses	\$ 6,036,651	\$ 383,361	\$ 982,842	\$ 5,053,809	16%
Rev/Exp	\$ (372,451)	\$ 78,317	\$ 540,587		
Link Operating Fund (098)					
Revenue					
Recreation	\$ 638,719	\$ 2,201	\$ 83,128	\$ 555,592	13%
Transfers in	\$ 150,000	\$ -	\$ -	\$ 150,000	0%
Total Revenue	\$ 788,719	\$ 2,201	\$ 83,128	\$ 705,592	11%
Expenditures	\$ 848,522	\$ 48,095	\$ 146,437	\$ 702,085	17%
Operating/Personnel	\$ 848,522	\$ 48,095	\$ 146,437	\$ 702,085	17%
Rev/Exp	\$ (59,803)	\$ (45,894)	\$ (63,309)		
*Unaudited					

Monthly Financial Report					
	Budget	Current Month Actual	YTD Actual	Available Budget	% YTD of Total Budget
Court Security Fund (24)					
Revenue	\$ 12,000	\$ -	\$ -	\$ 12,000	0%
Expenditures	\$ 12,000	\$ -	\$ -	\$ 12,000	0%
Rev/Exp	\$ -	\$ -	\$ -		
Court Technology Fund (39)					
Revenue	\$ 11,000	\$ -	\$ -	\$ 11,000	0%
Expenditures	\$ 27,933	\$ -	\$ -	\$ 27,933	
Rev/Exp	\$ (16,933)	\$ -	\$ -		
Crime Control District (65)					
Revenue					
Sales Tax	\$ 1,830,000	\$ 119,971	\$ 394,037	\$ 1,435,964	22%
Investment Income	\$ 20,000	\$ 5,453	\$ 16,700	\$ 3,300	84%
Grants/Transfers	\$ 12,000	\$ -	\$ -	\$ 12,000	0%
Total Revenue	\$ 1,862,000	\$ 125,424	\$ 410,737	\$ 1,451,263	22%
Expenditures					
Public Safety	\$ 1,090,912	\$ 111,827	\$ 301,667	\$ 789,245	28%
Capital Expense	\$ 85,130	\$ -	\$ 77,728	\$ 7,402	91%
Transfers Out/Shared Ser.	\$ 843,872	\$ -	\$ 142,493	\$ 701,379	17%
Total Expenditures	\$ 2,019,914	\$ 111,827	\$ 521,888	\$ 1,498,026	26%
Rev/Exp	\$ (157,914)	\$ 13,596	\$ (111,151)		
Hotel Occupancy Tax (77)					
Revenue					
HOT (Taxes)/Int Income	\$ 258,000	\$ 24,690	\$ 44,849	\$ 213,151	17%
Expenditures					
Operating Expense	\$ 159,091	\$ 94,592	\$ 108,105	\$ 50,986	68%
Debt Service	\$ 104,000	\$ -	\$ -	\$ 104,000	0%
Total Expenditures	\$ 263,091	\$ 94,592	\$ 108,105	\$ 154,986	41%
Rev/Exp*	\$ (5,091)	\$ (69,902)	\$ (63,257)		
TIF Fund (89)					
Revenue					
Property Tax Allocation	\$ 406,987	\$ -	\$ -	\$ 406,987	0%
Investment Income	\$ 0	\$ 2,190	\$ 6,731	\$ (6,731)	67312500%
Sales Tax Transfer in	\$ 120,000	\$ -	\$ -	\$ 120,000	0%
Total Revenue	\$ 526,987	\$ 2,190	\$ 6,731	\$ 520,256	1%
Expenditures					
Operating	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Improvement Incentive	\$ 50,000	\$ -	\$ -	\$ 50,000	0%
Grants	\$ -	\$ -	\$ -	\$ -	0%
Capital Projects	\$ 200,000	\$ -	\$ -	\$ 200,000	0%
Total Expenditures	\$ 250,000	\$ -	\$ -	\$ 250,000	0%
Rev/Exp	\$ 276,987	\$ 2,190	\$ 6,731		
Strategic Initiative Fund (107)					
Revenue	\$ 1,028,998	\$ -	\$ -	\$ 1,028,998	0%
Expenditures	\$ 2,454,812	\$ 1,590	\$ 3,995	\$ 2,450,817	0%
Rev/Exp	\$ (1,425,814)	\$ (1,590)	\$ (3,995)		

Monthly Financial Report					
	Budget	Current Month Actual	YTD Actual	Available Budget	% YTD of Total Budget
Oil & Gas Lease Fund (12)					
Revenue	\$ 100,000	\$ -	\$ 47,632	\$ 52,368	48%
Expenditures	\$ 660,000	\$ 500	\$ 1,339	\$ 658,661	0%
<i>Rev/Exp*</i>	\$ (560,000)	\$ (500)	\$ 46,292		
Road and Street Fund (25)					
Revenue					
Sales Tax	\$ 1,750,000	\$ 119,810	\$ 356,077	\$ 1,393,923	20%
Tarrant Cty Participation	\$ -	\$ 99,598	\$ 99,598	\$ (99,598)	
Total Revenue	\$ 1,750,000	\$ 219,408	\$ 455,676	\$ 1,294,324	26%
Expenditures					
Street R&M	\$ 3,308,000	\$ 106,250	\$ 168,041	\$ 3,139,959	5%
Total Expenditures	\$ 3,308,000	\$ 106,250	\$ 168,041	\$ 3,139,959	5%
<i>Rev/Exp*</i>	\$ (1,558,000)	\$ 113,158	\$ 287,635		
Vehicle Replace. Fund (30)					
Revenue					
Sale of vehicles	\$ 74,913	\$ -	\$ -	\$ 74,913	0%
Transfers in	\$ 559,633	\$ -	\$ -	\$ 559,633	0%
Total Revenue		\$ -	\$ -	\$ 634,546	0%
Expenditures					
Capital-Lease Expense	\$ 404,196	\$ 32,662	\$ 97,987	\$ 306,209	24%
Capital- Purchases	\$ 46,500	\$ -	\$ -	\$ 46,500	0%
Gas/Maint	\$ 178,850	\$ 11,941	\$ 33,381	\$ 145,469	19%
Operational	\$ 5,000	\$ -	\$ -	\$ 5,000	0%
Total Expenditures	\$ 634,546	\$ 44,603	\$ 131,368	\$ 503,178	21%
<i>Rev/Exp*</i>	\$ -	\$ (44,603)	\$ (131,368)		
ARPA Fund (101)					
Revenue-Transfers In/Interest	\$ 2,000	\$ 936	\$ 2,875	\$ (875)	144%
Expenditures					
Project Appropriations	\$ 66,000	\$ -	\$ -	\$ 66,000	0%
Total Expenditures	\$ 66,000	\$ -	\$ -	\$ 66,000	0%
<i>Rev/Exp</i>	\$ (64,000)	\$ 936	\$ 2,875		

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

Fiscal Year 2025-2026, Period Ending 12/31/2025

25.0% Complete

Monthly Financial Report					
	Budget	Current Month Actual	YTD Actual	Available Budget	% YTD of Total Budget
Debt Service Fund (10)					
Revenue					
Property Taxes	\$ 1,473,290	\$ 256,405	\$ 363,329	\$ 1,109,961	25%
Interest Income	\$ 15,000	\$ 2,383	\$ 7,324	\$ 7,676	49%
Total Revenues	\$ 1,488,290	\$ 258,788	\$ 370,653	\$ 1,117,637	25%
Expenditures					
Debt Service	\$ 1,540,330	\$ -	\$ 5,000	\$ 1,535,330	0%
Rev/Exp	\$ (52,040)	\$ 258,788	\$ 365,653		
COMPONENT UNIT					
Richland Hills EDC (26)					
Revenue					
Sales Tax	\$ 1,182,585	\$ 79,875	\$ 237,390	\$ 945,195	20%
Interest Income	\$ 40,000	\$ 5,261	\$ 16,883	\$ 23,117	42%
Total Revenues	\$ 1,222,585	\$ 85,136	\$ 254,273	\$ 968,312	21%
Expenses					
Operating	\$ 447,010	\$ 24,070	\$ 63,446	\$ 383,564	14%
Transfers Out	\$ 63,946	\$ -	\$ -	\$ 63,946	0%
Capital	\$ 643,607	\$ -	\$ -	\$ 643,607	0%
Debt Service	\$ 230,350	\$ -	\$ -	\$ 230,350	0%
Total Expenditures	\$ 1,384,913	\$ 24,070	\$ 63,446	\$ 1,321,467	5%
Rev/Exp*	\$ (162,328)	\$ 61,065	\$ 190,827		
<i>*Any overages in these funds are covered by fund balance.</i>					
DRAINAGE					
Drainage Fund (022)					
Revenue					
Billing/Interest	\$ 925,800	\$ 78,163	\$ 233,717	\$ 692,083	25%
Expenses					
Operating	\$ 348,872	\$ 11,997	\$ 245,145	\$ 103,727	70%
Capital	\$ 140,000	\$ -	\$ -	\$ 140,000	0%
Debt Service	\$ 478,114	\$ -	\$ -	\$ 478,114	0%
Total Fund	\$ 966,986	\$ 11,997	\$ 245,145	\$ 721,841	25%
Rev/Exp*	\$ (41,186)	\$ 66,166	\$ (11,428)		

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

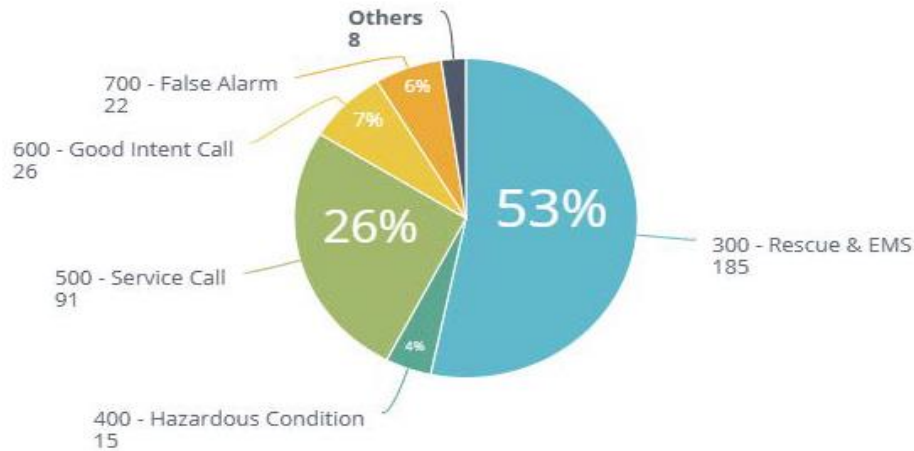
W



Fire/EMS Operations:

- Personnel completed **26** annual business inspections throughout the month.
- Members completed a combined **77** hours of training throughout the month.
- Turnout times averaged **49 seconds** for November. The national standard is 80 seconds or less.
- Response times for November averaged **6 minutes 33 seconds** from receipt of call-in dispatch to the first fire unit arriving on scene to assist.
- 2 fire personnel left Richland Hills FD to work at Tarrant County ESD #1 with 3 more expected in December.
- Fire Chief Wes Rhodes started the 27th of October.
- No working structure fire in Richland Hills in November. Crews did assist Haltom City on 2 working structure fires.
- Year to Date Ambulance Billing Collection is: **\$69,824.75** This is a result of continued attempts at collections from the previous year by Wittman Enterprises.
- Smoke alarms continue to be available to those who need them. There is no cost and FD personnel will install them. No smoke detectors were installed in November.
- Vial of Life emergency medical information pouches are available at the fire station and Library and were handed out at the 75th Anniversary Celebration, as well as Fire Prevention handouts and informational flyers.
- **November 2025** Call Volume **173** total calls for service. **November 2024** Call Volume **103** total Calls for Service. That is a 68% increase over the previous year.

Count of Incidents by Incident Type



Emergency Management:

- Siren testing was conducted and found to be in proper working order after an error was made in the dispatch office at NRH Alarm during routine testing done in August.
- We continue to educate the public on the purpose of the sirens and the misconception that they should warn them inside their homes. Staff are planning to put together a public service announcement to further reinforce the intent and purpose of these warning tools.

Fire Prevention/Education:

- Personnel are starting to work on adoption of 2021 Fire Code.
- Met with a promotional company to provide Public Education shirts and magnets for Fire Dept. booth handouts at no cost.
- Fees invoiced: **\$2,630**
- Fees collected: **\$415**

EMS/Community Paramedic:

	Patient Contacts	Referrals/Follow- ups	Carseat Installs	Instruction Hrs.	Events Attended	Training Hrs.	Notes
October	5	20	11	0	1	0	CCP Ride outs for credentialing. Still in progress.
November	6	10	0	0	0	0	CCP Ride outs for credentialing. Still in progress.
December	3	4	0	0	1	0	Completed CCP/Assisted with onboarding and hiring process
January							
February							
March							
April							
May							
June							
July							
August							
September							
Totals	9	14	0	0	1	0	



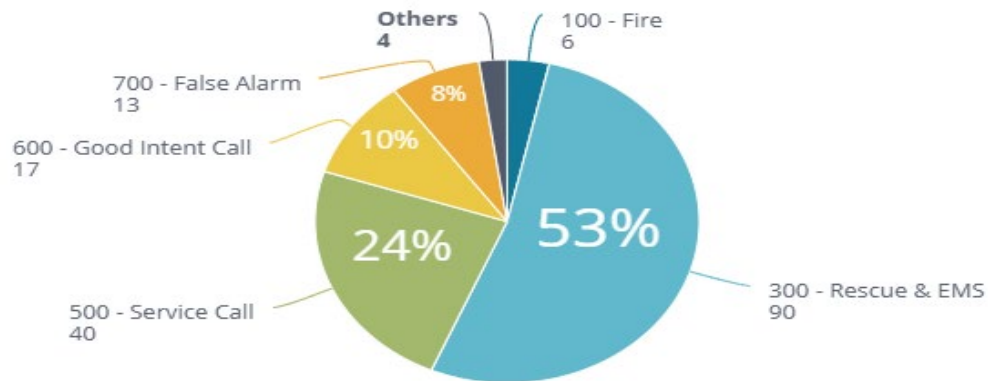
Fire/EMS Operations Overview:

- Personnel completed **2** annual business inspections throughout the month.
- Members completed a combined **85** hours of training throughout the month.
- Turnout times averaged **48 seconds** for December. The national standard is 80 seconds or less.
- Response times for December averaged **6 minutes 46 seconds** from receipt of call-in dispatch to the first fire unit arriving on scene to assist.
- 3 personnel left to go to work for Tarrant County ESD #1, totaling 4 shift firefighters and the fire marshal.
- Richland Hills FD became a designated location in the national Safe Place program (Project Safe Place) where youth in crisis (like abuse, neglect, homelessness) can go to find immediate help, shelter, or resources by asking for help from firefighters or staff, who then connect them to support services.
- Staff did a toy drive and adopted a family through the Christmas Providers Program.
- Staff Addressed and responded to a citizen complaint regarding compressed oxygen cylinders on a commercial truck in their neighborhood.
- Personnel responded to no working fires in the city, nor in other communities during December.
- Year to Date Ambulance Billing Collection is: **\$69,824.75**
- Smoke alarms continue to be available to those who need them. There is no cost and FD personnel will install them. No smoke detectors were installed in December.
- Vial of Life emergency medical information pouches are available at the fire station and Library and were handed out at the 75th Anniversary Celebration, as well as Fire Prevention handouts and informational flyers.
- Emergency incident responses in December 2025 **increased by 28% higher than** incident responses in December 2024.

Operations Response Data:

Service Calls – Through Dec 31, 2025			
	Dec. 2025	Dec. 2024	FY2026Total
Fire Calls	6	5	14
EMS/Major Accidents/ Rescues	90	77	275
Hazardous Conditions – No Fire	4	5	19
Public Assistance	40	22	131
Good Intent(No Service Rendered)	17	18	43
False Alarm	13	6	35
Severe Weather & Natural Disaster	0	0	0
Total Calls	170	133	517
Automatic / Mutual Aid			
	Current Month	Nov. 2024	YTD Total
Aid Received	80	28	208
Aid Given	17	5	51

Count of Incidents by Incident Type



Emergency Management:

- Siren testing was conducted and found to be in proper working order.
- Staff have submitted all required documentation for the renewal process for our part in the Tarrant County Hazard Mitigation Plan which addresses hazards in the community related to natural disasters and events impacting the region. This updated plan will be addressed at the January 26, 2026 City Council Meeting.

Fire Prevention/Education:

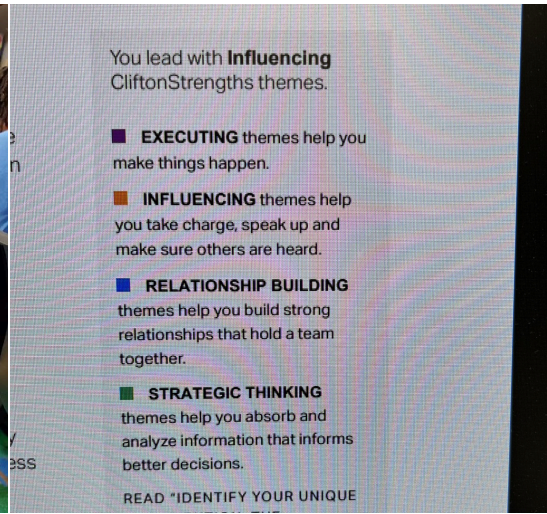
- Staff is starting to review updating to the 2021 edition of the IFC. Proposed adoption would be in the Spring of 2026.
- Staff started working on establishing a plan for the Emergency Access gates at Leslie and Norma Dr.
- Met with a promotional company to provide Public Education shirts and magnets for Fire Dept. booth handouts at no cost.
- Fees invoiced: **0**
- Fees collected: **0**

EMS/Community Paramedic

	Patient Contacts	Referrals/Follow- ups	Carseat Installs	Instruction Hrs.	Events Attended	Training Hrs.	Notes
October	5	20	11	0	1	0	CCP Ride outs for credentialing. Still in progress.
November	6	10	0	0	0	0	CCP Ride outs for credentialing. Still in progress.
December	3	4	0	0	1	0	Completed CCP/Assisted with onboarding and hiring process
January							
February							
March							
April							
May							
June							
July							
August							
September							
Totals	9	14	0	0	1	0	

RICHLAND HILLS PUBLIC LIBRARY

NOVEMBER • 2025



IMPACT

Library Director Chantele Hancock attended the Public Library Administrators of North Texas (PLANT) conference in Mineral Wells. Before the event all the directors were given the opportunity to take the Clifton Strength's Finders test and worked with that information at the conference.

Library circulation continues to be strong and we are very close to matching pre-COVID check out statistics.

KEY FACTS (LAST YEAR)

- 1056 Visitors (1035)
- 112 Program Attendance (276)
- 12 Programs & Events (12)
- 3286 Total Items Checked Out (3029)
- 1625 Questions Answered (1360)
- 44 Posters printed for other City Departments (7)
- 182 Computer Sessions (118)

RICHLAND HILLS PUBLIC LIBRARY

DECEMBER • 2025



IMPACT

As usual December was full of holiday activities for Library Patrons and Staff.

The library was beautifully decorated by our holiday elves. Stephanie and volunteers built the outdoor “Light Lane”. We had booths at the Tree Lighting and RH resident “Old Man Steve” donated his extensive collection of Santa’s to the City.

The Richland Hills Literary Club held their annual Christmas Party at the Link.

Our wrapping room continued to be a popular service with approximately 200 uses for the month.

KEY FACTS (LAST YEAR)

- 871 Visitors (877)
- 1276 Program Attendance (1372)
- 8 Programs & Events (14)
- 2789 Total Items Checked Out (2541)
- 1329 Questions Answered (1206)
- 13 Posters printed for other City Departments (22)
- 116 Computer Sessions (211)

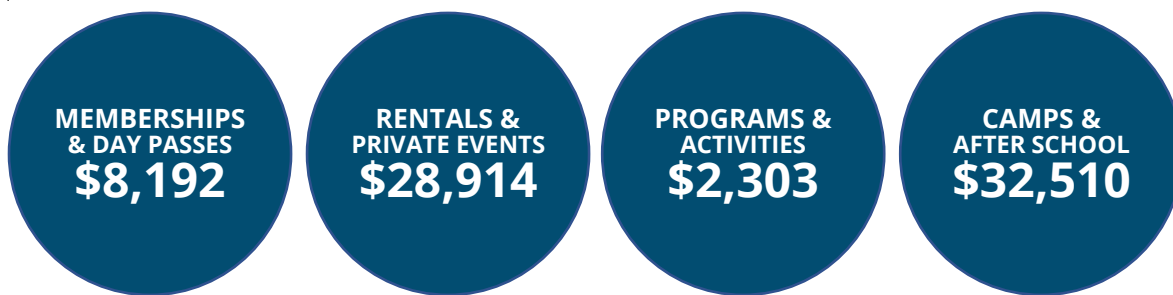


NOVEMBER & DECEMBER 2025 LINK REPORT

REVENUES

Membership, rentals, and program revenue experienced a decline due to the gymnasium floor construction closure in November. As part of the mitigation plan, all Link members were granted a one-month extension to their existing memberships. As a result, membership revenue that would have been recognized in December was deferred to a later period.

NOV. & DEC. REVENUE



YTD TOTAL REVENUE

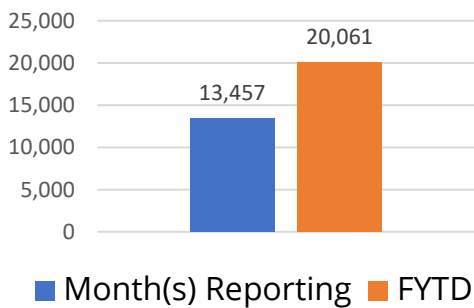
FY 26
\$122,855

LAST YEAR COMP.

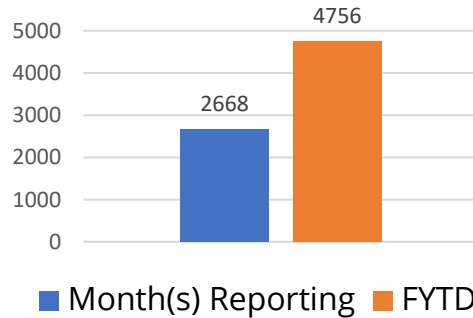
FY 25
\$144,895

VISITS & PARTICIPATION DATA

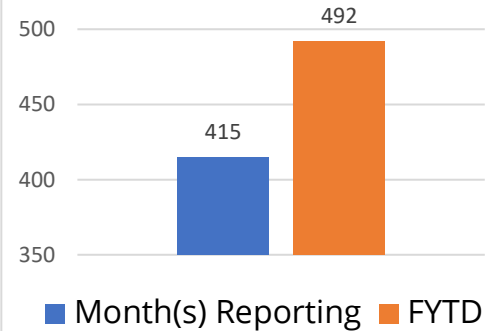
TOTAL VISITORS



MEMBER SCANS

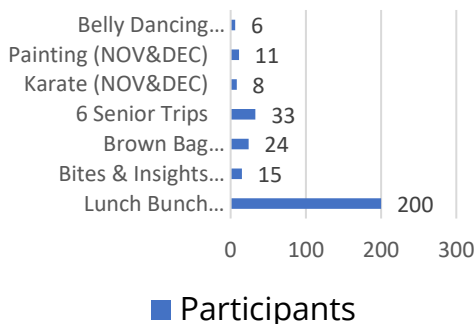


UNIQUE MEMBER SCANS

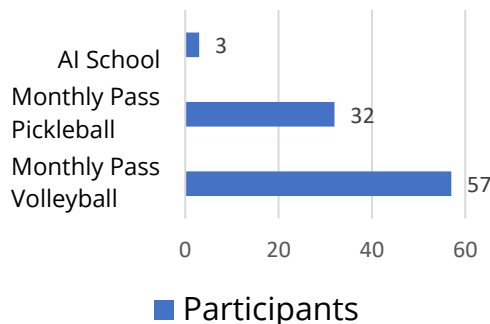


AT THE LINK

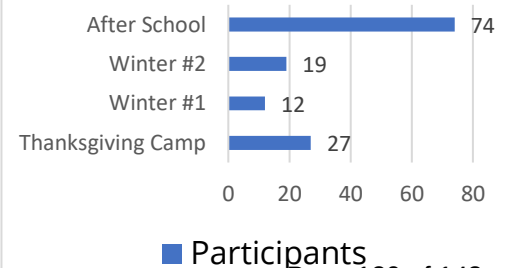
PROGRAMS



ATHLETICS



AFTER SCHOOL AND CAMPS



RENTALS

Due to the temporary closure of the gymnasium floor construction, November revenue did not meet expectations. However, we were still able to accommodate several private rentals. Overall, it was a slower month than usual. December included not only private rentals, but also continued programming partnerships. We continue to host AI School and welcomed back RYA to host their practices and league games.

NOV. & DEC. RENTAL TYPES

PRIVATE
108

INTERNAL
7

INTERNAL RENTALS

Employee Luncheon
SOTX Regional Leadership Conference
Police Academy Banquet
Group Exercise Christmas Party
City Manager Send-Off
Christmas Tree Lighting

CITY EVENTS

The Veterans Day Ceremony and Picnic took place outdoors on November 11. We held a small but meaningful ceremony to honor our veterans, followed by a community picnic. Our Fire Department generously volunteered to cook hotdogs, and guests enjoyed light refreshments, desserts, and hotdogs under the pavilion as we came together to recognize and celebrate those who have served.

Our end-of-year **Christmas Tree Lighting** event was a great success, with approximately 2,500 attendees. The evening featured a DJ, as well as choir and dance performances from our elementary and middle schools. Guests enjoyed a fun and festive atmosphere filled with excitement and the creation of wonderful holiday memories.



UPCOMING CITY EVENTS

EASTER CELEBRATION
March 28 | 10 a.m.-12 p.m.
City Plaza

PARKS MAINTENANCE & OPERATION

City Complex/ and Grounds

- Regular walk-throughs of parking lots and building perimeter.
- Trash/debris removal, trash receptacles emptied and refreshed.
- Dog waste stations restocked throughout the month.
- Spray for fire ant mounds, and weeds along walking paths.
- Tree limbs trimmed at Library entrance.
- Weed removal and trash pick-up along Baker Blvd (west to east).
- Seasonal flowers were installed at City Complex, and Police station.
- New Irrigation controller installed at Animal Services.
- Repairs of main irrigation lines at City Complex.
- Light poles wrapped for holiday season.
- Regular walk-throughs of parking lots and building exteriors.
- Trash/debris removal, trash receptacles emptied and dog stations restocked.
- Irrigation and water spigot checks during below-freezing conditions.
- High-wind monitoring of medians and rights-of-way for blown debris.
- Post-event cleanup including removal of hay bales, trash along buildings, and pressure washing of picnic tables and receptacles.

NICOs

- Mowing at City Complex and contract Parks/Grounds sites.
- Continued seasonal maintenance and site cleanups.

Electrical & Lighting Contractors

- Light pole assessments at Creek Trail Park and Rosebud Park.
- Repairs to electrical outlets at City Complex for event use.
- Tree trimming services for limbs obstructing roadway lighting.

Parks System (Rosebud, Creek Trail, Windmill, Hike & Bike Trail)

- Trash/debris removed along walking paths and trail sections.
- Trash receptacle refreshed; dog station refills completed weekly.
- Post-storm cleanup including removal of fallen small tree limbs. Leaf blowing on playgrounds and walking paths.
- Routine playground inspections for safety, vandalism, and debris.
- Weed removal and trash pick-up along fence lines of park system/ hike and bike trails.
- Routine trash and debris removal along trails, fence lines, and tree lines.

PARKS MAINTENANCE & OPERATION (CONTINUED)

Parks System (Rosebud, Creek Trail, Windmill, Hike & Bike Trail)

- Hike & Bike Trail walk-throughs to remove wind-blown trash along fence lines.
- Trash receptacles and dog stations serviced throughout the month.
- Playground surfacing inspections and clearing of fallen limbs and leaf blow-off.

Tree & Debris Management

- Fallen limbs at Animal Shelter cut down and removed with Public Works assistance.
- Three small, damaged trees removed from median island on Baker BLVD after vehicle impact.
- Fallen limbs removed across park sites following high-wind days, Creek Trail Park, Rosebud Park, Windmill Park. Leaf blowing along walking paths and playgrounds.

EVENT SUPPORT

Veterans Day Ceremony

- Full setup including banners, AV system, seating, tables, and decorated picnic areas.

Star Gazing Event at Rosebud Park

- Park lighting adjusted/shut off to support evening visibility requirements.

Holiday Season Preparation

- Light poles wrapped at City Complex for seasonal décor.

Christmas Tree Lighting Event

- Assisted with setup and breakdown.
- Picked up and delivered two portable light towers.
- Post-event cleanup of grounds and equipment.

TRAINING & PROFESSIONAL DEVELOPMENT

PlayCore Live Webinar

- Community connectedness through aquatic design/programming.

Lewisville Seminar

- Understanding benefits of no-mow zones for community and environment.

Training & Professional Development

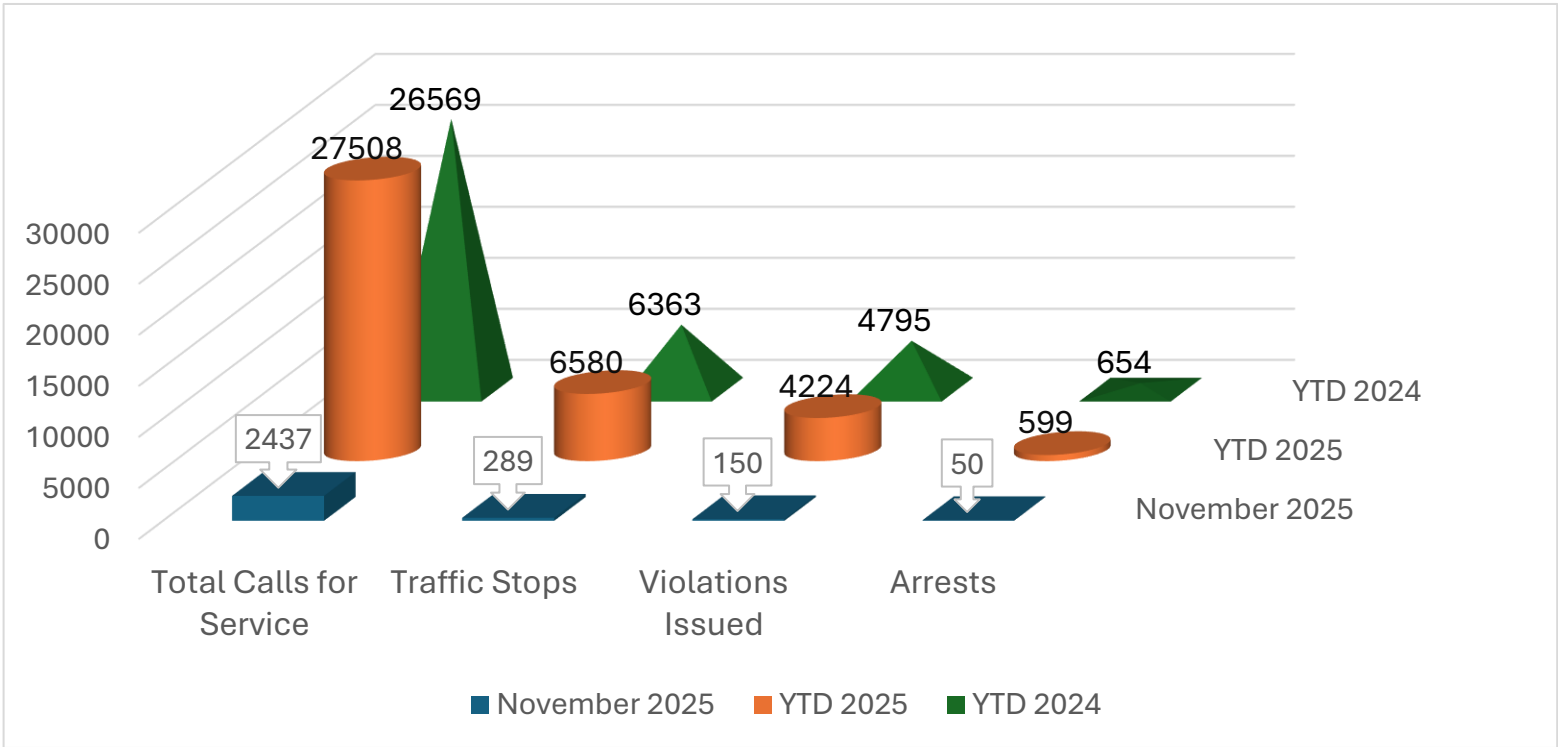
- Continued PlayCore online training series.
- Attended (T.R.A.P.S.) Texas Recreation And Parks Society + (M.I.L.S.) Minorities IN Leisure Services Zoom training session focused on community engagement and professional development within leisure services.



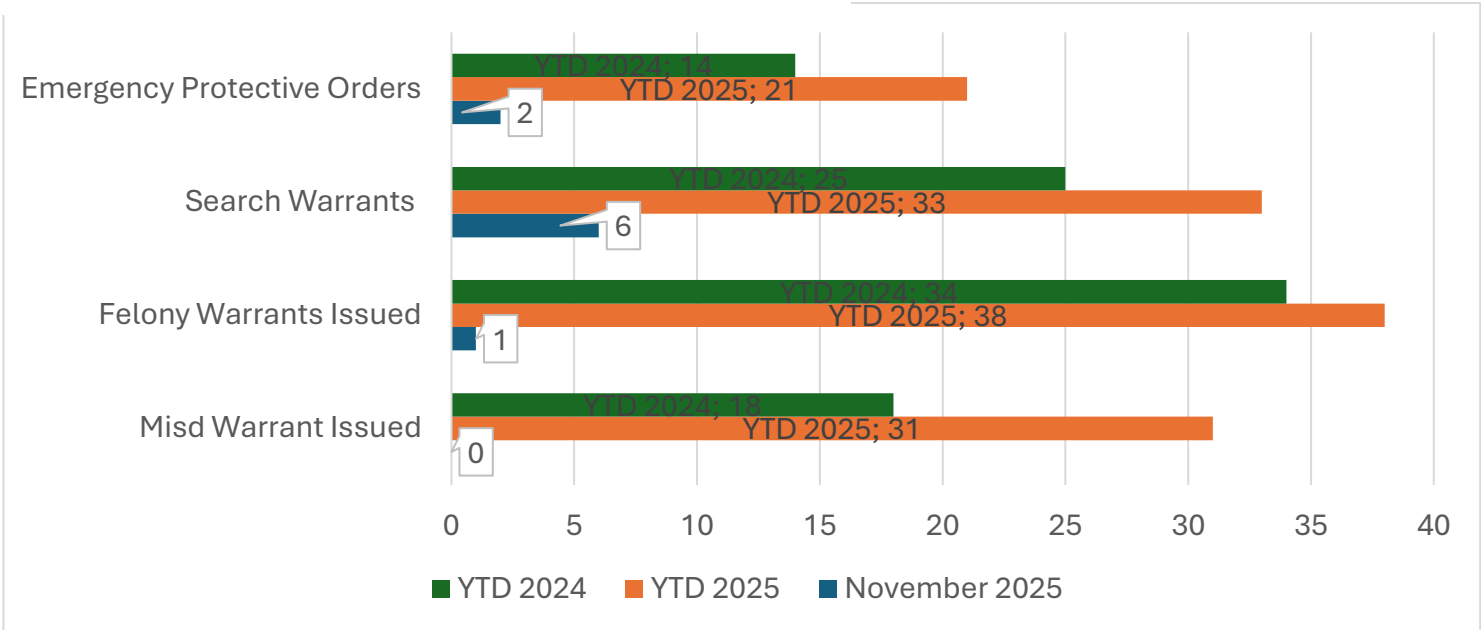
Police Department

**November
2025**

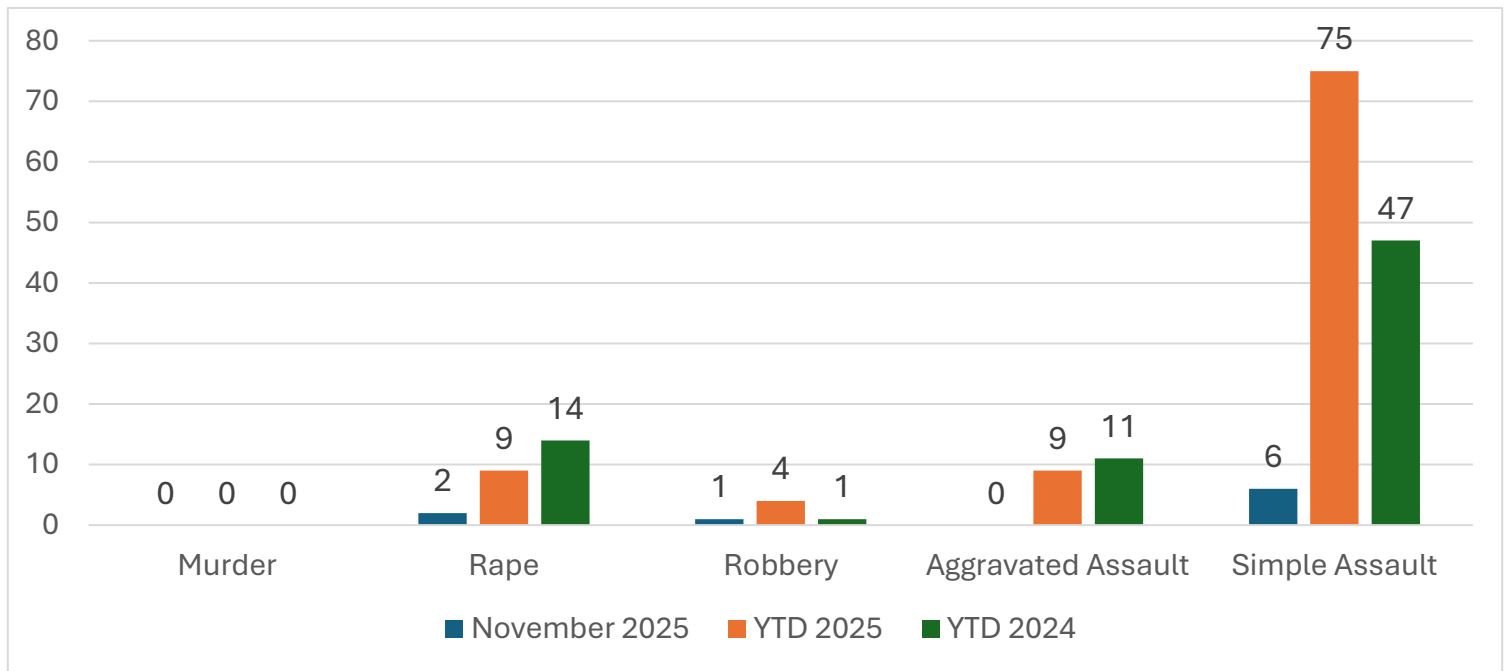
SERVICE CALLS



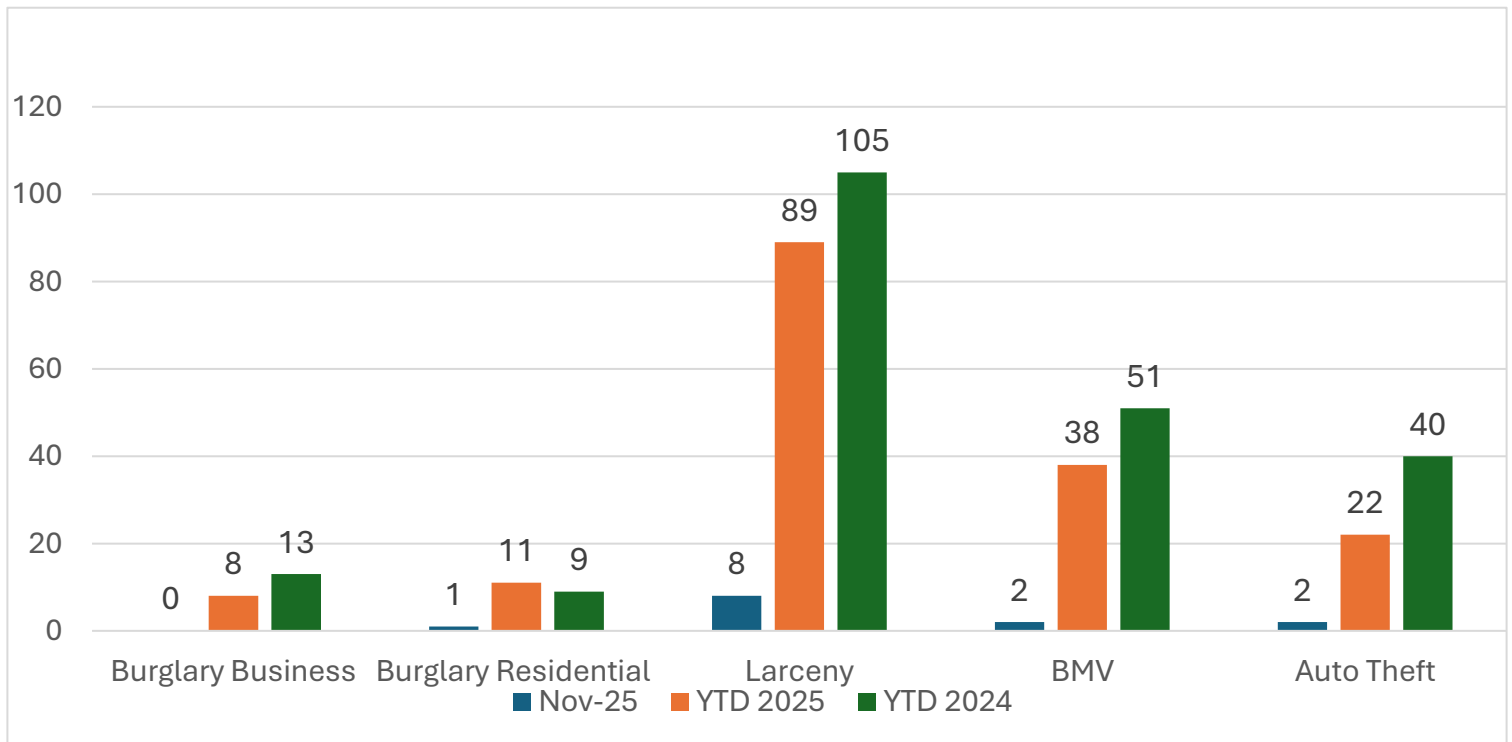
CRIMINAL INVESTIGATIONS



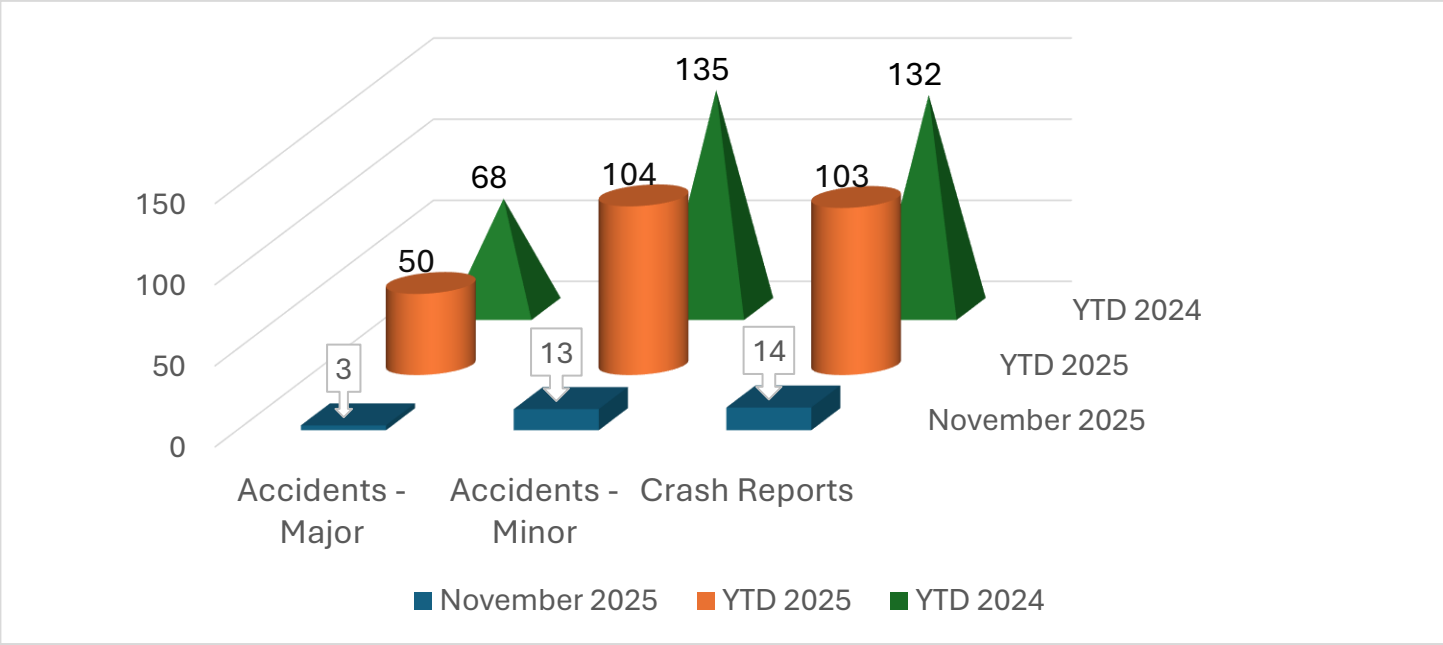
PART 1 VIOLENT CRIME



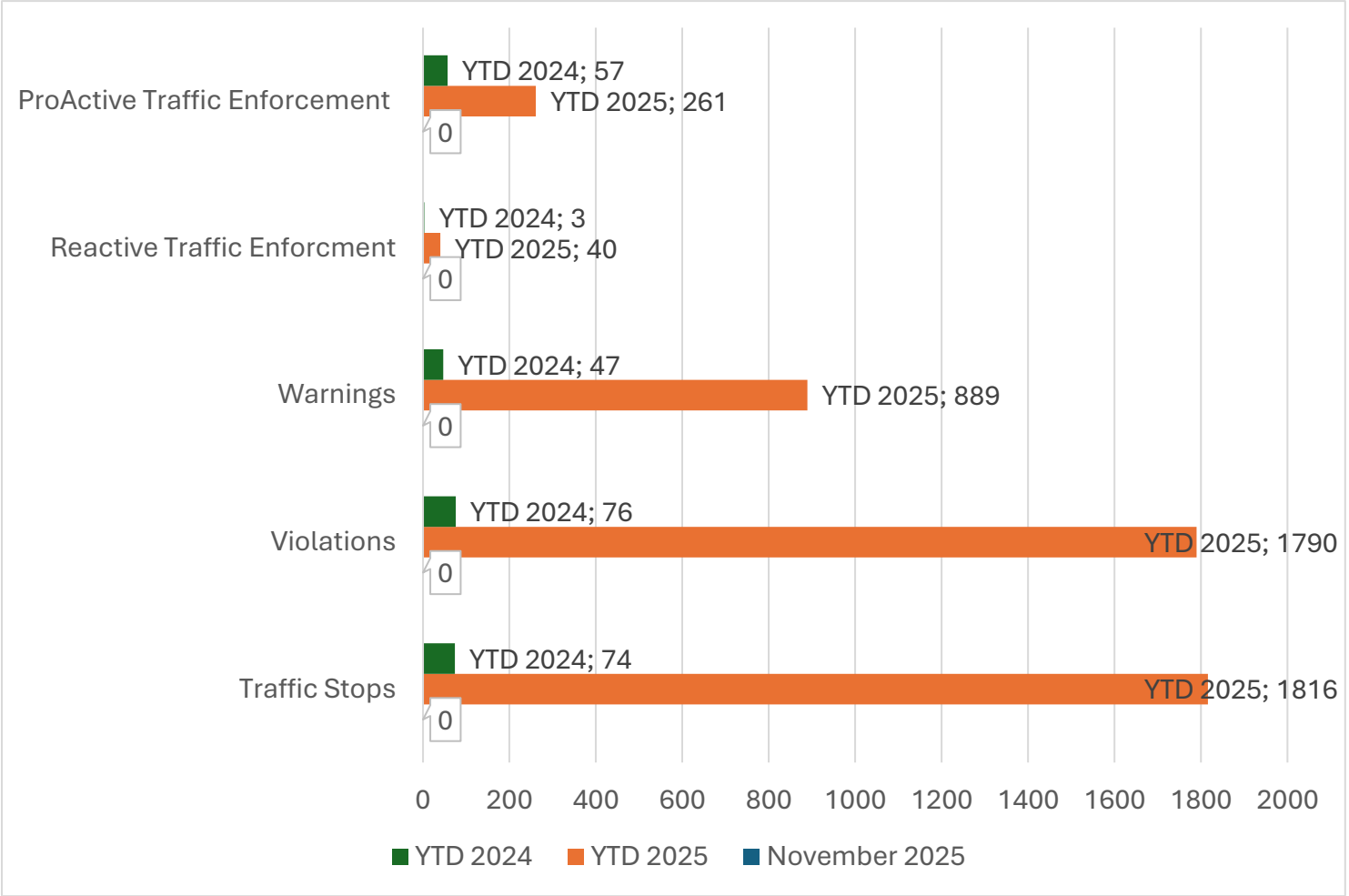
PART 1 PROPERTY CRIME



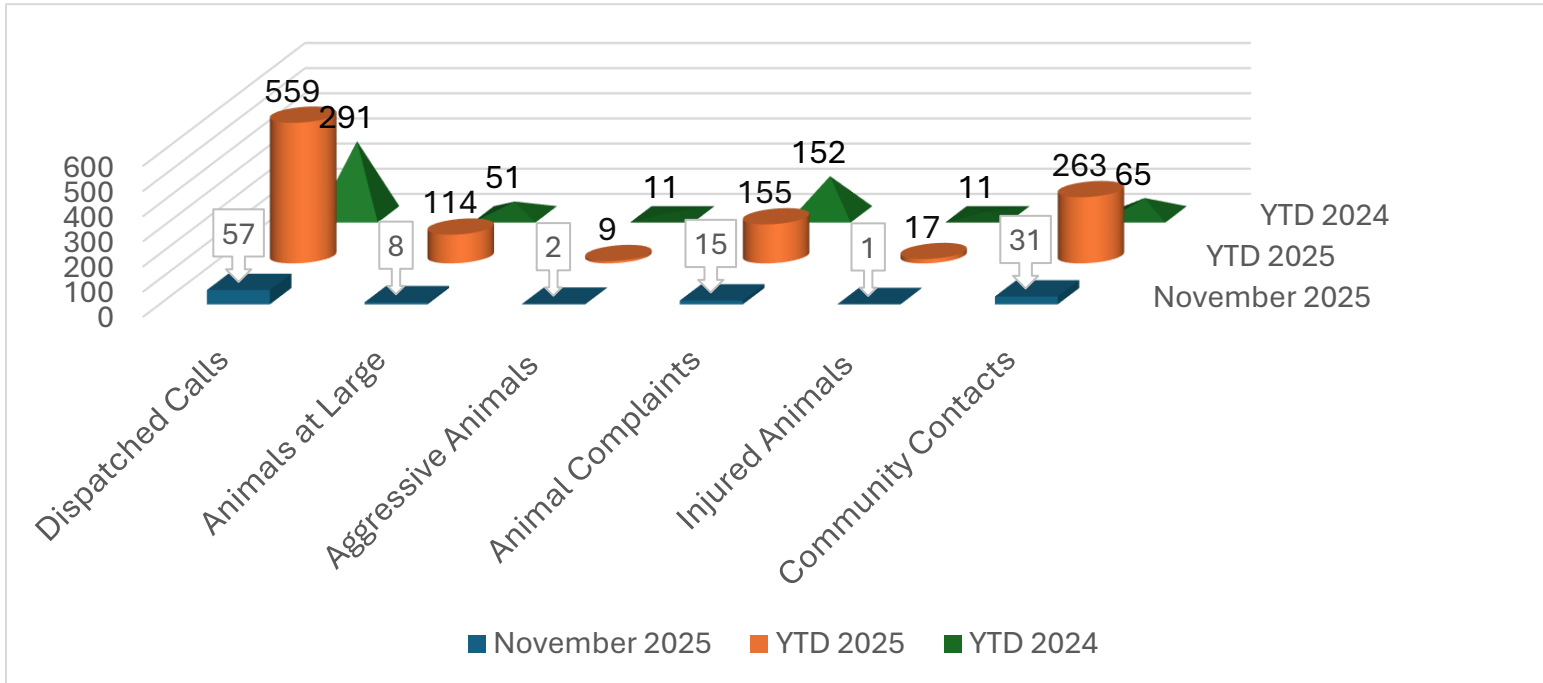
TRAFFIC ACCIDENTS



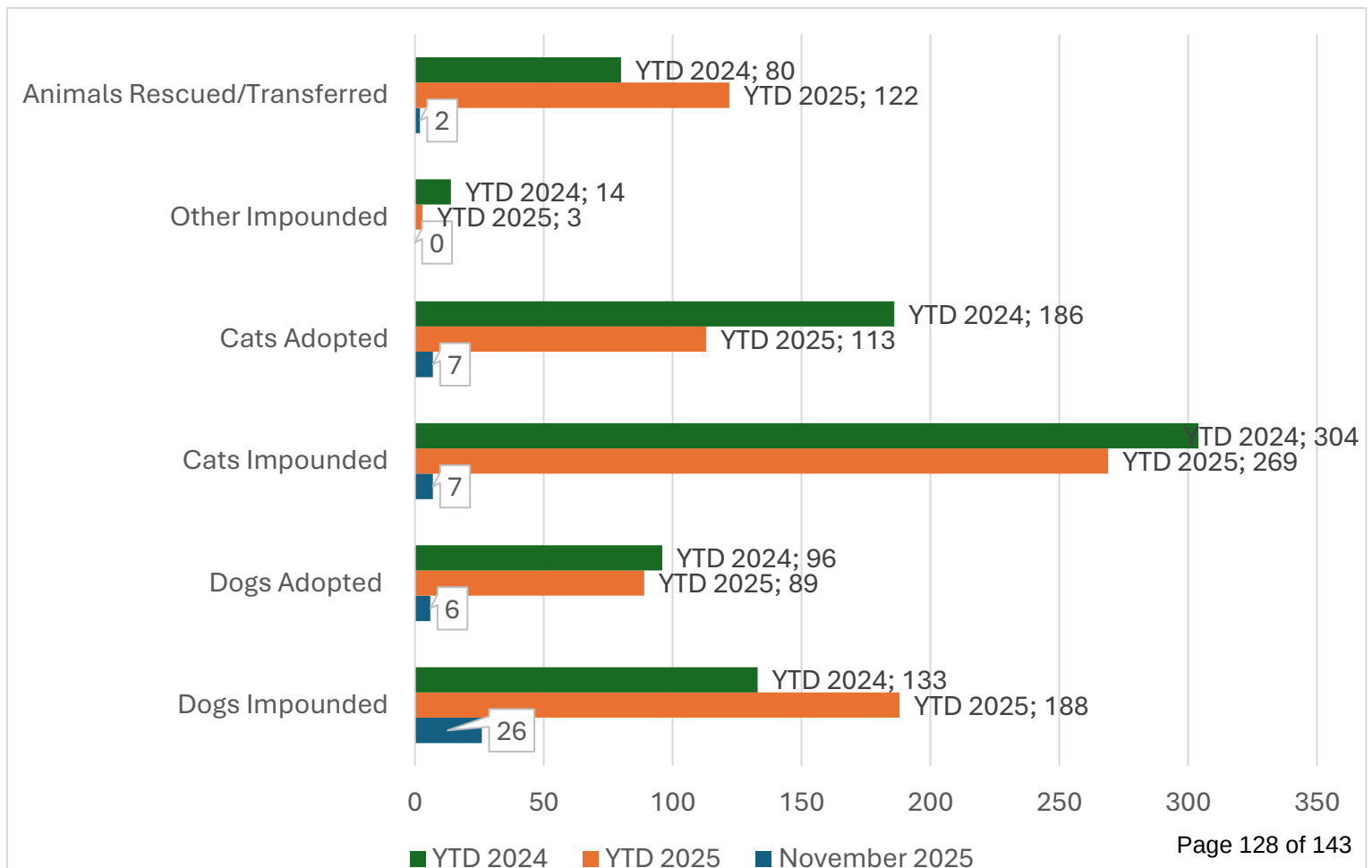
TRAFFIC UNIT



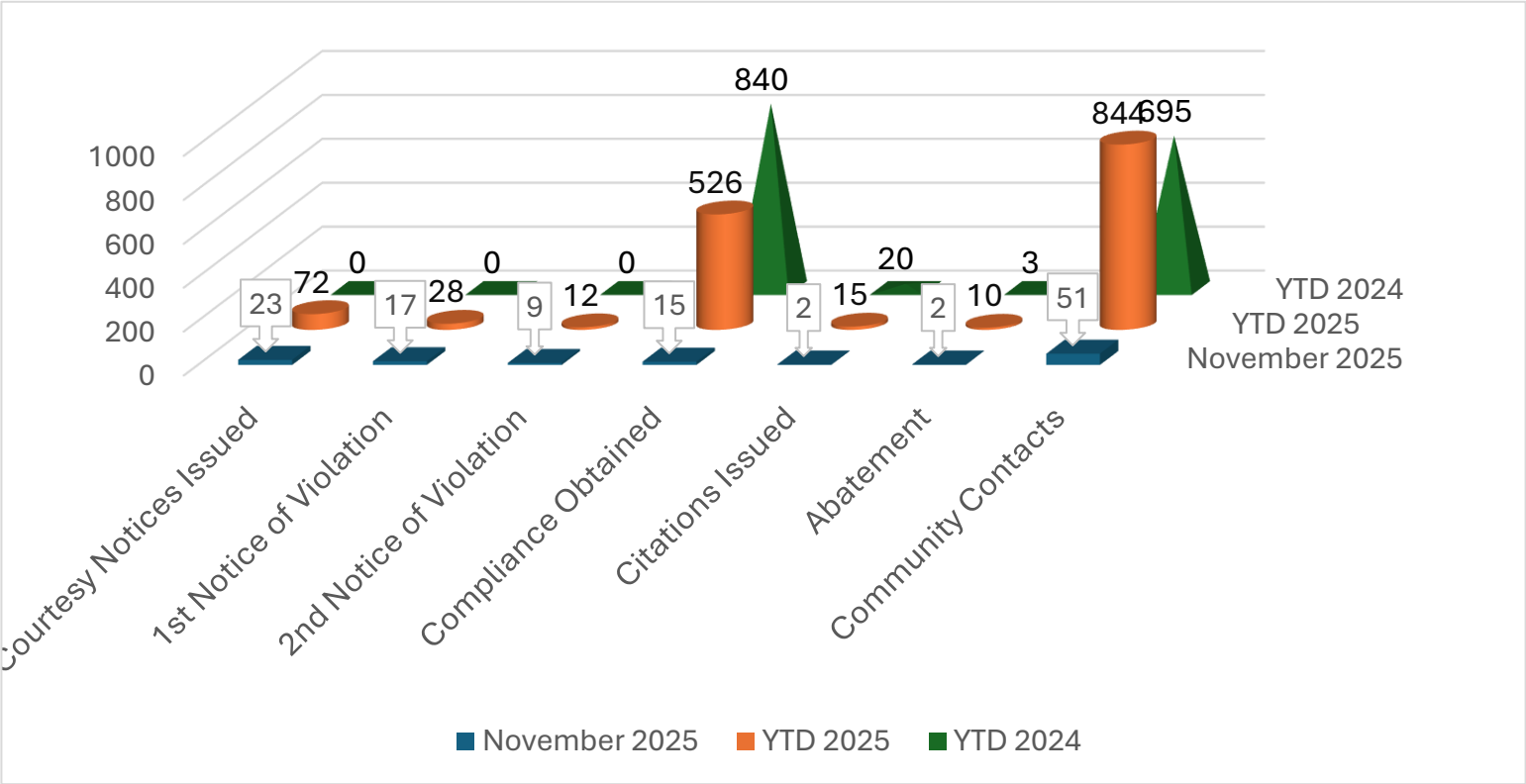
CALLS FOR SERVICE – ANIMAL SERVICES



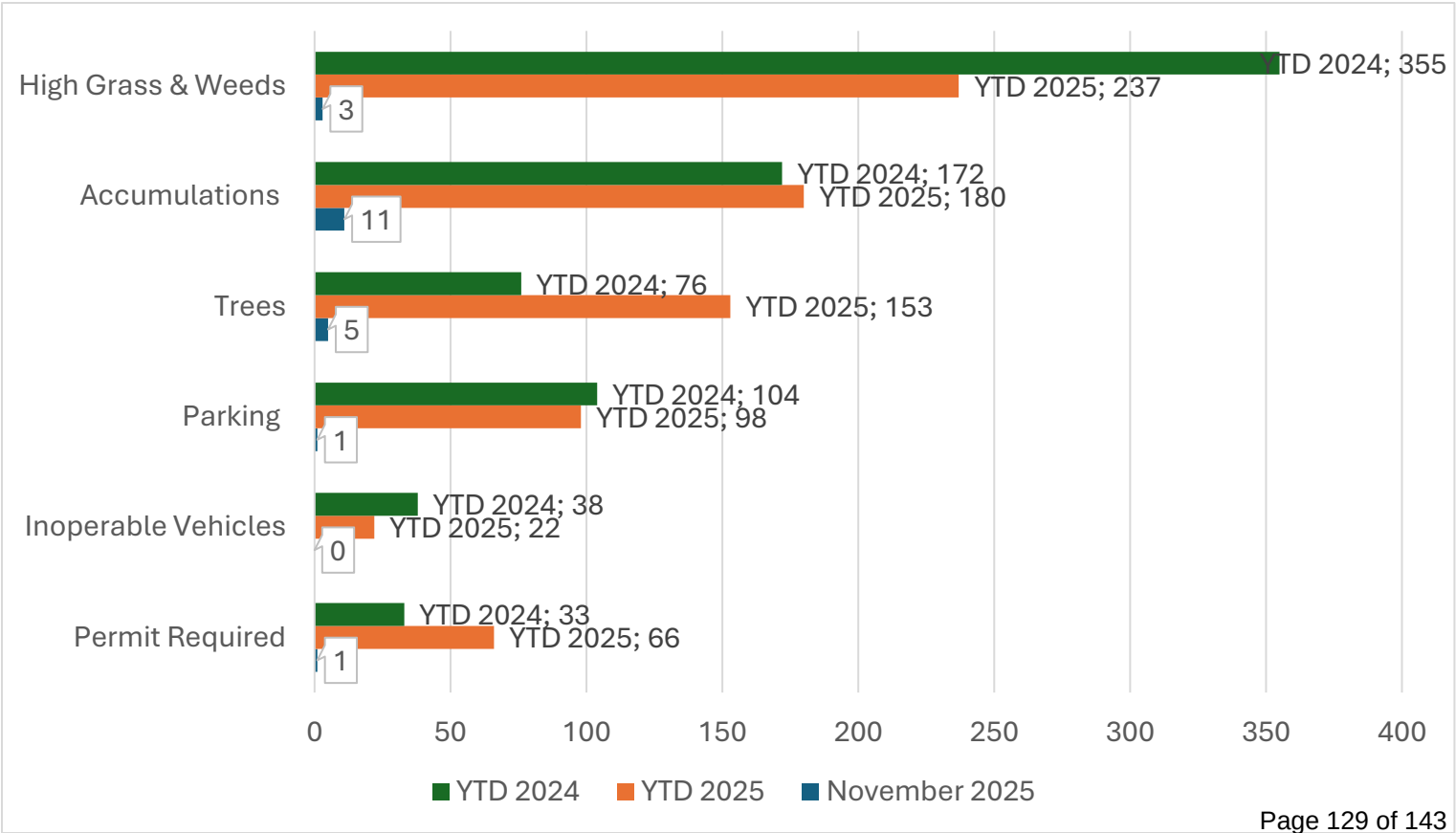
IMPOUNDS & ADOPTIONS



CALLS FOR SERVICE – CODE COMPLIANCE



CODE – COMMON VIOLATIONS





ACCOMPLISHMENTS



POLICE DEPARTMENT

- November 4: The Richland Hills Police Department Recruiting Team attended the *Hiring Red, White & You* Job Fair at Globe Life Field. The team collected over 20 completed Job Interest Cards from prospective applicants.
- November 10: The Richland Hills Police Department officially swore in Detective Daniel Sawyer and Officer Cory Martinez.
- November 10–14: Richland Hills PD hosted the ALERRT Instructor Course. Sergeant Pratt and Officer Seel successfully completed the course, becoming the department's second and third certified ALERRT Instructors.
- November 14: Richland Hills Police and Fire Departments, in partnership with North Richland Hills, Haltom City, and Watauga, collaborated with the Community Enrichment Center (CEC) for the annual Christmas Extravaganza Toy and Food Drive.
- November 14: The Richland Hills Police Department, with assistance from The LINK, hosted the Special Olympics Texas (SOTX) North Region Leadership Conference.
- November 25: Sergeant Hernandez, Officer Zeisler, and Officer Burris attended and completed the Taser Instructor Course.

COMMUNITY COMPLIANCE

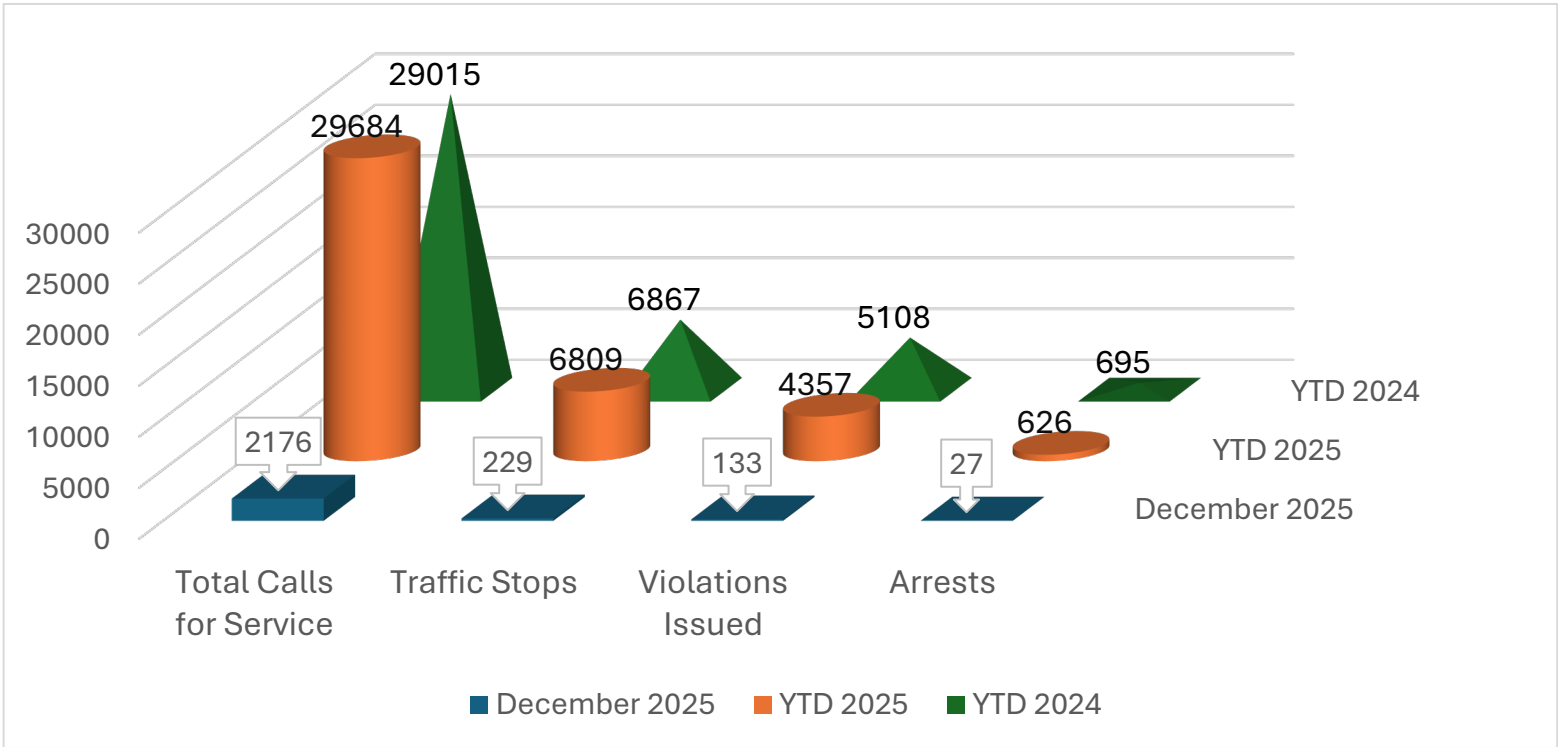
- November 11th: Vax Shack provided 20 spay/neuter procedures for shelter animals and administered 22 rabies vaccinations to RHAS shelter pets.
- November 15th: Snowflake, the RHAS Halloween Costume Contest winner, was successfully adopted by her forever family.
- November 18th: The entire RHAS staff attended the *Furever Buddy* fundraiser at Red Robin. The event was a great success and provided valuable community support for the shelter.
- November 22nd: RHAS received a large donation of pet food from Watauga Animal Services, continuing to strengthen partnerships and collaborative support efforts.



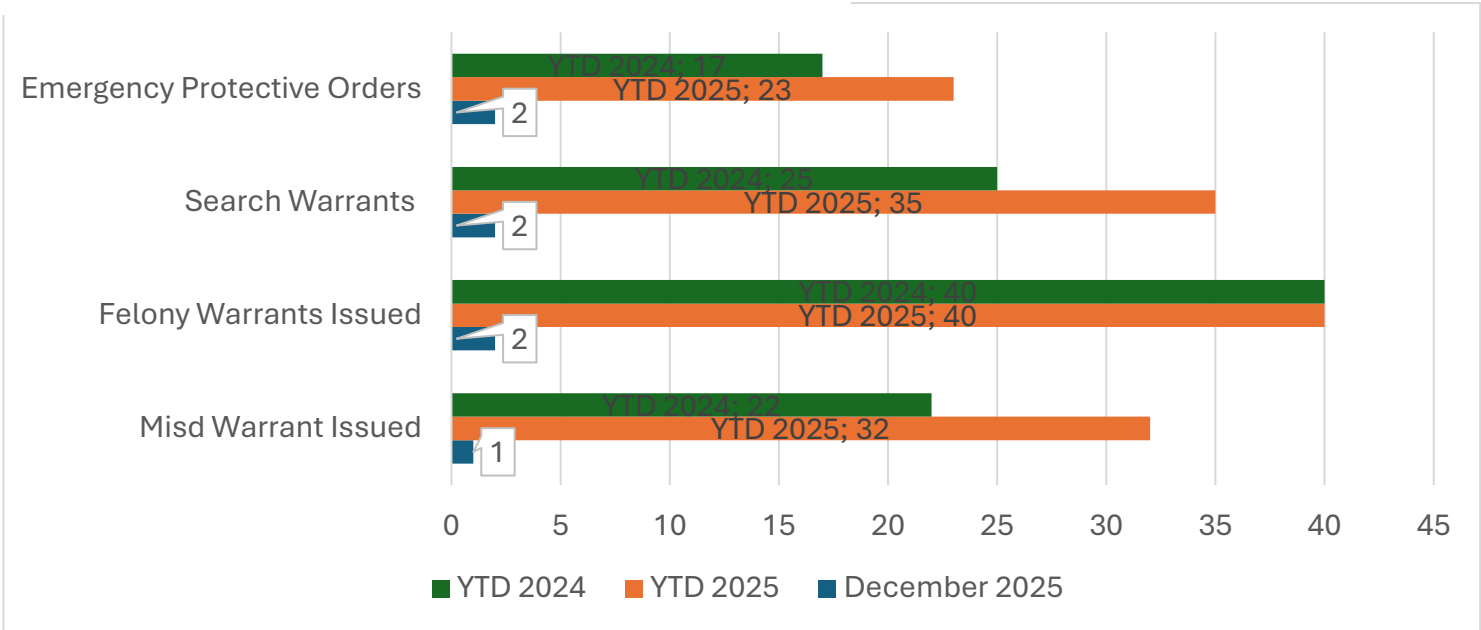
Police Department

**December
2025**

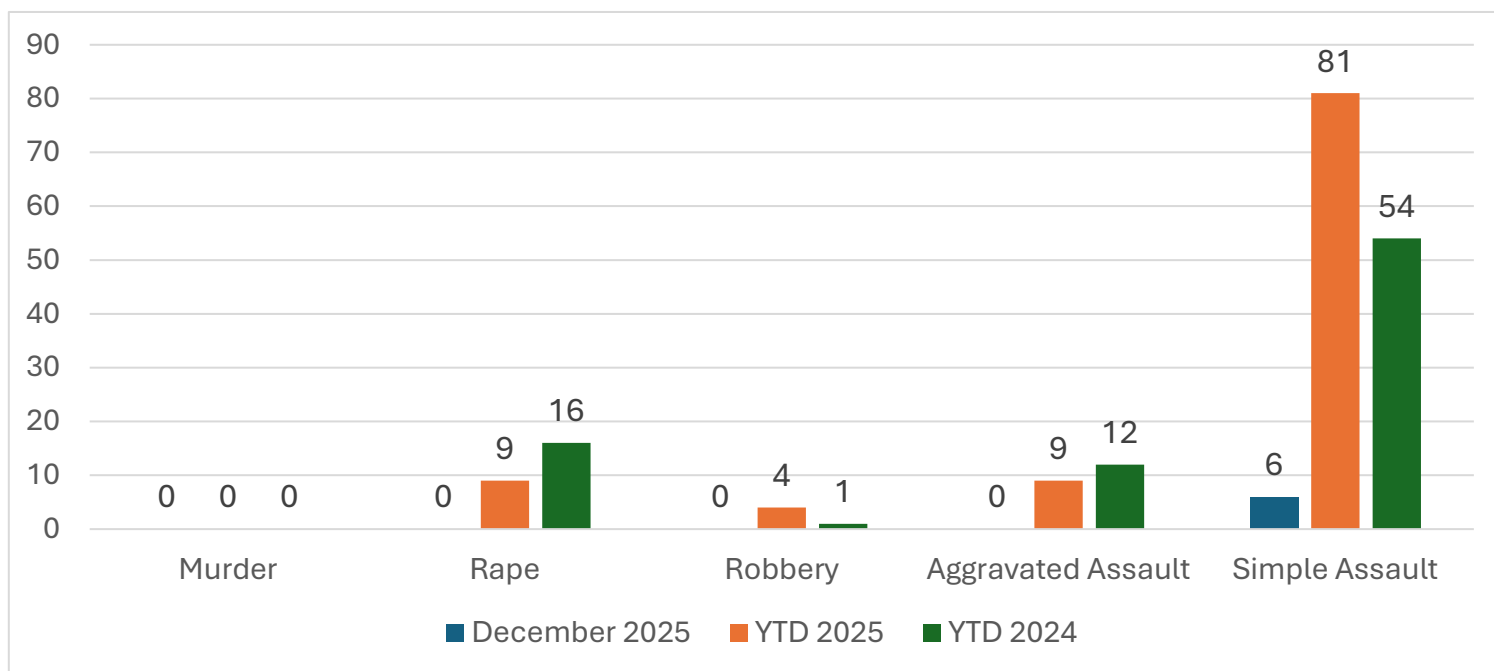
SERVICE CALLS



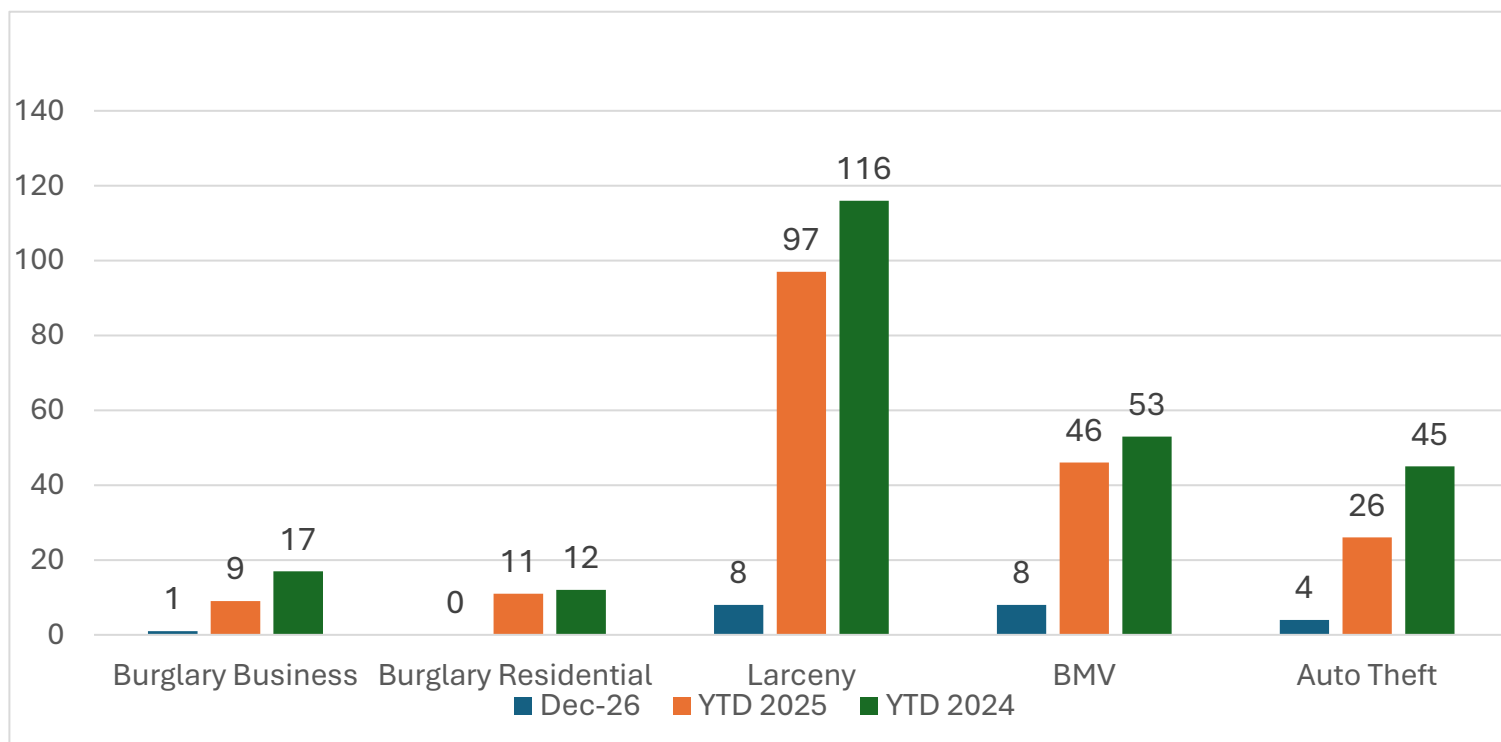
CRIMINAL INVESTIGATIONS



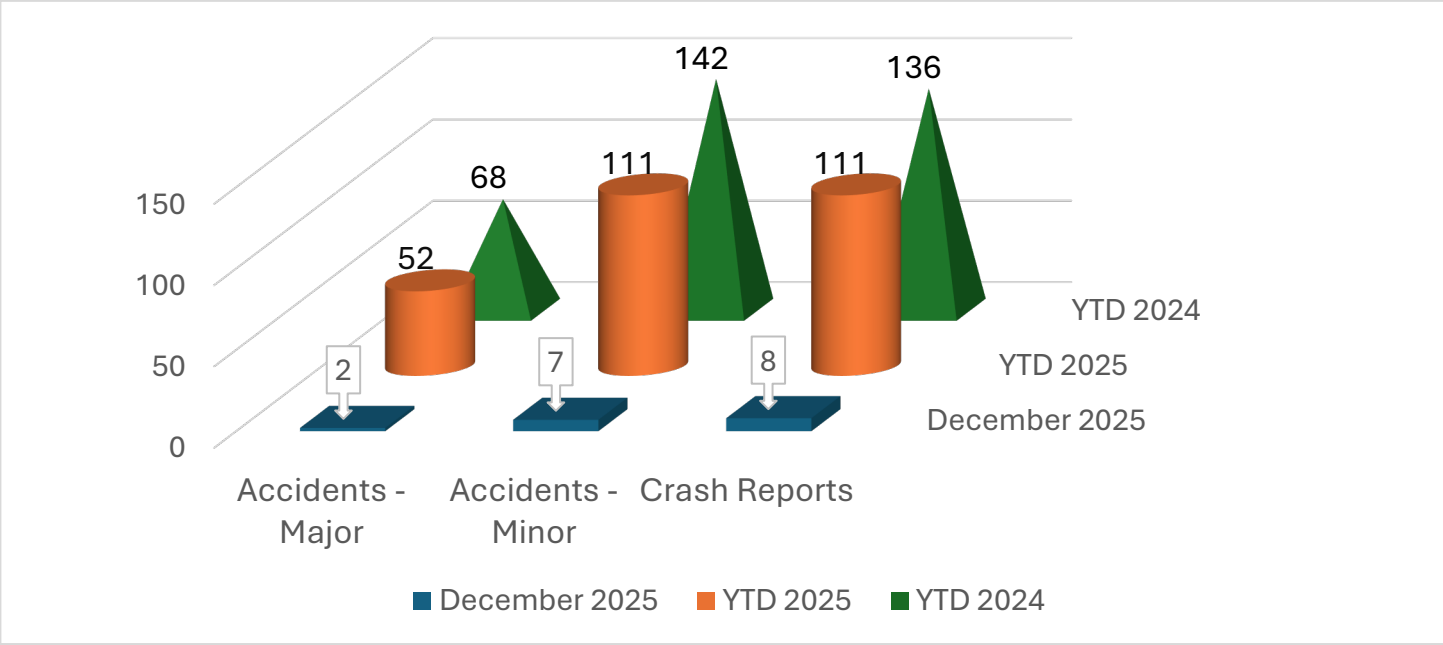
PART 1 VIOLENT CRIME



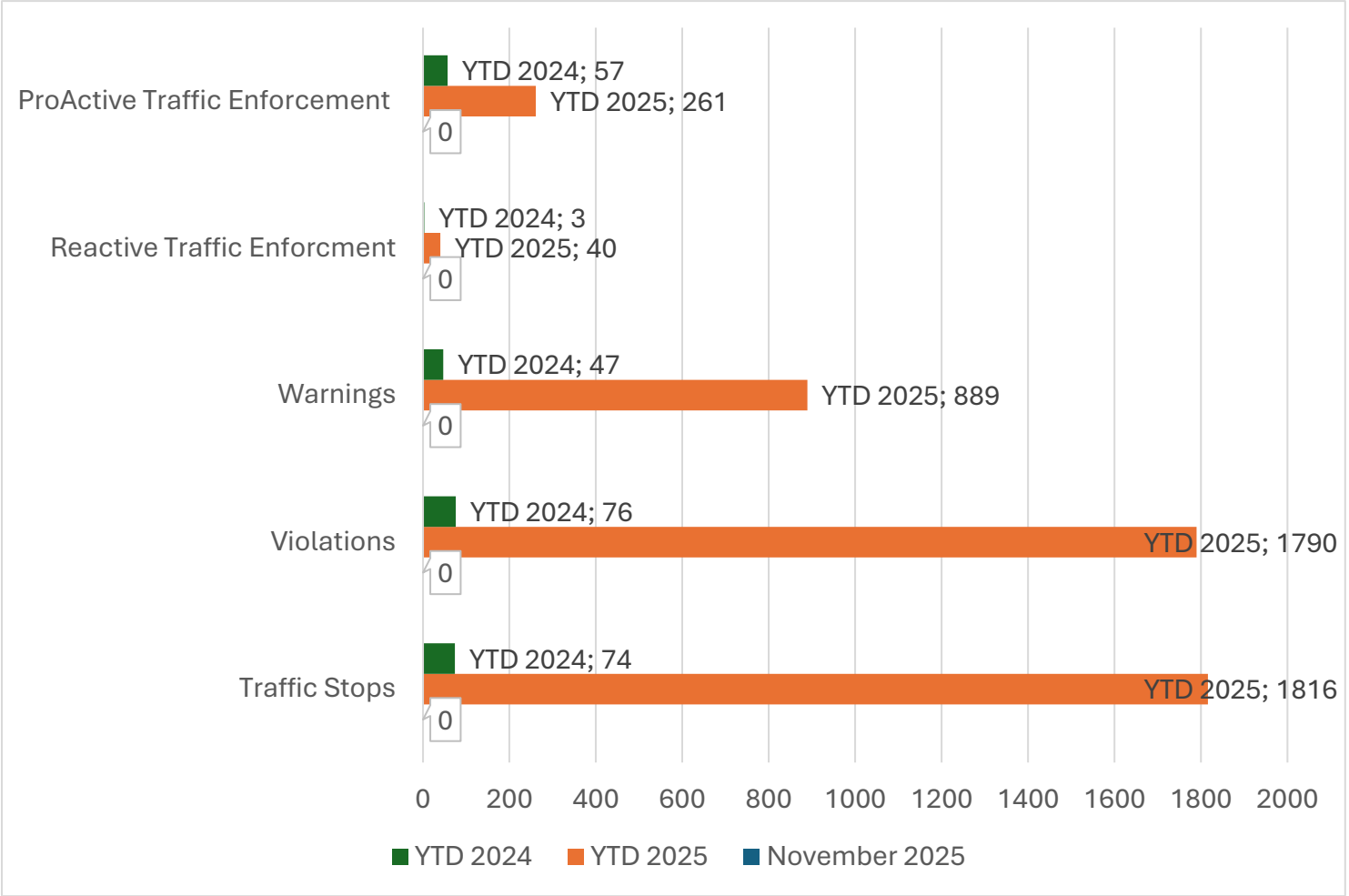
PART 1 PROPERTY CRIME



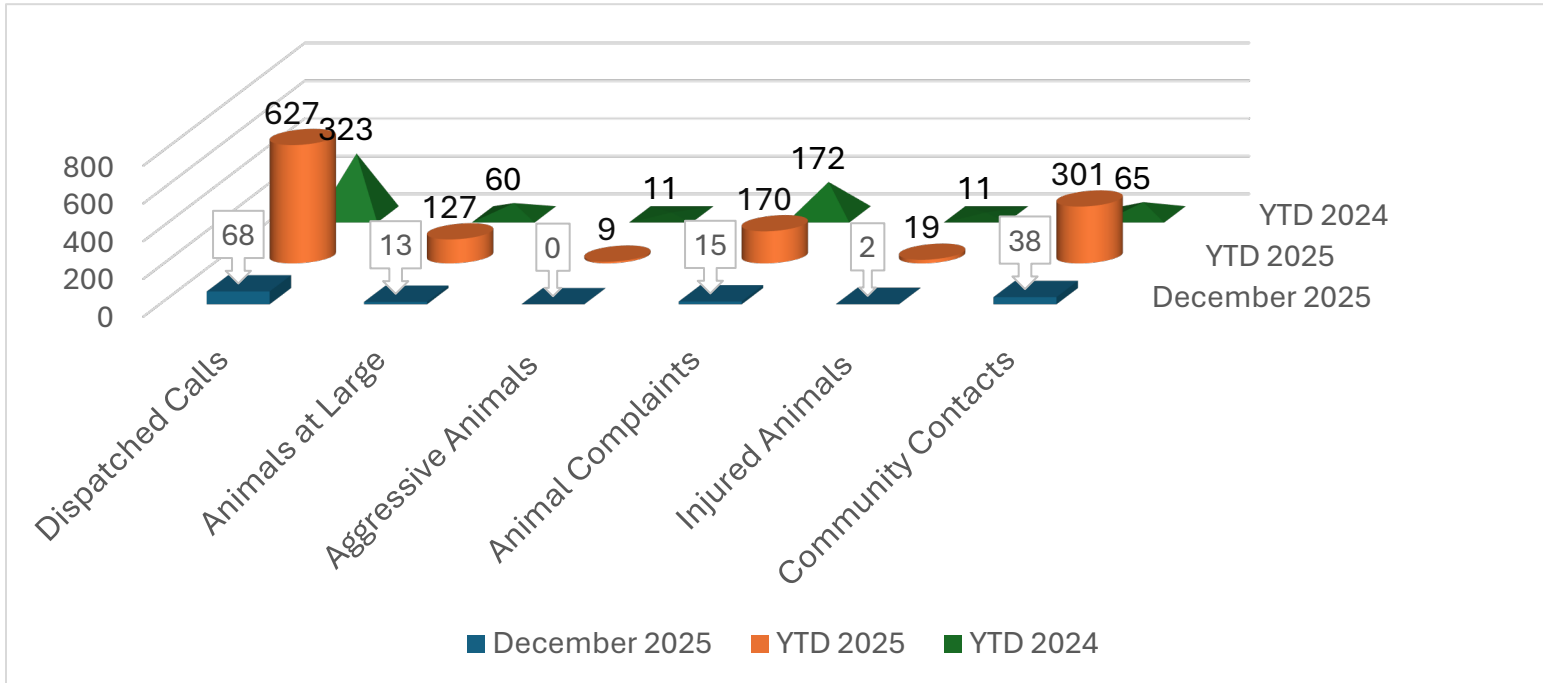
TRAFFIC ACCIDENTS



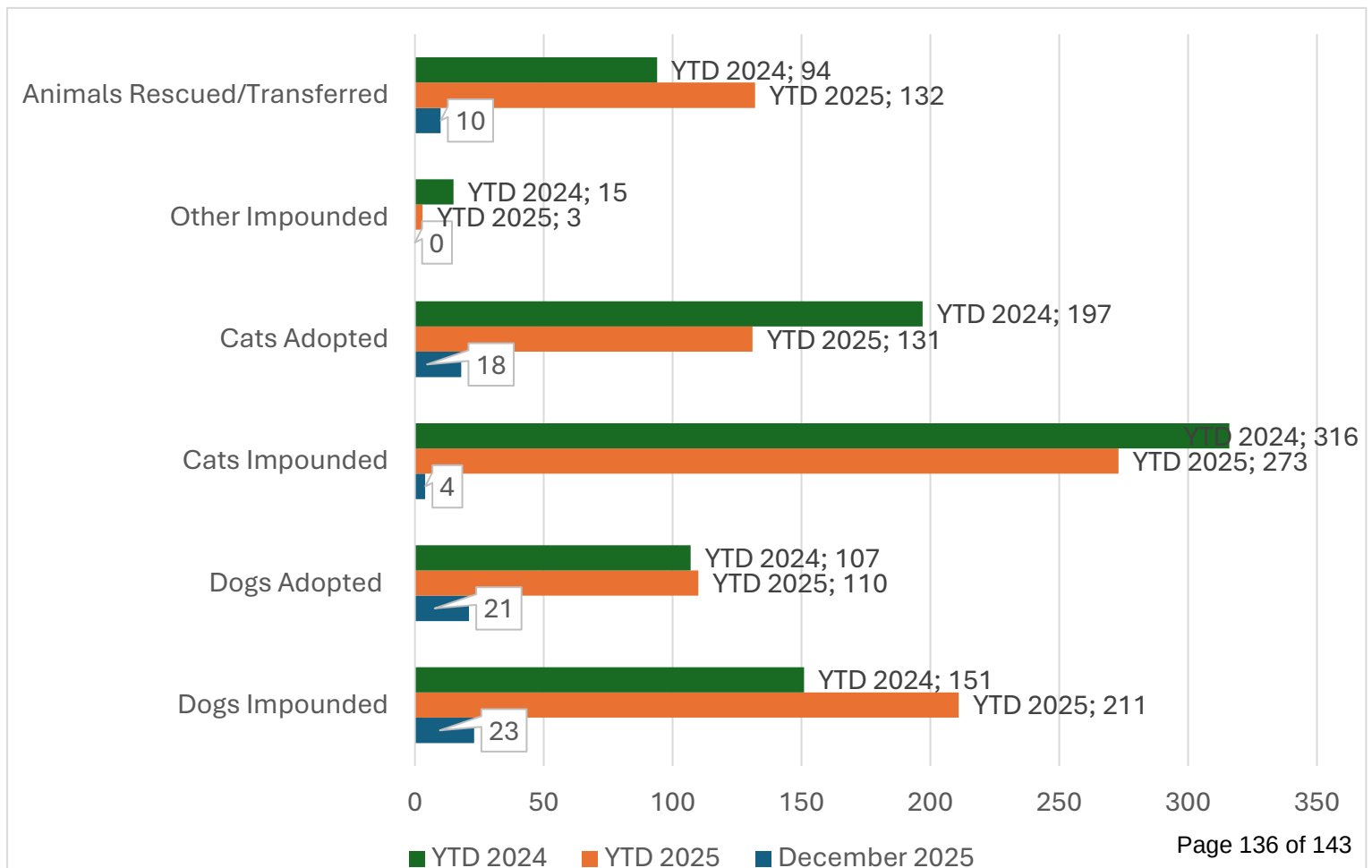
TRAFFIC UNIT



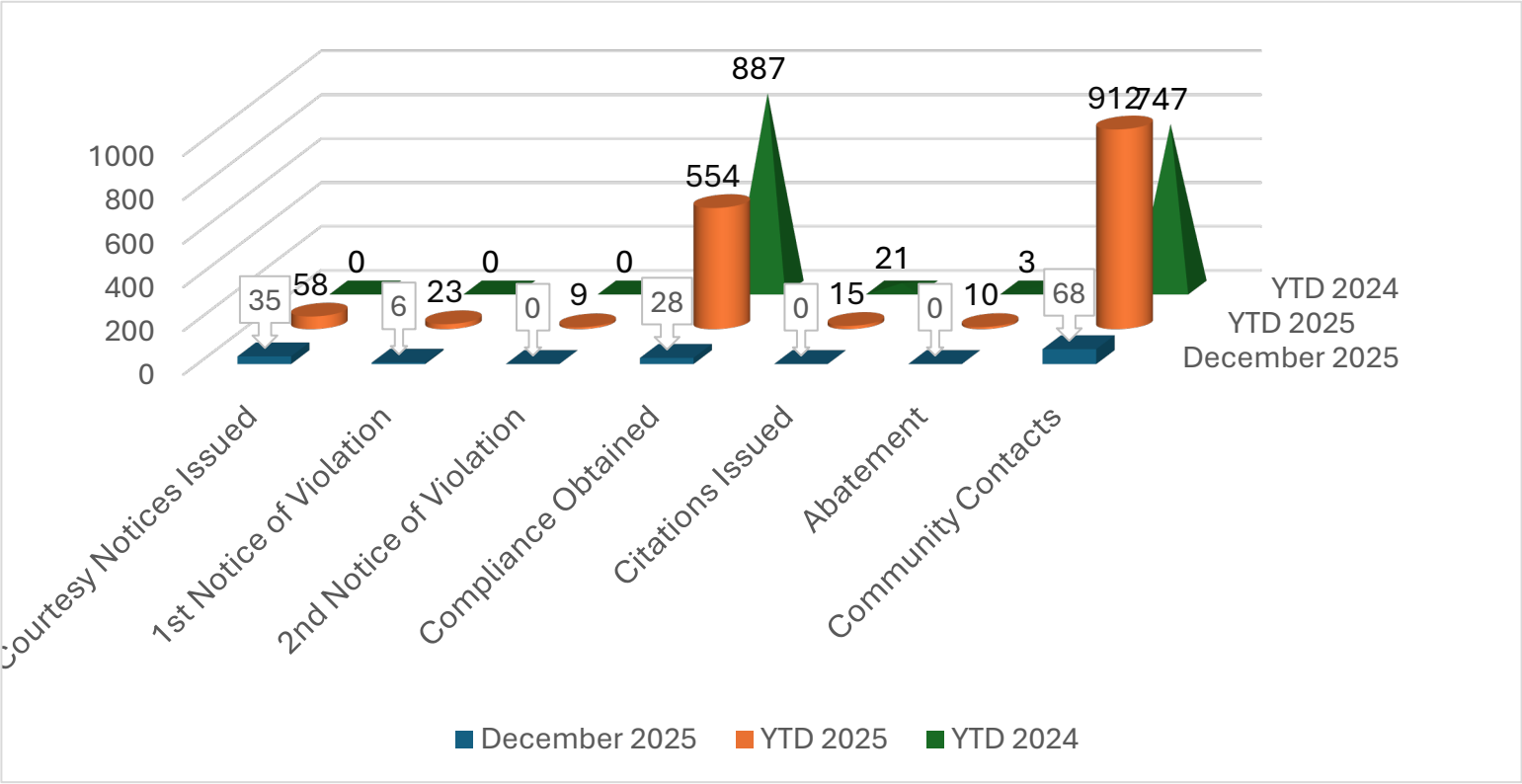
CALLS FOR SERVICE – ANIMAL SERVICES



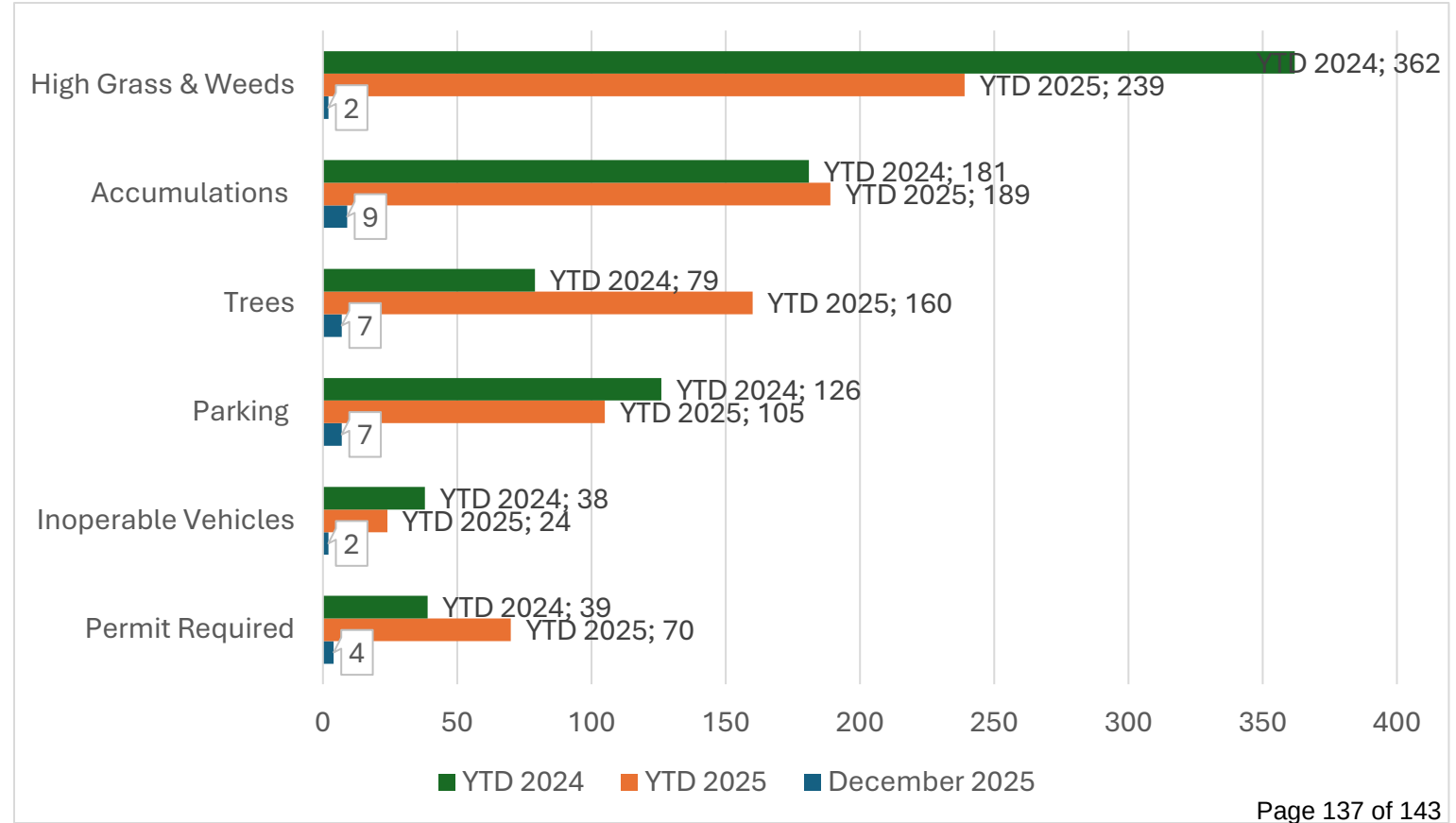
IMPOUNDS & ADOPTIONS



CALLS FOR SERVICE – CODE COMPLIANCE



CODE – COMMON VIOLATIONS





ACCOMPLISHMENTS



POLICE DEPARTMENT

- December 5, 2025: Officer Sheena McEachran was recognized for 20 years of dedicated service to the City of Richland Hills
- December 7th-10th: Lieutenant Atteberry attended the ALERRT Conference in McAllen, Texas. This conference exists to improve law enforcement and first responder readiness for active attacker and mass casualty incidents through training, collaboration, and information sharing.
- December 27th: Officer Zeisler and Officer Strong went above and beyond to assist a family in our city after their Christmas gifts were damaged as a result of criminal mischief. With assistance from NRHPD Officer Vidal, the officers replaced the damaged gifts and even repaired a bicycle tire to ensure the children could still enjoy their Christmas. The impact of this simple yet meaningful act reflects the compassion, generosity, and community-centered values our officers continually STRIVE to uphold.



COMMUNITY COMPLIANCE

- Full compliance was achieved at 2916 Gumwood regarding excessive backyard accumulations. The property has been completely cleaned and brought into compliance.



- Although the holiday season resulted in a slower month, 28 of 35 cases still achieved compliance—an excellent outcome.
- Kay and Catherine, along with many Police Department officers, attended the Heroes & Helpers Christmas Event.
- The Animal Shelter participated in Best Friends' "Bring Love Home" campaign throughout the month, offering fee discounts and numerous free adoptions to place pets in homes for the holidays—and it was a great success!
- Vax Shack completed 24 surgeries and provided 68 immunizations and microchip insertions for shelter animals on December 11, 2025.
- Follow-up from October report: *"The team successfully closed out nearly all open cases from the previous fiscal year, with only 3% remaining open—a strong testament to their dedication and efficiency."* The total number of cases was 1,259; of those, 3% (37) remained open.



Monthly Report-November 2025

Public Works - Work Orders

Streets	Current	YTD
Potholes	42	280
Service repairs	0	24
Debris removal	2	82
Sign repair/replace/install	6	241
After hour call outs	0	20

Water

Main Breaks	2	22
Service line leaks	2	16
Meter leaks	9	85
Valve and Hydrant exercise	10 hours	120 hours
Complaint (pressure, odor, visual)	1	4
After Hour Callouts	5	70

Wastewater

Main Breaks	4	4
Back ups	5	63
Service line repairs	0	6
Manhole Inspections	30 hours	210 hours
Odor Complaints	1	12
After Hour Callouts	4	30

Drainage

Mowing	10 hours	170 hours
Clearing inlets/inlet inspection	40 hours	120 hours
Tree trimming	18 hours	38 hours
Mosquito Spraying	0 hours	6 hours

Utility Billing / Line locates

Work Orders	142	802
Line Locates	97	418
Emergency Line Locates	5	21

Operational Updates

- 4,500 Ft of sewer line cleaned.
- 40 hours of NAP testing.
- Assist Building Maintenance with Fire Department concrete failures
- Completion of CDBG water main replacement project on Mimosa Park.
- Continuous inspections of Roadway, CDBG and Capitol Projects.
- Assist PD with signage replacement and repairs for traffic enforcement.
- Assist with Community Compliance with numerous community code violations (low hanging trees, overgrown grass etc.)

Staff Updates

- Wastewater laboratory completed by Kelly Morris.
- Consistent training and studying preparation for various TCEQ License exams.

Event Updates

- Preparing for annual Christmas tree lighting.

Monthly Report-December 2025



Public Works - Work Orders		
Streets	Current	YTD
Potholes	12	292
Service repairs	1	25
Debris removal	4	86
Sign repair/replace/install	2	243
After hour call outs	0	20

Water		
Main Breaks	3	25
Service line leaks	0	16
Meter leaks	9	85
Valve and Hydrant exercise	10 hours	130 hours
Complaint (pressure, odor, visual)	0	4
After Hour Callouts	5	75

Wastewater		
Main Breaks	4	4
Back ups	5	63
Service line repairs	3	9
Manhole Inspections	32 hours	242 hours
Odor Complaints	1	12
After Hour Callouts	5	35

Drainage		
Mowing	40 hours	210 hours
Clearing inlets/inlet inspection	40 hours	160 hours
Tree trimming	2 hours	40 hours
Mosquito Spraying	0 hours	6 hours

Utility Billing / Line locates		
Work Orders	286	1088
Line Locates	105	523
Emergency Line Locates	7	28

Operational Updates

- 2,500 Ft of sewer line cleaned.
- 40 hours of NAP testing.
- Assist Building Maintenance with Fire Department concrete failures
- Completion of CDBG water main replacement project on Mimosa Park.
- Continuous inspections of Roadway, CDBG and Capitol Projects.
- Assist PD with signage replacement and repairs for traffic enforcement.
- Assist with Community Compliance with numerous community code violations (low hanging trees, overgrown grass etc.)
- Assisted with inspections for the 6th Street Project.

Staff Updates

- Jessie Pierson passed TCEQ exam and obtained class C water license.

Event Updates

- Assisted with the setting up for the Christmas tree lighting event.