

**RICHLAND HILLS CITY COUNCIL  
REGULAR MEETING AGENDA  
FEBRUARY 9, 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 - 6:00 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. 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. Recognition Of Richland Hills Fire Department Paramedic Lainea Ashley-Nolen For Achieving The Critical Care Paramedic (CCP) Credentialing

- B. Library TMLDA 2025 Achievement Of Excellence
- 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. Acknowledge Receipt Of Richland Hills Police Department 2025 Racial Profiling Report
- I. Approve Purchase Of A Tractor And Mowing Deck For The Public Works Department For Operations And Maintenance Purposes
- J. Consider Resolution 636-26 Approving And Authorizing The City Manager To Accept, Decline, Modify, Or Cancel Grant Awards For The Purchase Of A Portable Narcotics Analyzer For The Richland Hills Police Department.

## **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 1537-26 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: Monday February 2, 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.

**Lisa Boyd**

Lisa Boyd  
Interim 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: February 9, 2026

Subject:

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## **Agenda Item:**

Discuss Items Listed On Tonight's City Council Agenda. No Action Will Be Taken And Each Item Will Be Considered During The Regular Session.

## **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: Wes Rhodes, Fire Chief

Date: February 9, 2026

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

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## **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: Lisa Boyd  
Date: February 9, 2026  
Subject: Library TMLDA 2025 Achievement of Excellence

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## **Agenda Item:**

Library TMLDA 2025 Achievement of Excellence

## **Background Information:**

The Richland Hills Public Library has received the 2025 Achievement of Library Excellence Award from the Texas Municipal Library Directors Association (TMLDA,) an affiliate of the Texas Municipal League.

To successfully receive the Achievement of Library Excellence Award, the library must exhibit excellence by providing services to underserved and special populations, marketing in innovative ways, pursuing collaborative efforts, offering enhanced services through unique or expanded programming, providing literacy support, providing for digital inclusion, supporting workforce development, promoting cultural, topical, and educational programming, comprehensively training staff, and offering other unique services to their community.

Of the 516 public libraries in Texas, only 101 received this award in 2025, demonstrating our Library's commitment to providing exceptional service to our community. With this honor, the Richland Hills Public Library is now in the top 20% of all public libraries in the state.

## **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: February 9, 2026  
Subject: Minutes from the December 8, 2025 City Council Regular Meeting

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## **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 75<sup>th</sup> Anniversary Committee**

Mayor Bergthold and the City Council recognized the leadership and dedication of the 75<sup>th</sup> 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 52<sup>nd</sup> 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 52<sup>nd</sup> 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 52<sup>nd</sup> 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 52<sup>nd</sup> 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:**

\_\_\_\_\_  
Lisa Boyd, Interim City Secretary

\_\_\_\_\_  
Curtis Bergthold, Mayor

# Memorandum

To: Curtis Bergthold and Richland Hills City Council Members

From: Lindsay Rawlinson, City Secretary

Date: February 9, 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: February 9, 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, and Terry Leake, Interim Finance Director, as Authorized Representatives for approving and releasing collateral at the Federal Reserve Bank of Boston.

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: 02/16/2026

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: 02/16/2026

Telephone: (817) 616-3815

Print Name: Terry Leake

Title: Interim Finance Director

Fax: (817) 616-3803

Signature: \_\_\_\_\_ Date: 02/16/2026

Telephone: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Fax: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# 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: February 9, 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, and Terry Leake, as Authorized Representatives to invest funds for the City of Richland Hills with TexPool. 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. TexPool Amending Resolution Form

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

**Council Action Requested:**

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



# 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\*

7 8 2 1 5

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:

- A. 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.
- B. 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
- C. 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.

1. Jason Moore City Manager

Name

Title

8 1 7 6 1 6 3 8 0 7

Phone

8 1 7 6 1 6 3 8 0 3

Fax

jmoore@richlandhills.com

Email

Signature

2. Terry Leake Interim Finance Director

Name

Title

8 1 7 6 1 6 3 8 1 5

Phone

8 1 7 6 1 6 3 8 0 3

Fax

tleadke@richlandhills.com

Email

Signature

3. Name Title

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.

Jason Moore

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 09 day of February, 2026.

**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\*

Lisa Boyd

Printed Name\*

Interim City Secretary

Title\*

## 2. Delivery Instructions

Please return this document to **TexPool Participant Services:**

**Email:** [texpool@dstsystems.com](mailto:texpool@dstsystems.com)

**Fax:** 866-839-3291

## **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.

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Jason Moore, City Manager  
[jmoore@richlandhills.com](mailto:jmoore@richlandhills.com)  
817-616-3807 Phone  
817-616-3803 Fax

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Terry Leake, Interim Finance Director  
[tleake@richlandhills.com](mailto:tleake@richlandhills.com)  
817-616-3815 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: **Terry Leake**

#### **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 February 9, 2026, by a vote of \_\_\_\_ ayes, \_\_\_\_ nays, and \_\_\_\_ abstentions. This Resolution will be effective February 16, 2026.

**ATTEST:**

**APPROVED:**

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Lisa Boyd, Interim City Secretary

---

The Honorable Mayor Curtis Bergthold



# Memorandum

To: Curtis Bergthold and Richland Hills City Council Members

From: Kim Sylvester, Assistant City Manager/Police Chief

Date: February 9, 2026

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

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## **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, and Terry Leake, as Authorized Representatives to invest funds for the City of Richland Hills with TexSTAR. 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. TexSTAR Amending Resolution Form

2. Resolution No. 632-26 amending TexSTAR authorized representatives

**Council Action Requested:**

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



## 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 Title: City Manager  
Signature: \_\_\_\_\_ Phone: 817-616-3807  
Email: jmoore@richlandhills.com
2. Name: Terry Leake Title: Interim Finance Director  
Signature: \_\_\_\_\_ Phone: 817-616-3815  
Email: tleake@richlandhills.com
3. Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Signature: \_\_\_\_\_ Phone: \_\_\_\_\_  
Email: \_\_\_\_\_
4. Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Signature: \_\_\_\_\_ 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: Jason Moore

**{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** February 16, 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)

Lisa Boyd, Interim City Secretary

(Printed name and title)

**FOR INTERNAL USE ONLY**

APPROVED AND ACCEPTED: TEXAS SHORT TERM ASSET RESERVE FUND

.....  
AUTHORIZED SIGNER

**\*REQUIRED\***  
**PLACE OFFICIAL SEAL OF ENTITY HERE**

## **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

---

Jason Moore, City Manager  
[jmoore@richlandhills.com](mailto:jmoore@richlandhills.com)  
817-616-3807 Phone  
817-616-3803 Fax

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Terry Leake, Interim Finance Director  
[tleake@richlandhills.com](mailto:tleake@richlandhills.com)  
817-616-3815 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: **Jason Moore**

#### **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 February 9, 2026, by a vote of \_\_\_\_\_ ayes, \_\_\_\_\_ nays, and \_\_\_\_\_ abstentions. This Resolution will be effective February 16, 2026.

**ATTEST:**

**APPROVED:**

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Lisa Boyd, Interim City Secretary

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The Honorable Mayor Curtis Bergthold

# Memorandum

To: Curtis Bergthold and Richland Hills City Council Members

From: Sean Smith, Finance Director

Date: February 9, 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 Jason Moore, City Manager as and Terry Leake, Interim Finance Director 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:

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Jason Moore, City Manager  
[jmoore@richlandhills.com](mailto:jmoore@richlandhills.com)  
817-616-3807 Phone  
817-616-3803 Fax

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Terry Leake, Interim Finance Director  
[tleake@richlandhills.com](mailto:tleake@richlandhills.com)  
817-616-3815 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: **Terry Leake**

### **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 February 9, 2026, by a vote of \_\_\_\_ ayes, \_\_\_\_ nays, and \_\_\_\_ abstentions. This Resolution will be effective February 16, 2026.

**ATTEST:**

**APPROVED:**

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Lisa Boyd, Interim City Secretary

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The Honorable Mayor Curtis Bergthold

# Memorandum

To: Curtis Bergthold and Richland Hills City Council Members

From: Sean Smith, Finance Director

Date: February 9, 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 Jason Moore, City Manager, and Terry Leake, Interim Finance Director, 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

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Jason Moore, City Manager  
[jmoore@richlandhills.com](mailto:jmoore@richlandhills.com)  
817-616-3807 Phone  
817-616-3803 Fax

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Terry Leake, Interim Finance Director  
[tleake@richlandhills.com](mailto:tleake@richlandhills.com)  
817-616-3815 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: **Jason Moore**

#### **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 February 9, 2026, by a vote of \_\_\_\_\_ ayes, \_\_\_\_\_ nays, and \_\_\_\_\_ abstentions. This Resolution will be effective February 16, 2026.

**ATTEST:**

**APPROVED:**

---

Lisa Boyd, Interim City Secretary

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The Honorable Mayor Curtis Bergthold

# Memorandum

To: Curtis Bergthold and Richland Hills City Council Members  
From: Ronnie Miller, Police Captain  
Date: February 9, 2026  
Subject: 2025 Racial Profiling Report

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## **Agenda Item:**

Acknowledge receipt of Richland Hills Police Department 2025 Racial Profiling Report

## **Background Information:**

The Sandra Bland Law requires for police agencies in Texas to collect and report data on motor vehicle contacts with the public. Specifically, the law requires agencies to:

- a) Draft a policy that prohibits racial profiling among police officers.
- b) Inform the public on how to file a compliment or complaint on racial profiling. This must occur each time a police officer issues a ticket, citation, or warning.
- c) Perform quarterly data audits to ensure that the ticket data is valid and reliable.
- d) Ensure that all officers are trained on racial profiling and that their training is current.
- e) Analyze the data annually with a specific breakdown of searches. This must show how minorities are compared to non-minority contacts.
- f) Submit the annual report to TCOLE and the City Council by March 1st of each year.

If the agency fails to comply with the law, a penalty can be assessed in the amount of \$5,000 per incident, and the Police Chief's license can be suspended.

The department contracts annually with Dr. Alex del Carmen with DC Consulting, who analyzes, reviews, and conducts quarterly audits throughout the year and prepares the annual racial profiling report. He is an expert in the field and trains across the country.

The 2025 report indicated that the Richland Hills Police Department complied with all mandated requirements of the law, and there were no reported concerns about the data analyzed that resulted from motor vehicle stops.

**Financial Considerations:**

**Legal Review:**

**Board/Citizen Input:**

**Attachments:**

None

**Council Action Requested:**



# Memorandum

To: Curtis Bergthold and Richland Hills City Council Members

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

Date: February 9, 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/Low  
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. Publied Options - Itemize below - Attach additional sheet if necessary - Include Option Code in description if applicable.<br>Note: ( Publied 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<br>(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%                |
|                                                                                                                                                                                                                            |                        |                       | Discount Total :                         |               | \$ 13,759.68          |
| PRICE IS SUBJECT TO CHANGE                                                                                                                                                                                                 |                        |                       |                                          |               |                       |
| Estimated Delivery Date :                                                                                                                                                                                                  |                        | TBD                   | Total Purchase Price:                    |               | \$ 29,679.32          |

# Memorandum

To: Curtis Bergthold and Richland Hills City Council Members  
From: Kim Sylvester, Assistant City Manager/Police Chief  
Date: February 9, 2026  
Subject: Grant for portable narcotics analyzer

---

## **Agenda Item:**

Consider Resolution 636-26 approving and authorizing the City Manager to accept, decline, modify, or cancel grant awards for the purchase of a portable narcotics analyzer for the Richland Hills Police Department.

## **Background Information:**

The Governor's Public Safety Office, Criminal Justice Division recently announced grant opportunities for the purchase of a portable narcotics analyzer that will be used in the field to test illegal substances. This grant does not require any matching funds for the purchase of this equipment.

## **Financial Considerations:**

This is a fully funded grant opportunity. No obligation for city funds.

## **Legal Review:**

## **Board/Citizen Input:**

## **Attachments:**

1. Resolution No. 636-26 authorizing portable narcotics analyzer grant

## **Council Action Requested:**

Motion to approve Resolution 636-26 approving and authorizing the City Manager to accept, decline, modify, or cancel grant awards from the Governor's Public Safety Office, Criminal Justice Division for the purchase of a portable narcotics analyzer for the Richland Hills Police Department. (Grant # 5829001)



**RESOLUTION NO. 636-26**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RICHLAND HILLS, TEXAS, APPROVING AND AUTHORIZING THE CITY MANAGER TO ACCEPT, DECLINE, MODIFY, OR CANCEL GRANT AWARDS FOR THE PURCHASE OF PORTABLE NARCOTICS ANALYZER FOR THE RICHLAND HILLS POLICE DEPARTMENT.**

**WHEREAS**, the City Council of the City of Richland Hills, Texas, finds it in the best interest of the citizens that the Portable Narcotics Analyzer Grant be operated for the Fiscal Year 2026-2027; and

**WHEREAS**, the City Council of the City of Richland Hills, Texas, agrees to provide applicable matching funding for the said project as required by the Office of the Governor, Public Safety Office Criminal Justice Division grant application (Grant Number 58929001); and

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

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

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

The City Council of the City of Richland Hills, Texas, approves submission of the grant application for the Portable Narcotics Analyzer to the Office of the Governor.

**APPROVED AND ADOPTED** at a regular called meeting of the Richland Hills City Council on February 9, 2026, by a vote of \_\_\_\_ ayes, \_\_\_\_ nays, and \_\_\_\_ abstentions.

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
The Honorable Mayor Curtis Bergthold

\_\_\_\_\_  
Lisa Boyd, Interim City Secretary



# Memorandum

To: Curtis Bergthold and Richland Hills City Council Members

From: Lisa Boyd

Date: February 9, 2026

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

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## **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](http://www.tarrantcounty.com)  
817-831-8683  
Fax: 817-831-6118  
[electionsinfo@tarrantcounty.com](mailto: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      | Monday             | 8:00 a.m. – 5:00 p.m.  |
| April 21      | Tuesday            | Closed-Holiday         |
| April 22 – 24 | Wednesday – Friday | 8:00 a.m. – 5:00 p.m.  |
| April 25      | Saturday           | 7:00 a.m. – 7:00 p.m.  |
| April 26      | Sunday             | 10:00 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 February 9, 2026, by a vote of \_\_\_\_\_ ayes, \_\_\_\_\_ nays, and \_\_\_\_\_ abstentions.

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Lisa Boyd, Interim City Secretary

\_\_\_\_\_  
The Honorable Curtis Bergthold, Mayor

# Memorandum

To: Curtis Bergthold and Richland Hills City Council Members

From: Lindsay Rawlinson, City Secretary

Date: February 9, 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  $\frac{1}{2}$  cent total of sales tax to Street Maintenance ( $\frac{3}{8}$  of one percent) and Type B Economic Development (from the rate of  $\frac{1}{8}$  to  $\frac{2}{8}$  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 (4<sup>TH</sup>) 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 (4<sup>TH</sup>) 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](http://www.tarrantcounty.com)  
817-831-8683  
Fax: 817-831-6118  
[electionsinfo@tarrantcounty.com](mailto: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      | Monday             | 8:00 a.m. – 5:00 p.m.  |
| April 21      | Tuesday            | Closed-Holiday         |
| April 22 – 24 | Wednesday – Friday | 8:00 a.m. – 5:00 p.m.  |
| April 25      | Saturday           | 7:00 a.m. – 7:00 p.m.  |
| April 26      | Sunday             | 10:00 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 February 9, 2026, by a vote of \_\_\_\_\_ ayes, \_\_\_\_\_ nays, and \_\_\_\_\_ abstentions.

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Lisa Boyd, Interim City Secretary

\_\_\_\_\_  
The Honorable Curtis Bergthold, Mayor

# Memorandum

To: Curtis Bergthold and Richland Hills City Council Members

From: Wes Rhodes, Fire Chief

Date: February 9, 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 February 9, 2026, by a vote of \_\_\_\_\_ ayes, \_\_\_\_\_ nays, and \_\_\_\_\_ abstentions.

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Lisa Boyd, Interim City Secretary

\_\_\_\_\_  
The Honorable Curtis Bergthold, Mayor

# Memorandum

To: Curtis Bergthold and Richland Hills City Council Members  
From: Sean Smith, Finance Director  
Date: February 9, 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, <del>Canopy, Patio Covers</del> | \$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             |
| <del>18-101</del>   | <del>Annual permit fee for Mobile Food Vendors</del> | <del>\$40.00</del> |

## SECTION 3.

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

### Chapter 66. Solid Waste

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

| 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<br>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<br>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)<br>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 |
|--|-------------------|------------|

|                                                                                               |                                                                                                                                                                    |                                                                                   |                                                                                                                                                                                                                     |               |                     |
|-----------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------------|
| The following water charges shall be assessed to customers on the Richland Hills water system | Separated Metered Residential                                                                                                                                      |                                                                                   | Meter Size                                                                                                                                                                                                          | Demand Factor | Monthly Base Charge |
|                                                                                               | 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 |  | 5/8 -inch meter                                                                                                                                                                                                     | 0.67          | \$15.84             |
|                                                                                               |                                                                                                                                                                    |                                                                                   | ¾-inch meter                                                                                                                                                                                                        | 1.00          | \$26.96             |
|                                                                                               |                                                                                                                                                                    |                                                                                   | 1.0-inch meter                                                                                                                                                                                                      | 1.67          | \$44.99             |
|                                                                                               |                                                                                                                                                                    |                                                                                   | 1.5-inch meter                                                                                                                                                                                                      | 3.33          | \$84.24             |
|                                                                                               |                                                                                                                                                                    |                                                                                   | 2.0-inch meter                                                                                                                                                                                                      | 5.33          | \$131.53            |
|                                                                                               |                                                                                                                                                                    |                                                                                   | 3.0-inch meter                                                                                                                                                                                                      | 10.00         | \$241.92            |
|                                                                                               |                                                                                                                                                                    |                                                                                   | 4.0-inch meter                                                                                                                                                                                                      | 16.67         | \$403.52            |
|                                                                                               |                                                                                                                                                                    |                                                                                   | 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 |               |                     |



| 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)<br>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)<br>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 February 9, 2026, by a vote of \_\_\_\_\_ ayes, \_\_\_\_\_ nays, and \_\_\_\_\_ abstentions.

**APPROVED:**

\_\_\_\_\_  
THE HONORABLE MAYOR CURTIS BERGTHOLD

**ATTEST:**

\_\_\_\_\_  
LISA BOYD, INTERIM CITY SECRETARY

# Memorandum

To: Curtis Bergthold and Richland Hills City Council Members  
From: Kim Sylvester, Assistant City Manager/Police Chief  
Date: February 9, 2026  
Subject: Consider appointment of Interim City Secretary

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## **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: February 9, 2026  
Subject: 1st Quarter Investment Report

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## **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<br>9/30/2025 | Net Deposits /<br>Withdrawals | Interest<br>Earnings | Balance at<br>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                | -                        |
|                 |       | <b>Total Bank</b>                        | <b>17,598,990</b>       | <b>(4,390,273)</b>            | <b>101,478</b>       | <b>13,310,196</b>        |
| 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                |
|                 |       | <b>Total Pools</b>                       | <b>11,940,792</b>       | <b>3,425,831</b>              | <b>127,127</b>       | <b>15,493,751</b>        |
|                 |       | <b>Total Holdings</b>                    | <b>29,539,782</b>       | <b>(964,442)</b>              | <b>228,606</b>       | <b>28,803,946</b>        |

City of Richland Hills

## Inventory Holdings Report- City Portfolio

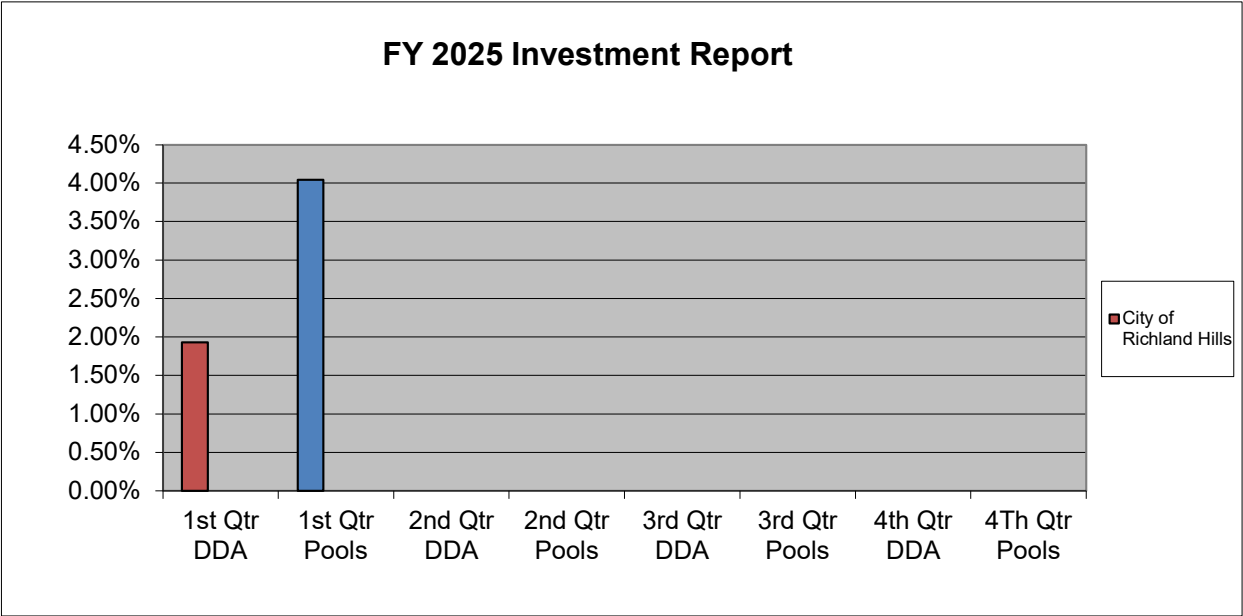
12/31/2025

| 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

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\*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: February 9, 2026  
Subject: Street Improvement Projects

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## **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: February 9, 2026  
Subject: November and December Department Reports

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## **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

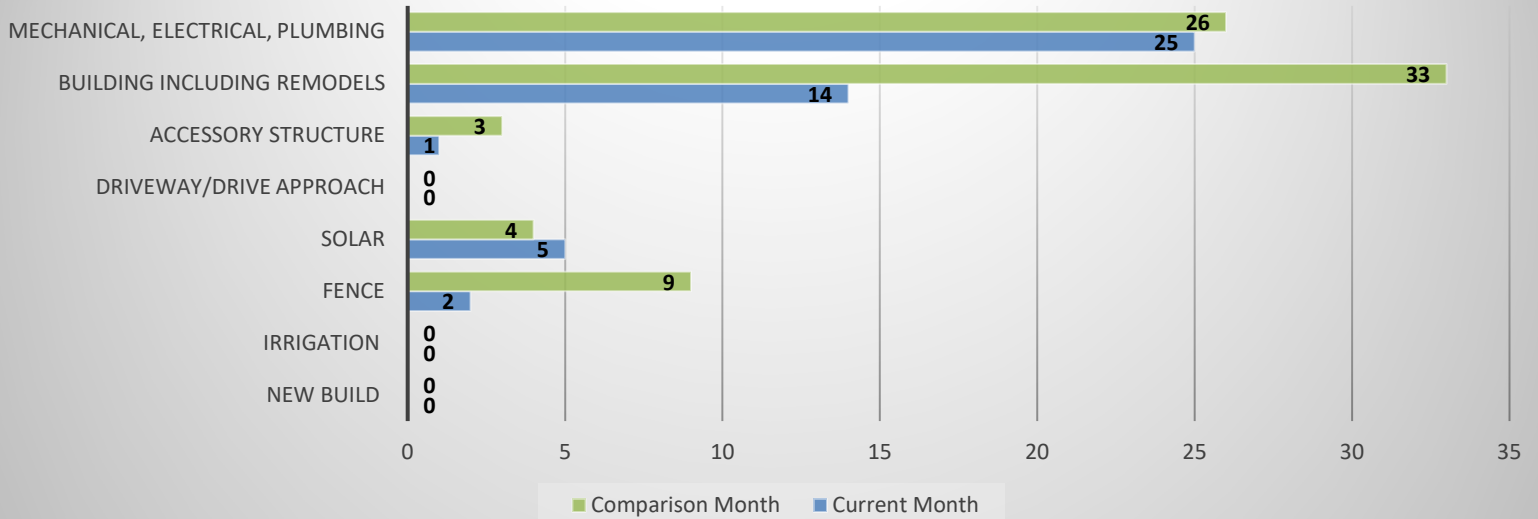
7. Library November 2025
8. Library December 2025
9. Parks November and December 2025
10. Police Department November 2025
11. Police Department December 2025
12. Public Works November 2025
13. Public Works December 2025

**Council Action Requested:**

No Council Action

# Development Services

## November



|                                 | Mechanical<br>Electrical<br>Plumbing | Building<br>Including<br>Remodels | Accessory<br>Structure | Driveway<br>Drive<br>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         |
| <b>Current Fiscal Year 2026</b> | 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<br>Previous Year | Fiscal Year to Date<br>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

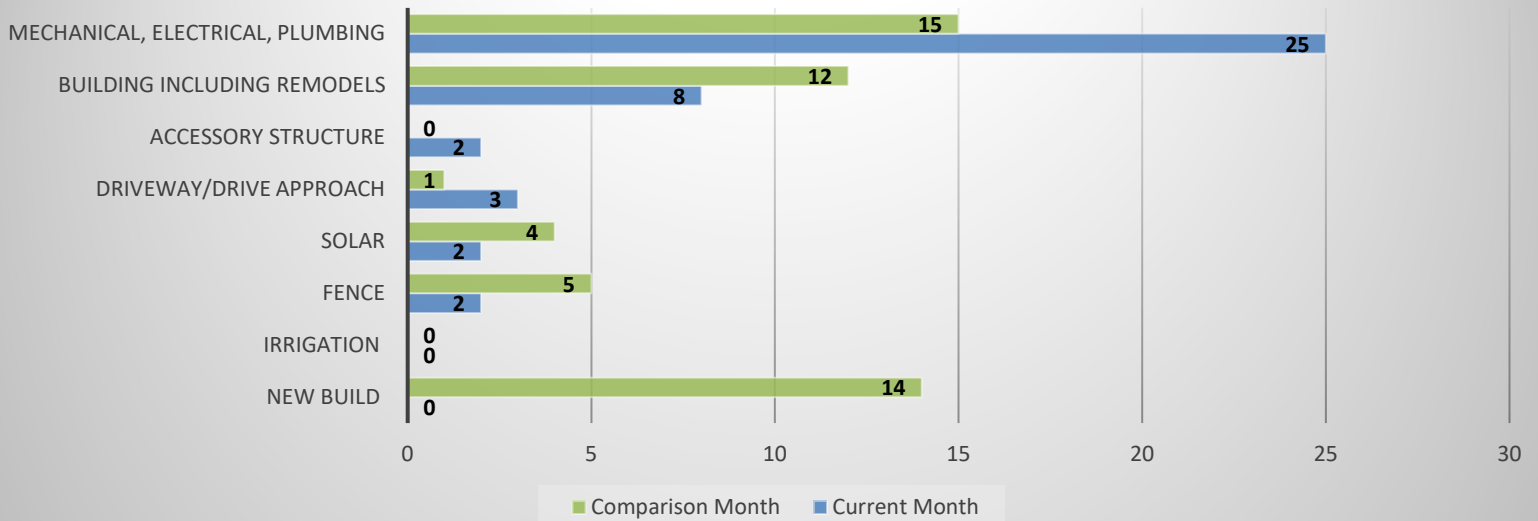
|                        | Current Month | Comparison<br>Month<br>Previous Year | Fiscal Year<br>To Date<br>2026 |
|------------------------|---------------|--------------------------------------|--------------------------------|
| Registered Rental CO's | 1             | 7                                    | 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<br>Electrical<br>Plumbing | Building<br>Including<br>Remodels | Accessory<br>Structure | Driveway<br>Drive<br>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         |
| <b>Current Fiscal Year 2026</b> | <b>70</b>                            | <b>43</b>                         | <b>5</b>               | <b>5</b>                      | <b>11</b> | <b>11</b> | <b>0</b>   | <b>0</b>  |
| 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<br>Previous Year | Fiscal Year to Date<br>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<br>Month<br>Previous Year | Fiscal Year<br>To Date<br>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 |
| <b>General Fund (001)</b>                       |                      |                      |                     |                     |                       |
| <b>Revenue</b>                                  |                      |                      |                     |                     |                       |
| 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%                    |
| <b>Total Revenues</b>                           | <b>\$ 10,530,687</b> | <b>\$ 874,264</b>    | <b>\$ 1,028,667</b> | <b>\$ 9,502,020</b> | <b>10%</b>            |
| <b>Expenditures</b>                             |                      |                      |                     |                     |                       |
| 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%                    |
| <b>Total Expenditures</b>                       | <b>\$ 11,200,624</b> | <b>\$ 754,414</b>    | <b>\$ 1,727,534</b> | <b>\$ 9,473,090</b> | <b>15%</b>            |
| <b>Rev/Exp</b>                                  | <b>\$ (669,937)</b>  | <b>\$ 119,849</b>    | <b>\$ (698,867)</b> |                     |                       |
| <b>Utility Fund (002)</b>                       |                      |                      |                     |                     |                       |
| <b>Revenue</b>                                  |                      |                      |                     |                     |                       |
| 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%                   |
| <b>Total Revenues</b>                           | <b>\$ 5,664,200</b>  | <b>\$ 494,669</b>    | <b>\$ 1,061,750</b> | <b>\$ 4,602,450</b> | <b>19%</b>            |
| <b>Expenses</b>                                 |                      |                      |                     |                     |                       |
| 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%                    |
| <b>Total Expenses</b>                           | <b>\$ 6,036,651</b>  | <b>\$ 240,579</b>    | <b>\$ 599,480</b>   | <b>\$ 5,437,171</b> | <b>10%</b>            |
| <b>Rev/Exp</b>                                  | <b>\$ (372,451)</b>  | <b>\$ 254,090</b>    | <b>\$ 462,270</b>   |                     |                       |
| <b>Link Operating Fund (098)</b>                |                      |                      |                     |                     |                       |
| <b>Revenue</b>                                  |                      |                      |                     |                     |                       |
| Recreation                                      | \$ 638,719           | \$ 35,763            | \$ 80,879           | \$ 557,841          | 13%                   |
| Transfers in                                    | \$ 150,000           | \$ -                 | \$ -                | \$ 150,000          | 0%                    |
| <b>Total Revenue</b>                            | <b>\$ 788,719</b>    | <b>\$ 35,763</b>     | <b>\$ 80,879</b>    | <b>\$ 707,841</b>   | <b>10%</b>            |
| <b>Expenditures</b>                             | <b>\$ 848,522</b>    | <b>\$ 38,575</b>     | <b>\$ 98,342</b>    | <b>\$ 750,180</b>   | <b>12%</b>            |
| <b>Operating/Personnel</b>                      | <b>\$ 848,522</b>    | <b>\$ 38,575</b>     | <b>\$ 98,342</b>    | <b>\$ 750,180</b>   | <b>12%</b>            |
| <b>Rev/Exp</b>                                  | <b>\$ (59,803)</b>   | <b>\$ (2,812)</b>    | <b>\$ (17,463)</b>  |                     |                       |
| <b>*Unaudited</b>                               |                      |                      |                     |                     |                       |

| Monthly Financial Report               |                |                      |              |                  |                       |
|----------------------------------------|----------------|----------------------|--------------|------------------|-----------------------|
|                                        | Budget         | Current Month Actual | YTD Actual   | Available Budget | % YTD of Total Budget |
| <b>Court Security Fund (24)</b>        |                |                      |              |                  |                       |
| Revenue                                | \$ 12,000      | \$ -                 | \$ -         | \$ 12,000        | 0%                    |
| Expenditures                           | \$ 12,000      | \$ -                 | \$ -         | \$ 12,000        | 0%                    |
| Rev/Exp                                | \$ -           | \$ -                 | \$ -         |                  |                       |
| <b>Court Technology Fund (39)</b>      |                |                      |              |                  |                       |
| Revenue                                | \$ 11,000      | \$ -                 | \$ -         | \$ 11,000        | 0%                    |
| Expenditures                           | \$ 27,933      | \$ -                 | \$ -         | \$ 27,933        |                       |
| Rev/Exp                                | \$ (16,933)    | \$ -                 | \$ -         |                  |                       |
| <b>Crime Control District (65)</b>     |                |                      |              |                  |                       |
| 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) |                  |                       |
| <b>Hotel Occupancy Tax (77)</b>        |                |                      |              |                  |                       |
| 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     |                  |                       |
| <b>TIF Fund (89)</b>                   |                |                      |              |                  |                       |
| 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     |                  |                       |
| <b>Strategic Initiative Fund (107)</b> |                |                      |              |                  |                       |
| 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 |
| <b>Oil &amp; Gas Lease Fund (12)</b> |                |                      |             |                  |                       |
| <b>Revenue</b>                       | \$ 100,000     | \$ 15,397            | \$ 47,632   | \$ 52,368        | 48%                   |
| <b>Expenditures</b>                  | \$ 660,000     | \$ 759               | \$ 759      | \$ 659,241       | 0%                    |
| <i>Rev/Exp*</i>                      | \$ (560,000)   | \$ 14,638            | \$ 46,872   |                  |                       |
| <b>Road and Street Fund (25)</b>     |                |                      |             |                  |                       |
| <b>Revenue</b>                       |                |                      |             |                  |                       |
| Sales Tax                            | \$ 1,750,000   | \$ 236,267           | \$ 236,267  | \$ 1,513,733     | 14%                   |
| <b>Total Revenue</b>                 | \$ 1,750,000   | \$ 236,267           | \$ 236,267  | \$ 1,513,733     | 14%                   |
| <b>Expenditures</b>                  |                |                      |             |                  |                       |
| Street R&M                           | \$ 3,308,000   | \$ -                 | \$ 61,791   | \$ 3,246,209     | 2%                    |
| <b>Total Expenditures</b>            | \$ 3,308,000   | \$ -                 | \$ 61,791   | \$ 3,246,209     | 2%                    |
| <i>Rev/Exp*</i>                      | \$ (1,558,000) | \$ 236,267           | \$ 174,476  |                  |                       |
| <b>Vehicle Replace. Fund (30)</b>    |                |                      |             |                  |                       |
| <b>Revenue</b>                       |                |                      |             |                  |                       |
| Sale of vehicles                     | \$ 74,913      | \$ -                 | \$ -        | \$ 74,913        | 0%                    |
| Transfers in                         | \$ 559,633     | \$ -                 | \$ -        | \$ 559,633       | 0%                    |
| <b>Total Revenue</b>                 |                | \$ -                 | \$ -        | \$ 634,546       | 0%                    |
| <b>Expenditures</b>                  |                |                      |             |                  |                       |
| 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%                    |
| <b>Total Expenditures</b>            | \$ 634,546     | \$ 51,346            | \$ 86,765   | \$ 547,781       | 14%                   |
| <i>Rev/Exp*</i>                      | \$ -           | \$ (51,346)          | \$ (86,765) |                  |                       |
| <b>ARPA Fund (101)</b>               |                |                      |             |                  |                       |
| <b>Revenue-Transfers In/Interest</b> | \$ 2,000       | \$ 939               | \$ 1,940    | \$ 60            | 97%                   |
| <b>Expenditures</b>                  |                |                      |             |                  |                       |
| Project Appropriations               | \$ 66,000      | \$ -                 | \$ -        | \$ 66,000        | 0%                    |
| <b>Total Expenditures</b>            | \$ 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 |
| <b>Debt Service Fund (10)</b>                                    |                     |                      |                   |                     |                       |
| <b>Revenue</b>                                                   |                     |                      |                   |                     |                       |
| Property Taxes                                                   | \$ 1,473,290        | \$ 80,451            | \$ 106,925        | \$ 1,366,365        | 7%                    |
| Interest Income                                                  | \$ 15,000           | \$ 2,392             | \$ 4,941          | \$ 10,059           | 33%                   |
| <b>Total Revenues</b>                                            | <b>\$ 1,488,290</b> | <b>\$ 82,843</b>     | <b>\$ 111,865</b> | <b>\$ 1,376,425</b> | <b>8%</b>             |
| <b>Expenditures</b>                                              |                     |                      |                   |                     |                       |
| Debt Service                                                     | \$ 1,540,330        | \$ 3,900             | \$ 5,000          | \$ 1,535,330        | 0%                    |
| <i>Rev/Exp</i>                                                   | \$ (52,040)         | \$ 78,943            | \$ 106,865        |                     |                       |
| <b>COMPONENT UNIT</b>                                            |                     |                      |                   |                     |                       |
| <b>Richland Hills EDC (26)</b>                                   |                     |                      |                   |                     |                       |
| <b>Revenue</b>                                                   |                     |                      |                   |                     |                       |
| Sales Tax                                                        | \$ 1,182,585        | \$ 157,515           | \$ 157,515        | \$ 1,025,070        | 13%                   |
| Interest Income                                                  | \$ 40,000           | \$ 5,458             | \$ 11,622         | \$ 28,378           | 29%                   |
| <b>Total Revenues</b>                                            | <b>\$ 1,222,585</b> | <b>\$ 162,973</b>    | <b>\$ 169,137</b> | <b>\$ 1,053,448</b> | <b>14%</b>            |
| <b>Expenses</b>                                                  |                     |                      |                   |                     |                       |
| 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%                    |
| <b>Total Expenditures</b>                                        | <b>\$ 1,384,913</b> | <b>\$ 18,721</b>     | <b>\$ 39,376</b>  | <b>\$ 1,345,537</b> | <b>3%</b>             |
| <i>Rev/Exp*</i>                                                  | \$ (162,328)        | \$ 144,252           | \$ 129,761        |                     |                       |
| <i>*Any overages in these funds are covered by fund balance.</i> |                     |                      |                   |                     |                       |
| <b>DRAINAGE</b>                                                  |                     |                      |                   |                     |                       |
| <b>Drainage Fund (022)</b>                                       |                     |                      |                   |                     |                       |
| <b>Revenue</b>                                                   |                     |                      |                   |                     |                       |
| Billing/Interest                                                 | \$ 925,800          | \$ 77,859            | \$ 155,554        | \$ 770,246          | 17%                   |
| <b>Expenses</b>                                                  |                     |                      |                   |                     |                       |
| Operating                                                        | \$ 348,872          | \$ 41,321            | \$ 233,147        | \$ 115,725          | 67%                   |
| Capital                                                          | \$ 140,000          | \$ -                 | \$ -              | \$ 140,000          | 0%                    |
| Debt Service                                                     | \$ 478,114          | \$ -                 | \$ -              | \$ 478,114          | 0%                    |
| <b>Total Fund</b>                                                | <b>\$ 966,986</b>   | <b>\$ 41,321</b>     | <b>\$ 233,147</b> | <b>\$ 733,839</b>   | <b>24%</b>            |
| <i>Rev/Exp*</i>                                                  | \$ (41,186)         | \$ 36,537            | \$ (77,593)       |                     |                       |
| <i>*Any overages in these funds are covered by fund balance.</i> |                     |                      |                   |                     |                       |

## 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 |
| <b>General Fund (001)</b>        |                      |                      |                     |                     |                       |
| <b>Revenue</b>                   |                      |                      |                     |                     |                       |
| 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%                    |
| <b>Total Revenues</b>            | <b>\$ 10,530,687</b> | <b>\$ 1,072,582</b>  | <b>\$ 2,061,308</b> | <b>\$ 8,469,379</b> | <b>20%</b>            |
| <b>Expenditures</b>              |                      |                      |                     |                     |                       |
| 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%                    |
| <b>Total Expenditures</b>        | <b>\$ 11,200,624</b> | <b>\$ 744,890</b>    | <b>\$ 2,472,674</b> | <b>\$ 8,727,950</b> | <b>22%</b>            |
| <b>Rev/Exp</b>                   | <b>\$ (669,937)</b>  | <b>\$ 327,693</b>    | <b>\$ (411,366)</b> |                     |                       |
| <b>Utility Fund (002)</b>        |                      |                      |                     |                     |                       |
| <b>Revenue</b>                   |                      |                      |                     |                     |                       |
| 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%                   |
| <b>Total Revenues</b>            | <b>\$ 5,664,200</b>  | <b>\$ 461,678</b>    | <b>\$ 1,523,428</b> | <b>\$ 4,140,772</b> | <b>27%</b>            |
| <b>Expenses</b>                  |                      |                      |                     |                     |                       |
| 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%                   |
| <b>Total Expenses</b>            | <b>\$ 6,036,651</b>  | <b>\$ 383,361</b>    | <b>\$ 982,842</b>   | <b>\$ 5,053,809</b> | <b>16%</b>            |
| <b>Rev/Exp</b>                   | <b>\$ (372,451)</b>  | <b>\$ 78,317</b>     | <b>\$ 540,587</b>   |                     |                       |
| <b>Link Operating Fund (098)</b> |                      |                      |                     |                     |                       |
| <b>Revenue</b>                   |                      |                      |                     |                     |                       |
| Recreation                       | \$ 638,719           | \$ 2,201             | \$ 83,128           | \$ 555,592          | 13%                   |
| Transfers in                     | \$ 150,000           | \$ -                 | \$ -                | \$ 150,000          | 0%                    |
| <b>Total Revenue</b>             | <b>\$ 788,719</b>    | <b>\$ 2,201</b>      | <b>\$ 83,128</b>    | <b>\$ 705,592</b>   | <b>11%</b>            |
| <b>Expenditures</b>              | <b>\$ 848,522</b>    | <b>\$ 48,095</b>     | <b>\$ 146,437</b>   | <b>\$ 702,085</b>   | <b>17%</b>            |
| <b>Operating/Personnel</b>       | <b>\$ 848,522</b>    | <b>\$ 48,095</b>     | <b>\$ 146,437</b>   | <b>\$ 702,085</b>   | <b>17%</b>            |
| <b>Rev/Exp</b>                   | <b>\$ (59,803)</b>   | <b>\$ (45,894)</b>   | <b>\$ (63,309)</b>  |                     |                       |
| <b>*Unaudited</b>                |                      |                      |                     |                     |                       |

| Monthly Financial Report               |                |                      |              |                  |                       |
|----------------------------------------|----------------|----------------------|--------------|------------------|-----------------------|
|                                        | Budget         | Current Month Actual | YTD Actual   | Available Budget | % YTD of Total Budget |
| <b>Court Security Fund (24)</b>        |                |                      |              |                  |                       |
| Revenue                                | \$ 12,000      | \$ -                 | \$ -         | \$ 12,000        | 0%                    |
| Expenditures                           | \$ 12,000      | \$ -                 | \$ -         | \$ 12,000        | 0%                    |
| Rev/Exp                                | \$ -           | \$ -                 | \$ -         |                  |                       |
| <b>Court Technology Fund (39)</b>      |                |                      |              |                  |                       |
| Revenue                                | \$ 11,000      | \$ -                 | \$ -         | \$ 11,000        | 0%                    |
| Expenditures                           | \$ 27,933      | \$ -                 | \$ -         | \$ 27,933        |                       |
| Rev/Exp                                | \$ (16,933)    | \$ -                 | \$ -         |                  |                       |
| <b>Crime Control District (65)</b>     |                |                      |              |                  |                       |
| 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) |                  |                       |
| <b>Hotel Occupancy Tax (77)</b>        |                |                      |              |                  |                       |
| 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)  |                  |                       |
| <b>TIF Fund (89)</b>                   |                |                      |              |                  |                       |
| 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     |                  |                       |
| <b>Strategic Initiative Fund (107)</b> |                |                      |              |                  |                       |
| 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 |
| <b>Oil &amp; Gas Lease Fund (12)</b> |                |                      |              |                  |                       |
| <b>Revenue</b>                       | \$ 100,000     | \$ -                 | \$ 47,632    | \$ 52,368        | 48%                   |
| <b>Expenditures</b>                  | \$ 660,000     | \$ 500               | \$ 1,339     | \$ 658,661       | 0%                    |
| <i>Rev/Exp*</i>                      | \$ (560,000)   | \$ (500)             | \$ 46,292    |                  |                       |
| <b>Road and Street Fund (25)</b>     |                |                      |              |                  |                       |
| <b>Revenue</b>                       |                |                      |              |                  |                       |
| Sales Tax                            | \$ 1,750,000   | \$ 119,810           | \$ 356,077   | \$ 1,393,923     | 20%                   |
| Tarrant Cty Participation            | \$ -           | \$ 99,598            | \$ 99,598    | \$ (99,598)      |                       |
| <b>Total Revenue</b>                 | \$ 1,750,000   | \$ 219,408           | \$ 455,676   | \$ 1,294,324     | 26%                   |
| <b>Expenditures</b>                  |                |                      |              |                  |                       |
| Street R&M                           | \$ 3,308,000   | \$ 106,250           | \$ 168,041   | \$ 3,139,959     | 5%                    |
| <b>Total Expenditures</b>            | \$ 3,308,000   | \$ 106,250           | \$ 168,041   | \$ 3,139,959     | 5%                    |
| <i>Rev/Exp*</i>                      | \$ (1,558,000) | \$ 113,158           | \$ 287,635   |                  |                       |
| <b>Vehicle Replace. Fund (30)</b>    |                |                      |              |                  |                       |
| <b>Revenue</b>                       |                |                      |              |                  |                       |
| Sale of vehicles                     | \$ 74,913      | \$ -                 | \$ -         | \$ 74,913        | 0%                    |
| Transfers in                         | \$ 559,633     | \$ -                 | \$ -         | \$ 559,633       | 0%                    |
| <b>Total Revenue</b>                 |                | \$ -                 | \$ -         | \$ 634,546       | 0%                    |
| <b>Expenditures</b>                  |                |                      |              |                  |                       |
| 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%                    |
| <b>Total Expenditures</b>            | \$ 634,546     | \$ 44,603            | \$ 131,368   | \$ 503,178       | 21%                   |
| <i>Rev/Exp*</i>                      | \$ -           | \$ (44,603)          | \$ (131,368) |                  |                       |
| <b>ARPA Fund (101)</b>               |                |                      |              |                  |                       |
| <b>Revenue-Transfers In/Interest</b> | \$ 2,000       | \$ 936               | \$ 2,875     | \$ (875)         | 144%                  |
| <b>Expenditures</b>                  |                |                      |              |                  |                       |
| Project Appropriations               | \$ 66,000      | \$ -                 | \$ -         | \$ 66,000        | 0%                    |
| <b>Total Expenditures</b>            | \$ 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 |
| <b>Debt Service Fund (10)</b>                                    |                     |                      |                   |                     |                       |
| <b>Revenue</b>                                                   |                     |                      |                   |                     |                       |
| Property Taxes                                                   | \$ 1,473,290        | \$ 256,405           | \$ 363,329        | \$ 1,109,961        | 25%                   |
| Interest Income                                                  | \$ 15,000           | \$ 2,383             | \$ 7,324          | \$ 7,676            | 49%                   |
| <b>Total Revenues</b>                                            | <b>\$ 1,488,290</b> | <b>\$ 258,788</b>    | <b>\$ 370,653</b> | <b>\$ 1,117,637</b> | <b>25%</b>            |
| <b>Expenditures</b>                                              |                     |                      |                   |                     |                       |
| Debt Service                                                     | \$ 1,540,330        | \$ -                 | \$ 5,000          | \$ 1,535,330        | 0%                    |
| <i>Rev/Exp</i>                                                   | \$ (52,040)         | \$ 258,788           | \$ 365,653        |                     |                       |
| <b>COMPONENT UNIT</b>                                            |                     |                      |                   |                     |                       |
| <b>Richland Hills EDC (26)</b>                                   |                     |                      |                   |                     |                       |
| <b>Revenue</b>                                                   |                     |                      |                   |                     |                       |
| Sales Tax                                                        | \$ 1,182,585        | \$ 79,875            | \$ 237,390        | \$ 945,195          | 20%                   |
| Interest Income                                                  | \$ 40,000           | \$ 5,261             | \$ 16,883         | \$ 23,117           | 42%                   |
| <b>Total Revenues</b>                                            | <b>\$ 1,222,585</b> | <b>\$ 85,136</b>     | <b>\$ 254,273</b> | <b>\$ 968,312</b>   | <b>21%</b>            |
| <b>Expenses</b>                                                  |                     |                      |                   |                     |                       |
| 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%                    |
| <b>Total Expenditures</b>                                        | <b>\$ 1,384,913</b> | <b>\$ 24,070</b>     | <b>\$ 63,446</b>  | <b>\$ 1,321,467</b> | <b>5%</b>             |
| <i>Rev/Exp*</i>                                                  | \$ (162,328)        | \$ 61,065            | \$ 190,827        |                     |                       |
| <i>*Any overages in these funds are covered by fund balance.</i> |                     |                      |                   |                     |                       |
| <b>DRAINAGE</b>                                                  |                     |                      |                   |                     |                       |
| <b>Drainage Fund (022)</b>                                       |                     |                      |                   |                     |                       |
| <b>Revenue</b>                                                   |                     |                      |                   |                     |                       |
| Billing/Interest                                                 | \$ 925,800          | \$ 78,163            | \$ 233,717        | \$ 692,083          | 25%                   |
| <b>Expenses</b>                                                  |                     |                      |                   |                     |                       |
| Operating                                                        | \$ 348,872          | \$ 11,997            | \$ 245,145        | \$ 103,727          | 70%                   |
| Capital                                                          | \$ 140,000          | \$ -                 | \$ -              | \$ 140,000          | 0%                    |
| Debt Service                                                     | \$ 478,114          | \$ -                 | \$ -              | \$ 478,114          | 0%                    |
| <b>Total Fund</b>                                                | <b>\$ 966,986</b>   | <b>\$ 11,997</b>     | <b>\$ 245,145</b> | <b>\$ 721,841</b>   | <b>25%</b>            |
| <i>Rev/Exp*</i>                                                  | \$ (41,186)         | \$ 66,166            | \$ (11,428)       |                     |                       |
| <i>*Any overages in these funds are covered by fund balance.</i> |                     |                      |                   |                     |                       |

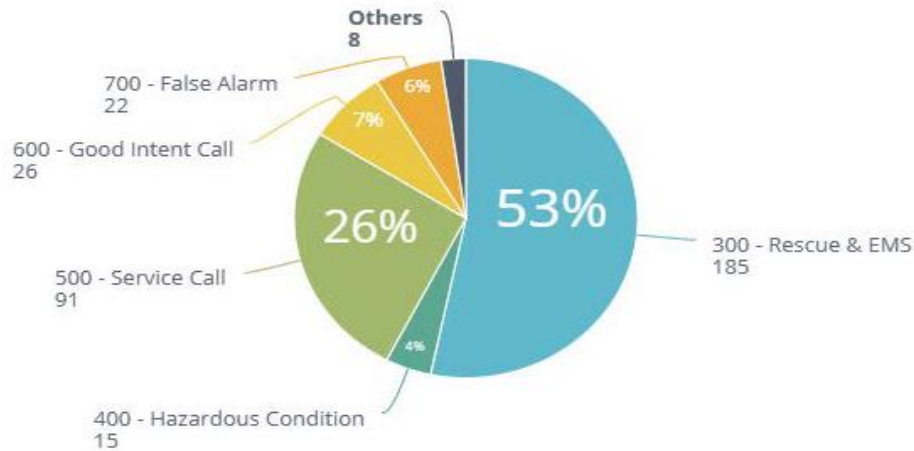
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## Fire/EMS Operations:

- 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 27<sup>th</sup> 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 75<sup>th</sup> 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<br>Contacts | Referrals/Follow-<br>ups | Carseat<br>Installs | Instruction<br>Hrs. | Events<br>Attended | Training<br>Hrs. | Notes                                                                    |
|-----------|---------------------|--------------------------|---------------------|---------------------|--------------------|------------------|--------------------------------------------------------------------------|
| October   | 5                   | 20                       | 11                  | 0                   | 1                  | 0                | CCP Ride<br>outs for<br>credentialing.<br>Still in<br>progress.          |
| November  | 6                   | 10                       | 0                   | 0                   | 0                  | 0                | CCP Ride<br>outs for<br>credentialing.<br>Still in<br>progress.          |
| December  | 3                   | 4                        | 0                   | 0                   | 1                  | 0                | Completed<br>CCP/Assisted<br>with<br>onboarding<br>and hiring<br>process |
| January   |                     |                          |                     |                     |                    |                  |                                                                          |
| February  |                     |                          |                     |                     |                    |                  |                                                                          |
| March     |                     |                          |                     |                     |                    |                  |                                                                          |
| April     |                     |                          |                     |                     |                    |                  |                                                                          |
| May       |                     |                          |                     |                     |                    |                  |                                                                          |
| June      |                     |                          |                     |                     |                    |                  |                                                                          |
| July      |                     |                          |                     |                     |                    |                  |                                                                          |
| August    |                     |                          |                     |                     |                    |                  |                                                                          |
| September |                     |                          |                     |                     |                    |                  |                                                                          |
| Totals    | 9                   | 14                       | 0                   | 0                   | 1                  | 0                |                                                                          |



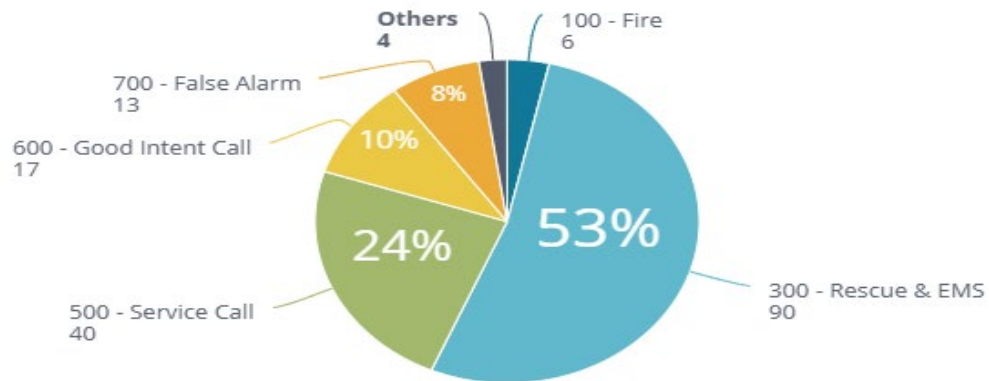
### **Fire/EMS Operations Overview:**

- 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 75<sup>th</sup> 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**

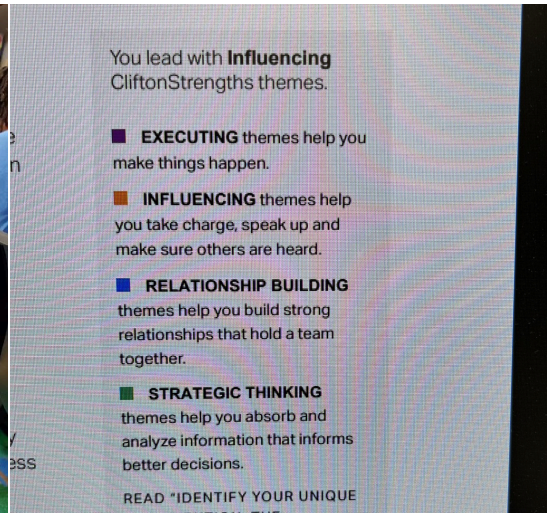
## **EMS/Community Paramedic**

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



# 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)

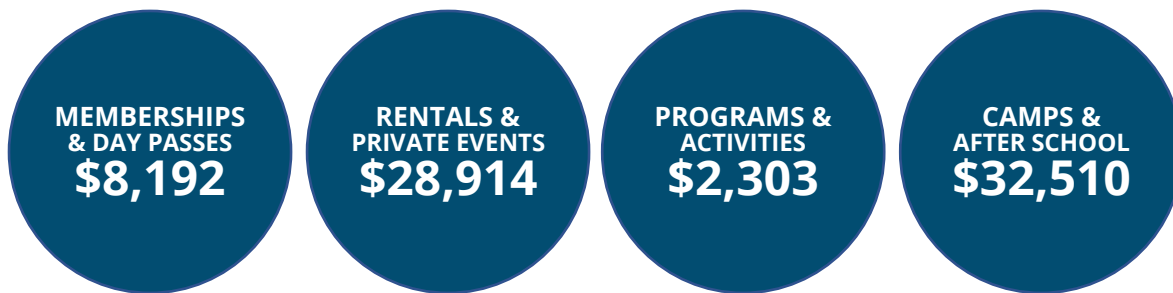


# NOVEMBER & DECEMBER 2025 LINK REPORT

## 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

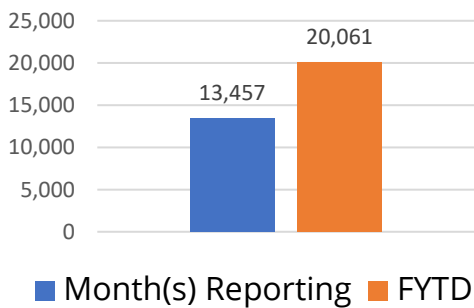
FY 26  
**\$122,855**

### LAST YEAR COMP.

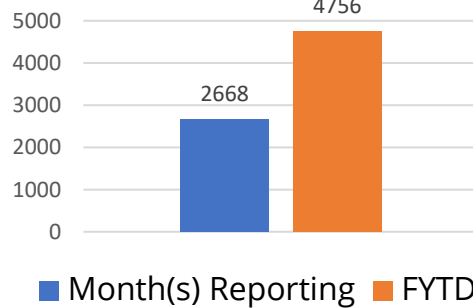
FY 25  
**\$144,895**

## VISITS & PARTICIPATION DATA

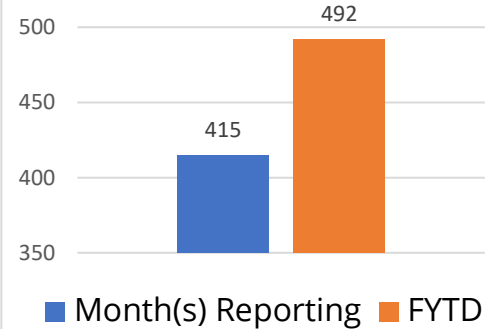
### TOTAL VISITORS



### MEMBER SCANS

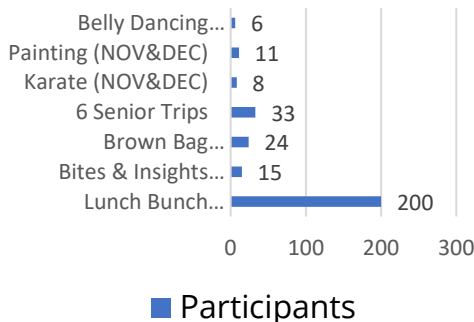


### UNIQUE MEMBER SCANS

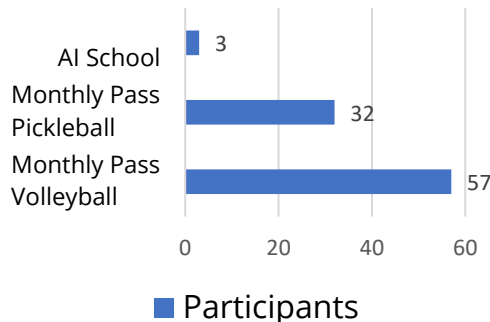


## AT THE LINK

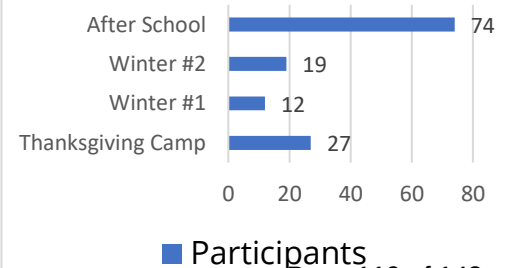
### PROGRAMS



### 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

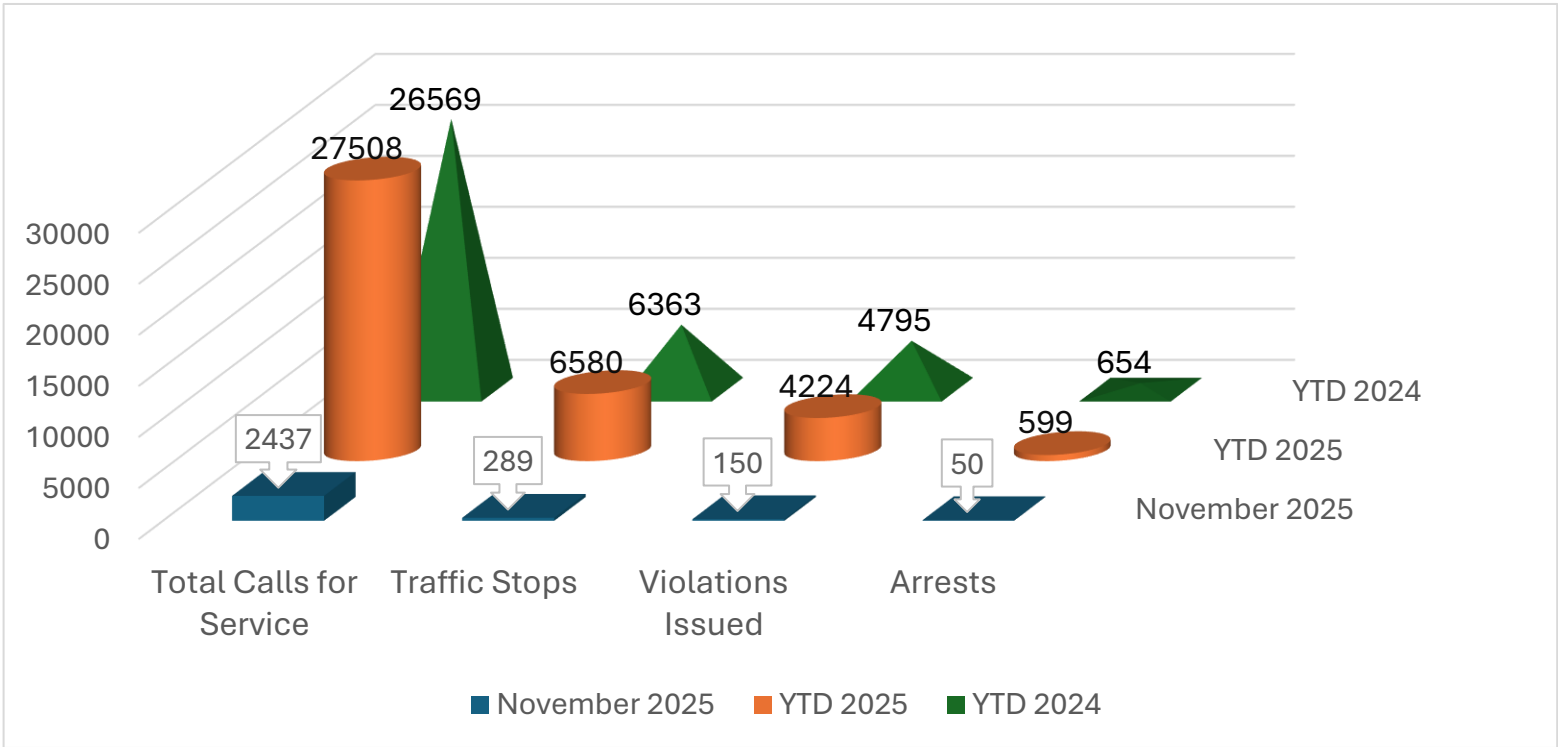
- Continued PlayCore online training series.
- Attended (T.R.A.P.S.) Texas Recreation And Parks Society + (M.I.L.S.) Minorities IN Leisure Services Zoom training session focused on community engagement and professional development within leisure services.



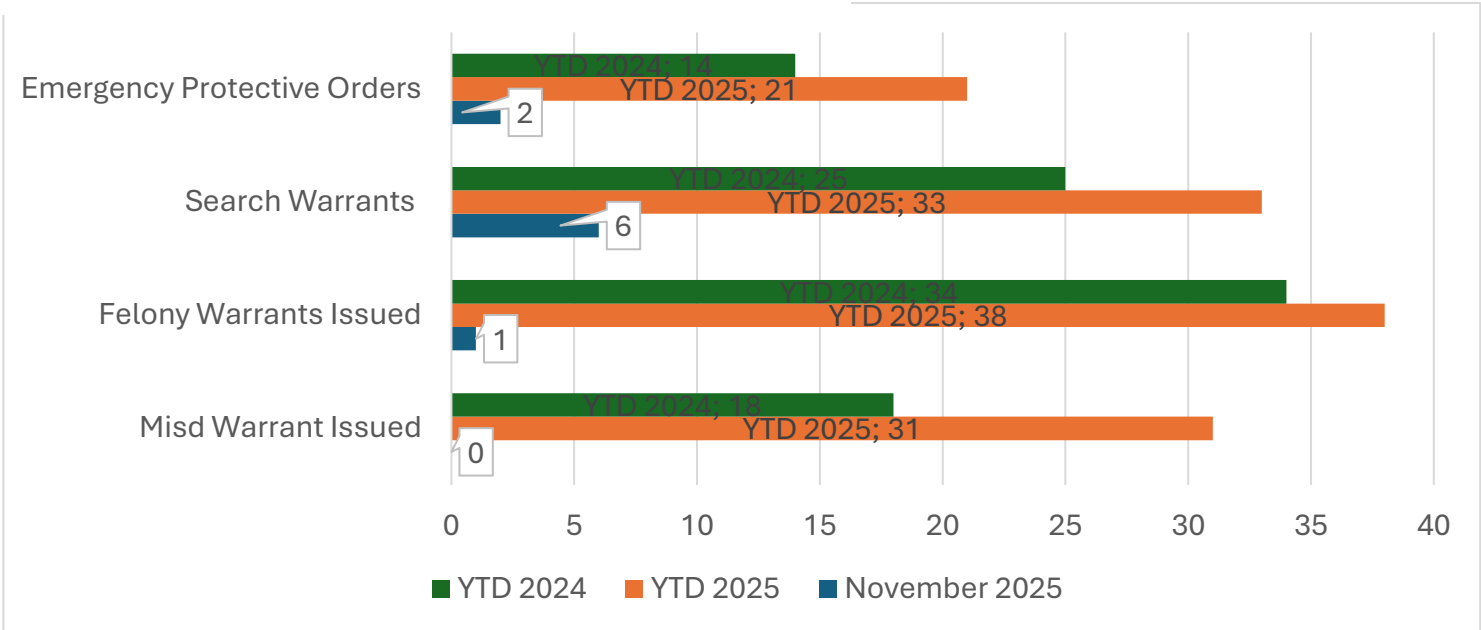
# **Police Department**

**November  
2025**

# SERVICE CALLS

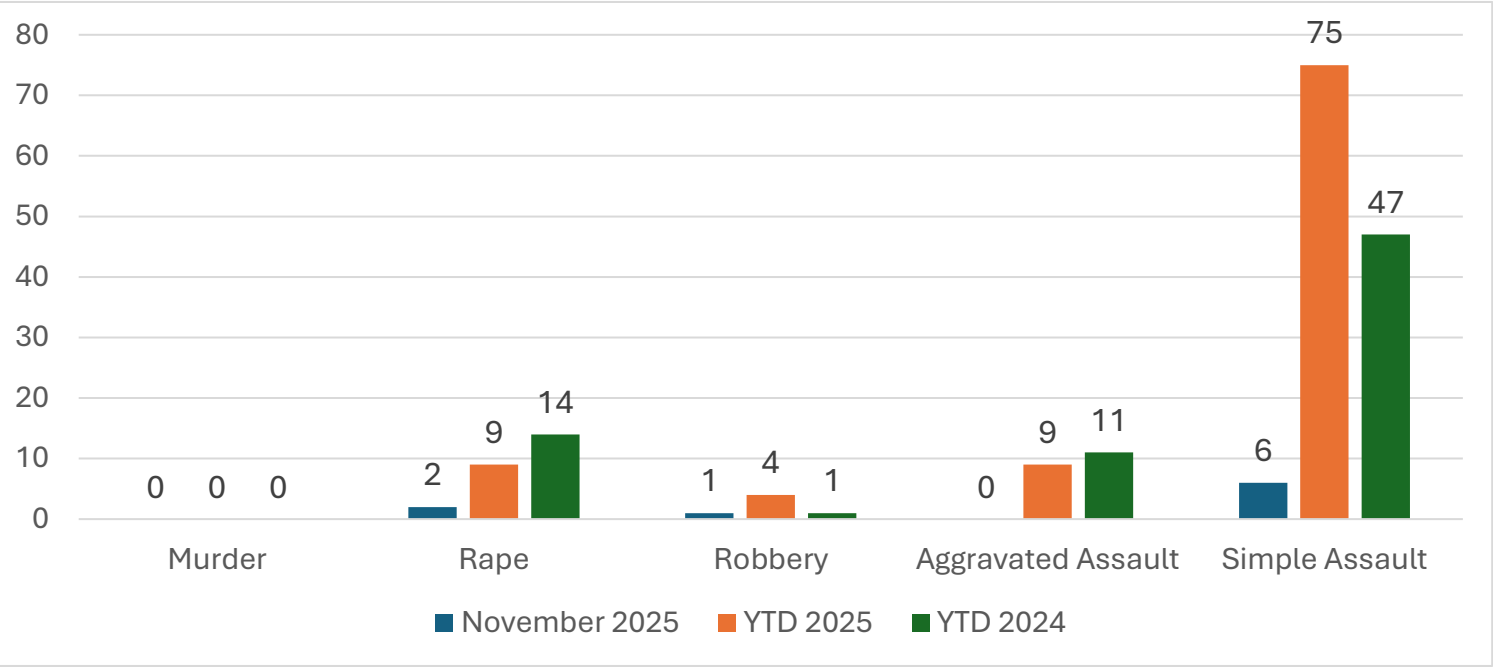


# CRIMINAL INVESTIGATIONS

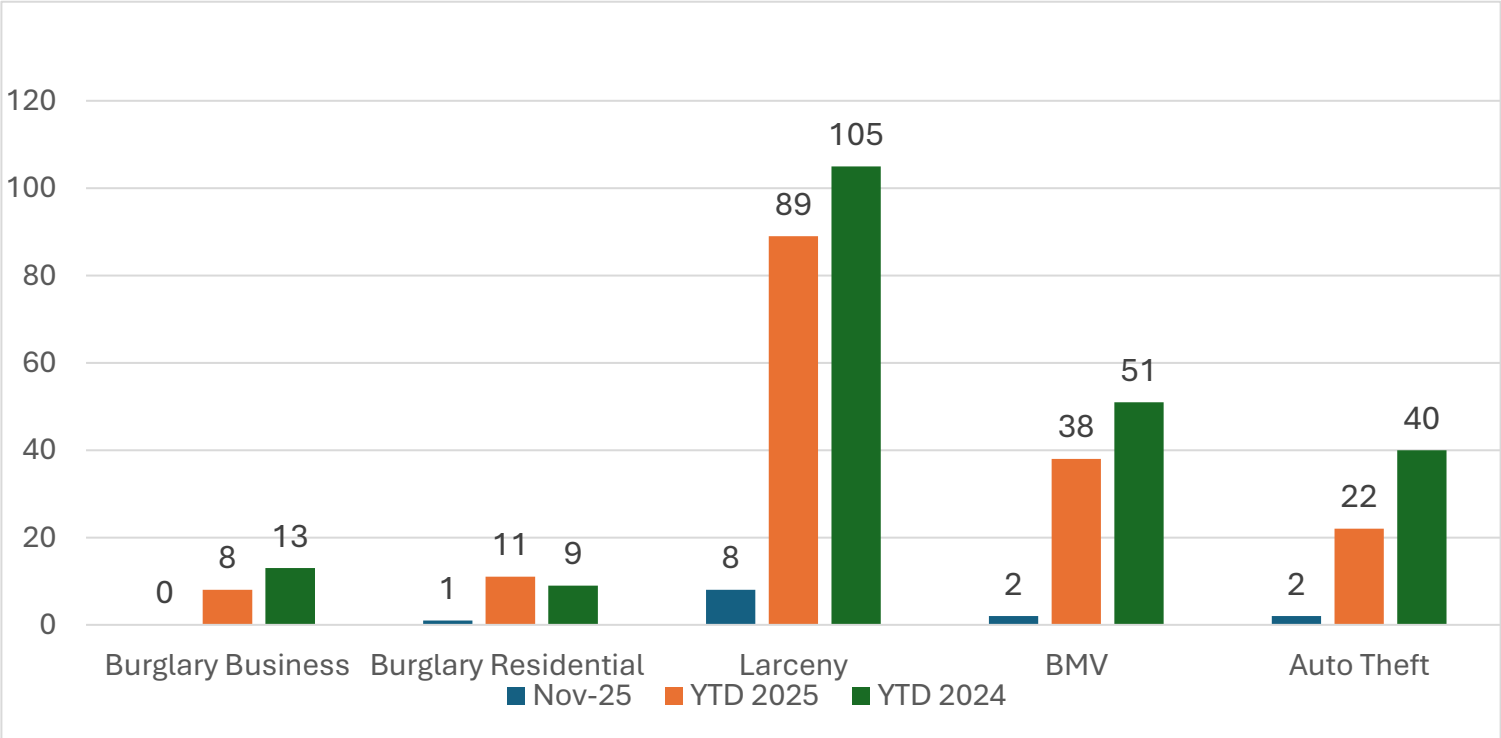




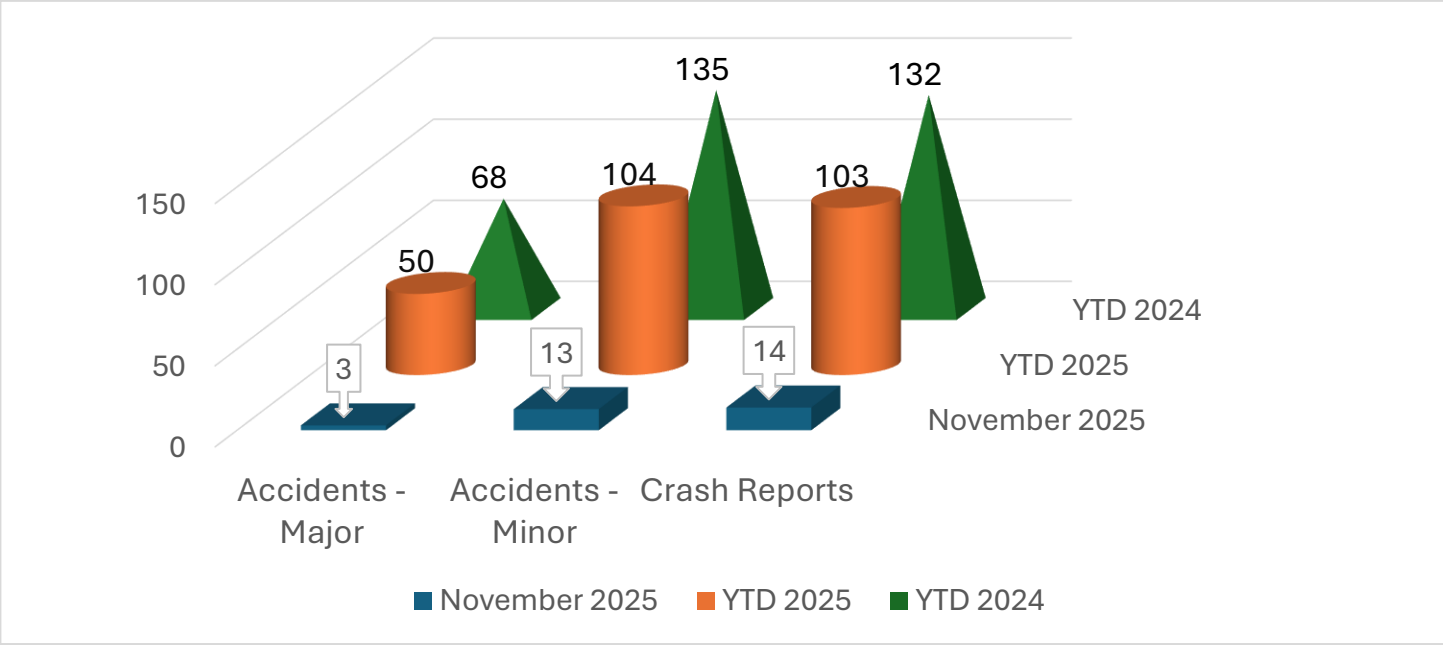
## PART 1 VIOLENT CRIME



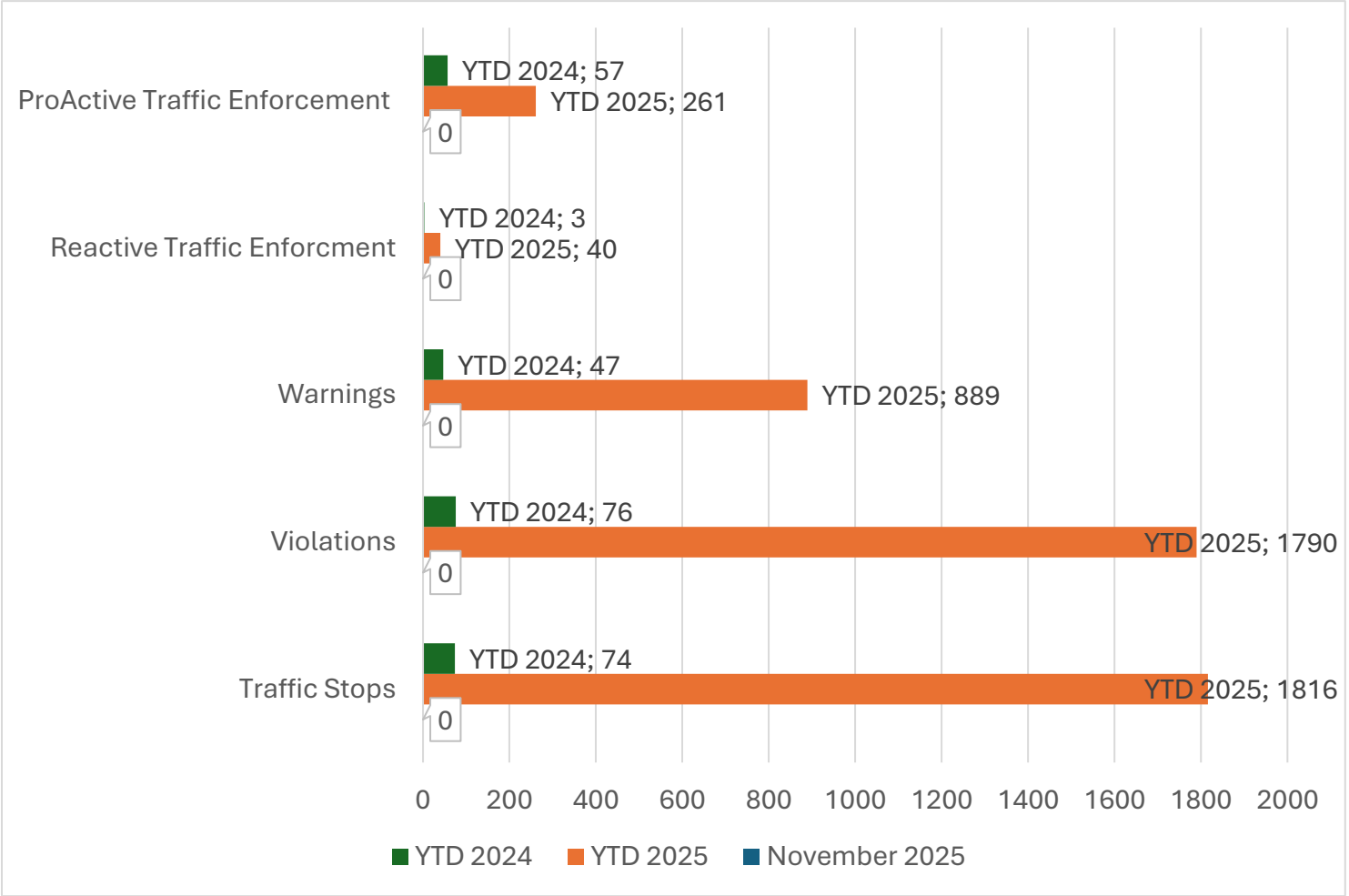
## PART 1 PROPERTY CRIME



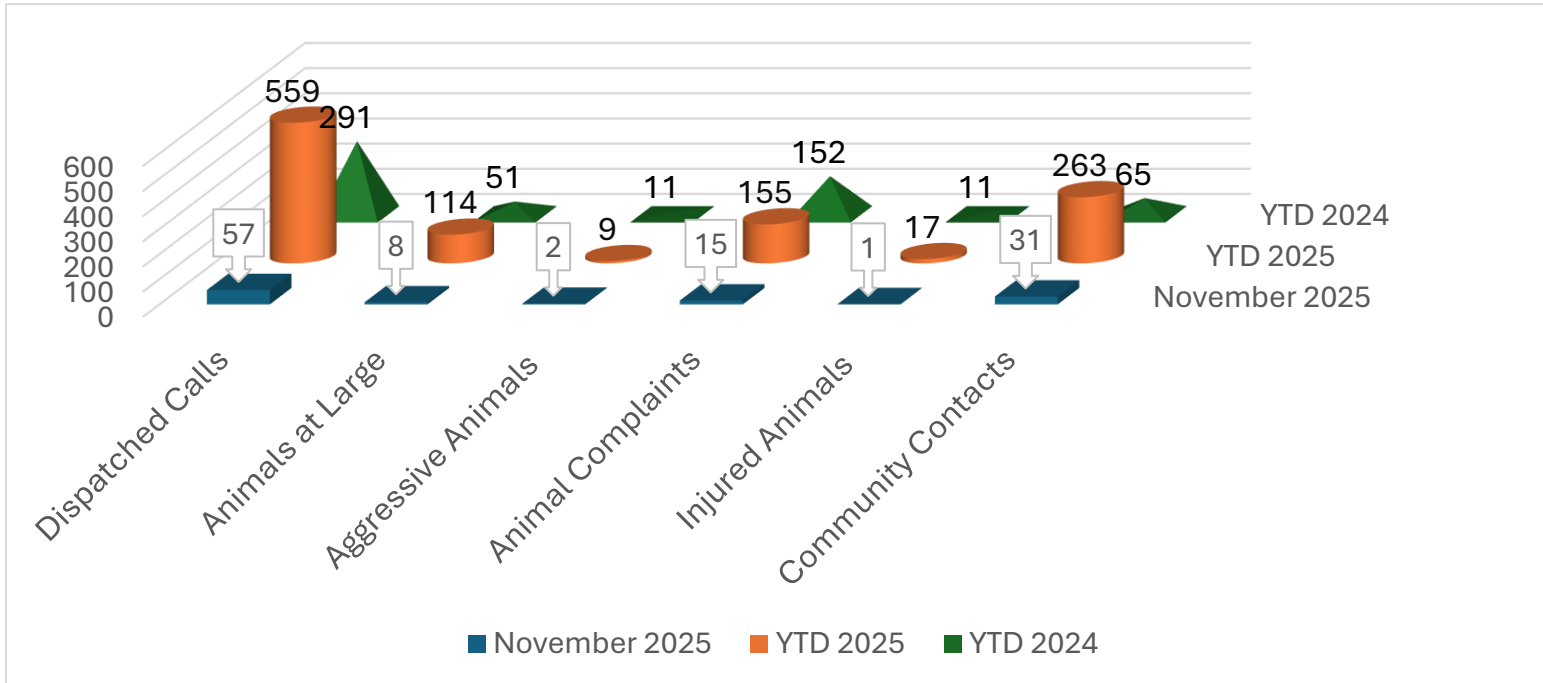
# TRAFFIC ACCIDENTS



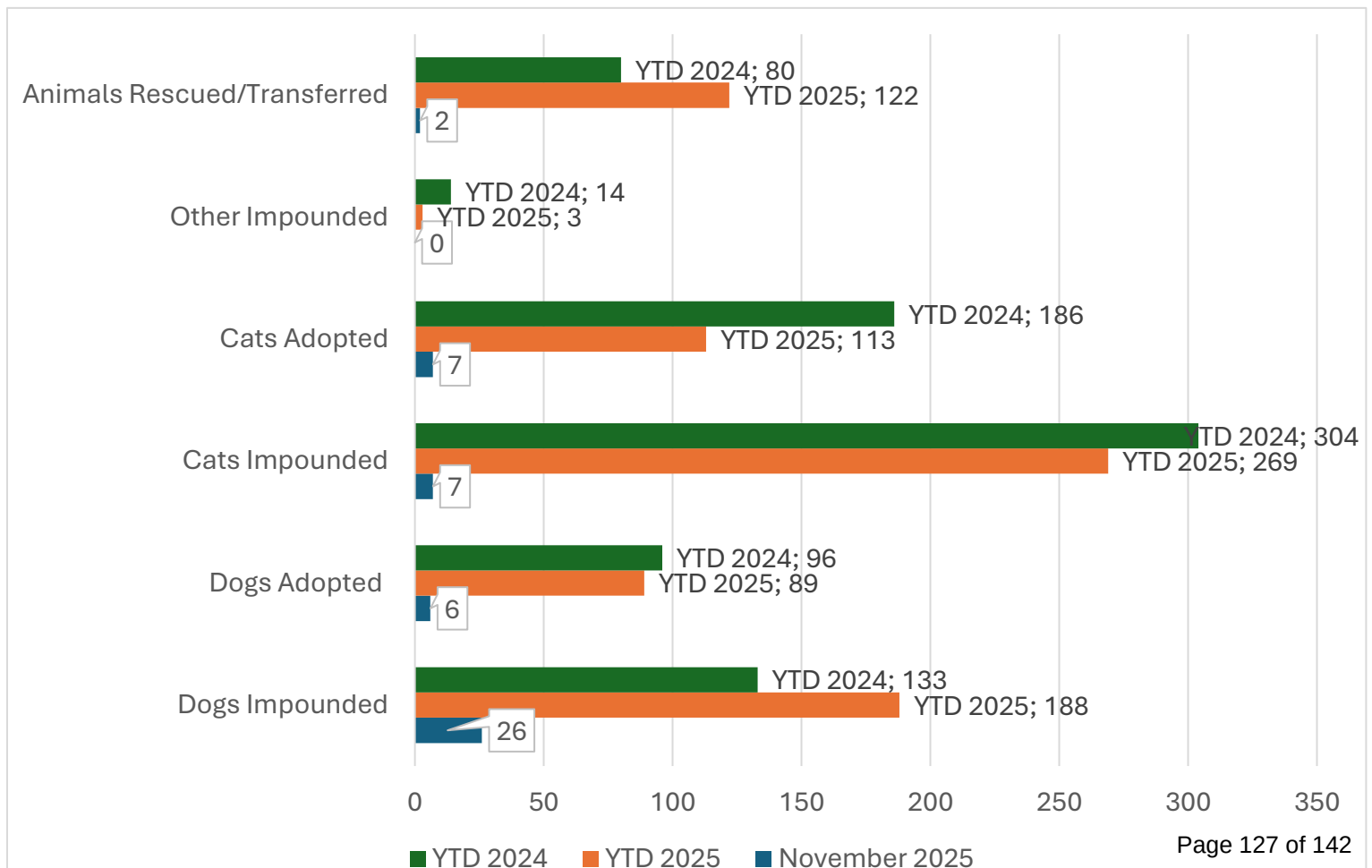
# TRAFFIC UNIT



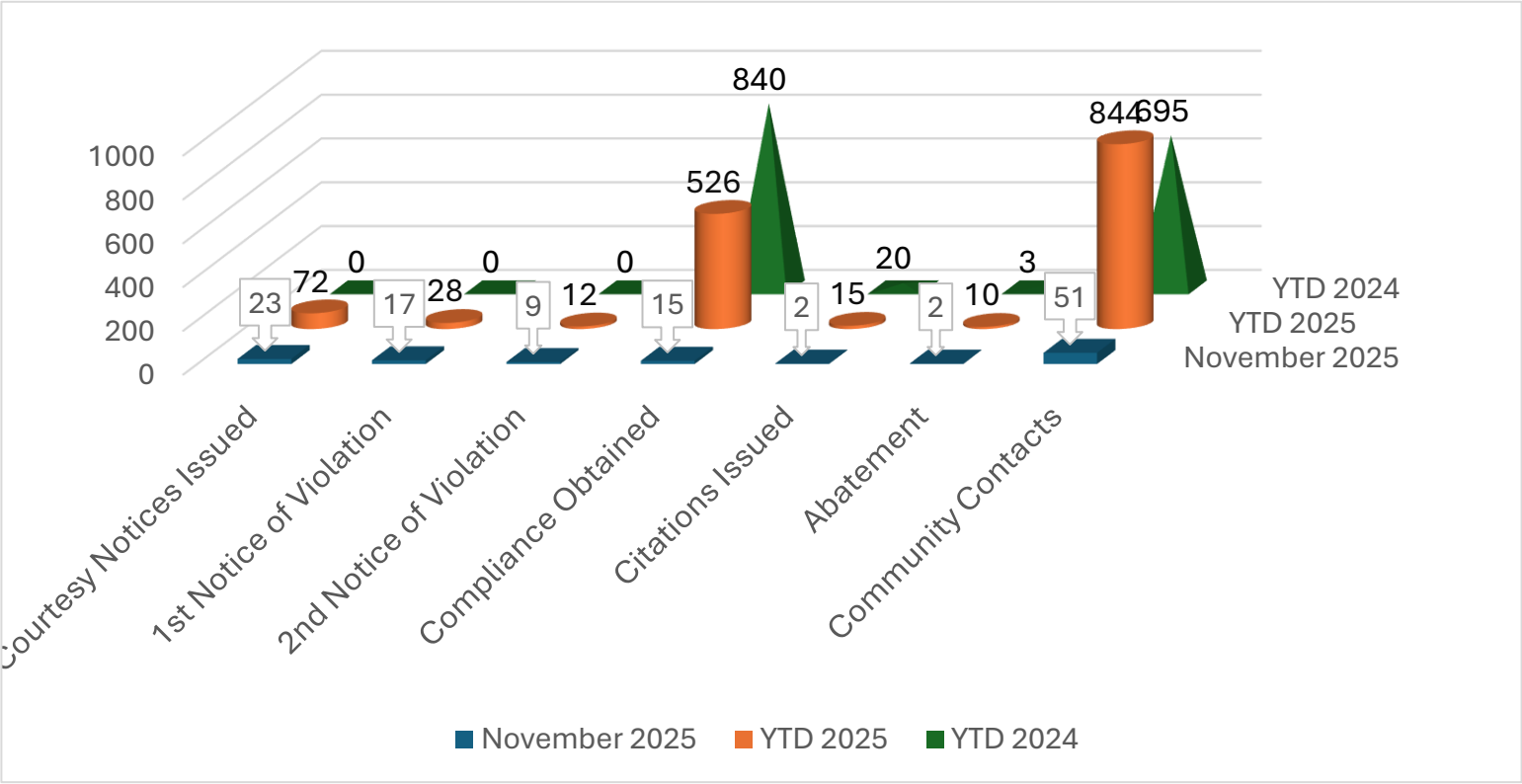
## CALLS FOR SERVICE – ANIMAL SERVICES



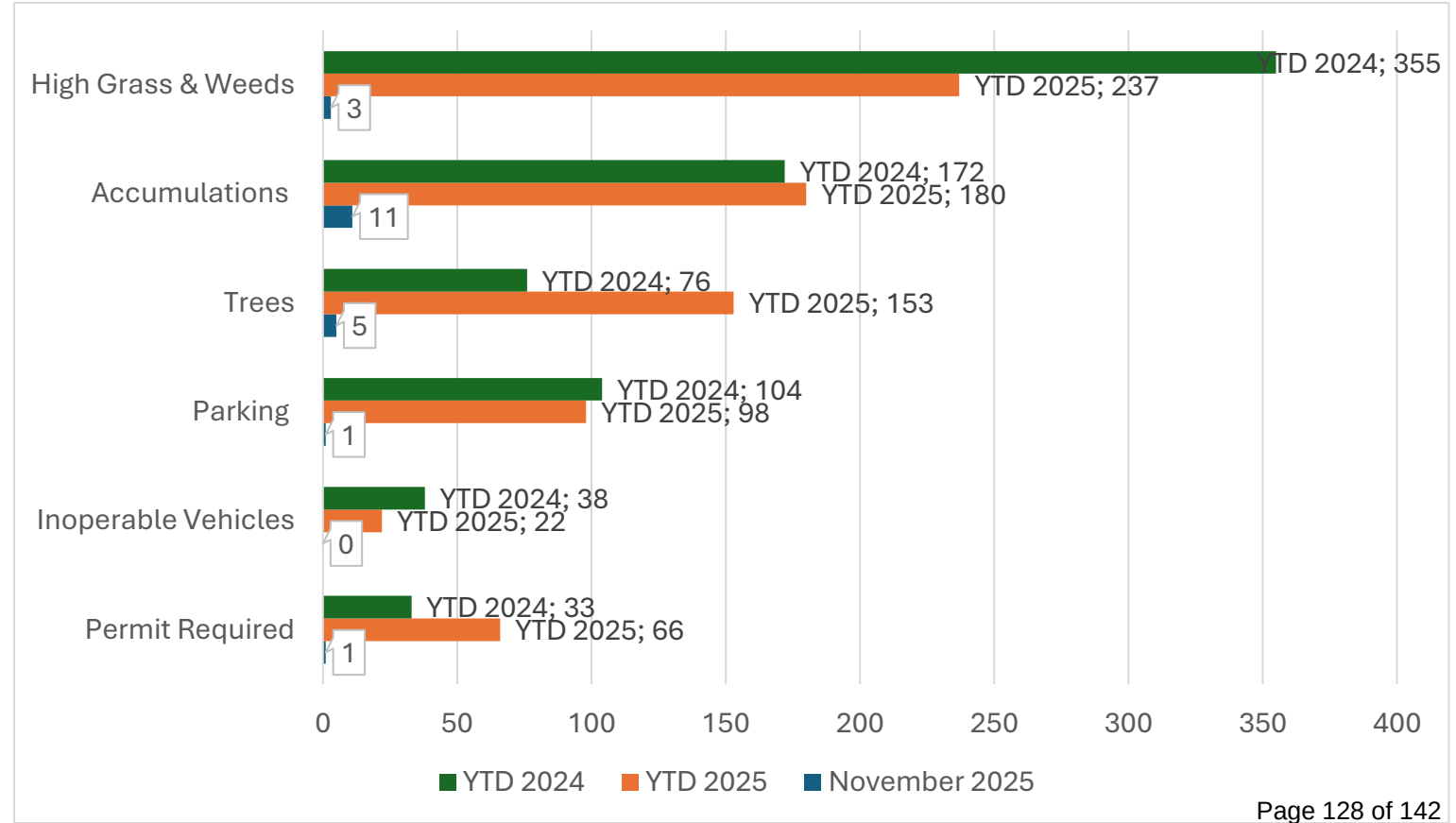
## IMPOUNDS & ADOPTIONS



# 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**

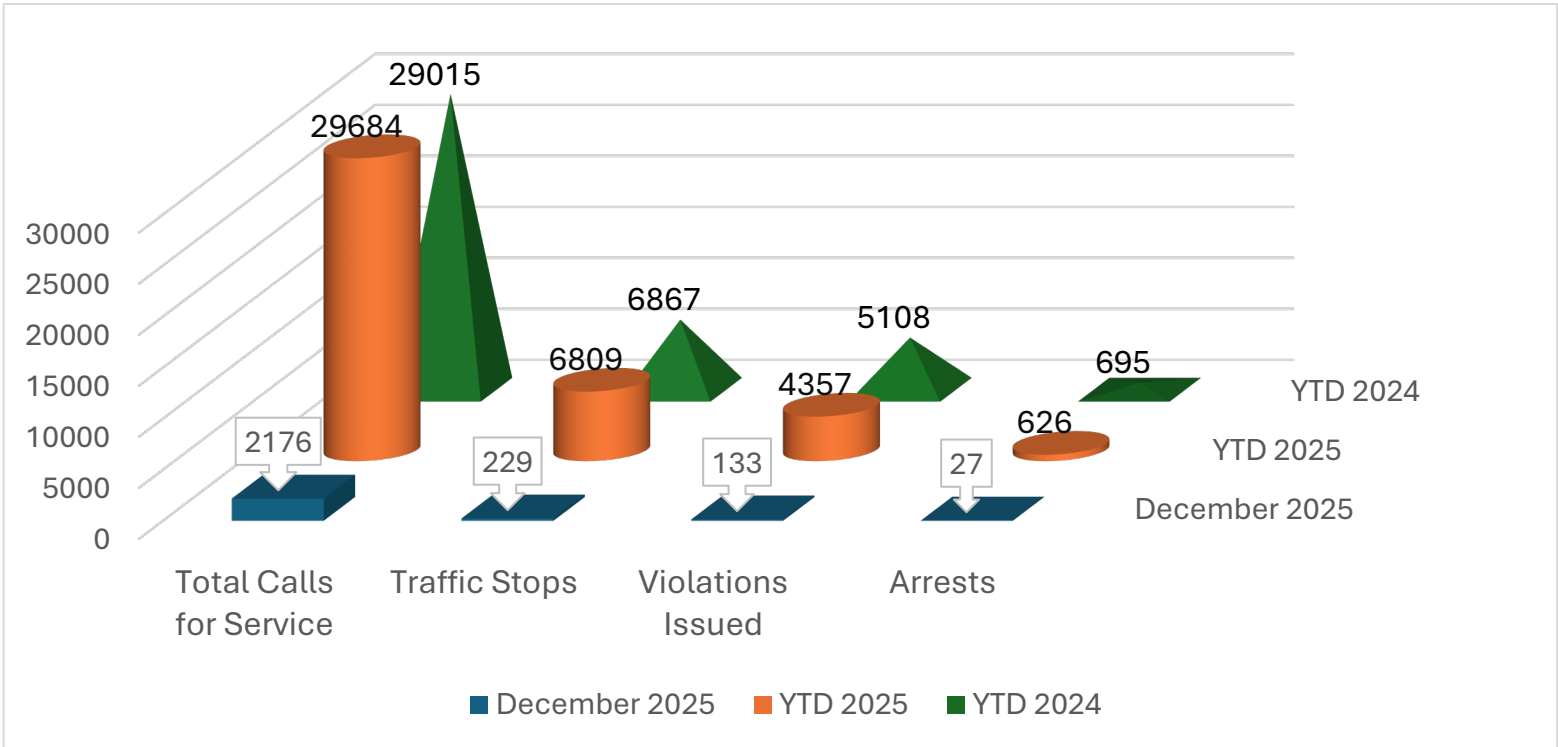
- November 11<sup>th</sup>: Vax Shack provided 20 spay/neuter procedures for shelter animals and administered 22 rabies vaccinations to RHAS shelter pets.
- November 15<sup>th</sup>: Snowflake, the RHAS Halloween Costume Contest winner, was successfully adopted by her forever family.
- November 18<sup>th</sup>: 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 22<sup>nd</sup>: RHAS received a large donation of pet food from Watauga Animal Services, continuing to strengthen partnerships and collaborative support efforts.



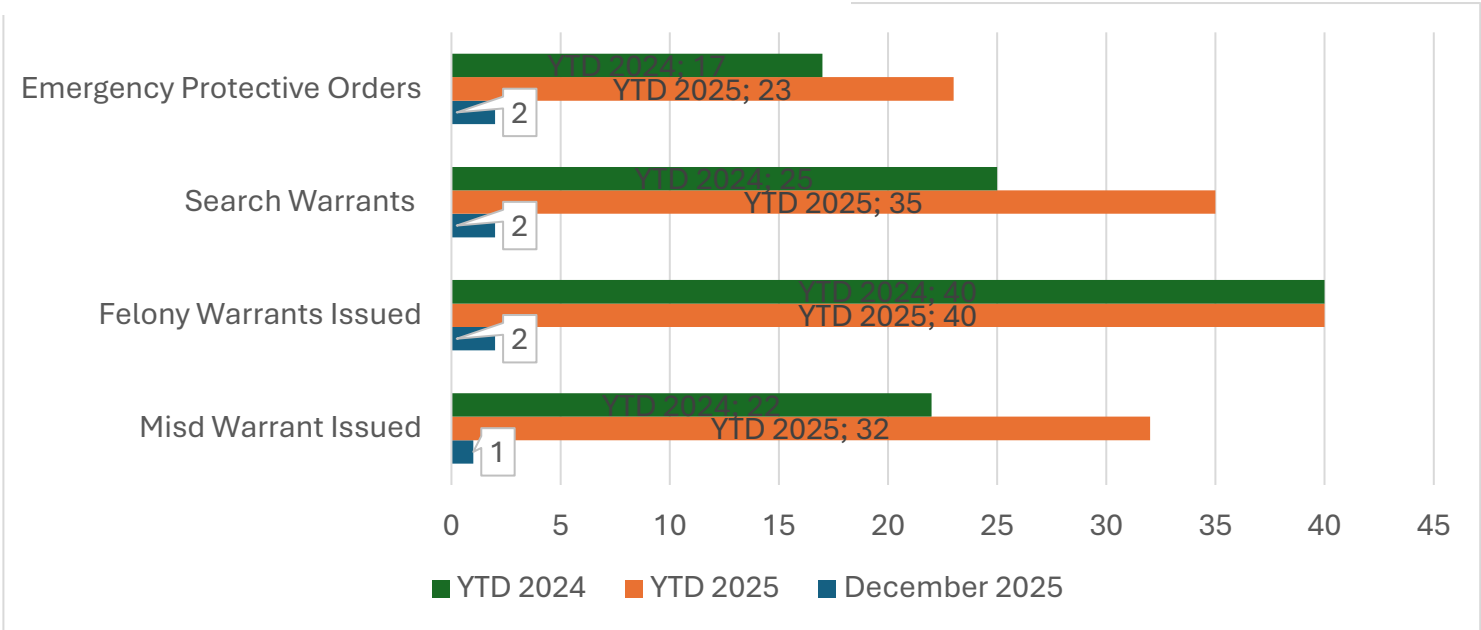
# **Police Department**

**December  
2025**

# SERVICE CALLS

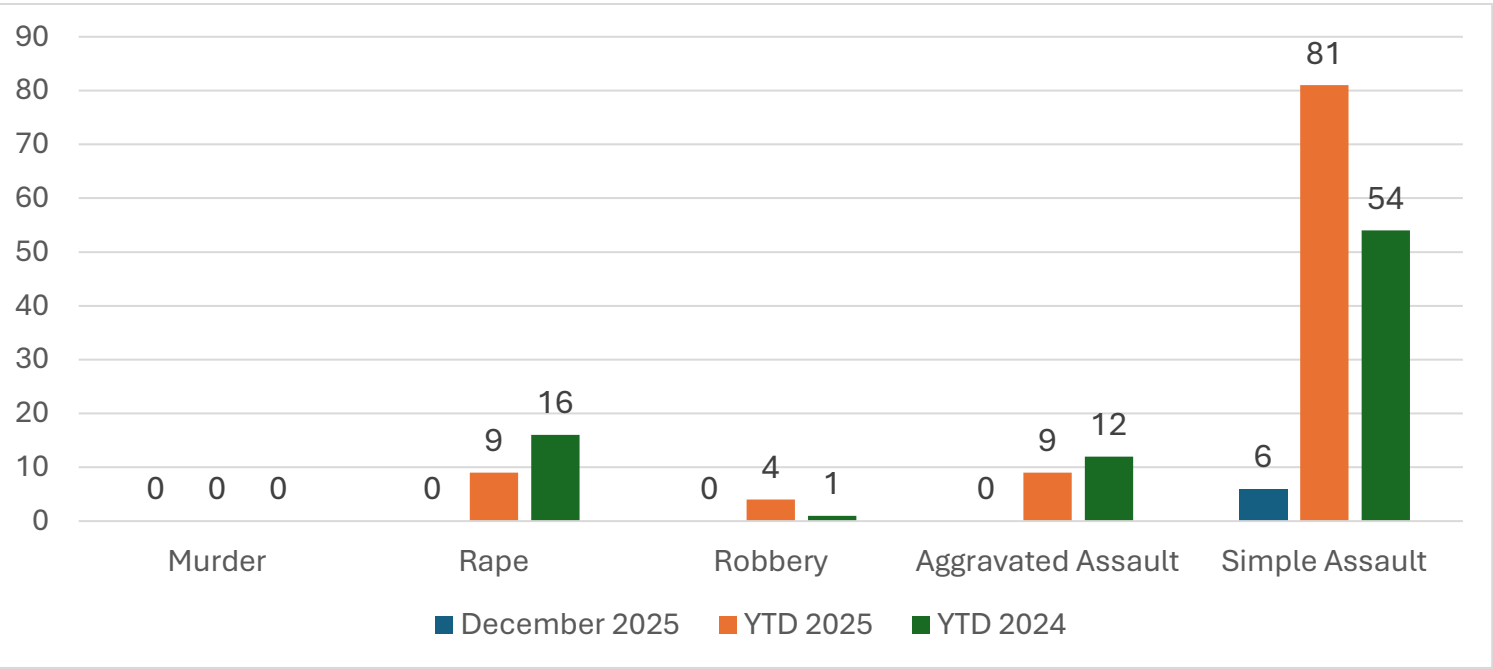


# CRIMINAL INVESTIGATIONS

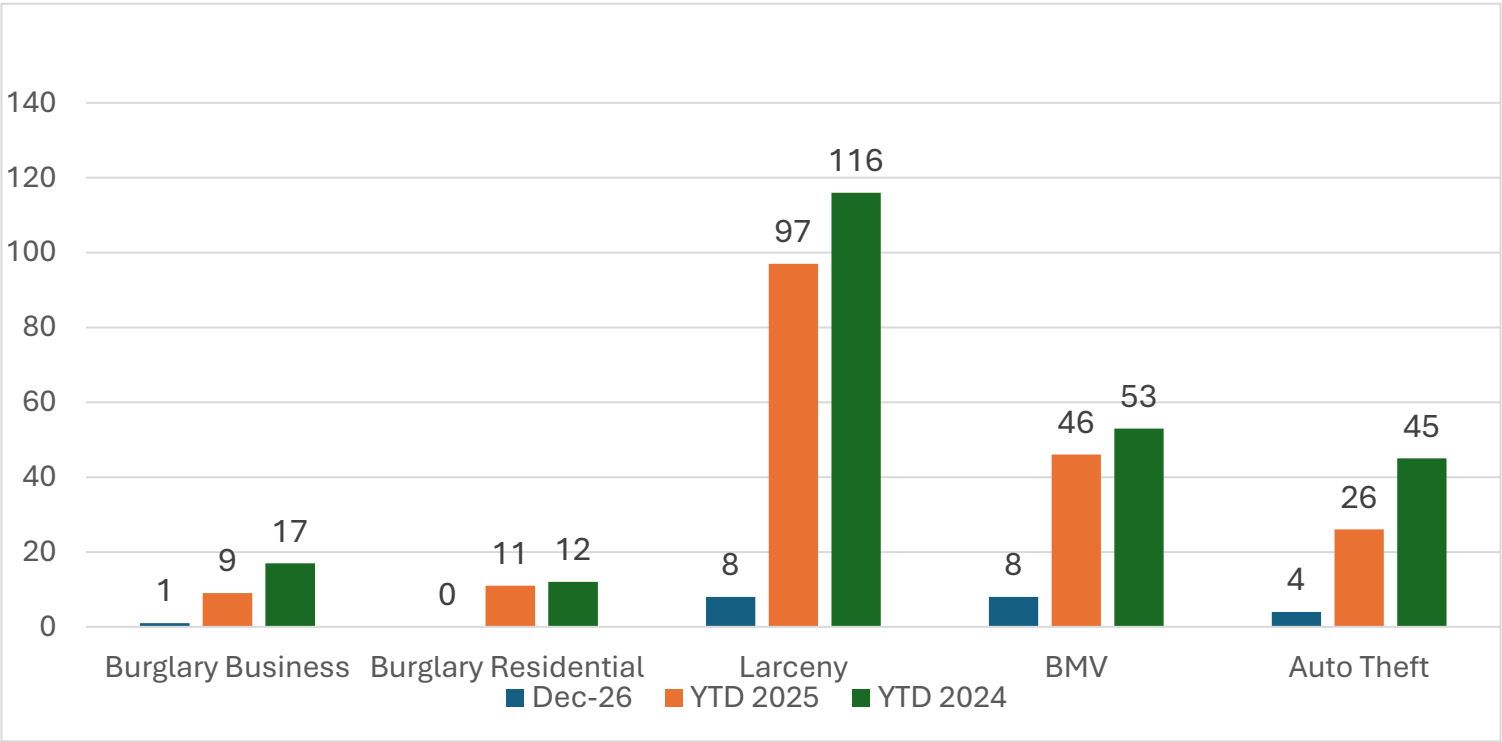




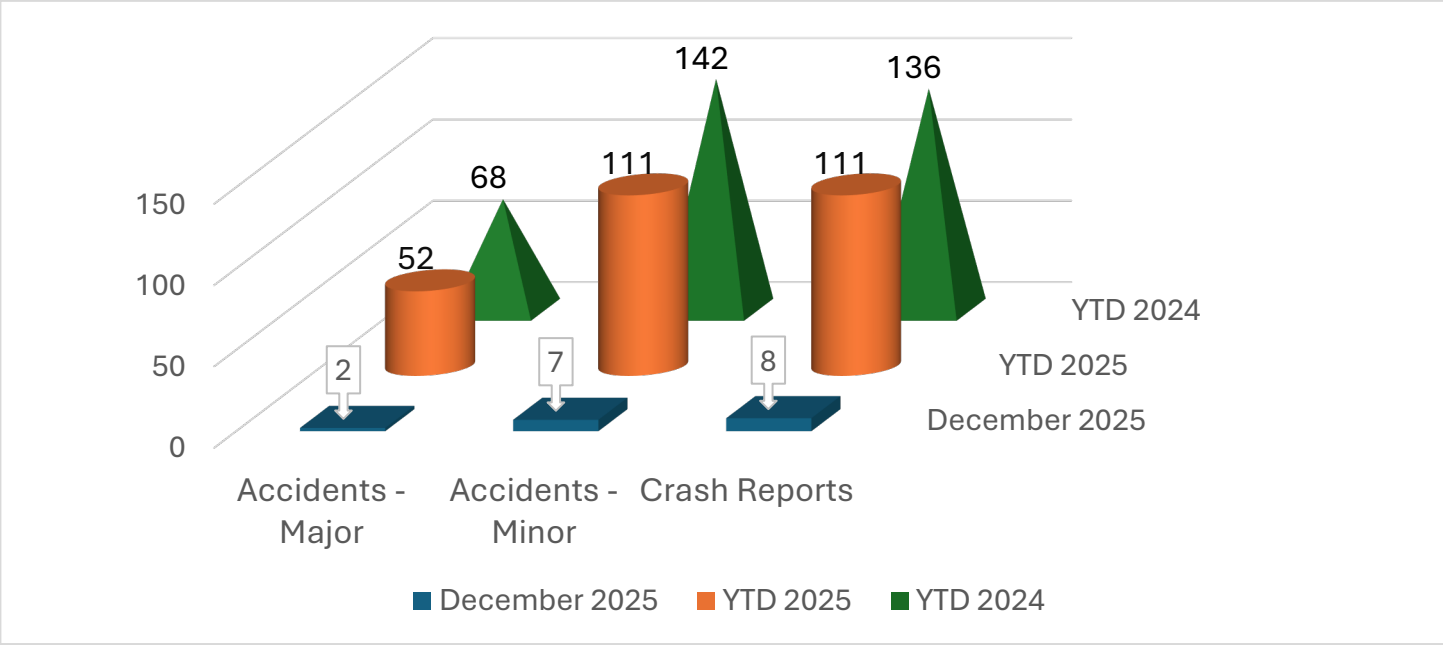
## PART 1 VIOLENT CRIME



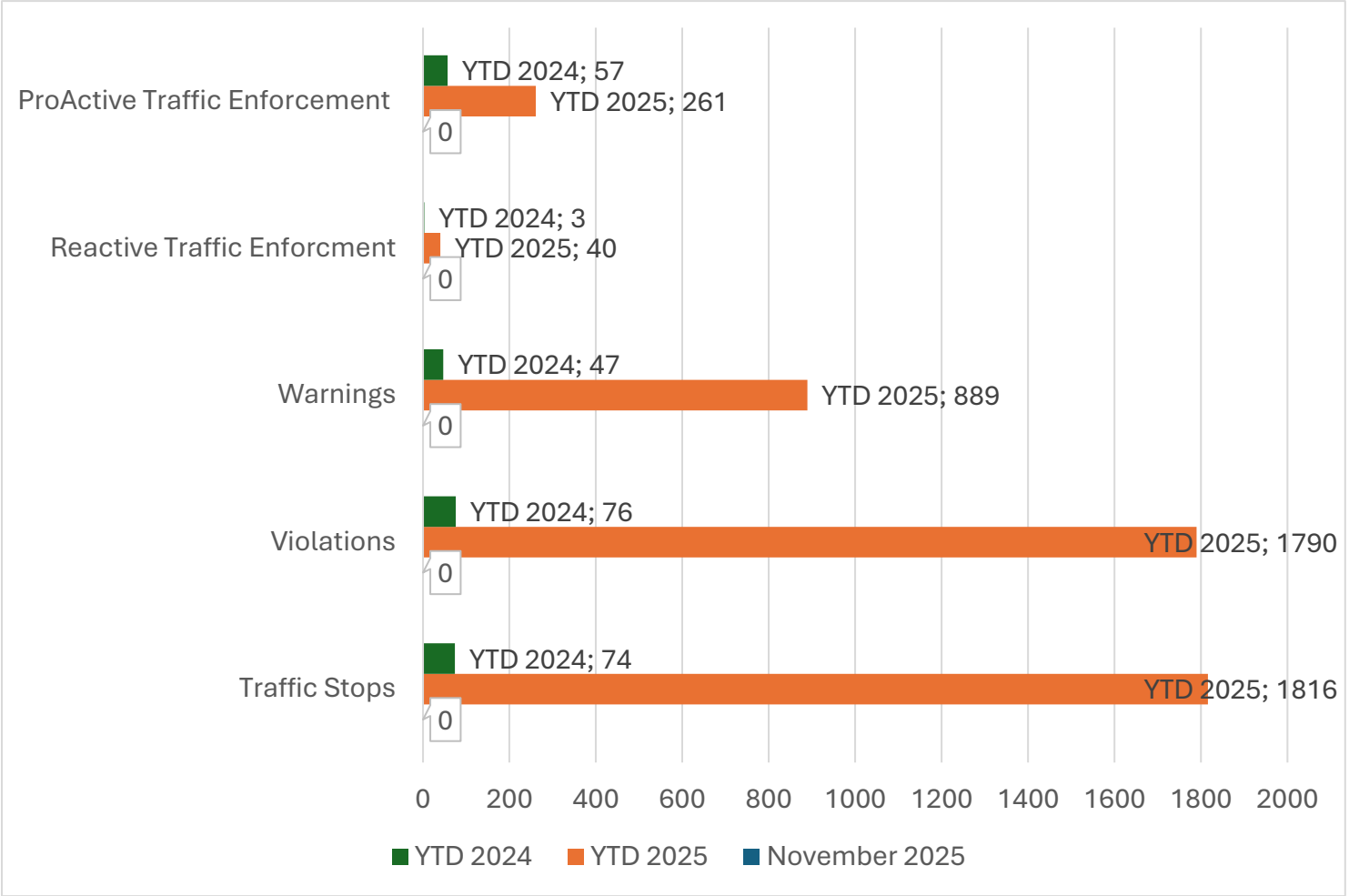
## PART 1 PROPERTY CRIME



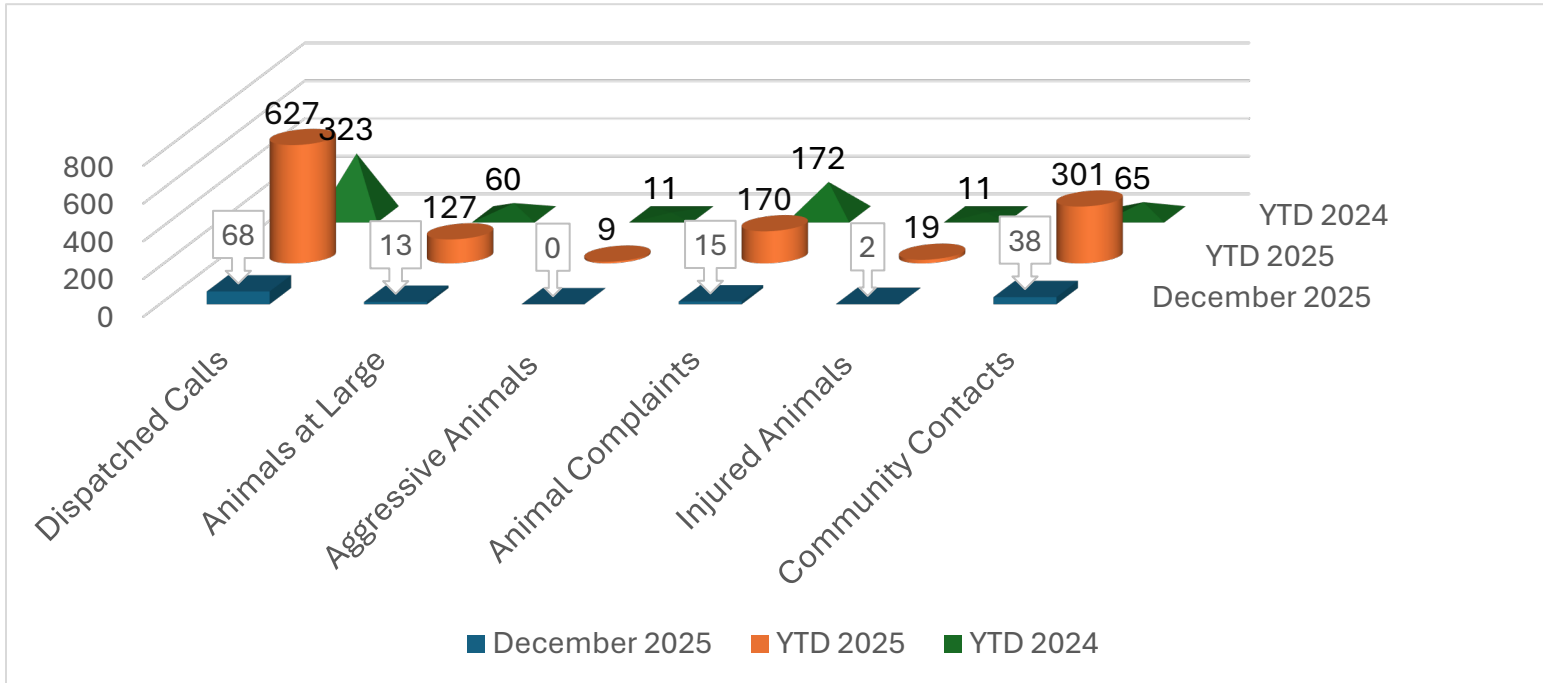
# TRAFFIC ACCIDENTS



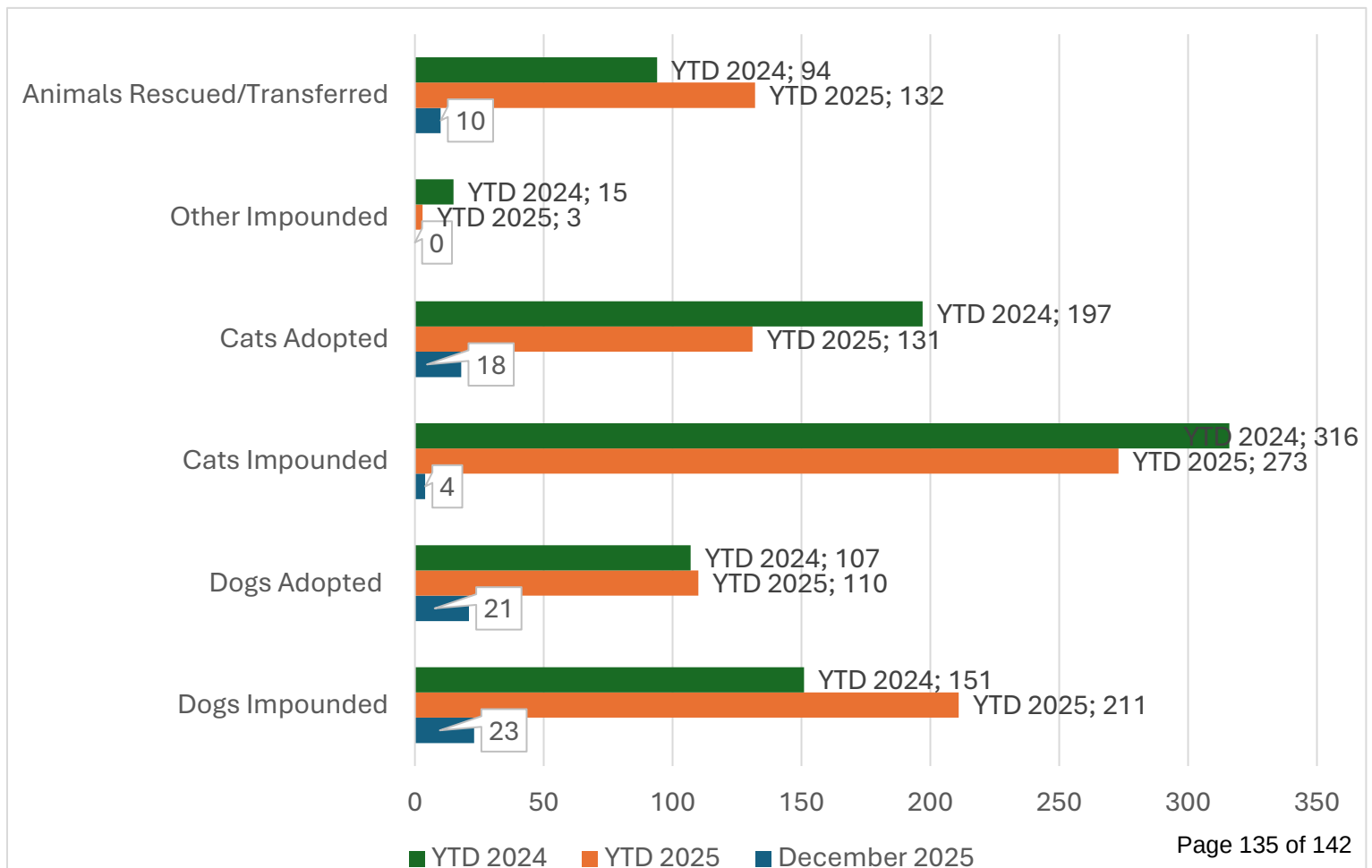
# TRAFFIC UNIT



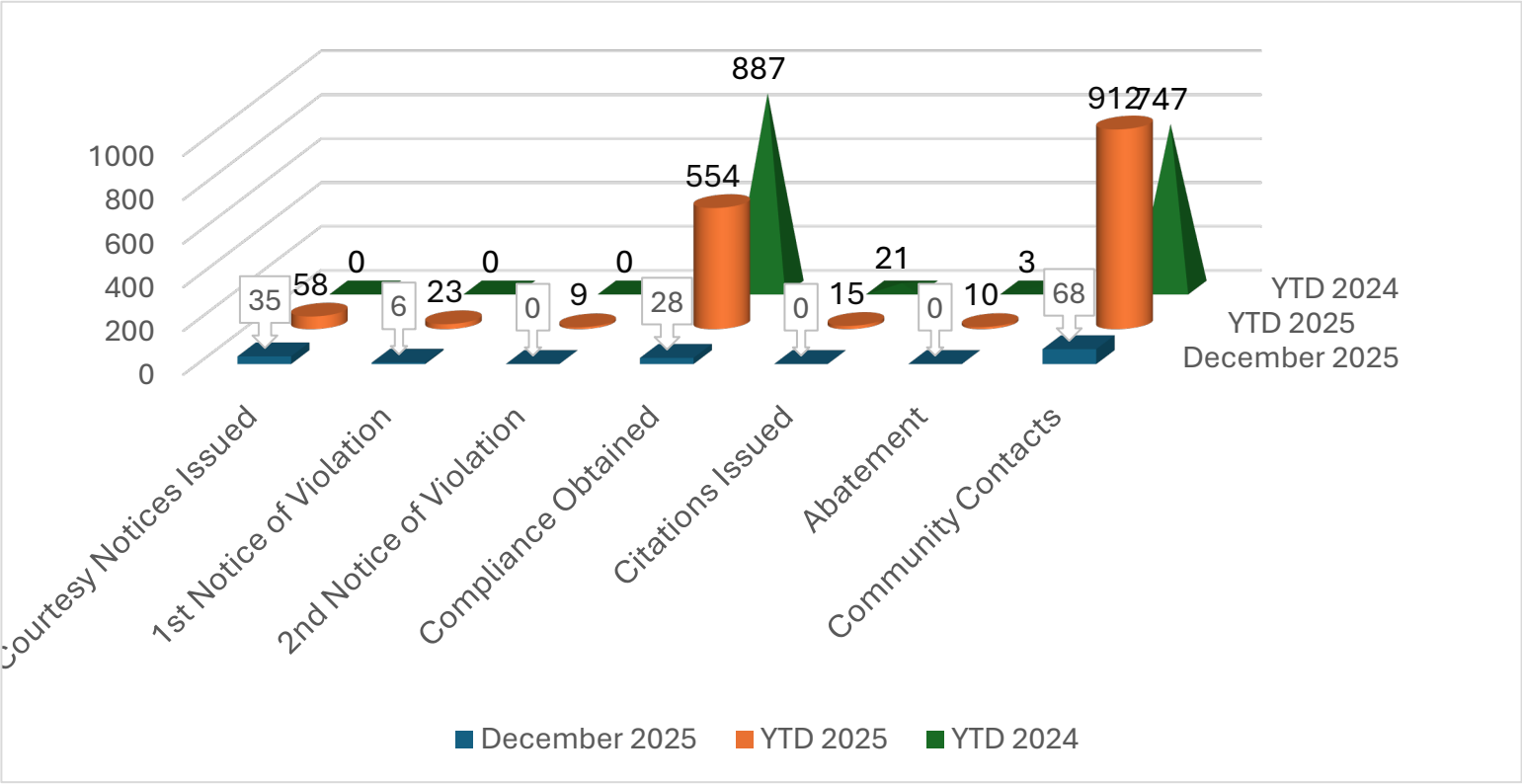
## CALLS FOR SERVICE – ANIMAL SERVICES



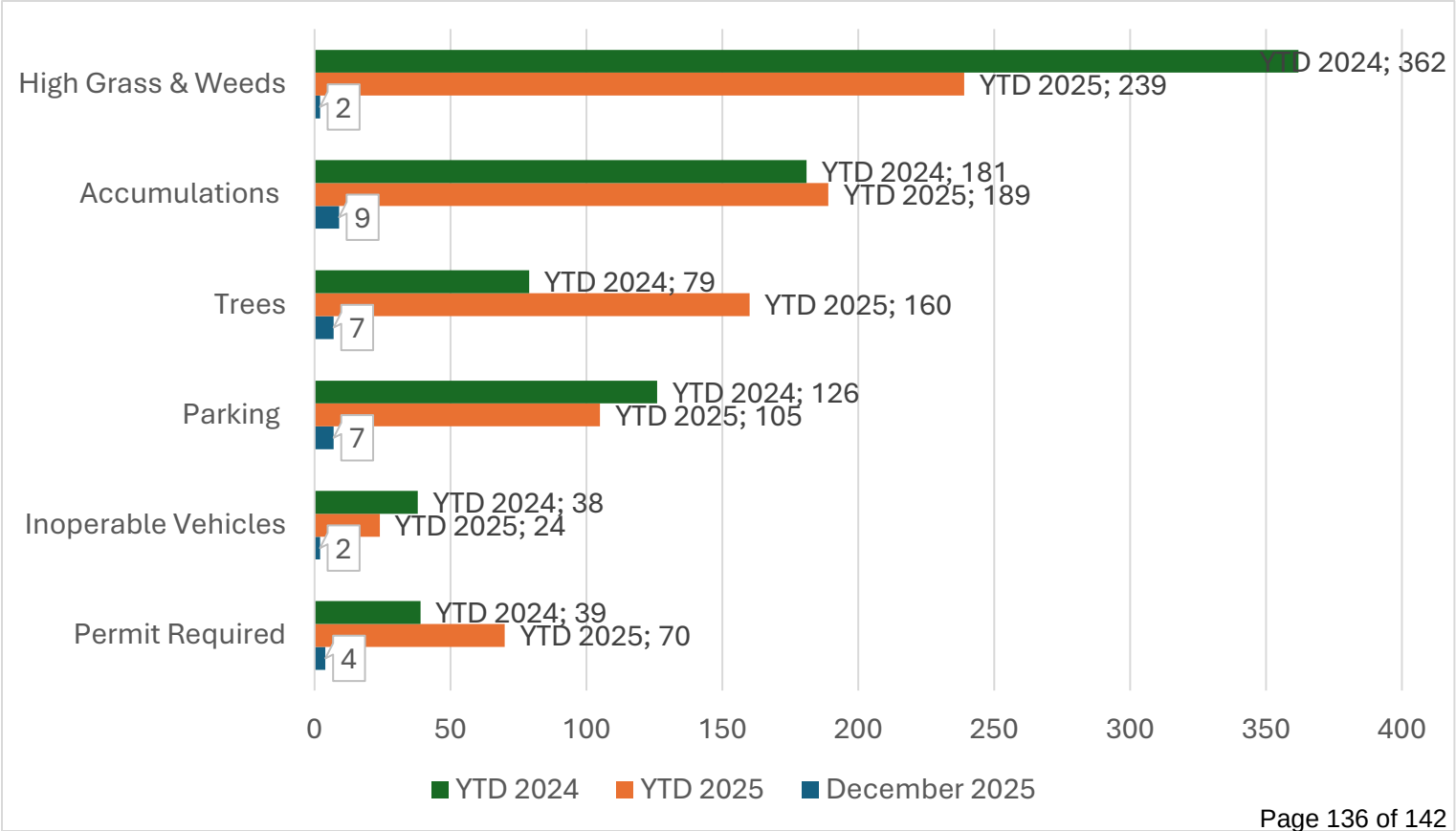
## IMPOUNDS & ADOPTIONS



# 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 7<sup>th</sup>-10<sup>th</sup>: 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 27<sup>th</sup>: 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 6<sup>th</sup> 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.