

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING AGENDA
MARCH 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 P.M.

- A. Senior Lunch Bunch Discussion
- B. Water/Wastewater Rate Study Discussion
- C. Discuss Items Listed On Tonight's City Council Agenda. No Action Will Be Taken And Each Item Will Be Considered During The Regular Session.
- D. Discuss Future Agenda Format

1. 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.

- 1. Section 551.074: Deliberation regarding Personnel Matters
Board and Commission Appointments
- 2. Section 551.087: Economic Development
Project # 26-01

REGULAR SESSION - TO BEGIN IMMEDIATELY FOLLOWING EXECUTIVE SESSION

CALL TO ORDER

INVOCATION AND PLEDGES OF ALLEGIANCE

2. 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. Parks And Recreation Employee Certification Recognition
- B. Citizen Appearances/Public Comments

3. 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. Approval Of Minutes From The February 9, 2026 City Council Regular Meeting
- B. Approval Of Minutes From The February 14, 2026 Strategic Visioning And Budget Workshop
- C. A Resolution Of The City Of Richland Hills, Texas, Approving The Method For Making Written Requests For Public Information; Directing The Interim City Secretary To Display The Open Records Poster; And Declaring An Effective Date
- D. Consider Resolution 638-26 Approving And Authorizing The City Manager To Accept, Decline, Modify, Or Cancel Grant Awards For The Purchase Of Rifle Resistant Body Armor.

4. PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

5. ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS

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

7. OTHER ITEMS FOR CONSIDERATION

- A. Consider Appointment To Animal Shelter Advisory Board

8. REPORTS & DISCUSSIONS

- A. January Department Reports

9. 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

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, March 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: Eric Valdez, Director of Parks and Recreation
Date: March 9, 2026
Subject: Senior Lunch Bunch Discussion

Agenda Item:

Senior Lunch Bunch Discussion

Background Information:

The Senior Lunch Bunch & Games program began in 2017 at The Link Recreation Center as a monthly senior-focused community program in partnership with Metroport Meals on Wheels. Since its inception, the program has experienced steady growth and now averages approximately 95 participants per event, with attendance capped at 110 individuals.

The program has operated without a mandatory participation fee, relying instead on a voluntary suggested donation of \$3 for non-members. Approximately 70% of program participants are non-residents, reflecting a strong regional draw. Comparable senior meal programs in neighboring cities typically charge between \$5 and \$7 per participant.

In recent months, Metroport Meals on Wheels has notified the City of rising service costs. While the partner organization is currently utilizing sponsorships to offset increases, future City contributions may need to be reassessed as part of the upcoming budget process. Updated annual cost estimates for the program now range from \$22,000 to \$24,000.

Additionally, staff have identified operational challenges related to capacity management. The lack of a required registration fee has resulted in frequent no-shows, limiting staff's ability to accommodate waitlisted participants and impacting overall program efficiency.

As part of long-term planning for senior programming, including Lunch Bunch and other senior-focused initiatives, staff is seeking Council input regarding program direction, sustainability, and the potential implementation of a modest fee structure beginning in April 2026.

Financial Considerations:

- Current annual allocation for senior programming: \$9,000
- Estimated annual Lunch Bunch program cost: \$22,000–\$24,000
- No immediate fiscal action requested; discussion is intended to inform future budget considerations.

Legal Review:

NA

Board/Citizen Input:

NA

Attachments:

1. 2026 Lunch Bunch Proposed Fees (updated)

Council Action Requested:

No action requested. This item is presented for Work Session discussion and direction regarding the future operation of the Senior Lunch Bunch program and potential fee implementation.

The Link

Senior Lunch Bunch

Item A
City Council Work Session



Lunch Bunch History



- **2017 Program launch** The Link Recreation Center began hosting Senior Lunch Bunch & Games as a monthly community program
- **Meals are in partnership** with MetroPort Meals on Wheels
- **Steady participation growth** to average of **~95 seniors per event** with strong regional draw (roughly **70% non-residents**)
- **No mandatory fee** since inception only voluntary **\$3 donation** suggested for non-members
- **Regional comparison** neighboring cities (Haltom City, Keller, Bedford, Hurst, Colleyville) charge **\$5–\$7** per senior meal

Budget & Partnership

Current allocation: \$9,000 for senior programs

Partnership model: City funds 50% of annual meal costs

Original estimate: \$20,000 annually

NEW cost estimate: \$22,000–\$24,000 annually

Rising Program Costs

MetroPort Meals on Wheels notified the City of increased service costs. While they plan to rely on sponsorship support currently, **City contribution may need to be revisited in future years**

Capacity Management

Current capacity: Limited to 110 participants per event

Challenge: Without a registration fee, frequent no-shows prevent staff from filling spots with interested participants on waitlist

Solution: Minimal fee improves attendance commitment

Path Forward

Upcoming budget process: Request additional funding for senior programming (Lunch Bunch & Senior trips)

Balance senior needs with fiscal responsibility

Proposed Fee Structure (Beginning April 2026)

- **\$3 per meal** – Richland Hills residents or active Link members
- **\$5 per meal** – Non-residents without a Link membership

Comparison Amongst Other Cities

- | | | |
|----------------------|--------|--|
| • Haltom City | \$5.00 | <u>Haltom City Senior Center</u> |
| • Keller | \$7.00 | <u>Keller Senior Activities Center</u> |
| • Bedford | \$5.00 | <u>Bedford Senior Calendar</u> |
| • Hurst | \$5.00 | <u>Hurst Senior Services</u> |
| • Colleyville | \$7.00 | <u>Colleyville Active Adults</u> |

Questions?



Memorandum

To: Curtis Bergthold and Richland Hills City Council Members
From: Jason Moore, City Manager
Date: March 9, 2026
Subject: Water/Wastewater Rate Study Discussion

Agenda Item:

Water/Wastewater Rate Study Discussion

Background Information:

The FY 2024 Budget included funding in the amount of \$30,000 to complete a water and wastewater rate study. The City issued a Request for Proposals for Utility Rate Study Services in late 2023, and Willdan was awarded the bid. Willdan consultants completed their assessment and presented their initial findings and recommendations to City Council on August 12, 2024. Willdan consultant Jason Grey will be in attendance to refresh our understanding of the fee study.

Financial Considerations:

Legal Review:

Board/Citizen Input:

Attachments:

None

Council Action Requested:

None

Memorandum

To: Curtis Bergthold and Richland Hills City Council Members
From: Jason Moore, City Manager
Date: March 9, 2026
Subject: Discuss Future Agenda Format

Agenda Item:

Discuss Future Agenda Format

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:

Date: March 9, 2026

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

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: Eric Valdez, Director of Parks and Recreation
Date: March 9, 2026
Subject: Parks and Recreation Employee Certification Recognition

Agenda Item:

Parks and Recreation Employee Certification Recognition

Background Information:

Recreation Facility Manager Andrew Saxon recently earned the Certified Parks and Recreation Professional (CPRP) designation through the National Recreation and Park Association (NRPA). The CPRP is a nationally recognized certification and represents the professional standard for parks and recreation practitioners committed to excellence and best practices in the field.

Earning this designation reflects Mr. Saxon's dedication to professional growth and high-quality service to the Richland Hills community. Preparation for the certification required several months of study across core competency areas, including human resources, communications, finance, operations, and programming.

Additionally, Recreation Coordinator Korey Nauert recently renewed his CPRP certification, demonstrating the department's ongoing commitment to maintaining professional credentials. The Parks and Recreation Department supported Mr. Nauert's renewal by providing opportunities to earn required continuing education credits through approved training and professional development activities.

Maintaining the CPRP designation requires ongoing education and professional involvement, reinforcing a long-term commitment to learning and industry advancement. These

accomplishments strengthen the Parks, Recreation, and Facilities Department and reflect the City's continued investment in staff development and service excellence.

Financial Considerations:

NA

Legal Review:

NA

Board/Citizen Input:

NA

Attachments:

None

Council Action Requested:

NA

Memorandum

To: Curtis Bergthold and Richland Hills City Council Members
From: Lisa Boyd
Date: March 9, 2026
Subject: Approve Minutes from the February 9, 2026 City Council Regular Meeting

Agenda Item:

Approval of Minutes from the February 9, 2026 City Council Regular Meeting

Background Information:

Financial Considerations:

Legal Review:

Board/Citizen Input:

Attachments:

- 1. Minutes 2.9.2026

Council Action Requested:

Approve Minutes from the February 9, 2026 City Council Regular Meeting

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING AGENDA
FEBRUARY 9, 2026
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
Roland Goveas, Place 6

Council absent

Staff present

Kimberly Sylvester, Interim City
Manager
Lisa Boyd, Interim City Secretary
Elizabeth Yelverton, City Attorney

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

Motion: A motion was made by Councilmember Skier and seconded by Councilmember Estep to Adjourn into Executive Session at 6:02 p.m.

Motion carried by a vote of 7 to 0.

Mayor Bergthold reconvened into open session 6:46 p.m.

- 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.

Finance Director Sean Smith presented 1st Q FY 26 Investment Report
Chase investments Funds decreased by \$4.3M with various pools increased by \$3.5M
Overall combined weighted average interest down by 43.4 basis points; interest revenue decreased by \$26,500.

Recommendation is to optimize use of investment pools to increase interest revenue potentially recovering \$530,000 over 3 years

Mayor Berghold adjourned the worksession at 6:54 p.m.

REGULAR SESSION - 7:00PM

CALL TO ORDER

Mayor Berthold Called to Order Time: 7:00p.m.

INVOCATION AND PLEDGES OF ALLEGIANCE

Invocation was given by Kim Sylvester, Interim City Manager

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

Michael Farris with the Office of the Medical Director presented award to Lainea Ashley-Nolen for critical care paramedic certification. Lainea is the first in the department to receive this credential.

- B. Library TMLDA 2025 Achievement Of Excellence

Mayor Berghold presented the Texas Municipal Library Directors Association Achievement of Excellence award to Library Director, Chantele Hancock. Richland Hills

Library is recognized for excellence in services to underserved populations, innovative marketing, collaboration, programming, literacy, digital including, staff training and unique community services. Only the top 20% of public libraries in Texas receive this award.

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.

Motion: A motion was made by Councilmember Goveas and seconded by Councilmember Skier to Approve all items on the Consent Agenda.

Motion carried by a vote of 7 to 0.

- 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

Motion: A motion was made by Councilmember Malone and seconded by Councilmember Goveas to Approve Resolution 629-26 calling the May 2, 2026 General Election for Council Member Place 3 and Place 5.

Motion carried by a vote of 7 to 0.

- 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

PUBLIC COMMENT: Mr. Doug Knowlton spoke briefly in favor of the Special Election for reauthorization of the local sales and use tax.

Motion: A motion was made by Councilmember Skier and seconded by Councilmember Estep 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.

Motion carried by a vote of 7 to 0.

- C. Consider Resolution 633-26 Adopting The 2025 Tarrant County Hazard Mitigation Action Plan

Chief Rhodes presented on the mitigation plan and advised that an update would be needed every four to five years.

Motion: A motion was made by Councilmember Bledsoe and seconded by Councilmember Skier to Approve Resolution 633-26 adopting the 2025

Tarrant County Hazard Mitigation Action Plan.

Motion carried by a vote of 7 to 0.

D. Consider Ordinance 1537-26 Amending The Municipal Fee Schedule For Fiscal Year 2026

Finance Director, Sean Smith, presented increased water and wastewater fees as recommended in the previously adopted study conducted by Willdan. Councilmember Goveas and Councilmember Bledsoe voiced concerns regarding the increases.

Motion: A motion was made by Councilmember Skier and seconded by Councilmember Estep to Approve Ordinance 1537-26 amending the Municipal Fee Schedule for Fiscal Year 2026.

The vote was as follows:

For: Councilmember Skier, Mayor Bergthold, Councilmember Estep, Councilmember Malone, Councilmember Witt

Against: Councilmember Goveas, Councilmember Bledsoe

Motion carried by a vote of 5 to 2.

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

6. OTHER ITEMS FOR CONSIDERATION

A. Consider Appointment Of Interim City Secretary

Motion: A motion was made by Councilmember Malone and seconded by Councilmember Estep to Approve appointment of Interim City Secretary.

Motion carried by a vote of 7 to 0.

7. REPORTS & DISCUSSIONS

A. 1St Quarter Investment Report

Finance Director Sean Smith presented 1st Q FY 26 Investment Report decreased Chase investments Funds by \$4.3M with various pools increased \$3.5M Overall combined weighted average interest down by 43.4 basis points; interest revenue decreased by \$26,500.

Recommendation is to optimize use of investment pools to increase interest revenue potentially recovering \$530,000 over 3 years

B. Street Improvement Projects

Public Works Superintendent, Kelly Morris, discussed several street projects; Joann Court and Jameson are completed, while others are ongoing but making considerable progress. Moving along on schedule on all projects barring any weather delays. Several

safety enhancements with new striping and repairs. Council members expressed satisfaction with the street marking work being performed. All projects are progressing as scheduled.

C. November And December Department Reports

Public Works — Superintendent, Kelly Morris presented an update regarding continuing projects

2023 bond street projects are progressing; Vialytics asset management tool will be implemented soon for the establishment of a pavement condition index to help identify problem areas.

492 linear feet of curb/gutter replaced; 292 potholes filled in 2025; 5 main breaks; 9 meter leaks; Replaced 230 feet of water main; Replaced fire hydrant at Scrggs/Boulevard 26

Councilmember Bledsoe likes the paint on the water tower.

Councilmember Skier asked what the impact of the freeze was and was informed that they only had only 9 call outs during that time.

Fire Department — Chief Wes Rhodes advised staff turnover is problematic. They only have 7 paramedics on shift.

Just hired 4 new firefighters. Need more paramedics.

Introduced New Assistant Chief Fulton

Calls for service over last few years have remained steady. January was a record call month partly due to ice.

Response times average 6:05-6:48

495 Business Inspections; 39 Certificates of Occupancy; 255 Violations found; 5 Fire investigations; 15 Mutual aid investigations; \$28740.00 Invoiced

Working toward moving to 2021 International Fire Code

Discussed updates to Leslie Drive and Norma Lane gates. Quotes range from \$11,347.00 to \$18,000.00 for chain link.

Discussed EMS Gold Star Membership Program.

Development Services — Director, J.P. Ducay updated on Richland Crossing regarding landscaping improvements

Feel Great Car Wash has been open since August and is the best performing location they have

Handley Ederville Contractor Yard is making progress and foundation work is underway.

Update on Short Term Rentals: 3 STR Management Companies contacted. Deckard was determined to be the preferred service. City Attorney is reviewing the contract.

Most likely 2-3 months after execution before implementation.

Longterm rentals make up about 35% of the housing market. Tracking is difficult.

Deckard also has a Longterm rental program that will be operational soon, suggested looking into using that as well.

Richland Hills was approved for funding for NCTCOG EV Charging Grant with 70%

project funding.

TRE update-Staff met with Trinity Metro President and CFO. They want to get the property sold as soon as possible. They are working with our staff to promote the property and it's being reappraised. They'll send us the report and schedule another meeting.

JP also provided updates for BBA and 3 properties they've been working on.

Priority Projects upcoming: Policy Amendments regarding Building Improvement Grants & Short Term Rentals, Ordinance updates for zoning, Subdivisions, & Sign Code/Landscaping/ Fencing and screening

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:

Councilmember Estep advised of several upcoming events:

Richland Hills Literary Club meets at the library, the second Tuesday of each month at 6:30pm

Tax time is RUFF! Spend some time with Ladybug the Therapy dog every Wednesday afternoon now through April 15.

Free tax prep at the library. By appointment only now through April 15. Call the Library to book yours.

April 18 Coop, Barn, and Garden Tour. Sign up on the City website to show off your hens, coops, barns, and livestock.

- 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

There being no further business to come before the City Council, Mayor Bergthold declared the meeting to be adjourned at 9:11p.m.

ATTEST:

APPROVED:

Lisa Boyd, Interim City Secretary

Curtis Bergthold, Mayor

Memorandum

To: Curtis Bergthold and Richland Hills City Council Members
From: Lisa Boyd
Date: March 9, 2026
Subject: Approval of Minutes from the February 14, 2026 Strategic Visioning and Budget Workshop

Agenda Item:
Approval of Minutes from the February 14, 2026 Strategic Visioning and Budget Workshop

Background Information:

Financial Considerations:

Legal Review:

Board/Citizen Input:

Attachments:

1. Minutes 2.14.2026 Budget Workshop

Council Action Requested:

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING AGENDA
FEBRUARY 14, 2026
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
Roland Goveas, Place 6

Council absent

Staff present

Jason Moore, City Manager
Kimberly Sylvester, Assistant City
Manager
Lisa Boyd, Interim City Secretary
Sheena McEachran, Support
Services Manager
Wes Rhodes, Fire Chief
JP Ducay, Director of Planning and
Development Services
Eric Valdez, Director of Parks and
Recreation
Chantele Hancock, Library Director
Kelly Morris, Public Works
Superintendent

CITY COUNCIL BUDGET WORKSHOP - 8:00 A.M.

CALL TO ORDER

Mayor Bergthold Called to Order at 8:04a.m.

1. PUBLIC COMMENTS

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. Citizen Appearances/Public Comments

2. DISCUSSION: CITY STRATEGIC PLAN

Mayor Bergthold asked incoming City Manager, Jason Moore, to kick things off. Mr. Moore presented City Council with a leading question to start: "why did you move to Richland Hills?" Mayor and Council gave their specific reasons which included proximity to the airport and location within the metroplex, the large trees, and low density. Mr. Moore also asked what are Council's urgent and important priorities at this moment in time. Feedback included: diversification of revenues, code enforcement, zoning map update, public safety, quality workforce, economic development, and conducting a new citizen survey.

Jason Moore then presented the True North concept. He urged Council members maintain a hyper focus on their True North, which is what they aspire Richland Hills to be and where they want the city to go. He urged them not to veer into grid or magnetic north, which can take them off-course. Furthermore, Mr. Moore described the FY27 budget process as Council's ability to establish direction and expectations, where the Council defines the "what and why", and where staff determines the "how and when." With that in mind, what are City Council's top three priorities for this budget year? #1 Economic Development, #2 Public Safety, and #3 Quality Workforce. From an economic development standpoint, Council feedback included: destination retail/entertainment, unique walkable corridors, a design district, large pickleball facility or an entertainment niche.

3. DISCUSSION: VISION & MISSION DEFINITION

Top three priorities among all Council Members is Public Safety, Quality Workforce, and Economic Development.

Jason Moore asked Council Members if the May 2023 Adopted Strategic Plan Vision and Mission statements were still relevant? They concluded that they were. The Vision statement says "A positive and closely connected community, we are forward looking, focused on progress and united by shared values, in pursuit of excellence." The Mission statement says "Richland Hills is dedicated to the responsible use of public resources and progressive delivery of community focused services, while valuing our small-town quality of life."

4. DISCUSSION: FISCAL & STRUCTURAL REVIEW

Mr. Moore presented a concept for the budget process so that performance equals alignment. This includes Council expectations match staff's actual performance, which match the optimal level of resources available within the budget. As staff moves through the budget process, they will be evaluating what resources, people, time and money, are needed to meet the expectations, and throughout the implementation cycle of the budget, ensuring actual performance of staff is meeting what is provided.

Mr. Moore presented on the property tax and sales tax headwinds, to include the state legislature's pressures on lowering property taxes and its use on public services, and the city's loss of a couple large salestaxpayers. At this point in time, actual sales tax collected is about 27% lower than this time last year. While this was considered in the last budget process for FY26, we are trending slightly lower than what we have budgeted. This may require a reevaluation of capital project timings, and new staffing hires.

City Council gave direction to staff that the FY27 budget should focus on the following three of its six established goals: Public Safety, Economic Development, and Quality Workforce; whereas, Facilities & Infrastructure, Community Engagement, & Service Excellence all being important, will be included but may include a phased approach as budget warrants.

5. DISCUSSION: STRATEGIC PRIORITIES

All Council Members conveyed that their top 3 priorities are Public Safety, Quality Workforce, and Economic Development.

6. DISCUSSION: BUDGET PROCESS, CAPITAL ALIGNMENT & ADOPTION

Mr. Moore described the next steps for creating tailwinds: Economic Development Strategic plan - to be presented in April or May; Capital Improvements presented in June or July, a Final Budget Workshop in July or August, and Adoption of the FY27 Budget this coming August or September.

7. ADJOURNMENT

There being no further business to come before the City Council, Mayor Bergthold declared the meeting adjourned at 10:19 a.m

ATTEST:

APPROVED:

Lisa Boyd, Interim City Secretary

Curtis Bergthold, Mayor

Memorandum

To: Curtis Bergthold and Richland Hills City Council Members

From: Kim Sylvester, Assistant City Manager/Police Chief

Date: March 9, 2026

Subject: A Resolution of the City of Richland Hills, Texas, Approving the Method for Making Written Requests for Public Information; Directing the Interim City Secretary to Display the Open Records Poster; and Declaring an Effective Date

Agenda Item:

A Resolution of the City of Richland Hills, Texas, Approving the Method for Making Written Requests for Public Information; Directing the Interim City Secretary to Display the Open Records Poster; and Declaring an Effective Date

Background Information:

Financial Considerations:

Legal Review:

Board/Citizen Input:

Attachments:

1. Resolution No. 637-26 authorizing method for Public Information Requests
2. OpenRecordsPIAPoster

Council Action Requested:

RESOLUTION NO 637-26

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RICHLAND HILLS, TEXAS, APPROVING THE METHOD FOR MAKING WRITTEN REQUESTS FOR PUBLIC INFORMATION; DIRECTING THE INTERIM CITY SECRETARY TO DISPLAY THE OPEN RECORDS POSTER; AND PROVIDING AN EFFECTIVE DATE.

Whereas, the City of Richland Hills, Texas ("City") is a home rule municipality acting under its Charter adopted by the electorate pursuant to Article XI, Section 5, of the Texas Constitution and Chapter 9 of the Texas Local Government Code; and

Whereas, Section 552.234 of the Texas Government Code allows governmental bodies to adopt methods by which requests for public information shall be made; and

Whereas, the City desires to designate approved methods for submitting written public information requests to the City.

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

Section 1. All the findings in the preamble are found to be true and correct and the City Council does hereby incorporate said findings into the body of this resolution as if copied in its entirety.

Section 2. The City Council designates the following methods by which requests for Public Information can be made:

(1) Mailing address:

City of Richland Hills
City Secretary's Office
3200 Diana Drive
Richland Hills, TX, 76118

(2) One electronic email address:

citysecretary@richlandhills.com

(3) Officer for receipt of hand delivery during business hours:

City of Richland Hills
City Secretary's Office
3200 Diana Drive
Richland Hills, TX, 76118
Monday through Thursday 7:30 am to 5:30 pm

Police Related Requests
Richland Hills Police Department
6700 Baker Blvd.
Richland Hills, TX 76118

(4) Designating electronic submission through the City's website "Records Request."

Section 3. The Interim City Secretary is directed to update the Open Records Poster, attached hereto as Exhibit A, to reflect these designated methods and display the Open Records Poster on the City website and in the City Secretary's Office in accordance with Texas Government Code Sections 552.205 and 522.234(d).

Section 4. This resolution shall become effective immediately upon passage and it is so resolved.

PASSED AND APPROVED THIS THE ____ DAY OF _____, 2026.

CITY OF RICHLAND HILLS, TEXAS

Curtis Bergthold
Mayor

ATTEST:

Lisa Boyd
Interim City Secretary

THE PUBLIC INFORMATION ACT

Texas Government Code, Chapter 552, gives you the right to access government records; and an officer for public information and the officer's agent may not ask why you want them. All government information is presumed to be available to the public. Certain exceptions may apply to the disclosure of the information. Governmental bodies shall **promptly** release requested information that is not confidential by law, either constitutional, statutory, or by judicial decision, or information for which an exception to disclosure has not been sought.

Rights of Requestors

You have the right to:

- Prompt access to information that is not confidential or otherwise protected;
- Receive treatment **equal** to all other requestors, including accommodation in accordance with the Americans with Disabilities Act (ADA) requirements;
- Receive certain kinds of **information without exceptions**, like the voting record of public officials, and other information;
- Receive a **written statement of estimated charges**, when charges will exceed \$40, in advance of work being started and opportunity to modify the request in response to the itemized statement;
- Choose whether to inspect the requested information (most often at no charge), receive copies of the information or both;
- A **waiver** or reduction of charges if the governmental body determines that access to the information primarily benefits the general public;
- Receive a copy of the communication from the governmental body asking the Office of the Attorney General for a ruling on whether the information can be withheld under one of the accepted exceptions, or if the communication discloses the requested information, a redacted copy;
- Lodge a written complaint about overcharges for public information with the Office of the Attorney General. Complaints of other possible violations may be filed with the county or district attorney of the county where the governmental body, other than a state agency, is located. If the complaint is against the county or district attorney, the complaint must be filed with the Office of the Attorney General.

Responsibilities of Governmental Bodies

All governmental bodies responding to information requests have the responsibility to:

- Establish **reasonable procedures** for inspecting or copying public information and inform requestors of these procedures;
- Treat **all** requestors uniformly and shall give to the requestor all reasonable comfort and facility, including accommodation in accordance with ADA requirements;
- Be informed about open records laws and educate employees on the requirements of those laws;
- Inform requestors of the estimated charges greater than \$40 and any changes in the estimates above 20 percent of the original estimate, and **confirm that the requestor** accepts the charges, or has amended the request, in writing before finalizing the request;
- Inform the requestor if the information cannot be provided promptly and set a **date and time to provide it** within a reasonable time;
- Request a **ruling from the Office of the Attorney General** regarding any information the governmental body wishes to withhold, and send a copy of the request for ruling, or a redacted copy, to the requestor;
- **Segregate** public information from information that may be withheld and provide that public information **promptly**;
- Make a good faith attempt to **inform third parties** when their proprietary information is being requested from the governmental body;
- Respond in writing to all written communications from the Office of the Attorney General regarding charges for the information. Respond to the Office of the Attorney General regarding complaints about violations of the Act.

Procedures to Obtain Information

- √ Submit a request by mail, e-mail, or in person, or any other appropriate method approved by the governmental body.
- √ Include enough description and detail about the information requested to enable the governmental body to accurately identify and locate the information requested.
- √ Cooperate with the governmental body's reasonable efforts to clarify the type or amount of information requested.

A. Information to be released

- You may review it promptly, and if it cannot be produced within 10 working days the public information officer will notify you in writing of the reasonable date and time when it will be available.
- Keep all appointments to inspect records and to pick up copies. Failure to keep appointments may result in losing the opportunity to inspect the information at the time requested.

Cost of Records

- **You must respond to any written estimate of charges within 10 days of the date the governmental body sent it or the request is considered automatically withdrawn.**
- If estimated costs exceed \$100.00 (or \$50.00 if a governmental body has fewer than 16 full time employees) the governmental body may require a bond, prepayment or deposit.
- You may ask the governmental body to determine whether providing the information primarily benefits the general public, resulting in a waiver or reduction of charges.
- Make a timely payment for all mutually agreed charges. A governmental body can demand payment of overdue balances exceeding \$100.00, or obtain a security deposit, before processing additional requests from you.

B. Information that may be withheld due to an exception

- If a governmental body determines the requested information is not subject to a previous determination or a statute that allows the information to be withheld without requesting a ruling, by the 10th business day after a governmental body receives your written request, a governmental body must:
 1. request an Attorney General Letter Decision and state which exceptions apply;
 2. notify the requestor of the referral to the Attorney General; and
 3. notify third parties if the request involves their proprietary information.
- Failure to request an Attorney General Letter Decision and notify the requestor within 10 business days will result in a presumption that the information is open unless there is a compelling reason to withhold it.
- Requestors may send a letter to the Attorney General arguing for release, and may review arguments made by the governmental body. If the arguments disclose the requested information, the requestor may obtain a redacted copy.
- The Attorney General must issue a decision no later than the 45th working day from the day after the attorney general received the request for a decision. The attorney general may request an additional 10 working day extension.
- Governmental bodies may not ask the Attorney General to "reconsider" a decision.

To request information from this governmental body, please contact:

By mail: **City Secretary**
3200 Diana Drive
Richland Hills, TX 76118

By e-mail: citysecretary@richlandhills.com

In person: 3200 Diana Drive, Richland Hills, TX 76118

Other: <https://www.richlandhills.com/166/Records-Request>

For complaints regarding failure to release public information please contact your local County or District Attorney. Please ask and you will be provided with this information.

- You may also contact the **Office of the Attorney General**, Open Government Hotline, at 512-478-6736 or toll-free at 1-877-673-6839.
- For complaints regarding overcharges, please contact the **Office of the Attorney General**, Cost Hotline at 512-475-2497 or toll-free at 1-888-672-6787.

If you need special accommodation pursuant to the Americans With Disabilities Act (ADA), please contact our ADA coordinator,

Lisa Boyd

at

(817) 616-3811

Memorandum

To: Curtis Bergthold and Richland Hills City Council Members
From: Kim Sylvester, Assistant City Manager/Police Chief
Date: March 9, 2026
Subject: Grant for Rifle Resistant Body Armor

Agenda Item:

Consider Resolution 638-26 approving and authorizing the City Manager to accept, decline, modify, or cancel grant awards for the purchase of rifle resistant body armor.

Background Information:

The Governor’s Public Safety Office, Criminal Justice Division recently announced grant opportunities for the purchase of rifle-resistant body armor that will be used by Richland Hills officers. This grant does not require any matching funds for the purchase of this equipment.

Financial Considerations:

Legal Review:

Board/Citizen Input:

Attachments:

- 1. Resolution No. 638-26 authorizing rifle resistant body armor grant

Council Action Requested:

Consider approval of Resolution 638-26 authorizing the application for the grant for the purchase of rifle-resistant body armor

RESOLUTION NO. 638-26

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 RIFLE RESISTANT BODY ARMOR 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 Rifle Resistant Body Armor 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 5347601); 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 March 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: March 9, 2026
Subject: Consider appointment to Animal Shelter Advisory Board

Agenda Item:

Consider appointment to Animal Shelter Advisory Board

Background Information:

In accordance with Chapter 10 of the Richland Hills Code of Ordinances, the City Council shall review and make appointments to the City's boards and commissions in September with two year terms to commence beginning in October. And unless otherwise stated any member of the Council shall be entitled to nominate a member to any vacancy to a board. Animal Shelter Advisory Board has a current vacancy for Alternate 2 and an application was received on February 18, 2026.

Financial Considerations:

Legal Review:

Board/Citizen Input:

Attachments:

- 1. Kim Bachner board application page 1
- 2. Kim Bachner board application page 2.log

Council Action Requested:

Appoint Kimberly Bachner to Animal Shelter Advisory Board Alternate 2

City of Richland Hills Application for Boards and Commissions

Position Sought: If you are interested in applying for more than one position (maximum of three), please indicate the order of your preference by placing a number in the space to the left of the board or commission for which you are applying (#1 being your 1st choice, #3 being your last choice)

- ANIMAL SHELTER ADVISORY BOARD
 PLANNING AND ZONING COMMISSION
 RICHLAND HILLS DEVELOPMENT CORPORATION
 TAX INCREMENT REINVESTMENT ZONE
 ZONING BOARD OF ADJUSTMENT

If asked to serve on a different board than you indicated, would you be interested? (Circle one) Yes No

PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION CLEARLY

Ms.
 Mrs. BACHWER Kimberly R
 Mr. Last Name First Name Mi.
7132 DOVER Ln. R.H. 76118 (577) 403-3342
 Home Address Zip Code Home Phone

Resident of City Y N If yes: for 5 years

Name and address of Business: _____

Email Address CBACHWER@AOL.COM

List any experience that qualifies you to serve in the positions indicated. 12 years Bonee Willie Rescue, Fundraiser for MI Humane Soc, OWNED 2 animals, Volunteer Ranch WtNO

Have you ever served as a member of any Richland Hills boards, commissions, or committees? YES NO

If yes, specify which one and the approximate dates of service. _____

List any civic or community activities in which you have been involved. Mostly Volunteer Fund Raising / Events for Animal Shelter/Rescue

Do you have any business or personal relationship with the City of Richland Hills that would affect your ability to have impartial judgment in City matters?

YES
 NO

If yes, please explain _____

List your educational background. Two years College, Private Pilot License
Reactor Lic.

What is your current place of employment or business affiliation? (Please indicate if you are self-employed, a Homemaker, or not employed.) Home maker, care taker

What is your occupational experience? 5 yrs Banking, 2 yrs International
TRADE, 10 yrs flight Attendant, 12 yrs Animal
Rescue, Reactor

**This application is the only information considered for appointments by the City Council.
Please do not send resumes, business cards, photographs or letters of recommendation.**

Please call (817) 616-3810 for more information about the City's boards and commissions.

NOTE: APPLICATION MUST BE SIGNED BELOW BY APPLICANT.

STATEMENT OF INTENT: If appointed, I agree to serve on the Board/Commission for which I have applied.

I do solemnly swear (or affirm), that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value, or promised any public office or employment for the giving or withholding of a vote at the election at which I was elected or as a reward to secure my appointment or confirmation, whichever the case may be, so help me God.

Date: 2-16-2026 Signature: K. Becker

**Return by mail, email, or fax:
City of Richland Hills
Attn: Lindsay Rawlinson, City Secretary
3200 Diana Dr.
Richland Hills, TX. 76118**

Memorandum

To: Curtis Bergthold and Richland Hills City Council Members
From: Lisa Boyd
Date: March 9, 2026
Subject: January Department Reports

Agenda Item:

January Department Reports

Background Information:

Financial Considerations:

Legal Review:

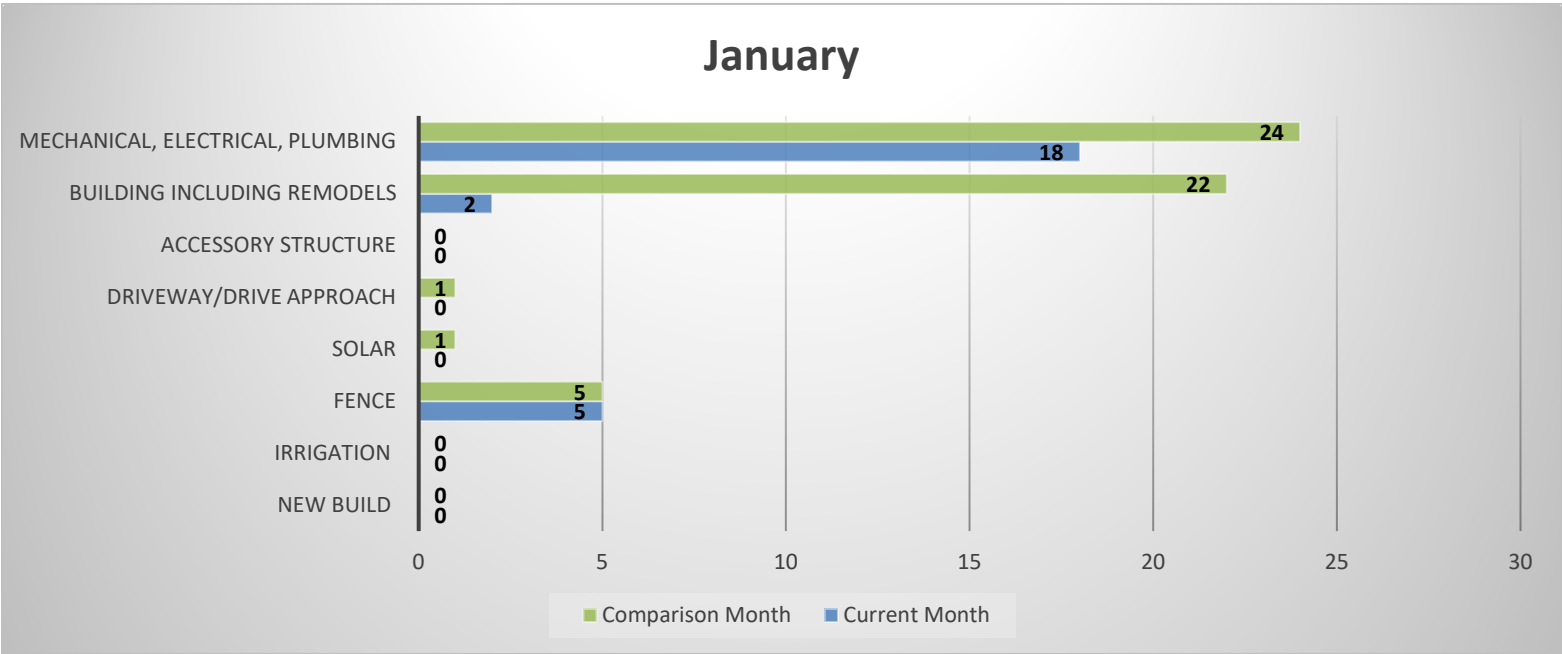
Board/Citizen Input:

Attachments:

1. January 2026 - Development Services Monthly Report
2. January 2026 - Fire Department Monthly Report
3. January 2026 - Library Monthly Report
4. January 2026 - Public Works Monthly Report
5. January 2026 - Police Department Monthly Report

Council Action Requested:

Development Services



	Mechanical Electrical Plumbing	Building Including Remodels	Accessory Structure	Driveway Drive Approach	Solar	Fence	Irrigation	New Build
Current Month Residential	12	1	0	0	0	5	0	0
Current Month Commercial	6	1	0	0	0	0	1	0
Current Fiscal Year 2026	88	45	5	5	11	16	1	0
Previous Month Residential	19	18	0	1	1	5	0	0
Previous Month Commercial	5	4	0	0	0	0	0	0

	Current Month	Comparison Month Previous Year	Fiscal Year to Date 2026
Sign Permit	2	3	5
ROW Permit	9	17	24
Garage Sale Permit	3	1	82
Zoning, SUP, Code Consults	1	0	6
Pool Permits	0	0	0
Short Term Rentals	0	0	11

Business Summary

	Current Month	Comparison Month Previous Year	Fiscal Year To Date 2026
Registered Rental CO's	1	5	11
Issued Commercial CO's	1	3	1
Mobile Food Vendor	0	1	1

Received Certificate of Occupancy

- **Roots Café - 7012 Boulevard 26 – Restaurant**

Number of Potential Business Certificate of Occupancy Meetings: 3

Number of Developmental Review Committee / Plan Review: 1

Completed Guest House Inspections: 2

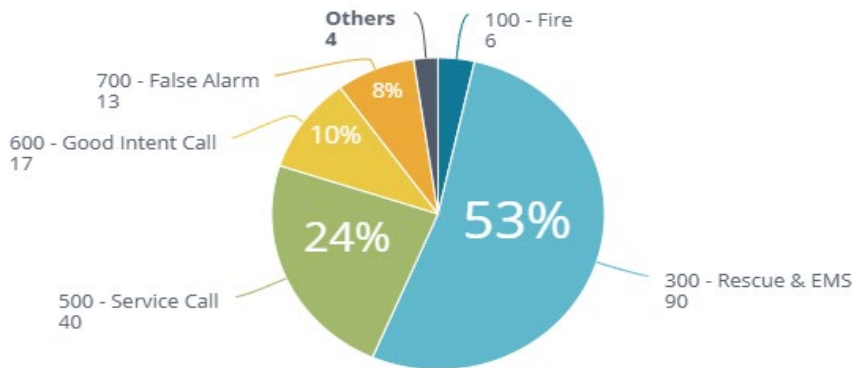
Pending Guest House Inspections: 1



Fire/EMS Operations Overview:

- Members completed a combined **70** hours of training throughout the month.
- Crews responded to **173** calls in January 2026 which is up from last year
- Turnout times averaged **49 seconds** for December. The national standard is 80 seconds or less.
- Average Emergency drive time for all calls in January 2026 was **4:16**.
- Response times for January averaged **6 minutes 30 seconds** from receipt of call-in dispatch to the first fire unit arriving on scene to assist.
- 2 shift personnel have notified my office that they will be accepting jobs with Tarrant County ESD#1 starting in April. Lainea has also put in her notice that she is accepting another job. Her last day is February 12, 2026.
- New Firefighter EMT Brad Call started his first shift on February 6, 2026
- The captains are currently training 3 new interim driver/engineers. They will go through a full-scale assessment process in the last week of March. The new drivers will be Fabian Huerta, Anthony Dryer and Michael Irizarry.
- Shift personnel responded to **36** calls during the snow/ice event on January 24-28.
- Smoke alarms continue to be available to those who need them. There is no cost and FD personnel will install them and change batteries if needed. No smoke detectors were installed in January. The department is looking into some opportunities/ideas to increase installations for those that need them in our community.
- Vial of Life emergency medical information pouches are available at the fire station and Library and were handed out at the 75th Anniversary Celebration, as well as Fire Prevention handouts and informational flyers.

Count of Incidents by Incident Type



Emergency Management:

- Siren testing was conducted and found to be in proper working order.
- Staff activated portions of the Emergency Management Plan to be prepared for the Snow/Ice event on January 24-28. No significant issues or problems found. Crews responded to 36 emergency calls during the event.
- 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 February 9th, 2026 City Council Meeting and then submitted to the Office of Tarrant County Emergency Management.

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 inspected 33 businesses in January 2026
- 4 Certificate Occupancy Inspections
- 3 plans reviewed
- Citizen Complaints-None
- Staff started working on establishing a plan for the Emergency Access gates at Leslie and Norma Dr. Quotes have been obtained and presented to council.
- Fees invoiced: **\$2305.00**
- Fees collected: **\$705.00**

EMS/Community Paramedic

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

RICHLAND HILLS PUBLIC LIBRARY

JANUARY • 2026



IMPACT

The library hosted a fun “Stickerpalooza” event in January, as well as Tea Tasters, Literary Club and Senior Social.

The Senior Social group had the opportunity to meet with new Fire Chief Rhodes who was a wealth of information about the changes taking place in that department.

Staff outreach included attending a parent literacy night at Cheney Hills Elementary and the Senior Lunch Bunch at The Link.

KEY FACTS (Last Year)

- 1404 Visitors (1010)
- 224 Program Attendance (375)
- 11 Programs and Events (15)
- 1283 Questions Answered (2033)
- 128 Computer Sessions (224)
- 3331 Total Items Checked Out (2929)
- 4 Posters printed for other City Departments (5)



Monthly Report-January 2026

Public Works - Work Orders

Streets	Current	YTD
Potholes	8	300
Service repairs	1	26
Debris removal	6	92
Sign repair/replace/install	6	249
After hour call outs	0	20

Water

Main Breaks	2	27
Service line leaks	1	17
Meter leaks	8	93
Valve and Hydrant exercise	10 hours	140 hours
Complaint (pressure, odor, visual)	0	4
After Hour Callouts	12	87

Wastewater

Main Breaks	0	4
Back ups	7	70
Service line repairs	0	9
Manhole Inspections	30 hours	272 hours
Odor Complaints	1	13
After Hour Callouts	2	37

Drainage

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

Utility Billing / Line locates

Work Orders	163	1088
Line Locates	152	675
Emergency Line Locates	3	31

Operational Updates

- 2,100 Ft of sewer line cleaned.
- 40 hours of NAP testing.
- Assist Building Maintenance with Fire Department concrete failures
- Completion of CDBG water main replacement project on Mimosa Park.
- Continuous inspections of Roadway, CDBG and Capitol Projects.
- Assist PD with signage replacement and repairs for traffic enforcement.
- Assist with Community Compliance with numerous community code violations (low hanging trees, overgrown grass etc.)
- Assisted with inspections for the 6th Street Project.

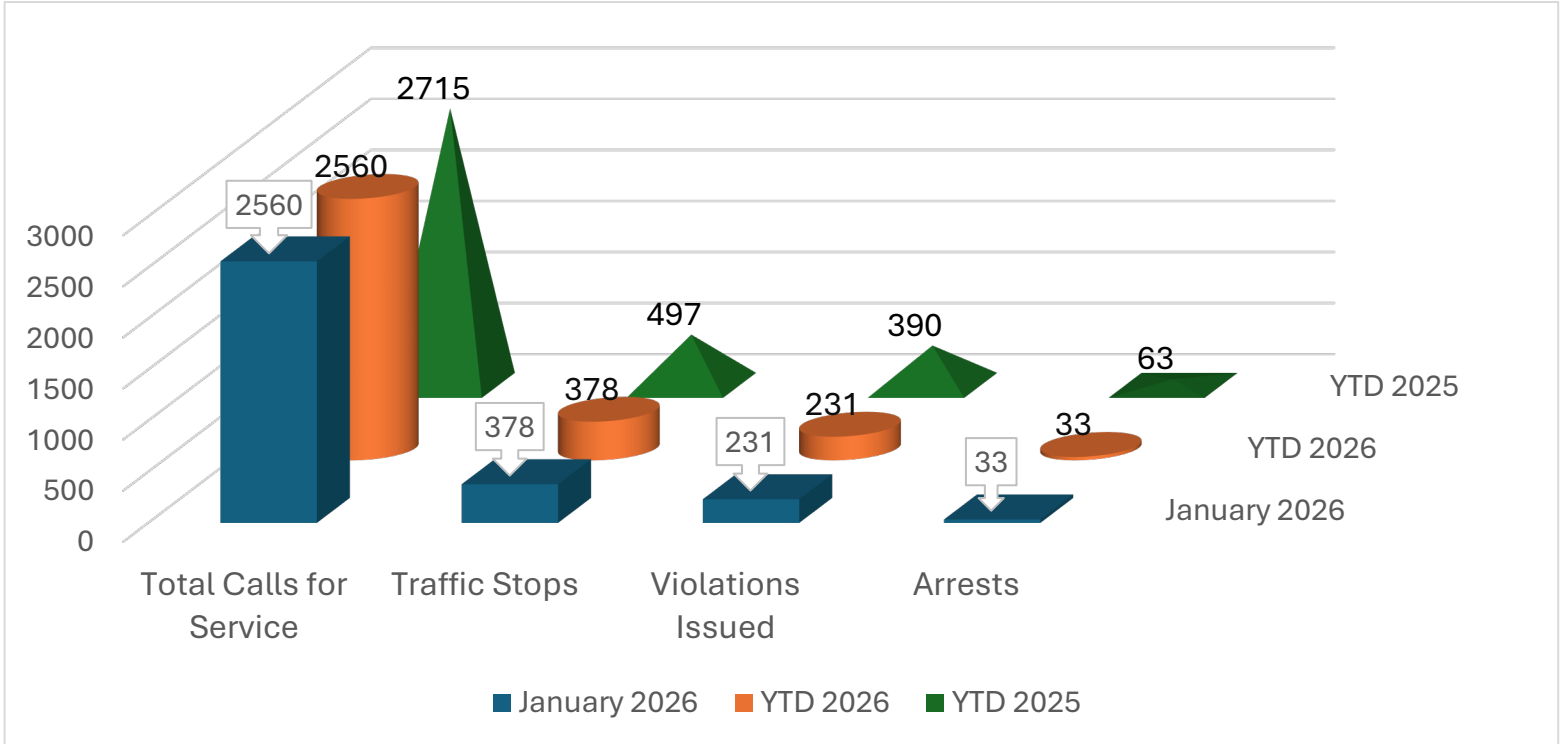


**Police
Department**

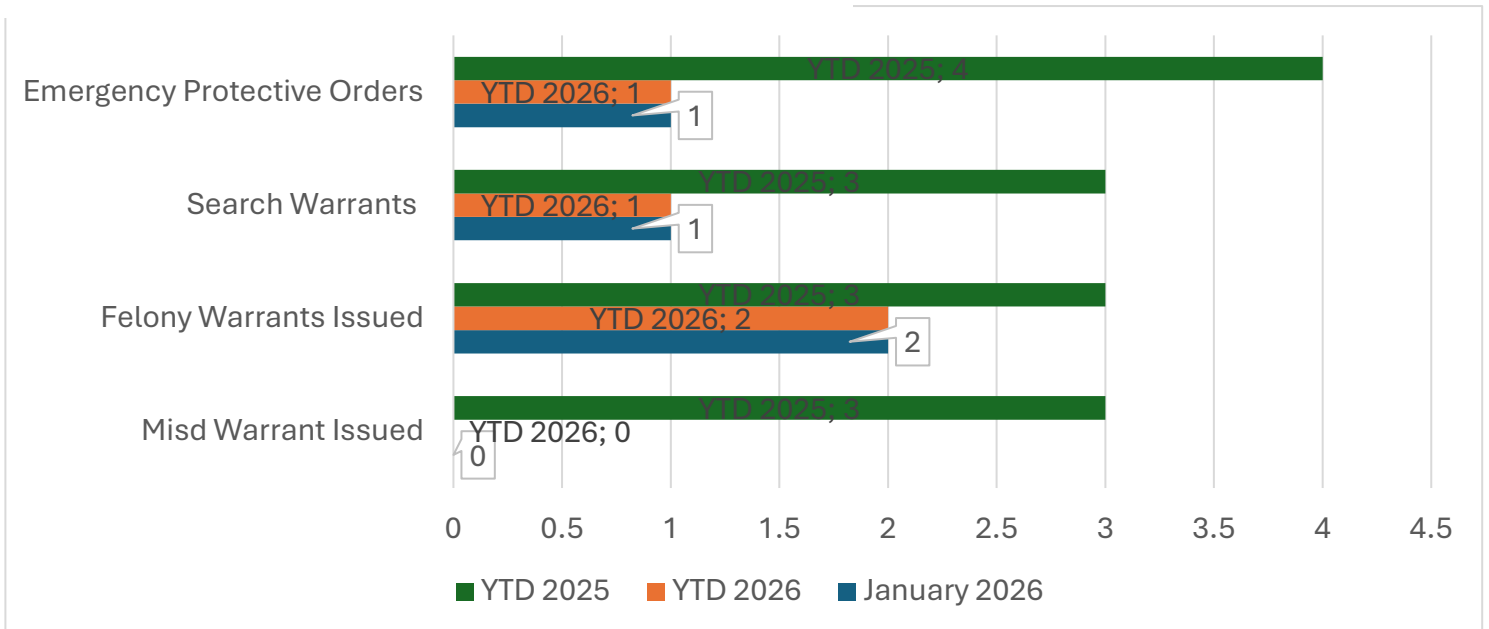
**JANUARY
2026**

Chief of Police Kimberly Sylvester

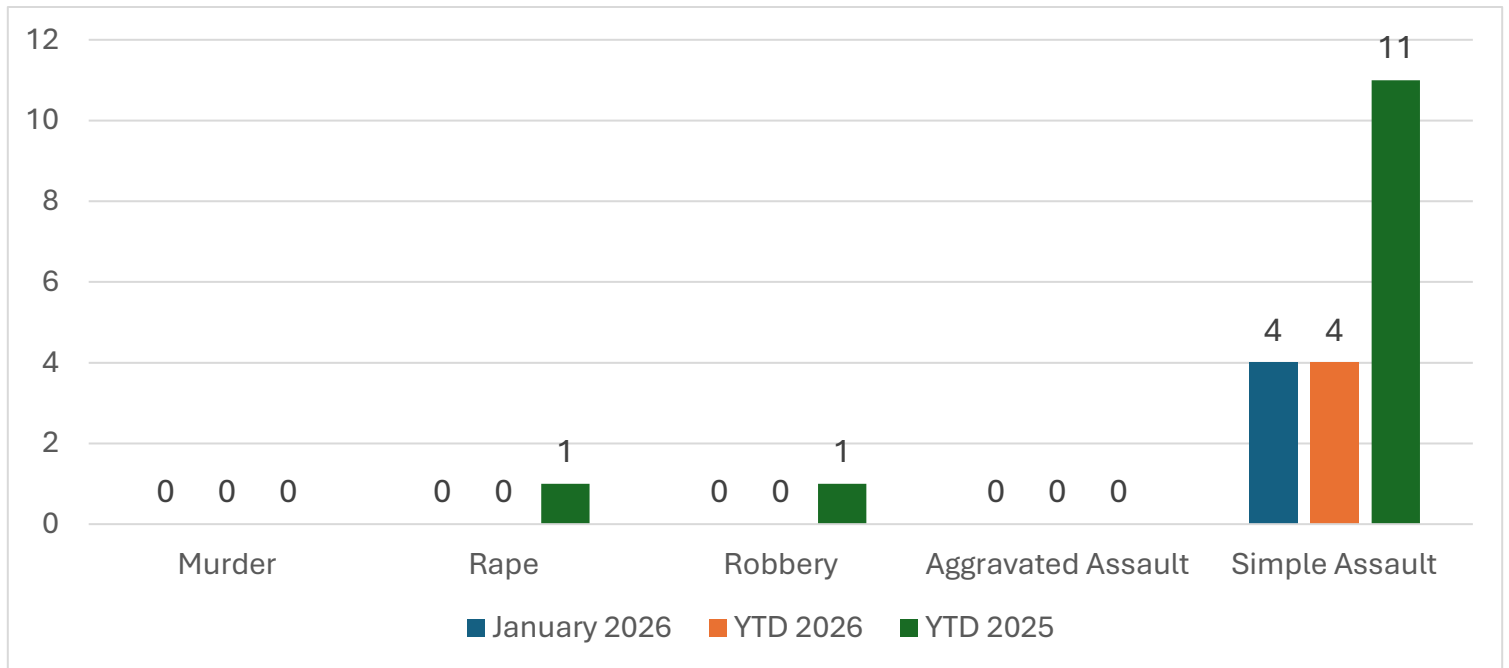
SERVICE CALLS



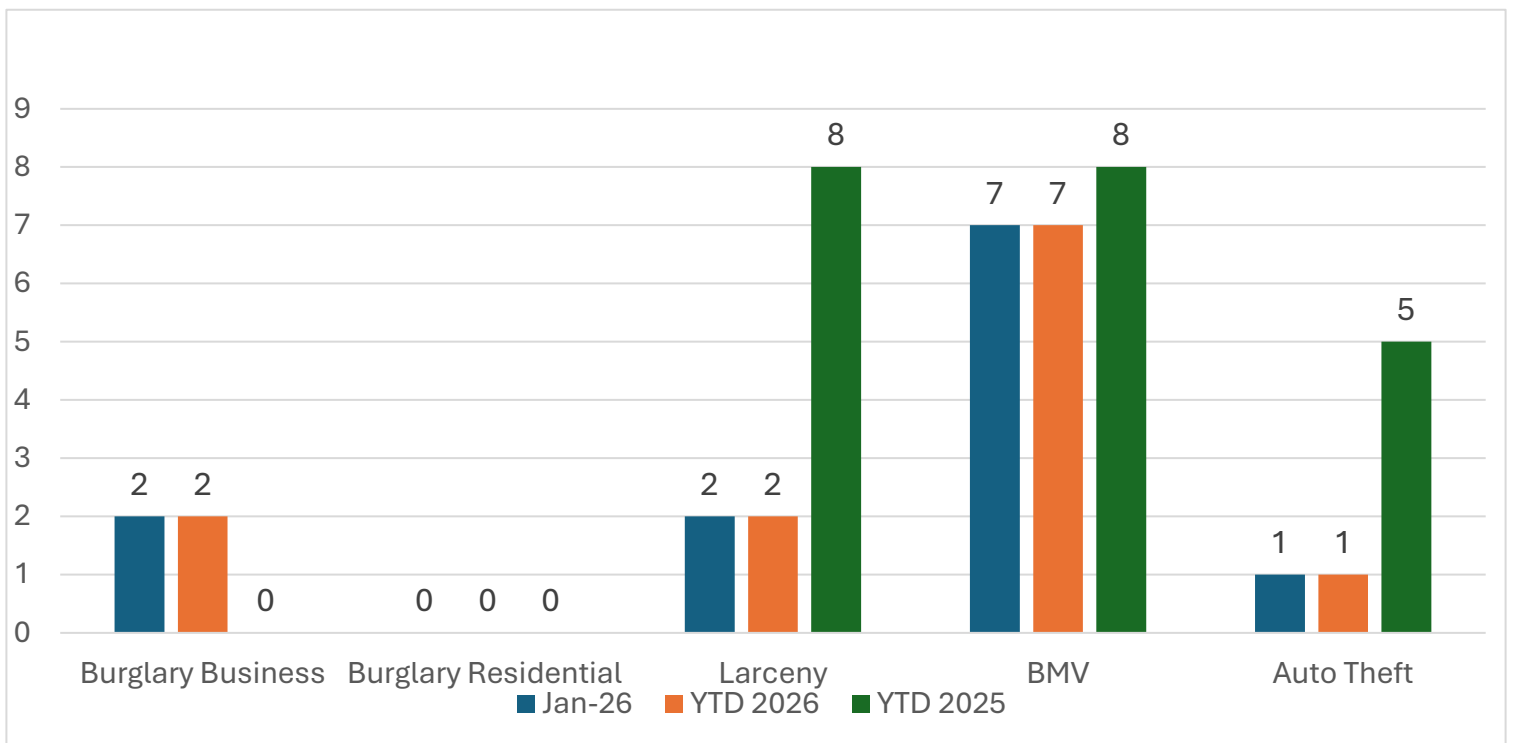
CRIMINAL INVESTIGATIONS



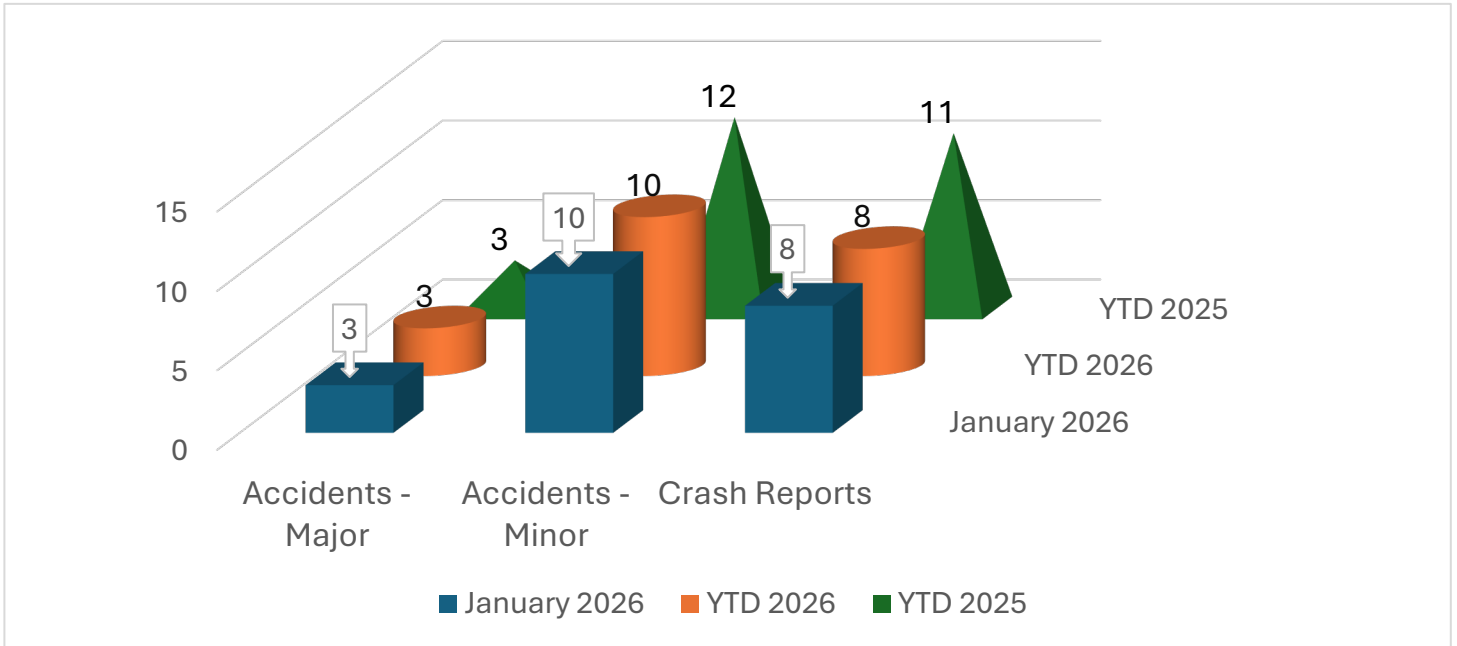
PART 1 VIOLENT CRIME



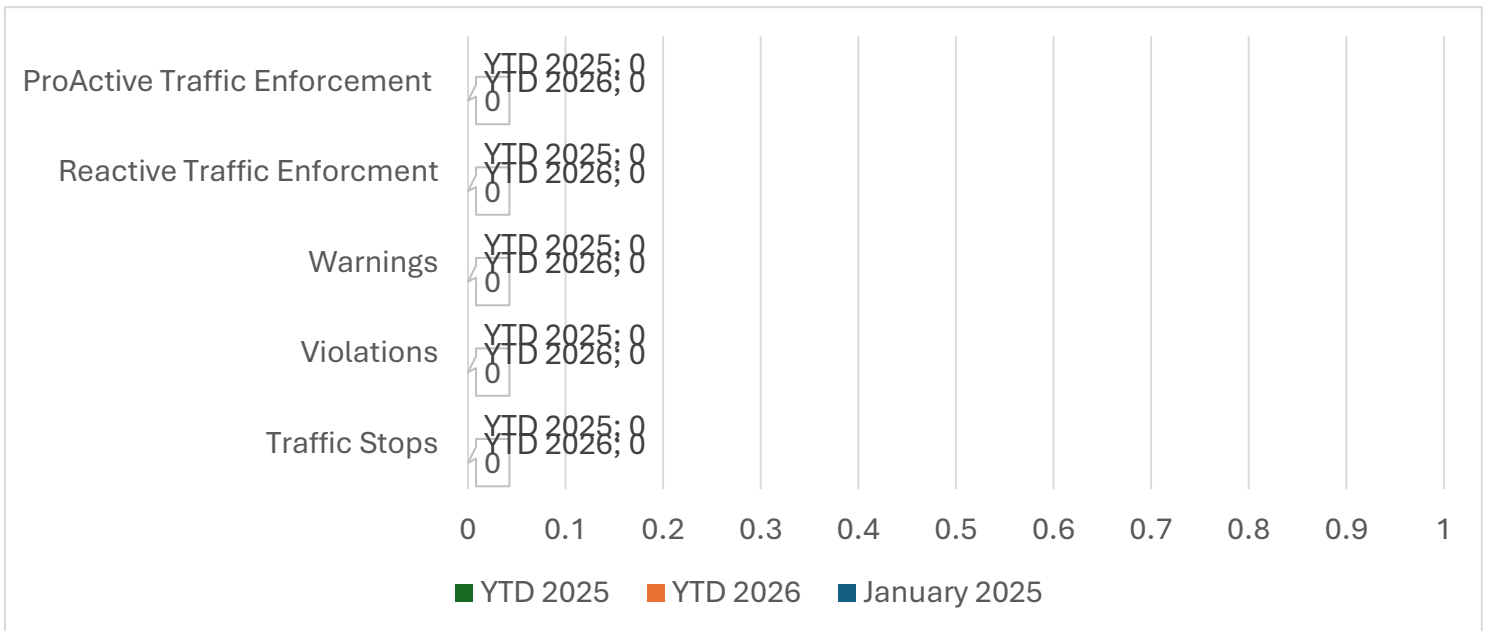
PART 1 PROPERTY CRIME



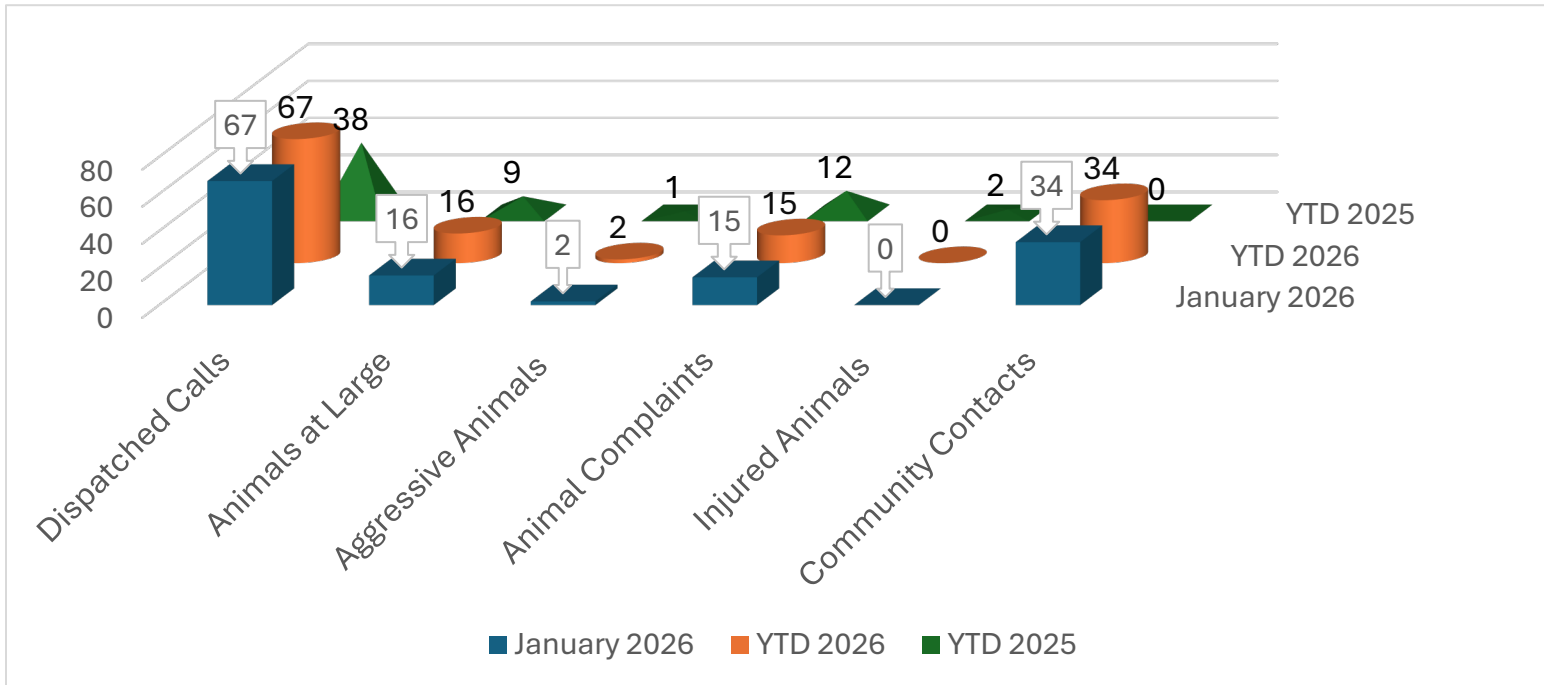
TRAFFIC ACCIDENTS



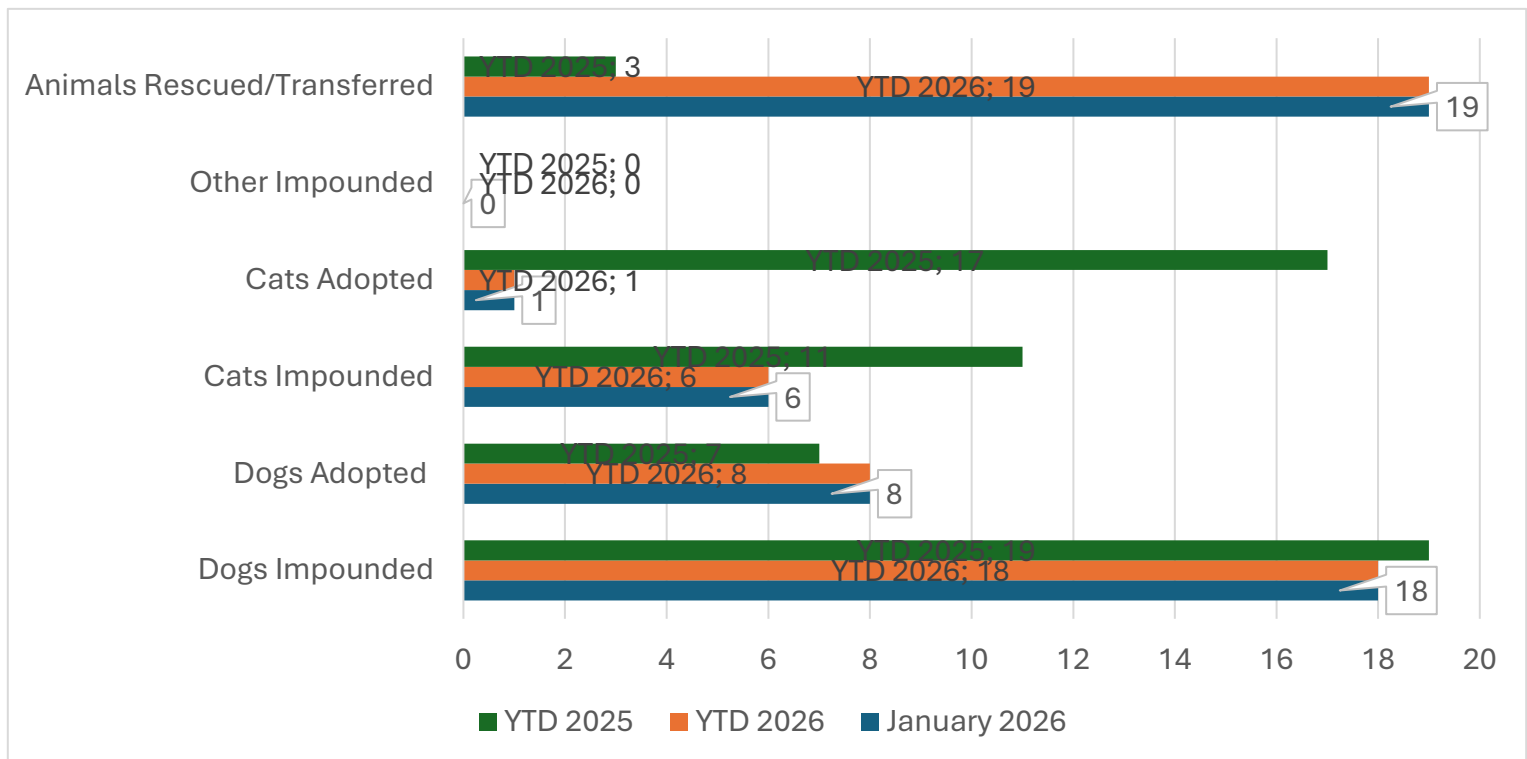
TRAFFIC UNIT



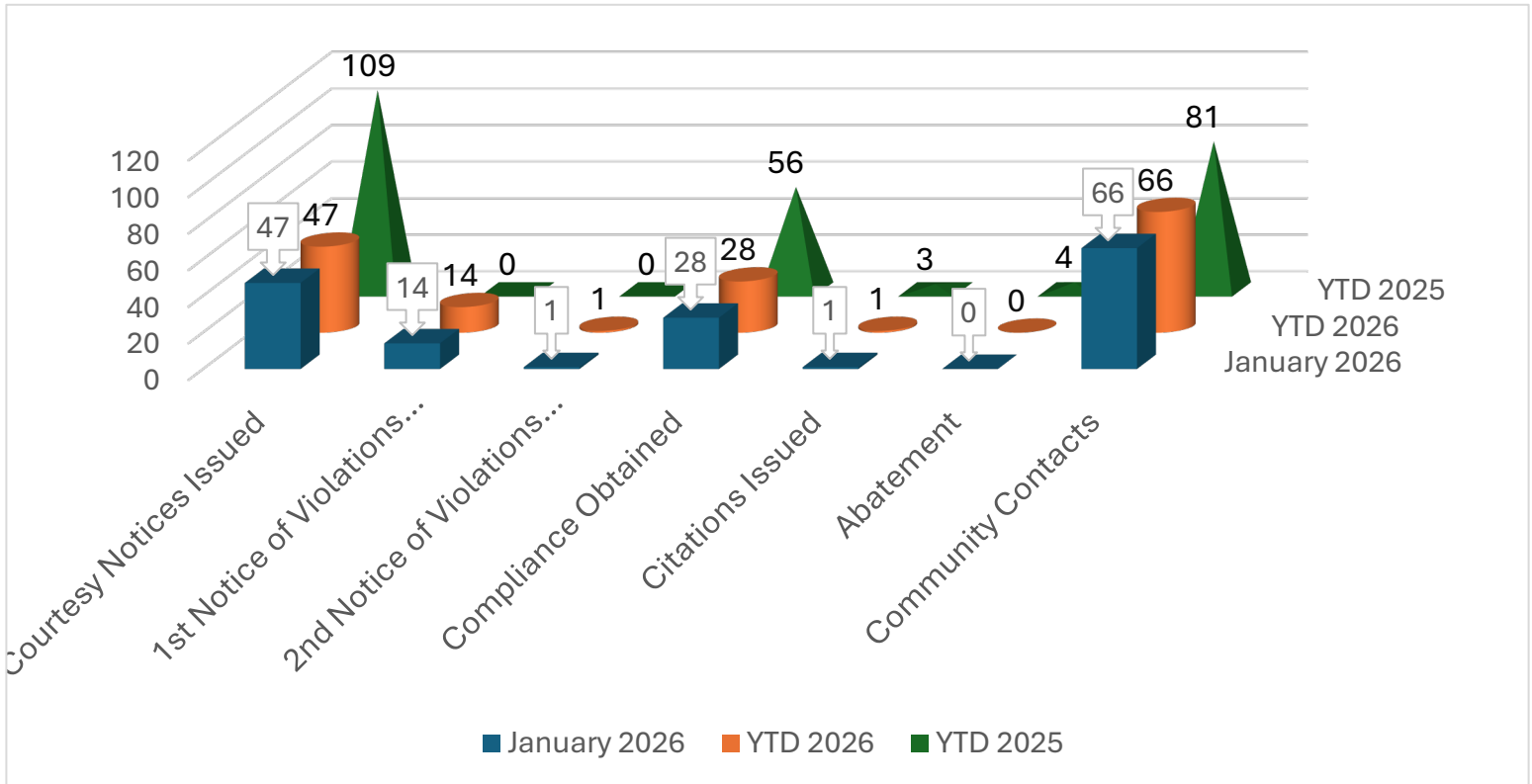
CALLS FOR SERVICE – ANIMAL SERVICES



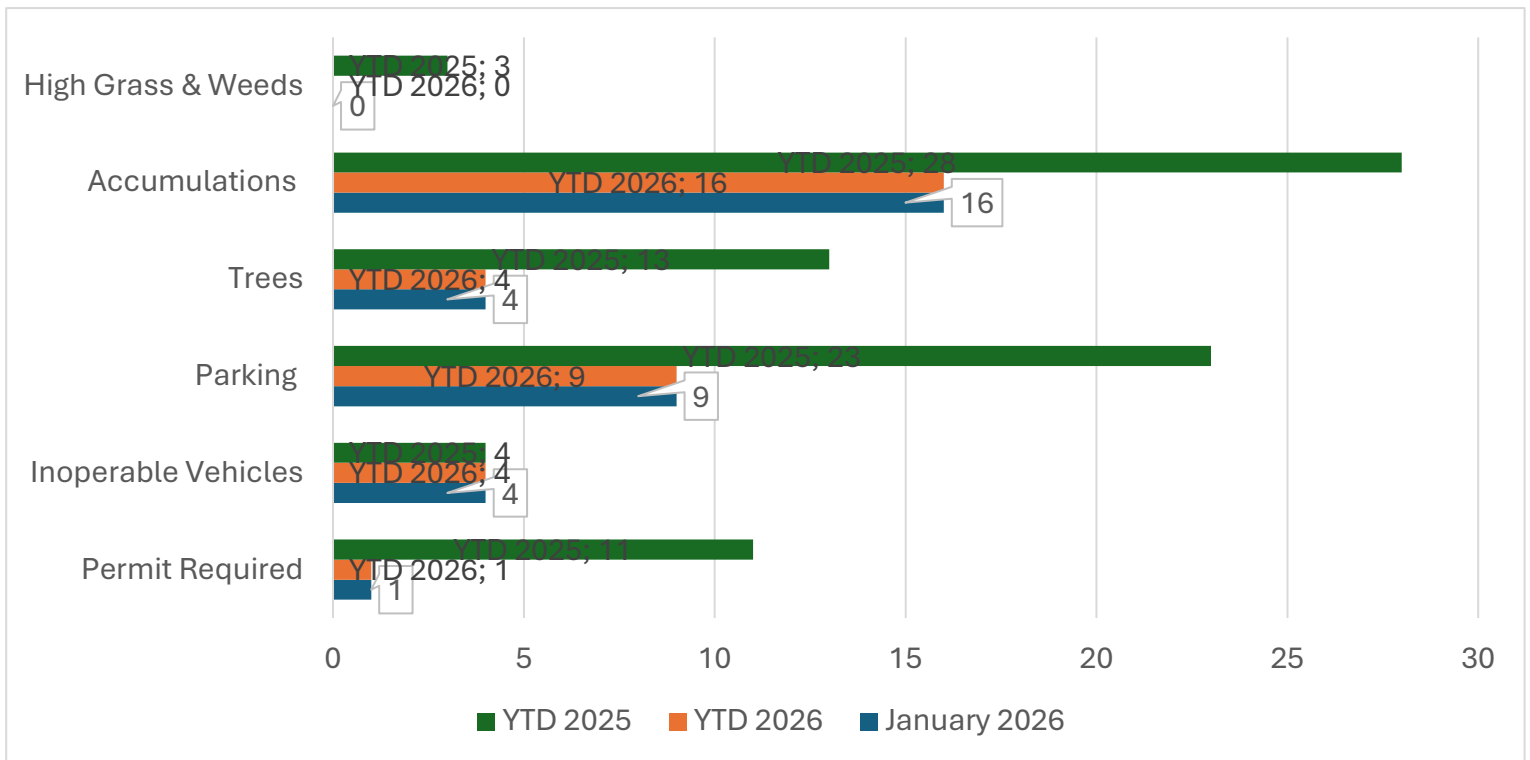
IMPOUNDS & ADOPTIONS



CALLS FOR SERVICE – CODE COMPLIANCE



CODE – COMMON VIOLATIONS





ACCOMPLISHMENTS



POLICE DEPARTMENT

- January 4th – January 9th: Officer Thomson attended TTPOA Basic SWAT School in McKinney
- January 9th: Officer Emily Miller graduated from North Central Texas Council of Governments (NCTCOG) Police Academy
- January 17th: Officer Thomson competed in the inaugural Guns and Hoses Grappling Tournament benefiting Special Olympics, where he placed 5th overall

COMMUNITY COMPLIANCE

- Vax Shack completed 36 sterilizations and administered numerous immunizations.
- Of the 41 cases opened in January, 28 are already in compliance. Of the 62 total open cases, 34 remain active and are continuing through the NOV process.
- Furever Buddy and Hands of Grace DFW partnered to donate snacks and drinks to the Animal Shelter, Fire Department, and Police Department.
- Winston (formerly known as Noah) graduated from the K9s for Warriors program, the nation's largest provider of service dogs for veterans suffering from PTSD.

Family Craft Night

Richland Hills Public Library holds their Family Craft Night every 2nd and 4th Friday from 5:00-6:30 p.m. every month

Summer Camp at the Link

The Link is hosting Summer Camp for children ages 5 to 12, with full days of fun and structured activities including crafts, group games, outdoor play, gym time, and a weekly scheduled field trip.

Camp runs from 7:30a.m. to 6:00p.m. Families should send a sack lunch each day.

The cost is \$150.00 per camp week. When you register, \$20 of that \$150 is due immediately to hold your child's spot. This \$20 is a non-refundable security deposit and is applied toward the weekly camp fee.

The remaining balance for each camp week is automatically drafted seven days before the first day of that camp week.

Registration opened online March 1 and in person March 2.

Food Pantry

John 21 Food Pantry has been moved indoors to Richland Hills Baptist Church, 6852 Baker Blvd. The pantry will be available on the second Thursday of each month at 5:30 p.m.-7 p.m. The new location will be indoors and will allow the food pantry to open regardless of weather conditions.

Senior Lunch Bunch & Bingo

Lunch Bunch & Bingo is offered the 2nd Thursday each month in the Community Rooms. Please register in advance by 12 Noon the Monday prior to the luncheon. Space is limited. You may register via phone at 817-616-3738, online at TheLinkRec.com or in-person at The Link. Bingo is at 1 PM following the luncheon.